

WACCT BOARD MEETING MINUTES
OCTOBER 19, 2015
EWC DOUGLAS CAMPUS



I. CALL TO ORDER

WACCT President, Walt Wragge called the meeting to order at 2:05 p.m. Those present include:

Name	College	Name	College
Walter Wragge	NWCCD	Erin Taylor*	Exec. Director
Norleen Healy	NWCCD	Ed Mosher	LCCC
Bill Dubois for Don Erickson	LCCC	Carolyn Danko	NWC
Nada Larsen	NWC	James Roth	WWCC
Kathy Dolan	CC	George Eckman	WWCC
Mickey Douglas	CWC	George Nash*	EWC
Heather Christensen	CWC	Angie Chavez*	EWC
Mike Varney	EWC		
John Patrick	EWC		

*non-voting

Absent: Sue Schilling

II. WELCOME FROM THE PRESIDENT

President Wragge welcomed everyone and thanked Eastern Wyoming College for hosting the meeting. The meeting was extended by phone to those not present. However no one responded. Nada Larsen was introduced as the new WACCT representative for NWC to replace Jim Vogt. It was announced that Bill Dubois would represent Don Erickson from LCCC with full voting rights for this meeting.

III. AGENDA

A motion was made and seconded to approve the WACCT October 19, 2015, agenda with two additional topics – College Promise and the ACCT Congress reports. Motion carried to approve the agenda as amended.

IV. APPROVAL OF JUNE 25, 2015, MINUTES

A motion was made and seconded to approve the WACCT Governing Board minutes of June 25, 2015. Motion carried.

V. NEW BUSINESS

• **FINANCIAL**

Bookkeeper – The Executive Director expressed the need for an association bookkeeper and outlined the charges of \$380 for quarterly consulting with an hourly bookkeeper. The fee is the annual total for bookkeeping services. **A motion was made and seconded to approve the proposal and take the \$380 from the legal/professional line item in the budget. The motion carried unanimously.**

Association Credit Card – The Executive Director also explained the need for an association credit card so that expenses particularly travel expenses would be easier to handle and track. **A motion was made and seconded to accept the ED’s proposal, with the request that it be a fee-free card, and that statements should be reviewed by the Treasurer monthly and the ED should be able to determine the allowable limit. The motion carried unanimously.**

Bank Account Update – The Bank of the West account will remain open until the check to the WCCC has cleared. At that time, the ED will clear the account and transfer all funds to the new First Interstate Account. Everything has gone well with the First Interstate Account so far. The ED had to order new checks, which was an unexpected expense.

Approval of Financial Reports – The ED presented two sets of financial reports. The year-end fiscal year 2014/2015 and year-to-date 2015/2016 ending August 31, 2015. Board members suggested the financials be exported into Excel to allow a simple “how are we doing” compared to the budget illustration of the association’s finances. In the future, the ED will make an illustration on the financials for the surplus and the check that was cut for the WCCC economic impact study. **A motion was made and seconded to accept the year-end financial report and the year-to-date 2015/2016 report. After careful discussion, the motion carried unanimously.**

- **JIM VOGT MEMORIAL**

The Board considered a proposal from the President to contribute \$250 on behalf of WACCT to the Jim and Judy Vogt Memorial Scholarship. **After some discussion, a motion was made and seconded to present a one-time check for \$500 to the Jim and Judy Vogt Memorial Scholarship.** The money will come from the legal/professional line item in the budget. The motion was unanimously approved.

- **ELECTION FOR WACCT VICE-PRESIDENT**

Eligible colleges to accept a nomination for the WACCT Vice President position include Casper College, Western Wyoming Community College, Northwest College, and Eastern Wyoming Community College. The President took open nominations from the floor with George Eckman from WWCC the only candidate. A motion was made and seconded to accept Mr. Eckman for Vice President and cease nominations. No other nominations were made, and the President declared Mr. Eckman the new WACCT Vice President.

- **DIRECTORS AND OFFICERS INSURANCE QUOTE**

The ED presented two options for directors and officers insurance, which includes both officers and directors liability coverage (\$1M) and employment practices liability coverage (\$1M). The first option included one annual premium with two separate limits of \$817 and \$333 respectively, and the second option included one annual premium with shared limits. **A motion was made and seconded to purchase the annual premium with two separate limits, which means the association would get \$2M coverage total for \$817.00 for directors and officers liability and \$333 for employment practices liability. It was then amended to increase the budget for directors and officers insurance by \$150.00 to cover the total amount, the amount to come from the WACCT reserves. After careful discussion, the Board unanimously approved the motion.**

- **DRAFT WACCT POLICIES**

The ED walked the Board through the proposed WACCT Policy Manual as recommended by the Policy Subcommittee. Of the proposed policies, minor changes were suggested to the following pages:

- Page 3 – Board “regularly” meets...
- Page 3 – change “alternative” to “alternate” under Alternate section
- Page 10 – change President to Treasurer for expense approval
- Page 11 – antitrust – delete
- Page 8 – two typos as noted.
- Appendix A - delete

A motion was made and seconded to adopt the WACCT polices as suggested. After careful discussion, the motion passed unanimously.

- **BYLAWS UPDATE**

The ED outlined the suggested changes to the WACCT Bylaws as recommended by the Policy Committee. The Proposed changes included the following:

- Article II – add the University of Wyoming
- Article III – delete the last sentence of paragraph 1 under Membership.

- Article IV - question if we need to have a dues assessment for associate membership
- Article VIII – Paragraph 4. Delete “shall be the chief executive officer of the Association”.

The Board discussed the recommendations quite extensively and voted on each separately:

- **A motion was made and seconded to change Article II to include the University of Wyoming. The motion was amended also to include the Wyoming Department of Education. The motion as amended passed, with one opposed.**
 - **A motion was made and seconded to delete the last sentence of paragraph 1 under Membership (Article III). The motion failed by a vote of 4-7.**
 - **A motion was made and seconded to delete “shall be the chief executive officer of the Association” under Paragraph 4, Article VIII. The motion passed unanimously.**
 - No vote was taken regarding the special assessment language in Article IV, but the Board suggested that section could be discussed in the future and possibly under the Due section rather than Membership.
- **EDUCATION COMMITTEE**
The President took volunteers to take part in the Education Committee to help plan WACCT Trustee Education events including the February legislative event, the spring education meeting and next year’s Summit. Volunteers include Trustees Erickson, Healey, Dolan and President Wragge. The ED will work to have a call in the near future to start the Committee thinking about a survey and ACCT’s GISS training.
 - **EXECUTIVE DIRECTOR UPDATE**
 - Please check out our website. Thanks to the WACCT Website Committee, the site has undergone considerable changes with more on the way. www.wacct.org
 - The ED is working to build a WACCT Industry Partnership Program and also Community Leader Support Program
 - The ED provided an update on the following legislative issues:
 - JAC draft bill update - WCCC response (in packet)
 - Process for determining who testifies – as per WACCT Policies, the ED or President
 - Digital Task Force/JEC
 - 17/18 Biennial CapCon Requests – WWCC withdrew their request
 - February WACCT Awards event

VI. **OTHER BUSINESS**

- **ACCT FALL TRIMESTER REPORT**
The President serves as the State Coordinator for ACCT. Please see his Fall Trimester Report in the packet.
- **UW/WACCT TRUSTEE MEETING**
Mr. Wragge had lunch with UW Trustee President Dave Palmerlee where they spent most of the time talking about credit transfers and the 2 Plus 2 program. He suggested that a meeting between the two boards could be a possibility, but they would need to have a well-outlined agenda. Mr. Palmerlee discussed UW’s overhaul of the Department of Education. It was suggested that perhaps the WACCT President or ED could meet with the Association for Sate School Boards as well.
- **TUITION INCREASE DISCUSSION**
The President asked to have an informal discussion about tuition increases. No official WACCT position was taken. Some colleges have had the discussion at the board level, while some had not.
- **COMPLETE COLLEGE WYOMING UPDATE**
The ED and Trustee Dolan gave a quick update on CCW’s latest activities, which involve the Completion Conference scheduled next week in Casper and their latest newsletter. CCW’s accomplishments were also highlighted in a full panel presentation at the ACCT in San Diego.

- **2015-2016 WACCT LEGISLATIVE TALKING POINTS** – the ED handed out hard copies of the 2015/2016 WACCT Legislative Priorities document and asked everyone to take some home to their boards.
- **PRESIDENT’S PARTING COMMENTS**
President Wragge commended the attendees and noted that this meeting was perhaps the most well attended in recent history. He sincerely thanked EWC for their hospitality and the other trustees from EWC, who stayed through the meeting.

VII. ADJOURNMENT

There being no further business the meeting adjourned at 5:09 PM.

Respectfully Submitted:
Mickey Douglas, WACCT
Secretary, CWC Trustee