Board of Trustees

REGULAR MEETING MINUTES
September 11, 2014

Trustees Present:
James Roth, President
George Eckman, Vice President
Dick Boettcher, Secretary
Richard Baxter, Treasurer
Lynne Chadey
Tom Spicer

Also Present:
Dr. Karla Leach, College President
Marty Kelsey, VP for Administrative Services
Jackie Freeze, VP for Student Success Services
Kim Farley, VP for Student Learning
Carla Budd, Assoc. VP for Administrative Services
Brian Kaumo
Amber Hamblin
Sarah Pauley
Kandy Frink

REGULAR BOARD OF TRUSTEES MEETING

I. AGENDA
   A. Call to Order
      The regular meeting of the Western Wyoming Community College District Board of
      Trustees was called to order at 7:36 p.m., Thursday, September 11, 2014 in Board
      Room 3060, Rock Springs Campus, President James Roth presiding.

   B. Approval of Agenda
      1. Treasurer Baxter made a motion to accept both the regular and consent
         agendas as presented. The motion was seconded by Trustee Spicer and was
         approved by vote.

II. REPORTS
   A. Paraprofessional Alliance
      Ms. Kelly Allee, Community Relations Assistant, gave a brief report on behalf of the
      Paraprofessional Alliance. Ms. Allee reported that the annual Welcome Back picnic
      was held in the Workforce Training building due to inclement weather. Ms. Allee said
      that 100 people attended the picnic. Ms. Allee also said that the Paraprofessional
      Alliance will concentrate on setting goals, providing orientation for the new officers and
      members, and possibly restructuring meetings during the Fall semester. The Board
      thanked Ms. Allee for her report.

   B. WWCC Senate
      Ms. Sarah Pauley, WWCC Senate Vice Chair, gave a brief report on behalf of the
      Senate. Ms. Pauley reported that 12 faculty members attended workshops for the
      Great Teachers Seminar series this summer. Ms. Pauley said that the plan is to
      extend the workshops to include part-time instructors. Ms. Pauley also said that the
      Senate will be working on a new procedure for development of the Academic Calendar
and will participate in both the Merit Pay and Salary Restructure taskforces. The Board thanked Ms. Pauley for her report.

C. Children’s Center Annual Report
Ms. Amber Hamblin, Children’s Center Director, gave the annual report to the Board of Trustees. Ms. Hamblin reported that changes are being made in the Children’s Center including a renovation of the playground. Ms. Hamblin said that an educational tool called “Zoo Phonics” has been implemented. Ms. Hamblin explained that the program teaches letters by their sound and an association with a specific animal. Ms. Hamblin presented a short video of the children practicing their letters using the program. Trustee Chadey asked if this is a new program. Ms. Hamblin said that the program has been available for approximately 30 years but it is new to the WWCC Children’s Center. Dr. Leach noted that a link to the most recent program review for the Children’s Center was included on BoardDocs. The Board thanked Ms. Hamblin for her report.

D. Learning Center Annual Report
Mr. Brian Kaumo, Learning Center Director, gave the annual report for the center. Mr. Kaumo gave a brief overview of the services provided through the center. Mr. Kaumo reported that 116 students successfully completed their high school equivalency exam, the Option III program had 36 students last year and the ESL program in Rock Springs has 30 students enrolled. Mr. Kaumo said that the ESL program is being reinstated at the Green River Center, with course offerings 3 days and 2 nights per week. Mr. Kaumo said that 18 students are enrolled in the program in Green River. Mr. Kaumo went on to highlight the Peer Tutor Center, the College Studies program and the International College Studies program. Mr. Kaumo reported that no grant funding was secured for the Empowering Parents grant this year, but the program will continue with college funding until next year’s grant cycle. Trustee Spicer asked for clarification on the ABE graduation rates and WWCC’s ranking in that area. Mr. Kaumo said that the program has a 91.3% graduation rate but still ranks the lowest among all the colleges in Wyoming. President Roth commended Mr. Kaumo on his work with the high school credit recovery program, saying that helping those students receive high school diplomas will increase the graduation rate in our local school districts and is a tremendous asset to Sweetwater County. Secretary Boettcher asked what efforts are being expended to convert students from the high school equivalency program to WWCC students. Mr. Kaumo said that both the credit recovery program and the high school equivalency program serve to make students familiar with WWCC and its programs. Secretary Boettcher asked if a scholarship was still available for those students who successfully complete the exam. Vice President Freeze said that the college currently offers for the student to take a 3 credit hour course free of charge to ease them into a more rigorous program. The Board thanked Mr. Kaumo for his report.

E. Western Celebrations
Dr. Leach said that pictures from Welcome Week had been shown during the workshop and expressed appreciation to all WWCC staff and Resident Assistants for their help during the week.

Dr. Leach reported that a letter was received from Governor Mead supporting the Sweetwater County Work Ready Communities effort. Dr. Leach said that Ms. Carole Shafer and Ms. Pat Robbins have been instrumental in moving the project forward.
III. MINUTES
A. Approval
1. Vice President Eckman made a motion to approve the minutes of the August 4, 2014 Special Meeting and the minutes of the August 14, 2014 Regular Meeting as presented. The motion was seconded by Trustee Spicer and was approved by vote.

IV. FINANCIAL REPORTS/TRANSACTIONS
A. Clearing Accounts and Electronic Funds Transfers
Treasurer Baxter moved to ratify the Clearing Accounts as designated in the amount of $3,428,272.23 and the Electronic Transfers as designated in the amount of $374,245.97 for a grand total ratification of $3,802,518.20. The motion was seconded by Secretary 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>271182 through 271679</td>
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<tr>
<td>Payroll</td>
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<td>Advices</td>
<td>029641 through 029837</td>
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<td>Total – All Clearing Account Warrants</td>
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Electronic Funds Transfers

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

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<th>To</th>
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<tr>
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**Credit Card Payments to US Bank Corporate Payment System**

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</table>

**Bank to Bank Transfers**

0.00

**Investment Transfers**

0.00

Total Electronic Funds Transfers

$374,245.97

GRAND TOTAL FOR BOARD RATIFICATION

$3,802,518.20

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

V. RECOMMENDED ACTION
A. Old Business
As part of the Policy overhaul project, several new policies have been recommended by the consultants. Two of these new policies deal with evaluations; one for President Evaluations and one for Board self-evaluation.
These two new policies were discussed and revised during the Board retreat on July 15.

Recommendation:
To approve the two new policies: President Evaluations and Board Self-Evaluation, as presented.

Dr. Leach gave a brief explanation of the two new policies, stating that both had been discussed extensively at the July 15, 2014 Board retreat. Vice President Eckman made a motion to approve the two new policies as presented. The motion was seconded by Secretary Boettcher and was approved by vote.

2. First Reading, Selected 5000 Series Policy Revisions
As the Board is aware, the College is in the process of reviewing all policies with the assistance of the College Brain Trust. The following proposed policy revisions were presented for all employee comment in May, have been approved by the Policies and Procedures Committee, and have been approved by Dr. Leach. Below is a brief summary of each of the policies being recommended for change. Board members received three different layouts as follows:

- The current version
- The proposed revisions
- A “clean” copy of the version incorporating the proposed changes

5110A The Board of Trustees & Student Policies
Revised to add statement on College President assuring appropriate procedures are developed.

5110B Affirmative Action for Students
Revised title and updated discrimination language.

5210A Attendance
No changes recommended at this time.

5220A Admission of Students
Revisions to clarify language.

5220D Transfer of Credit
Revising language on alternative credit options.

5230A Classification as a Resident
Revised title and updated language.

5230C Adding or Dropping Courses
Information moved to policy 5230B, deleting 5230C.

5230D Alternative Options for Credit
Information moved to 5220D, deleting 5230D.
5230E Auditing Courses
Information moved to 5230B, deleting 5230E.

5230F Assessing & Collecting Tuition
Slight language revisions.

5310B Financial Aid Review Board
Information moved to 5310A, deleting 5310B.

5310C Federal Student Financial Assistance
Information moved to 5310A, deleting 5310C.

5320A Institutional Academic Scholarships
Information moved to 5310A, deleting 5320A.

5330A Institutional Grants
Information moved to 5310A, deleting 5330A.

5340A Short-Term Loans to Students
Information moved to 5310A, deleting 5340A.

5450A Student Health & Accident Insurance
Changing title, revising language to clarify type of insurance.

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

Vice President Freeze gave a brief explanation of the proposed policy revisions, stating that no action is being requested on first reading and that the proposed revisions were discussed in the Board workshop on September 10, 2014.

3. First Reading, Selected 6000 Series Policy Revisions
As the Board is aware, the College is in the process of reviewing all policies with the assistance of the College Brain Trust. The following proposed policy revisions were presented for all employee comment in May, have been approved by the Policies and Procedures Committee, and have been approved by Dr. Leach. Any procedures provided are for information only. Below is a brief summary of each of the policies being recommended for change. Board members received three different layouts as follows:

- The current version
- The proposed revisions
- A “clean” copy of the version incorporating the proposed changes

6110B The Objective of the Instructional Program
Minor language revisions.

6210B Cancellation of Classes Because of Bad Weather
Minor language revisions.
6310A Continuing Education Units
Information moved to 6130A, deleting 6310A.

6320A Distance Education
Information contained in 6130A, deleting 6320A.

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

Vice President Farley gave a brief explanation of the proposed policy revisions, stating that the proposed revisions had been discussed in the Board workshop on September 10, 2014. Vice President Farley said that no action is requested on first reading.

B. Consent Agenda
1. Assignment of Investment Grade Audit Contract to Op Terra Energy Services, Inc.
At the August, 2014 meeting of the Board of Trustees, the Board approved a motion to enter into a contract with Chevron Energy Solutions regarding an Investment Grade Audit. In the write-up provided at that time, the Board was advised that Chevron Energy Solutions would be acquired by Op Terra Energy Services. The Assignment document for Board approval was provided to the Board for review. The legal counsel for Chevron Energy Solutions has visited with Galen West about this matter and Galen has approved the Assignment document. The entire Chevron Energy Solutions team assigned to this project has signed on with Op Terra Energy Services; thus, the corporate acquisition will be relatively transparent to the College. As stated in the assignment letter, the existing terms of the contract remain the same and the assignment will not disrupt performance of the contract.

Recommendation:
To approve the Consent to Assignment of the Investment Grade Audit and Project Development Contract between Western Wyoming Community College and Chevron Energy Solutions Company.

2. Financial Interest Disclosures
The 1997 Wyoming Legislature passed legislation, now codified as Wyoming Statute 6-5-118, which deals with conflict of interest associated with investments made by College officials. Letters were received from the Board Treasurer, College President, Vice President for Administrative Services, and the Director of Finance & Controller which disclose the financial interest(s) [if any] the incumbents in these positions have with the financial institutions with which the College does or may do business. This disclosure must be made annually to the Board of Trustees.

Recommendation:
To acknowledge receipt of the letters referenced above.
3. Increasing FY14-15 21 and 22 Fund Budgets
From time to time it is necessary to amend certain Fund budgets for various
reasons. The budgets listed below need to be increased to reflect the necessity
to budget carryover monies from the FY 2013-14 budget.

Miscellaneous Restricted Fund (21 Fund)
State ABE Grant $1,496

Federal Fund (22 Fund)
TAA-CCCT Grant $520,220
Gear-Up Grant $165,176
ETSS Grant $99,631
Perkins Grant $20,888
Glaciers on Alpine Grant $4,626
El Civics Grant $4,169
Federal ABE Grant $1,306
America’s Civil Rights Grant $611

Total Federal: $816,627

Recommendation:
To increase the FY 2015 Miscellaneous Fund budget by $1,496 and to increase
the FY 2015 Federal Fund budget by $816,627.

4. Approval of MOU, Painting Water Tank behind GRC
Western has been working for over a year with the City of Green River and the
Joint Powers Water Board to gain permission to have the College’s logo
painted on the adjacent water tower. The Memorandum of Understanding
(MOU) lays out the responsibilities of each of the parties to the agreement. The
College attorney has reviewed and approved this standard MOU. He is also
the attorney for the City.

Recommendation
To approve the MOU for a WWCC logo to be placed on the water tank.

5. Approval of Maintenance Contract Renewal, Ellucian
Ellucian provides the college’s Enterprise Resource Planning System (ERP)
which is the administrative system for registration, admission, financial aid, the
business and human resources offices. In order to receive software updates
and upgrades necessary for the efficient operation of the software, it is
necessary for the college to renew software maintenance contracts annually.
These maintenance contracts are sole source and specific to the Ellucian
software being supported.

Recommendation
To approve the renewal of Ellucian software maintenance contracts FY 2013/14
in the amount of $64,705.00

Trustee Spicer made a motion to accept the recommendations from the Administration
on the Consent Agenda. The motion was seconded by Trustee Chadey and was
approved by vote.
C. New Business

1. Approval of Capital Construction Submittals to the WCCC

The Administration is proposing that Western present for Commission approval at the October 10th Commission meeting in Laramie three submittals related to capital construction. Below is a description of the three submittals:

**Projected Cost Increase of the Student Success Services Renovation Project**

Wyoming Statute 21-18-202 (d) (v) (C) requires that the Community College Commission grant approval of a previously-approved capital construction project which has increased in cost by ten percent or more since Commission approval of the project. In the summer of 2012, Blalock and Partners, the College Master Planners, estimated that the construction cost of the renovation of the Student Success area would be $815,413. In April, 2013, Plan One Architects estimated that the construction cost of the renovation would be $913,775. In June, 2013, the College submitted to the Commission a construction cost estimate of $915,000. Since June, 2013 the Plan One Architectural firm has updated their construction cost estimate significantly due to two factors: (1) Cost of construction materials have increased substantially; (2) The design criteria of the area has changed (upgraded) since the earlier preliminary cost estimates were developed. Upgrades include higher end finishes in public areas, extra sound proofing of walls, extensive glass applications in offices and sound proofing of the glass, and extensive floor power outlets. Plan One’s latest construction cost estimate is $1,537,000, which translates into approximately $167.00 per gross square foot. The Administration anticipates no opposition from the Commission for a request to increase the anticipated construction cost because of two factors: (1) No State funds are being provided for the construction; and (2) No additional square footage is being added to the College’s inventory resulting in no additional major maintenance allocation to the college system. The College has sufficient capital construction funds available to pay for the projected added cost above the original estimate.

**Two New Capital Construction Projects**

Wyoming Statute 21-18-202 (d) (v) (A) requires that any new construction or renovation project, which is not categorized as major maintenance or repair, costing $100,000 or more be approved by the Wyoming Community College Commission. Again, the Administration anticipates no opposition from the Commission for these requests because no State funds are provided for the projects and no additional square footage is being added to the College’s inventory. These projects, if approved by the Board of Trustees, would be paid for using FY 2014-15 One Mill Funds and Plant Funds which have been budgeted.

**Women’s Varsity Locker Room Expansion**

Currently, the Women’s Varsity Locker Room is housed in a very small area (419 gross square feet). The need for expansion has been recognized for years. With the construction of the new Exercise Science and Wellness Center and the associated relocation of the Training Room, it is now possible to expand the Women’s Varsity Locker Room into the old Training Room. This will
add an additional 451 gross square feet to the Varsity Locker Room. The Plan One Architectural firm is estimating the construction cost to be $93,800, which translates into approximately $108.00 per gross square foot. With architectural fees, moveable equipment, and construction contingency added in, the estimated cost for the project is $158,200.

**Student Engagement Office Complex**
The old wrestling practice room will be remodeled this fall into STEM (Science, Technology, Engineering, and Math) classrooms. A section of space on the east side of the old wrestling practice room has been set aside, however, for three offices and a reception area. The total gross square footage for this section of space is 882. The Director of Student Engagement, his assistant, and the Gear Up Coordinator and her assistant will be occupying these offices. The Plan One Architectural firm is estimating the construction cost to be $135,000, which translates into $153.00 per gross square foot. With architectural fees, moveable equipment, and construction contingency added in, the estimated cost for the project is $162,000.

**Recommendation**
To authorize the Administration to submit these capital construction related approval requests to the October 10th meeting of the Wyoming Community College Commission.

Vice President Kelsey gave an explanation of the capital construction projects. Trustee Spicer expressed concern about the percentage of the increase for the Student Success Services area, stating that the increase nearly doubles the original cost estimate. Vice President Kelsey said that some of the increase is due to construction costs rising but that he does not believe that the initial interaction between the architects and the design team was sufficiently in-depth. President Roth agreed, saying that the architect may not have realized that the area is basically the front door of the college and needs to be visually appealing as well as functional. Treasurer Baxter asked why sound proofing would be required. Vice President Kelsey stated that sound proofing is necessary to protect the privacy of students by eliminating sound traveling from office to office. Vice President Kelsey went on to explain that the locker room renovation is a Title IX compliance issue and that the additional space is needed to host tournaments and other sports activities. Trustee Spicer made a motion to authorize the Administration to submit the capital construction related approval requests to the WCCC for inclusion on its October 10, 2014 meeting agenda. The motion was seconded by Secretary Boettcher and was approved by vote.

2. **Approval of Employment Contract, Director of Admissions**
The Human Resources Office conducted a national search commencing in June 2014 to fill the position of Director of Admissions. The Human Resources Office received 9 completed applications for this position. The Professional Standards Board conducted 2 on campus interviews. The Professional Standards Board recommends that Ms. Erin Grey be offered this position. Ms. Grey holds a Bachelor of Science degree in Business from the University of Phoenix and a Master of Science Degree in Marriage and Family Therapy from
Argosy University plus additional graduate credit hours in Education. Ms. Grey was employed at Davis Applied Technical College in Kaysville, Utah as a Student Recruiter. Ms. Grey is currently employed at Western Wyoming Community College as the Admissions Counselor. Ms. Grey has over six years of Admissions Counseling experience. Ms. Grey’s proposed contract details would be as follows: Annual Salary, $64,071.00 for a 12 Month Contract; Fund, Unrestricted Operating Fund; Rank, N/A; Column Placement, Column II.

**Recommendation**

To offer an employment contract to Ms. Erin Grey of Rock Springs, Wyoming for the position of Director of Admissions for the period of September 12, 2014 through June 30, 2015.

Vice President Freeze gave an explanation of the proposed employment contract, stating that two national searches were actually done for this position. Treasurer Baxter asked why two searches were done. Vice President Freeze said that the three applicants chosen to be interviewed during the first search all withdrew from the pool which necessitated an additional search. Vice President Freeze said that 11 applications were received during the first search and 9 applications were received during the second search. Vice President Freeze said that Ms. Grey did not apply for the position during the first search. Treasurer Baxter asked why so few applications were received. Vice President Freeze said that the timing of the searches was not optimal for this type of position, especially when the desire was to choose a candidate with appropriate experience. Treasurer Baxter asked how long a search is normally conducted. Vice President Freeze said that ads are placed in national higher education employment publications for a period of one month. Treasurer Baxter expressed dissatisfaction with the hiring process in this instance and stated that his vote would reflect that dissatisfaction. Secretary Boettcher made a motion to offer an employment contract to Ms. Erin Grey as described. The motion was seconded by Vice President Eckman and was approved by vote with President Roth and Treasurer Baxter voting “Nay”.

3. **Approval of Additional Remuneration, Degree Attainment**

Dr. Aaron Jensen completed the course work and was awarded a PHD in Education – Science Education on August 8, 2014, from the University of Wyoming. Dr. Jensen is currently employed by the College as an Assistant Professor of Education. He is requesting this degree be considered for additional pay as outlined in College Procedure 4220B (F). This request was reviewed by the Educational Achievement Committee who unanimously recommended approval and found his degree to be position related, therefore, warranting additional remuneration.

**Recommendation**

That the Board of Trustees approve additional annual compensation for Dr. Jensen in the amount of $5,435 for the completion of a PHD in Education – Science Education.

Associate Vice President Budd gave an explanation of the request for additional remuneration. Treasurer Baxter made a motion to approve the additional
compensation for Dr. Jensen as described. The motion was seconded by Trustee Chadey and was approved by vote.

4. **First Reading, Select 5000 Series Policy Revisions**
   As the Board is aware, the College is in the process of reviewing all policies with the assistance of the College Brain Trust. The following proposed policy revisions were presented for all employee comment in May, have been approved by the Policies and Procedures Committee, and have been approved by Dr. Leach. Below is a brief summary of each of the policies being recommended for change. Board members received three different layouts as follows:

   - The current version
   - The proposed revisions
   - A “clean” copy of the version incorporating the proposed changes

**5210B Student Leave of Absence**
Updating language.

**5230B Registration for Classes**
Title change, updating language.

**5420C Use/Possession of Illegal Drugs and Paraphernalia**
Move procedure information to policy and delete procedure.

**5430E Suspension or Probation**
Move procedure language to policy and delete procedure.

**Recommendation:**
None. First Reading Only, No Action Required.

Vice President Freeze gave an explanation of the proposed policy revisions, stating that the proposed revisions had been discussed at the Board workshop on September 10, 2014. Treasurer Baxter said that a stronger statement was needed on policy 5230B rather than ‘students should register for a course before the first class’. Trustee Spicer agreed. Vice President Freeze said that the statement would be revised prior to the second reading of the proposed revisions. Vice President said that no action is required by the Board on first reading.

5. **First Reading, Policy Revisions 6220B Course Outlines & Syllabi**
   As the Board is aware, the College is in the process of reviewing all policies with the assistance of the College Brain Trust. The proposed policy revisions for Policy 6220B were presented for all employee comment in May, have been approved by the Policies and Procedures Committee, and have been approved by Dr. Leach. Any procedures provided are for information only. Minor revisions to the language and updating titles are the only changes to this policy. Board members received three different layouts as follows:
The current version
The proposed revisions
A “clean” copy of the version incorporating the proposed changes

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

Vice President Farley gave a brief explanation of the proposed policy revisions, stating that the revisions were discussed at the September 10, 2014 Board workshop. Vice President Farley said that no Board action is requested on first reading.

VI. INFORMATION/PROPOSALS
A. Visiting Delegations
None

B. Questions/Media/Public
None

C. President/Staff
Vice President Kelsey referred Board members to a summary of the College View Commercial Park lot sales and expenses. Vice President Kelsey said that in order to be exempted from income tax, all proceeds from the lot sales must be used for campus infrastructure according to IRS regulations. Treasurer Baxter asked why property taxes were being paid on the lots if the college is tax exempt. Vice President Kelsey said that the tax exempt status does not apply to property taxes. Trustee Spicer asked how many lots are left to be sold. Vice President Kelsey said 10 lots remain.

Vice President Farley presented a plaque and picture given to the College in recognition of our hosting the annual Spelling Bee. Dr. Leach commended Vice President Farley and her staff on another successful event.

Dr. Leach said that the date of the October Board meeting would need to be changed as the current date is in conflict with the annual WACCT Summit and the WCCC meeting. The Trustees agreed to move the October meeting to October 16, 2014.

D. Trustee Questions/Topics
President Roth asked Ms. Frink which Board members had indicated they would attend the WACCT Summit and WCCC meeting. Ms. Frink responded that President Roth, Vice President Eckman, Trustee Honaker would be attending. Ms. Frink added that Dr. Leach will also be attending.

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

F. Executive Session - Legal/Personnel
None.
### VII. CALENDAR OF FUTURE EVENTS

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<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tr>
<td>Sept. 10</td>
<td>5:30 p.m.</td>
<td>Board Mini-Retreat</td>
<td>Board Conference Room 3071</td>
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<tr>
<td>Sept. 11</td>
<td>6:00 p.m.</td>
<td>Regular Board of Trustees Workshop</td>
<td>Board Conference Room 3071</td>
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<td>Sept. 11</td>
<td>7:15 p.m.</td>
<td>Regular Board of Trustees Meeting</td>
<td>Board Room 3060</td>
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<td>Sept. 30</td>
<td>1:00 p.m.</td>
<td>CCHEC Grand Opening</td>
<td>Rawlins, WY</td>
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<td>Oct. 8-9</td>
<td></td>
<td>WACCT Summit</td>
<td>Laramie, WY</td>
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<tr>
<td>Oct. 10</td>
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<td>WCCC Meeting</td>
<td>Laramie, WY</td>
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<td>Oct. 9</td>
<td>6:00 p.m.</td>
<td>Regular Board of Trustees Workshop</td>
<td>Board Conference Room 3071</td>
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<td>Oct. 9</td>
<td>7:15 p.m.</td>
<td>Regular Board of Trustees Meeting</td>
<td>Board Room 3060</td>
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<td>Oct. 17</td>
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<td>WWCC Holiday</td>
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<td>Oct. 22-25</td>
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<td>ACCT Leadership Congress</td>
<td>Chicago, IL</td>
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### VIII. ADJOURNMENT

Having no further business to act on, President Roth adjourned the regular meeting at 9:08 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