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 7:23 p.m., Wednesday, May 8, 2013 in Board Room
      3060, Rock Springs Campus, President Shannon Honaker presiding.

   B. Approval of Agenda
      1. Trustee Boettcher made a motion to move New Business Items C and D to the
         Consent Agenda and to accept the agendas as revised. The motion was
         seconded by Treasurer Spicer and was approved by vote.

II. REPORTS
   A. Associated Student Government
      Mr. Harvey Anderson, ASG President, reported that the group has concluded their
      meetings and activities for the academic year. Mr. Anderson said that their last activity
      as a group was to pick up trash along the exit and entry ramps at I-80 exit 103. Mr.
      Anderson reported that the recent ASG Awards Banquet went well. The Board
      thanked Mr. Anderson for picking up trash, saying that is a great service to the
      community. Dr. Leach stated that Mr. Anderson was chosen as the Outstanding
      Graduate for this year. The Board congratulated Mr. Anderson on the award.

   B. Paraprofessional Association
      None.

   C. WWCC Senate
      Ms. Amy Williamson, Director of the Children's Center, gave a brief report on behalf of
      the WWCC Senate. Ms. Williamson reported that they are winding down for the year.
Ms. Williamson said that 13 people attended all four Great Teachers Seminar sessions and are now eligible to attend the conference of their choice next year. Ms. Williamson also said that the Senate completed the revisions to its constitution and will be sending the new constitution out to members to be voted on next week. Ms. Williamson said that the group will work on revising their by-laws over the summer. Ms. Williamson also reported that a poll was conducted on the new Dean of Faculty position. Ms. Williamson said that the 24 people voted in favor of the new position, 37 voted against the new position, 4 abstained from the vote, and 7 created an ‘other’ category in which they were not for or against the position but wanted more input into the job description. Ms. Williamson reported that 43 Senate members did not vote at all. President Honaker congratulated the group on completing the revisions on their constitution. The Board thanked Ms. Williamson for her report.

Ms. Williamson read off the names of the employees who received the extra mile awards at Dr. Leach’s direction.

D. Technology & Industry/Office Information Systems
Mr. Paul Johnson, Division Chair for Technology & Industry and Office Information Systems gave the annual report for the division. Mr. Johnson reported that the Office Information Systems and Computer Information Systems programs were incorporated into the T&I division over the last year. Mr. Johnson presented a few highlights from his division in the last year. Mr. Johnson said that in the Alternative Fuels program, Assistant Professor Tracey Hind is so respected in the field that companies from outside Wyoming send their employees to WWCC to attend his courses. In the Compression Technology program, Mr. Johnson reported that the purchase of a nitrogen generator will produce significant savings for the program because nitrogen currently must be purchased each time the closed loop system is engaged. Mr. Johnson said that new faculty member Stephen Sanders has done a tremendous job cleaning up the Diesel laboratory, has brought the program curriculum up-to-date and is garnering donations for the program. Mr. Johnson said that courses in the Technology and Industry division are consistently full and more sections of courses are needed. Trustee Baxter asked if the division needs more instructors, space and equipment. Mr. Johnson said that the division needs all of those things and that it is very difficult to find adjunct instructors. Trustee Roth said that while local industry partners are very generous in their support of the college, we should not delay purchasing needed equipment in the hopes that it will be donated. Dr. Leach said that the college purchases needed equipment for all divisions whenever we can. A short discussion ensued regarding advisory councils and internships. The Board thanked Mr. Johnson for his report.

E. Western Celebrations
Dr. Leach said that her planned recognitions, Outstanding Graduate and Extra Mile award winners, were addressed during earlier reports.

III. MINUTES
A. Approval
1. Treasurer Spicer made a motion to accept both the minutes of the April 11, 2013 regular meeting and the April 24, 2013 special meeting as presented. The motion was seconded by Trustee Baxter and was approved by vote.
IV. FINANCIAL REPORTS/TRANSACTIONS
   A. Clearing Accounts and Electronic Funds Transfers
   Treasurer Spicer moved to ratify the Clearing Accounts as designated in the amount of $2,242,032.89 and the Electronic Transfers as designated in the amount of $442,789.64 for a grand total ratification of $2,684,822.53. The motion was seconded by Trustee Boettcher and was approved by vote.
   
<table>
<thead>
<tr>
<th>Clearing Accounts</th>
<th>Warrant Nos.</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Vouchers</td>
<td>260047 through 260525</td>
<td>$1,221,717.48</td>
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<tr>
<td>Payroll</td>
<td>166119 through 166685</td>
<td>$280,184.21</td>
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<tr>
<td>Advices</td>
<td>026125 through 026513</td>
<td>$740,131.20</td>
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<tr>
<td>Total – All Clearing Account Warrants</td>
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<td>$2,242,032.89</td>
</tr>
</tbody>
</table>
   
   **Electronic Funds Transfers**
   
   **Payroll Tax Payments to I.R.S.**
   | From         | To                        | Amount      |
   | US Bank      | EFTPS-CHICAGO USATAXPYMT  | $322,809.51 |
   | A/C# 147497000116 |                      |             |
   
   **Credit Card Payments to US Bank Corporate Payment System**
   | From         | To                        | Amount      |
   | US Bank      | EFT US Bank CC Payments   | $119,980.13 |
   | A/C# 147497000116 |                      |             |
   
   **Bank to Bank Transfers**
   0.00
   
   **Investment Transfers**
   0.00
   
   Total Electronic Funds Transfers
   $442,789.64
   
   GRAND TOTAL FOR BOARD RATIFICATION
   $2,684,822.53
   
   (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. Authorization to Solicit bids for Electrical work in Information Technology Core Room
   The Administration desires to consolidate most “core” Information Technology Department hardware functions into one area in what is called a “Core Room.” The College has an incomplete Core Room at the present time located in the Annex Building; however, it needs extensive upgrading to meet the needs of the Department. The major cost associated with upgrading the existing Core Room is electrical infrastructure. A new 480 volt dry-type transformer is needed together with a new, expanded circuit panel. Several new electrical outlets will be installed as well. The estimated cost for this electrical work (equipment and
installation) is $55,000. Funds are budgeted and available in the One Mill Fund to pay for this work. It is anticipated that other costs associated with this project should not exceed $30,000.

Recommendation:
To authorize the Administration to solicit bids for the provision and installation of electrical equipment associated with the upgrading of the College’s Information Technology Department Core Room as described above.

2. Authorization to Solicit Bids for Replacement Filtering System for WWCC Pool
The pool filtering system is the original system and is approximately 27 years old. It needs to be replaced as evidenced by periodic testing of the effectiveness of the filtering system. The College’s maintenance staff and Cindy Hafner, the College’s Aquatics Center Manager, have been working with a pool filtering specialist to determine the most appropriate type of system to purchase. A pool filtering specialist has been on campus and has reviewed our system. Together, they have identified a pool filtering system as best meeting the College’s needs. The estimated cost of a new filtering system is $90,000. Major maintenance monies are budgeted and available to pay for this system and its installation.

Recommendation:
To authorize the Administration to solicit bids for the replacement of the WWCC pool filtering system.

3. Donation of Grounds Equipment to Northwest College
College legal counsel has opined that the College District may donate equipment items to another tax-supported entity in Wyoming. Over the years, the College has donated various things (such as chair desks) to other tax-supported entities. The College has two very old pieces of grounds equipment that are no longer of any value to the College. One piece is a front mower and the other is a vacuum system. Karl Darby, the College’s Landscape and Irrigation Specialist, estimates that the value of these two pieces of equipment together would be well under $1,000. It is doubtful that any Sweetwater County entity would be interested in same.

Recommendation:
To donate a Grounds Department front mower and a vacuum system to Northwest College, Powell, Wyoming, as described above.

4. Bid Quotations, Roof Replacements (Moved from New Business)
At the February meeting of the Board of Trustees, the Board authorized the Administration to seek bids for the replacement of the roofs over the pottery area (known as the Area G Pottery Roof) and over some areas of the library, main street, and main administrative areas (known as the Lower D, E & F Roof). The Board was informed that the estimated cost for this work was $168,000. Bids were opened on April 30th. Bid results follow:

Big Horn Roofing, Inc.
Laramie, Wyoming $159,680
Clark’s Quality Roofing, Inc.  
Murray, Utah  
$167,540

Warburton’s, Inc.  
Pleasant Grove, Utah  
$188,224

The College has worked with Big Horn Roofing in the past. They are an excellent roofing contractor, as are the other two companies who bid on this job. Major maintenance funds are budgeted and available to pay for this work.

Recommendation:
To accept the low bid submitted by Big Horn Roofing, Inc., Laramie, Wyoming, in the amount of $159,680 to re-roof the Area G Pottery Roof and the Lower D, E & F Roofs, per bid specifications.

5. **Bid Quotations, Asphalt Patching, Crack Sealing, and Seal Coating (Moved from New Business)**

At the April meeting of the Board of Trustees, the Board authorized the Administration to solicit bids for asphalt patching, crack sealing, and seal coating. The Board was informed that the estimated cost of this work is $140,000. Bids were opened on May 1, 2013. Bid results follow:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Location</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bid Red Asphalt</td>
<td>Orem, Utah</td>
<td>$128,572.68</td>
</tr>
<tr>
<td>R &amp; D Sweeping</td>
<td>Rock Springs, Wyoming</td>
<td>$130,975.00</td>
</tr>
</tbody>
</table>

Because of the five percent (5%) in-state bid differential required by Wyoming state statutes, R & D Sweeping is the low bidder. The College is comfortable with their bid; they have done a lot of asphalt work for the College in the past and have done a good job. Major maintenance funds are budgeted and available to pay for this work.

Recommendation:
To accept the bid submitted by R & D Sweeping, Rock Springs, Wyoming, in the amount of $130,975 for asphalt patching, crack sealing, and seal coating per bid specifications.

Vice President Eckman made a motion to accept the recommendations from Administration on the Consent Agenda items. The motion was seconded by Trustee Boettcher and was approved by vote.

C. **New Business**

1. **First Reading, Proposed Policy and Procedure Changes, Selected 3000 & 4000 Series Policies and Procedures**

From time to time it is necessary to update the Board policies and procedures. The policies and/or procedures listed below have been reviewed via the new process approved by the Board earlier. Below is a brief discussion of each of
the policies and/or procedures being recommended for change. Board members received three different layouts as follows:

- The current version
- The marked-up version showing the proposed changes
- A “clean” copy of the version incorporating the proposed changes

3110 A Policy LAWS/RULES AND REGULATIONS
This proposed change updates the official name of A & I and adds a reference to federal laws.

3120 A Policy & Procedure ANNUAL BUDGET ADOPTION
These proposed changes reflect the fact that the board does not adopt a biennial budget, only an annual budget. Also the board will note some wording changes including a change reflecting a recent change in the law associated with when the budget can be adopted by the board.

3120 D Procedure BUDGET IMPLEMENTATION/TRANSFER AUTHORITY
There are several wording changes being proposed to reflect current practice.

3130 A Procedure ACCOUNTING POLICIES/PROCEDURES
This wording change simply reflects the correct title of the Director of Finance & Controller.

3130 B Policy & Procedure AUTHORIZED FUNDS/CHART OF ACCOUNTS
These changes were made to reflect the addition of the Miscellaneous Restricted Fund, the Endowment Fund, and the Lease Purchase Financing Fund. There are some other wording changes as well. The Board will note that the Loan Fund is still listed even though it has been discontinued. For historical purposes, the Director of Finance is recommending it still be noted as a Fund of the College, albeit inactive commencing with FY 2014.

3130 C Procedure INTER-FUND LOANS
This change simply changes the signature requirement from two to three live signatures.

3130 E Policy & Procedure AUTHORIZED SIGNATURES
These proposed changes reflect how business is done at the present time.

3130 F Procedure PAYMENT PROCEDURES
The proposed wording changes are needed to reflect how payments are processed at the present time.

3130 G Policy & Procedure CHECK SIGNING PROCESS
The proposed wording changes are needed to reflect the current reality as to how facsimile signatures are used in the check signing process.

3130 H Procedure JOURNAL ENTRIES
The proposed wording changes simply reflect the current title of the Director of Finance & Controller.
3130 I Policy and Procedure PETTY CASH ACCOUNT
It is recommended that this policy and procedure be eliminated because the College no longer has a petty cash account.

4230 E Procedure VOLUNTARY EARLY RETIREMENT PLAN
Projections reveal that if the current voluntary early retirement plan is not modified, it will not be offered again in the foreseeable future because the projections reveal that there will be projected cost increases over the next five application years, which, by the plan's procedure, are not allowed. In a nutshell, the proposed changes do not affect the incentive payments as set forth in the procedure. However, the amount the College would pay toward the single health insurance premium for early retirees would be reduced, as necessary, to ensure that there will be no projected cost increases over the next five application years. Moreover, there is language in the proposed changes that ensures that if the College's contribution is reduced due to a projected cost increase, that the early retiree will not be subject to any further reductions, and, further, should a future annual determination of plan feasibility reveal that a lesser reduction (or no reduction) is necessary, then the College's contribution to the premium cost will be increased accordingly for all existing early retirees as set forth in the procedure. Voluntary early retirement agreements are governed by law (Older Workers Benefit Protection Act). Legal counsel from the Mountain States Employer Council (an organization retained by the College to provide advice on human resources matters) has reviewed these proposed changes and has opined that the proposed changes are legally sound.

Recommendation:
For First Reading only, no action required.

Vice President Kelsey gave an explanation of the proposed policy and/or procedure revisions, stating that no action is required at this time. Secretary Chadey asked if legal counsel had reviewed all the proposed changes or just the early retirement policy and procedure. Vice President Kelsey said that legal counsel from the Mountain States Employer Council reviewed only the early retirement policy and procedure but that Galen West, college legal counsel, has reviewed all the proposed changes and has found no issues. Vice President Eckman asked how small, unexpected purchases are handled without a petty cash account. Ms. Debbie Baker, Director of Finance and Controller, stated that such purchases are handled by credit card. Vice President Eckman asked how shipping and receiving might pay for a ‘cash on delivery’ shipment. Ms. Baker said that the situation has never come up but that most companies would accept a credit card for a COD delivery. Trustee Roth asked Dr. Leach to explain the process of ensuring that credit cards are only used for authorized college purchases. Dr. Leach asked Ms. Baker to explain the process. Ms. Baker explained that each credit card has a transaction limit and a credit limit. Ms. Baker also said that when an employee is issued a college credit card, they must sign a form stating that they understand the rules and regulations regarding its use. Ms. Baker went on to say that credit card statements are sent out twice per month and that supervisors must provide receipts and also sign the statement verifying that all charges are legitimate.
2. **FY 2014 Tentative Budget Presentation**  
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. The Board was provided with a copy of the tentative budget. On pages 1 through 5, the Board will find some information regarding a comparison of the 2012-13 Unrestricted Operating Fund budget with the tentative FY 2013-14 Unrestricted Operating Fund budget. On page 6, the Board will find some summary information regarding all funds of the College, depicting actual FY 2011-12 revenues and expenditures, budgeted FY 2012-13 revenues and expenditures, and revenues and expenditures tentatively budgeted for FY 2013-14. Following page 6, the Board will find some detailed information regarding each fund, including actual revenues received in FY 2012-13 through April 11, 2013, budgeted expenditures for FY 2012-13, and revenues and expenditures tentatively budgeted for FY 2013-14. After the detailed information, commencing on page 7, the Board will find the following:

- Pie Charts for the Unrestricted Operating Fund (Page 8)
- Pie Charts for all Current Funds of the College (Page 9)
- Plant Fund Pie Chart (Page 10)
- Listing of One-Time Expenditures $15,000 and Greater (Page 11)
- Listing of new Full Time Positions (Page 12)

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

Note: On page 3 (last paragraph) of the Budget Message, it should say “There is no money in the budget for general salary increases for FY 2013-14.” [The word “no” was inadvertently left out]

**Recommendation:**  
None. No action required. Discussion only.

Vice President Kelsey gave an explanation of the tentative budget, stating that no action is required at this time. Vice President Eckman asked for clarification on how anticipated revenues are calculated. Vice President Kelsey said that state aid is determined by a formula and each college is allowed to keep their local 4 mill revenue. Vice President Kelsey also said that general state aid amounts are increased or decreased as needed over the course of a biennium through the recapture/redistribution process. Trustee Roth stated that although each college receives a percentage of the available state aid, it is not an equal percentage. Vice President Kelsey agreed, stating that WWCC is currently receiving 13.8%. Treasurer Spicer asked what kind of reserve accounts the college holds. Vice President Kelsey said that community colleges are allowed to carryover 8% of their total unrestricted operating fund from biennium to biennium. Vice President Kelsey said that WWCC’s current carryover is approximately $3 million. Vice President Kelsey said that at one time, each community college was only allowed to carryover $50,000.
3. Approval of the Western Wyoming Community College Strategic Plan 2013-2016

Western Wyoming Community College has had a board approved Strategic Plan in place since 2009, which has reached its lifecycle. As such, the College has been in the process of developing a new Strategic Plan. Additionally, the College is an accredited institution in good standing with the Higher Learning Commission (HLC) of the North Central Association and has been an Academic Quality Improvement Program (AQIP) institution since 2008. In the last year, WWCC completed its AQIP Systems Portfolio and received a subsequent peer evaluated Systems Appraisal from HLC. Further, WWCC has active AQIP Action Projects, which are used to move improvement efforts forward. A component of accreditation is to conduct and implement planning as evidenced in Criterion Five: Resources, Planning, and Institutional Effectiveness; Core Components 5C and 5D: 5C. The institution engages in systematic and integrated planning, and 5D. The institution works systematically to improve its performance.

Over the last year, the administration has brought the various activities related to AQIP and institutional planning to the Board. As shared during this time, the College has developed the new Strategic Plan using an integrated process that combines the AQIP Systems Portfolio Appraisal Feedback, current action projects, and the many efforts across the campus that are already in motion. In addition, budget and resource considerations are included in the process to ensure that the College has the support to embark on the necessary strategic directions. A draft of the newly developed Strategic Plan was included in the April 11, 2013, board packet. This is a three year Strategic Plan where the first year will be fully operationalized in 2013-2014 with the second and third years developed accordingly. Further, the intent is for the Strategic Plan to have a rolling third year, which will ensure a relevant and current strategic plan. The development of this Strategic Plan was a cross-institutional effort conducted via the leadership of the previous AQIP Systems Portfolio Co-Chairs as well as a few replacements and students. The Strategic Themes were developed in a three hour workshop on February 5, 2013, using a consensus democracy method with balloting. The team formally moved to sunset the previous Strategic Plan and to formally open a new Strategic Plan. In March and April, the draft Strategic Themes were sent to multiple representative groups to develop the list of objectives for each Theme. After an iterative process, the Strategic Themes were finalized along with a set of Objectives to achieve the Strategic Themes.

Co-Chairs Leading the Effort in developing the Themes: Traci Ciepiela, Ann Rudoff, Al Calmes, Dustin Conover, Lu Sweet, David Tate, Lori Paulson, Bruce Anderson, CJ Budd, Lou Flaim, Therese Yerkovich, Derek Robinson, Dianna Renz, Jackie Freeze, Marty Kelsey, Sandy Caldwell, Nancy Johnson, Joe Mueller, Tammy Register, and two students: Harvey Anderson (and Sara Eslick who rotated off).

Representative Groups who created the Objectives: Academic Council, Administrative Services Council, Associated Student Government, Assessment of Student Learning Team, Building Student Connections Team, Data Advisory
Group, Marketing Committee, Student Affairs Council, and Paraprofessional Organization.

 Recommendation:
To approve the Western Wyoming Community College 2013-2016 Strategic Plan and to authorize the Administration to operationalize and implement the plan.

Dr. Leach gave an explanation of the proposed strategic plan. Vice President Eckman made a motion to approve the 2013-2016 Strategic Plan and to authorize the administration to operationalize and implement the plan. The motion was seconded by Trustee Boettcher and was approved by vote.

4. **Professor Emeritus Status for Dr. Martha Holloway, Mr. David Metz, Ms. Jan Torres**

Policy 4220D, Professor Emeritus allows the Board of Trustees to grant emeritus status to retired instructional faculty for long-term teaching excellence. The primary criterion is continuous teaching excellence. Other criteria are listed below:

- Separation from full time service
- Instructional faculty member
- 20 years of full time service to Western Wyoming Community College
- Associate Professor or Professor Rank

A committee comprised of faculty, students, professionals, and the vice president for student learning reviews the nominations, and the committee makes recommendations for emeritus status to the President. The Emeritus committee met on April 19, 2013, to review nominations for Dr. Martha Holloway, Mr. David Metz, and Ms. Jan Torres, the three retiring faculty members who met the criteria. The committee was unanimous in recommending Professor Emeritus status to the President for these three individuals. The President reviewed the committee’s recommendations and recommends that the Board of Trustees grant Professor Emeritus status to Dr. Martha Holloway, Mr. David Metz, and Ms. Jan Torres.

Recommendation:
To grant Professor Emeritus status to Dr. Martha Holloway, Mr. David Metz, and Ms. Jan Torres in recognition of the many years of teaching excellence they provided to the students of Western Wyoming Community College.

Dr. Leach gave an explanation of the request. Treasurer Spicer made a motion to grant Professor Emeritus status to Dr. Martha Holloway, Mr. David Metz, and Ms. Jan Torres in recognition of the many years of teaching excellence they provided to the students of Western Wyoming Community College. The motion was seconded by Vice President Eckman. President Honaker asked for a list of all faculty granted Professor Emeritus status and asked that administration consider placing a plaque or something similar to recognize those individuals. The motion was approved by vote.
VI. INFORMATION/PROPOSALS

A. Visiting Delegations
   None

B. Questions/Media/Public
   Mr. Paul Murray, Rock Springs Daily Rocket Miner reporter, asked if the tentative budget could be located online. Dr. Leach stated that the tentative budget is available online along with all Board meeting agendas and supporting documentation and could be found at the website address included with the press packet that Mr. Murray received.

C. President/Staff
   Associate Vice President Budd reported that the final segment of supervisor training was conducted for this academic year and that this was the 6th segment that has been held. Associate Vice President Budd said that the training this year focused on policies and procedures. Associate Vice President Budd also said that the training will continue next year with more direct training regarding supervisor and employee relations such as coaching and discipline documentation.

   Vice President Kelsey reported that the Wyoming Community College Commission has requested that WWCC submit plans for the 2nd floor of the wellness center for consideration at their June meeting rather than their July meeting. Dr. Leach said that this would necessitate a special board meeting before the end of May to review and approve the plans. Treasurer Spicer asked how the plan for the space had been developed. Dr. Leach said that it was an informed decision based on the need for a large meeting space, stating that large groups must use the atrium. A short discussion ensued regarding the proposed uses of the space, audio/visual equipment, movable walls and room size. After a discussion on Board member availability, the special meeting was set for Tuesday, May 28 at 9:00 am.

   Dr. Leach reported that the University of Wyoming has responded to requests from the community colleges to grant automatic admission to Wyoming community college graduates. Dr. Leach said that starting in the Fall, all graduates of Wyoming community colleges will be eligible for automatic admission at UW.

   Dr. Leach reported that the WyTECC (Wyoming Technology Engagement Curriculum Connection) conference was recently held on campus. Dr. Leach said that it is part of the Great Teachers Seminar and was a very worthwhile conference.

   Dr. Leach gave a brief update on the Higher Learning Commission, stating that Western’s site visit would be later this year.

D. Trustee Questions/Topics
   President Honaker reminded the Board members about the Board retreat scheduled for Monday, May 13, 6:00 p.m., in the Board conference room.

E. Topics for Future Workshop Agendas
   1. Facility Tours
   2. BOCES Reports
F. Executive Session - Legal/Personnel
   None.

VII. CALENDAR OF FUTURE EVENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>May 8</td>
<td>Regular Board of Trustees Workshop</td>
<td>Room 3071</td>
</tr>
<tr>
<td>May 8</td>
<td>Regular Board of Trustees Meeting</td>
<td>Room 3060</td>
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<td>May 13</td>
<td>Board Retreat</td>
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<td>May 15</td>
<td>Retiree Recognition</td>
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<td>May 16</td>
<td>Nursing Pinning Ceremony</td>
<td>Rawlins</td>
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<tr>
<td>May 17</td>
<td>Nursing Pinning Ceremony</td>
<td>WWCC Theatre</td>
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<tr>
<td>May 17</td>
<td>Commencement Exercises</td>
<td>Rushmore Gymnasium</td>
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<td>May 18</td>
<td>GED Graduation</td>
<td>TBA</td>
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<td>May 27</td>
<td>WWCC Holiday</td>
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<td>June 13</td>
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<td>June 27</td>
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<td>June 28</td>
<td>WCCC Meeting</td>
<td>Sheridan</td>
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VIII. ADJOURNMENT
Having no further business to act on, President Honaker adjourned the regular meeting at 9:05 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