

CASPER COLLEGE DISTRICT BOARD

October 17, 2006

AD 198

PRESIDING: Bill Hambrick

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

ABSENT: Scott Bennion

Board President Bill Hambrick asked the audience to introduce themselves.

FIRST ITEM OF BUSINESS: Approve Minutes: MOTION by Trustee Charles Chapin to accept the minutes of September 19, 2006. Seconded by Trustee Susan Miller. Erich Frankland reported, in reference to Vice President Jim Ochiltree's Board Report, due to his schedule he was not able to conduct the classroom presentation, but he did talk on TV about Constitution Day. Motion carried.

SECOND ITEM OF BUSINESS: Finance Committee:

MOTION by Trustee Jane Sullivan to approve payment of current bills as presented. Seconded by Trustee Kathy Dolan. Motion carried.

MOTION by Trustee Jane Sullivan to approve the Biennial Funding Report. Seconded by Trustee Bill Douglass. Vice President Randy Stutheit reported the biennium report for June 30, 2006, is a statutory requirement and Wyoming Community College Commission (WCCC) rule. The report closes out the biennium for June 30, 2006, on pages 14 & 15, and on pages 16 & 17 of the same report begins the current biennium for 07-08. Motion carried.

MOTION by Trustee Jane Sullivan to approve the list of exercise equipment to be transferred to the NCSD #1. Seconded by Trustee Charles Chapin. Vice President Randy Stutheit reported the transferred equipment was purchased for the Fitness Center in 1986, and has been replaced as a result of the department receiving a gift. Motion carried

THIRD ITEM OF BUSINESS: Casper College President: Walter Nolte

College President Nolte introduced Vice President Jim Ochiltree who gave a presentation on the concept of the One Stop Student Service Center, its definition, a virtual tour, where the institution wants to go, and issues facing the institution.

College President Walter Nolte highlighted the following informational items that were included in the board packets:

- An article in the September 11, 2006 *Community College Week*, "Honors & Awards." The Council for Resource Development (CRD) has named Barbara Scifers the Region Eight Benefactor of the Year for 2006 for her contributions to the Casper College Foundation. Mrs. Scifers will receive an award in Washington, DC, in November.
- An article in the *Casper Star Tribune* (underwritten by the Casper Area Community Foundation with a grant from the Kinskey Family Foundation) about Dr. Tim Aley, former president of Casper College for 18 years.
- A chart on housing costs which the President provided to the Joint Education Committee in support of potential salary increases for faculty and staff.

- Articles from the U.S. Dept. of Education:
 1. “Plans for More Affordable, Accessible, Accountable, and Consumer-friendly U.S. Higher Education System.”
 2. “Action Plan for Higher Education: Improving Accessibility, Affordability and Accountability.”
- A memo from Gretchen Wheeler about the Talking T-birds; Casper College’s debate team ended up winning third place out of a field of 22.
- For the month of September, Casper College issued 579 paychecks.
- President Nolte initiated a request for Innovation Grants and is pleased to report the following four proposals, which involved collaborative efforts among the college, were awarded: Dawn Gallinger, Assessment Roadshow, Kick-off, and Celebration; Terry Rasmussen, Women in the Wild (considering title change); Marty Finch & Jeff Sun, Monitoring Livestock Grazing using Precision Agriculture; Jason Eggemeyer or Megan Graham, Building Green w/Casper College Red. Administration will go through another round of requests within the next four months.
- The following faculty members were designated in “Who’s Who Among American Teachers:” Angelo Hill, Kent Sundell, Heather Huber, Pete Wildman, Tracy Hollister, Teresa Wallace, Paul Marquard, Angel Sharman, and Anne Rognstad.
- Dr. He had a composition that was accepted on an international basis (only 12 out of 325 compositions submitted were accepted) and his work will be recorded by the Kiev Philharmonic sometime before the end of year.
- There is a possibility that one or more of the debate forums that were held on campus Oct. 15, may be aired on C- SPAN.
- President Nolte was asked to serve on an Ad Hoc AACC Task Force on Federal Student Record Data Collection and Accountability. One of the recommendations of Secretary Spelling was that national records are kept of every higher education student from their beginning of entry into college to their exit point into the workforce. Some in higher education are concerned about this recommendation, and AACC has asked Dr. Nolte to help develop their position on this.
- Casper College Faculty Endowment account received a check for \$2,201,120.61.
- Barb Ochiltree received an award for her work transitioning ABE students into the general college population workforce.
- The seven Community College Presidents will meet on Tuesday, October 24, with the Governor for a pre-legislative session prior to a WCCC Meeting Oct. 26 & 27. The major topic of the Commission Meeting will be on the revision of the funding formula. This will also be an opportunity for President Nolte to talk about the College Commons Bill, despite popular misconception, it is not a student union -- it is a one stop student center, a workforce development center, and potentially even a business incubator at some point.
- Through work with the College and Chamber of Commerce the “Man and Energy” sculpture in front of the Chamber of Commerce building will be moved, within the next few weeks, to a prominent location on campus where it will add to the institution’s collection and be more publicly displayed.

FOURTH ITEM OF BUSINESS: Academic Services: Carmen Simone

- Casper College was invited to participate in a trip to Sioux Falls, SD, last week. The trip was organized by CAEDA. While there, members from Western Wyoming Community College, McMurry Training Center, Casper College, the Governor, state senators, the Wyoming Business Council, and Department of Education visited the Southeast Technical Institute where they looked at an integrated approach to workforce development.

- The following new programs are being submitted to the Wyoming Community College Commission for final approval this fall: AS Degree in Health Science, Certificate in Phlebotomy, and AAS & Certificate in Robotics. These three programs have gone through the internal processes on campus and are ready for final approval by the Commission at some point this fall.
- Subcommittees for each of the five criteria that will be addressed in the institution's self study are being formed. Initial meetings for each subcommittee are going to be taking place within the next couple of weeks. Additionally, a small group of people are going to Chicago in January for a self-study workshop with the liaison for this process. One of the challenges as the institution looks at accreditation is General Education and defining outcomes for the General Education Program. As a result, subcommittees are also being formed to address each area of General Education.

FIFTH ITEM OF BUSINESS: Student Services: Jim Ochiltree

- Vice President Jim Ochiltree added the following appendix to his written report: Federal legislation mandates recognition of Constitution Day; unfortunately, Erich Frankland was not able to conduct the classroom presentation.
- The first report on the Hathaway Scholarship was due to the WCCC September 29. There were a total of 242 Hathaway Scholars this year and three students are currently awaiting the appeals process. Trustee Jane Sullivan asked for the number of BOCES students at Casper College for fall semester. Vice President Ochiltree replied numbers are now in and under Admissions and Student records of his Board Report the headcount of 4,009 reflects the enrollment of the majority of BOCES students. Trustee Susan Miller commended efforts on changes in handling late fees for those students.

SIXTH ITEM OF BUSINESS: Administrative Services: Randy Stutheit

- Last week Vice President Stutheit attended the State Building Commission meeting. The executive director of the WCCC presented the recommendations of the seven community colleges' requests for Capital Construction. The State Building Commission chose not to take any action. As a result of no action taken, follow-up data will be provided to the State Building Commission and the colleges will continue to seek support through legislation.
- In the realm of the Physical Plant, the internal roadway loop is now complete, with respect to work that was contracted, but personnel are competing with weather to complete work related to landscaping, signage, and improving the turn-out lane on to the county road south heading. Continued remodeling projects in the AD Building are ongoing, with the hope to complete them this fall semester.
- Macy and Associates is in the process of finalizing their work on the annual audit and they are tentatively scheduled to make an audit presentation of their findings at the next Board meeting.
- Next week, Vice President Stutheit will be involved with the process of reviewing the funding formula and receiving ideas from college administrative and financial officers.
- The WCCC received an appropriation from legislation to conduct a facilities inventory of community college facilities. They have contracted with Pauline and Associates out of Denver, Colorado, with a conference call scheduled for Oct. 18, to talk about the logistics.

SEVENTH ITEM OF BUSINESS: Faculty Senate: Erich Frankland

- Casper College Alliance, which has representatives from the three alliances, met about two main issues of discussion: salary schedules and the October Festival on Friday, October 20. They also talked about the upcoming holiday party and Mr. Frankland also said CCA is planning on meeting the first Wednesday of every month.
- Faculty Senate approved 10 requests for faculty development funds.
- Mr. Frankland received a letter from Evert Brown expressing his gratitude for support in attending the teachers' seminar in Hawaii. He said the seminar was a wonderful professional development opportunity.
- The Faculty Senate Executive Committee approved a flower/bouquet/ and sympathy card for Dr. Georgann Willis.
- Erich Frankland said he is stepping down as President of the Wyoming Faculty Alliance. Dr. Bruce Watne from Northwest will be the new President, Melissa Connely president elect, and Erich Frankland treasurer.
- Faculty are preparing for the beginning of the sabbatical process. Mr. Frankland sent out an announcement to faculty on submission deadlines and the application process.
- Dr. John Chase thanked the Board for their time and allowing him to present concerns on behalf of the Faculty Senate. He outlined his background at the college for the Board -- he has taught Microbiology in the Life Science Division for the past eight years, and has been a senator in the Faculty Senate for the past three. At the Faculty Senate meeting last week, a concern was raised that the Board might not be in total compliance with the Wyoming Open Meeting Act. Dr. Chase emphasized the Senate felt strongly that the appropriate protocol to take would be to have a formal vote and put themselves on the Board's agenda to confront this issue face to face. The vote was unanimous and they chose Dr. Chase to represent them. He said it is not the intent of the Senate to catch the Board "off guard" but rather to voice their concerns as to whether the Board is in complete compliance with the Wyoming Open Meeting Act. He said that during the Senate meeting, there were concerns presented: 1) there appear to be incomplete and sometimes non-existent minutes for all of the Board Meetings; 2) due to lack of transparency, perhaps some of the closed work sessions and executive sessions were used to facilitate discussion. Specifically, there seem to be limits to the access to the process, e.g., acquiring minutes to meetings -- one must go through the president himself or his executive assistant. There were concerns with senators that there would be fear of reprisal or retaliation or that they may be red-flagged down the road. Additionally, they were concerned that there was no central location for the public to gain minutes -- either on our website or published in the paper. Lastly, they were very concerned that there seemed to be a lack of process in announcing specific locations, dates, times and agendas of meetings. He asked, on behalf of the Senate, the Board to explore these issues and address their concerns. He closed by saying that he had met with Dr. Nolte on Monday of this week and outlined the Senate's concerns.

Board President Bill Hambrisk asked College President Walter Nolte if he would like to address the issue. President Nolte said his interpretation of the meeting with Dr. Chase was that he was unaware of ever questioning the right to come to the Board Meetings and expressing opinion. He said that shortly after he arrived at the institution work session doors were opened; approximately 6 months after arriving he initiated Monday Pre-Board meetings for all employees to attend where the subject and time were clearly laid out and the agenda and topics discussed. The availability of when those Board Meetings are occurring is also announced in weekly communication documents through College Relations.

Board President Bill Hambrick said, "The Board has listened intently to comments and assures they are most welcome and appreciated, they always stress meetings are open, and they seek any presence of those who might wish to appear. Our desire as a responsible Board is to respond to all possibilities on behalf of the College including staff, faculty, administration, students, and the public. This is a community college and we hope we are fulfilling our obligations to the demands of our electorate as required by law. Since you have asked to appear, I am sensing you feel we are missing something in our efforts and endeavors. My response is, with the concurrence of our board, is to ask our college attorney to review the matter of open meetings to look at it and, hopefully, if there is some omission on the Board's part include something that would help you feel better about your voice in the operation. We desire the most effective communications that we can possibility manage; with that in mind we will do so."

Board member Charles Chapin addressed the Senate's concerns. He said, "Faculty Senate is an integral part of the function of the college and it is their right to bring up issues, the Board is open to criticisms, they appreciate comments, and he is disconcerted about the feeling there would be acts of retaliation for raising this issue. Retaliation is inappropriate, retaliation hampers and dampens free speech and serves no purpose, and the Board will undertake the acts necessary to investigate the practices; if they need to be modified, they will be modified. We have nothing to hide. Minutes are public domain and will be made in a public fashion."

Sarah Sulzen, staff alliance chair, expressed on behalf of Staff Alliance Executive Committee, they share the same concerns of the Faculty Senate. She also wanted to indicate that on the note of fear of retaliation, it is coupled with the feeling of being treated in a condescending or demeaning way when raising these concerns.

Board President Bill Hambrick expressed thanks and said he appreciates their willingness to be the voice for the organizations. He said the Board will examine every aspect and take every step to rectify.

EIGHTH ITEM OF BUSINESS: Staff Alliance: Sarah Sulzen

- Mrs. Sulzen mentioned, in reference to Dr. Nolte's data on housing costs and faculty starting salaries, staff also face challenges with their starting salary and the cost of living.
- Employee of the Month for October is Robert Reddon. Mr. Reddon has been with the Maintenance crew since September, 2002.
- Casper College Administration recently approved requests for funding for a \$1,000 annual classified staff recognition award, which will be named after Robert Durst, a long-time staff member. Additionally, \$5,000 was awarded for Staff Development funds.
- They are still busy working on the Nash Compensation Plan, looking at staff salaries and a new salary schedule, and the review of job descriptions.
- As a community service project they have again chosen to participate in the Special Olympics Festival of Trees and are looking for campus support in donating ornaments for the tree.
- Mrs. Sulzen announced she is the College's United Way Campaign Chair again this year and requested support of the Campaign and urged everyone to contribute.

NINTH ITEM OF BUSINESS: Administrative Alliance: Lynnde Colling

- Administrative Alliance has gone through their second revision of their bylaws and is sending out a second draft for review.

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- Dr. Nolte will be attending the October 30, Administrative Alliance meeting.
- Future meeting dates were set to be first Monday of each month at 3 p.m.

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

- An event celebrating the 30-year partnership between the UW/CC Center and Casper College is planned for October 25, 9-11 a.m., PS Lobby.

ELEVENTH ITEM OF BUSINESS: Student Senate: Aubrey Hazen

- Student Senate attended a leadership conference in Rock Springs.
- They are looking at putting in KIOSK around different buildings on campus.
- They are still recruiting sophomore and freshmen representatives but do have a complete executive board.

The next meeting will be Tuesday, November 21, 2006

The meeting adjourned at 8:12 p.m.

Submitted by,

Kathy Dolan, Secretary