

# MINUTES

## WYOMING COMMUNITY COLLEGE COMMISSION MEETING

June 12, 2019 Retreat- No Action Taken

June 13, 2019

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| <b>Commissioners present:</b> | Jackie Freeze, Kay Dooley, Ember Oakley, Julia Newman, Greg Blikre, Craig Frederick, Dennis Boal.      | <b>Commission Staff present:</b> | Dr. Sandy Caldwell, <i>Executive Director</i><br>Matt Petry, <i>Deputy Director and Chief Financial Officer</i><br>Larry Buchholtz, <i>Chief Operating Officer</i><br>Andy Corbin, <i>Chief Technical Officer</i><br>Cayse Cummings, <i>Director of Business Operations</i><br>Guest: Dr. Ben Moritz, <i>Incoming Chief Academic and Student Service Officer</i> |
| <b>Ex-officio present:</b>    | Representing Governor Gordon, Lachelle Brant<br>Representing State Superintendent Balow, Shelley Hamel |                                  |  |

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The June 13, 2019 regular Commission meeting was called to order by Commission Chair Jackie Freeze at 8:30 a.m. at Central Wyoming College, Riverton, Wyoming.

A roll call of voting members was taken. A quorum was present. Due notice had been published.

Click [here](#) for the Retreat and Meeting Agenda

### ***Introduction***

- Commissioner Freeze announced the newest Commission member, Mr. Greg Blikre from Gillette, Wyoming.
- Commissioner Blikre repeated and affirmed the oath of office to Judge Wesley Roberts, as required by the Constitution.
- Introductions were made.

### ***Public Comment on Agenda Items***

- Cindy Delancey, President of the Wyoming Business Alliance mentioned that her comments were directed to the emergency rules process for the Wyoming Works Program. She stated that the business community stands along with Wyoming Works and she will make sure that everything is right in order to improve the economy. Written comments will be provided once the emergency rules have been reviewed for any substantive changes. Ms. Delancey asked the Commission and colleges to take a look at what the Wyoming Works Program will look like moving forward.

Chairman Freeze recognized the important efforts of many people for moving things forward and extended her thanks.

## ***Organizations and Alliances***

### **1. Wyoming Public Television**

- Terry Dugas, General Manager, had some corrections to report. WPTV has had production delays, so Beef to Butcher will air on June 21, 2019.

### **2. Wyoming Governor's Office**

- Lachelle Brant, designee to the Commission for Governor Gordon, stated that she and the Governor look forward to working closely with the people that will be shaping the educational future.

### **3. Wyoming Department of Education**

- WDE School Support Director, Shelley Hamel, designee to the Commission for Superintendent Balow, provided an update on the agency. Teachers are happy due to receiving the results from their WY-TOPP tests back in a timely fashion. Accreditation is going smoothly. CTE and the Perkins V team completed their statewide road trip to encourage discussion on the matter. The state plan will be discussed on July 17, from 9:00 a.m. to 11:00 a.m. and will be available via Zoom for outside participants. The student-teacher resources team reported that computer science received a grant from Microsoft to create a two-year plan for implementation. This will provide Computer Science updates for teachers. The *Breakfast After the Bell* program is working well with the first lady's initiative. There are upcoming conferences throughout the summer. Hathaway, Medicaid need to be able to support school districts for implementation in 2020 and 2021. Work continues on revisions and additions to the Department of Education rules.

### **4. Wyoming Association of Community College Trustees (WACCT)**

- Mr. Ernie Over from CWC, serving as the President of WACCT, stated their last meeting had excellent attendance. The WACCT group is currently planning for their September 26 and 27 fall conference at NWC. Their advocacy committee will be meeting again to develop a strategic plan. Mr. Over also mentioned the WACCT team has been working on a new contract with Erin Taylor.
- Erin Taylor, Executive Director, said the Legislation is having questions on impacts to other counties that do not pay mill levies for community colleges, and there possibly needs to be a statewide mill levy to support higher education. This is a topic we will hear more about in the future. The Labor Committee has been meeting regarding CHA's and health insurance issues. Ms. Taylor said they are trying to buckle down and determine a plan, not a reaction. This is an example of the many areas we can educate in, and that is all part of the plan.

### **5. The Presidents' Council**

- Dr. Joe Schaffer, President of the Laramie County Community College, recognized Karla Leach and Paul Young for their services as outstanding community college presidents. He said everyone who calls Wyoming home, including students, appreciated their years of service. He extended many thanks to both retiring college presidents, Dr. Karla Leach and Dr. Paul Young. Dr. Schaffer said this is a time of transition, with Dr. Stefani Hicswa moving into his position as president of the Presidents Council, along with the following new liaison reassignments: Dr. Schaffer will work with the Academic Affairs Council, Dr. Tyndall with the Student Services Council, Dr. Divine with the Administrative Services Council, Dr. Tribley with the Chief Information Officers and Dr. Dale with the Data Governance Institutional Research Council. The Marketing Group is going to be reenergized with Dr. Lesley Travers' involvement. Dr. Hicswa will be working with the Educational Attainment Executive Council and WPBS and Dr. Schaffer will be working with SLEDS. President Schaffer said the college presidents have been busy working on Wyoming Works, the Bachelor of Science degrees soon to be offered at the community college level, as well as the incoming classes. Health insurance continues to be an issue.

**6. Educational Attainment Executive Council (EAEC)**

- Dr. Caldwell said she was sitting in for President Hicswa who was unable to attend the meeting today. She mentioned there are numerous reports required to get to the JEIC by October 1st. Additional updates are provided under **Tab 1** of the Commission meeting packet.

**7. Community College Faculty Alliance**

- Dr Brandon Kosine from Casper College mentioned Terry Rogers was unable to attend and sends his regrets for not being at the meeting.

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***Consent Agenda***

- I. Consideration of Minutes of Previous Meeting
  - April 10 and 11, 2019
- II. Acceptance of Reports
  - Accreditation Report
  - Level of Instruction Audit Report
  - High School Equivalency Test Providers
- III. Consideration of Emergency and Draft Regular Rules
  - Chapter 1: Definitions- Capital Renewal
  - Chapter 5: Allocation Model Revision

**Motion:** Commissioner Blikre moved and Commissioner Frederick seconded a motion to approve the consent agenda items. **Motion passed unanimously.**

***Regular Agenda***

- I. Consideration of Emergency Rules
  - Chapter 1: Definitions – Wyoming Works
  - Chapter 5: Funding Process- Wyoming Works
  - Chapter 6: Program Approval Process- Wyoming Works
- Dr Caldwell, Executive Director of the Wyoming Community College Commission, said her coworkers, Matt Petry, Deputy Director and Chief Financial Officer, and Larry Buchholtz, Chief Operations Officer, have led the effort via Wyoming Works workgroup on Wyoming Works along with the critically important contributions and information distribution from Kathy Wells, Academic Affairs VP at Central Wyoming College. Continuing to recognize the colleges’ extensive input to this effort; Shaman Quinn from Northwest College provided valuable insight regarding how financial aid could determine contributions and what that could look like moving forward. Mary Ellen Tast, from Laramie County Community College, has been instrumental in connecting the workforce training pieces. Louisa Hunkerstorm, from the DGIRC, provided valuable information on the data sets needed, ensuring the colleges’ tracking and reporting would be ready to go.
- Matt Petry introduced the three chapters needed for Wyoming Works. Chapter 5 is the longest and most complex because it covers aspects of funding. It was necessary to add the way student aid would be handled, who would be eligible, and if they were to lose eligibility, how they could get it back. The number of awards is also addressed in Chapter 5. Wyoming Works will provide 3 million dollars for students and 2 million dollars for the colleges’ faculty and equipment. The methodology for distributing these funds has not yet been determined and will be addressed during the next round. Funding for Wyoming Works will start in the fall rather than this summer. Mr. Petry said that Chapter 6 covers the approval function for programs and needs additional work.

Noncredit is an area that has not had focus in the past for tracking and reporting. There is a significant number of differences among the colleges, so another set of emergency rules will address this. At the same time, it will also address critical need vs standard need, with regard to funding to students and how that will continue to flow through credit and noncredit programs. A qualifier the colleges had to identify in their program submissions was whether the program met aspects of ENDOW or Next Generation Partnerships. The program did not have to meet both, but at least one. This qualification will continue in the future, along with looking at regional needs. Dr. Caldwell also shared that the approach used required a lot of coordination with the Governor's office, Wyoming Business Council and the Department of Workforce Services. The Wyoming Works concept runs across other agencies, such as Wyoming Workforce Services, the WIOA grant, Wyoming Workforce Development Council and the Wyoming Business Council. We need time to work on the second part that is not developed, like consortiums, and we will address this at our next meeting.

- **Public Comment:** Cindy Delancey said the Wyoming Business Alliance group appreciated the swift action of the Commission staff and colleges and again, offered support, since we need to make certain there is ongoing collaboration and dialogue so we get this correct.
- **Motion:** Commission Chair Freeze asked all those in favor of the emergency rules say aye, those opposed say nay. **Motion passed unanimously.**

## II. Statewide College System Strategic Plan

- Dr. Caldwell said she and the staff have been reviewing the previous strategic plan from 2010 and the Addendum from 2014. They are working on bringing it up to date and sharing all the good work that has been going on. Regarding the four Ps (Progress, Performance, Participation and Placement), from the Addendum, eleven of the fourteen goals have been substantially met.
- Larry Buchholtz asked the Commissioners to consider if the last couple of pages with highlights are viable to move forward. They need approval to sunset and approval to move forward to create a new strategic plan.
- **Motion:** Commissioner Blikre moved to accept the State College Strategic Plan Commissioner Newman seconded. **Motion passed unanimously.**

## III. Preliminary 2021/22 Biennial Budget

- Matt Petry discussed each section and related specifics of the budget for 2021 and 2022. Mr. Petry reviewed and provided his priority recommendations on the eight items that will go in to the second portion of the budgeting process, referred to as "exception requests". Highlights included the data security expert position, which is currently through a temporary one-year contract, that would become a permanent position for this next budget cycle. House Enrolled Act 96 requires the colleges to implement college transfer transcripts. However, purchasing the software piecemeal costs more than buying everything at once, along with the maintenance agreements. Therefore, it is being recommended to purchase more at the frontend, although the legislation did not provide enough money through HEA96. The Wyoming Investment in Nursing (WYIN) program will require three additional nursing faculty members. The Legislation removed the sunset of the WYIN program, so it will be continuing for the foreseeable future. The Commission will need to prioritize these eight requests, and they are welcome to shuffle them however they wish. Exceptions are prioritized in the event that budget cuts are needed in the future. Commissioner Blikre questioned leaving HSEC as the fourth priority. Mr. Petry said HSEC was placed as fourth because it does not have any federal funding, but is beneficial to the colleges to be able to offer. Requested additional WYIN funding could almost be placed last since it is statutorily mandated. Statutes would have to be changed to eliminate this program's funding. Commissioner Blikre asked if the order that has been presented to them is what the staff would like to see. Mr. Petry responded yes. Commissioner Newman asked for additional information on the Adjunct Teacher Program. Mr. Petry explained this program is relatively new and it provides funds to high school teachers to teach college courses.

- **Motion:** Commissioner Oakley moved and Commissioner Dooley seconded a motion to approve the standard budget. **Motion passed unanimously.**

#### IV. Capital Construction Prioritization and Approval, Capital Renewal and Authorization

- Dr. Caldwell reviewed the approach taken in order to present these projects, and the motions needed this morning, as well as authorization items. She introduced the Wyoming State Construction Management and School Facilities Representatives present; Mel Muldrow, Division Administrator, David Webb and John Rexius, Project Managers. She mentioned they have spent a significant amount of time with her, the colleges and the Commission staff.

##### A. Escalation Factor of Prior Approved/Authorized Projects

- Mr. Buchholtz, Chief Operating Officer at the Commission, reviewed the unfinished projects lists, saying that those projects have been prioritized, including the 5% inflation factor, which was provided by the State Construction Department, and calculated in. If the project exceeds costs by 10% between now and 2020, it will need to come back to the Commission for reconsideration.
- **Motion:** Commissioner Boal moved and Commissioner Newman seconded a motion to approve the escalation factor of prior approved projects. **Motion passed unanimously.**

##### B. CWC Jackson Prior Approved Project for Property Acquisition

- CWC President, Brad Tyndall, discussed the progress of the Jackson project through the last few years. They are seeking authorization to purchase other property in Jackson in order to continue this project, and they are asking for a 50/50 match, along with local funding to match that, so they get to the finish line.
- **Motion:** Commissioner Oakley moved and Commissioner Dooley seconded a motion to approve the property acquisition for CWC. **Motion passed unanimously.**

##### C. Prior Year Consolidation Prioritization, Chronological Order

- Dr. Caldwell informed the Commissioners that this topic needs to be a recognition item, since the Commission has already acted on these in the past. Dr. Caldwell explained that the priority was based off the year when the item first occurred. Mr. Buchholtz added that we expect the State Construction Management and School Facilities Department to add this list in their budget requests for projects that the colleges have acted on in year's past.
- **Motion:** Commissioner Frederick moved and Commissioner Boal seconded a motion to adopt the prior year consolidation prioritization. **Motion passed unanimously.**

##### D. 2019 Prioritization Model

- Dr Caldwell advised the Commissioners there were three project requests presented through the prioritization model for this year. Larry Buchholtz reviewed the priorities and their scoring on each of the thirteen capital measures, along with the presidents' letter of explanation, and presented details of

the project itself. Cost estimates were provided by whoever the college hired to complete the level one design. State construction will be asking for these NEW funds from the legislature.

1. Western Wyoming Community College (WWCC): Nursing Standalone Facility
  - Dr. Leach stated that she was excited about this option, since they had to make difficult decisions regarding this project. A standalone facility project is needed because nursing is currently all over the campus. They have an 80-student program, and faculty are teaching very odd schedules to rotate students through the program. Each year the program progresses, the space needed continues to grow. Despite these obstacles, the scores on the nursing exams continue to stay strong.
2. Laramie County Community College (LCCC): Recreation and Athletics Center Renovation
  - Dr. Schaffer reviewed the history of this facility and stated that it is one of the oldest buildings on the LCCC campus. They had hoped to manage with their own funds, but ran into difficulties, and are therefore asking for state support.
3. Northern Wyoming Community College District (NWCCD): New Academic Center
  - Larry Buchholtz reviewed the costs, as seen in **Tab 14**. President Young stated that this is the next project in the master plan for the Gillette campus science classroom expansion. The local government have been timely in helping them grow. There is a much bigger capacity, and the teaching of science has significantly changed over the last 20 years. This applies to the nursing program students who have to learn a great deal now, compared to 20 years ago. The current nursing program has grown and additional capacity is needed to meet this demand.
  - Mr. Buchholz provided another ranking in order of the thirteen measures, along with their scores, and a space needs model for each campus. Commissioner Blikre asked about the level of students at each college and whether or not there has been enough staff. Dr. Leach stated there are several concerning things. One of them being that health insurance caps the number of faculty the colleges can have. Another concern is whether the colleges can serve the people in the space they have. For WWCC, capacity is at the MAX and industries are growing all around. Dr. Schaffer said the colleges have high demand for these programs to expand capacity, but high tech comes with a high price tag. The scale is not there for the faculty, demands of diversifying economy, especially in an aging facility. The compensation levels for faculty need to compete with the outside economy. The question is if we should continue to cut. It is going to get more difficult moving forward. George Eckman, WWCC Board Member, discussed the growing of students in his generation. He said that due to demand, they are now being forced to narrow students' horizons and just prepare them for a job. Dr. Leach said everyone needs to remember and understand that their job is to serve the students. They are bringing more baggage and we need the student services to support them. The higher level of need for the student services branch is very costly. We need to be holistic.
  - Commissioner Oakley asked if the colleges were restricted by the space needs model. A second question was if this is based off of projected growth. Lastly, a third question was how we would function at a 55% deficit. Dr. Leach responded by saying that WWCC gets very creative in using the atrium area. They have used almost every possible meeting place. The library is heavily used, but they cannot get that in the instructional model and it needs to be there.

- **Motion:** Commission Chair Dr. Freeze asked for a motion to approve the three projects. Commissioner Boal moved, seconded by Commissioner Oakley. **Motion passed unanimously.**
- Commissioner Boal asked if this priority list matters when it goes to the legislature. Larry Buchholtz said that you can change the priority for the State Construction Department (SCD), they can change the prioritization as well, but have not done so to date. Typically, they fund everything, and priority doesn't matter.

E. Capital Renewal: WWCC Infrastructure

- Dr. Caldwell stated this topic was not an action item, but more informational since it had been acted on and prioritized by the legislature as an emergency funding request. The definitions for capital renewal was in the Emergency Rules just acted on by the Commission. The SCD department was extended thanks too for providing us a definition for our rules and allowing us to add this to our list.
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F. Reconciled Multiyear Model Prioritization

- Dr. Caldwell reviewed the information provided in **Tab 16** and how the SCD could add this to their records. Larry Buchholtz explained that level I is a progressive design/study only. Colleges have to complete this with institutional funds. This is what they use to inform the model. Level II goes to the SCD along with a schematic design and additional programming. This is where they are looking at actual design documents and are asking for an appropriation to fund that. This phase gets you closer to the actual costs. Level III is a separate budget funding ask for the legislature. This portion asks for the construction costs. Mel Muldrow added that as they go through the Level II process, they try to stay true to that number the best they can. That way, when they get to Level III they do not have to go back and ask for more information. They want Level III to contain the real numbers. Larry Buchholz mentioned that LCCC used their own funds to cover the Level II process. David Webb explained the culinary arts project at NWCCD and said that it moved to Level III based off the Level II done in house. This is a very straight forward project. They have a good idea of the costs for this project because the escalator factor takes into consideration that the project may have been on the shelf for a couple of years before the SBC sees it, we have to be sure we are not going to be short. Wyoming Statutes 9-5-108 give the specifics that have to be followed. Erin Taylor said that the priority does matter moving through SCD to the legislature. They are asking more questions, like wanting to see the project from the year when it started. This session, they have seen a lot more movement and how the projects are prioritized.
- **Motion:** Commission Chair Freeze asked for a motion to approve the multi-year model prioritization, Commissioner Dooley moved, Commissioner Frederick seconded. **Motion passed unanimously.**

***Authorization***

- Larry Buchholtz said that the Commission has two different actions, which are to approve general funding and to authorize projects that the colleges are funding themselves. The college could increase a major maintenance ask based on the second type of project mentioned. When a project exceeds \$100,00.00 that has combined funds, these must be approved by the Commission.

A. Central Wyoming College (CWC) Student Center Renovation

- Dr. Tyndall said that CWC needs to create a student space, since students have to hang out in the hallway currently and that is not obeying fire code. This will be paid with student fees and major maintenance funds, at a cost of approximately \$600,00.00.

B. Land and Building Acquisition (gift) NWCCD- Sheridan College

- Larry Buchholtz explained this was slightly different because it was a gift/donation of land. The fair market value is slightly over the Commission's authorization limit of 1.5 million, so this will also have to be approved by the legislature. Dr. Young said that the Sheridan campus is currently 80-90 acres and this is a 30-acre parcel on the east side. This area could house a main structure for construction tech. to build under cover and in a protected space. Also, this area could be used for housing since reasonable income housing is a problem for Sheridan and the campus is somewhat land locked. They have a motivated investor to see this through.
- Commissioner Frederick asked about major maintenance and whether it is one big pie that gets cut further or if the money come from somewhere else. Larry Buchholz said that the model computes the usage by space use codes and determines the replacement costs.

V. New Program Approval Requests

- Casper College: Brandon Kosine, VP for Academic Affairs, presented a modified Hospitality and Tourism AAS program for approval.
- Central Wyoming College: Kathy Wells, VP for Academic Affairs, presented the following four pilot certificates for approval to move to permanent status; Cosmetology Instructor, Esthetician Certificate I, Nail Technician and Hair Technician. Certificates needing initial approval for implementation include: Patient Care II, Medical Office Support II, Leadership Studies II, Hotel & Restaurant II, and Electrical Apprenticeship II. CWC is requesting to combine the previous pilot Cosmetology Certificates into an AAS degree due to ongoing demand for this program. Kathy Wells said the cover letters are quite straight forward in presenting their requests. Commissioner Frederick asked if the 69 credit hours seems to be a lot and if there is a summer term required. Kathy Wells said that when referring to the Cosmetology curriculum, it is managed by the state board and they dictate the program requirements. 69 Credits is the highest amount at Central, but it cannot be re-done to meet the board requirements. General EDs are embedded to Cosmetology. Commissioner Boal asked how long it typically takes students to graduate. Kathy Wells responded that it takes about 5 semesters for an AAS degree.
- Eastern Wyoming College: Heidi Edmunds, VP for Academic Services, presented three pilot programs to request their continuance as permanent programs; Welding Specialists Certificate, Precision Agriculture AAS, as well as a Certificate.
- Northern Wyoming Community College District. (NWCCD): Estella Garrison, VP for Academic Affairs, said the two Certificates they are presenting for approval, IT Support Technician and the Arts Administration are both complimentary to students taking other degree types, and they follow Endow. The certificate in IT Support has been very successful and they are excited to move forward.
- Western Wyoming Community College. (WWCC): Kim Farley, VP for Academic Affairs, said the following six pilot programs have been brought forward for permanent approval due to areas of need in their community. The programs are: Emergency Medical Services, Application Software Specialist Certificate and AAS degree, Social Media Certificate, Digital Media AAS and Computer Science Endorsement Preparation Certificate. The Powersports Technology Certificate and AAS degree are both new program requests.



- **Motion:** Commission Chair Freeze asked for a motion to approve these programs as presented, Commissioner Newman moved, Commissioner Boal seconded. **Motion passed unanimously.**

VI. Stackable Program Certificates (Information Only)

- Central Wyoming College: Kathy Wells presented a Hotel & Restaurant Certificate II that is stackable into two AAS programs; Hotel and Restaurant Management and Culinary Arts. CWC has been working in partnerships with the Wind River Job Corps and Casino to put this together.

VII. Wyoming Works Program Authorization

- Dr. Caldwell said the program outcome is very good, especially around rules writing and bringing forward the programs that qualify for Wyoming Works. Judy Hay served as liaison and Gerry Giraud and Kathy Wells' work group were working in the sub-committee. Dr. Wells explained the process used by the AAC to identify the programs for Wyoming Works AAS or certificates that must have industry or advisory committees that help design the programs and meet industry needs are greater than 95%. These committees continue to meet annually to ensure they are still fulfilling those needs. In addition, they are required by Perkins to meet with the advisory board twice a year. We estimate that across the system we consult with over 800 businesses, industries and community partners who provided feedback regarding these programs for Wyoming Works; many have imbedded licensure. These programs have had an extensive and comprehensive review by the AAC.
- Commissioner Blikre asked if there are any programs that are not on the list. Kathy Wells said that there were programs that were removed. The colleges will have to have to prioritize those programs, since the available money to spend is limited. Each college needs that flexibility to meet their needs. Dr. Caldwell stated the college presidents approved these programs prior to this presentation.
- College VPs of Academic Affairs presented the following for Commission approval to proceed with implementing these programs for Wyoming Works:

| <u>Casper College</u>                  |   |  |
|--|---|--|
| Accounting Degree & Certificate        | Criminal Justice AAS                              | Occupational Therapy Assistant AS          |
| Addiction Studies AS                   | Criminal Justice AS                               | Paralegal Studies AA                       |
| Addiction Studies Certificate          | Criminal Justice Certificate                      | Paralegal Studies Certificate              |
| Autobody Repair Technology AAS         | Diesel Power Technology AAS                       | Paramedic Technology AS                    |
| Autobody Repair Technology Certificate | Diesel Power Technology Certificate               | Pharmacy Technology AS                     |
| Automotive Technology AAS              | Electrical Apprenticeship Certificate             | Radiography AS                             |
| Automotive Technology Certificate      | Electronics Technology AAS                        | Respiratory Therapy AS                     |
| Bookkeeper AAS                         | Engineering Technology Design AAS                 | Software Application _ Support AAS         |
| Bookkeeper Certificate                 | Machine Tool Technology Certificate               | Software Application _ Support Certificate |
| Computer Science AS                    | Manufacturing _ Automation Technology Certificate | Web Design AAS                             |
| Construction Management AS             | Medical Laboratory Technician AS                  | Web Design Certificate                     |
| Construction Technology AAS            |   | Welding Technology AAS                     |
| Construction Technology Certificate    |   | Welding Technology Cert                    |

| <b><u>Central Wyoming College</u></b>   |  |  |
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| Accounting AS<br>Accounting Bookkeeping Certificate<br>Administrative Assistant<br>Automotive Technology<br>Automotive Technology - Power<br>Sports AS<br>Automotive Technology Certificate I<br>Automotive Technology Certificate II<br>Automotive Technology Certificate II<br>Automotive Technology Certificate I -<br>Power Sports<br>Automotive Technology Certificate II<br>-Power Sports | Business Administration<br>Business Management<br>Certified Nursing Assistant<br>Computer Science<br>Computer Technology<br>Criminal Justice AA<br>Criminal Justice AAS<br>Culinary Arts Certificate<br>Culinary Arts<br>Dental Assistant Certificate I<br>Dental Assistant Certificate II<br>Electrical Apprenticeship<br>Certificate<br>Entrepreneurship<br>Entrepreneurship Certificate I | Entrepreneurship Certificate II<br>Hotel Restaurant Management<br>Human Services Addiction Option<br>Human Services<br>Medical Assistant Certificate<br>New Media<br>Office Specialist Certificate<br>Office Support Certificate<br>Patient Care Technician<br>Software Support Specialist<br>Welding AAS<br>Welding Certificate I<br>Welding Certificate II |

| <b><u>Eastern Wyoming College</u></b>  |  |   |
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| Beef Production Certificate<br>Business Administration AAS<br>Business Administration AAS DL<br>(Distance Learning)<br>Certified Nursing Assistant | Child Development Certificate<br>Child Development Certificate DL<br>(Distance Learning)<br>Corrections Certificate<br>Corrections Certificate DL<br>(Distance Learning)<br>Criminal Justice AAS | Farm and Ranch Management<br>AAS<br>Human Services AA<br>Veterinary Aide AAS<br>Veterinary Aide Certificate |

| <b><u>Laramie County Community College</u></b>  |  |   |
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| Automotive Technology<br>Automotive Technology<br>Certificate<br>Certified Nursing Assistant<br>Certificate<br>CIS Computer Support Specialist<br>Certificate<br>CIS Data Technician Certificate<br>CIS Systems Administrator<br>Certificate<br>Cisco Certified Networking<br>Associate Certificate<br>Computer Information Systems | Cybersecurity Professional<br>Certificate<br>Diesel Technology<br>Diesel Technology Certificate<br>Electrical Technology Certificate<br>EMS Paramedic<br>EMS Paramedic Certificate<br>Health Information Technology /<br>Management<br>Heating, Ventilation, and Air<br>Conditioning | Medical Claims Coding Associate<br>Certificate<br>Paralegal<br>Paralegal Certificate<br>Physical Therapy Assistant<br>Plumbing Technology Certificate<br>Speech-Language Pathology<br>Assistant<br>Surgical Technology<br>Welding Technology<br>Welding Technology (Advanced<br>Pipe) Certificate |

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| Cybersecurity<br>Cybersecurity Fundamentals<br>Certificate | Heating, Ventilation, and Air<br>Conditioning Certificate<br>Industrial Maintenance Certificate<br>Industry Systems Technology<br>Certificate | Welding Technology (Combination<br>Welding) Certificate<br>Wind Energy Technology |
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| <b><u>Northern Wyoming Community College District</u></b>   |  |   |
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| Addictions Practitioner Certificate<br>Agriculture AAS<br>Business AAS<br>Business Cert<br>Certified Nursing Assistant<br>Certificate<br>Clinical Medical Assistance<br>Certificate<br>Computer Aided Design AAS<br>Computer Aided Design Certificate<br>Computer Information Systems AS<br>Computer Networking<br>Administration AAS<br>Computer Web Design AAS<br>Construction Technology AAS | Construction Technology<br>Certificate<br>Culinary Arts AAS<br>Culinary Arts Certificate<br>Cyber Security AAS<br>Cyber Security Certificate<br>Dental Hygiene AAS<br>Diesel Technology Certificate<br>Electrical Apprenticeship<br>Certificate<br>Emergency Medical Technician -<br>Basic Certificate<br>Environmental Engineering<br>Technology<br>Farrier Science Certificate<br>Horticulture and Sports Turf<br>Management AAS | Hospitality Management AAS<br>Hospitality Management<br>Certificate<br>Human Services AA<br>Human Services Certificate<br>Industrial Electrician Certificate<br>Industrial Electricity AAS<br>Industrial Operations Management<br>_ Supervision Certificate<br>IT Support Technician Certificate<br>Machine Tool Technology AAS<br>Machine Tool Technology<br>Certificate<br>Welding Technology AAS<br>Welding Technology Certificate |

| <b><u>Northwest College</u></b>  |  |   |
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| Advanced Welding Skills<br>Certificate<br>Aeronautics AAS<br>Agriculture-Production AAS<br>Agriculture-Production<br>Comprehensive Skills Certificate<br>Archaeological Technician AS<br>Archaeological Technician Skills<br>Certificate<br>Business AAS<br>Criminal Justice AAS<br>Criminal Justice Comprehensive<br>Skills Certificate<br>Computer Science AS<br>Drafting Technology AAS | Electrical Apprenticeship AAS<br>Tech Studies<br>Nursing: EMT Advanced<br>Certificate<br>Nursing: EMT Basic<br>Comprehensive Skills Certificate<br>Equine Business Management AAS<br>Equine Care & Basic Riding Skills<br>Certificate<br>Equine Training AAS<br>Equine Training Comprehensive<br>Skills Certificate<br>Equine Riding AAS<br>Equine Riding Comprehensive<br>Skills Certificate<br>Farm & Ranch Management AAS | Nursing: Certified Nursing<br>Assistant Skills Certificate<br>Nursing: Practical Nurse (LPN)<br>Comprehensive Skills Certificate<br>Music Technology AAS<br>Outdoor Recreation<br>Phlebotomy AMT Certification<br>Photographic Communications<br>AAS<br>Robotics Technology Skills<br>Certificate<br>Veterinary Assistant<br>Welding AAS<br>Welding Comprehensive Skills<br>Certificate |

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| Drafting Technology<br>Comprehensive Skills Certificate | Graphic Design<br>Nursing: Certified Medical<br>Assistant Skills Certificate | Welding: Gas Metal ARC Skills<br>Certificate<br>Welding: Gas Tungsten Arc Skills<br>Certificate |
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| <b><u>Western Wyoming Community College</u></b>   |   |  |
|---|---|--|
| Accounting Certificate<br>Automotive Technology AAS<br>Automotive Technology<br>Certificate<br>Certified Nursing Assistant<br>Cloud Computing AAS<br>Cloud Computing Certificate<br>Commercial Driver's License<br>Computer Science AS<br>Computer Science Preparation<br>Endorsement Certificate<br>Diesel and Heavy Equipment<br>Technology AAS<br>Diesel Medium-Heavy Truck<br>Technology<br>Diesel Technology Certificate<br>Electrical Instrumentation<br>Technology AAS | Electrical Apprenticeship<br>Certificate<br>Electrical, Instrumentation, Control<br>Technology Certificate<br>Emergency Medical Services AAS<br>Emergency Medical Services<br>Certificate<br>Industrial Maintenance Technology<br>AAS<br>Industrial Maintenance Technology<br>Mechanics, Hydraulics Option<br>Certificate<br>Industrial Maintenance Technology<br>Mechanics, Welding Option<br>Certificate<br>Maintenance Mechanic for Industry<br>Certificate<br>Natural Gas Compression<br>Technology AAS | Natural Gas Compression<br>Technology Certificate<br>Oil _ Gas Production Operator<br>Certificate<br>Oil _ Gas Technology AAS<br>Paramedicine AS<br>Plant Operations AAS<br>Plant Operations Certificate<br>Power Plant Maintenance<br>Mechanics Certificate<br>Powersports Technology AAS<br>Powersports Technology Certificate<br>Surface Maintenance Mechanics<br>Certificate<br>Welding Technology - Fabrication<br>Shop AAS<br>Welding Technology - Fabrication<br>Shop Certificate |

- Dr. Leach mentioned there were two programs missing from the WWCC program list that had been sent initially. Chairman Freeze requested these two programs be included for WWCC.
- Commissioner Dooley asked why EWC did not include their welding programs. Heidi Edmunds, VP of Academic Services at EWC, responded they are waiting to present these new programs for consideration to Wyoming Works at a later date.
- Cindy Delancey said there is a communication gap and she wishes she would receive more information on this matter. There is a need to identify businesses that have been spoken with and see where this can be expanded in order to include everyone and to ensure we are on the same page. An incredible amount of work has gone into this and students will have numerous options moving forward. We need to keep the holistic, bigger picture view, so we are prepared for meeting in Cheyenne in February.
- **Motion:** Commissioner Blikre moved and Commissioner Newman seconded a motion to authorize the programs and any adjustments presented for Wyoming Works. **Motion passed unanimously.**

D. Recognition of Retiring Presidents

- Dr. Caldwell expressed the appreciation of the Commission and college communities for the numerous contributions of retiring presidents; Dr. Karla Leach of WWCC and Dr. Paul Young of NWCCD.

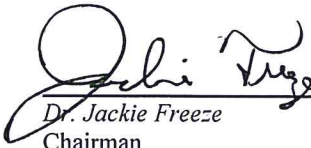
E. Executive Director's Report

- Dr. Caldwell referred attendees to Tab 31 of the electronic agenda for the report she submitted. She mentioned she has completed her first year and is very grateful for the opportunity to work with everyone. The Commissioners have new email addresses that will go through the state of Wyoming. Dr. Ben Moritz was introduced as the new Chief Academic Affairs and Student Services Officer for the Commission. Marcia Hess has retired as the Adult Education Director for the state. Judy Hay, VP of Student Services at LCCC, is also retiring. Thanks were extended to her, for her contributions as a liaison between the Student Services Council and the Commission during the interim period, prior to Dr. Moritz coming on board.

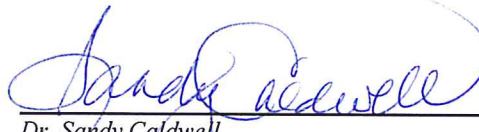
F. Other Business

- Chairman Freeze requested that everyone take time to read the reports from the seven colleges (located on Tab 32 of the agenda), as they are very informative. Thank you to Dr. Tyndall for hosting this meeting today.

Meeting adjourned at 2:15 pm

  
\_\_\_\_\_  
Dr. Jackie Freeze  
Chairman

10/24/19  
Date

  
\_\_\_\_\_  
Dr. Sandy Caldwell  
Executive Director

10/24/19  
Date