

# CARBON COUNTY BOARD OF COOPERATIVE HIGHER EDUCATION SERVICES

## Board Minutes

The Carbon County Board of Cooperative Higher Education Services (BOCHES) held its regular monthly meeting January 24, 2017 at 5:00 p.m. in Rawlins, Wyoming.

### Roll Call

Board members present: Gilbert Archuleta, Mike Mann and by phone Matt Feldmann, Trent Arnell and George Eckman.

Others present: Dave Throgmorton, Shelly Collier, Christy Stocks and Karen Webster.

### Agenda:

Gilbert Archuleta made the motion to accept the agenda. The motion was seconded by George Eckman and passed.

### Consent Agenda

Matt Feldmann made the motion to approve the minutes for December 13, 2016 meeting, Treasurer's Report and Accounts Payable for January 2017. The motion was seconded by Trent Arnell and passed.

### Action Items

- A. Board Organization: Trent Arnell made the motion that the officers will stay the same for 2017. The motion was seconded by Gilbert Archuleta and passed.
- B. Matt Feldmann made the motion to approve the Designation of Depositories for 2017- Bank of Commerce, Rawlins National Bank and Wyoming Government Investment Fund will be the Board of Cooperative Higher Education Services depositories of record. The motion was seconded by Trent Arnell and passed.
- C. Trent Arnell made the motion to approve the Designation of Newspapers for 2017-The Rawlins Daily Times, Rock Springs Rocket Miner, and Little Snake River Press will be the Board of Cooperative Higher Education Services newspapers of record for publication of public notices. The motion was seconded by Matt Feldmann and passed.
- D. Trent Arnell made the motion to approve the Designation of Attorney for 2017-William MacPherson of MacPherson, Kelly and Thompson will be the Board of Cooperative Higher Education Services attorney of record. The motion was seconded by Gilbert Archuleta and passed.
- E. Trent Arnell made the motion to approve the Designation of Auditor for 2017-Alexandra Wilkinson, CPA, from Porter, Muirhead, Cornia & Howard will be the Board of Cooperative Higher Education Services Auditor of record. The motion was seconded by Matt Feldmann and passed.
- F. Gilbert Archuleta made the motion to approve the proposed BOCHES Board Meeting Schedule for 2017. The motion was seconded by Trent Arnell and passed.
- G. Matt Feldman made the motion to adopt the 1<sup>st</sup> reading to update policy Section VI-6-H High School Equivalency Tuition Reimbursement as presented, which will supersede and replace the current policy. The motion was seconded by George Eckman and passed.
- H. Board members disclosure of financial benefit or interest forms were passed out and signed.

## Executive Session

None

## Discussion Items

- A. Welcome to Rawlins sign on CTEC property: Dave was unofficially approached by Scott Hannum on behalf of the City of Rawlins to see if we would house a Welcome to Rawlins sign on the northeast corner of our property. Mike asked Dave to see if there is something we could get in exchange for hosting the sign. The board would like to see what kind of negotiation we can work out with the city.
- B. Dual enrollment expenses: Spring 2017 dual enrollment is up from last year. This spring there are 42 students compared to last spring which was 27 students. The 42 students are taking 272 credit hours. Jennifer Moore the new Student Services Coordinator has been working diligently on student recruitment efforts and has also been working closely with the high school. Jennifer has been doing a great job. The energy in the building is really positive; the students seem to be happy to be at Higher Ed. Dave informed the board that a handful of students are taking full time college course loads while others are only taking one or two classes. The down side of the jump in enrollment is that the current amount set aside in the budget is not enough to cover the tab for this semester. Funds will need to be pulled from other areas.

Dave asked the board if they have any suggestions for the increased expense since the budget is much tighter than in past years where this wouldn't have been an issue at all. Mike suggested that we look at the possibility of seeing if the public wants to start scholarship funds. Mike and Gilbert thought maybe Higher Ed could get some funding help from CCSD#1. George said Higher Ed could look into getting some of the Hathaway money that is out there. Maybe Hathaway could pay Higher Ed or WWCC for the full time students. The board was in agreement that they don't want to limit the number of credits the students can take.

- C. Nursing program: Dave prefaced the discussion by saying that he doesn't disagree with how the nursing program at Western is being administered. Some history, Rawlins had a local onsite nursing program with a max of 16 students a year. Half of those spots were reserved for carbon county students. Most of the time, the students ended up being all from Carbon County. At one point, there was a kerfuffle with the Nursing Department Chair and around the same time the nursing program lost its accreditation. Enrollment went down and has never really recovered. Right now we have a second year class with 3 students and a first year class with 6 students all of whom are being treated as distance ed. students. The MOU is predicated on the fact that we will have 8 students in the class locally on site. If we don't have 8 students in class onsite in Rawlins it doesn't make sense for BOCHES to continue to spend \$120,000 to \$140,000 a year for the nursing program. Especially, if the students are getting the same services as any other outreach. This could be an area where we can save some money with the budget as tight as it is.

Mike would like to know if we can tailor the MOU to better serve our students rather than dissolving it. George mentioned that Kathy Luzmoor is retiring after this year, and we should factor that into our discussions. Dave said he is certainly willing to sit down with the new Director of Nursing and Kim Farley to discuss a new solution. George said he would take our concerns and discuss them with Karla. Dave offered that if we no longer have an onsite nursing program, an alternative program would be a health science's career program starting at the high school level. Dave met also met with Mary Burman from UW awhile back and the thought was that maybe our resources would be better used to help prepare students for the prerequisites classes like Math 1400 and make sure that any local potential students can pass all the prerequisite classes needed to get into the nursing program. Matt would like to know if it would be a possibility to have a 4 year nursing program. Dave said we have the facility for it, but UW would require a larger volume of students than we have been seeing currently.

**Directors Report**

Dave was happy to report that the Senate File 0018 regarding BOCES as a Special District is looking like it is not going to pass.

**Staff Reports**

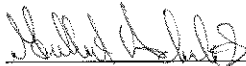
Christy let the board know that she has partnered with the UW extension office to bring Annie's Project to the valley. It's a 6 week program held during the lunch hour and it brings in guest speakers and the topic is agriculture. Enrollment is around 17-20 participants on average. Christy also mentioned that distance education accounts for 40% of enrollment at WWCC.

**Board Comments**

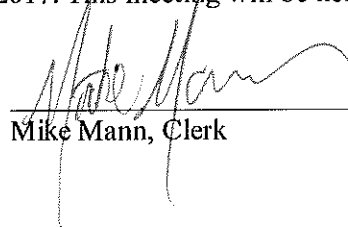
George will not be able to attend the February board meeting.

**Next Board Meeting Date**

The next board meeting is scheduled for Tuesday, February 28, 2017. This meeting will be held at 5:00 p.m. by phone conference.



\_\_\_\_\_  
Gilbert Archuleta, Chairperson



\_\_\_\_\_  
Mike Mann, Clerk



\_\_\_\_\_  
Karen Webster, Executive Assistant