

CASPER COLLEGE DISTRICT BOARD

September 19, 2006

AD 198

PRESIDING: Bill Hambrick

PRESENT: Charles Chapin, Bill Douglass, Scott Bennion

ABSENT: Kathy Dolan, Susan Miller, Jane Sullivan

FIRST ITEM OF BUSINESS: Approve Minutes: MOTION by Charles Chapin to accept the minutes of August 15, 2006. Seconded by Bill Douglass. Motion carried.

SECOND ITEM OF BUSINESS: Finance Committee:

MOTION by Bill Douglass to approve payment of current bills as presented. Seconded by Charles Chapin. Motion carried.

Board President Bill Hambrick introduced Mr. Charlie Robertson a candidate for the Casper College District Board of Trustees.

THIRD ITEM OF BUSINESS: Casper College President: Walter Nolte

College President Dr. Nolte introduced and welcomed Dr. Sharon Noel, administrative intern from the University of Texas at Austin, who was hired to help with the review and revision of the College's policies.

President Nolte introduced Gretchen Wheeler. Mrs. Wheeler thanked the Board for their support of the Sabbatical Program at Casper College. She said her sabbatical is what helped bring her there tonight. She then gave a presentation on Casper College's Service Learning initiative.

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

- A thank you letter from the Child Development Center of Natrona County, as a recipient of the proceeds of the 2006 Wings Over Wyoming Air Show. They appreciate the institution's support.
- A thank you letter from the Boys & Girls Club of Central Wyoming for support at their 8th Annual Breakfast.
- A letter was received from Phillip Trujillo, Director Wyoming Tech Prep, Wyoming Department of Education, nominating Gary Donnelly for the prestigious Leavey Award for Excellence in Private Enterprise Education.
- A thank you letter to several individuals and departments on campus for their help with the Equality State Book Festival.
- A copy of "Measuring Up 2006 The State Report Card on Higher Education" by the National Higher Education Policy Center where they grade states in four areas. President Nolte highlighted the major results of the report for Wyoming.
- Casper College nursing faculty member Heather Huber has been chosen as the Stuckenhoff Endowed Nursing Faculty for the 2006-2007 school year.
- Congratulation to Erich Frankland who just co-authored a book, published by McGraw Hill, *Global Studies in Europe*.
- The Wyoming Distance Education Consortium has recognized education and psychology instructor Ruth Doyle as the Master Distance Educator for Casper College.

- Casper College, the Casper Star-Tribune, and KCWY TV 13, are sponsoring a political forum on Sunday, October 15, in the Krampert Theatre, beginning at 12 p.m. The candidates for the Wyoming state governor, U.S. Senate, and U.S. House of Representatives will take part in the forum. It is free and open to the public.
- On October 16, at Rotary, President Nolte will present the details of the Campus Master Plan.

FOURTH ITEM OF BUSINESS: Academic Services: Carmen Simone

- Campus committees are starting to meet and work on projects. Likewise, the College's Higher Learning Commission Steering Committee met and is forming five major subcommittees to address criteria for the institution's accreditation; furthermore, Paul Marquard has been appointed the Self-Study Coordinator for the College.
- Last week was the first All Faculty Meeting where they discussed solutions to the prerequisite issue on campus.
- The first Academic Council meeting was held on Monday, Sept. 11; what's more, the committee was reformed to include more faculty.
- The State Deans' Meeting will be held in Laramie, September 27-29.

FIFTH ITEM OF BUSINESS: Student Services: Jim Ochiltree

- Coach Sharman recorded her 300th college volleyball coaching victory.
- Enrollment is down, although, high school enrollment for BOCES classes has not yet been received.
- At next month's District Board Meeting, Dr. Ochiltree will give a presentation on the One Stop Student Service Center, furthermore, Todd Cotton, Webmaster, has already launched the virtual component on the College's web site.

SIXTH ITEM OF BUSINESS: Administrative Services: Randy Stutheit

- Physical Plant personnel have completed some of the recent construction projects on campus and are continuing to work on ongoing facility modifications.
- The audit is being completed, and administration should receive a draft of the report within the next month, then it will be presented to the Board sometime in October or November.

SEVENTH ITEM OF BUSINESS: Faculty Senate: Erich Frankland

- Faculty Senate met for the first time and they are expanding membership committee duties to include keeping up with committee membership on campus.
- At their meeting they allocated six faculty development awards.
- They are setting up a working committee dealing with the faculty emblem and looking at the faculty portion of the policy manual.
- Faculty Senate is working with the Salary and Benefits Committee as they look at the faculty salary schedule.
- Faculty Senate also passed the following three resolutions:
 1. Erich Frankland was authorized to poll faculty who are pursuing advanced degrees, and once the information is compiled they will approach BOCES about increasing tuition reimbursement for faculty.
 2. The Summer Stipend Program was merged into faculty development and will now be administered by Faculty Senate.
 3. They asked administration to considering funding summer 2006 stipends.
- Faculty Senate set their meetings for the second Monday of each month.

EIGHTH ITEM OF BUSINESS: Staff Alliance: Sarah Sulzen

- Employee of the Month for September 2006 is Dan O'Donnell. Dan has been with the Grounds Maintenance Crew since 2004.
- There will be an All Staff Meeting September 28, where they will be holding elections for a new slate of officers, voting on By-law changes, and giving an update on staff issues.
- Mrs. Sulzen said she will be publishing their newsletter again.

NINTH ITEM OF BUSINESS: Administrative Alliance: Lynnde Colling

- The first Administrative Alliance meeting will be September 25. On the agenda is reviewing their By-laws and several other items for discussion.

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

- Dr. Pickett reported on enrollment at UW/CC. Credit hours are up 7 percent and head count is up 12 percent.
- Dr. Pickett gave an update on the following grant activity for UW/CC that will, in turn, work to the advantage of Casper College students.
 1. The Musser Foundation Grant - a stipend to make potential students aware of scholarship opportunities open to both Casper and UW/CC students.
 2. Technical Education Carl Perkins Grant from the State Department of Education - designed for workshops for high school and Casper College instructors.
 3. BRIN EMBRY Grant - the goal of this grant is to support research and teaching that may lead to advanced training in life and biomedical sciences.
- Dr. Pickett reported the Chamber of Commerce Board voted to get the college statue that is in front of the Chamber building back on campus.

ELEVENTH ITEM OF BUSINESS: Student Senate: Aubrey Hazen

- Student Senate held elections for sophomore and freshmen representatives and treasurer.
- On September 26, there is a President Council meeting.
- On September 28, there is a Leadership conference.

TWELFTH ITEM OF BUSINESS: Other:

- Board President Bill Hambrick wished Mr. Charlie Robertson and Dr. Sharon Noel good luck.

The next meeting will be Tuesday, October 17, 2006.

The meeting adjourned at 7:50 p.m.

Submitted by,

Kathy Dolan, Secretary