PRESIDING: Roy Cohee

PRESENT: Scott Bennion, Kathy Dolan, Lauren Griffith, Matthew Loucks, Susan Miller, Sue Schilling

ABSENT:

GUESTS:

FIRST ITEM OF BUSINESS: Approve Minutes:
• A MOTION was made by Trustee Scott Bennion to accept the minutes of January 26, 2016. The motion was seconded by Trustee Lauren Griffith. The motion carried.

SECOND ITEM OF BUSINESS: Finance Committee:
• A MOTION was made by Trustee Matthew Loucks to approve the financial reports as presented at the work session. The motion was seconded by Trustee Sue Schilling. The motion carried.

THIRD ITEM OF BUSINESS: Board President and Casper College President:
• President Darren Divine introduced Charles Ewing, International Education Director, who also teaches French and German at Casper College. He reviewed several of the major initiatives of the international education program at Casper College and showed photos of the students and faculty students who have studied abroad. This year there were four scholars from the Netherlands who were partnered with four members of our faculty in the same discipline. The Dutch faculty job shadowed on our campus. In May, our faculty will go to those colleges in the Netherlands and job shadow there. Some faculty were awarded travel awards to go to France, Spain, and Japan and pursue projects in their disciplines. Charles Ewing also stated that this is the 4th year that Casper College has hosted a Japanese Fulbright teaching scholar, Hiroki Yamamoto from Tokyo. Hiroki teaches two Japanese language courses each semester in the World Languages Department and is also working with the Japanese teacher at Kelly Walsh High School and he is teaching a class in the OLLI program and community education. There are only 10 Japanese Fulbright Scholars in the United States and Casper College has one for the 4th year in a row. Zarryn Hinchen, a student in a Spanish language class, visited about the two trips that he has participated in through the college and thanked the College for providing such opportunities from the students who attend Casper College.

FOURTH ITEM OF BUSINESS: Academic Services: Shawn Powell
• The Humanities Festival is coming up and sessions will be interesting. Several speakers will be coming in from out of state.
• A faculty member will be moving from the math department to the Institutional Research Office.
• A data governance committee is in the development stages with representation from all areas of campus.
• Five students placed first in their various events in the Forensics Tournament that was hosted at Casper College this past weekend.

FIFTH ITEM OF BUSINESS: Student Services: Kim Byrd
• Kyla Foltz, the Director of Admissions, is sending out a survey to those students who filled out an application to Casper College but didn’t enroll to find out where they went or why they didn’t attend Casper College.
• Once again, Casper College earned the honor of Military Friendly School. The Veterans Club went to Florida for a conference and learned about a program called PAVE (Peer Advisor for Veterans Education) which is a grant that they applied for which would train them to be peer advisors for other veterans transitioning to school and out into the workforce. They had one of the best applications and they have been awarded the grant to be trained. The grant pays for all of them to go to Ann Arbor to get trained so that the College can have a peer mentor program with our veteran population.
• Last week, the Health Professions Career Fair was held. Twenty-seven exhibitors attended and there were 150 attendees.
• Ray Pacheco and the Gear Up program had their annual site visit a couple of weeks ago which went very well. The Gear Up program continues to be one of the best run programs in the state.
• Vice President Kim Byrd and Interim Vice President Shawn Powell are working on developing a Diversity Committee to address several different needs.

SIXTH ITEM OF BUSINESS: Administrative Services: Lynnde Colling
• The finance office is working on issuing 1042S’s to our International Students.
• A review is being done of our NDSL loans. They will be looking to if there are some loans that can be written off.
• Strausner Hall renovation is ahead of schedule. It was planned to be complete for fall.
• The Life Science renovation is complete. A few things to be done yet such as buying furniture for a few of the classrooms
• Vice President Lynnde Colling and Executive Dean Laura Driscoll recently attended a legal conference which was very informative. Discussion followed.

SEVENTH ITEM OF BUSINESS: Faculty Senate: Heath Hornecker
• Faculty Senate met last Monday.
  ✔ Voted to change the process of the faculty development grants by which the grants are awarded. It used to be on an every other year basis, now they are going to an every year basis that a faculty can apply for those grants.
  ✔ Claudia Stewart was voted in as the new representative from the faculty to serve on Complete College Wyoming, replacing Jake McIntire.
  ✔ Voted on and approved a letter in support of the initiative programs such as international education which was forwarded on to Dr. Powell and Dr. Divine.
  ✔ Started talking about the reelection of officers for next year. In March they will accept nominations for those offices and seek those positions in April.

EIGHTH ITEM OF BUSINESS: Staff Alliance: Ann Dalton
• Staff Alliance last week.
  ✔ Staff Alliance wanted to congratulate all of the nominees for the Wyoming Association of Community College Awards. A banquet will be held Thursday night in Cheynne where the winners will be announced.
  ✔ Nominations are being accepted for the Robert O. Durst Classified Staff Award until next Friday.
NINTH ITEM OF BUSINESS: Administrative Alliance: Leanne Loya
  • Nominations are currently being accepted for the annual outstanding administrator award. The recipient will be selected in April and announced at the retirement dinner.

TENTH ITEM OF BUSINESS: University of Wyoming at Casper: Scott Seville
  • The University of Wyoming at Casper is holding a UW/C open house this Thursday from 3:30 p.m. to 6 p.m. on the 4th floor of UU. It is open to the public and everyone is welcome. There will be information and displays about the different programs offered and there will be several faculty, advisors, representatives from UW admissions, and representatives from the registrar’s office as well as financial aid to answer any questions.
  • The Wyoming Inbre Network Conference will be held April 28th-30th in Laramie, Wyoming. It is a day of presentations, displays, and there is a banquet in the evening. It is open to all students and faculty.
  • Dr. John Chase in the biology department received a Wyoming Inbre research and education model grant for $15,000 to purchase some equipment and to do some course redesign.
  • Dr. Seville thanked the physical plant and those at the College for the remodel of one of the rooms in the Life Science Building which created a very nice research environment that is available to all of students and faculty with a lot of nice equipment.

ELEVENTH ITEM OF BUSINESS: Student Senate: Jordan Gill
  • No report.

TWELFTH ITEM OF BUSINESS: BOCES: Lauren Griffith
  • No report.

THIRTEENTH ITEM OF BUSINESS: WACCT: Kathy Dolan
  • Trustees Dolan and Schilling will be attending the WACCT meeting. Thursday there is an inservice around cyber-security. They will be visiting with our legislators in support of HB 80 which is a recalibration effort.

FOURTEENTH ITEM OF BUSIENSS: NLS: Matthew Loucks
  • Trustee Matthew Loucks gave an overview of the National Legislative Summit which he recently attended in Washington, D.C. and he highlighted some of the topics that were discussed.

FIFTEENTH ITEM OF BUSINESS: New Business
  • None

SIXTEENTH ITEM OF BUSINESS: Action Items:
  • A MOTION was made by Trustee Scott Bennion to accept the recommended changes in residence hall and cafeteria rates, and changes in apartment rental rates as outlined in the memo to the Board from Vice President Lynnde Colling effective July 1, 2016. The motion was seconded by Trustee Matthew Loucks. The motion carried.

  • A MOTION was made by Trustee Susan Miller to approve for surplus and sell a skid mounted cabin and a 1950 red panel van that has been restored. The motion was seconded by Trustee Sue Schilling. The motion carried.
A MOTION was made by Trustee Kathy Dolan to approve the Using Protected Copyright Works Policy as presented at the work session. The motion was seconded by Trustee Lauren Griffith. The motion carried.

A MOTION was made by Trustee Sue Schilling to approve the deletion of unnecessary policies as presented in the work session. The motion was seconded by Trustee Kathy Dolan. The motion carried.

The next meeting will be March 15, 2016.

The meeting adjourned at 7:40 p.m.

Submitted by,

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Scott Bennion, Secretary