

MINUTES

WYOMING COMMUNITY COLLEGE COMMISSION MEETING April 22, 2016

Western Wyoming Community College
Rock Springs, Wyoming

The April 22, 2016 Commission meeting was called to order by Commission Chair Sandra Meyer at Western Wyoming Community College, Rock Springs, Wyoming at 8:40 a.m.

Commissioners present: Commissioners Larry Atwell, Charlene Bodine, Katherine Dooley, Sherri Lovercheck, Sandra Meyer and Wendy Sweeny. Commissioner Bruce Brown was not present.

Commission staff present: Executive Director Jim Rose, Deputy Director and Chief Financial Officer Matt Petry, Programs Team Leader Joe McCann, Fiscal Team Leader Larry Buchholtz and Administrative Services Manager Claire Smith.

A roll call was taken. A quorum was present. Due notice had been published. Commissioner Meyer asked for introductions.

Motion: Commissioner Sweeny moved and Commissioner Atwell seconded a motion to approve the agenda. **Motion passed unanimously.**

CONSIDERATION OF MINUTES OF THE PREVIOUS MEETINGS

Motion: Commissioner Sweeny moved and Commissioner Bodine seconded a motion to approve the minutes of the February 17, 2016 commission meeting. **Motion passed unanimously.**

Motion: Commissioner Sweeny moved and Commissioner Dooley seconded a motion to approve the minutes of the March 21, 2016 teleconference. **Motion passed unanimously.**

ORGANIZATIONS AND ALLIANCES

1. WY Association of Community College Trustees (WACCT): WACCT President Walt Wragge updated the commissioners on their board meeting. The WACCT Summit will be in Laramie on October 20-21st at the UW Conference Center (Hilton Garden Inn). The theme will be “We Can Do More Together - Opportunities for an Economic Downturn.” The keynote speaker will be Dr. Davis Jenkins from the Community College Research Center at Columbia University. Mr. Wragge asked for an update on the Economic Impact Study. Commissioner Sweeny asked if the WY Workforce Center and State School Board Association will be invited to the Summit and Mr. Wragge said they will.

2. Wyoming Department of Education (WDE): Chief Academic Officer Brent Bacon gave an update on WDE activities. The Every Student Succeeds Act (ESSA) replaces No Student Left Behind and has involved collaboration across the state for preparation of the state plan due by August 2017. These federal funds can be used for career and technical education training as well as concurrent enrollment. They have teamed up with LCCC and NWCCD for a Coders of the West program which will teach 20 high school

students computer coding and will instruct 20 teachers on how to teach computer coding. Community college staff are participating on the Statewide Digital Learning Advisory Panel to update the state technology plan. WDE is working with UW, Gear Up and the community colleges on better communication between high schools and college financial aid offices for homeless students. Science standards are out for review and the WDE would like feedback from college science faculty. Superintendent Balow accepted an award from the Afterschool Association for the 2016 Most Influential State Government Honoree. WDE will continue to use the ACT. There have been no changes to the Hathaway program. The STEM conference will be held at WWCC during the first week of August.

3. President's Council: Council President Dr. Young thanked commissioners for attending the commencement ceremonies. All the colleges are working to help with the economic downturn and regional layoffs. They anticipate there will be an increase in enrollments as a result of the downturn. He discussed the collaboration between the college and commission CIOs and stated their efforts have been nationally recognized. Dr. Young will provide an update on the economic impact study soon.

4. Community College Faculty Alliance: No one was present for this report.

5. Wyoming PBS: Terry Dugas, General Manager explained the primary mission for WY PBS is to tell Wyoming's stories. They are moving forward on the Hidden Falls of Yellowstone and the Glaciers of the Winds productions. They are working with Montana PBS on a production about the Bozeman Trail. Independent producers throughout the state are working on other programs. Commissioner Sweeny recognized the efforts of Mr. Dugas and the partnerships he is developing.

6. Complete College Wyoming: Dr. Freeze said the CCW will discuss planning for the coming year at their next meeting. They will work with WY Public Television on the third segment on CCW, which will be focused on the Hathaway program. Complete College America (CCA) is sponsoring an event on Fifteen to Finish in June and CCA will pay for five people to attend. They have had conversations with UW on incorporating their data into the system. CCW will work with WDE on the definition of college readiness. The CCW fall event will bring K-12 instructors of math and English together with college faculty to talk about skills and transition. CCW will add more K-12 partners to the team. Commissioner Lovercheck reiterated the importance of attending CCA and encouraged colleges to send someone. Dr. Leach said WWCC will contract with Dr. Freeze to assist with CCW for a year after she retires.

UPDATES AND REPORTS

1. 2016-2017 Interest Rates for WY Investment in Nursing, Teacher Shortage Loan Repayment and WY Adjunct Professor Loan Programs – Dr. Rose stated by statutory requirement, students who do not comply with these programs must repay their loans. Align sets the interest rate based on statute at 4% above prime. **Motion**: Commissioner Atwell moved and Commissioner Bodine seconded a motion to adopt the 2016-2017 interest rate of 7.26% for the WY Investment in Nursing, Teacher Shortage Loan Repayment and WY Adjunct Professor Loan programs. **Motion passed unanimously.**

2. 2015 Fall Enrollment Report: Highlights are included in the report. There is continuing discussion with Institutional Research staff on the divisor to use for full time equivalency. At some time in the future, there will need to be a statutory change to adjust the divisor to 15. **Motion**: Commissioner Bodine moved and Commissioner Atwell seconded a motion to acknowledge receipt of the WY Community College System 2015 Fall Enrollment Report. Commissioner Sweeny asked if Table 9 "Series 1" should read Casper College and Dr. Rose verified it should. Commissioner Lovercheck asked what is being done at LCCC and WCCC to cause such a high number of students to declare a major. Judy Hay, VP of Student Services, said LCCC is changing the process for advising and they do not let students choose undeclared at admission. Dr. Freeze said WWCC has also removed undecided as an option for students but meta-majors have been increased. **Motion passed unanimously.**

3. Distribution of Allocation to the Colleges: Matt Petry explained the documents included in the meeting packet. The first page is the high level total appropriation for all agency funds. The second page shows how the appropriation will be broken down into meaningful categories and entered into the accounting system. The third page reflects the estimated distribution of the various pieces of state aid among the colleges. The final page of this section shows the anticipated payments to each college for the next biennium based on information available as of the date of the packet. This will be last year of enrollment growth funds due to the funding changes made in the 2016 Session. We will no longer receive contingency reserve funds in future biennia, though we may receive a small portion in FY17. **Motion**: Commissioner Atwell moved and Commissioner Lovercheck seconded a motion to acknowledge receipt of the estimated distributions. **Motion passed unanimously.**

4. Enacted Legislation Affecting WCCC and/or Colleges: Dr. Rose discussed the following items:
Recalibration –HB80 was successful but we have to live with the amount for four years, even though enrollments are going to increase.
Budget – The governor has stated there will be additional budget cuts.
Family literacy – A few centers will attempt to continue to operate with other sources of funding.
Capital construction – Some funding was approved and will hopefully still exist as projects progress.

CONSIDERATION OF CHANGES TO CAPCON MODEL

Larry Buchholtz discussed the changes to measures 4, 5, and 9 in the capcon model. The model projects space deficits and surpluses based on several factors. Measures 4 and 5 calculate project scores based on deficits but they do not take into consideration what is going to be built and whether or not the project addresses space deficits. The proposed changes will adjust the scores for measures 4 and 5 based on the percentage of deficit to be addressed with the proposed project. Mr. Buchholtz further clarified the different space classifications. Mr. Buchholtz also discussed proposed changes to measure 9. The measure requires colleges with a proposed project to give an opinion on how the construction fits in the strategic plan. The change being proposed will require the college to justify the score for this measure to the Administrative Services Council members and commission staff and adjust the score if the group determines the score is not justified. **Motion**: Commissioner Sweeny moved and Commissioner Dooley seconded a motion to approve the proposed changes to capital measures 4, 5, and 9 as presented in the packet. Commissioner Atwell asked for additional clarification on the model calculations. **Motion passed unanimously**

CAPITAL CONSTRUCTION REQUEST EWC

Dr. Rick Patterson explained the need for the requested change for the Agricultural Technology Education Center. The project was approved by the Commission in 2013 and was then approved by the legislature, but the costs were not reflective of the actual cost for construction. The original request was \$4.7M and they are now requesting an increase to approximately \$7.9M. **Motion**: Commissioner Lovercheck moved and Commissioner Atwell seconded a motion to approve the request from Eastern WY College for the increase in the Agricultural Technology Education Center construction budget to \$7.9M. Dr. Rose recommended the project be submitted to Construction Management Division for reauthorization by the legislature due to the size of the increase and its impact on major maintenance. **Motion passed unanimously.**

EXECUTIVE DIRECTOR'S REPORT

- Interim work of legislative committees will include a study by the Joint Appropriations Committee to look at the “community college funding model”. They will consider if the legislature should have a larger role in the approval of programs and facilities. Dr. Rose will also report to the JEIC on the success curriculum for the Hathaway program. Though we aren't directly involved, we have Hathaway data they can use.

- Rules changes resulting from legislation will be coming. Incorporation of performance metric language will continue to affect rules. Dr. Rose cautioned that in changing the funding model to incorporate performance metrics, we don't lose track of student aid. It should be a funding consideration because the state has no state funded need-based student assistance programs.
- A work session to discuss tuition policy revisions is set for June. Dr. Rose is receiving input from colleges and he will provide the commissioners with background data. He asked the colleges to consider using the credit cost model created by Sheldon Flom in the tuition policy discussions. It provides strong support to show some classes cost more to provide than others.
- Future commission meetings
 - June 1, 2016 at CC
 - October NWC or Laramie - **Motion:** Commissioner Atwell moved and Commissioner Bodine seconded a motion for the October meeting to be in Laramie on October 19th starting at 1:00. **Motion passed unanimously.**
 - Tentative WACCT meeting January 19th, 2017 in Cheyenne. Concern was expressed about having a commission meeting this early because the timing does not provide the commission with adequate time to meet its responsibilities and the spring semester starts that week.
 - February 2017 LCCC
 - April 2017 NWC
 - June 2017 CWC
 - October 2017 NWCCD
 - February 2018 LCCC
 - April 2018 EWC
 - June 2018 CC

NEW PROGRAMS

CC: Union Electrical Apprenticeship Certificate – Dr. Darren Divine discussed how some companies provide apprenticeship programs through the colleges that are similar to other programs provided by colleges. Many participants complete these apprenticeships but do not complete an associate's degree. This proposal provides those students with a certificate to show they completed what they came to the college to do, as opposed to showing as incomplete. Commissioner Atwell suggested the proposal be presented differently but Commissioner Sweeny said the nature of the current economy supports approving these certificates. **Motion:** Commissioner Sweeny moved and Commissioner Lovercheck seconded a motion to approve the CC Union Electrical Apprenticeship Certificate and the Independent Electrical Apprenticeship Certificate. **Motion passed unanimously.**

LCCC: Central Sterile Processing Certificate – Terry Harper, Vice President of Academic Affairs presented this program via phone. It is essential to expand opportunities to individuals interested in a one semester certificate, both high school graduates and people already in the industry. It has been vetted through the institutional process, advisory committee, the current program director and industry leaders throughout the region. **Motion:** Commissioner Sweeny moved and Commissioner Atwell seconded a motion to approve the LCCC Central Sterile Processing Certificate. **Motion passed unanimously.**

LCCC: Personal Trainer Certificate – Terry Harper explained this certificate is a result of the aging population and the increase in obesity across the nation. This two semester program will be provided to current exercise science and physical education students and people looking for a career change. They have collaborated with NWC and WWCC who have similar programs. **Motion:** Commissioner Sweeny moved and Commissioner Atwell seconded a motion to approve the LCCC Personal Trainer Certificate. Commissioner Sweeny also encouraged LCCC to work with the National Strength and Conditioning Association and to provide some credit hours in business management. **Motion passed unanimously.**

NWC: Equine Riding and Training with Emphasis on Riding Certificate and Equine Riding and Training with Emphasis on Training Certificate – Dr. Hicswa presented these programs by phone explaining they are two occupational certificates, one focused on riding and one on training. These certificates are a result of the prior year’s pilot program with additional improvements. **Motion:** Commissioner Atwell moved and Commissioner Bodine seconded a motion to approve the NWC Equine Riding and Training with Emphasis on Riding Certificate and Equine Riding and Training with Emphasis on Training Certificate. **Motion passed unanimously.**

OTHER BUSINESS

Commissioner Atwell discussed the idea of making the transition to college easier by matching the college assessment with high school assessments. **Motion:** Commissioner Atwell moved and Commissioner Lovercheck seconded a motion for a resolution requesting college presidents to prepare a proposal that can be taken forward to WDE regarding the matching of assessment tests. Commissioner Sweeny further suggested a test be given to students in their junior year so weaknesses can be worked on in their senior year. Dr. Leach discussed the need for adequate action after a student scores low on an assessment. LCCC Trustee Ed Mosher asked for an opportunity for faculty members of both the K-12 and the college system to meet together to discuss expectations. **Motion passed unanimously.**

ADJOURNMENT

Motion: Commissioner Sweeny moved and Commissioner Dooley seconded a motion to adjourn the meeting at 11:40 a.m. **Motion passed unanimously.**


Saundra Meyer
Commission Chair

Date


Jim Rose
Commission Executive Director

Date