PRESIDING: Scott Bennion

PRESENT: Kathy Dolan, Matthew Loucks, Susan Miller, Sue Schilling

ABSENT: Roy Cohee, Lauren Griffith

GUESTS:

FIRST ITEM OF BUSINESS: Approve Minutes:
• A MOTION was made by Trustee Susan Miller to accept the minutes of September 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 bills presented earlier in 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 Dave Siemens, Director of Digital Learning, who was once a student at Casper College and is currently continuing his education towards a doctorate degree. He gave an overview of the Digital Learning Center in which 7 full online degrees are offered. He also stated that there are 67 degrees at Casper College in which 70% or more of the coursework can be completed online. He reviewed several student statements regarding the Digital Learning Center and discussed the upward enrollment growth trends in the digital learning area. Discussion followed.
• President Darren Divine introduced Tyler Pickenpaugh, an Animal Science major from Torrington, Wyoming, who is a sophomore on the judging team. Tyler stated that in high school he studied the evaluation of livestock through FFA and from there he was involved in contests that brought him to Casper which put him in contact with the Casper College Agricultural Department. He was interested in attending Casper College because of their great programs and successful judging teams. He also visited with the Board of Trustees about the different contests they attend all over the country. He stated that livestock judgers have a passion for livestock and they learn public speaking skills through oral reasons. He then took the Board of Trustees outside where two lambs were evaluated for what they look for when judging an animal.

FOURTH ITEM OF BUSINESS: Academic Services: Shawn Powell
• The “Gertie at 30” documentary will be aired on Wyoming PBS on Friday at 7:30 p.m. and again Saturday at 6:30 p.m.
• CATS is currently in production at the Krampert Theatre.

FIFTH ITEM OF BUSINESS: Student Services: Kim Byrd
• The residence halls are at 95% occupancy. The Wheeler Terrace and Civic Apartments are close to 100% full and Thorson Apartments are at 100% occupancy.
• The Wellness Center had 730 visits last month according to Tracy Hasely, Director of Student Health Services.
• Two counselors in the counseling area had over 100 appointments this last month.
• Teresa Wallace, Director of Counseling, and Brandon Kosine, Interim Dean of Social and Behavioral Sciences, are co-facilitating a group on campus for LGBTQI students and there are several students who are attend on a regular basis.
• The records office evaluated 1,470 different classes last month which benefits students especially when they are wanting to know how many of their credits are going to transfer to Casper College.
• There will be a transition from COMPASS to Accuplacer.
• Kyla Foltz surveyed students who had filled out an application but didn’t matriculate to Casper College. Out of a couple thousand people who received the survey, there were 101 who responded. The results of the Casper College Non-Enrollment Survey were reviewed with the Board of Trustees.

SIXTH ITEM OF BUSINESS: Administrative Services: Lynnde Colling
• Human Resources is continuing consulting with Ellucian Implement ACA Reporting to make ACA Compliance.
• Jody Young, Accounting Specialist, and Katie Graham, Accounting Assistant, are two new employees in the Accounting and Financial Management office.
• The Construction Management Division has asked the college to report as to where the college is with projects from the 15/16 biennium. The funds awarded totaled about $3.5M over the course of the last biennium and a half which included the remodel of Strausner Hall. Phase 1 of the Strausner Hall remodel is complete and the College will be moving forward with Phase 2.
• There were nine architectural firms that responded to the Construction Management Division request for Statement of Qualifications for the visual arts building. There is a process of short listing those firms.

SEVENTH ITEM OF BUSINESS: Faculty Senate: Heath Hornecker
• Heath Hornecker stated that Faculty Senate has had a busy month. One of the largest items of Faculty Senates discussion was the early retirement letter that was included in the board packet. There has been numerous conversations and time spent with the other alliances in putting the letter together.
• Discussion was held at the last meeting concerning sabbatical applications which will be accepted through November 6th. Those applications will be addressed within Senate and names of those recommended will be directed to the Administration.
• Faculty development funds were discussed as to how those funds were awarded and to whom and if adjunct faculty were included.
• A committee was setup to look at our current general education classes and how well they prepare our students to transfer especially considering the University of Wyoming’s new USB2015 and changing gen ed requirements. The committee will look at our classes to see how well our students are prepared and how well they mesh once they transfer. There may be further discussion about the number of hours in our degrees, 64 credit hours vs. 60 credit hours.

EIGHTH ITEM OF BUSINESS: Staff Alliance: Ann Dalton
• Staff Alliance agreed on the new bylaws.
• Dues increased to $20.
• Russell Hawley was the Durst winner last spring. His name will be brought forward from staff alliance for the WACCT awards in Cheyenne.
• Staff Alliance is donating $50 in memory of Rich Fujita to the Key Camp fund established in the Casper College Foundation office.

NINTH ITEM OF BUSINESS: Administrative Alliance: Leanne Loya
• The administrators spent a considerable amount of time talking about early retirement and the letter that is included in the board packet.
• There was a big push to increase membership numbers and help support the activities committee with all of the things that they do.
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
• Grant proposals were considered at the October 19th meeting. One of the proposals that was considered was the Adult Learning Center summer program.
• Interim Vice President Shawn Powell recently helped facilitate a lease between the Girl Scouts and the Casper Mountain Science School.

THIRTEENTH ITEM OF BUSINESS: WACCT: Kathy Dolan
• WACCT will determine the winners of the awards given out at the WACCT reception in Cheyenne. They are also trying to align those awards with ACCT awards so that they can be nominate for both awards.

FOURTEENTH ITEM OF BUSINESS: New Business:
• President Darren Divine discussed the “New Business” item which will be included on the agenda which will help facilitate and give the Board time to read and review it before it is discussed at the next board meeting.
• On behalf of the Tri-Alliance, Heath Hornecker spoke to the process that Faculty Senate initiated and worked on with Staff Alliance and Administrative Alliance after the first Faculty Alliance meeting of the year in August concerning the discussion and conversation from faculty regarding the early retirement incentive going away. The members and Faculty Alliance asked the Faculty Senate leadership at the meeting what could be done to reinitiate the early retirement conversation and see if there was something that could be figured out by addressing a letter to the Board of Trustees to initiate the conversation and see if there was a way to bring this up as an item or topic of discussion as they would like the opportunity to delve into that and help to find a solution. Trustee Scott Bennion stated that he didn’t have a problem discussing this at the next meeting and asked if there were any feelings one way or the other from the rest of the board members. Trustee Susan Miller said that it would be helpful to discuss it at the next board meeting as there should be some direction from Governor Mead before the next board meeting. She also stated that there may be some feeling at that point what kind of financial help the College is going to get next year and hopefully it is not what has been indicated but there is concern about that and that it would be more appropriate if we could hear from Governor Mead before continuing the discussion because all of these things enter the whole overall financial picture for the college. Trustee Matthew Loucks stated that he would like for the rest of the Board to be in attendance as well and Trustee Scott Bennion agreed that would be appropriate as well. He stated that the Board can certainly discuss it again and would be happy to listen. He also stated that he doesn’t want anyone to feel like the Board is not listening and taking everyone’s opinions and all of the facts under consideration before they decide whether or not they want to make any further discussion on the matter. He stated he was fine with waiting until the next meeting and he tabled the discussion until the next meeting.
FIFTEENTH ITEM OF BUSINESS: Action Items:

• A MOTION was made by Trustee Kathy Dolan to accept the Information Technology Asset Management and Disposal Policy as reviewed in the work session. The motion was seconded by Trustee Matthew Loucks. The motion carried.

• A MOTION was made by Trustee Sue Schilling to approve the Resolution designating Lynnde Colling, VP Administrative Services, as the Authorized Signer to establish a custodial agency account at Southwest National Bank, Wichita, Kansas on behalf of Casper Community College as discussed in the work session. The motion was seconded by Trustee Kathy Dolan. The motion carried.

The next meeting will be November 17, 2015.

The meeting adjourned at 7:55 p.m.

Submitted by,

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Scott Bennion, Secretary