Board of Trustees

REGULAR MEETING MINUTES
August 9, 2012

Trustees Present:
Shannon Honaker, President
Jim Roth, Vice President
Bob Reese, Treasurer
George Eckman
Chris Plant

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
Laurie Watkins, Assoc. VP for Student Success Services

Trustees Absent:
Carla Budd, Assoc. VP for Administrative Services
Lynne Chadey, Secretary
Dick Boettcher

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 7:25 p.m., Thursday, August 9, 2012 in Room 211 of the Green River Center, President Shannon Honaker presiding.

B. Approval of Agenda
1. Trustee Eckman made a motion to move item B from the Consent Agenda to New Business Item F and to approve the agenda as amended. Vice President Roth seconded the motion which was approved by vote.

II. REPORTS
A. Blind Campus Presentation – Robin Lonnevik
Ms. Lonnevik, Executive Director of Blind Campus, gave a brief presentation of the organization's proposed project to the Board. Blind Campus is a Wyoming non-profit corporation with the mission to provide and promote healthy and productive lives and social and economic independence in a secure and contemporary campus for blind and visually impaired Wyoming individuals. The campus would include and support permanent and transitional housing, adaptive and alternative education, career counseling and vocational training. The state of Wyoming does not currently possess a single localized facility that provides permanent and transitional housing along with educational and vocational training for their blind and visually impaired citizens.

Trustee Eckman expressed support for the project concept and asked what specific plans had been made regarding facility location, costs, etc. Ms. Lonnevik said that the project is still in the planning stages although the facility would ideally be located in
Rock Springs and in Sweetwater County at the very least. Ms. Lonnevik said that there is a possibility of a local church donating land for the project, although that has not been finalized. Ms. Lonnevik explained that Wyoming does not have a state commission for the blind. President Honaker asked Ms. Lonnevik what expectations she may have of WWCC. Ms. Lonnevik said that she wanted to make the Board aware of the project because they hope to prepare students for college and WWCC would play a crucial role. Ms. Lonnevik also asked the Board for a letter of support. Vice President Roth said that he believes it would premature for the Board to offer such a letter because the project planning is in its early stages. Ms. Lonnevik stated that the steering committee has been formed and the project planning is moving forward. Ms. Lonnevik invited Board members to serve on the steering committee. Vice President Roth said that it was a good idea to have a WWCC representative on the steering committee. President Honaker asked Dr. Leach to identify appropriate personnel to serve on the steering committee. Trustee Eckman said that the project is certainly within the scope of the college mission. The Board thanked Ms. Lonnevik.

B. **Admissions – Joe Mueller**
Mr. Joe Mueller, Director of Admissions, presented the annual report for the department. Mr. Mueller demonstrated the new admissions software, Datatel Recruiter. Mr. Mueller stated that the software will allow admissions staff to communicate with potential students much quicker than current methods and the prospective student can be much more informed on the status of their application. Mr. Mueller said that prospective students can create a profile on the internet which allows admissions staff to tailor the communications to their particular interests. The system also automatically uploads any admission applications received, as well as having information imported from other sources. Mr. Mueller said that the program has extensive reporting options including charts, which would help the department determine which recruiting efforts are showing a return in investment. A short discussion ensued regarding recruiting fairs and international recruiting. The Board thanked Mr. Mueller for this report.

C. **Special Recognition – Dr. Leach**
Dr. Leach took a moment to officially thank the Sweetwater County Commissioners for their support of WWCC’s application for a SLIB grant to construct a new workforce training building. Dr. Leach said that without the support of the Commissioners, and their generosity in allowing Ms. Krisena Marchal the time necessary to help WWCC complete the grant application, the application would not have been successful. Dr. Leach also thanked Ms. Marchal for her assistance, her expertise and her tireless efforts on behalf of WWCC. Next, Dr. Leach thanked Ms. Pat Robbins from the Wyoming Business Council, saying that assessing the grant application may have been part of her job but she went above and beyond to make sure that the project was sound. Dr. Leach said that Ms. Robbins and the Wyoming Business Council are valuable partners for WWCC. Vice President Roth also thanked the County Commissioners, noting that they and the college district both serve the same constituents. President Honaker said that it is important to recognize partnerships.
III. MINUTES
A. Approval
   1. Trustee Eckman made a motion to approve the minutes of the July 18, 2012 meeting as presented. The motion was not seconded but was approved by vote.
   2. Trustee Eckman made a motion to approve the minutes of the July 30, 2012 meeting as presented. The motion was not seconded but was approved by vote.

IV. FINANCIAL REPORTS/TRANSATIONS
A. Clearing Accounts and Electronic Funds Transfers
   Treasurer Reese moved to ratify the Clearing Accounts as designated in the amount of $2,222,727.48 and the Electronic Transfers as designated in the amount of $225,498.35 for a grand total ratification of $2,448,225.83. The motion was not seconded but was approved by vote.

<table>
<thead>
<tr>
<th>Clearing Accounts</th>
<th>Warrant Nos.</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vouchers</td>
<td>252455 through 252797</td>
<td>$1,619,539.58</td>
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<tr>
<td>Payroll</td>
<td>161991 through 162226</td>
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<tr>
<td>Advices</td>
<td>024227 through 024349</td>
<td>$420,358.97</td>
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<tr>
<td>Total – All Clearing Account Warrants</td>
<td></td>
<td>$2,222,727.48</td>
</tr>
</tbody>
</table>

   Electronic Funds Transfers

   Payroll Tax Payments to I.R.S.
   From: US Bank
   To: EFTPS-CHICAGO USATAXPYMT
   A/C# 147497000116
   Amount: $178,511.45

   Credit Card Payments to US Bank Corporate Payment System
   From: US Bank
   To: EFT US Bank CC Payments
   A/C# 147497000116
   Amount: $46,986.90

   Bank to Bank Transfers
   0.00

   Investment Transfers
   0.00

   Total Electronic Funds Transfers
   $225,498.35

   GRAND TOTAL FOR BOARD RATIFICATION
   $2,448,225.83

   (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. Lincoln County and Western Wyoming Community College Memorandum of Understanding for Etna Community Center facility use
   Over the last year, Western Wyoming Community College has been collaborating with a working group including the Lincoln County Commissioners, Representative McKimm, Senator Dockstader, Lincoln County School District #2, business and industry representatives, and local residents to expand WWCC offerings in the Star Valley area of Lincoln County. As a result of this effort, there have been expanded high transition offerings and activities to encourage associate degree completion for site bound students in Star Valley. This is an on-going effort that has several phases of implementation. Additionally, the need for expanded GED programming has arisen for the northern most area of Lincoln County. Lincoln County has a recently renovated facility called the Etna Community Center that would serve the College and the County well in offering GED and other expanded programming as feasible. Lincoln County and the College have been working on a Memorandum of Understanding to allow for use of the Etna Community Center facility for College purposes. Currently, the College plans to move the recently expanded GED offerings in northern Star Valley from a temporary location at the Alpine Library to the Etna facility. The current GED offerings in Afton will also continue allowing for access to GED in a greater area of Star Valley. The MOU has been approved by both entities including the attorneys for Lincoln County and Western Wyoming Community College. The term of the contract is for one year upon execution of the contract by both parties with automatic annual renewal as deemed appropriate.

   Recommendation
   To approve the Memorandum of Understanding between Lincoln County and Western Wyoming Community College for the Etna Community Center facility use.

2. Approval of Easement Request, Triple L Hospitality (Moved to New Business)

3. Subgrantee Agreement Between Sweetwater County and Western Wyoming Community College
   The Board is aware that the State Land and Investments Board has given final approval for the $1,000,000 grant to Sweetwater County to be used to help finance the construction of Western’s new proposed Workforce Training Building. This grant process requires that the County and the College enter into an agreement that spells out various responsibilities of the County and the College in connection with this project. The proposed Agreement has been sent to the College’s legal counsel for his review and approval.

   Recommendation:
   To approve the Subgrantee Agreement between Sweetwater County and Western Wyoming Community College, pending approval by legal counsel.

Trustee Eckman made a motion to approve the recommendations from the Administration on the Consent Agenda. The motion was not seconded, but was approved by vote.
C. New Business

1. Employment Contract 2012-2013, Network Administrator
   The Human Resources Office conducted a national search from November, 2011 until July 2012 for the position of Network Administrator. The Human Resources Office received 10 completed applications for this position. The Professional Standards Board conducted 5 on-campus interviews. The Professional Standards Board unanimously recommends that Joshua Powelson be offered this position. Mr. Powelson holds a bachelor of science degree in Information Systems Technology from the University of Central Florida in Orlando, Florida. Mr. Powelson has been employed at Simplot Phosphates as the Computer Support Analyst for almost three years. Mr. Powelson’s contract details would be as follows: Annual Salary, $60,668.00 for a 12 month contract; Fund, Unrestricted Operating Fund; Rank, N/A; Column Placement, Column II.

   Recommendation
   To offer an employment contract to Joshua Powelson of Rock Springs, Wyoming for the position of Network Administrator for the period August 13, 2012 through June 30, 2013.

   Associate Vice President Budd gave an explanation of the proposed employment contract, saying that the position was difficult to fill. Vice President Roth asked why the position was difficult to fill. Associate Vice President Budd said that the main issue was that people don’t want to move here. Trustee Plant made a motion to offer an employment contract to Joshua Powelson as described above. The motion was not seconded but was approved by vote.

2. Authorization to Purchase or Repair Electrical Transformers
   At a special meeting of the Board of Trustees held on July 30, 2012, the Board took no action on the Administration’s recommendation to send two large electrical transformers to Lubbock, Texas to be repaired. The Board asked for more information. Below is the Administration’s response to Board questions and a recommendation. Below are the major options the Board has regarding the transformers.

   Option I…Original Recommendation…Repair the Transformers
   This option was again reviewed with Brandon & Clark, Inc. representatives [the company recommended to repair the transformers] and with Ronald Chauffe with Electrimec, Inc., Lafayette, Louisiana, [the transformer expert sent to WWCC by the insurance company]. It remains the strong opinion and recommendation of Ronald Chauffe that the College should repair the transformers. Brandon & Clark, Inc. representatives agree with Mr. Chauffe. Mr. Chauffe indicates that once the transformers are repaired, they will be “better than new.” Among other things, the re-wound transformer cores will be dipped in an epoxy mixture that bonds the steel plates together within the core of the transformer. This procedure enhances the performance of the core. The cores will be thoroughly examined and if Brandon & Clark, Inc. personnel believe any repairs are needed to the cores, the College will be notified. Mr. Chauffe indicates that the new transformers are not built as well as the older ones. He went on to say that the College will be making a “big mistake” to spend the additional money to buy new transformers. He went on to say that installing
newer model “dry type” electrical transformers will likely present compatibility issues for the College to address, increasing installation costs even further. Brandon & Clark, Inc. will provide the College a comprehensive three year warranty on the repaired transformers. Electrimc, Inc. is an independent company with no financial ties to the Hartford Insurance Company or to Brandon & Clark, Inc. The cost to make these repairs will be $68,728, plus transportation and installation costs of approximately $24,000. If any additional repair work is needed to the cores beyond the work representing the $68,728 amount, the insurance company will pay for same. (Installation to be completed by a local electrical contractor).  Delivery Time: Approximately 6 weeks

Option II...Buy Two New Dry Type Electrical Transformers
Brandon & Clark, Inc. will provide two new Elsco electrical transformers to the College as follows:
- Base Price: $163,874
- Shipping: Approximately $10,000
- Installation: Approximately $14,000
- Compatibility: TBD (Likely other installation-related costs unknown until field-verified by Brandon & Clark, Inc.) There will be some extra costs beyond the base price as Brandon & Clark, Inc. personnel will need to come to Rock Springs to inspect the current set up.
- Warranty: Comprehensive three year warranty
- Delivery Time: Approximately 16 weeks [About 10 weeks more than with Option 1, which will increase the cost of the rental transformer by about $12,500 (10 weeks X $1,250/week)]
- Cost to College: If this option is selected, the minimum cost to be borne by the College will be $83,646. [Amount the Hartford Insurance Company will not pay] Plus, there may well be costs associated with compatibility that will be unknown until field verification.

Option III...Buy Two New Oil-Type Electrical Transformers
The College has received a proposal from Electrical Connections, Inc., Rock Springs, Wyoming, to sell to the College and install two new oil-type transformers. These transformers would be installed outside the building near the Atrium. The approximate costs are as follows:
- Base Price of Transformers: $47,747
- Installation Cost: Approximately $104,000
- Shipping Cost: Included
- Warranty: Comprehensive one year warranty
- Delivery Time: Approximately 10 weeks
- Mr. Chauffe recommends that should the College not elect to repair the old transformers, that the College should purchase oil-type transformers rather than the dry-type to avoid potential compatibility issues.
- Cost to College: If this option is selected, the minimum cost to be borne by the College will be about $64,000. [Amount the Hartford Insurance Company will not pay]
Insurance Company Coverage...Legal Counsel Review

Galen West was given a copy of the policy and contact information for key insurance company officers. After reading the policy and consulting with the insurance company, Mr. West’s opinion is that the insurance company’s offer to repair the transformers is in keeping with policy provisions and that the College will need to pay the difference in cost if new transformers are desired. He will be at the workshop to answer any questions the Board may have regarding this subject.

Recommendation:
To authorize Brandon & Clark, Inc., Lubbock, Texas, to repair two electrical transformers as described above for the sum of $68,728 and to approve transportation costs associated with the repairs to these two transformers.

Vice President Kelsey gave an explanation of the need for the transformers to be either repaired or replaced. Vice President Kelsey explained that the Board is being presented with three options, although Administration still believes that repairing the transformers is the best option. Vice President Kelsey said that the transformer expert believes that the quality of newer transformers is not as good as older models and that new transformers would require installation modifications. Treasurer Reese made a motion to authorize Brandon & Clark, Inc., to repair two electrical transformers as described above. The motion was seconded by Trustee Eckman and approved by vote.

3. Bid Quotations, Asphalt and Concrete Repairs

At the June meeting of the Board of Trustees, the Board authorized the Administration to solicit bids for asphalt and concrete repairs near the Compression Technology Building on the Rock Springs campus. Bids were opened on July 31st, 2012. Bid results follow:

Wylie Construction, Inc.
Rock Springs, WY $175,000

A Pleasant Construction, Inc.
Green River, WY $259,200

These bid prices far exceed the original engineer’s cost estimate. After discussion with College staff and the engineer, it has been determined that a much less aggressive remedy be used to address the subsidence issue. This will be explained at the meeting. The Administration recommends that both bids be rejected.

Recommendation:
To reject all bids submitted for the asphalt and concrete repairs near the Compression Technology Building.

Vice President Kelsey gave an explanation of the bid quotations. Trustee Plant made a motion to reject all bids submitted for the asphalt and concrete repairs near the Compression Technology Building and to direct the Administration to seek lower bids. Trustee Eckman seconded the motion.
A short discussion ensued regarding the original estimates from the engineers and possible solutions to the problem. The motion was approved by vote.

4. Employment Contract 2012-2013, Instructional Designer
The Human Resources Office conducted a national search in June and July, 2012 to fill the position of Instructional Designer. The Human Resources Office received 20 completed applications for this position. The Professional Standards Board conducted 3 telephone interviews and one on-campus interview. The Professional Standards Board unanimously recommends that Ms. Brenna Reynolds be offered this position. Ms. Reynolds holds a bachelor of science degree in Public Safety Management from Franklin University, Columbus, Ohio. Ms. Reynolds is also currently working on her Master of Science Degree in Instructional Technology through the University of Wyoming. Ms. Reynolds is currently employed at Western Wyoming Community College as the Internet Support Specialist. She has held this position for one year. Ms. Reynolds has been employed at Western Wyoming Community College for four years. Ms. Reynolds contract details would be as follows: Annual Salary, $49,214.00 for an 11 month contract; Fund, Unrestricted Operating Fund; Rank, N/A; Column Placement, Column I.

Recommendation
To offer an employment contract to Brenna Reynolds of Rock Springs, Wyoming for the position of Instructional Designer for the period August 13, 2012 through June 30, 2013.

Vice President Flaim gave an explanation of the proposed employment contract. Trustee Eckman made a motion to offer an employment contract to Ms. Brenna Reynolds as described above. Treasurer Reese seconded the motion. A short discussion ensued regarding the previous positions of the candidate, additional compensation for completion of a master’s degree and the appearance of a high level of turnover in the distance education department. The motion was approved by vote with Vice President Roth voting “Nay”.

5. FY13 Federal Grants and State Funding for Learning Center
The Wyoming Community College Commission has notified the WWCC Learning Center that it will provide $74,568.30 (compared to $65,482 in FY 2011) through federal Adult Education and Family Literacy funds. The WCCC also awarded $15,000 ($17,654 in FY 2010) to the Learning Center for the federal Adult Education/ EL Civics program. Additionally, the WWCC Learning Center has been awarded $124,723.40 (compared to $113,653 in FY 2010) in state funds. This is money that has now been built into the Wyoming state budget and will be recurring funds although the amount each year may vary. The grant award contains $2,000.00 in Leadership Funds to cover the cost of state mandated training. The grant awards for this fiscal year total $216,291.70. The funding period for these grants is from July 1, 2011 to June 30, 2012. NOTE: Should be July 1, 2012 to June 30, 2013. Federal Adult Basic Education Grants provide yearly support for the ABE Program at WWCC. The funding is based on performance measures and the grant pays for full-time and part-time instructor salaries, professional development and educational
supplies in Rock Springs, Green River, Pinedale, Afton, and Kemmerer. The El Civics grant funds instructor salaries, materials and professional development for the English language literacy program. The state money will pay part-time instructor salaries, salary for a full-time ESL aide for the program and will also provide money for professional development, books, materials and other operating expenses.

Recommendation
To accept the Learning Center Federal ABE Grant funds for $74,568.30, the El Civics grant of $15,000, the state funds of $124,723.40, and $2,000 Leadership Funds and to grant the authority to spend the monies for the purposes specified in the grant proposals and increase the College’s federal and state funds by that amount.

Vice President Flaim gave an explanation of the grants. Dr. Leach noted that the funding period is incorrect and should be July 1, 2012 through June 30, 2013. Treasurer Reese made a motion to accept the grants, to grant the authority to spend the monies for the purposes specified and to increase the College’s federal and state funds by that amount. The motion was seconded by Trustee Eckman and approved by vote.

6. Approval of Resolutions and Agreements for Cross Easements involving lots 8 and 12 in the College View Commercial Park (Moved from Consent Agenda)
Subsequent to the platting of the College View Commercial Park, and subsequent to the conveyance from the College to Triple L Hospitality, LLC, of lot 9, the City of Rock Springs has requested that the parties enter into two agreements granting cross easements for a common driveway between lot 9 [owned by Triple L Hospitality] and lot 8 [owned by WWCC]; and for a common driveway between lot 9 and lot 12 [owned by WWCC]. This same type of agreement was approved by the Board of Trustees in March, 2011 involving lots 16 and 13 and Rocket City Professionals. Triple L Hospitality desires to divide lot 9 into two lots (lots 1 and 2) and call the division the “Teton Subdivision.” The City of Rock Springs will not allow the subdivision to be created unless there are cross easements between lot 9 and the two lots owned by the College [lots 8 and 12]. The Administration believes the cross easement agreements are good and necessary requirements and thus has no concerns with the proposed agreements. The College’s attorney, Galen West, has prepared the attached Resolutions and Agreements for Board approval. Mr. West attended the earlier workshop to answer any questions the Board had regarding this recommendation.

Recommendation:
To approve Resolutions as follows:

Between Lots 8 and 9:
A RESOLUTION AUTHORIZING WESTERN WYOMING COMMUNITY COLLEGE DISTRICT, STATE OF WYOMING, TO ENTER INTO AN AGREEMENT WITH TRIPLE L HOSPITALITY, LLC, A WYOMING LIMITED LIABILITY COMPANY, GRANTING CROSS EASEMENTS FOR A COMMON DRIVEWAY;
AND

Between Lots 9 and 12
A RESOLUTION AUTHORIZING WESTERN WYOMING COMMUNITY COLLEGE DISTRICT, STATE OF WYOMING, TO ENTER INTO AN AGREEMENT WITH TRIPLE L HOSPITALITY, LLC, A WYOMING LIMITED LIABILITY COMPANY, GRANTING CROSS EASEMENTS FOR A COMMON DRIVEWAY.

Vice President Kelsey gave an explanation of the requested easements. Trustee Eckman made a motion to approve the resolution between lots 8 and 9. The motion died for lack of a second.

Trustee Eckman made a motion to approve the resolution between lots 9 and 12. The motion died for lack of a second.

VI. INFORMATION/PROPOSALS
A. Visiting Delegations
None

B. Questions/Media/Public
Mr. Ryan James asked to address the Board regarding the nursing program. Mr. James read a letter written to the 2012 nursing program graduates, which was written and mailed well after graduation. Mr. James stated that the students were promised a credential that was not given and that the students did not learn of the lack of that credential until well after graduation. Mr. James said that he believes the college should provide options to those graduates to obtain the promised credential and that the college should pay for those options. President Honaker said that the state accreditation for the nursing program is still intact and that Administration is working on reinstating the national accreditation. President Honaker also apologized to all the 2012 program graduates. Treasurer Reese commented that it is still a quality program, with the graduates better qualified than any other in the state and better qualified than many in the nation. Trustee Plant commented that graduates can still work in any state as long as they take their licensing exams in Wyoming. The Board thanked Mr. Ryan for his comments.

C. President/Staff
Vice President Flaim gave a brief explanation of the ‘PASS’ program, stating that it is an adult student success program involving a cohort of adult students developed to bring adult learners to the realization that they can be successful in college. Vice President Flaim said that while the cohort will involve 10 to 20 students, more than 40 have expressed interest in the program.

Dr. Leach reported that the General In-Service session will be on August 22 at 8:30 am in the theatre.

Dr. Leach reported that founding trustee Frank Prevedel will speak at the Reliance Reunion scheduled for September 8.
D. Trustee Questions/Topics
Vice President Roth reported that the WACCT membership voted to approve an application to become part of the Complete College America state alliance. Vice President Roth said that Governor Mead wants to make sure that all the community colleges and the WCCC are in agreement before he makes his decision. Vice President Roth stated that the alliance sets forth standardized reporting techniques to allow for comparison between colleges. Vice President Roth reported that the WACCT membership felt that it would be better to take the initiative on behalf of the Wyoming community colleges. Dr. Leach stated that the Wyoming President’s Council also voted to support the initiative. Vice President Roth said that he is seeking ratification of that support from the WWCC Trustees. Trustee Plant said that he had voted against the initiative at the WACCT meeting because he didn’t have enough information regarding the program. Trustee Plant said that he believes the initiative could be duplicating accreditation efforts and will increase workload for college employees. Trustee Plant also said that the alliance would not send a representative to attend a WACCT meeting unless all the community colleges join. After a short discussion, it was decided to hold a special Board meeting on Tuesday, August 14 at noon to consider WWCC support for the initiative.

Trustee Plant asked if the reason for an extremely high water bill in June had been found. Vice President Kelsey said that although a leak was suspected, none has been found.

Vice President Roth reminded the Board about the Workforce Summit meeting scheduled for September 18. Vice President Roth said that the summit was scheduled prior to elections in the hopes of drawing more legislators and candidates to attend. Vice President Roth said that the colleges might be asked to fund travel expenses for legislators to encourage attendance, saying that most legislators are not adequately informed or knowledgeable about community colleges.

Trustee Plant said that the atmosphere at the recent WCCC meeting was more collegial with input from the community college trustees welcomed. Trustee Plant said that he feels this is due to President Honaker’s aggressive stance with the WCCC.

Vice President Roth reported that the WACCT is now looking for office space in Cheyenne. Vice President Roth said that hopefully dues will not need to be increased to cover the extra expenses of having office space.

Trustee Plant asked for an update on the revision of policy 4220B. Dr. Leach said that the policy is being reviewed and research is being conducted to determine the best course of action. Dr. Leach said that policy revisions of this magnitude will require some time.

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

F. Executive Session - Legal/Personnel
President Honaker asked if an Executive Session would be necessary. Dr. Leach said no.
VII. CALENDAR OF FUTURE EVENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug. 23</td>
<td>All Faculty &amp; Staff Picnic</td>
<td>WWCC Campus</td>
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<tr>
<td>6:00 p.m.</td>
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<tr>
<td>Aug. 29</td>
<td>Classes Begin</td>
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<tr>
<td>Sept. 3</td>
<td>WWCC Holiday, Offices Closed</td>
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<tr>
<td>Sept. 13</td>
<td>Regular Board of Trustees Workshop</td>
<td>Room 3071</td>
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<tr>
<td>6:00 p.m.</td>
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<tr>
<td>Sept. 13</td>
<td>Regular Board of Trustees Meeting</td>
<td>Room 3060</td>
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<tr>
<td>7:15 p.m.</td>
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<tr>
<td>Oct. 10-13</td>
<td>ACCT Leadership Congress</td>
<td>Boston, MA</td>
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<tr>
<td>Oct. 11</td>
<td>Regular Board of Trustees Workshop</td>
<td>Room 3071</td>
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<tr>
<td>6:00 p.m.</td>
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<tr>
<td>Oct. 11</td>
<td>Regular Board of Trustees Workshop</td>
<td>Room 3060</td>
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<tr>
<td>7:15 p.m.</td>
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<tr>
<td>Oct. 19</td>
<td>WCCC Meeting</td>
<td>Riverton, WY</td>
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VIII. ADJOURNMENT
Having no further business to act on, President Honaker adjourned the regular meeting at 9:45 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