PRESIDING: Roy Cohee

PRESENT: Scott Bennion, Roy Cohee, 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 20, 2015. The motion was seconded by Trustee Lauren Griffith. Trustee Kathy Dolan made a correction to the Thirteenth Item of Business: WACCT stating that the conference call update takes place at 3 p.m. instead of 2 p.m. Trustee Scott Bennion made a motion to accept the amended minutes. The amended motion was seconded by Trustee Matthew Loucks. The motion carried.

SECOND ITEM OF BUSINESS: Finance Committee:
• A MOTION was made by Trustee Matthew Loucks to accept the bills as presented at the work session. The motion was seconded by Trustee Lauren Griffith. The motion carried.

THIRD ITEM OF BUSINESS: Board President and Casper College President:
• President Walt Nolte passed around a copy of Wyoming Artscape which featured on the cover Dee the Mammoth by Zac Pullen, former Casper College student.
• President Walt Nolte recognized Trustee Kathy Dolan for having been presented Casper College’s first Trustee Leadership Award from the Wyoming Association of Community College Trustees for 2014/15 recently in Cheyenne. Also, Heath Hornecker, Agriculture Instructor, received the Faculty Member Award for 2014/15. It was noted that Casper College faculty have received this award four out of the last five years.

Casper College President Walter Nolte highlighted the following board packet informational items:
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Other:
• Trustee Susan Miller noted that the list of presidential candidates is being narrowed down and it is the intention to have the final presidential candidates on campus the week of March 23rd.

FOURTH ITEM OF BUSINESS: Academic Services: Tim Wright
• Dr. Shawn Powell’s proposals to lead a roundtable discussion on 360-Degree Leadership Assessment has been accepted by NISOD. He will present at the conference in Texas in May.
• The Casper College forensics team came in 3rd place overall at a recent tournament in Denver. The students recorded three individuals 1sts and two 2nds.
• The service-learning class culminates in a 10-day visit to Pine Ridge led by Drs. Quealy-Berge and Dr. Brandon Kosine. Dr. Quealy-Berge has also begun an 11-week course on drugs and crime.
• The Casper College Kinser Jazz Festival was a big success. The unfortunate campus evacuation was minimally disruptive to the participants.
• A 4-part presentation on “Caves of Wyoming” lecture series begins tonight at the Tate Museum at 7 p.m.
Chevron Corporation recently donated $5,000 to the diesel program which they have done for several years. They plan to donate a broken wind turbine gear box which will be a great learning tool for our students. Chevron will transport the 56,000 pound gear box to the college. Additionally, Chevron subcontracts with a firm to fix their turbines and they have planned to ensure that the contractor give our students opportunities for employment.

Dr. Tammy Frankland unexpectedly received a check for $5,000 from a donor in Gillette for nursing scholarships.

The tenure committee voted to grant tenure next year to Dr. Mark Mehn in chemistry, Maya Russell, J.D. in political science and criminal Justice, Dr. Brandon Kosine in psychology, and Charles Mayfield in construction technology.

Dr. Barbara Mueller, former anthropology instructor, and Dr. Ruth Doyle, former psychology instructor, have been awarded emeritus status.

Dr. Tim Wright handed out a report about the recruitment efforts of the Academic Affairs side of the college. The schools have each compiled a summary report of what they are doing as schools and as departments.

FIFTH ITEM OF BUSINESS: Student Services: Kim Byrd
- The annual audit for GearUp went very well.
- The Health and Career Fair held through the Career Center was last week. There were 32 exhibitors and 137 attendees.
- As part of our ongoing Title IX obligations, the College is required to provide ongoing training on Sexual Harassment and Sexual Assault. Last week there were several different topics discussed during several presentations.
- In an effort to get more students to apply for scholarships, the Writing Center has agreed to hold workshops to aid students in the process of writing the four paragraph essay portion of the scholarship application. A new software program will be in place next which should simplify the application process.

SIXTH ITEM OF BUSINESS: Administrative Services: Lynnde Colling
- Human Resources recently spent 3 full days in training with Ellucian. The training provided an extensive overview of all of the updates to the Human Resources payroll system. Also provided were recommendations of where we might be able to make improvements from within the payroll system and recommendations as to how we can enhance what we are already doing to operate more efficiently.
- Plans are being moved forward to renovate Strausner Hall according to the Master Plan. The GearUp Program will move from the lower level of Strausner Hall to the upper level.
- The request for renovations for the next fiscal year is due this week. The information from those requests will be compiled and shared.
- Several of the trees on campus were frozen because of the drastic change in temperature last fall. Plans are being made to replace those trees which may be covered under the landscaping policy with the insurance company.
- A fire truck was purchased from the City of Casper which will be kept at the fire station on College Drive.

SEVENTH ITEM OF BUSINESS: Faculty Senate: Heath Hornecker
Heath Hornecker reviewed topics that were discussed at the recent Faculty Senate meeting.
- Vice President Kim Byrd and Human Resources Director Chauncy Johnson spoke regarding Title IX and what that means to us as a college and what the faculty need to expect. They also outlined some of the procedures and policies that are under Title IX.
The new department chair and program directors policy was discussed. There were questions concerning the new responsibilities that department chairs could have and possible changes in the load release for each of those.

Time was spent discussing the direction of Dean’s Council.

Gen ed requirements were discussed and how well they need to match up with the University of Wyoming gen ed requirements.

Early retirement.

The load committee is looking at how loads affect the faculty.

Officer nominations for faculty senate will be held at the next meeting.

EIGHTH ITEM OF BUSINESS: Staff Alliance: Ann Dalton
- Megan Schaefer is the Employee of the Month.
- Staff Development funds were distributed to five people.

NINTH ITEM OF BUSINESS: Administrative Alliance: Pam Jones
- Pam Jones thanked the Board of Trustees for entertaining the questions which arose at the work session. She stated that the administrative alliance met a week early in order to discuss early retirement.

TENTH ITEM OF BUSINESS: University of Wyoming at Casper: Scott Seville
- Jed Doxtater has been hired as the Director for the Medical Laboratory Science program. He is a former adjunct instructor at the college. There will be a search for the faculty position in this program and they will be looking for a new staff person in that area as well.
- They have narrowed the pool of candidates down for the director’s position at the University of Wyoming at Casper and they will be arranging onsite interviews.
- There will be a University of Wyoming at Casper open house Thursday from 4 p.m. to 6:30 p.m. The target is primarily Casper College students who are thinking about going on to their Bachelor Degrees.

ELEVENTH ITEM OF BUSINESS: Student Senate: Kyle Webber
- No report.

TWELFTH ITEM OF BUSINESS: BOCES: Susan Miller
- BOCES will be meeting next week.

THIRTEENTH ITEM OF BUSINESS: WACCT: Kathy Dolan
- Trustee Dolan thanked Rich Fujita, Public Relations Director and his team for organizing and hosting the WACCT legislative reception held recently in Cheyenne.
- Trustee Dolan thanked Steve Bahmer, WACCT Executive Director, for his work at the legislature this session. She stated that many trustees were very busy in Cheyenne for a couple of days. They attended the House Education Committee meeting which was the first hearing of HB118. She reported that many of the legislators have also been busy emailing legislators for support.
- Trustee Dolan reported that she stopped in to visit with Governor Mead to thank him for his support of a new community college funding model and for mentioning President Nolte and Complete College Wyoming during the State of the State.
FOURTEENTH ITEM OF BUSINESS: Action Items:

• A MOTION was made by Trustee Scott Bennion to approve the Veteran Priority of Service Policy as presented in the work session. The motion was seconded by Trustee Matthew Loucks. The motion carried.

• A MOTION was made by Trustee Kathy Dolan to approve the Employee, Spouse, and Dependent Scholarship Policy as presented in the work session. The motion was seconded by Trustee Susan Miller.

• A MOTION was made by Trustee Lauren Griffith to accept the FY 2015 tuition, mandatory student fees, course fees, and payment extension fees for the 2015-2016 academic year as recommended in a memo to the Board from Vice President Lynnde Colling effective July 1, 2015. The motion was seconded by Trustee Kathy Dolan. The motion carried.

• A MOTION was made by Trustee Matthew Loucks 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, 2015. The motion was seconded by Trustee Scott Bennion. The motion carried.

• A MOTION was made by Trustee Susan Miller to accept the renaming of the “Stan and Bobby Hathaway Center for Student Success Center” to the “Stan and Bobby Hathaway Center for Student Support.” The motion was seconded by Kathy Dolan. The motion carried.

The next meeting will be March 17, 2015.

The meeting adjourned at 7:37 p.m.

Submitted by,

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Scott Bennion, Secretary