Trustees Present:
James Roth, President
Shannon Honaker, Vice President
George Eckman, Secretary
Chris Plant
Bob Reese

Also Present:
Dr. Karla Leach, College President
Marty Kelsey, VP for Administrative Services
Ken Fitschen, VP for Student Learning
Jackie Freeze, VP for Student Success Services
Sandy Caldwell, Assoc. VP for Student Learning
Laurie Watkins, Assoc. VP for Student Success Services
Carla Budd, Assoc. VP for Administrative Srvcs
Debra Clawson
Paul Johnson
David Bodily
Brandi Moore
Lori Paulson
Bud Chew
Paul Murray
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 7:27 p.m., Thursday, May 12, 2011, in Board Room 3060, Rock Springs Campus, President James Roth presiding.

B. Approval of Agenda
1. Vice President Honaker made a motion to add an agenda item, “Consideration of Policy Committee request”. Motion approved by vote. Trustee Plant asked to have an opportunity to discuss a potential event commemorating the 150th anniversary of the Civil War. President Roth stated that the discussion would be held during Agenda Item 7(d): Trustee Topics and Questions. Secretary Eckman made a motion to approve the both the consent and regular agendas as revised. Motion approved by vote.

II. REPORTS
A. Association of Student Government
None.

B. Paraprofessional Association
Ms. Debra Clawson, Paraprofessional Association President, gave a brief report on the activities of the group. Ms. Clawson introduced Ms. Lori Paulson, who will be the association President for FY11-12. Ms. Clawson reported that the final event for the semester will be the Potluck lunch on May 25. Ms. Clawson invited all the board members to attend. The Board thanked Ms. Clawson for her report.
C. **WWCC Senate**
Mr. David Bodily, Instructor of Nursing, gave a brief report on behalf of the WWCC Senate. Mr. Bodily thanked the Board and the Administration for the salary increase. Mr. Bodily reported that the Senate has been quite active over the semester. Mr. Bodily said that the Senate conducted a faculty survey concerning horizontal advancement, and that the Senate would like to see the rank and initial placement policy split. Mr. Bodily said that other recent activities include faculty/professional teaching/learning forums, participation in the ‘Healthy Wyoming’ initiative, distributing unencumbered professional development funds, and assisting with the revival of the state Senate organization. Mr. Bodily reported that Senate officers for next year would be; Lou Flaim, President; Tammy Register, Vice President and Jennifer Allen, Secretary.

Trustee Plant stated that he is appreciative of an active Senate, saying that the Senate helps to ease tensions between faculty and administration, and between faculty and the Board of Trustees. Vice President Honaker stated that she appreciated the gratitude for the salary increase, which is the largest of any community college in the state. Dr. Leach congratulated Mr. Bodily on the recent completion of his Master’s degree in Nursing. Trustee Plant told Mr. Bodily that the Board had approved ten Horizontal Advancement awards for the upcoming fiscal year, and suggested that be reflected in any policy revisions. The Board thanked Mr. Bodily for his report.

D. **Business/OIS**
Ms. Brandi Moore, Business/OIS Division Chair, gave the annual report for the division. Ms. Moore reported that the division was fully staffed for the first time in many years, and that the new personnel gave a fresh perspective on the program review. Ms. Moore then gave a few highlights from the past year. Ms. Moore said that the Computer Science department is using scalable game design as a teaching tool, allowing students to create a game similar to “Frogger”. Ms. Moore reported that the Exercise Science department will be part of the Science/Math and Engineering division beginning next year. Ms. Moore said that the program continues to provide internship opportunities for students. In the OIS department, Ms. Moore said that 54 sections of Computer Information Systems were offered during the spring semester. Ms. Moore also said that Microsoft Office 2010 has been incorporated for all courses.

Trustee Plant said that he prefers outdoor courses in the Exercise Science program and encouraged the department to offer more of those types of courses, perhaps even a full program. Trustee Plant also said that he will be interested to see what honors program courses will be offered for the Fall semester in the business division. The Board thanked Ms. Moore for her report.

E. **Technology and Industry**
Mr. Paul Johnson, Technology and Industry Division Chair, gave the annual report for the T&I division. Mr. Johnson thanked the Board for the opportunity to report, and said that enrollment numbers in the T&I Division have increased. Mr. Johnson gave a few highlights for each department. In the Automotive program, Mr. Johnson reported that the new chassis dynamometer has been installed and is very popular. Mr. Johnson said that members of the Automotive Advisory committee had an informal competition between a Chevrolet Camaro and a Ford Mustang to see which was faster. Mr. Johnson said that the dynamometer is not only a good learning tool; it is also an
Mr. Johnson said that other highlights in the Automotive program include renewing certifications that allow WWCC to be an ASE training center. Mr. Johnson reported that the Compression Technology program had received a four stage cutaway compressor as a donation, along with a micro turbine. In the Diesel and Heavy Equipment program, Mr. Johnson reported that there are more job openings for graduates of the program than students graduating from the program. Mr. Johnson reported that enrollment numbers are up in the Welding program, and that the second phase of the ventilation system renovation is almost complete. Mr. Johnson said that in the Instrumentation and Electrical program, the laboratory has had some replacements of old equipment with new, modern technology. Mr. Johnson said that it is becoming a very modern facility and may be the best in the area. Reporting on the Oil & Gas Production Technology program, Mr. Johnson said that they are working on strengthening their relationship with San Juan College and BP America. Mr. Johnson said that they also hope to be able to expand the restrictions placed on workers on those sites. Mr. Johnson said that the enrollment numbers in the Industrial Maintenance program have shown a decrease, mainly due to local industry decreasing the numbers of employees they send for training. Mr. Johnson went on to say that the training numbers should start to increase as the companies prepare for new employees replacing retiring employees.

Trustee Plant asked for a clarification on the control panel problems mentioned by Mr. Johnson. Mr. Johnson explained that two separate control panels were attached to the same compressor which caused conflicts between the control panels. Vice President Honaker asked what could be done to increase the enrollment in the Diesel and Heavy Equipment program to better serve the needs of industry. President Roth asked if additional financial aid would assist in the recruiting efforts. Dr. Leach responded that many local industry partners offer scholarships and internships. Dr. Leach also said that outside funding sources are also available and that Senator John Hastert is working on a student loan program with a provision to have the loan forgiven if the student stays in the state. President Roth asked if more assistance was required in retaining students who had entered a program like Dad's Making a Difference or Climb Wyoming. Vice President Freeze responded that everything is dependent upon student goals, but if the student desires to continue their education beyond completion of the program, every effort is made to help them obtain funding. The Board thanked Mr. Johnson for his report.

F. Math/Science/Engineering

Dr. Bud Chew, Division Chair, gave the annual report for the Math, Science and Engineering division. Dr. Chew reported that he recently took 11 students to UW to participate in their undergraduate research day. Dr. Chew said that the quality of their work and the quality of their presentations were as good as or better than the junior or senior students from UW. Dr. Chew said that the research program at WWCC is opening doors for those students and providing them with valuable opportunities. Dr. Chew reported that the division has four new faculty members. Dr. Chew said that one new faculty member was partnered with a mentor, which he believes worked very well. Dr. Chew said that the Math Achievement Center (the former Engineering laboratory) has been open for one year. Dr. Chew reported that the center is constantly reviewing its effectiveness in helping students. Dr. Chew also said that they hope to have the center open in the evenings in the upcoming year. Dr. Chew went on to say that he is excited about the new Science laboratories and that they are coming along nicely. Dr.
Chew reported that two WWCC faculty members, Charlie Love and Craig Thompson, each wrote chapters for a book on the geology and geography of the Red Desert. Dr. Chew said that the book had sold out on its first printing. Dr. Chew also recognized former Chemistry instructor Steve Brumbach for his sizeable contribution to the Western Wyoming College Foundation. The donation will be used to establish two scholarships.

Trustee Plant asked how the division was incorporating reading and writing into its curriculum. Dr. Chew said that all the instructors try to incorporate writing assignments in all their courses, with math courses facing the biggest challenges in that effort. Trustee Plant asked if reading assignments beyond textbook reading were given. Dr. Chew said that the instructors always encourage students to read a variety of materials. Dr. Chew said that students in anatomy and physiology courses are encouraged to read medical literature for example. Dr. Chew said that the initial encouragement comes in the form of reading assignments, but that students quickly realize the value of outside reading and most will continue on their own. The Board thanked Dr. Chew for his report.

III. MINUTES
A. Approval
1. Secretary Eckman made a motion to accept the minutes of the April 13, 2001 meeting as presented. Motion approved by vote.

IV. FINANCIAL REPORTS/TRANSACTIONS
A. Clearing Accounts and Electronic Funds Transfers
Secretary Eckman moved to ratify the Clearing Accounts as designated in the amount of $2,836,091.63 and the Electronic Transfers as designated in the amount of $438,394.16 for a grand total ratification of $3,274,485.79. Motion approved by vote.

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Electronic Funds Transfers

Payroll Tax Payments to I.R.S.

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Credit Card Payments to US Bank Corporate Payment System

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Bank to Bank Transfers

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Total Electronic Funds Transfers $438,394.16

GRAND TOTAL FOR BOARD RATIFICATION $3,274,485.79

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

V. RECOMMENDED ACTION

A. Old Business
None

B. Consent Agenda

1. Donation of Chair Desks to Sweetwater County School District No. One
This year the College replaced some old chair desks on the Rock Springs campus. The old chair desks are no longer needed. Sweetwater County School District No. One has expressed an interest in obtaining the old chair desks for district use. College legal counsel advises that the College can donate surplus items to another governmental entity at no cost to the governmental entity. Thirty-Nine (39) chair desks would be donated.

Recommendation
To donate 39 chair desks located on the Rock Springs campus to Sweetwater County School District No. One.

2. Authorization to Purchase Olympus CX31 Microscopes as Sole Source
The Biology program is requesting the purchase of 25 Olympus CX31 Microscopes as a sole source purchase for the 2 new science labs. Policy 3210 A requires the Board to approve such purchases: “Competitive bidding and comparative quotations may not be necessary when direct negotiations may best serve the needs of the College. The most common reason for not bidding or obtaining comparative quotations is when the product or service of a sole source supplier is being recommended. When such proposed purchasing being recommended amounts to $50,000 or more, the Board of Trustees must approve same. Written justification for such purchasing must be attached to the requisition prior to the issuance of a purchase order.” The biology department was allocated $100,000 to purchase movable equipment that it felt was needed for the 2 new science labs. The faculty decided that better microscopes were the most important equipment to add to these new labs. Because they have been disappointed in previous microscopes, they asked representatives from various companies to bring microscopes to campus so that they could “test drive” them and determine the best microscope for our students. After evaluating a number of microscopes, they determined that the Olympus CX31 microscope was significantly better than other models they evaluated. The Olympus is the only student-grade microscope to contain all of the features that the biology department wanted. In addition to the operational features it includes, the Olympus purchase includes installation, training and servicing (particularly cleaning) as part of the purchase. Support of this kind is not common with other microscopes; therefore, this support was an added reason for selecting these microscopes. Olympus has local offices in Salt Lake City so access to these services will be nearby. Because there is only one authorized
distributor for Wyoming, the College was unable to seek bids for the Olympus. Olympus, however, did discount the cost by $25,746.

Recommendation
To authorize the administration to purchase 25 Olympus CX31 Microscopes as a sole source purchase for $85,439.

3. **Acceptance of Re-employment Contracts for FY 2011-12**
During the regular meeting of the Board of Trustees held on April 13, 2011, per the recommendations of the College President, authorization was given to the Administration to extend re-employment contracts to those employees recommended for re-employment for FY 2011-12. (Policy and Procedure 4210C) Contracts were sent out for signature on April 14, 2011 and were due back into the Human Resources Office on April 29, 2011.

Recommendation
To accept and execute the 2011-12 re-employment contracts received by the Administration.

4. **Authorization to Solicit Bids for Anatomy and Physiology Lab Ventilation System**
With the renovation of the College’s old science laboratories this summer and the construction of the new large science laboratory, it is necessary to move the Anatomy and Physiology laboratory to Room 2030 which is currently being used as a biology laboratory. An exhaust system will need to be installed to exhaust some fumes which will emanate from the workstations. Engineering Design Associates, Casper, Wyoming, has designed the project for the College. They have worked closely with the College’s physical plant staff and with Dr. Bud Chew, division chair of the Science and Math division. There are twelve work stations in the laboratory each accommodating two students. Each work station will have a pull-down ventilation device which can be activated upon demand. The engineer’s construction estimate for this project is $91,000. It is anticipated that bids will be considered by the Board of Trustees at the June meeting. One mill funds are available for pay for this work. Work should be completed by late summer.

Recommendation
To authorize the Administration to seek competitive bids for a ventilation system for the College’s Anatomy and Physiology laboratory as described above.

Vice President Honaker made a motion to accept the Administrative recommendations on the consent agenda. Motion approved by vote.

C. **New Business**

1. **FY 2011-12 Tentative Budget**
Wyoming Statutes require that Western Wyoming Community College’s governing board review the Tentative Budget by May 15th of each year. The budget is presented for discussion purposes only; the Board is not required to take any action. On pages 1 through 4, the Board will find some information regarding a comparison of the 2010-11 budget with the tentative 2011-12 budget. On page 5 the Board will find some summary information regarding all
funds of the College, depicting actual FY 2009-10 revenues and expenditures, budgeted FY 2010-11 revenues and expenditures and revenues and expenditures tentatively budgeted for FY 2011-12. Beginning on page 6, the Board will find some detailed information regarding each fund, including actual revenues received in FY 2010-11 through April 27, budgeted expenditures for FY 2010-11 and tentatively budgeted expenditures for FY 2011-12. After the detailed information, commencing on page 7, the Board will find the following:

- Pie Charts for the Unrestricted Operating Fund
- Pie Charts for all the Current Funds of the College
- Plant Fund Pie Chart
- Listing of One-Time Expenditures $15,000 and Greater
- Listing of New & Expanded/Changed Positions

The Board of Trustees has the opportunity to meet again in workshop session, if desired, and offer comments and direction to the Administration.

Recommendation
No action required. For discussion only.

Vice President Kelsey gave an explanation of the tentative budget. Vice President Kelsey said that the numbers have changed slightly since the Board’s budget workshop and that the changes amount to an $11,000 increase. Trustee Plant asked about specific budget line items, including a line item for a student environmental club. Vice President Freeze explained that any student club must have a budget line item to facilitate any fundraising the club might conduct. Vice President Freeze said that the tentative budget for FY11-12 carries a budget amount of zero for that club because it has not been active recently. Trustee Reese asked what items are included in the Public Services line items. Vice President Kelsey said it includes community education courses, senior citizen programs and other non-credit course offerings.

2. Employment Contract 2011-2012

The Human Resources Office conducted a national search in February and March to fill the position of Director of Library Services. The Human Resources Office received 12 completed applications for this position. The Professional Standards Board conducted 4 telephone interviews and 3 formal interviews. The Professional Standards Board unanimously recommends that Janice Grover-Roosa be hired for this position. Ms. Grover-Roosa holds an Associate of Science Degree from Western Wyoming Community College; a Bachelor of Arts Degree in English from the University of Wyoming and a Master of Arts Degree in Library Science from the Emporia State University in Emporia, Kansas. Ms. Grover-Roosa is presently employed with Sweetwater County Library system as the public relations/adult programming librarian. She has been employed with the Sweetwater County Library system in various capacities for approximately six years. Ms. Roosa’s contract details would be as follows: Annual Salary, $62,815.00 for a 12 month contract; Fund, Current; Rank, N/A; and Column Placement, Column II.
Recommendation
To offer an employment contract to Ms. Janice Grover-Roosa of Rock Springs, Wyoming for the position of Director of Library Services for the period July 1, 2011 through June 30, 2012.

Vice President Fitschen gave an explanation of the employment contract. Trustee Plant commented that Ms. Roosa was a former student, and had created a true community center in the White Mountain Library. Trustee Plant made a motion to offer an employment contract to Ms. Janice Grover-Roosa as described above. Motion approved by vote.

3. President’s Re-employment Contract for FY 2011-2012
During the regular meeting of the Board of Trustees held on April 13, 2011, authorization was given to the Administration to extend re-employment contracts to those employees recommended for re-employment for FY 2011-12. (Policy and Procedure 4210C) When employee contracts were sent out for signature on April 14 2011, the Board and the President had not concluded discussions on the President’s contract. Those discussions were held in Executive Session during the April 13, 2011 meeting.

Recommendation
To approve the College President’s re-employment contract for FY 2011-12.

Dr. Leach gave an explanation of the employment contract. Secretary Eckman made a motion to approve the College President’s re-employment contract for FY2011-12. Motion approved by vote.

The Wyoming Community College Commission must approve all capital construction projects estimated to cost $100,000 or more. Projects estimated to cost $1,000,000 or more must also be approved by the legislature, after the Commission has prioritized the various requests and has voted to submit them for legislative approval and/or state funding. For the first time, and in response to 2009 legislation, the Commission will be utilizing data provided through the new Cap Con data model, also known as the Capital Project Prioritization Policy, developed for the Commission by Paulien and Associates, Inc., to aid in their decision making. The Administration is desirous of submitting three potential capital construction projects to the Wyoming Community College Commission for review and prioritization. Through this submission, the Administration believes the College will be better informed about the prioritization process and model for use in Western’s Master Planning. The Administration is not requesting permission to plan or build at this time. As the Board knows, the process for updating the College’s master plan officially commences on May 18th. There are three major capital construction projects being discussed that involve new construction which the Administration would like to see integrated into the master plan; a Large Group Meeting Facility, an Energy Training Facility, and a Wellness and Athletics Facility. Although funding strategies have not yet been determined for all of these projects, the Administration believes that submitting these projects for consideration at this
time may reveal some critical information to the College that may be of benefit to the College for future submittals to the Commission for capital construction projects. It is possible that Western’s proposals may be accorded low priority by the Commission. Dr. Leach led the discussion of this topic during the workshop prior to the Board meeting.

Large Group Meeting Facility
This project would provide needed space for the purposes set forth below, subject to additional discussion. The Administration will be meeting with Plan One Architects to refine the types of space, associated space requirements, and estimated cost. Total square footage has not yet been determined, but could well be less than 10,000 square feet. Total cost may be in the vicinity of $2,500,000, but this is a very rough estimate at the time of this writing.

✓ Music Recital
✓ A large, multi-purpose meeting room to seat about 300, flexible with dividing walls. This area could possibly accommodate the Theatre Department’s need for what is often called a “black box”.
✓ Dance Studio [current Dance Studio to be re-purposed for student affairs functions]
✓ Two or three smaller meeting rooms, perhaps to hold about 60-70 each.
✓ Storage areas
✓ Small catering kitchen [if this addition is not close to the current kitchen]

Energy Training Facility
This project would involve the erection of a 7,500 square foot steel building and the acquisition of a significant amount of equipment to be located in the Instructional Well Site Facility. This is a Workforce Development effort, currently involving Halliburton, BP, and Shell. More “hands on” training is being required by these companies. Other training such as MSHA safety training, fork lift, man lift, and bucket truck training would also occur in this building. The total estimated cost for the project is $1,000,000, inclusive of architectural fees. A grant from the Wyoming Business Council is a possibility to fund this project.

Wellness and Athletics Facility
Last fall, Plan One Architects developed a preliminary plan for new construction adjacent to and renovation of space in Rushmore Gymnasium. The plan calls for new space for an aerobic machine area, an activity area, free and fixed weight rooms, a few offices, a conference room and storage and mechanical rooms. Some existing areas would be renovated to provide space for an exercise science lab, and a wrestling practice room. Other smaller renovations would occur, including a facelift to the concession stand and mustang corral. The primary driver of this facility is the removal of the current wrestling practice room from next door to the chemistry lab/classroom and the removal of the current weight training room from next to the geology lab/classroom. Both of these existing spaces will be returned to instructional classrooms. The project involves approximately 18,400 square footage of new space and 7,400 square footage of existing space to be renovated. The square footage that will be recouped by this project is 3,575 square feet in two classrooms. The total estimated cost for this work, inclusive of architectural fees, is $4,563,000.
Recommendation
To authorize the Administration to submit three capital construction projects to the Wyoming Community College Commission for their consideration as described above.

Dr. Leach gave an explanation of the Capital Construction projects, stating that submitting the plans to the WCCC for consideration and prioritization is not a commitment to proceed with the projects. Secretary Eckman made a motion to authorize the Administration to submit the projects as described above. Motion approved by vote.

5. Authorization to Purchase Student Insurance FY12-14
Every three years, WWCC bids the student accident insurance coverage. This coverage currently includes accident medical coverage of $1500 per full-time student (Coverage A); and up to $25,000 per person accident/injury (Coverage B) policy plus catastrophic coverage (Coverage C) for intercollegiate athletes. All coverage is secondary, requiring the student to use any other medical insurance first. The coverage was last bid for FY09. The Board authorized permission to bid in March 2011. Prequalification bid sheets were mailed to 50 insurance carriers and potential bidders. Of that group, five returned the prequalification form (basically states they are licensed to do business in Wyoming). Three bids were received by the bid deadline of April 29, 2011. Bids received include coverage for all full-time students (accident insurance only); all intercollegiate athletes in men and women’s basketball, volleyball and wrestling, soccer, dance and cheerleading. There was only one bid for the general athletic injury insurance and student accident coverage: Student Assurance Corp. (our current vendor). There were two bids; Summit America Insurance Services ($6768 premium) and Renaissance Insurance Agency ($3723 premium).

Recommendation
That the Administration be authorized to contract with Student Assurance Services, Inc. from Stillwater, MN for FY11-14 for $1500 student accident insurance coverage for each full-time student, and up to $25,000 in coverage for intercollegiate athletes; and with Renaissance Insurance Agency from Santa Monica, CA for the $5,000,000 catastrophic coverage for athletes. Amounts: Coverage A (Full-time) $14.75/student fall & spring semester and $7.10/student summer (Student Assurance); Coverage B (athletic) $22,900 (Student Assurance); Coverage C, catastrophic $3723 (Renaissance)

Vice President Freeze gave an explanation of the insurance purchase. Secretary Eckman asked if Cheerleaders were covered under the athletic policy. Vice President Freeze said that Cheerleaders are covered. President Roth asked if the policy would cover extensive claims in the event of multiple injuries such as might be seen if a team bus were involved in a serious auto accident. Vice President Kelsey said that he believed the college’s liability insurance would come into play in that type of situation, but that he would verify that. Trustee Plant asked if the policy included international students. Vice President Freeze said that international students are required to carry health insurance, and a plan is available for purchase through the college if they do
not have their own. Vice President Honaker made a motion to authorize the Administration to contract with Student Assurances and Renaissance Insurance companies for student accident and athletic insurance as described above. Motion approved by vote.

6. Authorization to Increase Yearly Dues Paid to Wyoming Association of Community College Trustees (WACCT)
WWCC belongs to both the national association for community college trustees (ACCT) and the state association (WACCT). Dues are paid to each of these associations on a yearly basis. The WACCT has asked for an increase of $500 on the yearly dues to facilitate increased communication between the Wyoming community college trustees. While this increase is within the limits Administration is allowed to approve without Board action, the WACCT has specifically asked that each college gain approval from their Board for the increase.

Recommendation
To authorize the Administration to pay an additional $500 per year in dues to the Wyoming Association of Community College Trustees.

Dr. Leach explained the requested increase in dues. Secretary Eckman made a motion to increase the annual dues as described above. Motion approved by vote with Vice President Honaker voting ‘Nay’.

7. Policy and Procedure Review Committee Request (Added at Meeting)
Vice President Honaker stated that the Policy and Procedure Review Committee has determined that it would be beneficial to seek assistance in the systematic review of the policies and procedures. Vice President Honaker said that the committee would like authorization to send out requests for proposals or to solicit bids for a consultant to assist the committee, with the aid of the Administration.

Vice President Honaker made a motion to authorize the Policy and Procedures Review Committee to send out RFP’s or to solicit bids for a consultant as described above. Motion approved by vote.

VI. INFORMATION/PROPOSALS
A. Visiting Delegations
   None

B. Questions/Media/Public
   None

C. President/Staff
   Vice President Freeze gave a report on the Marketing effort update, and provided the Board with a handout illustrating various target groups identified. Vice President Freeze also gave the Board samples of the various college logos and what each is used for. Vice President Freeze went on to say that a new ‘tag-line’ has been adopted for the current marketing plan, “Western, We are where you are.” Vice President Freeze said that the current marketing campaign will utilize ‘family branding’ which
creates a uniform look on all major publications. Trustee Plant commented that he did not like the new tag-line, but commended the Coordinator of Marketing and Public Information, Allyson Cross, for her press releases.

Vice President Kelsey reported that the ARRA projects are going well. Vice President Kelsey said that work on Phase II of the fire alarm system upgrade has already begun, with three more major projects slated to being after Commencement.

Dr. Leach reported that the former Presidents residence on campus had been razed. Dr. Leach said that park style landscaping is being considered for the location.

Dr. Leach reminded the Board that Commencement exercises will be on May 20, and commended the Board members for their involvement and attendance at college activities, such as the recent Donor Dinner and other functions. Dr. Leach said that she appreciates the time the Board members take to connect with the students and the community.

D. Trustee Questions/Topics

Civil War Anniversary/Political Speakers
Trustee Plant stated that he would like to see some type of event commemorating the 150th anniversary of the Civil War. Trustee Plant said that he would like to see some nationally recognized speakers and other activities to recognize the event. Trustee Plant also said that he would like to see a series of lectures on politics by professional speakers. Trustee Plant said that he has been collaborating with Trustee Reese to suggest possible speakers that would be appropriate. President Roth asked for clarification on whether Trustee Plant wanted these events as a Board sponsored endeavor. Dr. Leach said that events of these types would require significant funding and are normally undertaken by a ‘faculty champion’ to get students excited about an event. Dr. Leach said that these types of events are large projects. President Roth asked if a group like the Historical Society would be better suited to sponsor an event like this. Vice President Honaker said that the Board of Trustees should not be initiating or endorsing any speaker or event for any purpose, especially political speakers. Secretary Eckman suggested that a budget could be developed for speakers. Vice President Honaker said that it would still be creating a precedent that could prove to be detrimental to the college and the board.

E. Topics for Future Workshop Agendas
1. Facility Tours
2. BOCES Reports

F. Executive Session - Legal/Personnel
President Roth asked if an Executive Session would be necessary. Dr. Leach said yes. Secretary Eckman made a motion to recess the regular meeting at 9:30 p.m. to enter into Executive Session for personnel issues. Motion approved by vote.

VII. CALENDAR OF FUTURE EVENTS

| May 18 | Special Board Workshop – Master Planning |
| 6:00 p.m. | Room 3071 |
### Schedule

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<td>May 20</td>
<td>Nurse’s Pinning</td>
<td>Theatre</td>
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<tr>
<td>May 20</td>
<td>Commencement</td>
<td>Rushmore Gymnasium</td>
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<td>May 21</td>
<td>GED Graduation</td>
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<td>May 30</td>
<td>WWCC Holiday – Offices Closed</td>
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<td>June 20</td>
<td>Regular Board of Trustees Workshop</td>
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<td>Regular Board of Trustees Meeting</td>
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<tr>
<td>June 23-24</td>
<td>WACCT/WCCC Meeting</td>
<td>Casper</td>
</tr>
<tr>
<td>July 4</td>
<td>WWCC Holiday – Offices Closed</td>
<td></td>
</tr>
<tr>
<td>July 20</td>
<td>Regular Board of Trustees Workshop</td>
<td>Room 3071</td>
</tr>
<tr>
<td>July 20</td>
<td>Regular Board of Trustees Meeting</td>
<td>Room 3060</td>
</tr>
</tbody>
</table>

### VIII. ADJOURNMENT

President Roth reconvened the regular meeting at 10:27 p.m. Having no further business to act on, President Roth adjourned the regular meeting at 10:28 p.m.

### NOTE:

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

Above recorded by:

______________________________
Kandy Frink

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WWCC Board President

________________________________
WWCC Board Secretary