



September 2, 2015

Minutes

Attending: Steve Thulin, Will Clark, Mark Englert, Tracy Stibitz, Jackie Freeze, Jim Rose, Joe McCann, Dave Traverso, Christopher Sheid, Brad Barker, Judy Hay, Jake McIntosh, Brad Kendall, Terry Harper, Patrice Noel, Sara Axelson, Erin Taylor, Kathy Dolan, Sherry Lovercheck

1. Dave Traverso was welcomed and gave the group a summary of his background and his interest in the completion agenda. He is the Assistant Manager at Cloud Peak in Sheridan/Gillette.
2. **Minutes** from August 5, 2015 were approved without changes.
3. **Annual CCA Convening.** Jackie updated the team on the annual convening. We have 10 people attending: Jackie, Sherri, Brad, Judy, Patrice, John, Steve and Will, Senator Wasserberger, and Shawn Powell from Casper. Dates are Oct. 12-13 in Denver. We will provide an update at the November meeting.
4. Session at **Fall Completion Meeting** in Casper. The agenda is fairly well set for the fall completion meeting in Casper on Oct. 28. It will begin at 9:30 and end about 3. The CCW session will occur from 2:15-3. Erin will send invites to the trustees and legislators. For our sessions we will do a panel: Jackie (brief intro and update); John Freeman to talk about the workforce and the new economy and the relationship to CCW; Patrice to update on the articulation summit; another attending team member to give an update of our goals for FY16; Jackie to give a couple of metrics; and leave a bit of time for questions.
5. **Marketing Subcommittee** Update
 - a. Marketing Plan—A draft marketing plan has been developed and shared with the group to include some help from the community college PR people to gather some student testimonials. We will work on a draft for a fall postcard to decision-makers and an overall media campaign.
 - b. Wyoming Public Television production update—The program will air Sept 19 to focus on completion in Wyoming and the role of CCW. It should also be available online after the airing. The marketing subcommittee will brainstorm about the approach for the 2nd segment.
 - c. Other—Jackie will get some more brochures printed. She'll send it out for a review first.

- i. Once the two plus two agreements are in place, we will link them from the CCW site.
- 6. Reverse Transfer Conference—Patrice provided a short update on the conference she attended and talked about how this is just another strategy for helping students gain completion.
- 7. **Goals for FY16**—Approved unanimously
- 8. **College Readiness Definition**—Jackie reminded everyone to get any comments/suggestions for change to the definition to David Anton by the end of the month.