



September 7, 2016

Minutes

Attending: Kim Farley, Will Clark, Terry Harper, John Freeman, Kathy Dolan, Jim Rose, Claudia Stewart, Tracy Stibitz, Erin Taylor, Patrice Noel, Michelle Landa, Summer Stevens, Sara Axelson, David Anton, Jackie Freeze

1. **Minutes** August 3, 2016 approved.
2. **Fall Gathering for faculty** —The agenda is set and the planning team is finalizing details. Joe reported that as of today we have 30 registrants. Most are from LCCC and Casper. Everyone agreed to remind people on their campuses to encourage their own staff and school district representatives to attend. Summer will also reminder superintendents.
3. **Workforce Diversity Council**--No update at this time.
4. **College and Career Readiness Update**—Mary will talk to Laurel Ballard to get us an update. The group discussed the need to meet with the Wyoming State Board of Education. Jackie reported that she had made an attempt to get on their agenda for October. Tracy followed up with them and the commitment was made for time on the Oct. 13 agenda. Jackie, John F. and Jim will attend and present for CCW.
5. **Convening.** The team who will attend is set. Jackie reminded everyone that there were still a few slots left for additional people from the campuses. The event is pretty close to being full.
6. **Data for FY16 dashboard**
7. **Marketing**
 - a. **Stand-up Signs**—The group talked about the sample sign Jackie provided. Everyone agreed they would be nice to have. College reps are to go back to campuses to see if the college will pay the \$250 estimated cost. Let Jackie know by Sept. 20.
 - b. **Website**—Jackie reported that Commission staff will assume responsibility for updating the site and will work on some creative revamping that we can present to the team.

- c. WSBA proposal and trade fair booth—This will take place Nov. 16 in Casper. Kathy and Shawn will staff a table and present if we get a session approved. Summer will facilitate the request to present a session.
- 8. **Managing Team Members**—the group had a brief discussion on adding members. This will be a continued topic with some recommendations to be made at a live meeting.
- 9. **Summit**—Erin reported on the agenda for the Summit.

Dates to remember

Fall Partnership meeting, Oct. 7, Casper

Fall Summit, Oct. 20-21, Laramie

CCA Convening, Nov. 10-11, San Francisco

Legislative Reception, Feb. 8