



ACCREDITATION EVIDENCE

Title: Board of Trustees Regular Meeting Minutes. Approval of New Mission Statement. C. New Business part 9, Page 10.

Evidence Type: Clear

Date: 17 January 2019

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PII: No

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Board of Trustees

REGULAR MEETING MINUTES

January 17, 2019

Trustees Present:

Regina Clark, Vice President*
Kenneth Lorimer, Treasurer
Dick Boettcher*
Dr. Greg Erramouspe
Shannon Honaker*

Also Present:

Dr. Karla Leach, College President*
Dr. Kim Farley, VP for Student Learning
Dr. Philip Parnell, VP for Student Services
Dr. Cliff Wittstruck, Dean of Academics
Dr. Dustin Conover, Interim Dean of Students
Carla Hester-Croff Bill Formanek
Maria Wilkey Mark Rembacz
Kandy Frink

Trustees Absent:

George Eckman, President
Troy Archuleta, Secretary

* = via conference call

REGULAR BOARD OF TRUSTEES MEETING

I. AGENDA

A. Call to Order

The regular meeting of the Western Wyoming Community College District Board of Trustees was called to order at 7:35 p.m., Thursday, January 17, 2019, in Board Room 3060, Rock Springs Campus, President George Eckman presiding.

Trustee Honaker made a motion to recess the meeting until 7:55 p.m. The motion was seconded by Trustee Erramouspe and was approved by vote. The meeting was recessed at 7:35 p.m. and Treasurer Lorimer will run the meeting when it reconvenes.

The regular meeting was reconvened at 7:56 p.m.

B. Approval of Agenda

1. Trustee Erramouspe made a motion to approve the regular and consent agenda as presented. The motion was seconded by Trustee Boettcher and was approved by vote.

II. REORGANIZATION/ELECTION

A. Board Assignments

Trustee Boettcher asked if the assignments could be deferred to the February meeting due to the absence of President Eckman. Treasurer Lorimer agreed.

III. REPORTS

A. Paraprofessional Alliance

Ms. Maria Wilkey presented a brief report on behalf of the Paraprofessional Alliance. Ms. Wilkey said the Para Pantry project provided 65 bags of food for students over the holiday break. Ms. Wilkey reported that the pies left over from the pie sale fundraiser

were baked and given out to employees with one pie going to the Green River Center for those employees. Ms. Wilkey reported that the Para Alliance has had one meeting so far this semester and will start meeting twice each month beginning in February. Ms. Wilkey said more fundraisers will be scheduled for the Spring semester. Treasurer Lorimer commended the Para Alliance on the Para Pantry project, saying that he appreciates the way the group supports our students. The Board thanked Ms. Wilkey for her report.

B. WWCC Senate

Mr. Mark Rembacz gave a brief report on behalf of the Senate. Mr. Rembacz welcomed the two new Board members, saying that he is looking forward to working with them. Mr. Rembacz reported that Dr. Christine Maddy was elected to fulfill the remainder of the Vice Chair's term after the departure of the previous Vice Chair. Mr. Rembacz said that Dr. Kami Danaei was elected as the new at-large Senator. Mr. Rembacz reported that Ms. Debbie Baker and Ms. Sarah Pauley were chosen to serve on the Presidential Search Advisory Committee. Mr. Rembacz said that the Senate is working with Student Learning to finalize the new faculty evaluation tool and thanked Dr. Wittstruck for his work on the tool. Mr. Rembacz also said that Senate was asked to appoint two people for the Dean of Students PSB. Mr. Rembacz said when the interim position was approved by the Board, there was a provision that an assessment would be conducted to determine if a permanent position is warranted. Mr. Rembacz said the assessment provided to Senate was inadequate and he hopes that the Board receives enough information to make an informed decision on the need for a permanent position. Mr. Rembacz also said he hopes that information is released to employees. Trustee Erramouspe asked Mr. Rembacz who did the assessment. Mr. Rembacz replied that Student Services did the assessment. Mr. Rembacz said the document that Senate received did not have any context or recommendations and Senate would like to receive a copy of any information provided to the Board of Trustees on this position. The Board thanked Mr. Rembacz for his report.

C. Housing and Student Life Annual Report

Dr. Dustin Conover, Interim Dean of Students, presented the annual report for Housing and Student Life. Dr. Conover said the name of the department was changed from 'Residence Halls and Student Life' to 'Housing and Student Life'. Dr. Conover said that with Board approval in December, the Associated Student Government changed their name to "Student Government Association" to be more consistent with schools across the nation. Dr. Conover reported that Housing and Student Life will work with the Director of Marketing to promote the residence halls and decrease attrition. Dr. Conover said studies show that students who live in residence halls generally have more success in the classroom. Dr. Conover reported that a 'Housing Open House' was held which was very successful and resulted in additional students opting to live in on-campus housing. Dr. Conover said that 190 students were inducted to the National Society of Leadership and Success (NSLS), saying that the numbers of inductees had been estimated at perhaps 60-70 students. Dr. Conover reported the WWCC Radio station will be increasing the number of programs broadcast and will feature more marketing events. Dr. Conover said the Student Government Association focused more on community service over the last year. Dr. Conover reported that Marissa Salguero was nominated for the annual WACCT student of the year award. Dr. Conover said that homecoming events will begin on January 29 and invited the Board to attend the various events. Treasurer Lorimer asked for clarification on increasing

occupancy in the residence halls, asking what the desired level of occupancy is. Dr. Conover said the desired level is to have the occupancy rates between 90-95% at all times. Dr. Conover said Western's occupancy rates are normally a bit higher in the Fall semester and because Housing is an auxiliary operation, it must be self-sufficient.

D. Western Celebrations

Dr. Parnell reported that Western's wrestling team took third at the recent National Duals. Dr. Parnell said that the average combined GPA of athletes is 3.07 which is an outstanding accomplishment. Dr. Leach added that she is very proud of the wrestling team and will be attending the national tournament in March.

Dr. Parnell reported that Dr. Dustin Conover received his Doctorate in December, saying that his accomplishment was celebrated in a recent staff meeting.

Dr. Parnell reported that Western was recognized by Reader's Digest as the least expensive college in Wyoming.

Treasurer Lorimer said he's been reading about Western's various awards, accomplishments and recognitions, saying that he is proud to be part of Western.

IV. MINUTES

A. Approval

1. Vice President Clark made a motion to approve the minutes of the December 13, 2018 Special Meeting as presented. The motion was seconded by Trustee Erramouspe and was approved by vote.
2. Trustee Boettcher made a motion to approve the minutes of the December 13, 2018 Regular Meeting as presented. The motion was seconded by Trustee Erramouspe and was approved by vote.

BREAK FOR EXECUTIVE SESSION

Trustee Erramouspe made a motion to recess the regular meeting to enter into an Executive Session for personnel issues. The motion was seconded by Trustee Boettcher and was approved by vote. The regular meeting was recessed at 8:31 p.m.

Trustee Erramouspe made a motion to reconvene the regular meeting. The motion was seconded by Trustee Honaker and was approved by vote. The regular meeting was reconvened at 8:56 p.m.

V. FINANCIAL REPORTS/TRANSACTIONS

A. Clearing Accounts and Electronic Funds Transfers

Trustee Erramouspe moved to ratify the Clearing Accounts as designated in the amount of \$2,621,288.70 and the Electronic Transfers as designated in the amount of \$497,396.70 for a grand total ratification of \$3,118,685.40. The motion was seconded by Trustee Honaker and was approved by vote.

<u>Clearing Accounts</u>	<u>Warrant Nos.</u>	<u>Amount</u>
Vouchers	300698 through 301005	\$1,560,314.32
ACH Payments*	E00004156 through E00004264	
Advices	055780 through 056632	<u>\$1,060,974.38</u>
Total – All Clearing Account Warrants		\$2,621,288.70

*=included in Vouchers Total

Electronic Funds Transfers

Payroll Tax Payments to I.R.S.

<u>From</u>	<u>To</u>	<u>Amount</u>
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US Bank A/C# 147497000116	EFTPS-CHICAGO USATAXPYMT	\$287,899.45

Credit Card Payments to US Bank Corporate Payment System

<u>From</u>	<u>To</u>	<u>Amount</u>
US Bank A/C# 147497000116	EFT US Bank CC Payments	\$209,497.25

Bank to Bank Transfers 0.00

Investment Transfers 0.00

Total Electronic Funds Transfers \$497,396.70

GRAND TOTAL FOR BOARD RATIFICATION \$3,118,685.40

(Copies of Warrant Registers are filed in the Addendum and become a part of the official Board Minutes.)

VI. RECOMMENDED ACTION

A. Old Business

1. Second Reading, 4220B.5 Rank Advancement

As the Board is aware, the College is in the process of reviewing all policies. The current policy and procedure 4220B includes Professional Advancement in the Salary Ranges, Initial Placement, Reclassification, Transfer and Horizontal Advancement. The policy and procedure will be split into different policies for each subject to enhance clarity. The following proposed policy revision was presented for all employee comment in November, has been approved by the Policies and Procedures Committee, and has been approved by Dr. Leach. The procedure provided is for information only. Below is a brief summary of the proposed policy revisions. Board members will receive three different layouts as follows:

- The current version
- The proposed revisions
- A “clean” copy of the version incorporating the proposed changes

4220B.5 Rank Advancement

The information in this section of Policy 4220B will be separated from the rest of the policy. The proposed revisions simplify the process to apply for Rank Advancement and clarify the requirements for advancement.

Recommendation:

To approve the revisions to Policy 4220B.5 as described.

Ms. Joy Adams, Director of Human Resources, gave a brief explanation of the proposed revisions. Trustee Boettcher made a motion to approve revisions to Policy 4220B.5 as described. The motion was seconded by Trustee Erramouspe. Trustee Honaker asked for an estimated financial impact. Director Adams said this policy will deal with rank advancement, which does not provide additional remuneration. Director Adams said Administration would like to be able to provide rank advancements even when financial constraints prohibit awarding horizontal advancements. Director Adams said that because rank advancement is currently tied to horizontal advancements, it created a significant liability to the College when rank advancements were still being awarded during years when no funding was available for horizontal advancements. The motion was approved by vote.

2. Second Reading, 6130A Credit Hour

Student Learning has requested revisions to Policy 6130A, Credit Hour. The following proposed policy revisions were presented for all employee comment in November, have been approved by the Policies and Procedures Committee, and have been approved by Dr. Leach. The procedure provided is for information only. Below is a brief summary of the proposed policy revisions. Board members will receive three different layouts as follows:

- The current version
- The proposed revisions
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6130A Credit Hour

Although no revisions are being recommended for the policy, the procedure needs to be revised to ensure compliance with Higher Learning Commission requirements on minimum instruction time for each credit hour.

Recommendation:

To affirm that the procedural revisions meet the intent of the policy.

Vice President Farley gave a brief explanation of the proposed revisions. Trustee Honaker made a motion to affirm that the procedural revisions meet the intent of the policy. The motion was seconded by Trustee Erramouspe and was approved by vote.

3. Second Reading, 4520C Paraprofessional Career Development

The Paraprofessional Career Development Committee has requested revisions to Policy 4520C, Paraprofessional Career Development. The following proposed policy revisions were presented for all employee comment in November, have been approved by the Policies and Procedures Committee, and have been approved by Dr. Leach. The procedure provided is for information only. Below is a brief summary of the proposed policy revisions. Board members will receive three different layouts as follows:

- The current version
- The proposed revisions
- A “clean” copy of the version incorporating the proposed changes

4520C Paraprofessional Career Development

The majority of the revisions are in the procedure, but the policy is being revised to clarify which Paraprofessional employees are eligible. The procedure revisions incorporate language contained in the General Administrative Regulation for career development, clarifies eligible activities and adds accountability for employees to fulfill the career development activity funding is received for.

Recommendation:

To approve the policy revisions as presented and to affirm that the procedural revisions meet the intent of the policy.

Director Adams gave a brief explanation of the proposed revisions. Trustee Erramouspe made a motion to approve the policy revisions as presented and to affirm that the procedural revisions meet the intent of the policy. The motion was seconded by Trustee Honaker and was approved by vote.

B. Consent Agenda

1. Approval of the FY20 Budget Preparation Calendar

Each year in January, the Board approves a Budget Preparation Calendar per Board policy. Board members were provided with the proposed FY 2020 Budget Calendar. Board members should note a special FY 2020 budget workshop devoted to the Board which is scheduled for late March.

Recommendation:

To approve the FY 2020 Budget Preparation Calendar as presented.

Trustee Honaker made a motion to approve the recommendations from Administration on the Consent Agenda. The motion was seconded by Trustee Erramouspe and was approved by vote.

C. New Business

1. Request for Early Contract Release, Student Success Advisor

Ms. Jennifer Salmon, Student Success Advisor, tendered her resignation from Western Wyoming Community College on December 17, 2018, indicating her last day of work would be January 5, 2019. Ms. Salmon joined WWCC in March 2016 and held the position of Head Volleyball Coach until July 2018, at which time she moved to Mustang Success. Ms. Salmon has requested to be released from her 2018-2019 contract, as she is relocating to Rochester, New York.

Recommendation:

To accept Ms. Salmon's resignation of full-time employment effective January 18, 2019.

Vice President Parnell gave a brief explanation of the request for early contract release. Trustee Boettcher made a motion to accept Ms. Salmon's resignation as described. The motion was seconded by Vice President Clark and was approved by vote.

2. Additional Remuneration for Degree Attainment, Dr. Dustin Conover
Dr. Dustin Conover has completed the course work and on December 31, 2018 his Doctor of Education degree was conferred by Capella University with a Specialization in Educational Leadership and Management. Dr. Conover graduated with distinction, earning a 4.0 GPA. Dr. Conover is currently employed by the college as the Interim Dean of Students. Dr. Conover is requesting this degree be considered for additional pay due to his educational achievement (4220F, grandfathered under 4220B provision due to program of study beginning in Fall 2015). This request was reviewed by the Educational Achievement Committee who found the degree to be position related, therefore, warranting additional remuneration.

Recommendation:

To approve additional annual compensation for Dr. Conover in the amount of \$7,119.06 for the completion of a Doctorate of Education.

Director Adams gave a brief explanation of the request to provide additional remuneration. Trustee Boettcher made a motion to approve additional annual compensation for Dr. Conover as described. The motion was seconded by Vice President Clark and was approved by vote.

3. Approval of Employment Contract, Head Coach Volleyball
The Human Resources Office conducted a search commencing in November 2018, to fill the position of Head Coach – Volleyball. The Human Resources Office received one completed internal application for this position. The Professional Standards Board conducted one on-campus interview. The Professional Standards Board recommends that Ms. Ruth Fredann Soto be offered the position. Ms. Soto holds an Associate of Arts from WWCC in Criminal Justice and has held the position of Interim Head Coach – Volleyball since August 6, 2018. Prior to assuming the Interim Head Coach role, Ms. Soto served as Assistant Volleyball Coach in a part-time capacity from July 2016 to August 2018. Ms. Soto also has three years of experience coaching club volleyball, nine years of coaching experience with Rock Springs High School, and also worked at Rock Springs Junior High as an In-School Suspension Supervisor/Summer School and as a paraprofessional in Special Services. Ms. Soto's proposed contract details would be as follows: Annual Salary, \$43,320 for a 10 Month Contract; Fund, Unrestricted Operating Fund; Rank, N/A; Column Placement, N/A.

Recommendation:

To replace the balance of Ms. Ruth Fredann Soto's 2018-2019 employment contract as Interim Head Coach – Volleyball with a contract for the position of Head Coach -- Volleyball for the period January 18, 2019 – June 30, 2019.

Vice President Parnell gave a brief explanation of the proposed employment contract. Trustee Erramouspe made a motion to replace the balance of Ms. Soto's 2018-19 employment contract with a contract for the position of Head Coach – Volleyball as described. The motion was seconded by Trustee Honaker and was approved by vote.

4. Employment Contract Revision, Visiting Instructor of Paramedics and Emergency Medical Services

The Human Resources Office conducted a national search commencing in June 2018, to fill the position of Visiting Instructor/Assistant Professor of Paramedics and Emergency Medical Services. The Human Resources Office received one completed application for that position. The Professional Standards Board conducted one on-campus interview. The Professional Standards Board recommended that Mr. Andrew Appleby be offered the position, which the Board approved in August 2018. The Professional Standards Board recommends that Mr. Appleby be moved from Visiting to Initial Contract effective August 14, 2019. Mr. Appleby is currently under a 10-month contract as a Visiting Instructor of Paramedics and Emergency Medical Services through June 30, 2019. There is no change to the terms of his existing contract.

Recommendation:

To reclassify Mr. Andrew Appleby's employment contract from Visiting Instructor of Paramedics and Emergency Medical Services to Instructor of Paramedics and Emergency Medical Services effective August 14, 2019, and to begin his Initial Contract status on that date.

Vice President Farley gave a brief explanation of the proposed contract revision. Trustee Erramouspe made a motion to reclassify Mr. Appleby's employment contract as described. The motion was seconded by Trustee Boettcher. Trustee Honaker said she is delighted to support this contract revision, saying the program is desperately needed and she is proud that Western is able to offer the program. The motion was approved by vote.

5. Employment Contract Revision, Visiting Instructor of Electrical and Instrumentation Technology

The Human Resources Office conducted a national search commencing in April 2018, to fill the position of Visiting Instructor / Assistant Professor of Electrical and Instrumentation Technology. The Human Resources Office received five completed applications for that position. The Professional Standards Board conducted three on-campus interviews. The Professional Standards Board recommended that Mr. Levi Pope be offered the position, which the Board approved in July 2018. The Professional Standards Board recommends that Mr. Pope be moved from Visiting to Initial Contract effective August 14, 2019. Mr. Pope is currently under a 9-month contract as a Visiting Instructor of Electrical and Instrumentation Technology through May 17, 2019. There is no change to the terms of his existing contract.

Recommendation:

To reclassify Mr. Levi Pope's employment contract from Visiting Instructor of Electrical and Instrumentation Technology to Instructor of Electrical and Instrumentation Technology effective August 14, 2019, and to begin his Initial Contract status on that date.

Vice President Farley gave a brief explanation of the proposed contract revision. Trustee Erramouspe made a motion to reclassify Mr. Pope's contract as described. The motion was seconded by Trustee Honaker and was approved by vote.

6. Employment Contract Revision, Visiting Assistant Professor of Psychology
The Human Resources Office conducted a national search commencing in June 2018, to fill the position of Visiting Instructor/Assistant Professor of Psychology. The Human Resources Office received sixteen completed applications for that position. The Professional Standards Board conducted five virtual interviews and two on-campus interviews. The Professional Standards Board recommended that Dr. Nova Hinman be offered the position, which the Board approved in August 2018. The Professional Standards Board recommends that Dr. Hinman be moved from Visiting to Initial Contract effective August 14, 2019. Dr. Hinman is currently under a 9-month contract as a Visiting Assistant Professor of Psychology through May 17, 2019. There is no change to the terms of her existing contract.

Recommendation:

To reclassify Dr. Nova Hinman's employment contract from Visiting Assistant Professor of Psychology to Assistant Professor of Psychology effective August 14, 2019, and to begin her Initial Contract status on that date.

Vice President Farley gave a brief explanation of the proposed contract revision. Trustee Boettcher made a motion to reclassify Dr. Hinman's contract as described. The motion was seconded by Trustee Honaker and was approved by vote.

7. Employment Contract Revision, Visiting Assistant Professor of Musical Theatre
The Human Resources Office conducted a national search commencing in May 2018, to fill the position of Visiting Instructor/Assistant Professor of Musical Theatre. The Human Resources Office received fourteen completed applications for that position. The Professional Standards Board conducted six virtual interviews and three on-campus interviews. The Professional Standards Board recommended that Mr. Stephen Cramer be offered the position, which the Board approved in July 2018. The Professional Standards Board recommends that Mr. Cramer be moved from Visiting to Initial Contract effective August 14, 2019. Mr. Cramer is currently under a 9-month contract as a Visiting Assistant Professor of Musical Theatre through May 17, 2019. There is no change to the terms of his existing contract.

Recommendation:

To reclassify Mr. Stephen Cramer's employment contract from Visiting Assistant Professor of Musical Theatre to Assistant Professor of Musical Theatre effective August 14, 2019, and to begin his Initial Contract status on that date.

Vice President Farley gave a brief explanation of the proposed contract revision. Trustee Honaker made a motion to reclassify Mr. Cramer's contract as described. The motion was seconded by Trustee Erramouspe and was approved by vote.

8. Employment Contract Revision, Visiting Instructor of Electrical and Instrumentation Technology

The Human Resources Office conducted a national search commencing in April 2018, to fill the position of Visiting Instructor / Assistant Professor of Electrical and Instrumentation Technology. The Human Resources Office received five completed applications for that position. The Professional Standards Board conducted three on-campus interviews. The Professional Standards Board recommended that Mr. Richard Ackerman be offered the position, which the Board approved in August 2018. The Professional Standards Board recommends that Mr. Ackerman be moved from Visiting to Initial Contract effective August 14, 2019. Mr. Ackerman is currently under a 9-month contract as a Visiting Instructor of Electrical and Instrumentation Technology through May 17, 2019. There is no change to the terms of his existing contract.

Recommendation:

To reclassify Mr. Richard Ackerman's employment contract from Visiting Instructor of Electrical and Instrumentation Technology to Instructor of Electrical and Instrumentation Technology effective August 14, 2019, and to begin his Initial Contract status on that date.

Vice President Farley gave a brief explanation of the proposed contract revision. Trustee Erramouspe made a motion to reclassify Mr. Ackerman's contract as described. The motion was seconded by Trustee Boettcher and was approved by vote.

9. Approval of New Mission Statement

In October 2018, Western Leadership Council (WLC) discussed the need for a more concise and specific mission statement. Due to the length of Western's current mission statement, it is difficult to remember the statement, which ideally should answer why we exist, what we do, for whom we do it, and what basic beliefs we share as an organization. WLC reviewed other community colleges' mission statements and 'why' statements or value statements. The 'why' statement informs the mission statement and the mission statement informs the motto. WLC determined that our 'why' is improving lives through learning. Charged to start with WLC's 'why' statement, a representative workgroup was formed at WLC's direction to propose a new mission statement. The group included faculty, professional, paraprofessional, Senate, Marketing, and student interests. The group worked on concepts during the month of October 2018 and in November 2018 sent out a survey with four proposed

statements to staff and to students. Survey results revealed that the top choice among the proposed mission statements for both staff and students was:

Western is an innovative public college aimed at empowering, educating, and improving our students, employees, community and environment. Our focus is to inspire the next generation of visionaries by using Wyoming grit and individual development in a diverse array of learning and flexible services. Western is where passion meets purpose.

This proposed statement was discussed at the December 13, 2018, Board workshop. Due to the preparation work occurring on the launch of Western's new website which is anticipated to go live on April 1, 2019, and the marketing timeline involved, we ask for the Board's consideration in adopting the proposed mission statement now. As discussed in the workshop, adoption will necessitate that Western informs the Higher Learning Commission and other accrediting bodies as appropriate for nursing, automotive, and paramedic programs, as this may be viewed as a substantive change by those entities. A comparison of the current and proposed mission statements follows:

Western Wyoming Community College Current Mission Statement:

Western's fundamental purpose is to provide high quality learning opportunities to students who are at various stages of life and have differing needs and expectations. Committed to quality and success, Western encourages flexibility, innovation, and active learning for students, faculty and staff. The College understands that learning occurs inside and outside the classroom and, therefore, seeks to create an environment where lifelong learning is encouraged and where students and employees interact in an atmosphere of mutual respect.

Western has developed a curriculum designed to introduce students to multiple modes of intellectual inquiry that are believed to be fundamental to human knowledge and to successful learning. Through the College's Goals for Student Success, students expand their capacity to solve problems both critically and creatively, to consider multiple perspectives, to retrieve relevant information, to communicate clearly, and to develop life skills that promote health and well-being.

Outside the classroom, Western provides additional learning activities, such as presentations, exhibits, performances, athletic events, internships, leadership opportunities, and residence hall programs. Support services complement Western's focus on learning and assist the faculty and staff in helping students pursue their educational goals. Recognizing that the college experience influences the social, emotional, and physical well-being of each student, Western maintains a modern facility which contributes to a supportive environment that fosters interaction and student and employee development. Learning, both in and out of the classroom, provides students a foundation for succeeding in an ever-changing global environment.

Western recognizes that employees are our most important resource. Key factors of employee job satisfaction are growth opportunities, involvement, and recognition. The College provides funding and learning opportunities for continued professional development and access to new technologies. The College, furthermore, recognizes the value of employees by encouraging involvement in planning and decision-making, maintaining open communications, and supporting efforts to recognize their contributions.

Western's students and employees seek to demonstrate integrity and professionalism in their relations with one another and the community. Ethical behavior, thus, is a priority in developing and implementing fair solutions, in communicating with outside entities, and during interactions between employees.

Western strives to achieve its institutional values through its Guiding Principles, principles that help the College adapt to change, plan for the future and make sound decisions.

Proposed New Mission Statement:

Western is an innovative public college aimed at empowering, educating, and improving our students, employees, community and environment. Our focus is to inspire the next generation of visionaries by using Wyoming grit and individual development in a diverse array of learning and flexible services. Western is where passion meets purpose.

Recommendation:

To approve effective immediately a new mission statement for Western Wyoming Community College as follows:

Western is an innovative public college aimed at empowering, educating, and improving our students, employees, community and environment. Our focus is to inspire the next generation of visionaries by using Wyoming grit and individual development in a diverse array of learning and flexible services. Western is where passion meets purpose.

Director Adams gave an explanation of the proposed new mission statement. Director Adams said that we've received written confirmation from the Higher Learning Commission that the change in the mission statement would not be considered a substantive change which is very good news. Trustee Erramouspe made a motion to approve the new mission statement as presented, effective immediately. The motion was seconded by Trustee Honaker. Treasurer Lorimer said the new statement is excellent and commended everyone involved. The motion was approved by vote.

10. Approval to Submit Proposed Programs to WCCC, Cloud Computing AAS and Certificate Programs
During the Fall 2018 semester, Western was approached by Harry House from Amazon Web Services (AWS), along with Senator Dan Dockstader (Lincoln, Sublette, Teton) and Representative Jim Roscoe (Sublette) with an opportunity

to develop a degree in Cloud Computing. Increasingly, organizations of all sizes around the world are moving to “the cloud” to meet their computing services needs rather than trying to meet all of these needs in-house with limited staff and limited resources. Amazon is approaching just a small group of community colleges across the U.S. to develop Cloud Computing programs and this would be the only one in Wyoming. This is an amazing opportunity for Western and for students looking to jump into a field that is only going to grow. As the program will be online, we will have the ability to draw students from around Wyoming and the U.S. It also addresses Wyoming’s ENDOW initiative to bring new industries to Wyoming and offer educational opportunities in potential growth areas. After the December 7th meeting with Amazon, two Cloud Computing degrees were created with the assistance of our Business Information Systems and Computer Science faculty, along with Dr. Cliff Wittstruck and Dr. Rocky Barney. Pending WCCC approval, Western intends to offer an Associate of Applied Science Degree in Cloud Computing and a Certificate in Cloud Computing beginning in Fall 2019.

Recommendation:

To approve the proposed Associate of Applied Science Degree in Cloud Computing and proposed Certificate Degree in Cloud Computing for submission to the Wyoming Community College Commission.

Vice President Farley gave an explanation of the proposed new programs. Trustee Erramouspe made a motion to approve the AAS and Certificate programs in Cloud Computing to be submitted to the Wyoming Community College Commission. The motion was seconded by Trustee Honaker. Trustee Honaker said being chosen to host the programs is very exciting and commended the team effort in developing the programs. Treasurer Lorimer agreed, saying it is very exciting. Vice President Farley said this is a good example of the responsiveness of community colleges to the needs of their communities. The motion was approved by vote.

11. Approval of Employment Contract, Student Success Advisor

The Human Resources Office conducted a national search commencing in December 2018, to fill the position of Student Success Advisor. The Human Resources Office received three completed applications for this position. The Professional Standards Board conducted two on-campus interviews. The Professional Standards Board recommends that Ms. Daisy Moore be offered the position. Ms. Moore has been employed with WWCC since August 2017 as Coordinator of Student Life and also serves as Adjunct Faculty teaching First Year Success, Yoga, and Stress Management classes. Ms. Moore holds a Bachelor’s of Arts in Women’s Studies from the University of Hawaii in Honolulu, Hawaii and earned an Elementary Education Credential from Humboldt State University in Arcata, California. Currently Ms. Moore is pursuing a Master’s in Higher Education Administration from the University of Wyoming. Prior to joining WWCC, Ms. Moore worked as a Teaching Assistant and Long Term Substitute for the Children’s Village in Savannah, GA, and also brought with her five years of experience as a school tutor, teacher’s aide, private tutor, student teacher, long term substitute, and teaching assistant. Ms. Moore’s proposed contract details would be as follows: Annual Salary, \$40,072

for a 12 Month Contract; Fund, Unrestricted Operating Fund; Rank, N/A; Column Placement, N/A.

Recommendation:

To release Ms. Daisy Moore from her previously issued 11-month employment contract as Coordinator of Student Life effective January 27, 2019, and to offer an employment contract to Ms. Moore for the position of Student Success Advisor for the period for the period January 28, 2019 to June 30, 2019.

Vice President Parnell gave a brief explanation of the proposed employment contract. Trustee Honaker made a motion to release Ms. Moore from her previously issued contract as Coordinator of Student Life, and to offer an employment contract to Ms. Moore as described. The motion was seconded by Vice President Clark and was approved by vote.

VII. INFORMATION/PROPOSALS

A. Visiting Delegations

None

B. Questions/Media/Public

None

C. President/Staff

Dr. Leach said that she will send out an email with an update on the Legislative session.

D. Trustee Questions/Topics

None

E. Topics for Future Workshop Agendas

1. BOCES Reports
2. High School Equivalency/Common Core Issues
3. Developmental Co-Curriculum

F. Executive Session - Legal/Personnel

The Executive Session was held earlier in the meeting.

VIII. CALENDAR OF FUTURE EVENTS

Jan. 17 6:00 p.m.	Regular Board of Trustees Workshop Board Conference Room 3071
Jan. 17 7:15 p.m.	Regular Board of Trustees Meeting Board Room 3060
Jan. 21	WWCC Holiday (MLK Day)
Feb. 7	WACCT Legislative Reception & Awards Cheyenne
Feb. 8	WCCC Meeting - Cheyenne
Feb. 10-13	ACCT – National Legislative Summit Washington, DC

Feb. 14 6:00 p.m.	Regular Board of Trustees Workshop Board Conference Room 3071
Feb. 14 7:15 p.m.	Regular Board of Trustees Meeting Board Room 3060
Feb. 18	WWCC Holiday (Presidents' Day)
Mar. 11-13	ACCT – Governance Leadership Institute Portland, OR
Mar. 14 6:00 p.m.	Regular Board of Trustees Workshop Board Conference Room 3071
Mar. 14 7:15 p.m.	Regular Board of Trustees Meeting Board Room 3060
Apr. 11	WCCC Meeting – Casper
Apr. 11 6:00 p.m.	Regular Board of Trustees Workshop Board Conference Room 3071
Apr. 11 7:15 p.m.	Regular Board of Trustees Meeting Board Room 3060

IX. ADJOURNMENT

Having no further business to act on, Treasurer Lorimer adjourned the regular meeting at 9:47 p.m.

NOTE: Additional information (tapes and/or addenda) from this meeting is available in the Board Office.

Above recorded by:

Kandy Frink

WWCC Board President

WWCC Board Secretary