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 7:20 p.m., Thursday, August 8, 2013 in Room 211 of the Green River Center, President Shannon Honaker presiding.

   B. Approval of Agenda
      1. Vice President Eckman made a motion to revise the title of Old Business Item #2, First Reading, Policy and Procedure 4420A, to reflect 2nd reading rather than first reading, to move New Business Items #3 and #4 to the Consent Agenda and to approve both the consent and regular agendas as revised. The motion was seconded by Treasurer Spicer and was approved by vote.

II. REPORTS
    A. Paraprofessional Alliance
       Ms. Kelly Allee gave a brief report on behalf of the organization. Ms. Allee reported that the Welcome Back picnic would be held on August 21st and invited the Board members to attend. Ms. Allee also reported that the Paraprofessional Alliance’s Facebook page is now active and that work is continuing on establishing a separate page on WWCC’s employee intranet. The Board thanked Ms. Allee for her report.

    B. Admissions
       Mr. Joe Mueller, Director of Admissions, gave the annual report for the department. Mr. Mueller said that it was a very busy year for Admissions, and highlighted some of the activities. Mr. Mueller reported that Admissions hosted 9 events and participated in 20 events on-campus, including hosting 360 freshman from Rock Springs High School for the ‘Freshman Experience’ and 186 parents and students for Senior Day. Mr. Mueller also said that tours were provided to 800 prospective students and 49,000
pieces of literature were sent out. Mr. Mueller said that the Admissions department conducts monthly visits to all area high schools and attended 74 career fairs in surrounding states and one in California. Mr. Mueller said that 15,000 prospective students received information on WWCC during those fairs. Mr. Mueller reported that the annual Thanksgiving dinner for International students was a success with 200 participants. Mr. Mueller also said that the recruiter software had been upgraded to allow for the use of e-commerce. Mr. Mueller went on to say that Admissions continues to work with housing, the ACE IT center and other departments to make the admissions process as easy as possible.

Dr. Leach commented that because California is a participant in the Western Undergraduate Exchange program (WUE), it is a good choice for recruiting and that Ms. Clark is a good recruiter. Treasurer Spicer asked if WUE tuition is 150% of in-state tuition. Mr. Mueller said yes and that the cost to students from California is quite low compared to other California colleges. Trustee Baxter asked if we recruit students from Colorado. Mr. Mueller said that while we do attend fairs along the Front Range, most Colorado fairs are scheduled for the same time frame which requires WWCC to pick and choose which to attend. President Honaker asked about recruiting techniques for non-traditional students. Mr. Mueller said that WWCC uses workforce training, provides information to businesses and sends out flyers to recruit non-traditional students. President Honaker said that she had received recent information indicating 1000 job openings in Sweetwater County with 700 of those requiring specialized training or degrees. Trustee Roth commented that the unemployment rate in Uinta County has increased and may create an opportunity for recruiting. The Board thanked Mr. Mueller for his report.

C. Green River Center
Ms. Carole Shafer, Director of Workforce and Community Development, gave a brief report on the Green River Center. Ms. Shafer introduced Mr. Rod Thomas and Ms. Maggie Bartlett. Ms. Shafer reported that the Dad’s Making a Difference program graduated three men and that all three had passed their CDL exams. Ms. Shafer said the Climb Wyoming students will be on-campus in August. Ms. Shafer reported that workforce services had a duplicated headcount of 6,268 students with 2,064.5 credits earned. Ms. Shafer also said that Business Development served 1,442 through conferencing services and administered 422 certification exams. Ms. Shafer went on to say that the Community Education department served 1,252 people (duplicated headcount) from Rock Springs, Green River and Farson. Ms. Shafer also said that there were 28,966 visitors to the Green River Center over the past year.

Dr. Leach asked Ms. Shafer to clarify the Green River Center’s role in the Dad’s Making a Difference program. Ms. Shafer said that while the grant is administered through Jami Anderson and the Learning Center, the Green River Center conducts the actual training. Trustee Baxter asked how WWCC works with the Department of Workforce Services. Ms. Shafer said that WWCC is a member of the Southwest Workforce Alliance which meets once per month. Ms. Shafer also said that WWCC serves as a testing center for Workforce Services. Trustee Roth asked if the GRC works with various BOCES to offer training. Ms. Shafer said that we offer training at BOCES locations when possible but some courses require hands-on training that must be performed on-campus such as laboratory courses. Ms. Shafer also said that
most BOCES organizations are members of the Southwest Alliance. The Board thanked Ms. Shafer both for the report and for the hard work of her department.

D. Western Celebrations
Dr. Leach reported that faculty return to campus on August 21 and that a visioning session with all employees will be held that day. Dr. Leach also said that Dr. David Longanecker, President of the Western Interstate Commission on Higher Education (WICHE) will be the facilitator for the session.

III. MINUTES
A. Approval
1. Treasurer Spicer made a motion to accept the minutes of the July 17, 2013 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 $2,936,943.05 and the Electronic Transfers as designated in the amount of $320,749.22 for a grand total ratification of $3,257,692.27. Motion 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>261471 through 261975</td>
<td>$2,322,743.81</td>
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<tr>
<td>Payroll</td>
<td>167705 through 168102</td>
<td>$219,219.63</td>
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<tr>
<td>Advices</td>
<td>026981 through 027100</td>
<td>$394,979.61</td>
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<tr>
<td>Total – All Clearing Account Warrants</td>
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<td>$2,936,943.05</td>
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Electronic Funds Transfers

**Payroll Tax Payments to I.R.S.**

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<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>US Bank</td>
<td>EFTPS-CHICAGO USATAXPYMT</td>
<td>$274,534.39</td>
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<td>A/C# 147497000116</td>
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<td></td>
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**Credit Card Payments to US Bank Corporate Payment System**

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>US Bank</td>
<td>EFT US Bank CC Payments</td>
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<td>A/C# 147497000116</td>
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**Bank to Bank Transfers**

0.00

**Investment Transfers**

0.00

<table>
<thead>
<tr>
<th>Total Electronic Funds Transfers</th>
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<th>$320,749.22</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRAND TOTAL FOR BOARD RATIFICATION</td>
<td></td>
<td>$3,257,692.27</td>
</tr>
</tbody>
</table>

(Copies of Warrant Registers are filed in the Addendum and become a part of the official Board Minutes.)
V. RECOMMENDED ACTION
   A. Old Business
         The administration is proposing a new Conflict of Interest Policy and Procedure. This new policy and procedure will address the requirements currently outlined in Policy 4420A Standards of Conduct for Fiscal Affairs. Therefore, we request that the current Policy 4420A be deleted and replaced with the proposed Conflict of Interest Policy and Procedure currently before the Board to review.

         Recommendation
         To Delete Policy 4420A, Standards of Conduct for Fiscal Affairs

         Vice President Eckman made a motion to un-table Old Business items #1 and #2. The motion was seconded by Trustee Roth and was approved by vote.

         Associate Vice President Budd gave a brief explanation of the proposed deletion of the current policy, stating that the language from the current policy had been added to the proposed new policy/procedure as requested. Vice President Eckman made a motion to delete the current policy 4420A, Standards of Conduct for Fiscal Affairs. The motion was seconded by Treasurer Spicer and was approved by vote.

      2. First Second Reading, Policy and Procedure 4420A, Employee Conflict of Interest
         The College currently does not have a comprehensive conflict of interest policy and procedure for employees. This is a requirement of the Higher Learning Commission and is a part of our accreditation. A policy needs to be in place prior to the site visit. This new policy and procedure has not been reviewed via the current process. It is the intent of the administration to have the policy and procedure go through the review process after the faculty return in the fall. The Conflict of Interest Policy and Procedure has been reviewed and approved by legal counsel from the Mountain States Employers Council. This policy and procedure will replace the current policy and procedure 4420A Standards of Conduct for Fiscal Affairs. The requirements contained in the current 4420A Standards of Conduct for Fiscal Affairs are contained in the new Conflict of Interest Policy and Procedure. Below is a brief description of the Conflict of Interest Policy/Procedure.

         4420A Policy & Procedure - CONFLICT OF INTEREST
         This proposed policy and procedure will outline board expectations for employees and their family members who may be faced with a conflict of interest concerning personal gains which are in conflict with the best interest of the College, the public and the taxpayers. The procedures identify the required reporting process in the event of a conflict or possible conflict of interest, as well as any possible College sanctions for employees in violation of the policy.

         Recommendation:
         None. For Discussion Only
         To approve Policy and Procedure 4420A, Employee Conflict of Interest, as presented.
Vice President Eckman made a motion to accept the new Policy and Procedure 4420A as presented. The motion was seconded by Trustee Roth and was approved by vote.

B. Consent Agenda
1. Approval of Sole Source Contract, TimeCruiser (Moved from New Business)
   WWCC has been utilizing Campus Cruiser produced by TimeCruiser Computing Inc. for the last 13 years. We were one of the company’s earliest clients. The product continues to provide enhancements and service to our students and is now relied upon as a critical “front door” to the institution’s online resources. Single sign-on provides students with the ability to log on and use all services including the library, Blackboard, Mustang WebAdvisor and Mustang Folio without further logins and passwords. The survey component allows surveys to be conducted among students and faculty and the evaluation system is utilized for on-line classes. Mustang Cruiser is an important part of the College’s communications system providing a calendar of events and announcements and news items of campus activities. Western’s emergency alert system is also part of Mustang Cruiser allowing for notifications to be sent via phone and e-mail. The services continue to expand and often address our most pressing needs. This contract has been renegotiated every three years. Last year, the contract was renegotiated for a five year period with the last three years locked in at the same rate. There is an enrollment escalation clause that might require some increase in the cost if enrollment increases.

   Recommendation
   To approve the Time Cruiser payment for the WWCC Portal for FY14 for $61,542.

2. Annual Perkins Grant Approval (Moved from New Business)
   Western has been a participant in the Perkins Grant program since 1991. The College applied for and was awarded a Perkins Allocated Grant through the Wyoming Department of Education under the Carl D. Perkins Vocational and Technical Education Act of 2006, Title I. The purpose of the grant is to provide funding to assist postsecondary recipients in meeting the additional costs of approved career and technical education (CTE) programs. Perkins funds are used to purchase equipment, provide professional development for faculty in CTE programs, and pay for student support services including educational costs (books and supplies) and related costs (childcare). The Perkins Allocated Grant provides direct support to WWCC career and technical education students. Direct support services may be provided to CTE students from special populations (economically disadvantaged, single parents, individuals with a disability, students with limited English proficiency, displaced homemakers, and students training for non-traditional employment). Total grant funds in the amount of $126,497 were awarded to Western Wyoming Community College for FY14. The effective date of the grant is October 1, 2013. The monies must be expended by September 30, 2014.
Recommendation
That the Board accept funds for the Perkins FY2014 grant in the amount of $126,497 and give authority to spend the monies for the purposes as specified in the grant, and increase the federal fund by $126,497.

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

C.  New Business
1. First, Reading, Select 3000 Series Policy/Procedure Revisions
Recently the Board of Trustees approved revisions to selected 3000 series policies and procedures. The second group of 3000 series is now ready for Board consideration. The policies and/or procedures being recommended for change listed below have been reviewed via the new process approved by the Board. 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

3130 J Procedure  RECEIPTING
This proposed change reflects the correct title of the Director of Finance and adds credit card, wire, ACH, or outreach payment as payment types.

3130 K Procedure  BANKING
These changes reflect current practice, correct a title, and state that the College periodically seeks competitive proposals for centralized banking services.

3130 L Procedure  INVENTORY/FIXED ASSET ACCOUNTING
These changes correct a title and eliminate from the procedure the chart of fixed asset information adopted by the Wyoming Community College Commission. The Administration has determined that the chart of fixed asset information is a Commission document and is really only used by the Director of Finance & Controller and thus does not need to be in Board Procedure.

3140 A Procedure  INVESTING OF COLLEGE MONIES
These changes correct titles and formally state a long-held Board directive to the Administration that investments be made in Sweetwater County financial institutions.

3150 A Procedure  BUDGET AVAILABILITY
This change eliminates the language involving a biennium budget approved by the Commission. Approving biennium budgets was eliminated a long time ago.

3150 B Policy & Procedure  DAILY AND MONTHLY FINANCIAL REPORTS
These changes reflect that financial reports are now daily (on the intranet site) in addition to monthly reports. Moreover, a title was corrected and language was added indicating that the reports involve all funds of the College.
3150 C Procedure  QUARTERLY FINANCIAL REPORTS
These changes reflect a title change and the fact that fund balances and actual vs. projected expenditures are no longer a part of the quarterly reports.

3160 A Policy & Procedure  REVIEW OF DEPARTMENTAL FINANCIAL TRANSACTIONS
This policy and procedure is being recommended for change primarily because the term “internal auditing” implies a “higher level” or “more sophisticated” type of review of financial transactions than what the Director of Finance & Controller would normally undertake to do. Thus, the change in wording from auditing to reviewing is recommended.

3160 B Policy & Procedure  INDEPENDENT AUDITS
These changes reflect current practice now that the Board of Trustees has an audit committee.

3210 B Policy & Procedure  PURCHASING PROCEDURES
These changes reflect a title correction and the fact that the College now has a purchase card system. Also, a new provision was inserted that addresses unauthorized debt. Also, some additional language was added to reflect different types of allowable ways an order can be placed.

3410 A Procedure  BLANKET INSURANCE COVERAGE
The primary change here involves the solicitation of insurance proposals. The word “bid” is really not applicable for insurance coverage due to the nuances and varying types of offered coverage by various insurance companies. Typically a consultant needs to carefully review all proposed policies to ensure all coverage requirements are met. The term “proposal” is more fitting for the nature of this purchase. Also, although the normal practice is to solicit proposals every three years, the language has been changed from “shall” to “should.” There are sometimes good reasons for not seeking proposals exactly every three years.

3410 B Policy & Procedure  CRIME INSURANCE AND BONDING—OFFICERS AND EMPLOYEES
These changes add crime coverage to the policy and procedure and gives the Board the specific opportunity to determine the amount of crime coverage desired. Also the amount of the official bonds for the Board Treasurer and College President has been deleted and, again, the Board can specify the amount of the coverage desired.

3510 A Policy & Procedure  AUTHORITY TO ISSUE PAYROLL WARRANTS
The Administration does not believe this policy and procedure is necessary and recommends it be deleted.

3510 B Procedure  PAYDAY SCHEDULES
These language changes reflect current practice. Payday schedules for various categories of part time employees are established by Business Office policy.
3510 C Procedure  SALARY DEDUCTION/REDUCTIONS
These language modifications address title changes and when payroll deductions are sent in.

3610 A Policy & Procedure  APPROVED AUXILIARY ENTERPRISE OPERATIONS
These language changes reflect the fact that the Community College Commission no longer approves each College’s auxiliary enterprise operations. Language was added indicating that the Board of Trustees approves these operations. Language was also inserted regarding the self-supporting nature of auxiliary enterprise operations.

3610 B Policy  SUBSIDIES
It is recommended that this policy be eliminated as the issue of subsidies to auxiliary enterprise operations is covered in Board Procedure 3610 A.

3710 A Policy & Procedure  PHYSICAL PLANT IMPROVEMENTS
The Administration has determined that this procedure serves no useful purpose. The Board has never reviewed plans and specifications, per se, for construction projects. Plant improvements costing $50,000 or more must be approved by the Board pursuant to Board Procedure 3210 A.

3710 B Procedure  MOTOR POOL OPERATIONS
Some language additions and changes were made, including a statement that all drivers of motor pool vehicles must be approved to drive.

3910 G Procedure  OFFICIAL SEAL
A minor change was made regarding exactly how the official seal is worded.

Recommendation: None. First Reading Only; No Action Required.

Vice President Kelsey gave an explanation of the proposed policy and procedure revisions.

2. Bid Quotations, Walking Track Improvements
At the July meeting of the Board, the Board authorized the Administration to solicit bids for walking track improvements. These improvements cover approximately one fourth of the track area. The Board was informed that the engineer’s estimate for the base bid was $56,000 and $72,000 for the alternate bid. Bids were opened on August 6th. Bid results follow:

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Location</th>
<th>Base Bid</th>
<th>Alternate Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>MD Nursery and Landscaping</td>
<td>Driggs, Idaho</td>
<td>$104,315.40</td>
<td>$119,201.40</td>
</tr>
<tr>
<td>Bridger Valley Lawn &amp; Landscaping, Inc.</td>
<td>Lyman, Wyoming</td>
<td>$53,761.14</td>
<td>$93,580.79</td>
</tr>
</tbody>
</table>
JFC Engineers and the College maintenance staff and administration recommend that the low base bid be accepted. There are concerns about the feasibility of the stabilizer product in this dry climate. The engineers believe that periodic maintenance in places with a plate compactor and water should be adequate to keep the track in good condition. At times, blow sand may accumulate on certain parts of the track and will need to be shoveled off. References have been checked on the low bidder and have been good. Funds are budgeted and available to pay for this work. It is anticipated that the work will be finished by about mid-October. JFC Engineers will closely monitor and inspect the installation to ensure that the work is done according to plans and specifications.

Recommendation

Vice President Kelsey gave an explanation of the bids. Vice President Eckman made a motion to accept the low base bid submitted by Bridger Valley Lawn and Landscaping, Inc. as described above. The motion was seconded by Trustee Baxter. Vice President Eckman asked if the administration is confident that the bids are reflective of the work the project entails. Vice President Kelsey said yes, adding that the alternate bid included using a stabilizer product which both low bidders recommended against using. Vice President Kelsey said that both of the low bidders have experience with the stabilizing product. The motion was approved by vote.

3. Approval of Sole Source Contract, TimeCruiser (Moved to Consent Agenda)

4. Annual Perkins Grant Approval (Moved to Consent Agenda)

5. Approval of Change Order #3, Workforce Training Building
Earlier this year, the College entered into a contract with Ascent Construction Company for the construction of the new Workforce Training Building. The City of Rock Springs Building Department has imposed requirements associated with the construction of the building that were not in the original plans and specifications. These requirements are in two areas: (1) Additional toilets, sinks, and associated items; (2) Sand/Oil Separators and Interceptors.

Additional Toilets, Sinks, Etc.
The City is requiring additional plumbing fixtures to accommodate an occupant load of 190 persons. This load assumes that all classrooms, offices, and the large laboratory will be fully occupied at any one time. The design provided for an occupant load of 115 persons, which assumed, based on input from College instructional staff, that the laboratory and classrooms would not be fully occupied at the same time. To meet this requirement, the planned change
rooms need to be modified to accommodate toilets, sinks, etc. Additional tile work, partitions, etc. are needed to effect this change.

**Sand & Oil Separators and Interceptors**

The building design provided for one fairly large sand/oil separator and interceptor to be located within the building. The City Building Inspector rejected this design in favor of a smaller sand/oil separator and interceptor to be located within the building and the provision of a large sand/oil separator and interceptor to be located on the outside of the building. The separators and interceptors are necessary items to filter liquid discharges into the City’s sanitary sewer system.

The total cost of these two changes is $21,125.45. Plan One Architects has reviewed the costs of these two changes with the contractor and has indicated to the Administration that the costs are reasonable.

**Recommendation:**

To approve Change Order No. 3, as described above, to the contract between Western Wyoming Community College and Ascent Construction Company, Inc. in the amount of $21,125.45.

Vice President Kelsey gave an explanation of the additional work. Treasurer Spicer made a motion to approve Change Order #3 as described above. The motion was seconded by Trustee Baxter. Vice President Eckman asked what space will be lost to accommodate larger restroom areas. Vice President Kelsey said that the design of the change rooms (locker rooms) will be modified to accommodate the additional requirement. Treasurer Spicer asked if the college has any recourse when situations like this arise. Vice President Kelsey said that the Uniform Building Code specifically allows city officials to create additional requirements and that we have no recourse. President Honaker asked if the city provides information documenting the additional requirements so that we can meet their requirements beforehand rather than incurring additional costs to make changes. Vice President Kelsey said that the city inspector doesn’t look at projects until well after the design process is completed and that he is unaware of anything in writing regarding what the inspector will or will not require. Trustee Baxter asked if the requirement of having restroom facilities capable of handling the building at maximum occupancy is new and if it is in writing. Vice President Kelsey said that because the inspector reviews each project on an individual basis, he does not know if it is a standard requirement but he does not believe there is any written documentation on standard requirements beyond the Uniform Building Code. The motion was approved by vote.

6. **Employment Contract, Interim Director/Instructor of Theatre**

The position of Director/Instructor of Theater has become available due to the recent resignation of the former Director. Mr. Joseph “Joey” West applied for and has been selected to fill the position of Interim Director, Assistant Professor of Theatre for the 2013 – 2014 academic year. Mr. West holds an Associate’s degree in musical theater from Western Wyoming Community College and a Bachelor’s degree in music and voice performance from Southern Virginia
University, Buena Vista, Virginia. Mr. West earned a master’s degree in acting from The Liverpool Institute for the Performing Arts, Liverpool, Great Britain and also holds a Master of Fine Arts degree in Theater Arts - Acting from Minnesota State University located in Mankato, Minnesota. Mr. West has been employed at the University of Wyoming for the past year as Interim Instructor of Musical Theatre. During the 2005-2006 academic year, Mr. West served as an Adjunct Instructor of Theatre at Western Wyoming Community College. Mr. West’s contract details would be as follows: Annual Salary, $52,830.00 for a 10 month contract; Fund, Unrestricted Operating Fund; Rank, Instructor; Column Placement, Column I.

**Recommendation:**
To offer an employment contract to Mr. Joseph West of Green River, Wyoming for the position of Interim Director, Instructor of Theatre for the period August 15, 2013 through June 15, 2014.

Vice President Flaim gave an explanation of the proposed employment contract. Dr. Leach added that this would be an interim position and that a national search will be conducted to find a new program Director. Vice President Eckman made a motion to offer an employment contract to Mr. Joseph West as described above. The motion was seconded by Trustee Baxter. Trustee Roth asked if the job description had been revised to define the direction of the program. Vice President Flaim said that the interim director would be hired under the current job description but it will be reviewed and revised prior to national advertising. Treasurer Spicer asked if the job description will address maintenance of the theatre, including student workers performing maintenance tasks without supervision. Dr. Leach replied that all theatre maintenance will be conducted by college personnel. Vice President Flaim added that certain tasks are part of the technical theatre program, but those activities will be closely supervised by college personnel. The motion was approved by vote.

**VI. INFORMATION/PROPOSALS**

A. **Visiting Delegations**
   None

B. **Questions/Media/Public**
   Mr. Paul Murray from the Rocket Miner asked for, and received, clarification on two agenda items.

C. **President/Staff**
   None

D. **Trustee Questions/Topics**
   Trustee Roth encouraged all Board members to attend the WACCT Summit on Community Colleges on October 17. Trustee Roth said that the event will include an update on the Complete College America effort which is starting to gain momentum in Wyoming and has garnered the attention of Governor Mead. Trustee Roth also encouraged the Board members to attend the WCCC meeting on October 18.
President Honaker said that the WACCT deserves kudos for establishing the summit and pushing statewide conversations.

E. **Topics for Future Workshop Agendas**
Treasurer Spicer asked to have representatives from each BOCES board attend a future workshop. President Honaker said that Dr. Leach had already been tasked with arranging regular meetings with all BOCES boards.

F. **Executive Session - Legal/Personnel**
Vice President Eckman made a motion to recess the regular meeting to enter into Executive Session for personnel and legal issues. The motion was seconded by Treasurer Spicer and was approved by vote. The regular meeting was recessed at 8:35 p.m.

VII. **CALENDAR OF FUTURE EVENTS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug. 8</td>
<td>Regular Board of Trustees Workshop</td>
</tr>
<tr>
<td>6:00 p.m.</td>
<td>GRC Room 208</td>
</tr>
<tr>
<td>Aug. 8</td>
<td>Regular Board of Trustees Meeting</td>
</tr>
<tr>
<td>7:15 p.m.</td>
<td>GRC Room 211</td>
</tr>
<tr>
<td>Aug. 21-27</td>
<td>WWCC In-Service Activities</td>
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<tr>
<td>Sept. 2</td>
<td>WWCC Holiday</td>
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<tr>
<td>Sept. 12</td>
<td>Regular Board of Trustees Workshop</td>
</tr>
<tr>
<td>6:00 p.m.</td>
<td>Room 3071</td>
</tr>
<tr>
<td>Sept. 12</td>
<td>Regular Board of Trustees Meeting</td>
</tr>
<tr>
<td>7:15 p.m.</td>
<td>Room 3060</td>
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<tr>
<td>Oct. 3-5</td>
<td>ACCT Leadership Congress</td>
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<tr>
<td></td>
<td>Seattle, Washington</td>
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<tr>
<td>Oct. 12</td>
<td>Regular Board of Trustees Workshop</td>
</tr>
<tr>
<td>6:00 p.m.</td>
<td>Room 3071</td>
</tr>
<tr>
<td>Oct. 12</td>
<td>Regular Board of Trustees Meeting</td>
</tr>
<tr>
<td>7:15 p.m.</td>
<td>Room 3060</td>
</tr>
<tr>
<td>Oct. 23-25</td>
<td>HLC Site Visit</td>
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VIII. **ADJOURNMENT**
President Honaker reconvened the regular meeting at 9:55 p.m. Having no further business to act on, President Honaker adjourned the regular meeting at 9:56 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