



ACCREDITATION EVIDENCE

Title: Board of Trustees Regular Meeting –VI. Recommended Action; B. Consent Agenda 1. Authorization to Solicit Bids for Construction of new Workforce Training Building Page 6.

Evidence Type:

Date: 6 December 2012

WAN: 22-0165

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PII: Yes

Redacted: No





Board of Trustees

REGULAR MEETING MINUTES

December 6, 2012

Trustees Present:

Shannon Honaker, President
Jim Roth, Vice President
Lynne Chadey, Secretary
Bob Reese, Treasurer**
Dick Boettcher
George Eckman
Tom Spicer*
Richard Baxter*

Trustees Absent:

None

**Outgoing

*Incoming

Also Present:

Dr. Karla Leach, College President
Marty Kelsey, VP for Administrative Services
Jackie Freeze, VP for Student Success Services
Lou Flaim, VP for Student Learning
Sandy Caldwell, Assoc. VP for Planning & Improvement
Carla Budd, Assoc. VP for Administrative Services
Paul Grube
Sarah Flores
Siara Richards
Randy Mondrason
Susan Thompson
Austin Richards
Dudley Gardner
Bob Reese
Kay Cooley
Jessica Feldmeier
Domingo SRICTRE
Robert Smith
Devin Watkins
Nathan Corbett
Allyson Cross
Kandy Frink

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 7:15 p.m., Thursday, December 6, 2012 in Board Room 3060, President Shannon Honaker presiding.

B. Approval of Agenda

1. Vice President Roth made a motion to accept both the consent and regular agendas as presented. The motion was seconded by Trustee Eckman and approved by vote.

II. REORGANIZATION/ELECTION

A. Oath of Office – New & Re-elected Members

President Honaker asked outgoing Trustee Bob Reese if he would administer the oath of office for the new and re-elected Board members. Mr. Reese gave the oath to newly elected Board member Richard Baxter, III, re-elected Board members Shannon Honaker, James Roth and Lynne Chadey; and to Dr. Thomas Spicer who was recently appointed to fill the remainder of the term for recently deceased Trustee Chris Plant. The new and re-elected Board members then took their place with the Board.

B. Recognition of Outgoing Board Member

President Shannon Honaker presented Mr. Bob Reese with a plaque in gratitude for his service to the Board. Mr. Reese thanked the Board, saying that his time as a Board member had been rewarding.

C. Election of Board Officers

Trustee Boettcher made a motion to nominate Shannon Honaker as Board President, George Eckman as Vice President, Lynne Chadey as Secretary and Tom Spicer as Treasurer. The motion was seconded by Vice President Roth. Hearing no further nominations, President Honaker asked for a vote on the motion. The motion was approved by vote.

D. Setting Board Calendar for 2013

President Honaker explained that the Board is expected to establish a calendar of regular meetings for the upcoming year. Trustee Roth made a motion to hold the regular Board meetings on the second Thursday of each month, with an exception for the state mandated budget meeting to be held on the third Wednesday of July. The motion was seconded by Trustee Boettcher and was approved by vote.

E. Selection of Official Newspaper

President Honaker explained that the Board needed to select an official newspaper, which would be used to advertise all meeting notices and other college related advertising. Administration had recommended that the Rock Springs Rocket Miner be selected as the official newspaper as it has the highest circulation in the area and is the closest to a daily newspaper as is available. Vice President Eckman made a motion to select the Rocket Miner as the official newspaper. The motion was seconded by Treasurer Spicer and was approved by vote.

F. Board Assignments

President Honaker asked all Board members to consider their current appointments and to let her know what their wishes are regarding those appointments. President Honaker said that she would then make those appointments at the January meeting. Vice President Eckman made a motion to table the appointments until the January meeting. The motion was seconded by Trustee Boettcher and was approved by vote.

III. REPORTS

A. Associated Student Government

None.

B. Paraprofessional Association

Ms. Kay Cooley gave a brief report on the recent activities of the group. Ms. Cooley said that the money raised for the Tree of Sharing fundraiser allowed the group to 'adopt' six children from the program. Ms. Cooley reported that \$11,000 was raised in the recent United Way campaign. Ms. Cooley also said that the group is working on the Para Pantry, which provides some food for students staying in the residence halls during the holiday break. Ms. Cooley went on to say that the hospital has offered to provide hot meals although the details of that aspect still need to be worked out. Dr. Leach commented that the Paraprofessional Association was instrumental in getting the hospital to offer a hot meal. President Honaker asked how well stocked the pantry was. Ms. Cooley explained that all the food is purchased the week before distribution.

and that nothing is kept from year to year. The Board thanked Ms. Cooley for her report.

C. WWCC Senate

Ms. Allyson Cross gave a brief report on behalf of the WWCC Senate. Ms. Cross thanked the Board for the off-schedule salary payment. Ms. Cross reported that the Senate was conducting the final edits on policy 4220B and that it would be forwarded to Human Resources after the first of the year. Ms. Cross reported that the recent session of the Great Teachers Seminar had 17 participants and received no negative comments. Ms. Cross read a few of the comments received on the seminar. Ms. Cross said that the WWCC Winter Party is scheduled for February 9 and had been planned by both the Senate and Paraprofessional Association in an effort to gain more employee participation. The Board thanked Ms. Cross for her report.

D. Social Science/Fine Arts

Dr. Dudley Gardner gave the annual report for the Social Science and Fine Arts division. Dr. Gardner referred the Board members to the summary report provided in their online packets and said that he would provide some highlights from each department. In the Art department, Dr. Gardner reported that both Bart Fetz and Dr. Florence McEwin are included in 'Coast to Coast by Post', a sculpture invitational at the University of Wyoming. Dr. Gardner reported that Assistant Professor of Criminal Justice Traci Ciepiela had a story published in the book *Women Warriors: Stories from the Thin Blue Line*. Dr. Gardner said that Ms. Julia Mayo had been hired in the Dance department and that four new works had been commissioned for the Desert Dance Theatre's Spring Concert. Dr. Gardner also said that the Speech and Debate team ended on a very positive note, with two students qualifying for the National Individual Events Tournament and four qualifying for the Phi Rho Pi National Tournament. In the Geology department, Dr. Gardner reported that Dr. Dana Pertermann had been hired as an Associate Professor of Anthropology and Geology. Dr. Gardner reported that the Music department is currently performing its Winter Concert series, which features nine performances between November 30 and December 13. In the Political Science department, Dr. Gardner reported that the summer abroad program will continue. Dr. Gardner reported that psychology instructor Susan Bates was appointed by the Governor to the Wyoming Council for Women's Issues and psychology professor Jan Torres serves as the local president for the Wyoming Education Association. Dr. Gardner said that students in the Social Problems class provided more than 40 volunteer hours at the local food bank during the week of Thanksgiving and students also spend 10 hours doing community service as part of their coursework. In the Theatre department, Dr. Gardner reported that theatre instructors continue to win Kennedy Center Awards. Dr. Gardner thanked the Board for the recent off-schedule salary payment and for their efforts on behalf of WWCC. Trustee Boettcher said that the Board is thankful for Dr. Gardner. President Honaker complimented Dr. Gardner, saying that his annual report is the most impressive every year. The Board thanked Dr. Gardner for his report.

E. Marketing/Public Relations

Ms. Allyson Cross, Coordinator of Marketing & Public Relations, gave the annual report for the division. Ms. Cross gave a brief history of the division and the services that they perform. Ms. Cross said that Vice President Freeze oversees the division and that the marketing plan provides the focus for the division. Ms. Cross said that goals for the

upcoming year would be to develop a marketing division webpage that will contain forms for individuals to request marketing services to promote campus activities, club activities and other similar efforts. Additional goals are to provide faculty, staff and students with the appropriate resources to promote their events, programs and accomplishments; to explore new opportunities in social media and ensure the appropriate use of official WWCC representation; to continue to update and improve the college website; and to continue coverage for WWCC in local media. Ms. Cross reported that highlights from the last year include the installation of monitors around the Rock Springs campus, Green River Center and residence halls that promote various activities and provide information; an expanded presence on Facebook; participation in the Sweetwater County Fair and the National High School Finals Rodeo; and the facilitation of Free Day 2012. Ms. Cross reported that she is most proud of the rapport the Marketing department has established with the WWCC community. Trustee Baxter asked for an explanation of Free Day. Ms. Cross responded that Free Day is an annual event that seeks to bring community members to campus to see what WWCC offers. Ms. Cross said that various activities are provided. President Honaker asked for a status update on the search for a new Webmaster. Ms. Cross said that candidates have been identified and that the search committee has high hopes. Trustee Boettcher asked about marketing efforts outside of the state. Ms. Cross said that WWCC's web presence, attendance at college fairs and receiving recognition in national publications are all part of its marketing effort. Dr. Leach added that WWCC has also been featured or purchased space in various publications such as the US Business Report, international publications and military publications. Trustee Boettcher asked if we capitalize on unsolicited recognitions. Vice President Freeze said that while we do try to capitalize on all recognitions, marketing efforts in today's digital age are more personalized and concentrate heavily on web services and applications. President Honaker asked if WWCC collects data on how effective marketing efforts have been. Ms. Cross said that the marketing department is in the process of developing benchmarks and other measurement methods. Vice President Freeze added that some data is already collected such as the numbers of high school students drawn from recruiting fairs. Trustee Baxter asked if we surveyed students on what factors drew them to WWCC. Vice President Freeze said that WWCC employs surveys quite often and asks students to complete surveys at both the beginning and the end of their time at WWCC. Ms. Cross said that Google Analytics is the program used to track public movements on the WWCC website and it gives them information on what search terms users are entering and what information they browse. Trustee Roth asked if Administration had identified a back-up plan in the event that the search for a new webmaster was unsuccessful. Dr. Leach said that Administration has identified a new search firm to assist in the search and that they have already gathered a pool of candidates. Dr. Leach said that the search firm can also provide a webmaster on a temporary basis if needed. The Board thanked Ms. Cross for her report.

IV. MINUTES

A. Approval

1. Vice President Eckman made a motion to accept the minutes of the November 8, 2012 regular meeting; the minutes of the November 12, 2012 special meeting; and the minutes of the November 19, 2012 special meeting as presented. Trustee Boettcher seconded the motion which was approved by vote.

V. FINANCIAL REPORTS/TRANSACTIONS

A. Clearing Accounts and Electronic Funds Transfers

Treasurer Spicer moved to ratify the Clearing Accounts as designated in the amount of \$2,476,969.25 and the Electronic Transfers as designated in the amount of \$392,346.47 for a grand total ratification of \$2,869,315.72. The motion was seconded by Trustee Boettcher and was approved by vote.

<u>Clearing Accounts</u>	<u>Warrant Nos.</u>	<u>Amount</u>
Vouchers	256298 through 256832	\$1,583,047.20
Payroll	163657 through 163932	\$192,942.69
Advices	024939 through 025137	<u>\$700,979.36</u>
Total – All Clearing Account Warrants		\$2,476,969.25

Electronic Funds Transfers

Payroll Tax Payments to I.R.S.

<u>From</u>	<u>To</u>	<u>Amount</u>
US Bank A/C# 147497000116	EFTPS-CHICAGO USATAXPYMT	\$320,094.04

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	\$72,252.43

Bank to Bank Transfers 0.00

Investment Transfers 0.00

Total Electronic Funds Transfers \$392,346.47

GRAND TOTAL FOR BOARD RATIFICATION \$2,869,315.72

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

B. Audit Report

Former Board Treasurer Bob Reese gave a brief report on the results of the annual audit. Mr. Reese reported that the audit was clean, with no deficiencies noted. Mr. Reese said that the college is considered low risk, with assets at approximately \$90 million and debt at approximately \$10 million. Mr. Reese said the only suggestion for improvement was to request audit results from each BOCES that WWCC is affiliated with. Trustee Baxter asked for the reasoning behind the suggestion. Mr. Reese said that requesting audit results would give advance information on the financial stability or potential problems of a BOCES organization. Trustee Roth asked Vice President Kelsey for his opinion on the audit results. Vice President Kelsey said that the audit went well and that Ms. Debbie Baker's experience in auditing helped WWCC prepare for it. Vice President Kelsey also said that Ms. Baker had anticipated the suggestion of requesting BOCES audit results and has already requested them. Trustee Boettcher made a motion to accept the audit report. The motion was seconded by Treasurer Spicer and was approved by vote.

VI. RECOMMENDED ACTION

A. Old Business
None

B. Consent Agenda

1. Authorization to Solicit Bids for Construction of new Workforce Training Building
Design work has been progressing nicely on the new Workforce Training Building. A team of college employees has been working with Plan One Architects for several months to provide input into the design. Dennis Egge from the State Construction Office has also been involved because the majority of the funds (\$1,000,000) to construct the building were appropriated from the legislature to the Wyoming Business Council. The Board is aware that Sweetwater County, acting on behalf of the College, received a \$1,000,000 grant from the Business Council to help finance this facility. It is anticipated that this project will be bid out sometime in February, 2013, with the Board considering bids at the March, 2013 meeting. The projected completion date is approximately November 15, 2013. The architect's latest construction cost estimate is \$1,707,800. College and Foundation monies will be used to finance the balance of project costs not covered by the grant.

Recommendation

To authorize the Administration to solicit competitive bids for the construction of the new Workforce Training Building as described above.

2. Authorization to Bid Kitchen Renovation for Aspen Mt. Hall
Last spring, the Residence Halls and Student Life office conducted a survey of residence hall students to determine needs and concerns about the facility. The number one response was that students wanted a place to cook small meals (a common kitchen). The staff has worked with the city and the fire code people to determine code requirements and have developed bid specs to create a shared kitchen space. Bid specs have been created and it is expected that the cost of the kitchen renovation may exceed \$50,000. If they don't, the administration will notify the Board in January.

Recommendation

To authorize the administration to solicit competitive bids for the renovation of the current Aspen Mt. Hall catering kitchen to include a stove and meal preparation area for student use.

Treasurer Spicer made a motion to accept the recommendations from Administration on the consent agenda. The motion was seconded by Trustee Baxter and was approved by vote.

C. New Business

1. Approval of Ground Lease Between WWCC and School District No. One Alternative High School
Western Wyoming Community College and School District No. One have been working together to place the Alternative High School (AHS) on the Western campus in Rock Springs. A survey of the proposed site has been completed and soil tests have been conducted. Funding for the project has been

approved by the 2012 Wyoming Legislature, and the project is under the oversight of the Schools Facilities Commission. The parking lot for the Alternative High School is planned to be located immediately southwest of the College's west parking lot. The Alternative High School building is planned to be located across from what is now a fire lane west of the Technology and Industry Wing/Atrium. A sidewalk will connect the AHS parking lot and the proposed building. The Board was provided with the latest draft of the ground lease, prepared by legal counsel for School District No. One, George Lemich, which addresses topics such as the lease term and conditions, construction requirements, maintenance requirements, insurance and utilities. Mr. West prepared a final review and edit of the ground lease with language that he believes will be acceptable to the College and to School District No. One. The final review was made available to Board members prior to the meeting. School District No. One's Administration will officially respond to Mr. West's edited version of the ground lease before the College Board meeting on December 6th.

Recommendation

To approve the draft lease as prepared by College Legal Counsel, contingent upon approval of same by Sweetwater County School District #1.

Dr. Leach gave an explanation of the proposed ground lease and then introduced SCSD #1 Superintendent, Paul Grube. A short discussion ensued regarding the precise location for the building and the parking lot. Mr. Grube stated that the building would be a one story building with a 2 story commons area, which would serve as the gymnasium and multi-purpose room. Trustee Roth asked how the high school parking lot would be separated from the WWCC parking lot. Dr. Leach said that issue would be stipulated in the lease and that both WWCC and SCSD #1 would ensure that methods are in place to accomplish that. Dr. Leach said that it is a great project and will benefit the college. Dr. Leach also said that the students will attend normal high school classes but would also attend dual and concurrent courses at the college. Mr. Grube said that everyone involved has worked very hard. Mr. Grube also said that a high school diploma doesn't carry the same influence as it used to and that it is essential to pursue higher education. Mr. Grube also said that it is important to connect with those potential students and this relationship will create that connection. Mr. Grube said the SCSD #1 Board of Trustees is elated and he believes the relationship between the school district and the college is stronger than ever. President Honaker thanked Mr. Grube for his comments. Vice President Eckman said that while he supports the project, he did notice that the ground lease did not contain directives in the reversionary clause on who would be responsible for the destruction of the facility if it were abandoned by SCSD #1 and was in such a state of disrepair as to be unusable. Mr. Grube said that he presented almost the exact same question to his Board and all had agreed that it would be the responsibility of SCSD #1. Trustee Baxter asked if the SCSD #1 school board had approved the ground lease. Mr. Grube said yes. Trustee Roth asked if this project should be approved by an advisory council on building construction. Trustee Boettcher stated that the project and the ground lease had been presented to the WWCC Real Estate Committee and they had no concerns. Secretary Chadey made a motion to

approve the ground lease as described above. The motion was seconded by Treasurer Spicer and was approved by vote.

2. Employment Contract 2012-2013, Instructor/Assistant Professor of Business
The Human Resources Office conducted a national search commencing in July 2012 to fill the position of Instructor/Assistant Professor of Business. The Human Resources Office received 26 completed applications for this position. The Professional Standards Board conducted 4 telephone interviews and two on-campus interviews. The Professional Standards Board unanimously recommends that Jim Forbes be offered this position. Mr. Forbes holds a Bachelor of Science degree in Business/Marketing from California State University in Fresno, California and a Master of Science Degree in Business Administration/Management from San Diego State University. Mr. Forbes has been employed at the University of Idaho as an instructor of business and accounting for one year and at Klamath Community College as an accounting and finance instructor for three years. Mr. Forbes is currently employed as the CFO of Transaction Labs, LCCC, Bend, Oregon. Mr. Forbes has over 20 years of business experience. Mr. Forbes contract details would be as follows: Annual Salary, \$52,056.00 for a 9 Month Contract; Fund, Unrestricted Operating Fund; Rank, Associate Professor; Column Placement, Column II.

Recommendation

To offer an employment contract to Mr. Jim Forbes of Bend, Oregon for the position of Associate Professor of Business for the period January 7, 2013 through May 17, 2013.

Vice President Flaim gave an explanation of the proposed employment contract. Secretary Chadey made a motion to offer an employment contract to Mr. Jim Forbes as described above. The motion was seconded by Trustee Baxter. Trustee Roth asked if extra duties, e.g. academic advising, were included in the employment contract. Vice President Flaim said that while all duties of a position, including advising, are located in the job description they are not included in the contract. Vice President Flaim also explained that faculty are exempt from additional duties during their first year to allow them time to acclimate. The motion was approved by vote.

3. Increase federal funds budget, Gunnison Gorge Contract
The Colorado office of the Bureau of Land Management (BLM) has awarded Western Wyoming Community College a contract for \$32,000 to continue their educational and research endeavors at the Eagle Rock Shelter in north central Colorado. This rock shelter contains an occupation component that dates to 12,000 years before present. Western Wyoming Community College's Field School discovered this component and this is a continuation of our endeavors at Eagle Rock Shelter. The contract will cover the cost of analysis and salaries of support personnel needed to aid in excavation and analysis. The terms of this contract are from October 24, 2012 to April 1, 2015. The monies will pay for analysis and salaries. There will be no equipment costs.

Recommendation

To increase the College's federal funds in the amount of \$32,000 and grant the authority to spend these funds for the purposes specified in the Gunnison Gorge (BLM) Contract.

Vice President Flaim gave an explanation of the contract. Vice President Eckman made a motion to increase the federal funds and to grant authority to spend the funds for the purposes specified as described above. The motion was seconded by Trustee Baxter. Vice President Eckman said that it speaks highly of Dr. Gardner and WWCC to have the BLM seek his participation in these kinds of projects. Trustee Roth said WWCC is unique in having hands-on opportunities offered to freshmen and sophomores. The motion was approved by vote.

VII. INFORMATION/PROPOSALS

A. Visiting Delegations

President Honaker acknowledged the high school students in attendance and thanked them for choosing the WWCC Board meeting in their assignment to attend a public meeting.

B. Questions/Media/Public

None

C. President/Staff

Dr. Leach presented a thank-you letter from the WWCC Nursing department.

Dr. Leach gave a brief report on the recent ELL Parent Night, referring Board members to the information provided via BoardDocs. Dr. Leach said that all information was provided and presented in Spanish.

Dr. Leach reported that the Dad's Making a Difference Grant program has 12 students enrolled and the program is coordinated by Joyce Corcoran.

Dr. Leach reported that breakfast meetings had been held the previous two mornings for local leaders to connect with local legislators. Dr. Leach said that these are annual events coordinated by local chambers of commerce, but the events were moved to a morning format rather than an evening one.

Dr. Leach reported that WWCC participated in the recent Rock Springs Holiday Parade and that it was great fun.

Associate Vice President Budd reported that the Human Resources Office will fully transition to online employment applications soon. Associate Vice President Budd said that the process will save time and effort and also provides services to the applicant. Associate Vice President Budd said that applicants will create an account that will allow them to see the status of their application and revise their application to apply for other positions without having to submit a completely new one. Associate Vice President Budd said that the new system will also automatically generate letters to applicants.

Associate Vice President Budd said that trainings have been conducted for supervisors. Associate Vice President Budd said that the trainings last year concentrated on legal issues, while the recent sessions dealt with policies and procedures.

Vice President Kelsey gave a report on the possible impacts to WWCC's operating budget if Governor Mead enacts an 8% cut on state aid. Vice President Kelsey said that the Governor has lowered his expectations on the budget cuts and is expected to propose a 6% cut rather than the original 8% considered. Vice President Kelsey said that WWCC's share of that cut would be approximately \$812,000 (\$1.1 million with 8% cuts). Vice President Kelsey said that the Joint Appropriations Committee has not voted on the issue yet. Vice President Kelsey said that not only is state aid expected to be cut, but the decline in the price of natural gas will cause a drop in assessed value for Sweetwater County. Vice President Kelsey also said that the Governor has indicated that he will not support enrollment growth funding for the community colleges which will equate to a \$300,000 cut for WWCC. Vice President Kelsey went on to say that the ABE/GED program will also see cuts in state funding although Developmental Studies Director Jami Anderson believes that she can cut costs in the program without affecting services. Vice President Kelsey also said that Library funding and health insurance premium reimbursements will also be cut. Vice President Kelsey estimated that the cut will be approximately \$1.4 million of the total \$27 million WWCC budget. Dr. Leach said that the Board would be provided with more information at the January meeting. Trustee Roth asked if Administration planned to cut fixed costs or would all of the cuts be in other areas. Vice President Kelsey said that WWCC has some options although cutting fixed costs is quite difficult and some fixed costs increase regularly such as electricity. Vice President Kelsey said that some policy driven costs will need to be evaluated such as the numbers of candidates brought to campus for professional position interviews. Vice President Kelsey said that we will be fine although that may change if the cuts continue. Treasurer Spicer asked if an 8% cut in the following biennium would be an additional cut or just a continuation. Vice President Kelsey said that it would be a continuation from the previous biennium rather than an additional cut. Trustee Roth asked if Administration had been considering possible scenarios for the cuts, such as an 8% cut and no enrollment growth funding. Vice President Kelsey said that Administration is preparing for the cuts and that enrollment growth funding is never used in the operating budget. Vice President Kelsey also said that more information would be presented once the Joint Appropriations Committee announces its plan. Dr. Leach said that the cuts in health insurance premium reimbursements effect all state agencies including UW and that state-level discussion on that topic is ongoing.

D. Trustee Questions/Topics

Trustee Boettcher requested that a meeting of the Real Estate committee be scheduled once a replacement for Board member Bob Reese is appointed.

Trustee Roth gave a report on the recent WACCT meeting, stating that they support enrollment growth funding rather than special treatment in the base budget, referring to the 8% versus 6% cuts. Trustee Roth reported that Capital Construction requests will follow the same process, with anything over \$1 million requiring state approval. Trustee Roth also said that the community colleges are asking to be excluded from the Administrative Procedures Act. Trustee Roth went on to say that the WACCT would

also like to ask the state to continue the endowment funding, saying that since the colleges have met the goals set by the state, the state should raise the goal. Trustee Roth also reported that a state-wide mill levy was discussed at the meeting.

Trustee Roth reminded the Board members about the WCCC meeting on December 19 which will focus on setting tuition rates for the next fiscal year. Trustee Roth also said that he had attended the WCCC retreat and that they do not intend on entering discussions on a possible state-wide mill levy. Trustee Roth said that he planned on attending the Joint Appropriations Committee meeting. President Honaker commented that most legislators do not realize what enrollment growth funding is.

E. Topics for Future Workshop Agendas

President Honaker said that the January workshop would need to focus on preparing for the upcoming legislative session.

F. Executive Session - Legal/Personnel

President Honaker asked Dr. Leach if an Executive Session would be needed. Dr. Leach said no.

VIII. CALENDAR OF FUTURE EVENTS

Dec. 6 6:00 p.m.	Regular Board of Trustees Workshop Room 3071
Dec. 6 7:15 p.m.	Regular Board of Trustees Meeting Room 3060
Dec. 24 - Jan. 1	WWCC Winter Holiday Campus Closed
Jan. 10 6:00 p.m.	Regular Board of Trustees Workshop Room 3071
Jan. 10 7:15 p.m.	Regular Board of Trustees Meeting Room 3060
Jan. 14	WWCC Holiday

IX. ADJOURNMENT

Having no further business to act on, President Honaker adjourned the regular meeting at 9:10 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