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 Lauren Griffith to accept the Casper College District Board minutes of April 23, 2015 and May 8, 2015. The motion was seconded by Trustee Sue Schilling. The motion carried.

SECOND ITEM OF BUSINESS: Finance Committee:
• A MOTION was made by Trustee Matthew Loucks to approve the current bills as presented earlier at the work session regarding the pcard statements and checks written reports. The motion was seconded by Trustee Sue Schilling. The motion carried.

THIRD ITEM OF BUSINESS: Board President and Casper College President:
• President Walter Nolte recognized Casper College Rodeo Coach, Tom Parker. Board President Roy Cohee presented the National Intercollegiate Rodeo Association Central Rocky Mountain Region “Champion Men’s Team 2015” National Intercollegiate Rodeo Association plaque to Tom Parker. Tom Parker noted the team will be at the College National Rodeo Finals in about a month and that he has an extremely talented crew this year and feels they have a great shot at bringing back the National Title.

Casper College President Walter Nolte highlighted the following board packet informational items:
• Letter to Department of Theatre and Dance from the National Association of Schools of Theatre concerning Accreditation. The next comprehensive review is scheduled to be conducted during the 2020-2021 academic year.
• A memo stating the 2014 P-Card Rebate in the amount of $23,428.91 was received.
• A memo from Tammy Frankland stating that the Respiratory Therapy Program received no citations and the next accreditation will be in 10 years.

Other:
• The Wyoming Community College Presidents will meet at Casper College on May 27, 2015.
• All of the Six Mile easements have been signed.

FOURTH ITEM OF BUSINESS: Academic Services: Tim Wright
• The Home School Association visited the Business & Industry programs in April. There were about 41 parents and students in attendance.
• Spring semester instructor evaluations were recently completed. Since last year, all classes are being evaluated online, not just selected classes. At first there was very little response rates but a number of actions were taken to try and improve those and last semester there was a 62% response rate and this semester we had a 63% response rate.
• Vice President Tim Wright distributed a list of benefits that the Casper College Ranch Campus has provided in their first year of existence. The list was compiled by Heath Hornecker, Ag Department Chair.

FIFTH ITEM OF BUSINESS: Student Services: Kim Byrd
• The first new student registration is May 28th. More advisors are needed to help all the students who will be registering.
• Housing is at 72% capacity for housing for Fall of 2015 which is where we ended up this year and where we are currently. It is hoped that number will continue to increase.
• The loan default rate is currently at 21.7%, slightly higher than last year but much higher than it was two years ago. The College contracted with loan default company, HigherEDGE, based out of Texas, to help decrease our student loan default. They start working with students right away even during the grace period to talk about what their options are and if they are in a plan that is just not going to meet their needs and if their payments are too high, they will advocate for those students and try to find different payment plans that work with them. They have an 800 number designated just for Casper College students and have several employees designated for Casper College students. Other institutions that have used them have had positive results fairly quickly. They are advocating for students who attended a different institution, had loans, and were in trouble but wanting to come to Casper College and they are working with those other vendors in helping the students get into a situation that would allow them to come back into school. The College is advertising that heavily with our students and hopefully the loan default rate will go back down at least in the next couple of years.

SIXTH ITEM OF BUSINESS: Administrative Services: Lynnde Colling
• Auditors will be on campus June 1st to begin the audit process for FY15.
• Aley Hall is nearly complete. Facilities is moving forward with the remodel of Strausner Hall which was approved and funded through Construction Management. The remodel should be complete in time for August classes.
• Another project that has been started with major maintenance funding is completion of the fire suppression system in Liesigner Hall.
• Projects will be submitted for approval for FY16 major maintenance funding for about $1M that we have remaining in funding yet to be approved.
• Funding for the FY 17/18 budget has begun and the College has been asked by the Wyoming Community College Commission to provide them with our current active health insurance and policy breakdown including vacant positions. They would also like included any new positions that we have coming on as they will fund those or at least put them into planning with a single rate so they can look at having enough funding both for health insurance and for any additional retirement. At the end of last year there was not enough money in the pool and they had to allocate it amongst the colleges once they received all of the reimbursement requests.

SEVENTH ITEM OF BUSINESS: Faculty Senate: Mike Moline
• Mike Moline introduced himself as the new Vice Chair of Faculty Senate and said that he looks forward to working in this capacity the next couple of years.

EIGHTH ITEM OF BUSINESS: Staff Alliance: Sarah Tooker
• Employee of the Month for May was Crystal Sossala in Social Behavioral Sciences.
• The Robert O. Durst Classified Staff Award was awarded to Russell Hawley.
A group of volunteers was organized to help out at the Platte River Cleanup this past Saturday. They have participated in the event for the past four years.

NINTH ITEM OF BUSINESS: Administrative Alliance: Pam Jones

- The Outstanding Administrator Award went to LeAnne Sims who is also the upcoming Chair of Administrative Alliance.

TENTH ITEM OF BUSINESS: University of Wyoming at Casper: Scott Seville

- No report.

ELEVENTH ITEM OF BUSINESS: Student Senate: Jordan Gill

- No report.

TWELFTH ITEM OF BUSINESS: BOCES: Susan Miller

- Changes were made this last year in the way that BOCES awards funding for the dual and concurrent enrollment. A couple places like the Casper Mountain Science School have done some fund raising on their own so they can actually bring their requests in a little bit less. Other changes were made in the way BOCES was paying and reimbursing for graduate courses as they have to fall within the designated articulation agreements. Those changes should help the overall budget and BOCES is hopeful that they should have the funding needed for next year and have a little bit of extra for incoming grant requests.

THIRTEENTH ITEM OF BUSINESS: WACCT: Kathy Dolan

- The WACCT Association has hired a new Executive Director, Erin Taylor, who will start her new position effective June 1. She has been transitioning with Steve Bahmer this month and she has extensive experience working with the legislature. They are very excited to have her.

FOURTEENTH ITEM OF BUSINESS: Action Items:

- A MOTION was made by Trustee Kathy Dolan to approve the discharge of uncollected debts in the amount of $51,935.31 as presented in a memo from Vice President Lynnde Colling, dated May 19, 2015. The motion was seconded by Trustee Matthew Loucks. The motion carried.

- A MOTION was made by Trustee Lauren Griffith to move the Casper College District Board meeting from Tuesday, July 21, 2015 to Wednesday, July 15, 2015. The motion was seconded by Trustee Sue Schilling. It was stated by Trustee Susan Miller that reason the date needed to be moved is because of statutory reasons for the budget. The motion carried.

- A MOTION was made by Trustee Scott Bennion to continue the appointment of the following to serve as depository institutions for the forthcoming fiscal year: First Interstate Bank, Wells Fargo Bank, Hilltop National Bank, American National Bank, Bank of the West, Wyoming Government Investment Fund, Platte Valley Bank, WYOSTAR, and Jonah Bank. The motion was seconded by Trustee Kathy Dolan. The motion carried.

- A MOTION was made by Trustee Susan Miller to approve the tenant lease agreement between the Casper College District Board of Trustees and Darren Divine with the understanding that there will probably be some amendments that have to be made on a couple of things that might need adjusting slightly and it also has to be presented to Dr. Divine. The motion was seconded by Trustee Matthew Loucks. The motion carried.

- A MOTION was made by Trustee Matthew Loucks regarding the early retirement incentive. He stated he would like to modify the early retirement incentive payment formula under the current policy of 5.9 that is currently at 150% of base compensation to the following: Beginning July 1, 2017,
the incentive payment shall not exceed 100% of base compensation. One year later beginning July 1, 2018, the incentive payment shall not exceed 75% of base compensation. Beginning July 1, 2019, the incentive payment shall not exceed 50% of base compensation. Beginning July 1, 2020, the early retirement incentive program would cease to exist. The motion was seconded by Trustee Kathy Dolan. Trustee Susan Miller stated that she would like to make a couple of comments in regard to the changes being voted on. She said that she does think that they need to say that they don’t think that this program the way it is set up is sustainable. They do not anticipate having the income in the future to be able to pay at the rate that this has been set up and they are trying to be fiscally responsible even if the changes that are being suggested in this motion will still take ten years to pay out. They are really concerned with the state’s economy and things that are anticipated in the future that they are just not going to be able to continue at the rate this is set up. She stated that this program was originally set up as an incentive for people to retire early and at this point they really wish that some of those people wouldn’t retire early. They really hate to see our good instructors, administrators and staff that have been here a long time retire early just because of the retirement benefit. She clarified that this is no way affects actual retirement programs that employees have that are the standard retirement programs through the state and those programs will stay exactly the same. And as mentioned today in the earlier board meeting, she would feel much more comfortable instead of spending this money on early retirement, if we have this kind of money in our budget, which has been around $1M or more the last several years, for this incentive program, to try and use that money for raises so that it is spread across the board for everybody that is working here and give everybody an incentive and try and keep them up with the cost of living. She stated that she wanted to add those items to the record that those are some of the reasons that she would be voting in favor of this motion. Trustee Matthew Loucks agreed with Trustee Susan Miller especially on the raise end of it. He stated the raise was 1% this year and he would like to see those funds go to higher salaries instead of early retirement bonuses. Mike Moline spoke on behalf of faculty stating that the Board obviously has well intentions and has discussed it many times, but that the faculty would appreciate an opportunity to see a proposed change before an action is taken place. Trustee Roy Cohee asked how soon faculty would like to see that action. Mike Moline stated that he feared that the faculty would not like for that to be done before seeing and perhaps having a chance to provide feedback. He also stated that he would prefer an action to taken place in the next couple of weeks even though faculty is not on campus it would give them at least a chance to see a proposal. Trustee Roy Cohee asked how that council functions in the summertime. Mike Moline replied that it would be very difficult in the summertime and so the timing was unfortunate but via email providing them with information would be sufficient. Trustee Matt Loucks stated that there was an earlier meeting in March or April that was pretty full of faculty so it definitely had been discussed. He stated that the Board went through several variables and the only thing they were going to change so far is basically the percentage to base compensation. They are not changing anything else as far as the age requirements or the rule of 75. Trustee Scott Bennion stated that there was a lot of input from the faculty and that more input would not change their decision. He stated that people want to know what is going to happen and we have been postponing this quite a bit so he thought it was in the best interest of all concerned to move ahead. Trustee Sue Schilling addressed Mr. Moline stating that they had great discussion about the uncertainty of our natural resources in the state and income generated from those resources. She said that under current administration it is going to look bleak unless there are some changes and that the Board of Trustees is looking at a proactive stance of something that they can’t afford right now and it is her hope that the staff would be somewhat understanding in that. She agreed that the Board would rather spread it out, if there were extra money, amongst the entire staff. Trustee Scott Bennion agreed that if there were extra money that they would rather give the staff at least a cost of living raise. Trustee Kathy Dolan stated that she appreciated the interest of the faculty and staff and wanting to look at the policy before it is implemented and that the Board has been talking about this since last
Fall. She felt that everybody knew the policy was going to change and it was not meant in any way to diminish the value that the faculty bring, the staff bring and that she also know policies typically go out for review and feedback and that a couple meetings ago the policy got extensive feedback and the majority of the feedback was to not change it. She agreed that the process went more quickly than previous policies have and that the timing wasn’t good because people aren’t here but she was sure that the word would get out quickly. She stated that Human Resources would prepare a document explaining the new policy and that waiting a month as some others have said is not going to change the outcome because they would not anticipate support in general because it is a change and it is a policy that has been in place for 30 years and it is part of the culture and it is kind of expected and it is a big change. She thanked everyone for bringing their concerns to the Board. The motion carried unanimously.

- Trustee Susan Miller made a motion to delete Section 7.11 from the Early Retirement Incentive Program as of July 1, 2017, and clarified that once that you have started into that plan, if you are to die while you are receiving benefits, then the benefits would then stop at the time that you passed away. Trustee Matthew Loucks seconded the motion. Trustee Susan Miller noted that it appeared that there was only one person this may have affected in the whole period of time that time policy was in effect and she thought that if someone was concerned about a health condition or something, that perhaps they should buy a life insurance policy with some of those benefitted funds but this was potentially a way to save a little bit of funds that we will be paying out over the next years. The motion carried unanimously.

- Trustee Kathy Dolan made a motion to change under item 7.1 in the current policy, current policy reads that the employee complete and submit the voluntary early retirement request by November 15th and having consulted with the Human Resources Director and to accomplish the goal, that the Board at their December board meeting have the names of the people requesting early retirement with fiscal implications, the seniority status, for the board to review at the December meeting to start those discussions and note that the Board must vote at the January meeting and no later than January 31st. She then moved to change the date November 15th to November 1st so that Human Resources can have all of the data to present at the December board meeting. The motion was seconded by Trustee Scott Bennion. It was clarified that if November 1st fell on a Saturday or Sunday, the request would need to be in by the following Monday. The motion carried unanimously.

The next meeting will be June 16, 2015 at 3 p.m.

The meeting adjourned at 7:42 p.m.

Submitted by,

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Scott Bennion, Secretary