



February 7, 2017
Minutes

Attending: Kathy Dolan, Sue Schilling, Mark Englert, Sherri Lovercheck, Saundra Meyer, Patrice Noel, Jim Rose, Joe Schaffer, Terry Harper, Judy Hay, Brad Barker, Joe McCann, Kim Farley, Michelle Landa, Shawn Powell, Lourra Barthuly, Thomas Sachse (by phone), Greg Thomas, David Anton, Chris Sheid, Jackie Freeze, Claudia Stewart, Jason Brown, Leah Barnett, Jennifer Peterson,

1. **Minutes** from January 4, 2017 meeting were approved
2. **Report on the Secondary Schools Principals Meeting**, Jan. 23—Mark reported that Dave Traverso and Mark Ewers represented us during the fair and attended the dinner with the leadership group the evening before. It was good for exposure and we should work to be on the program to present next year. The group determined that we needed to attend as many of these meetings as possible in the coming year.
3. **Strategies for enhanced relationships with K-12**—The team had an in-depth discussion about the need to make this area a priority in the coming year. Encouraging and facilitating a more seamless transition from high school to higher education will help to address our goals and better serve student, parents, and our K-12 partners. Suggestions/continued activities.
 - a. Involvement in the partnership meetings. Audrey can be instrumental in helping to move this forward. Kathy D. has also been attending the meetings that are held in Casper. Could Audrey provide a CCW introduction at each of the meetings?
 - b. Consider presentations at high school board meetings and BOC(H)E meetings.
 - c. Hold CCW live meetings quarterly and incorporate some type of partnership event at each one.
 - d. Patrice will do a presentation at the PEAK conference this month.
 - e. Create talking points for presentations and events where we participate.
 - f. Create a brochure targeted to students and their parents and informative to the K-12 community.
 - g. Determine how to meet with parents and students (PTA?)
 - h. Participate in the Wyoming Association of School Counselors (Brent will held to facilitate)
 - i. Mark mentioned that Sheridan is hosting the STEM conference in August. He will investigate to determine if there is an opportunity for our involvement.
 - j. Could we use video streaming to do targeted presentations?
 - k. Work more closely with our GearUp folks to share the message. Attend some of their events? Provide them with literature?

- I. Aligning HS Assessment and College Placement—Jim talked about the opportunity to work with the new K-12 assessment process to better align placement. The Department of Education is completing the RFP process for a new vendor for the assessments, one which will be summative and one that assesses college readiness. Other states have developed systems to work together to use the assessments for placement and smooth transition. The group agreed we should research some of the successful programs (Washington and others). We need to stay connected to the task force process and make sure we are at the table when decisions are made and strategies formulated.
 - i. Claudia will guide an effort to compile the placement requirements at each institution and to facilitate further dialog to make the process less confusing for students and high school staff.
 - ii. Work to widely share our changes in math and English paths, successes and challenges, and future plans.
 - iii. Is there a need to start some dialog on science as well?

4. Dashboard/Data

Jackie shared the draft dashboard graphs and charts that have been completed through the Commission office for the community colleges. The majority of tables (combined with those used for standard enrollment reporting are ready to go. Jackie has worked with Sue Kohler at the University of Wyoming to provide data for this year separately but we will continue to work to complete an agreement that will allow the automation of the UW data as well. This will allow for the generation of the dashboard and for institutions to use the data for strategic decision-making.

Suggestions:

- Include a definition sheet
- Include links to other reports like the Core Indicators, Enrollment

The team will need to decide on the look and feel of this year's report and get it published and distributed by the end of the spring semester.

5. Goals—The team reviewed the current progress on the FY17 goals

1. Develop a strategy for revising the CCW Website to better meet current needs and to be more interactive. The Commission office is now responsible for the website and has done some minor changes. Additional updates will be done in the coming year. The group talked about the need to include more interaction and detailed information on successful initiatives.
2. Host a fall meeting with College and HS Math, Reading and English faculty.
 - a. Should be preceded by individual college contact with service-area high school faculty.
-COMPLETE-
3. Collaborate with the Wyoming Community College Commission staff, UW staff, and DRIG Council to create reports that can be run automatically to populate the database for the Dashboard.
Combine goals 3, 5, 6,9
4. Have quarterly meetings in different locations so that team members, staff from the institution hosting and statewide leaders from the area could participate.
Use these meetings to address partnership issues and guided pathways

5. Develop a more systematic way to share best practices in remediation delivery and guided pathways.
6. Build relationships with K-12 partners by working more with the Department of Education, adding members to the team and sponsoring joint events.
7. Maintain an understanding of the GISS project the community college boards are undertaking and CCW.
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8. Develop a leadership transition plan and take steps to carry it out during FY17.
New co-chairs have been identified and will begin their leadership roles this spring
9. Continue collaboration on the statewide college and career readiness definition.
10. Provide an opportunity to faculty representatives to become more engaged in CCW and make sure that every institution has an active appointee.
We need to make this a priority. Ask our faculty representatives to help guide the effort.
11. Develop strategies to make more direct connections with workforce partners and determine our role in helping with Wyoming's economic downturn.
We need to add at least one more industry representation on the team and schedule meetings to garner understanding and feedback (Rotary, professional groups, etc.)

Revised goals for the remainder of FY17 and FY18

1. Work with local school districts on guided pathways and seamless transition from high school to higher education.
 - a. Align K-16 curriculum and practices
 - b. Work with academic and student services college and University staff and high school instructors and counselors to scale efforts related to math and English expectations and placement.
 - c. Make sure that CCW is reaching K-12 partners at all levels (Superintendents, Principals, Counselors, Instructors)

6. Wyoming Excels session

7. Leadership going forward

New co-chairs have been identified and will begin their leadership roles this spring
It is important that CCW stay active and visible and facilitating dialog and activities regarding student success in Wyoming

8. Marketing

- The team needs to develop some targeted brochures
- Need to work on strategies to get more information for the website and to push people to the site. Link it from the Commission site
- Focus more on pathways
- Chris is leaving so we will need another marketing liaison from the PR group

9. **Update on CCA**—Stan Jones has passed away. Tom Sugar is interim director. There is a certain amount of uncertainty regarding how CCA will move forward although Stan has not been active for over a year.