

CASPER COLLEGE DISTRICT BOARD
April 18, 2006
AD 198

PRESIDING: Scott Bennion

PRESENT: Kathy Dolan, Bill Douglass, Susan Miller, Jane Sullivan

ABSENT: Charles Chapin, Bill Hambrick

FIRST ITEM OF BUSINESS: Approve Minutes: MOTION by Kathy Dolan to accept the minutes of March 21, 2006. Second by Jane Sullivan. Motion carried.

SECOND ITEM OF BUSINESS: Finance Committee:

MOTION by Jane Sullivan to approve payment of current bills as presented. Seconded by Susan Miller. Motion carried.

MOTION by Jane Sullivan to approve the revisions to the Faculty Compensation Policy dated April 11, 2006 to allow for alternative payment calculations for part-time credit and non-credit instructors and to provide an additional \$150 per contact hour for credit offerings during summer sessions. Seconded by Kathy Dolan. Motion carried.

MOTION by Jane Sullivan to accept WGIF and WYOSIP as investment depositories and that the required resolution for participation in WGIF be approved. Seconded by Susan Miller. Motion carried.

MOTION by Kathy Dolan that the Faculty Salary Schedule base be increased for fiscal year 2006-2007 \$1,775 to \$36,620 and that one vertical step in placement be granted in the amount of \$670. The total of these salary adjustments is \$2,445. Faculty employed less than full time will receive a pro-rata increase. Additionally, faculty who completed additional education during the current fiscal year shall be provided the appropriate change in placement on the salary schedule as per policy. Seconded by Jane Sullivan. Motion carried.

MOTION by Bill Douglass that the Classified Staff Salary Schedule base be increased for fiscal year 2006-2007 \$725 to \$19,760 and that one vertical step in placement be granted in the amount of \$605. The total of these salary adjustments is \$1,330. Staff employed less than full time will receive a pro-rata increase. Additionally, staff who completed additional education during the current fiscal year shall be provided the appropriated change in placement on the salary schedule as per policy. Seconded by Susan Miller. Motion carried.

MOTION Kathy Dolan that Administrative and professional staff compensation and salary ranges be increased by 5% for the 2006-2007 fiscal year which will include the vice presidents. Additionally, staff completing additional education during this fiscal year be provided additional compensation as per the Administrative and Professional Salary Policy. Seconded by Jane Sullivan. Motion carried.

THIRD ITEM OF BUSINESS: Casper College President: Walter Nolte

College President Nolte introduced Rich Fujita who, along with Lynn Rodell, gave a presentation on the new website for Casper College.

President Nolte highlighted the following information items that were included in the board packets:

- A thank you letter from the American Council on Education (ACE) to Gary Donnelly in support of the American Council on Education's Military Evaluations Program.
- A thank you letter from the Wyoming Department of Education to Helen Schindler and Tim Hammerschmitt and his staff for assisting with their annual Wyoming Career Technical Assessment (WyCTA) Training. Helen arranged for rooms and Tim and staff provided lunches.
- Grant notices from Wyoming NSF EPSCoR awarded to Melissa Connely and Evert Brown for their proposals.
- An article in *The Wyoming Trucker First Quarter – 2006* "Learning the Trade Right: Casper College Diesel Technology Program Develops Outstanding and Safe Workers."
- An article in *The Wyoming Trucker First Quarter – 2006* "Sharon D. Nichols"
- A copy of the "Wyoming Community College Commission Fall 2005 Enrollment Report"

Other Announcements:

- Joe Simon was elected President of the Wyoming Business Education Association.
- On April 27-28, the Wyoming Community College Commission will be meeting on campus as well as the Disney Institute, which will make for some interesting parking issues.
- UW/CC Commencement is May 18, CC Commencement is May 19, and the GED Graduation Ceremony is Saturday, May 20.

FOURTH ITEM OF BUSINESS: Academic Services: Carmen Simone

- Vice President Simone announced Erich Unruh as the new Fine Arts Division Chair.
- Next week, five programs are being considered by the Wyoming Community College Commission for final approval.
- There was an All Faculty meeting today where faculty discussed general education requirements.
- Vice President Simone announced the CC Robotics Team placed 2nd at the Denver Regional FIRST Robotics Competition.
- Laura Driscoll announced Disney will be on Campus April 26-27. There will be one session on Wednesday for all Casper College employees (free of charge) and four open sessions on Thursday.

FIFTH ITEM OF BUSINESS: Student Services: Jim Ochiltree

- Dr. Ochiltree reported on enrollment figures. For the current semester; as of end of business yesterday, head count was 75 more than the end of Spring Semester 2005. Summer enrollment is at about a quarter of the FTEs from last summer.

SIXTH ITEM OF BUSINESS: Administrative Services: Randy Stutheit

- Nash and Company, Inc., an outside consulting firm, will be on campus Wednesday, April 19, to review and/or develop a compensation plan for classified staff and conduct a market analysis.
- The bid plan to complete the internal road loop on campus for the campus master planning process is nearing completion.

SEVENTH ITEM OF BUSINESS: Faculty Senate: Erich Frankland

- In addition to dealing with four curriculum committee packets, they are preparing for a Faculty Alliance meeting next week and the election of officers at the following meeting.

EIGHTH ITEM OF BUSINESS: Staff Alliance: Sarah Sulzen

- Employee of the Month for April 2006 is Valerie Islas a custodian in the Administration Building.
- Staff Alliance will be holding its Spring All Staff Alliance Meeting on Thursday, May 4, at 2:30 p.m., and they have invited Dr. Nolte to answer questions.
- Jim Milek is retiring after 39 years, and the Biology Department is sponsoring a celebration on Wednesday, April 26, from 3-5 p.m., PS lobby, first floor.

NINTH ITEM OF BUSINESS: Administrative Alliance: Paul Marquard

- Effective May 1, new officers for 2006-2007 Administrative Alliance are: Alison McNulty, chair; Lynn Rodell, vice chair; and Karla Volpi, secretary/treasurer.
- On behalf of Administrative Alliance, Mr. Marquard thanked the Board for the salary increases.
- The 2006 Retirement and Recognition Dinner will be Friday, May 5, at the Parkway Plaza.
- The fall Welcome Back Picnic has tentatively been set for Wednesday, August 23, at City Park.

TENTH ITEM OF BUSINESS: UW/CC Center: Brent Pickett

- Dr. Pickett said he is grateful for the joint reception between UW and CC Trustees and has only heard positive feedback. While in town, the UW Trustees toured local UW sites and culminated with a tour of Casper College Campus.
- Dr. Pickett announced the UW/CC Commencement is May 18 and extended an invitation to CC Trustees; furthermore, he said Milward Simpson will deliver the commencement address.

ELEVENTH ITEM OF BUSINESS: Student Senate: Jeremy Tremel

- Mr. Tremel reported this will be his last Board meeting, the students are gearing up for finals, and so far only two students have expressed interested in running for Student Body President next year. President Nolte thanked Mr. Tremel for his involvement; particularly, with the Campus Master Plan.

The next meeting will be Tuesday, May 16, 2006

The meeting adjourned at 7:37 p.m.

Submitted by,
Gale Lara for

Kathy Dolan, Secretary