

MINUTES

WYOMING COMMUNITY COLLEGE COMMISSION MEETING October 16, 2018

The October 16, 2018 regular Commission meeting was called to order by Commission Chair Sandra Meyer at 8:30 a.m. at Western Wyoming Community College, Rock Springs, Wyoming.

Commissioners present: Commissioners Larry Atwell, Kay Dooley, Craig Frederick, Jackie Freeze, Sandra Meyer and Julia Newman. Commissioner Bruce Brown was not in attendance.

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

Introductions were made. A roll call was taken. A quorum was present. Due notice had been published.

Commissioner Meyer requested an amendment to section E of the agenda to include the appointment of a commissioner to the Educational Attainment Executive Council per the governor's executive order 2018-4. **Motion:** Commissioner Freeze moved and Commissioner Newman seconded a motion to approve the agenda as amended. **Motion passed unanimously as amended.**

ORGANIZATIONS AND ALLIANCES

1. WY Association of Community College Trustees (WACCT): WACCT President Ernie Over, CWC, spoke about upcoming educational opportunities. The training on February 7, 2019 will focus on the role of the Commission and commissioners, Dr. Caldwell and key Commission staff are invited to participate. He also invited commissioners to join the WACCT board for a luncheon after the training, followed by a visit to the capital to talk with legislators. The WACCT awards banquet and legislative reception will also be February 7 at LCCC. Nomination packets have gone out for annual awards. They have adopted a new logo and have updated their bylaws. Board of trustees shall select representatives biennially in December.

Executive Director Erin Taylor said she recently did a joint presentation to the Joint Education Committee with Dr. Caldwell to discuss common transcripts and safety and security. Ms. Taylor worked with security officers at the colleges on a security assessment of what they have and what they need. She is hoping there will be legislation giving funds to colleges for safety and security. The Joint Appropriations Committee is looking at timing of major maintenance payments and limitations on the reserve accounts. This week's conference will include discussion on comprehensive campus safety strategies, guns on campus, liability issues, and the trustee's role during mass casualty threats. There will be a panel of legislators including Lloyd Larsen, Albert Sommers, and Affie Ellis and gubernatorial candidate Mary Throne. The remaining conference will include sessions on bridging the gap between K12 and colleges, emergency operation plans, and mental health. Grants may be available for safety issues.

2. Wyoming Department of Education (WDE): Shelly Hamel, designee to the Commission for Superintendent Balow and replacement for Brent Bacon, gave an update on WDE activity. The WY Test of Proficiency and Progress (WY-TOPP) was implemented last year and results will be released publicly November 1. The WY Innovations in Learning conference will be held November 7-9 in Evanston. Pre-

sessions will focus on computer science in high school settings. New this year is a showcase for innovations. The Carl D Perkins Act, or Perkins 5, was reauthorized by Congress and signed into law July 31. Wyoming has elected to employ the one year transition option to allow more time to engage stakeholders in an effort to create a better state plan. The three main tenants of the reauthorization are improving alignment with state-identified in-demand industries, stronger emphasis on quality through requirement of a robust measure of progress, and stronger focus on equity allowing use of federal funds in rural or low income areas.

3. President's Council: Dr. Schaffer gave an update on council activity. Enrollment is flat or slightly down as seems to be the trend across the nation for community colleges. For Wyoming this is a result of a strong economy applying greater pressure on high schools students to enter the workforce immediately. Despite enrollment declines, we are graduating more students and awarding more credentials, which means we have to recruit more students. The presidents had an opportunity to meet with the WACCT executive board to discuss the coming legislative session priorities. He thanked WACCT and Ms. Taylor for work done on school safety and Dr. Caldwell's involvement on campus and in communities around the state.

4. Wyoming Faculty Alliance: Terry Rogers has provided a report which will be forwarded to commissioners. Dr. Caldwell will be meeting with the Faculty Alliance on October 26 at their statewide faculty conference.

5. Wyoming Association of Career and Technical Education (WACTE): Rob Hill, President of WACTE, discussed legislation they are proposing to create some flexibility with the Hathaway program. They are seeing a decline in concentrators, or students who take a sequence of three CTE classes. They feel the decline is due to the requirement for foreign language in the Hathaway program. Having foreign language in the top two levels means students have to stop in their concentrator track to take those classes. Many of the high school CTE courses are articulated with the community colleges and they believe if they increase the number of CTE concentrators they can increase the number of students moving into the postsecondary pipeline. The proposed legislation will allow students to take a wider option of electives other than foreign languages. In response to Commissioner Frederick's question on how many concentrators enroll in community colleges, Mr. Hill estimated it to be around 78%.

6. Wyoming Public Television (WPTV): Terry Dugas, WPTV General Manager, said the transfer he referred to in his report has fallen through due to various aspects of the purchase agreement so the offer to donate channel 14 to CWC has been withdrawn. Glaciers of the Winds will be distributed nationally. WY PBS is in the middle of debate season, with three upcoming debates being hosted at community colleges.

7. Complete College Wyoming (CCW): Dr. Caldwell said they are ensuring the effort around CCW will be included in the update to the strategic plan 2.0.

8. NWC CapCon Update: Dr. Hicswa updated commissioners on the project to rehabilitate Cody Hall approved in June 2017. The Board of Trustees has decided to step back from the project and decide what they want to do in light of declining enrollment. They will take the next few weeks to do some additional planning and will then ask for a revision to the Commission's approval.

CONSENT AGENDA

- Approval of minutes of previous meetings
 - June 7, 2018 and September 21, 2018
- Approval of rules

- Final regular rules – chapters 1 and 5
- 2nd set emergency rules – chapters 1 and 5
- Acceptance of reports
 - Financial Report
 - Spring 2018 Enrollment Report
 - 2017-2018 Annual Enrollment Report
 - Partnership Report
 - Post-Secondary Education Options Program
- Program approval for CC
 - Communication – Public Relations AA Degree
 - Manufacturing and Automation Technology AAS Degree

Motion: Commissioner Freeze moved and Commissioner Atwell seconded a motion to approve the consent agenda. Commissioner Frederick requested the program approval not be included in the consent agenda since this is an important part of commissioners’ responsibilities. Commissioner Freeze modified the motion to remove program approval from the consent agenda. **Motion to approve the amended consent agenda passed unanimously.**

Dr. Caldwell explained the process of approving new programs and Dr. Divine responded to questions about local needs for the new programs at CC.

Motion: Commissioner Frederick moved and Commissioner Dooley seconded a motion to approve the two new programs presented by Casper College: Public relations AA Degree and the Manufacturing and Automation Technology AAS Degree. **Motion passed unanimously.**

Program approvals will not be included on the consent agenda going forward.

CONSIDERATION OF SUPPLEMENTAL BUDGET REQUEST

Dr. Caldwell explained the Governor’s office is allowing us to modify our health insurance supplemental request and to add items related to the Statewide Longitudinal Education Data System (SLEDS). Discussion took place on the terminology to use for the health insurance request and changes will be incorporated into the supplemental request language.

Motion: Commissioner Atwell moved and Commissioner Frederick seconded a motion to approve the supplemental exception request as amended for:

- Health insurance premiums reimbursement pool,
- Statewide Longitudinal Education Data System (SLEDS) project manager,
- SLEDS security expert,
- SLEDS data scientist, and
- SLEDS database administrator.

Motion passed unanimously.

Motion: Commissioner Freeze moved and Commissioner Newman seconded a motion to prioritize the supplemental exception requests in the following order:

- Health insurance premiums reimbursement pool,
- SLEDS project manager,
- SLEDS security expert,
- SLEDS data scientist, and
- SLEDS database administrator.

Motion passed unanimously.

CONSIDERATION OF IMPLEMENTING TUITION CAP

Motion: Commissioner Freeze moved and Commissioner Dooley seconded a motion to approve the implementation of a 15-credit cap for the 2019-2020 academic year and every year following, pending WCCC consideration and action.

Discussion took place on the advantages and disadvantages of implementing a cap with the following points being made:

- Subcommittee did a lot of work on this topic.
- Some colleges implement an excess credit fee as a best practice in support of student success.
- Commissioner Atwell expressed his concern in jumping to 15 credits as it results in a 25% increase for some students. As he has suggested in the past, he would like to see this implemented at one additional hour each year for three years.
- Commissioner Frederick said it is important to incentivize completion but a 25% increase does not do so.
- Commissioner Freeze said the incentive is that we are now telling our students the expectation needs to be 15-16 hours per semester to complete on time, which ultimately is cheaper. We need to continue to share this message with the students.
- President Leach said the students who pay out of their pockets are being hurt the most. Our job as community colleges is to serve our students who are least likely to afford this.
- Dr. Caldwell said this is in alignment with CCW. She met with faculty at various campuses and it is important to them that the message of '15 to completion' is promoted.
- Dr. Schaffer said LCCC supports the 15 credit cap and asked commissioners to evaluate the efficacy of the cap on a regular basis.

Motion passed, Commissioner Frederick opposed. Commissioner Atwell asked staff to report any changes in success for full time students in October. Dr. Caldwell pointed out this is part of the proposed tuition policy.

CONSIDERATION OF TUITION POLICY

Motion: Commissioner Freeze moved and Commissioner Dooley seconded a motion to approve the tuition policy as presented, with one minor edit: under the tuition policy section, in the second sentence of the paragraph following the bulleted list, remove the word 'which'.

Discussion took place on the proposed policy with the following questions, comments and concerns:

- Commissioner Atwell asked where the 23-28% range came from and Dr. Caldwell explained it was a result of the work done at the tuition workshop. A variety of models were reviewed and comparisons were done to other states. This gives a range to act upon and the policy provides other factors for comparison.
- Commissioner Frederick said he does not favor using a percent of total undesignated revenue and this policy implies that when we receive more state aid, we have to increase tuition as well. We need to spend the time and effort to determine the cost of education. When we talk to legislators about needing more money, we need to be able to discuss the cost of education.
- Dr. Caldwell agreed we need to come up with the cost of education and we will do so. She clarified this policy allows us to adjust tuition up or down as needed within the 23-28 range. We

are frequently asked by legislators about the cost of education and what percentage tuition is of total revenue.

- Dr. Leach reminded commissioners of the model created two years ago by Sheldon Flom to determine the cost of education.
- Commissioner Freeze said we need benchmarks in place now so we have something to compare ourselves to but this can be changed over time.
- Commissioner Frederick asked about the consequences of putting this benchmark in place. Dr. Caldwell replied this was a long and thoughtful discussion and everyone is aware of the impact on students.
- Commissioner Freeze said the benchmarks came from what they collectively thought was reasonable for the students. We need to remember there is a cost to providing students with an education and to deliver the services they expect. We agreed students need to be part of the cost.
- Commissioner Atwell wants to see where we are relative to other states who have a mandate to keep education as free as possible. He believes we need a benchmark and range but this policy may not be using the right number.
- Commissioner Freeze said this is a starting point and we will continue to revise the policy. Staff needs to gather additional data so each year we know we are using current and relevant information.
- Mr. Petry discussed how we got to this point. We looked at surrounding states as well as where we fall in this range. This policy gives us a starting point for conversation but allows a range in determining where tuition should be.
- Commissioner Frederick asked if we should add student success as an additional bullet point in the philosophy statement. Mr. Petry, Dr. Caldwell and Commissioner Freeze said it is alluded to in the policy. A decision was not made to add it.

Motion: Commissioner Atwell moved and Commissioner Frederick seconded a motion to strike the paragraph after the bulleted list and the last paragraph in the proposed policy. **Motion failed 2:4 - Commissioners Atwell and Frederick approved, others opposed.**

Additional discussion took place on other factors to consider over the next year in revising the policy and what factors may be missing from our current analysis. It was agreed this is a guiding principle policy, not a policy to be strictly followed. It does not imply that an increase in state aid will result in an increase to tuition, instead it is a framework allowing movement as state allocation changes.

Commissioner Freeze modified her motion to change the second sentence in the paragraph following the bulleted list to read “Using the percentage of in-state tuition to total tuition, calculate the dollar amount required to achieve 23 to 28 percent of total undesignated revenue,” and to delete the final paragraph.

Motion to approve the amended tuition policy passed unanimously.

CONSIDERATION OF TUITION INCREASE FOR 2019-2020 ACADEMIC YEAR

Dr. Caldwell discussed the need to act on tuition now or defer action until next year. Commissioners requested opinions from each of the college presidents: CC, CWC, EWC, NWC, and NWCCD were in favor of an increase in tuition while LCCC and WWCC were not.

Motion: Commissioner Freeze moved and Commissioner Newman seconded a motion to approve an increase in the ratio of in-state tuition to current undesignated revenue resulting in in-state tuition of \$99 per credit, WUE tuition of \$148 per credit and out-of-state tuition of \$297 per credit, up to 15 credit hours for the 2019-2020 academic year. **Motion passed, Commissioner Atwell opposed.**

EXECUTIVE DIRECTORS' REPORT

A written report is included in the packet. Dr. Caldwell informed the commissioners there is a process revision for program approval in the works and we will bring forward rules revisions in June. The process will be implemented now to allow us to figure out what exactly should be included in rules vs policy.

OTHER BUSINESS

Commissioner Meyer said on Aug 23, 2018 Governor Mead signed a second executive order related to attainment establishing the Educational Attainment Executive Council. **Motion:** Commissioner Atwell moved and Commissioner Dooley seconded a motion to appoint Commissioner Craig Fredrick as the WCCC commissioner to the Educational Attainment Executive Council. **Motion passed unanimously.**

Data-sharing MOU with WDE, WCCC, Community Colleges and UW – A ceremonial signing of this MOU took place among the ten partners after the close of the meeting.

ADJOURNMENT

Motion: Commissioner Frederick moved and Commissioner Atwell seconded a motion to adjourn the regular commission meeting at 11:50. **Motion passed unanimously.**


Sandra Meyer
Commission Chair

Feb 8 2019
Date


Sandy Caldwell
Commission Executive Director

2/8/19
Date