



OFFICE OF THE PRESIDENT
Dr. Joe Schaffer

To: LCCC Board of Trustees
From: Dr. Joe Schaffer, President
Date: 30 May, 2023
Subject: Deactivation of the Craft Brewing Credit Diploma

Cyclical assessment of the success of our academic programs occurs across the College and frequently identifies opportunities for improvement. This process, conducted through faculty and Dean engagement and inclusive of data provided by our Institutional Research office, sometimes leads to the determination of more comprehensive actions such as program suspension (hiatus) or deactivation (closure). Having completed this examination and analysis, I am now advancing my recommendation to deactivate the Craft Brewing Credit Diploma.

I have included the detailed analysis and recommendation by Damien Kortum, Dean ACC Academic Affairs as well as the concurrence memo of that recommendation by Senior Vice President, Academic Affairs, Dr. Kari Brown-Herbst.

Therefore, because of a limited need for this program within our service area I am advancing my recommendation to the Board of Trustees that the LCCC Craft Brewing Credit Diploma program be deactivated effectively at the end of this, the 2022-2023 academic year. All students currently enrolled in the program are slated to complete by this time, and LCCC is no longer accepting new students into this program.


Staff Recommendation: That the Board of Trustees approves the deactivation of the LCCC Craft Brewing Credit Diploma, effective at the end of the 2022-2023 academic year.



**LARAMIE COUNTY
COMMUNITY COLLEGE**
Cheyenne | Laramie | Online

MEMORANDUM

To: Members, President's Cabinet

From: Dr. Kari Brown-Herbst, Senior Vice President, Academic Affairs 

CC: Damien Kortum, Dean, ACC Academic Affairs
Dr. Andy Brasile, Chair, Academic Standards Committee

Date: April 7, 2023

Subject: Program Deactivation, Craft Brewing

The attached memo from Dean Kortum details his recommendation that the Credit Diploma in Craft Brewing be deactivated at the close of the Summer 2023 semester. Dean Kortum has considered several important program metrics in arriving at this determination. He has further sought the approval of the Academic Standards Committee for this action and has provided data-influenced rationale for this action. Given the analysis provided in his correspondence, and the approval of this action by the voting members of the Academic Standards Committee (11-0 vote recorded electronically on this date) I concur with Dean Kortum's recommendation that the College deactivate the Craft Brewing Credit Diploma at the conclusion of the Summer 2023 semester.

Per Procedure 2.3.3P, upon President's Cabinet approval I will seek approval of this action by the LCCC Board of Trustees, and will inform key personnel in Marketing & Communication, and the pertinent offices in Student Services. I will further inform the WCCC of this deactivation and collaborate with Dr. Eicke in the appropriate notification to the Higher Learning Commission.



**LARAMIE COUNTY
COMMUNITY COLLEGE**
Cheyenne | Laramie | Online

MEMORANDUM

TO: Dr. Andy Brasile, Chair, LCCC Academic Standards Committee

CC: Stacy Maestas, LCCC Registrar
Morgan Koenig, Executive Administrative Assistant, LCCC Academic Affairs
Kari Brown-Herbst, Senior Vice President, LCCC Academic Affairs

FROM: Damien Kortum, Dean, ACC Academic Affairs

RE: CD – Craft Brewing Program Deactivation

DATE: 4 April 2023

Dr. Brasile,

Though I recognize it is past the deadline for deactivation, I would like to request administrative approval to deactivate the CD – Craft Brewing Program, effective at the end of the Summer 2023 semester. I would also request that the program be deactivated in AY 23 / 24 catalog. The rationale for deactivation follows.

The CD – Craft Brewing program was created and approved for students to enroll in beginning with the Fall 2021 semester. Since that time, various personnel at LCCC have worked studiously to build this program into a viable credit diploma for students. However, despite these efforts, we have not seen the completion numbers we would like to see.

The program is a year-long program; at the conclusion of its first year (that is, the end of Summer 2022), three students earned the credit diploma. Prior to the beginning of the second year of the program, in Fall 2022, we invested \$37,000 of allocated WIP money in marketing initiatives with the hopes of improving our enrollments. While we did see a minor improvement in the number of enrolled students beginning in Fall 2022, relative to Fall 2021, it was not a dramatic improvement. Over the course of the second year of the program, many students in the cohort dropped out of the program or failed to succeed in their courses (and were thus prevented from moving on). As of now (that is, Spring 2023), four students remain in the program, and we hope that these four students will persist and complete the program in Summer 2023.



LARAMIE COUNTY
COMMUNITY COLLEGE
Cheyenne | Laramie | Online

MEMORANDUM

With 3 students completing in the first year, and 4 students (ideally) completing in the second year, I convened the Craft Brewing program advisory committee for a meeting on March 2nd, 2023 to discuss the current state and health of the program. I shared an overview of the program, and the program advisory group concurred with me that the enrollment history makes it difficult to justify continuing the program. The committee did express a general optimism for the program overall, and that enthusiasm and momentum will likely be tapped as we explore life enrichment opportunities for craft brewing, moving forward. However, in its current state, all agreed that the program, as it exists now, is not workable. I do not think it in the best interest of LCCC to continue to expend resources on this program.

To that end, I completed too an audit of students either in the program currently or with a declared interest in the program (see Attachment A below) and the deactivation of this program should have no impact on students currently working through the program. As the program is essentially a closed one, and as the program is a one-year program, we should be able to serve our remaining students' needs this semester (Spring 2023) and next semester (Summer 2023) – for further clarification of this, see the degree audits on Attachment B, below, as well as the corresponding teach-out plan for the impacted students.

Following ASC approval of this deactivation, I will request that SVPAA Dr. Kari Brown-Herbst carry this deactivation forward to President's Cabinet, LCCC's Board of Trustees, the Wyoming Community College Commission, and HLC.

Thank you for the consideration.

Sincerely,

Damien Kortum
Dean, ACC Academic Affairs