

## MINUTES

### WYOMING COMMUNITY COLLEGE COMMISSION MEETING February 9, 2017

Laramie County Community College  
Cheyenne, Wyoming

The February 9, 2017 regular Commission meeting was called to order by Commission Chair Sandra Meyer at Laramie County Community College, Cheyenne, Wyoming at 8:36 a.m.

Commissioners present: Commissioners Larry Atwell, Charlene Bodine, Sherri Lovercheck, Sandra Meyer and Wendy Sweeny. Commissioner Brown was present by telephone. Commission Dooley 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 Lovercheck moved and Commissioner Sweeny 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 October 19, 2016 commission meeting with an added notation on page 4 that the tuition policy is attached. **Motion passed unanimously.**

#### ORGANIZATIONS AND ALLIANCES

1. WY Association of Community College Trustees (WACCT): WACCT President Walt Wragge reported that Carolyn Danko (NWC) received the trustee leadership award. Officer elections were held: Walt Wragge (NWCCD) is president, George Ecklund (WWCC) is vice president, Carolyn Danko (NWC) is treasurer, and Don Erickson (LCCC) is secretary. Executive Director Erin Taylor continues to work with the legislature on bills affecting the colleges.

2. Wyoming Department of Education (WDE): Chief Academic Officer Brent Bacon briefly discussed the bills the WDE is following. The WDE has collaborated with the colleges to build a distance learning plan. They would like to have future conferences together with the colleges since the topics being discussed are the same. They have started phase two of the Coders of the West program. There will be a STEM conference in Gillette in August. They do not anticipate changes with federal funds but may not know the amount they will be receiving until late spring. They are writing the ESSA plan and have received a lot of stakeholder input. The assessment RFP process continues and they are talking to vendors this week.

3. President's Council: President Dr. Young asked the commissioners to reconsider the October tuition decision in light of budget issues. He thanked the outgoing commissioners for their service.

4. Complete College Wyoming (CCW): Dr. Freeze said 22 people attended the last CCW meeting. They will spend more in-depth time with their K-12 partners working on seamless transitions. The coordinator for the State Board of Education has been added to the team and they continue to have good balance in team members. Members have attended conferences throughout the state to bring visibility to CCW. Several of the dashboards are now created automatically so the data will be consistent with other data published about the colleges. They continue to work with UW to pull their data into the automated process for the dashboard.

5. Community College Faculty Report: No one was present for this report.

6. Wyoming Public Television: General Manager Terry Dugas was not in attendance but provided a report as part of the meeting packet.

7. Wyoming Excels: Bill Schilling, President of Wyoming Business Alliance, discussed the WY Excels program, which is a proactive effort to formally engage the business community in education and to increase the percent of the workforce with postsecondary education.

#### UPDATES AND REPORTS

1. 2016 Summer Enrollment Report: Dr. Rose addressed corrections on table 4 of the highlights, which should read 2016 and 2015 in the description, not 2015 and 2014. **Motion**: Commissioner Sweeny moved and Commissioner Atwell seconded a motion to accept the 2016 Summer Enrollment Report, with the correction of dates and the replacement table 11 provided and made part of this meeting packet. **Motion passed unanimously.**

2. Financial Report: Financial highlights are part of the meeting packet. **Motion**: Commissioner Atwell moved and Commissioner Bodine seconded a motion to accept the financial report. **Motion passed unanimously.**

3. 2016 College Audit Report: Dr. Rose said this is a statutory requirement. Five colleges are audited by the same firm and therefore those audits are comparable. Other firms may approach audits differently so the difference in results could be a result of varying audit approaches. Commissioner Atwell suggested colleges meet with each other to make sure everyone understands the compliance process. **Motion**: Commissioner Lovercheck moved and Commissioner Sweeny seconded a motion to accept the 2016 College Audit Report. **Motion passed unanimously.** Larry Buchholtz recognized the significant improvement in WWCC, LLCC and NWCCD findings.

4. Performance Indicator Report: Dr. Rose said this report continues to be refined and we are now able to report more specific detail because of our new capacity with data. Discussion took place on various charts/graphs within the report and Dr. Rose explained some of the limitations in the data used in the report. He said some information is dependent on data entered into the Integrated Postsecondary Education Data System (IPEDS). A number of components are restricted in ways that make it difficult for us to report the data. Part of the reason for low numbers in the report is the part-time nature of community college students, who tend to have longer completion times. Commissioner Sweeny asked if numbers will improve when we have access to workforce data. Dr. Rose explained it may not improve the data, it will just give us more data. **Motion**: Commissioner Sweeny moved and Commissioner Atwell seconded a motion to accept the Performance Indicator Report. **Motion passed unanimously.**

5. Enrollment and Level of Instruction Audit Report: Dr. Rose said this report shows how accurate the colleges are with their weighting of courses and the assignment of levels of instruction. **Motion:** Commissioner Lovercheck moved and Commissioner Atwell seconded a motion to accept the Enrollment and Level of Instruction Audit Report. **Motion passed unanimously.**

6. Legislative Update:

- Pending legislation – Dr. Rose updated the commissioners on pending legislation:
  - The supplemental budget has consumed most of conversation. Third reading amendments are due today and until we know those, it is difficult to say where we are with the budget.
  - ENDOW initiative – This bill is likely to pass and may have some impact on the colleges.

EXECUTIVE DIRECTOR'S REPORT

- 2017/2018 meeting dates – The next meeting will be April 28 at NWC. Dr. Rose will do a survey for June meeting dates once new commissioners are appointed.
- Update on initiatives and activities
  - Moving Forward Phase 2 – Andy Corbin and his staff are starting phase 2 but some work will be done by 3<sup>rd</sup> party vendors. Requests for Proposals (RFP) are being considered now and the contractor hired to help create the RFP is also helping with the evaluation of responses.
  - Adult Education (AE)/Workplace Innovation and Opportunity Act (WIOA) –AE performance is now under the umbrella of the Wyoming Unified State Plan. An RFP has been created to award funds under WIOA. There are potential cuts to federal funds for AE and possible elimination of WIOA training funds, which is a significant source of training dollars for the colleges.
  - Tuition policy: Dr. Rose explained the reason for discussing the tuition policy again. At the October meeting, the decision was made not to increase tuition and to maintain the tuition cap. Members of the Joint Appropriations Committee questioned this decision, especially since UW is increasing tuition by 4% each year and is considering significant fee increases for some programs. The statement in the constitution saying “tuition should be as free as possible” only applies to UW, not the community colleges. Dr. Rose recommended the tuition cap be adjusted but the tuition policy should remain constant for a biennium. Discussion took place on the timing of an effective date and Dr. Rose stressed the importance of making a decision while the legislature is in session so they are aware a change has been made.

**Motion:** Commissioner Atwell moved and Commissioner Sweeny seconded a motion to increase tuition 5% for 2017/2018 going forward for two years. Additional discussion took place on changing tuition, removing the cap and timing of the changes, with input from commissioners and college presidents. **The motion was withdrawn by Commissioners Atwell and Sweeny.**

**Motion:** Commissioner Atwell moved and Commissioner Sweeny seconded a motion to increase instate tuition \$5/credit, WUE tuition \$8/credit, and nonresident tuition \$15/credit. **Motion passed, Commissioner Lovercheck opposed.**

Discussion continued on the timing of the increase. Matt Petry suggested doing an increase now and then another increase next year to realign with the biennium. **Motion:** Commissioner Sweeny moved and Commissioner Atwell seconded a motion to make the tuition increase effective for the 2017/2018 academic year with reconsideration at a later date on continuation of the increase. **Motion passed unanimously.**

**Motion:** Commissioner Atwell moved and Commissioner Bodine seconded a motion to remove the tuition cap effective 2017/2018. Input was received from college presidents and trustees on the removal of the cap and its timing. **Amendment:** Commissioner Atwell moved and Commissioner Bodine seconded an amendment to make the effective date of the removal of the tuition cap academic year 2018/2019. **Amendment passed unanimously. Amended motion passed unanimously.**

CAPITAL CONSTRUCTION REQUESTS

CC Visual Arts Building: **Motion:** Commissioner Atwell moved and Commissioner Lovercheck seconded a motion to approve the adjustment to the original approval for the Visual Arts Building to account for additional costs. **Motion passed unanimously.**

RECOGNITION OF RETIRING COMMISSIONERS

Retiring Commissioners Sweeny, Bodine and Lovercheck received a thank-you gift for their years of service. Walt Wragge presented the retiring commissioners with plaques from the WACCT.

OTHER BUSINESS

Walt Wragge introduced new trustees.

ADJOURNMENT

**Motion:** Commissioner Sweeny moved and Commissioners Atwell, Bodine and Lovercheck seconded a motion to adjourn the regular commission meeting at 11:40. **Motion passed unanimously.**

  
Sandra Meyer  
Commission Chair

  
Jim Rose  
Commission Executive Director