CASPER COLLEGE DISTRICT BOARD
August 18, 2015
Gateway Building, Room 312
7 p.m.

PRESIDING:  Roy Cohee

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

ABSENT:  

GUESTS:  Darren Miller, Welding Instructor
          Colby Ross, student, member of the Talking TBirds Forensics Team
          Doug Hall, Communications Instructor/Forensics Coach

FIRST ITEM OF BUSINESS:  Approve Minutes:
• A MOTION was made by Trustee Lauren Griffith to approve the minutes of July 15, 2015. The motion was seconded by Trustee Kathy Dolan. 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 Scott Bennion. The motion carried.

THIRD ITEM OF BUSINESS:  Board President and Casper College President:
• President Darren Divine stated that he was very much looking for to having our students back on campus along with the atmosphere that it creates. He invited the Board of Trustees to attend the Welcome Back activities on Wednesday, August 19th.
• President Darren Divine introduced Darin Miller, Welding Instructor, who gave a presentation on the welding program. He started by giving the link to the Welding Technology homepage, http://caspercollege.edu/welding_tech/index.html and from there the link to the Casper College Welding Facebook page which is updated regularly which gives parents and students an insight as to what is going on in the welding program. He stated that the welding department has received new equipment as a result of the TAACCT grant, including five new virtual welders and ten new Lincoln Powerwave Machines which work very much the same as a regular welding machine. Discussion followed. He invited the Board of Trustees to try out the welding machines in the Welding Shop after the Board meeting.
• President Darren Divine introduced Colby Ross, a student from the Talking TBirds Forensics Team. Moving here from South Florida, Colby praised Casper College for their talented faculty and the quality of education that it offers, for the scholarships that are available for out-of-state student, and for the opportunity to travel internationally. He went on to visit about what the forensic team does, what a typical meet is like, and what they do when they show up to a meet. Discussion followed. Trustee Dolan thanked Colby for coming to Casper College and sharing his talents with all of us.

FOURTH ITEM OF BUSINESS:  Academic Services:  Shawn Powell
• Everett Brown, Director of the Casper Mountain Science School, was selected as the STEM Educator of Year by the Wyoming Department of Education. He was recently honored at a banquet in Sheridan.

FIFTH ITEM OF BUSINESS:  Student Services:  Kim Byrd
• Linda Toohey will start tomorrow at Casper College as the new Associate Vice President. She was previously employed at Casper College several years ago as the Director of Enrollment Services. She
was most recently an integral part of the Human Resources Department at Wyoming Medical Center. She will oversee student conduct and Title IX issues and eventually she will step into overseeing enrollment services and strategic enrollment.

- Summer revenues in the residence halls amounted to $132,000 due to various groups using the facilities.
- Residence Halls are currently 100% full.
- Janet de Vries, Director of Career Services, stated that they had over 12,000 contacts with students last year who visited their area.
- Student Services is touching base and making connections with the new first-time freshmen who are getting ready to start the fall semester.
- The Student Success Center is looking at creating some of their own videos to replace Student LINGO, which will save about $5,000.
- The Student Success Center are calling students who placed fairly high in the developmental math classes, encouraging them to come in and take a compass exam to try and bump them up a semester.
- Enrollment Services participated in the Central Wyoming Fair and Parade. They also went to the Gear-Up Fair which was held in Laramie.
- Enrollment Services purchased names from ACT for potential 2016 graduates in the region to send them information about Casper College.
- The next registration will be held on Thursday, August 20th.

SIXTH ITEM OF BUSINESS: Administrative Services: Lynnde Colling

- Facilities is finishing up Phase 1 of the Strausner Hall remodel and renovation as well as continuing to work through the renovation list.
- The TBird emblem on the front of the Gateway Building is scheduled to be power washed off this week. They will then start looking at color samples to stain the concrete.
- The auditors have finished their field work and are in the process of finalizing the audit.
- The Accounting and Financial Management Office is preparing for the start of school. They have payment plans set up and ready to go for the students who will start moving in on Thursday.
- Human Resources is continuing to work on their ability to capture and provide the data necessary as part of the Affordable Care Act.
- Vice President Lynnde Colling is exploring the ability to provide an increase from $8 an hour to $10 an hour in what we pay our students for the next budget cycle.
- Purchasing is preparing to advertise and sell 100 tons of surplus hay at the Ranch Campus that is ready to sell. Prices won’t be as high as last year due to the abundance of hay currently on the market.
- The skid cabin has been sold. Payment has been received and pickup arrangements are being made.

SEVENTH ITEM OF BUSINESS: Faculty Senate: Heath Hornecker

- Faculty Alliance meets August 19th.

EIGHTH ITEM OF BUSINESS: Staff Alliance: Ann Dalton

- All Staff meeting is September 23rd.

NINTH ITEM OF BUSINESS: Administrative Alliance: Leanne Sims

- Administrative Alliance is getting the new school year started and organized with the new officers.

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: Lauren Griffith
• The BOCES FY2016 budget has been approved.

THIRTEENTH ITEM OF BUSINESS: WACCT: Kathy Dolan
• Trustee Kathy Dolan traveled to Rock Springs for the first of three PBS tapings about the Completion Agenda in the State.
• The Wyoming Association of Community College Trustees made a financial commitment to participate in the Economic Impact Study of Wyoming’s community colleges.
• WACCT is looking to redo their webpage.

FOURTEENTH ITEM OF BUSINESS: Action Items:
• A MOTION was made by Trustee Scott Bennion to approve the Mammography Certificate as presented to the Board of Trustees at the work session. The motion was seconded by Lauren Griffith. The motion carried.
• A MOTION was made by Trustee Kathy Dolan to approve the Distribution of Funds Policy as presented to the Board of Trustees at the work session. The motion was seconded by Sue Schilling. The motion carried.
• A MOTION was made by Trustee Lauren Griffith to approve the Receivables and Collection Policy as presented to the Board of Trustees at the work session. The motion was seconded by Trustee Susan Miller. The motion carried.
• A MOTION was made by Trustee Sue Schilling to delete unnecessary or duplicate policies as presented in the work session. The motion was seconded by Trustee Kathy Dolan. The motion carried.
• A MOTION was made by Trustee Susan Miller to approve the items listed as surplus property and authorize disposal /sale within applicable guidelines as presented at the work session in a memo to the Casper College Board of Trustees from Vice President Lynnde Colling. The motion was seconded by Trustee Scott Bennion. The motion carried.
• A MOTION was made by Trustee Matthew Loucks to approve an amendment to the FY 2015/2016 Biennial Funding Report as required by Wyoming Statute to be filed with the Wyoming Community College Commission. The motion was seconded by Lauren Griffith. The motion carried.

The next meeting will be September 15, 2015.

The meeting adjourned at 7:55 p.m.

Submitted by,

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Scott Bennion, Secretary