

**NORTHWEST COLLEGE
BOARD OF TRUSTEES MEETING**

Monday, March 14, 2022
3 p.m. – Work Session
4 p.m. – Business Meeting
Yellowstone Building, Room 105/106

Zoom: <https://nwc.zoom.us/j/92484822975?pwd=TkR2TTVjY0pBRVI3NFIlNkZsd1hiQT09>
By Phone: (669) 900-6833 or (346) 248-7799; Meeting ID: 924 8482 2975; Passcode: 470121

AGENDA

- I. Call meeting to order**
- A II. Approve the agenda**
- III. Work Session:** Transformation discussion
- IV. Mission Moment:** NWC Giving Day March 31st
NWC 75th Anniversary Gala – April 1st
- A V. Consent agenda**

Minutes

- A. [Approve Minutes of the special meeting of February 9, 2022](#)
- B. [Approve Minutes of the regular meeting of February 14, 2022](#)
- C. [Approve Minutes of the special meeting of February 24, 2022](#)
- D. [Approve Minutes of the special meeting of March 3, 2022](#)

Reports

- A. Board President
- B. [Board Committees](#)
- C. [College President](#)
 - [Administrative Services and Finance](#)
 - [Academic Affairs](#)
 - [Student Services](#)
 - [Communications and Marketing](#)
 - [Constituent Group Reports](#)
 - [NWC Foundation](#)
 - [Student Center Update](#)

Financial reports

- A. [Check Register](#)
- B. [Other financial reports](#)
- C. [Quarterly Budget Adjustments](#)

- VI. Discussion/informational items**
 - A. [Workforce Development activities report](#)
 - B. [State Performance Indicators Report](#)

VII. Citizens' Open Forum (5 p.m.)

Anyone wishing to address the Board must sign in with the recording secretary. Each speaker may speak no longer than six minutes. The Board will listen to comments but not respond to individual citizens or ask questions.

A IX. New business

A. Course/lab fee proposals

A X. Unfinished business

A. Transformational Memo

XI. Future agenda items and follow-up on open forum topics

A. April Upcoming

1. Major Maintenance projects update
2. Marketing report
3. Spring/Summer retreat date
4. College Board Priorities

B. Future and follow-up topics

XII. Announcements

A. Next meeting, April 11, 2022, 3 p.m., Cody

B. Commencement Exercises, May 14, 2022, 10:30 a.m., Cabre Gym

A XIII. Adjournment

A=Action item

MISSION AND VISION:



FUTURE AGENDA ITEMS:

**NORTHWEST COLLEGE BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING**

February 9, 2022

MEMBERS PRESENT: President DR. MARK WURZEL; Vice President/Secretary DR. LARRY TODD; Treasurer MS. CAROLYN DANKO; and Trustees MR. JOHN HOUSEL, MS. TARA KUIPERS, MR. BOB NEWSOME and MR. DUSTY SPOMER.

MEMBERS ABSENT:

OTHERS PRESENT: Additional members of the Presidential Search Committee: MR. DEE HAVIG; MS. DEB JACOBS; MR. BRYAN LEE; MS. JENNIFER LITTERER-TREVIÑO; DR. AMY MCKINNEY; MR. SHAMAN QUINN; MS. AMY SOLOMON; MS. MARIA STRINGARI; MS. JILL ANDERSON, HR Director/Ex Officio; MS. SHELBY WETZEL, Ex Officio; Additional Attendees: MR. OSCAR TREVIÑO; and MS. KELI BORDERS, Executive Secretary to the President and Board of Trustees.

CALL TO ORDER: A special meeting was held by the Northwest College Board of Trustees on February 9, 2022, beginning at 12:01 p.m. in the Yellowstone Building Conference Center and via Zoom.

A APPROVE THE AGENDA: A motion was made by Trustee Kuipers and seconded by Trustee Housel to approve the agenda. Motion carried.

MINUTES: The Board met in executive session to review the results of the Zoom/video interviews and to identify finalists for the position of President of Northwest College. The Board also discussed the on-campus interview process as well as reference checking of finalists.

A ADJOURNMENT: The executive session adjourned at 2:20 p.m.

LARRY TODD, Vice President/Secretary

Date

**NORTHWEST COLLEGE BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING**

February 14, 2022

MEMBERS PRESENT: President DR. MARK WURZEL; Vice President/Secretary DR. LARRY TODD; Treasurer MS. CAROLYN DANKO; and Trustees MR. JOHN HOUSEL, MS. TARA KUIPERS, MR. BOB NEWSOME, and MR. DUSTY SPOMER

MEMBERS ABSENT:

OTHERS PRESENT: MS. LISA WATSON, Interim President; DR. GERRY GIRAUD, Vice President for Academic Affairs; MR. DEE HAVIG, Vice President for Student Services; MS. JILL ANDERSON; MR. LEE BLACKMORE; MR. DAVE BONNER; MR. BRAD BOWEN; MR. TIM CARPENTER; MS. ANNA CRAGOE; DR. MICHAEL CUDDY; MR. CLAY CUMMINS; MS. ELAINE DEBUHR; DR. RENEE DECHERT; MR. DUSTIN DICKS; MR. CHRIS DUGGER; MR. DAVE ERICKSON; MR. BRIAN ERICKSON; MS. TRACY GASAWAY; MS. NANCY GILMORE; MR. TIM HOPKINS; MR. JEREMIAH HOWE; MS. DEB JACOBS; DR. AMY MCKINNEY; MS. CAREY MILLER; MS. NANCY MILLER; MS. MEG NICKLES; MS. ASTRID NORTHRUP; MR. CORY OSTERMILLER; MR. DENNIS QUILLEN; MS. JEN SCHNEIDER; MS. LISA SMITH; MR. MARTIN STENSING; MR. CHRIS TAGGART; MR. OSCAR TREVIÑO; MR. MORGAN TYREE; MS. SHELBY WETZEL; MR. KEVIN KILLOUGH, *Powell Tribune*

CALL TO ORDER: The regular meeting of the Northwest College Board of Trustees was called to order on Monday, February 14, 2022, at 3:00 p.m. in the Yellowstone Building Conference Center.

A APPROVE THE AGENDA: **A motion was made by Trustee Kuipers and seconded by Trustee Danko to approve the agenda. Motion carried.**

MISSION MOMENT Interim President Watson welcomed Esports team members, along with Athletic Director Brian Erickson and Residence Life Coordinator Chris Dugger who also assists with the Esports program.

Brian Erickson stated the last year has been a whirlwind for the program and they have learned a lot. Brian is amazed at how the students have learned to work together, communicate and become a team. They are also learning how to stream and broadcast, which will help them with their education and future employment.

Chris Dugger stated he has been acting as the head coach and assisting with the day-to-day operations of the Esports program. Chris explained there were seventeen students who competed during the inaugural Fall '21 season and there are now twenty-three students competing this semester, with nine of those who are competing in two or more games. The organization that acts as the middleman between NJCAA and the institutions, Generation Esports, lists forty-four individuals who have ever participated or competed in the Trappers program. The discord server, which is the platform where communication takes place with NJCAA and Generation Esports, indicates fifty-seven individuals have been active on the platform, with new people joining daily. This includes past, current, and future Northwest College students. Team members are competing with schools all over the United States.

In response to a question from President Wurzel, Chris explained that a "season" in Esports runs for nine weeks during the fall and again during the spring semester.

In response to a question from Trustee Kuipers, Chris stated he feels the Esports program will become a great recruiting tool, and he has already had inquiries from five potential students.

Chris stated that Generation Esports hosts monthly tournaments. One of the Northwest College teams took second place in the December tournament and then earned the championship against forty-four other teams in the January tournament. Trustees expressed their well wishes for a successful season.

Team members who were able to attend the Board meeting introduced themselves and provided their major: Sarah Fuller, Criminal Justice, and English; Duke Dickson, Pre-professional Science, and Spanish; Brian Sweet, Music Technology; Logan Gould, Psychology; Eli Gunther, Welding, and Computer-Aided Drafting; Caleb Miller, Criminal Justice; Ryan Bessey, General Education; Alex Hayes, General Studies; Ryan Galindo, Criminal Justice.

WORK SESSION

President Wurzel reminded Trustees that he, Trustee Kuipers, and Interim President Watson served on a subcommittee to draft the Transformation memo included in the Board packet, which serves as a starting point for the discussion.

Trustee Danko stated it would be her desire to have this memo in front of Legislators, as it illustrates the effects of the budget cuts over the past four years.

In response to a question from Trustee Housel, Interim President Watson stated that during the 2020 Legislative session, the College was granted \$600,000 one-time funds for programmatic development. Because of the timing of the pandemic, the College set those monies aside for future use. The College also set aside some of the federal recapture money received from HEERF II and HEERF III. She estimates that there is approximately \$800k to \$1 million to be used for transformational purposes, whether it's program development, website redesign, investing in enrollment software, etc. However the College decides to utilize those funds in its transformational work, it will also need to consider if the one-time investment will become sustainable over time. Interim President Watson stated that whether one large proposal or small incremental plans for usage of the funds comes before the Board is yet to be determined. While there is academic, student experience, recruiting, and enrollment work that can be clearly defined, there may need to be flexibility in the action plan as the College moves forward with transformation.

Trustee Spomer stated that while the memo captures what the transformation strategy ought to be, he doesn't feel that it clearly defines the goals and the desired end result. He also feels that the Board needs to ensure that it keeps to the strategy side of the effort and not become involved in the actual operations.

Trustee Housel appreciates the work put into the memo as it reflects the prior discussions that have taken place among Trustees during meetings and the most recent retreat. Further discussion is needed to determine prioritization. For example, he feels the website redesign is very important but agrees with Trustee Spomer that there possibly needs to be more definition to the rebranding before that can be done. He stated that from the four models, the memo describes a hybrid form emphasizing the unique destination and unique features of the College. He feels those need to be identified and promoted more and that the outreach will also need to change along with refocusing marketing efforts to reach beyond local markets.

President Wurzel stated that the transformation plan described in the memo would come before the Board later in the meeting as an action item. He questioned if Trustees are comfortable leaving it broad and letting College employees determine the action plan or do they prefer to make the plan more

specific.

Trustee Todd stated he prefers to leave it flexible but agrees with Trustee Spomer that goals should be identified. However, he also feels that effective transformation should be agile in response to future threats and opportunities, and it's impossible to know what those might be.

Interim President Watson referenced the memo in stating that the efforts can be delineated as part of the action plans since they include consulting, staffing changes, additional programs or services, etc. It was intentionally written from the perspective that there are very specific things that have been discussed, such as the website redesign, but the intent was to keep it from being too prescriptive.

President Wurzel stated that it would be incumbent of the Board to ask for more information on strategy and provide a comment if they were not in favor of the direction any of the actions were taken.

Trustee Spomer stated he really likes the way the first two points are written, specifically talking about focusing on distinction and destination. He also appreciates that points three and four mentions that rebranding or renaming may be part of the strategy in support of the first two elements. He feels it's important to make the distinction that the College will need to move from one step (distinction and destination) and then possibly on to the second step (rebranding or renaming). He feels it will be important for the campus and the community to wrap their minds around the first step before moving on to the second step. In his conversation with the NWC Foundation Board, he feels that separating the two steps would be a wise move to consider.

Interim President Watson feels that point three could possibly be wordsmithed, but that the College should remain committed to enrollment work and that it should be included as part of the first step in the transformation process.

Trustee Kuipers stated she hopes the memo serves as clarity and commitment from the Board to provide a compass for the College to move forward while providing freedom and flexibility for campus leaders, faculty, and staff to make decisions on the actual action items.

A CONSENT AGENDA:

A motion was made by Trustee Danko and seconded by Trustee Kuipers to approve the consent agenda.

In response to a question from Trustee Housel, Interim President Watson stated that she would like to see a collaboration between Northwest College and the University of Wyoming in regard to their new center for tourism and hospitality. She feels Northwest College is well-suited for the more specific outdoor recreation programs. While the University offers many academic classes in outdoor recreation, they do not offer experiential learning opportunities, of which Northwest College offers both. Collaboration could allow Northwest College to be distinctive and to stand out in outdoor recreation.

Trustee Housel complimented Del and Becky Nose for hosting a great event in the Rodeo Gala and in how well the Rodeo team members conducted and presented themselves at the event. He also expressed his appreciation to the Foundation for providing refreshments for the Cody Culture Club event that was held on campus.

In response to a question from Trustee Housel, Interim President Watson stated the Cody hybrid nursing program started two years ago and saw its first class

graduate this last December. The classes are offered online, with clinicals taking place on-site. It is designed for those individuals who are working.

In response to a question from Trustee Housel, Interim President Watson stated the payment to Element 451 is part of the contract that was entered into for them to provide and assist with enhancements related to the data exchange between Colleague and Element 451, in addition to other elements that enhance and expand the service.

In response to a question from Trustee Housel, Interim President Watson stated the payment to Lee Enterprises (*Billings Gazette*) is for targeted marketing that includes articles that highlight specific areas, branded content, emails, mobile location targeting, college guide ads, etc.

Interim President Watson extended her congratulations to wrestler Ryker Blackburn who won the Region IX championship at 197 pounds and was awarded the tournament's most valuable player. She also extended congratulations to August Harrison, who took second place at 149 pounds. Both wrestlers are now qualified for the NJCAA National Championship, which takes place March 4-5, in Council Bluffs, IA.

Interim President Watson also congratulated the Men's and Women's Basketball teams as they head into the playoffs. The Women's team defeated Western Wyoming College over the weekend, which was ranked number one. Their record is 12-10, and the Men's team is 11-14 on the season.

Concerning the minutes of the special meeting on February 3, 2022, President Wurzel pointed out that Trustee Newsome was not reported as present or absent.

In reference to the minutes of the regular meeting on January 10, President Wurzel inquired if a cost estimate had been received on the temporary dining facility as part of the Student Center project. Interim President Watson stated the most recent estimate for the facility was reduced from \$2.7 million to \$1.2 – \$1.4 million. She is currently waiting for cost estimates on the modular kitchen itself. She reminded Trustees that whether the College constructs a facility or makes use of an existing building on campus, it will be necessary to utilize a modular kitchen.

In response to a question from President Wurzel, Vice President Giraud stated that there had been an emphasis lately in the state regarding apprenticeship programs. Northwest College has sponsored apprenticeships in the past, such as the electrical program. However, other programs such as HVAC don't require an apprenticeship in Wyoming, but it is a requirement in other states. The Center for Training and Development has become a Wyoming Approved Apprentice Education Provider in order to become certified in developing apprenticeships in those areas where required.

In response to a question from President Wurzel, Carey Miller stated that the College advertises in the Big Horn Basin newspapers for a few select events/happenings per year. The majority of the newspaper advertising is placed in Powell and Cody papers.

Trustee Spomer reported that he attended the Foundation Board meeting to discuss transformation, rebranding, and renaming. He stated that the conversation was mostly focused on renaming, and the general theme from Foundation members was that they are opposed to renaming the College. They suggested a survey to determine if there would be a loss of support to the Foundation if a renaming were to occur. He stated that while the Board of

Trustees has had numerous meetings and public forums on the topic, he feels there is still a large population that isn't supportive of a name change and doesn't feel there is a compelling reason to do so. His takeaway is that Trustees need to be cognizant of and take that into account in the process going forward.

Interim President Watson stated that she and Trustee Spomer also attended the Alumni Board meeting, and the conversation was similar in nature.

In response to a question from President Wurzel regarding whether the Foundation Board understood that renaming would potentially be a product of the transformational and rebranding work (if at all), Trustee Spomer stated there is strong opposition to renaming regardless.

Trustee Housel reminded Trustees that one year ago, he asked that a Board subcommittee on renaming be formed, with no indication one way or another if renaming would take place. At that time, there had been varied feedback from community input sessions, and there seemed to be overwhelming support for the name Yellowstone College. The purpose of the committee was to investigate costs associated with a name change, the logistics involved, and to gather input from the Foundation. He attempted to get on the Foundation Board's July agenda to present the information gathered to that point and to gather their feedback. At the time, they were uncertain if there would be a July meeting. The meeting did, in fact, take place, and the Renaming subcommittee was not notified. He expressed his frustration that after two years' worth of meetings and public forums, it seems the Foundation wants to return to square one on this work.

Interim President Watson stated that during the transformational work, renaming has always risen to the top as a topic of consternation, even though she has attempted to keep the conversation centered around transformation. While renaming could potentially be valuable, the timing is critical. What was shared at the Foundation Board meeting are anecdotal opinions of what has been heard from various voices. If the College were to decide to rename itself, there would be a proposal brought forth that outlines the information the Foundation is requesting. The message she heard from the meeting was that the Foundation will always support the College, but they would like to see on what basis the decision will be made.

President Wurzel pointed out that the transformational statement is on the agenda to be addressed later in the meeting but that renaming will not be part of the action being requested of the Board.

Motion carried, and the consent agenda, including the minutes of January 10, 2022, regular meeting, the minutes of January 11, 2022, special meeting, the minutes of January 21, 2022, special meeting, and the minutes of the February 3, 2022, special meeting as amended, was approved.

DISCUSSION/ INFORMATIONAL ITEMS:

Completion and Transfer report

Lisa Smith shared the Completion and Transfer report, which is a high-level summary of the number of students who either graduated or transferred at the end of the previous year. Northwest College awarded 311 degrees or certificates to 274 students. Although Northwest College has seen a decline in enrollment, the completions have not followed the same trend. The report also shows a historical representation of the type of degrees and certificates awarded, as well as the number of completions by individual programs. General Studies has the highest number, followed by Nursing, Criminal Justice,

Agriculture, Education, and Biological Sciences. The report indicates that approximately 26% of degree or certificate-seeking students transferred to other institutions, which is similar to previous years. Of the students who transfer, roughly three-fourths transfer to a four-year institution. The top five institutions that Northwest College students transferred to were the University of Wyoming, MSU-Billings, Black Hills State, and Chadron State.

CITIZENS' OPEN FORUM

The Citizens' Open Forum convened at 5:00 p.m.

Dave Bonner stated he has been a member of the NWC Foundation Board for thirty years. He wished to make clear that he speaks today to express his personal opinion and not that of the Foundation Board, as it has not taken an official position on the issues of transformation. He has participated in the small group panel discussion as well as the Futures Summit. Of these two groups, neither reported that a name change was a priority. He stated his support of the College's efforts to achieve transformational strategy and believes it can be done without changing the name that has been celebrated for seventy-five years. When the name was changed from Northwest Community College to Northwest College in 1989, the Board briefly considered the name Yellowstone College. It elected not to do so, with the rationale that the principal recruiting area would continue to be the Big Horn Basin, all of Wyoming and the surrounding states. It chose to market the College more effectively in its recruiting area. He is concerned with the various costs associated with a name change, especially the continuing cost of advertising to reinforce a new name for an established college. Dave stated that a reworking of the logo could introduce the regional proximity to Yellowstone. Such as "Northwest College on the doorstep of Yellowstone" or "Northwest College at Yellowstone's door." Dave stated that Clay Cummins, Foundation Board member, and former Distinguished Alum, has an additional thought for an enhanced logo that would include Powell and Cody. He suggests continuing to market aggressively to the recruiting area, with an additional emphasis on a destination identity. Dave stated he would rather see the dollars needed for a name change to be used for the Mission of the College. Dave expressed that he does not see nor hear strong support in the community for a name change.

Chris Taggart stated that he, too, has served on the Foundation Board for many years. He expressed his lack of support for a name change when the concept was first introduced by President Hicswa. Chris referenced Buffalo Bill Center of the West's rebranding efforts and stated it had no effect on the number of visitors to the museum. He echoes Dave Bonner's statements regarding the name change and feels that in looking at the demographics and the target market, it wouldn't make a significant difference in the students it would attract.

Clay Cummins expressed his appreciation to the College and to those who work to ensure its continued success. He stated he has been associated with Northwest College for sixty-three years, and in the last thirty years, it has become very near and dear to him. Like Dave, he too has attended many of the public forums and is not convinced a name change would garner additional students. In one of the transformation meetings, it was mentioned that search results for Northwest College contain twenty or more different schools. When he "Googled" Northwest College, he received one result—Northwest College, Powell, WY. He expressed his agreement with Dave Bonner and Chris Taggart in being opposed to a name change as he feels it would be frivolous and will not garner the desired result of attracting more students.

A UNFINISHED BUSINESS:

There were no unfinished business items on the agenda.

A NEW BUSINESS:

Designation of depositories

A motion was made by Trustee Kuipers and seconded by Trustee Housel to approve the Designation of depositories as presented.

In response to a question from Trustee Housel, Interim President Watson stated that letters are sent to the various banks requesting they respond if interested in serving as a depository for Northwest College.

Motion carried.

FY2023 Proposed mandatory student fees

Upon invitation from Interim President Watson, Finance Director Brad Bowen stated that each year the College conducts an evaluation of inflation, as well as investigating comparators at the state and national level. The national higher education indexes appear to be showing a lag based on the data received. They are indicating a 2.7% increase at this time, while the state of Wyoming is showing a 7.7% increase. In looking at inflation as a whole, the student fees increase could range from \$1.38 to \$9.64. In determining Northwest College's needs, each Director responsible for the area that receives student fees was asked to evaluate increased vendor costs, upcoming changes to their role, etc. For the first time, Directors indicated the current fees were sufficient, and an increase isn't necessary at this time.

A motion was made by Trustee Housel and seconded by Trustee Danko to approve the FY2023 proposed mandatory student fees as presented.

Motion carried.

FY2023 Proposed residence hall rates

Director Bowen stated that in looking at the Housing costs, the indexes are indicating an increase of 5.5%. The College is proposing a 4% increase for apartments, except the studio apartments. This increase will be sufficient for a couple of years' time without pricing the College out of the market. The residence halls were looked at differently. COVID resulted in more students who preferred single occupancy rooms. Last year's model included two residence halls, and this year's model will include three. This allows for more single-occupancy rooms and will limit the number of double occupancy rooms available. The College is proposing that single occupancy rooms be reduced by \$100 and double occupancy room rates remain the same. This figure keeps the College's rates at a competitive level with other colleges in the state.

A motion was made by Trustee Danko and seconded by Trustee Kuipers to approve the FY2023 proposed residence hall rates as presented. Motion carried.

FY2023 Proposed meal plan rates

Brad stated that Sodexo has indicated their food costs are increasing 4.5% - 5%, with a temporary dining situation related to the building of the new Student Center, those costs could increase even more. This does not consider additional operational costs (equipment maintenance, utilities, etc.) for the College. Northwest College proposes an increase of 8.5%, which is slightly higher than the inflationary index.

Interim President Watson stated she attended a Student Senate meeting in which these proposed rates were discussed, and the feedback from the Senators was supportive of the change.

Transformational Memo

In response to a question from President Wurzel, Brad stated the proposed meal plan rates are for the fiscal year 2023, and the rate increase would be in the amount of \$130.

A motion was made by Trustee Housel and seconded by Trustee Newsome to approve the FY2023 proposed meal plan rates as presented. Motion carried.

A motion was made by Trustee Danko and seconded by Trustee Housel to approve the Transformational Memo as a template in moving forward with transformation.

Trustee Spomer stated he feels the memo still needs work and that the Board should not make a decision tonight. He stated there was good conversation and a consensus of ideas that were shared during the January Board retreat. He stated that he was in favor of the discussion related to the concept of a strategic mindset that is not singular in focus and is meant to be broad and guiding in all decisions. He also feels that there is emotion tied up in change and that history cannot be forgotten and should be used as a guide; however, there is a need to be forward-thinking when planning for the sustainability of the Institution. While the Foundation's advisement must be taken into consideration, the Board is ultimately charged with the success or failure of the College. He feels the regional population is still a target market; however, it's only one piece of the sustainability, and according to Campus Works data and expertise, that market will continue to decrease. The secondary component is the necessity of also focusing on out-of-state, national, and international markets in order to achieve long-term sustainability. Trustee Spomer feels that it's critical that the local community understands the desire of the College to continue to focus on recruiting area students in addition to expanding its market. He stated the decision should be delayed if more time is needed in order to ensure the community's understanding of the intention of the Board in relation to transformation. He also feels that while the College needs to remain student-centered, it is also an economic driver in the Big Horn Basin and is a strong anchor to the economic viability in general, which must also be considered when making sustainability decisions.

In response to a question from President Wurzel, Trustee Spomer stated he would prefer to table the decision and to hold a further discussion and work on the document during this or a future Board meeting in order to keep the community informed. He would also like the NWC Foundation to provide an official decision on their position regarding what is being proposed. Even if it takes a third reading to come to a decision, he would like to take that time as an opportunity for more feedback from the local as well as the campus community.

Trustee Danko stated she would be willing to withdraw her motion in order to table the decision but wondered if the first two points could be voted on since the fourth item of continued consideration of rebranding/renaming is the point where people are opposed or uncertain.

In response to a question from Trustee Housel, President Wurzel stated he would be comfortable tabling the decision for the aforementioned reasons. The Board is reaching for widespread acceptance and doesn't want any group to feel they didn't have adequate opportunity to be heard. While there is not a tight timetable for making the decision, he would like it accomplished within the next couple of months.

Trustee Kuipers agreed with President Wurzel and stated that she, as part of the group who drafted the memo, doesn't feel it necessarily needed to be passed upon first reading, but the intent was to bring it forward for discussion. She feels the comments received during the public forum supported ongoing organizational strategic direction setting; however, she feels the fourth point of rebranding or renaming needs to be considered in service to the transformation work. She thinks that possibly reframing those points in a way that specifies discussions on rebranding and renaming needs to continue as information is shared and feedback is received.

In response to Trustee Spomer's earlier comments, Trustee Kuipers agrees that the memo could be refined to make the points he feels are missing. She stated the idea of distinction and destination does not shift the mission but refines how the mission is executed in decision making.

Interim President Watson stated the challenge in writing a memo that combined the desires of the Board with that of the 400 people that have provided feedback related to transformation was determining how many motions should be in the document. She recognizes the disconnect between the conversation pertaining to transformation and that of marketing rebranding and renaming. She is open to rewriting the memo if that is the Board's desire. She feels that the process has moved along this far, and it doesn't hurt to continue to let people bring their voice; however, she recognizes that the consternation does not seem to be about transformation itself but is mainly related to renaming.

Trustee Todd stated he feels the issue of sustainability is key, as is the support of the group of individuals who spoke during the public forum. From his perspective, items one and two in the memo help to get the College where it needs to be to become sustainable. He is in favor of moving forward with items one and two and leaving the other options open for further refinement with more input. He feels the first three points provide guideposts for moving forward.

Trustee Newsome stated that he agrees that the controversy seems to be with the name change and not with items one through three. He can appreciate the comment made by Dave Bonner regarding the expense associated with a name change that may be better spent on the Mission of the College. He also doesn't believe it will garner the desired effect of increased enrollment from outside of the service area. He is agreeable to approving items one through three and leaving item four on the table for further formal input.

Interim President Watson asked for clarification regarding whether the Board would like to ask for a formal opinion from the Foundation Board or if it would prefer to poll individual members of the Alumni Association and the Foundation.

Trustee Danko stated she feels very comfortable making a motion to approve points one through three but agrees that point four needs further discussion. She also agrees with Dave Bonner that the money that would be spent on a name change should be spent on students instead.

Trustee Housel stated he would rather address the memo as a whole as opposed to piecemealing it. He feels that if only certain points are approved, then the remaining points may not ever reach finality. He feels that it could continue to be wordsmithed repeatedly, and there won't be a finished product that all can agree. He feels that item number four is very general in nature and doesn't bind the College to a name change; it simply states that the concept will continue to

be examined. He is fine with tabling it for a short time for more refinement, but he also feels it's fine the way it's currently written.

Trustee Spomer agrees that it should be worked on as a whole so that the final product can be communicated to everyone that this is the result of the work that's been done. He also agrees with Trustee Housel that item four leaves the door open for continued work on rebranding or renaming. He would also like to see the goals clearly defined in the document.

Trustee Danko withdrew her motion to approve the Transformational Memo, and Trustee Housel withdrew his second of the motion.

A motion was made by Trustee Housel and seconded by Trustee Todd to table the decision of the Transformational Memo and refer it back to the subcommittee for further refinement and defined goals as previously discussed.

Interim President Watson requested that Trustees submit additional suggestions for the document to President Wurzel to bring to the subcommittee charged with editing the Transformational Memo. Once the subcommittee has completed the changes, the Memo will come before the Board for further discussion.

Trustee Kuipers stated that robust engagement by the entire Board as the subcommittee conducts additional work on the document will be imperative to achieve the clarity and specificity that has been requested.

Motion carried.

**FUTURE AGENDA ITEMS &
FEEDBACK TO CITIZENS'
OPEN FORUM TOPICS:**

March Upcoming:

- Quarterly budget adjustments
- State Performance Indicators report
- Workforce Development Activities Report
- Spring/Summer retreat date
- Other TBD

ANNOUNCEMENTS:

WCCC Meeting, February 25, 2022, LCCC, Cheyenne
Wyoming Legislative Session convenes February 14, 2022, Cheyenne
Next meeting, March 14, 2022, 3 p.m., Yellowstone Building

President Wurzel stated there is a special meeting of the Board together with the Presidential Search Committee to discuss the Presidential candidates on Wednesday, March 9, 2022. He suggested that Trustees meet immediately following to determine the successful candidate.

A ADJOURNMENT:

The meeting adjourned at 6:25 p.m.

LARRY TODD, Vice President/Secretary

Date

**NORTHWEST COLLEGE BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING**

February 24, 2022

MEMBERS PRESENT: President DR. MARK WURZEL; Vice President/Secretary DR. LARRY TODD; Treasurer MS. CAROLYN DANKO; and Trustees MR. JOHN HOUSEL, MS. TARA KUIPERS, MR. BOB NEWSOME and MR. DUSTY SPOMER.

MEMBERS ABSENT:

OTHERS PRESENT: Additional members of the Presidential Search Committee: MR. DEE HAVIG; MS. DEB JACOBS; MR. BRYAN LEE; MS. JENNIFER LITTERER-TREVIÑO; DR. AMY MCKINNEY; MR. SHAMAN QUINN; MS. AMY SOLOMON; MS. MARIA STRINGARI; MS. JILL ANDERSON, HR Director/Ex Officio; MS. SHELBY WETZEL, Ex Officio; Additional Attendees: MR. DUSTIN DICKS; MR. OSCAR TREVIÑO; and MS. KELI BORDERS, Executive Secretary to the President and Board of Trustees.

CALL TO ORDER: A special meeting was held by the Northwest College Board of Trustees on February 24, 2022, beginning at 4:18 p.m. in the Yellowstone Building Conference Center and via Zoom.

MINUTES: The Board met in executive session to conduct a formal Presidential candidate interview.

A ADJOURNMENT: The executive session adjourned at 5:30 p.m.

LARRY TODD, Vice President/Secretary

Date

**NORTHWEST COLLEGE BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING**

March 3, 2022

MEMBERS PRESENT: President DR. MARK WURZEL; Vice President/Secretary DR. LARRY TODD; Treasurer MS. CAROLYN DANKO; and Trustees MR. JOHN HOUSEL, MS. TARA KUIPERS, MR. BOB NEWSOME and MR. DUSTY SPOMER.

MEMBERS ABSENT:

OTHERS PRESENT: Additional members of the Presidential Search Committee: MR. DEE HAVIG; MS. DEB JACOBS; MR. BRYAN LEE; MS. JENNIFER LITTERER-TREVIÑO; DR. AMY MCKINNEY; MR. SHAMAN QUINN; MS. AMY SOLOMON; MS. MARIA STRINGARI; MS. JILL ANDERSON, HR Director/Ex Officio; MS. SHELBY WETZEL, Ex Officio; Additional Attendees: MR. DUSTIN DICKS; MR. OSCAR TREVIÑO; and MS. KELI BORDERS, Executive Secretary to the President and Board of Trustees.

CALL TO ORDER: A special meeting was held by the Northwest College Board of Trustees on March 3, 2022, beginning at 4:14 p.m. in the Yellowstone Building Conference Center and via Zoom.

MINUTES: The Board met in executive session to conduct a formal Presidential candidate interview.

A ADJOURNMENT: The executive session adjourned at 5:35 p.m.

LARRY TODD, Vice President/Secretary

Date

Board of Trustees Committee Reports

Board Finance Committee – Chairman Carolyn Danko

The Board Finance Committee met on February 28, 2022, to receive an update on the Student Center project.

Policy/ Student Success Committee – Chairman Tara Kuipers

No committee meeting was held in February.

Facilities Committee – Chairman Dusty Spomer

The Facilities Committee met on February 28, 2022, to receive an update on the Student Center project.

President's Report

March 14, 2022

State

Legislature – as of March 7

The Legislative session commenced on February 14 and will conclude on March 11. There are fewer weeks as this is a budget session, but that has not kept legislators from filling their days with budget work, amendments, and bills.

The Governor's budget was very conservative, and legislators focused on using revenue surplus to further fund the Legislative Stabilization Reserve Account (LSRA) and the Strategic Investments and Projects Account (SIPA).

The top priority for the Colleges was increased compensation, and thankfully, the Governor's budget included increases in compensation for all agencies, the Community Colleges, and the University of Wyoming. Legislators approved the Governor's recommendation for \$7.2 million for the Community Colleges and then approved an amendment to add \$1.4 million for a total of ~\$8.6 million. This amount is below the \$19 million initially requested but is greatly appreciated. The Commission will calculate final allocations and distribute as part of the overall funding allocation. These are permanent additions to the budget if approved by the Governor.

The second priority for the Colleges was sustainable funding. The Governor rejected a request for \$20 million to address fixed cost increases for the Colleges, but the Legislators approved an amendment for \$7.5 million to address fixed cost increases. The colleges will share these funds and will be added to the overall funding allocation. These are also permanent additions to the budget if approved by the Governor.

The third priority for the Colleges was for the approval of the capital construction projects. This priority includes the Student Center project for Northwest College. The legislators have shown support for the capital projects, and the Governor is also expected to approve. If approved, the College will work closely with State Construction to manage the funds and construction.

The Wyoming Tomorrow's bill for adult learners was stripped of funding and will hopefully be approved and possibly funded before the session ends. There has been a strong push by the colleges and industry leaders to stress the need to support adult scholarships.

The House and Senate approved \$200,000 for community college rodeo teams and will go before the Governor for approval the week of March 7.

On February 25, the Wyoming Association of Community College Trustees hosted a breakfast at the Capitol for legislators. The Governor, Trustees, and College Presidents were in attendance to meet with legislators and discuss legislative actions and ideas for upcoming interim topics. I visited with Governor Gordon, Senator Cooper, Representative Flitner, Representative Newsome, Representative Rodriguez-Williams, and Representative Larsen. The breakfast was well attended and deemed a success.

Wyoming Community College Commission

The Wyoming Community College Commission held the Commission meeting on February 25 at Laramie County Community College in Cheyenne. LCCC hosted the Trustees and Presidents Thursday for the WACCT meeting to view the new performing arts center.

Campus

Campus Activities

The College hosted two presidential candidates on campus on February 23-24 and March 2-3 in its search for a new President.

The campus continues to monitor Covid cases and the overall health of our campus. Counts are running at 2-4 cases a week.

Spring break for students will be from March 14 to March 18.

The Northwest Gallery hosted the Red Lodge Clay Center Art Show from February 14 – February 22. A beading workshop was held on February 23 by the Native Ways Student Club. On February 28, the NWC Music Department hosted a Pops Concert.

The NJCAA National Wrestling Championships were held March 4 and 5. Ryker Blackburn and Gus Harrison both qualified and will be competing.

Student Center

Weekly planning meetings continue with the College, State Construction, the architect, and the construction manager. Additional information is included in the monthly student center report.

Foundation and Alumni

The Foundation is gearing up for the second annual Giving Day on March 31. The event was a great success, and we are excited for another fantastic day.

On April 1, the Foundation will be hosting Northwest College's "Cheers to 75 years" diamond jubilee gala in the Yellowstone Conference Center. A live and virtual event is planned.

Respectfully submitted,



Lisa M. Watson
Interim President

Administrative Services & Finance

Northwest College

Board of Trustees Report

March 14, 2022

Respectfully Submitted: Lisa M. Watson VP of Administrative Services & Finance

Finance & Budget

- The Business Office sent direct communications to those students without payment plans after the drop date of the semester. This communication led to the Business Office assisting students with questions and payment collections for the spring 2022 semester.
- Coordination with Interim President Watson has begun regarding the preparation of the FY 2023 budget.
- Coordination with Interim President Watson continues regarding lost revenue and allowable expenditures under the Higher Education Emergency Relief Act parts 1 thru 3.

Facilities Projects

- Physical Plant Employees busy repairing TVW houses. Extreme cold weather has kept us busy keeping the heat going throughout campus.

Transportation Bus Miles

- 3282 Miles with Women's and Men's Basketball traveling to Torrington WY (twice), Cheyenne and Riverton WY. Wrestling to Rock Springs WY.

Mickelson Field Station

- Closed

Completed Work Orders

- 123

Information Technology

- Computing Services Staff are finishing up the alpha test of the New Ellucian Experience Portal. We are preparing for the Beta test to begin soon.
- Computing Services Staff have been cleaning up Active Directory and reviewing other security measures as part of our normal activities but in line with recent world events.

Johnson Fitness Center

- We are staying on the trend of 1,000 sign-ins per month.

Human Resources

- **Recruiting:** Please see March Personnel Report.
- **COVID-19 Activities:** On 2/7/2022, the HR Director met with VP Havig and Director of Nursing Marnee Crawford to review and approve religious accommodation requests for Allied Health/Nursing staff and faculty who work in facilities/agencies that require the COVID-19 vaccination. HR/Payroll continues with COVID-19 employee reporting and management activities for COVID-19 isolations and quarantines.
- **Presidential Search:** A Presidential Search Committee meeting was held on 2/3/2022 in the FAB 70 to video interview semi-finalist candidates. A meeting was held on 2/9/2022 to select two finalists for on-campus visits. A subcommittee to select the Campus address topic was held on 2/11/2022. A meeting was held with Marketing and Communications Director Carey Miller to discuss press releases and the communications for public meetings on 2/11/2022 and 2/18/2022. The HR Director met with Instructional Technology Coordinator Dustin Dicks on 2/15/2022 to review technical needs and set up for the on-campus presentations. A subcommittee meeting was held on 2/18/2022 to finalize on-campus interview questions and assign reference checks. The first finalist, Dr. Michelle Schutt, attended various sessions and was interviewed on 2/23 and 2/24/2022. The second finalist, Lisa Watson, will be on campus 3/2 and 3/3/2022. The search remains on track with the schedule and timelines.
- **Training:** On 2/9/2022, a brown bag lunch and learn webinar in FAB 70 was provided for employees by the HR Department entitled “Supervising Intergenerational Teams” by Academic Impressions.

The annual compliance training roll-out has been pushed back a month due to the priorities of the Presidential search for HR and is now planned for March.

- **Shared Governance:** The HR Director virtually attended the College Council meeting on 2/8, a Professional staff meeting on 2/7, the All Employee Meeting on 2/10, and the Board Meeting on 2/14/2022.

Personnel Status Report

March 2022 Report

Search Activity to Date 1/26/2021

Position Being Searched	Vacancy Date	Hire Date	New Employee Name	Comments/Status
College President	7/1/2022			candidates are under review
Instructor of Education - Fixed Term (2 Positions)				candidates are under review
Facilities Assistant – Custodial (2) Women's Basketball Coach Title IX & Clery Coordinator/Policy Specialist	1/7/2022 David Ferguson; 2/25/2022 Cynthia Teitsch	3/1/2022		Frank has a high school diploma and custodial experience and has been in an interim role since 10/2021; other candidates are under review Position closes externally on 3/9/2022 Position closes externally on 3/7/2022

**NORTHWEST COLLEGE
FACILITIES PROJECT REPORT**

Report Date : As of February 28 , 2022 - Capital Planning

	Priority	Master Plan project	Funding Source	Project	Subproject	Phase/Note	Status	BOT Project Approval Date	State Construction Management Approved Date	Completion Date	Estimated Project Cost	BOT Project Cost approval
Projects Awaiting BOT Approval												
Projects In Process												
PENDING FUNDING AND CONSTRUCTION MANAGEMENT APPROVAL												
PLANNING/START UP PHASE												
Campus	1	X	PLANT	Updated Master Plan				5/14/2018	NA	unkown	\$ 25,000	
Campus	1		MM	Parking lot maintenance	Condition Assessment and planning	Pending		NA	8/1/2021	pend	TBD	
PENDING												
Powell/ORB	TBD		Cap Renew	Orendorf Building Renovation		project dev pending		4/8/2019	8/1/2019		TBD	
FY2022 See Masterplan Update												
Powell/Campus	1		MM	Electrical infrastructure Replacement	Campus Lighting Phase Three	pending engineering & bidding					TBD	
Powell Library	1		MM	Heat Pump Replacement (3)		ongoing inhouse					\$ 15,000	
Powell/Library	1		MM	Elevator Upgrade		Project Awarded		5/1/2020			\$ 96,400	
Powell/Sci & Math	1		MM	Elevator Upgrade		Project Awarded		5/1/2020			\$ 96,690	
Powell/ORB	1		MM	Orendorf Building - Life, health safety		Ongoing		4/8/2019	8/1/2019		\$ 36,000	
Powell/Sci & Math	1		MM	Chemistry Lab Hood Controls		Project Awarded					\$ 265,000	
PENDING												
FY2023 See Masterplan Update												
Trapper Arena	2		MM	Insulation/LED Lighting/HVAC/Eletrical Room/Kitchen Upgrade		pending bidding		2/13/2017			\$ 175,000	
Powell Library	2		MM	Heat Pump Replacement (3)		ongoing inhouse					\$ 15,000	
FY2024 See Masterplan Update												
Powell/S&M	3		MM	Chiller/MAU/Greenhouse Cooler Replacement		Design/Awaiting Funding					\$ 250,000	
Powell/Stock Ag	3		MM	Electrical/Mechanical Improvements		pending engineering & bidding					\$ 250,000	
Powell Library	3		MM	Heat Pump Replacement (3)		ongoing inhouse					\$ 15,000	
FY2025 and beyond See Masterplan Update												
Powell/ORB	4		MM	Orendorf Building Phase Three Renovation		Awaiting Funding		4/8/2019	8/1/2019		TBD	
Powell/ORB	4		MM	Life Safety Items - Shop Fire Sprinkler in design		Awaiting Board Approval		TBD		Sum 2021	\$ 75,000	

**NORTHWEST COLLEGE
FACILITIES PROJECT REPORT**

Report Date : As of February 28 , 2022 - Capital Planning

	Priority	Master Plan project	Funding Source	Project	Subproject	Phase/Note	Status	BOT Project Approval Date	State Construction Management Approved Date	Completion Date	Estimated Project Cost	BOT Project Cost approval
FY2026 and beyond See Masterplan Update												
Frisby	Pend	X	TBD	Frisby Remodel							TBD	
TF	Pend	X	TBD	Trapper Field Support Buildings							TBD	
Budgetary Notes Cash Reserves												
Fund Balances					2021							
Operating Fund (10)			@6/30/2021		\$	4,267,098						
One Mill (11)			@6/30/2021		\$	3,576,844						
Less Est. Student Center Level 3					\$	(1,000,000)						
Total One Mill (11)					\$	2,576,844						
Auxiliary(12)			@6/30/2021		\$	494,228						
Plant Fund(70)Aux Depr			@6/30/2021		\$	1,018,193						
Total Auxillary					\$	1,512,421						
Plant Fund(70)Main			@6/30/2021		\$	2,463,988						
Plant Fund(70)Major Maint			@6/30/2021		\$	169,868						
Plant Fund(70)Emergency			@6/30/2021		\$	967,792						
Completed SEE MM Report												
Powell/Campus	1		MM	Electrical infrastructure Upgrade to 7200 Volt Main Phase Two		Completed	5/14/2018	08/16/18	6/30/2021	\$	443,439	
Powell/ CB	1		MM	Cabre AHU's Trapper Gym Replacement		Compelcted	5/14/2018	08/16/18	Sum 2021	\$	167,735	
Powell/Ag/TVM	1		MM	Irrigation Replacement TVM/Ag Phase 3		Completed	5/14/2018	08/16/18	6/15/2021	\$	96,513	
Powell/ORB	1		MM	Life Safety Items - ORB building Continous		Completed ORB 142	5/14/2018	08/16/18	8/31/2021	\$	57,447	
PowellCampus	2		MM	Irrigation Replacement NPA/Frisby/Colter Phase 4		Complete	5/14/2018	08/16/18	Sum 2021	\$	131,400	
Powell Campus	2		MM	Frisby Boiler Replacement		Complete	2/8/2021	02/01/21	Sum 2021	\$	59,071	
Powell/Campus	2		MM	Electrical infrastructure Replacement Campus Phase Three		Complete	5/14/2018	08/16/18	Sum 2021	\$	126,910	

ACADEMIC AFFAIRS

February 2022



ACADEMIC AFFAIRS

Christi Greaham, Dr. Marnee Crawford and VP Giraud submitted a Wyoming Works program proposal for construction equipment operator training. The proposal includes up-to-date simulators for heavy equipment operation. The proposal includes partnering with local government and business for internship experience in equipment operation.

Social Science Chair Dave Erickson, Criminal Justice instructors Dave Paterson and Justin Spaulding, and Institutional Researcher Lisa Smith created and distributed a survey to gauge interest in a Bachelor of Applied Science degree in Criminal Justice. The survey was distributed to various stakeholders including current students, alumni, and law enforcement agencies.

ACADEMIC DIVISIONS/DEPARTMENTS

Ag, Business, Communication & Equine

- Native Ways Student Club hosted beading workshop on Wednesday night Feb 23rd and had 17 people attend the workshop including two kids. It was open to the community and campus. Jen Litterer-Trevino, Assistant Professor of Photography is one of the advisors for Native Ways.
- Members of the division have been meeting with NWC's Marketing team to update marketing materials.

Agriculture:

- The new meat lab equipment has been delivered to the meat lab. Lynn Guccion, Instructor of Animal Science offered an Artificial Insemination short course February 26. It was a success with 7 students who attended from Lovell, Meeteetse, Cody, Powell and Red Lodge. Will host its almost-annual 4-H and FFA judging contest March 24-25th.

Business:

- Kevin Kuenn, Instructor of Business met with Faculty from other community colleges and UW to discuss course changes for the Introduction to Information Management course. Kevin also welcomed Karolina Klatka to his classes to discuss opportunities in UW's School of Energy Resources

Communication:

- Jeannie Hunt, Assistant Professor attended the Western States' Communication Association convention February 18-20. She participated in the panel "Critical Communication Pedagogy—Informed Approaches to Debate Pedagogy," discussing the assessment of forensics events. Participants included faculty from the University of Utah, the College of Idaho, and San Diego Mesa College. She also was a respondent to the Top Graduate Student Papers panel.

Forensics:

- The team competed virtually at the Pioneer Trails Invitational tournament February 4-5, hosted by Casper College. NWC placed 3rd overall. Michael Neuffer (Worland) placed fourth in Communication Analysis; Hanna Blasco (Cody) placed 2nd in Drama Interpretation and earned 11th speaker in Public Debate. February 26, the

Talking Trappers participated in the District 9 Qualifier tournament. Three students qualified for the national tournament: Michael Neuffer, Hanna Blasco, and Bailey Liebert (Cody).

Music:

- We were very happy to host the 39th Annual Northwest Jazz Festival on February 22nd. 19 school groups perform from around the state, with over 300 total students involved. The evening concert featured the 2022 Wyoming All-State Jazz Choir, an honor group comprised of the top high school vocal students from around the state, the Northwest College Jazz Combo I, and an all-star rhythm section accompanying our headliners Jason Palmer (trumpeter) and Jennifer Grimm (vocalist). We have been receiving rave reviews about the evening concert, and this year's festival as a whole!

Photography:

- Christine Garceau, Associate Professor of Photography photo, "Reflective Meditation," taken in Clark on the Clarks Fork of the Yellowstone River, won an honorable mention in the Wyoming Wildlife Magazine 2022 photography contest. A link to the YouTube video of winners and a screenshot of her photo are included.
<https://www.youtube.com/watch?v=LSzpIOpUWVs>

CENTER FOR TRAINING AND DEVELOPMENT

- Hosted PEP
- Gunworks – Forklift Certification
- Heart Mountain Academy toured CTD
- Courses Offered this month: Intro to Welding, Plumbing, HVAC, Surgical Tech, AI Cattle Certification and Dispatcher Training

CDL Program

On February 7th the new Federal guidelines went into effect. In order to receive your CDL or add any endorsements to an existing CDL you must attend an approved school. This month we have received over 75 CDL inquiries into our program. Including the US Forest Service, several school districts, employers from the Big Horn Basin to companies as far away as Salt Lake City.

- 53 students enrolled program
 - 6 completed and passed their CDL test.
 - 4 are BW (Behind the Wheel Driving)
 - 10 have finished the online requirements and moved to the classroom/simulator.
 - 12 finished the theory portion (waiting on DOT and Permits)
 - 21 enrolled in the theory portion
 - 19 attend CDL Orientation

Cody Center

- Ed2go- 2 new students enrolled in various classes this month.
- Test proctoring – 46 students
- National Assessment of Educational Progress (NAEP) Assessment Assistant Training
- Classes held this month- EMS Refresher Course - MSHA Refresher and Resilience and Wellbeing in Healthcare
- Cody Center served a total of 81 students in February

Testing

CTD and PVCE continue as a testing center for various proctoring needs in the community. We have partnered with different colleges and universities as well as local high schools.

DELTA- Dedicated to Experiential Learning Through Adventure

- DELTA offered 9 activities and 1 event this month that served 101 students and community members. These events included: Experience Day, Skiing, and Ice Climbing.

Powell Valley Community Education

- This month we held a wide variety of very well attended classes.
- PVCE held classes such as sushi, art, fitness, health, etc....
- Total class attendance for February was 73 community members.
- We have 16 students signed up for the March Driver Ed class.
- Co-Op check outs are rising with 20 February, the new system is working well.

INTERCULTURAL PROGRAM

- Hosted our monthly Intercultural Tuesday Lunch in the NWC Dining Hall and featured a dish from Pakistan
- Held virtual agent trainings with an agency in Greece and one in Turkmenistan

HINCKLEY LIBRARY

- February instruction focuses on students in 2000/2395 research classes and BIOL 1010, working with scholarly journals and discipline -specific resources. Two research classes were assessed through pre/post library skills tests. ES 1000 students were assessed through a library skills assignment. Online library instruction guides and videos were viewed 312 times.
- Library usage is beginning to rebound from last February. Website sessions per user is up 2.2% and pageviews are up 20.9%.
- The Registrar's office is continuing their library archive project to digitize past college catalogs.
- Exhibit: *Creatures!: 3D Wire Construction*. These wire sculptures, created by students in Elaine DeBuhr's Art 1120, demonstrate how lines can be used to create volume utilizing positive and negative space.
- Exhibit: Northwest College History—the first 40 years (Yesterday's Dream is Today's Reality)
- Exhibit: The Herb and Pat Wolsborn photograph collection--Northwest College in the 1950's. Both Wolsborns taught at Northwest and Pat was also the librarian.

ACADEMIC AND CAREER ADVISING CENTER (ACAC)

Advising:

- Completed the annual advising list updates for professors and removed advising assignments for any students who have not attended NWC in the last year. Approximately 600 student records were updated.

Retention:

- The HELP alert team addressed 74 HELP alerts.
- Working with Lee Blackmore, Residence & Campus Life Director on a pilot project to help re-engage students who live in the halls but are difficult to contact. They have identified three students who are employed by Residence Life to serve as retention liaisons. The students have received training and a script to work with residents to encourage students to set up a retention appointment.

Event:

- Presented a workshop for Experience Day to discuss transfer programs and the ins and outs of taking online classes.

PEER TUTORING SERVICE

- Provided 107 scheduled one-on-one tutoring sessions.
- Provided 28 drop-in tutoring sessions.
- Provided 32 help desk assistance visits.
- Participated in the Club and Service Fair during Experience Day.

MONTHLY REPORT TO INTERIM PRESIDENT WATSON

Student Services

February 2022



ATHLETICS:

- There are two wrestlers who qualified for the National Tournament in Council Bluffs, IA beginning on March 4th. Ryker Blackburn earned a championship and August Harrison took second place at the Region IX District Tournament.
- Women's Basketball is 14-13 on the season and won their first round in the playoffs. They will play Western Nebraska in the Quarterfinals.
- Men's Basketball ended the season 13-16 and lost in the first round of the playoffs.
- Esports is currently competing in eight games and is in the third week of the nine-week season.
- The Rodeo team began practices to kick-off their spring season. They hosted a very successful Rodeo Gala in February.
- Volleyball and Soccer teams are recruiting and setting schedules for their next seasons.

ENROLLMENT SERVICES

- Hosted Experience Day on Monday, February 28th for prospective students. This event allows students to experience academic offerings, campus life, support services, and tour the campus. Over 130 students and parents attended the event.
- Continued development and support for the CRM software, Element 451. This software assists with recruitment outreach and communications.
- Addition and revision work is underway for the 2022-23 NWC College Catalog.
- Spring 2022 graduation processes are underway. Prospective graduates have received initial details regarding the application process. This year, an improved graduation application was launched to improve the student experience and efficiency.
- Spring 2022 graduation ceremony planning has begun. Information is being gathered to bring forth potential ceremony options to President Watson.
- Ongoing campus tours for prospective students.
- Attended the annual Wyoming Association of School Counselors conference in Casper. This is an opportunity to connect with counselors from across the state of Wyoming.
- Ongoing recruitment communications (text messages, email, direct mail, phone calls) to prospective students.
- Traveled to Big Horn Basin high schools to work with prospective students—encouraging scholarship and application for admission completion.
- Ongoing communications work with the Housing and Dining Office as preparations are made to launch the 2022-23 Housing application/contract.
- Launched the Bachelor of Applied Science admissions process for the second cohort. The application process will remain open until April 1, 2022.

FINANCIAL AID

- The Office released eligible student aid disbursements (scholarships & Hathaway, primarily) after the spring semester's enrollment census passed.
- The Office continued its preparation for the 2022-23 award year cycle by reviewing applicable financial aid forms, scheduling software updates, and advancing Colleague award year set-up.
- The Office contributed minor edits to the administrative policies & procedures within the BAS program student handbook in preparation for launching cohort year #2.

GEAR UP

- NWC GEAR UP is currently serving 232 students (goal of 225).
- January meeting consisted of an 83% participation rate.
- Currently have a 100% FAFSA completion rate.
- NWC GEAR UP brought \$100,869 outside scholarship and grant monies to Northwest College during the spring semester.
- GEAR UP hosted a family event on February 5th at NWC Basketball games, in which 73 students and family members attended. A tour of the College as well as Financial Aid Q & A was offered, as well as concession food vouchers for GEAR UP students and families.

RESIDENCE LIFE

Housing

- Reviewing documents for fall housing.
- Initiated Resident Assistant hiring process for fall.
- Finished hiring and training of spring Resident Assistants.

Security

- Completed hiring and training of student workers.

Activities

- Intramurals include 5 v 5 basketball and kickball.
- Activities included a Superbowl party, sip and paint and speed dating.
- Continued work with clubs and departments in utilizing Presence software.

STUDENT SUCCESS CENTER

Student Success Center Usage

- 134 visits in February
- 192 cumulative visits for calendar year 2022

Counseling Services

- 52 Counseling sessions (includes face-to-face, Zoom and phone).
- 3 After hours contacts
- Tracking and follow up of COVID Connection Cases
- Attended Residential Directors Meetings
- 2 Counseling Sessions for Alcohol violations
- Behavioral Intervention Team Meetings
- Question Persuade Refer Training for TRiO

Disability Services

- 23 Disabilities sessions (includes face-to-face, Zoom and phone).
- 147 Students registered with Disability Services for SP 22
- 394 Accommodation letters processed for SP 22
- 39 Tests proctored in testing center
- Process Coordinator for service and emotional support assistance animal requests

TITLE IX

- Completed training in 2 residence halls and 7 First Year Seminar classes.
- 135 students trained in February; 622 cumulative for school year.
- Participated in Experience Day.
- Participated in monthly WY Title IX Coordinator meeting.
- Confirmed annual mandated ATIXA training for three Title IX investigators, which will take place in June.

TRIO STUDENT SUPPORT SERVICES

- Currently serving 179 students.
- Distributed food to over 25 families/45 people.
- Hosted Heart Mountain Academy School from Cody during college tour and helped them understand what they need to do to apply and be successful in college.
- Helped many students whose meal plans were cut off due to non-payment of their college bills, resolve how to pay their bill and get their meal plans re-instated.
- Participated in the UW Inclusion Learning Community Focus Group, Experience Day Club & Service Fair, Diversity Awareness Committee, Gay Straight Alliance (GSA), Card Club and presidential search meetings.
- Preparing for and organizing transfer trips to University of Wyoming (March 31-Apr 2) and MSU-Billings (March 25).
- Sent out initial request for student progress reports to professors. Working with students who are not doing well in classes to make needed changes and plan for success. Making sure students get NWC scholarship app and FAFSA completed for next year. Continue with regular student check-ins to help them be successful in college, earn their degrees, and transfer to a university or enter the workforce.
- Working closely with Tutor Services to coordinate tutoring for our students. Currently have 33 tutor sessions per week through Tutor Services. Have 10 TRIO tutor sessions in subjects outside of Tutor Service's subjects offered.
- Completed 2020-2021 Annual Performance Report for the US Department of Education. Results are below:

Objective	Grant Approved Rate	Actual Attained Rate	Notes
Persistence	65%	85%	
Good Academic Standing	85%	99%	
Earned Associate's Degree or Certificate	45%	71%	
Earned Associate's Degree or Certificate and transferred to 4-year University	20%	32%	The divisor for this number is all 165 students reported on. 60+% of graduating sophomores transferred to a 4-year university.

Monthly Report to Interim President Watson

February 2022

COMMUNICATIONS

- 3 News releases
- 47 Social media posts (23 Facebook, 16 Instagram, 7 Twitter, 3 LinkedIn)
- 29 Calendar of Events entries
- 7 Miscellaneous projects/tasks (e.g. copywriting, photography/videography coordination, social graphics/videos, and other client services)

MARKETING

- 7 Newspaper ads/inserts (3 in Powell Tribune, 3 in Cody Enterprise, 1 Heart Mountain Rustler)
- 1 Radio spots (1 on Big Horn Radio Network)
- 12 Paid social media ads (11 Facebook/Instagram, 1 Facebook only)
- 1 Movie theaters playing video ads (Vali Twin Cinemas)
- 3 Billboards (2 rotating through Big Horn Basin communities and 1 on the interstate south of Billings)
- 21 Miscellaneous projects/tasks (e.g. custom graphics, design templates, and other client services)

WEB MANAGEMENT

- 5 Web project plans (3 in progress, 2 completed)
- 3 Web Content Management System trainings and re-trainings
- 5 Home page promos (5 promo slides)
- 4 Campus Life / MyNWC portal announcements
- 6 Miscellaneous items

PRINTING SERVICES

- 6 Projects printed on the printing presses (29,480 pieces)
- 32 Projects printed on the copiers (13,276 pieces)
- 5 Products provided (blank paper, pre-printed thank you cards/envelopes, laminating)
- 22 Miscellaneous projects/tasks (e. g. graphics, project design, and other client services)

CREATIVE TEAM

- Weekly Creative Team meetings, Weekly Staff meetings
- Bi-monthly meetings with Admissions Staff
- Bi-monthly meetings with Foundation & Alumni Staff
- Consultation meetings with campus offices/programs, by request (__ meetings)
- Monthly analytics report to campus

OTHER

- Service on President's Staff
- Service on Institutional Effectiveness Committee (IEC)
- Service on Retention Committee (RTNC)
- Service on Strategic Enrollment Management Committee (SEM)
- Service on Wyoming Community College Commission Marketing Committee



**COMMUNICATIONS
& MARKETING**

MONTHLY ANALYTICS REPORT

FEBRUARY 2022

ADVERTISING REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

Facebook and Instagram | Paid advertising and post boosts

Campaign name	Reach	Impressions	Link clicks	CTR (all)
Event: The best way to learn what it's like to be a Northwest College Trapper is to...	11,947	34,941	208	2.23%
Q3-FY22-EC - Trads	10,863	22,936	642	3.31%
Q3-FY22-EC - Nontrads	3,064	14,111	182	2.11%
Post: "This virtual 4-part series is designed..."	2,483	5,671	—	2.36%
Total results 4 / 4 rows displayed	25,796 People	77,659 Total	1,032 Total	2.54% Per Impressions

February breakdown of FY22-Q3 Enrollment Campaign ads

Campaign name	Ad Set Name	Ad Name	Reach	Impressions	Link clicks	CTR (all)
Q3-FY22-EC - Trads	All	All	10,863	22,936	642	3.31%
	Q3-FY22-EC - Trads	All	10,863	22,936	642	3.31%
		Q3-FY22 - Allied Health / Nursing - T	—	—	—	—
		Q3-FY22 - Photographic Communications - T	—	—	—	—
		Q3-FY22 - Criminal Justice - T	461	538	19	3.90%
		Q3-FY22 - Biology / Pre-professional Sciences - T	7,804	15,595	495	3.62%
		Q3-FY22 - Agriculture - T	4,030	6,803	128	2.54%
Q3-FY22-EC - Nontrads	All	All	3,064	14,111	182	2.11%
	Q3-FY22-EC - NonTrads	All	3,064	14,111	182	2.11%
		Q3-FY22 - Criminal Justice - NT	555	1,289	35	3.49%
		Q3-FY22 - Biology / Pre-professional Sciences - NT	1,685	5,379	86	2.51%
		Q3-FY22 - Agriculture - NT	2,330	7,443	61	1.59%
		Q3-FY22 - Allied Health / Nursing - NT	—	—	—	—
		Q3-FY22 - Photographic Communications - NT	—	—	—	—
Total results 14 / 14 rows displayed			13,763 People	37,047 Total	824 Total	2.85% Per Impressions

SOCIAL MEDIA REPORT

FEBRUARY 2022



**COMMUNICATIONS
& MARKETING**



Facebook | facebook.com/NorthwestCollegeWyo

Performance Summary

View your key profile performance metrics from the reporting period.

2/1/2022 – 2/28/2022 vs 1/1/2022 – 1/31/2022

Impressions

193,801 ↗ 27.5%

Engagements

7,614 ↘ 9.5%

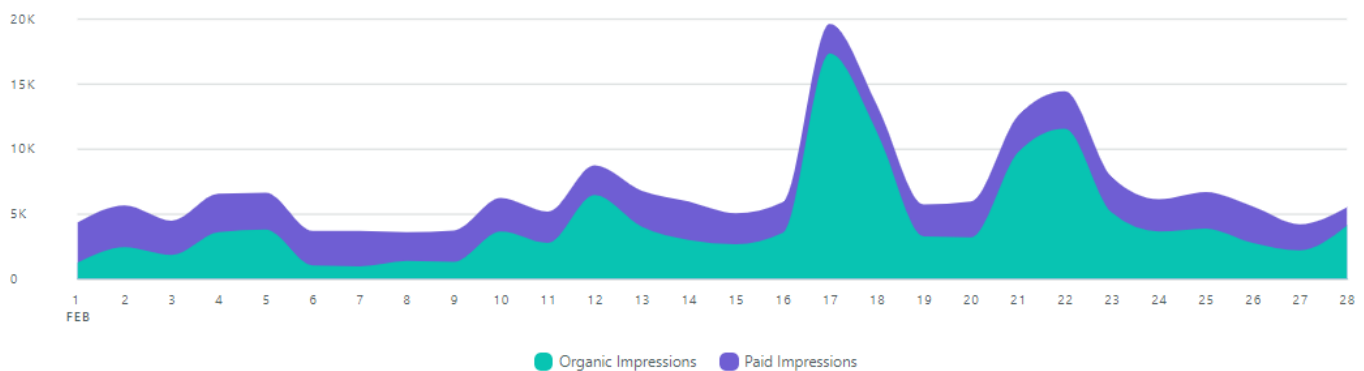
Post Link Clicks

1,355 ↘ 32.7%

Impressions

Review how your content was seen by the Facebook community during the reporting period.

Impressions Breakdown, by Day



Impression Metrics

Totals % Change

Total Impressions	193,801	↗ 27.5%
Organic Impressions	120,892	↗ 99.9%
Paid Impressions	71,992	↘ 20.5%
Average Daily Impressions per Page	6,921.46	↗ 41.2%
Average Daily Reach per Page	4,202.64	↗ 20.3%

SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

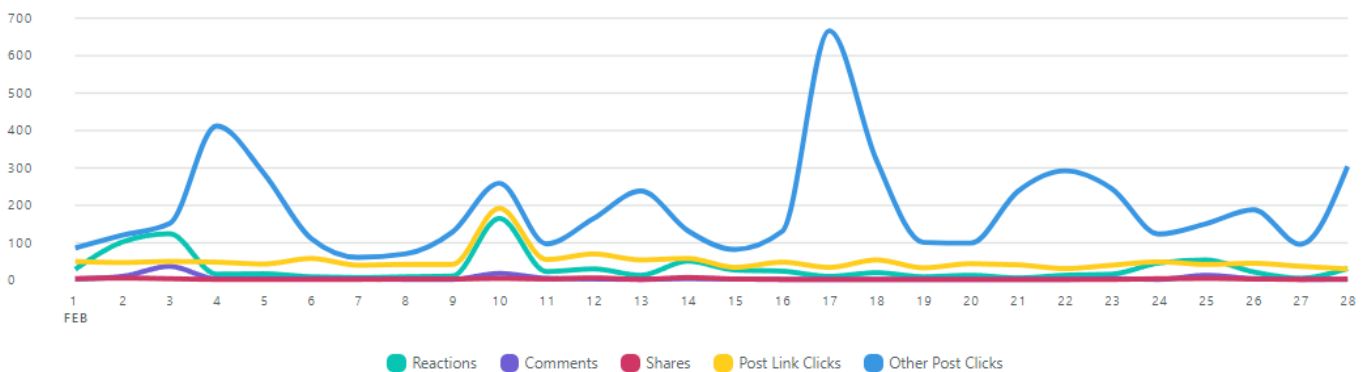


Facebook | facebook.com/NorthwestCollegeWyo

Engagement

See how people are engaging with your posts during the reporting period.

Engagements Comparison, by Day



Engagement Metrics

Totals % Change

Total Engagements

7,614 ↘ 9.5%

Reactions

846 ↘ 51.9%

Comments

87 ↘ 76.7%

Shares

31 ↘ 59.2%

Post Link Clicks

1,355 ↘ 32.7%

Other Post Clicks

5,295 ↗ 26.2%

Engagement Rate (per Impression)

3.9% ↘ 29%

SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

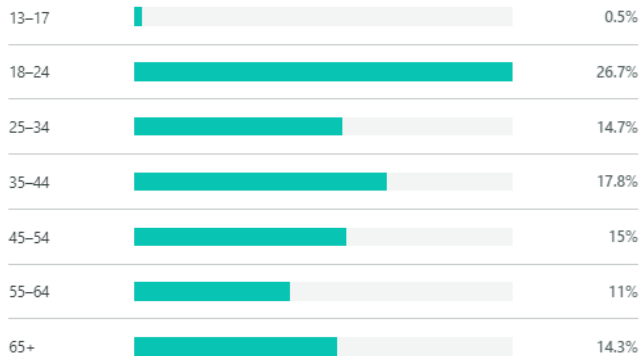


Facebook | facebook.com/NorthwestCollegeWyo

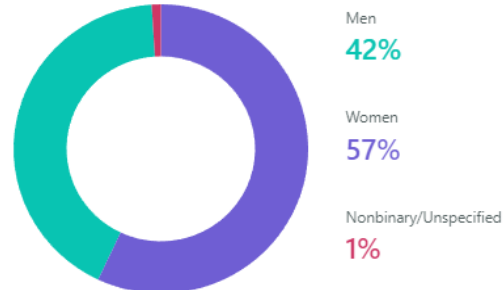
People Reached Demographics

Review the average daily user demographics of the people reached during the reporting period.

People Reached by Age



People Reached by Gender



Women between the ages of **18-24** have a higher potential to see your content and visit your Page.

People Reached Top Countries

Daily Average

United States	4,053.21
Mexico	14.89
Netherlands	12.07
Canada	5.61
United Kingdom	5.54

People Reached Top Cities

Daily Average

Powell, WY	593.68
Cody, WY	285.29
Lovell, WY	171.86
Billings, MT	165.79
Casper, WY	120.54

SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS & MARKETING



Facebook | facebook.com/NorthwestCollegeWyo

Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

Descending ▾ by Lifetime Engagements



Northwest College

Thu 2/10/2022 8:23 am PST

Congratulations to Powell native and Northwest College alum Monte Nickles on his Grammy Award nomination. The winners are scheduled to be announced on Sunday, April 3.

Powell High School alum nominated for Grammy



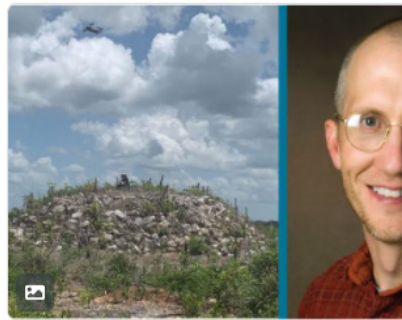
Total Engagements	542
Reactions	174
Comments	18
Shares	2
Post Link Clicks	173
Other Post Clicks	175



Northwest College

Wed 2/2/2022 11:27 am PST

Congratulations to NWC Associate Professor of Anthropology Greg Smith, who is this year's grant recipient from the Environmental Education Committee. Greg has...



Total Engagements	412
Reactions	221
Comments	46
Shares	6
Post Link Clicks	—
Other Post Clicks	139



Northwest College

Mon 2/28/2022 3:57 pm PST

Experience Day 2022 is in the books, and it was truly an "experience" for all of our participants who enjoyed a day on campus learning first-hand what Northwest College is ...



Total Engagements	190
Reactions	19
Comments	0
Shares	1
Post Link Clicks	—
Other Post Clicks	170



SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING



Instagram | [instagram.com/northwestcollege](https://www.instagram.com/northwestcollege)

Performance Summary

View your key profile performance metrics from the reporting period.

2/1/2022 – 2/28/2022 vs 1/1/2022 – 1/31/2022

Impressions

15,203 ↗ 16.9%

Engagements

922 ↗ 37.6%

Profile Actions

22 ↗ 4.8%

Impressions

Review how your content was seen by the Instagram community during the reporting period.

Impressions, by Day



Impression Metrics

Impressions

Totals % Change

15,203 ↗ 16.9%

Average Daily Impressions per Profile

542.96 ↗ 29.5%

Average Daily Reach per Profile

336.89 ↗ 20.2%

SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

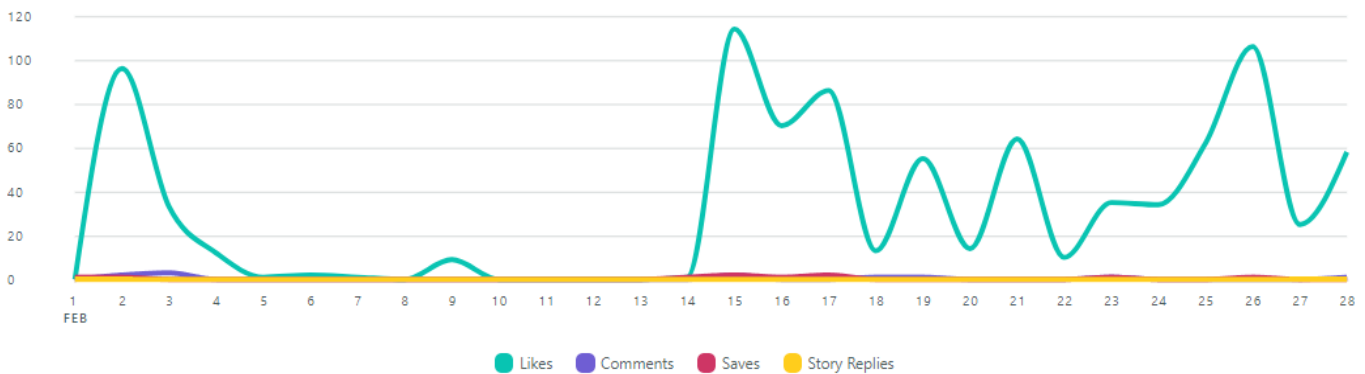


Instagram | [instagram.com/northwestcollege](https://www.instagram.com/northwestcollege)

Engagement

See how people are engaging with your posts and stories during the reporting period.

Engagements Comparison, by Day



Engagement Metrics

Total Engagements

Totals % Change

922 ↗ 37.6%

Likes

901 ↗ 38.2%

Comments

11 ↗ 175%

Saves

10 ↘ 28.6%

Story Replies

0 → 0%

Engagement Rate (per Impression)

6.1% ↗ 17.7%

SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

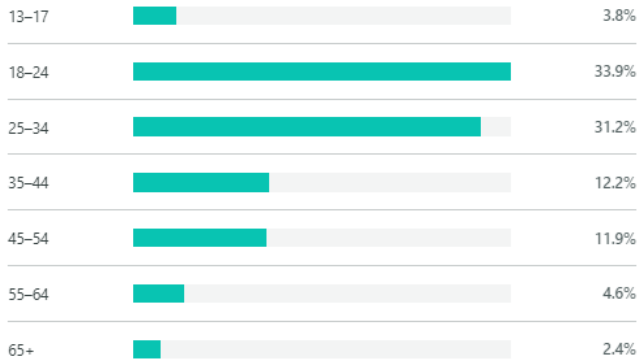


Instagram | [instagram.com/northwestcollege](https://www.instagram.com/northwestcollege)

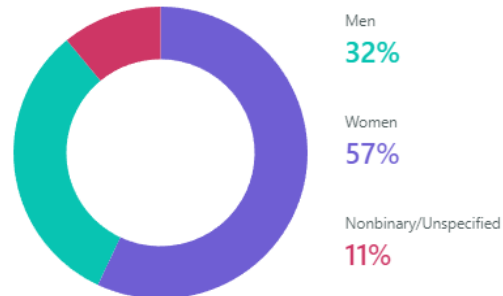
Audience Demographics

Review your audience demographics as of the last day of the reporting period.

Audience by Age



Audience by Gender



Women between the ages of **18-24** have a higher potential to see your content and visit your Page.

Audience Top Countries

United States	1,469
Brazil	35
Japan	29
Chile	22
United Kingdom	18

Audience Top Cities

Powell, Wyoming	326
Cody, Wyoming	123
Billings, Montana	72
Laramie, Wyoming	46
Lovell, Wyoming	39

SOCIAL MEDIA REPORT

FEBRUARY 2022



**COMMUNICATIONS
& MARKETING**



Instagram | [instagram.com/northwestcollege](https://www.instagram.com/northwestcollege)

Top Posts & Stories

Review your top posts and stories published during the selected time period, based on the post or story's lifetime performance.

Descending ▼ by Lifetime Engagements



northwestcollege

Mon 2/14/2022 10:45 am PST



Total Engagements	97
Likes	93
Comments	2
Saves	2



northwestcollege

Mon 2/28/2022 3:57 pm PST



Total Engagements	88
Likes	88
Comments	0
Saves	0



northwestcollege

Wed 2/2/2022 11:28 am PST



Total Engagements	88
Likes	84
Comments	4
Saves	0



SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING



Twitter | twitter.com/NWCWyo

Performance Summary

View your key profile performance metrics from the reporting period.

2/1/2022 – 2/28/2022 vs 1/1/2022 – 1/31/2022

Impressions

2,107 ↗ 46.3%

Engagements

39 ↗ 200%

Post Link Clicks

6 ↗ —

Impressions

Review how your content was seen by the Twitter community during the reporting period.

Impressions, by Day



Impression Metrics

Totals % Change

Impressions

2,107 ↗ 46.3%

SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

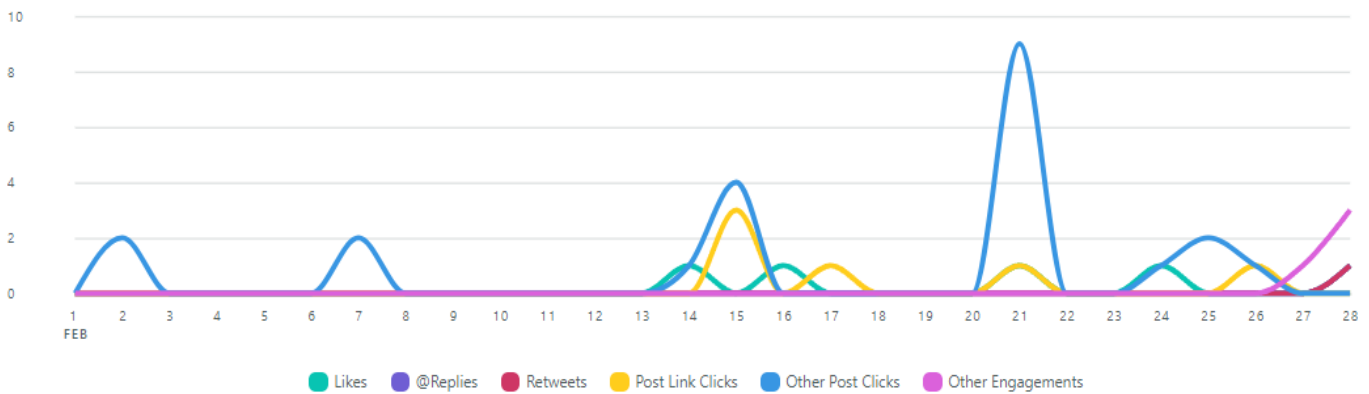


Twitter | twitter.com/NWCWyo

Engagement

See how people are engaging with your posts during the reporting period.

Engagements, by Day



Engagement Metrics

Totals % Change

Total Engagements

39 ↗ 200%

Likes

5 ↗ —

@Replies

1 ↗ —

Retweets

1 → 0%

Post Link Clicks

6 ↗ —

Other Post Clicks

22 ↗ 83.3%

Other Engagements

4 ↗ —

Engagement Rate (per Impression)

1.9% ↗ 105%

SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

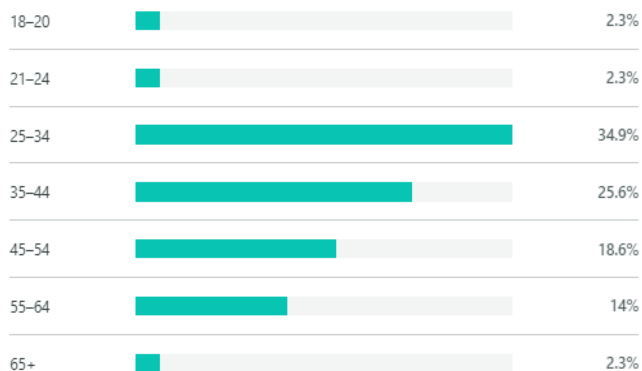


Twitter | twitter.com/NWCWyo

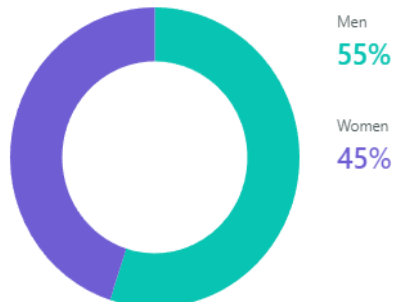
Audience Demographics

Review your audience demographics as of the last day of the reporting period.

Audience by Age



Audience by Gender



men between the ages of 25-34 have a higher potential to see your content and visit your Page.

SOCIAL MEDIA REPORT

FEBRUARY 2022



COMMUNICATIONS & MARKETING



Twitter | twitter.com/NWCWyo

Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

Descending ▾ by Lifetime Engagements



@NWCWyo
Mon 2/21/2022 12:00 am UTC

Remember, this Tuesday at 5 p.m. is the deadline to submit your questions for NWC Presidential Finalist Michelle Schutt to be presented by a moderator during the Q&A...

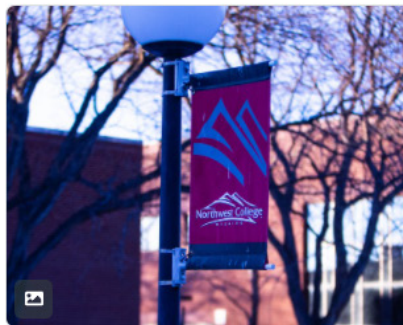


Total Engagements	13
Likes	1
Comments	0
Shares	0
Post Link Clicks	2
Other Post Clicks	10
Other Engagements	0



@NWCWyo
Sun 2/27/2022 10:00 pm UTC

Remember, this Tuesday at 5 p.m. is the deadline to submit your questions for NWC Presidential Finalist Lisa Watson to be presented by a moderator during the Q&A portion of...



Total Engagements	11
Likes	1
Comments	1
Shares	1
Post Link Clicks	0
Other Post Clicks	8
Other Engagements	0



@NWCWyo
Mon 2/14/2022 8:15 pm UTC

NWC announces two finalists for President: Dr. Michelle Schutt, current VP of Community Learner Services at the College of Southern Idaho, and Ms. Lisa Watson, current...



Total Engagements	6
Likes	1
Comments	0
Shares	0
Post Link Clicks	4
Other Post Clicks	1
Other Engagements	0

WEBSITE TRAFFIC REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

Google Analytics: nwc.edu

Feb 1, 2022 - Feb 28

Users

Users
16.7K
↓ -10.7% from previous year

New Users
14.1K
↓ -8.5% from previous year

Number of Sessions per User
2.3
↑ 0.5% from previous year

User Sessions

Sessions
38.4K
↓ -10.3% from previous year

% New Sessions
36.7%
↑ 2.0% from previous year

Total Pageviews

Pageviews
88.2K
↓ -4.4% from previous year

Unique Pageviews
70.4K
↓ -4.9% from previous year

Sessions by Traffic Source and Medium

Source / Medium	Sessions	% Δ
google / organic	18,131	-2.5% ↓
(direct) / (none)	11,911	-6.2% ↓
nwc.edu / referral	2,221	48.7% ↑
login.microsoftonline.com / refer...	1,805	-12.1% ↓
bing / organic	1,354	7.2% ↑
paidFB-IG / cpc	320	-39.0% ↓
yahoo / organic	300	-31.0% ↓
l.facebook.com / referral	228	-61.7% ↓
m.facebook.com / referral	153	-34.1% ↓
website / trapperChatBot	152	-53.5% ↓

1 - 10 / 190 < >

Top Ten Most Visited Pages

	Page Title	Pageviews	Avg. Session Duration
1.	Home :: Northwest College :: Powell, Wyoming	29,613	00:02:06
2.	By Area :: Academics :: Northwest College	2,301	00:03:58
3.	Results :: Search :: Northwest College	2,231	00:02:35
4.	Home :: Hinckley Library :: Northwest College	1,753	00:07:10
5.	Home :: Calendar of Events :: Northwest College	1,752	00:03:11
6.	Home :: Academics :: Northwest College	1,697	00:02:27
7.	Search for Courses & Syllabi :: Class Schedule :: Acade...	1,026	00:01:50
8.	Home :: Admissions :: Northwest College	1,015	00:05:10
9.	Home :: 2021-22 Presidential Search :: Northwest College	867	00:02:02
10.	Application for Admission	847	00:02:46

1 - 10 / 2180 < >

Sessions by Campaign

Acquisition Campaign	Acquisition Medium	Sessio...
1... FY22EC-Q3	cpc	311
2... **LP Branded	cpc	32
3... WyCCEnrollment	all	9
4... chatAnswers	trapperChatBot	8
5... calendar	social	3
6... Q1-FY22-EC	cpc	3
7... FY21EC	cpc	2
8... dec	email	1
9... sept	display	1
1... FY22EC-Q2	cpc	1

1 - 10 / 12 < >

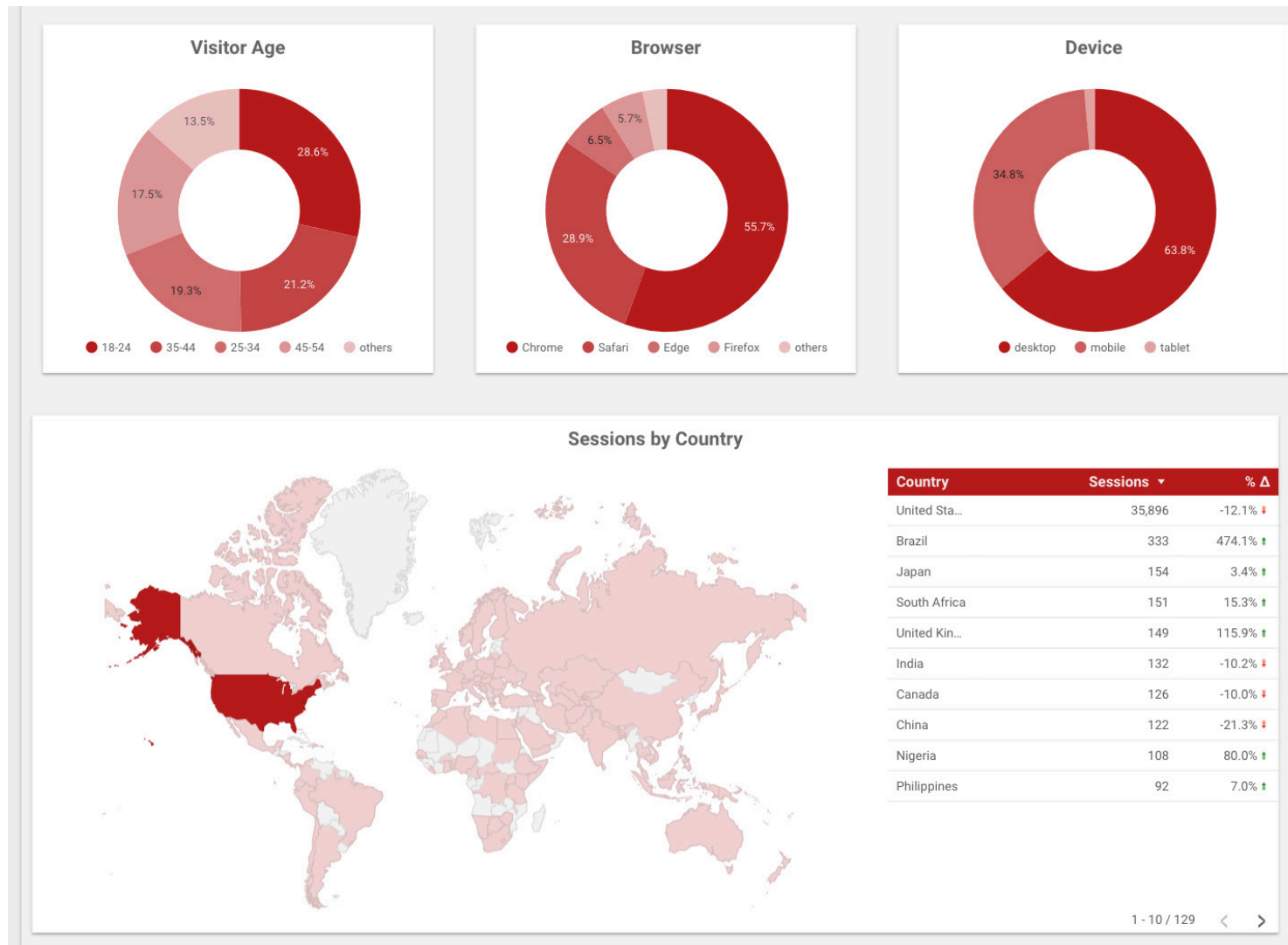
WEBSITE TRAFFIC REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

G Google Analytics: nwc.edu | Visitor Age | Browser | Device | Sessions by Country



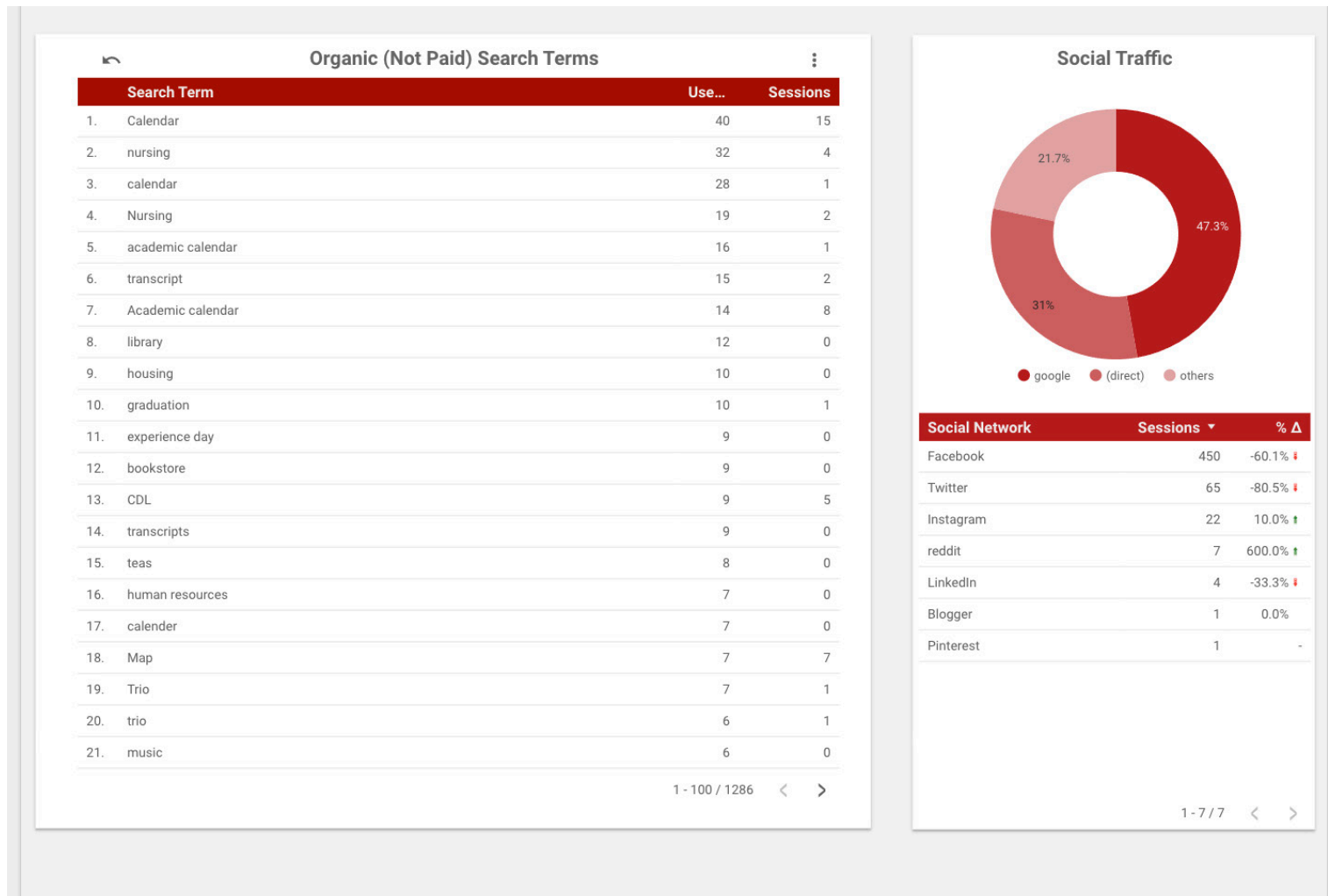
WEBSITE TRAFFIC REPORT

FEBRUARY 2022



COMMUNICATIONS
& MARKETING

G Google Analytics: nwc.edu | Search Terms and Social Traffic





Classified Staff

February 2022

Classified Staff Introduction

In July we began introductions with the Classified Staff Executive Committee, this month we have randomly selected Joe Atkinson to introduce.

Joe Atkinson, Facilities Assistant

Division/location: Administrative Services/Physical Plant

Years of Service: 6

Interests/hobbies: Engineering and woodworking

What about NWC do you appreciate the most: Being part of a team that is solid and dependable. Enjoying being a part of the beautification project.

TO: Interim President Lisa Watson
FROM: Michael F. Cuddy, Faculty Senate President

CC: NWC Faculty Senate; Keli Borders, Interim Executive Secretary to the President & Board of Trustees

DATED: 4 March 2022

RE: Faculty Constituency Group Report for March 2022

February was a busy – albeit shorter – month for Faculty as we settled in to the new semester and grew accustomed to new classes and faces while also engaging with the NWC Presidential search.

Education majors under the direction of fixed-term instructor of education, Jo-el Sauers, will receive hands-on training this spring. Park County School District #6 recently announced the agreement with NWC with details to be finalized imminently. In gist, students will provide weekly art instruction for Cody elementary students throughout the remainder of the semester.

Elsewhere, Northwest College students will soon have a new incentive to learn the ropes. This month, we highlight the Outdoor Education program, led by Assistant Professor Keith McCallister. The program recently entered into contract with Signature Research, a company that designs and builds Challenge Courses, to offer ACCT (Association for Challenge Course Technologies) Level I Practitioner certification in the course OEPR 1100: Introduction to Adventure Education. A Challenge Course introduces the wilderness experience in a fixed setting. It consists of a series of activities, which may include those on or close to the ground (low ropes) or those built on utility poles or trees or in the rafters of a building (a high ropes course). Challenge Courses present a combination of mental and physical challenges requiring groups to work as a team to accomplish goals. They foster shared learning, openness, and teamwork/cooperation.



A typical Challenge Course consisting of low-rope obstacles

The [ACCT](#) is the larger of two standards-bearing organizations for the aerial adventure/challenge course/zipline industry. The ability to award ACCT certification directly to students represents a major milestone in NWC Outdoor Education for two reasons: 1) the certificate is the entry-level credential needed for aerial adventure programs and 2) Northwest College will be the first college in the nation to offer the certificate in-house via a for-credit course. Although other colleges offer Level I certifications, those certificates are awarded via third-party vendors and require an additional course and/or fee; in the case of NWC, students will be certified through coursework, as part of the class. There will be no extra certification course for which to register nor extra fee to pay!

Respectfully submitted by,

Michael F. Cuddy, Associate Professor of Chemistry
and 2021-22 Faculty Senate
President

March 2022

In the Spotlight

A tremendous amount of work went into our Presidential search this past Fall semester as well as this Spring semester and our very own **Shaman Quinn**, *Financial Aid Director*, was part of that important hiring committee. Shaman is an amazing asset to have on this type of committee. He is detail-oriented, a thoughtful decision maker, and a natural leader. We are lucky that we had Shaman to represent the Professional Staff in this important decision of hiring our new President and leader. We can rest assured that he is invested in our best interests and will help our Board choose the best candidate for our college. Thank you, Shaman, for all your hard work during the Presidential search.

Campus Service

This spring, Professional Staff are putting on a community service project. We're setting up a free professional clothing closet for students who need appropriate attire to wear to one of our career fairs this spring and to professional work opportunities. Our goal is to make sure that every student has access to professional clothing to make a good first impression or to wear to an interview. We know that some of our students also need hygiene products.

We are currently collecting new or gently used clothing and new personal care items from faculty, staff, and community members.

Students will be able to select items from the closet from March 21 through April 6 in Orendorff Building Room 133. Any leftover items will be donated to the NWC TRIo program's on-going clothing closet.





TO: Lisa Watson, NWC Interim President
FROM: Shelby Wetzel, NWC Foundation Executive Director
RE: NWC Foundation Activities for February 2022

NWC Foundation Board/Operations:

- Held Foundation Board meeting on February 2. We appreciate Trustee Spomer's participation and sharing related to NWC's transformation work.
- Conducted five small group Board Member Discussions regarding Foundation Mission and Vision as a warm-up to strategic planning work that will happen this year.
- Prepared scholarship budgets for NWC's 2022-2023 academic year.
- Preparing financial reports for endowment donors. Provided information to campus entities regarding funds available for specific program areas.

Major Gift Fundraising:

- Current major gift fundraising priorities continue to revolve around the Vibrancy Campaign/Student Center and Endowed Athletic Scholarships.
- Continued cultivation and solicitation work with top-level donor prospects and perform follow-up regarding pledges and gift documents.
- Distributed planned giving letter seeking notification of bequest/estate gift intentions.

Annual Giving/Marketing/Events:

- Initiated marketing program for 2022 NWC Giving Day on March 31. Seeking Challenge donors for incentive matching.
- Continued planning work for the 75th Anniversary Celebration/NWC Foundation Gala on April 1, 2022. It will feature options for both live and virtual participation.
- Helping organize a Career Fair at Northwest on April 6 and launch the Alumni Association's TrapperPath program, preparing people for employment opportunities.
- Held virtual Alumni Association Board meeting on February 8.
- Completed position description for second AmeriCorps VISTA who will work with the Alumni Association.
- Celebrating cumulative and consecutive giving milestones with individual donors.
- Collaborating with Trapper Booster Club regarding Gameday activities. Also planning for the Trapper Bonanza, with Calcutta dinner and golf tournament in June.

Miscellaneous:

- Participated on Presidential Search Committee. Hosted donor receptions with finalists during campus interview process.
- Facilitating major renovation project at the Nelson House.

March 3, 2022

TO: Lisa M. Watson, Interim President

FROM: Brad Bowen, Finance Director

RE: Student Center Project Update

Overview

In September 2015, the Board of Trustees voted to approve the commissioning of a Level I study for a new Student Center. The Level I report was completed and approved by the Board in January 2017. During the 2019 legislative session, the legislators approved the State of Wyoming would share equally in the cost of the Level II study for a new student center. Northwest College was able to complete Level II design in Fall 2019. During the 2021 legislative session, the legislators approved the State of Wyoming and Northwest College would share costs equally to complete Level 3 design and construction documents. In July 2021, the Board of Trustees approved Northwest College's matching funds. Level 3 work began in November 2021 with a 100% design development goal by April 1, 2022, and 100% construction documents by June 17, 2022.

Architect

Hord Coplan Macht (HCM) was selected as the architect for the project. Gwen Gilley will serve as the principal of the project.

Construction Manager At-Risk

Grothouse Construction of Cody was selected as the construction manager at-risk for the project. Fred Bronnenberg is the company CEO and President.

Building Design

Northwest College's Steering Committee, Wyoming Construction Department Representatives, Grothouse Construction team, and Hord Coplan Macht meet each week to discuss the layout and programming for the new facility. HCM made minor refinements to the floor plan after meeting with all programmatic areas during an onsite visit on February 16.

Design Teams

Kitchen- RICCA (Kitchen Specialists) has designed the kitchen and food serving area, including identifying equipment needs. Northwest College and Sodexo are working to evaluate current equipment to minimize new equipment purchases and provide an updated equipment listing for cost estimating.

Landscaping- Hord Coplan Macht's landscaping team has begun preliminary work designing the facility's landscaping. Northwest College is working directly with the landscaping team to ensure that design standards are met.

Mechanical Systems- Preliminary designs are being developed by engineers based on floor plans. Northwest College is working with the engineering teams to ensure the systems will operate as efficiently as possible, allow for future growth, and be easily maintained and compatible with other mechanical systems on campus.

Interior Design- Hord Coplan Macht's interior design team has been gathering information regarding Northwest College's desires for the aesthetics of the building. The design team will be on campus on March 14 to review interior design samples.

Cost Estimated/Value Engineering- Groathouse Construction has been preparing cost estimates of the building based on the floor plans presented. The cost estimating team is aware of Northwest College's requirement for adequate inclusion of contingencies in the costing models. Groathouse Construction will be proposing ideas at an upcoming Steering Committee Meeting.

Owners Group

Northwest College and the State of Wyoming Construction Department meet regularly to discuss the project from the owner's perspective. These meetings allow for a team approach to ensure the state's and college's expectations are being met.

Financials

Northwest College and the State of Wyoming have contributed \$1,000,000 each to the level 3 planning for the project. The Wyoming Legislature is currently reviewing a capital construction bill that includes the student center project with a projected cost of \$25,130,756. This cost would be split equally between the State of Wyoming and Northwest College. Northwest College has informed the architect and construction manager at-risk that the project must remain in the \$18M to \$20M range with adequate contingencies included. Northwest College continues to work closely with the design teams.

March 2, 2022

TO: Lisa M. Watson, Interim President

FROM: Brad Bowen, Finance Director

RE: Check Register

The following is a summary of the checks processed during the month

	Supplies	Servs/Fees/ Repr/ Maint	Assoc/Travel / Misc	Utilites/Ins/ Support	Other Operating Exp	Capital/ Equip	New Constr/ Cap Impr	Total
Fund 10	\$ 11,065.48	\$ 44,313.19	\$ 36,345.26	\$ 38,592.70	\$ 20,099.53	\$ -	\$ -	\$ 150,416.16
Fund 11	\$ 376.92	\$ 9,658.38	\$ 6,627.00	\$ 1,713.00	\$ 3,074.61	\$ -	\$ -	\$ 21,449.91
Fund 12	\$ 3,235.02	\$ 2,668.60	\$ 1,527.15	\$ 12,734.43	\$ 86,176.00	\$ 8,786.53	\$ 6,354.67	\$ 121,482.40
Fund 14	\$ 239.62	\$ 4,248.70	\$ 179.70	\$ -	\$ 588.70	\$ -	\$ -	\$ 5,256.72
Fund 15	\$ 1,751.53	\$ 3,826.68	\$ -	\$ 245.96	\$ 3,043.44	\$ -	\$ -	\$ 8,867.61
Fund 22	\$ 1,400.63	\$ 179.95	\$ 1,104.45	\$ -	\$ 4,724.15	\$ -	\$ -	\$ 7,409.18
Fund 70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 71	\$ -	\$ 6,458.33	\$ -	\$ -	\$ -	\$ -	\$ 2,199.19	\$ 8,657.52
Fund 74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 18,069.20	\$ 71,353.83	\$ 45,783.56	\$ 53,286.09	\$ 117,706.43	\$ 8,786.53	\$ 8,553.86	\$ 323,539.50

Please find the attached March check register for your review.

FUNDS

10 CURRENT FUND - UNRESTRICTED

- 10 OPERATING FUND
- 11 ONE MILL FUND
- 12 AUXILIARY FUND
- 13 BOCES
- 14 COMMUNITY EDUC/NON-CREDIT
- 15 CONTINUING EDUCATION/CONTRACT TRAINING

20 CURRENT FUND - RESTRICTED

- 22 GENERAL RESTRICTED - (new 1997)
- 24 FEDERAL PELL/SEOG/WORKSTUDY
- 25 FEDERAL FUNDS
- 26 RESTRICTED SCHOLARSHIPS - (new 2000)
- 27 WORKFORCE RESTRICTED – (new 2009)

30 LOAN FUNDS

- 30 WILMA LATIMER LOAN FUND

40 ENDOWMENT AND SIMILAR FUNDS

- 41 NWC QUASI ENDOWMENT FUNDS

60 AGENCY FUNDS

- 60 AGENCY FUND
- 61 AGENCY-FOUNDATION PASS THRU - (new 2006)

70 PLANT FUNDS

- 70 PLANT RENEWAL & REPLACEMENT FUND
- 71 PLANT CONSTRUCTION
- 72 FIXED ASSETS
- 74 RETIREMENT OF INDEBTEDNESS

91 Current Funds Fee Revenue Distribution Clearing

Boces removed from funds January 1999 – re-opened July 2017

NORTHWEST COLLEGE CHECK REGISTER - March 2022

	10 Operating Fund						
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/8/2022	V0271166	Art	91 Supplies	Powell Ace Hardware LLC	Design 3D supplies	\$56.65
10	2/9/2022	V0271172	Art	91 Supplies	Transfer Visa	Glaze, under glaze	\$319.80
10	2/3/2022	V0270946	Athletic Dir	91 Supplies	Fedex	Postage	\$25.82
10	2/3/2022	V0271002	Athletic Dir	91 Supplies	Transfer Visa	Powell Tribune subscript	\$50.00
10	2/8/2022	V0271159	Athletic Dir	91 Supplies	Vision West Inc	Jacket	\$55.00
10	2/9/2022	V0271175	Athletic Dir	91 Supplies	NWC Agency Fund	Indian tacos	\$65.00
10	3/1/2022	V0271573	Biology	91 Supplies	Powell Ace Hardware LLC	Biology lab supplies	\$89.70
10	2/4/2022	V0271134	Bldg Maint	91 Supplies	Aldrich's Lumber	Shop supplies	\$5.99
10	2/9/2022	V0271177	Bldg Maint	91 Supplies	McIntosh Oil Inc	Jan 2022 fuel	\$1,203.83
10	2/10/2022	V0271207	Bldg Maint	91 Supplies	John Deere Financial	shop	\$49.98
10	2/10/2022	V0271213	Bldg Maint	91 Supplies	Fastenal Company	shop	\$39.00
10	2/9/2022	V0271177	Campus Security	91 Supplies	McIntosh Oil Inc	Jan 2022 fuel	\$138.48
10	2/3/2022	V0270950	Chemistry	91 Supplies	MPS	Course Supplies- Chem	\$760.00
10	2/18/2022	V0271428	Chemistry	91 Supplies	MPS	Course Supplies-Chem	\$380.00
10	2/18/2022	V0271422	Comm & Mktg	91 Supplies	Synchrony Bank/Amazon	Gift bags, sign holders,	\$66.75
10	2/3/2022	V0270945	Computer Srv	91 Supplies	QUILL	Office Supplies	\$1,003.35
10	2/10/2022	V0271215	Cust/Grounds	91 Supplies	KB Commercial Products	custodial	\$179.68
10	2/23/2022	V0271458	Cust/Grounds	91 Supplies	Sodexo Operations LLC	Toilet paper	\$240.18
10	3/1/2022	V0271578	Cust/Grounds	91 Supplies	Transfer Visa	Laundry soap	\$45.03
10	2/18/2022	V0271427	EMS Prog	91 Supplies	Diamedical USA	EMS IV kits	\$148.75
10	2/8/2022	V0271169	Graphic Arts	91 Supplies	Morgan D Tyree	WEB hosting subscription	\$317.87
10	2/18/2022	V0271422	Graphic Arts	91 Supplies	Synchrony Bank/Amazon	Egag for graphic design	\$55.44
10	2/10/2022	V0271212	Grounds	91 Supplies	O'Reilly Auto Parts	grounds	\$41.46
10	2/17/2022	V0271403	Grounds	91 Supplies	Big Valley Bearing & Sup	grounds	\$17.85

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/18/2022	V0271422	Human Anatomy	91 Supplies	Synchrony Bank/Amazon	Blood type testing kits	\$164.95
10	2/18/2022	V0271422	Instr Tech Sup	91 Supplies	Synchrony Bank/Amazon	Camera, tv mount	\$978.87
10	2/3/2022	V0270946	Library	91 Supplies	Fedex	Postage	\$45.77
10	2/18/2022	V0271422	Library	91 Supplies	Synchrony Bank/Amazon	Date stamp, bulletin	\$46.93
10	2/23/2022	V0271465	Library	91 Supplies	Nancy Miller	Hooks	\$23.25
10	2/9/2022	V0271180	Math	91 Supplies	Laramie County Community College	State math contest fee	\$166.67
10	2/9/2022	V0271178	Music	91 Supplies	Craig Olson	Jan 2022 piano tuning	\$300.00
10	2/18/2022	V0271422	Nursing	91 Supplies	Synchrony Bank/Amazon	Backpacks, badge clips,	\$706.57
10	2/28/2022	V0271565	Orientation	91 Supplies	Sodexo Operations LLC	Orientation meals	\$227.45
10	2/18/2022	V0271422	Outdoor Ed	91 Supplies	Synchrony Bank/Amazon	First aid supplies	\$252.81
10	2/18/2022	V0271422	Photography	91 Supplies	Synchrony Bank/Amazon	Transparency film, books,	\$664.79
10	2/3/2022	V0270937	Plant Admin	91 Supplies	Mountain West Computers	2022 desk calendar	\$10.99
10	2/9/2022	V0271177	Rodeo Men	91 Supplies	McIntosh Oil Inc	Jan 2022 fuel	\$212.02
10	2/18/2022	V0271422	Social Sci Div	91 Supplies	Synchrony Bank/Amazon	Book	\$32.19
10	2/3/2022	V0270948	Welding	91 Supplies	Powell Ace Hardware LLC	Borax	\$6.99
10	2/3/2022	V0270949	Welding	91 Supplies	Norco	Carbon dioxide/argon	\$248.50
10	2/7/2022	V0271155	Welding	91 Supplies	Norco	Acetylene	\$611.48
10	2/9/2022	V0271181	Welding	91 Supplies	Norco	Socket & plug X 10	\$517.00
10	2/9/2022	V0271187	Welding	91 Supplies	Norco	Oxygen	\$78.85
10	2/18/2022	V0271424	Welding	91 Supplies	Norco	Shop tools	\$301.75
10	2/28/2022	V0271568	Welding	91 Supplies	Norco	Argon, oxygen	\$112.04
			Sum:	91 Supplies			\$11,065.48
	10 Operating Fund						
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/24/2022	V0271490	Admin Serv	92 Servs/Fees/Repr/Maint	Transfer Visa	Asset keeper software	\$389.00
10	2/18/2022	V0271422	Art	92 Servs/Fees/Repr/Maint	Synchrony Bank/Amazon	Electric & manual pencil	\$131.34

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/18/2022	V0271422	Art	92 Servs/Fees/Repr/Maint	Synchrony Bank/Amazon	Sink baskets, dremil bit	\$66.97
10	2/3/2022	V0270935	Bldg Maint	92 Servs/Fees/Repr/Maint	Rimrock Tire	repair flat on dump trlr	\$22.59
10	2/4/2022	V0271134	Bldg Maint	92 Servs/Fees/Repr/Maint	Aldrich's Lumber	Building repairs	\$127.15
10	2/10/2022	V0271206	Bldg Maint	92 Servs/Fees/Repr/Maint	Carquest Auto Parts	bldg repair: yb	\$13.79
10	2/10/2022	V0271207	Bldg Maint	92 Servs/Fees/Repr/Maint	John Deere Financial	equip repair: battery	\$99.95
10	2/10/2022	V0271210	Bldg Maint	92 Servs/Fees/Repr/Maint	Casper Winnelson Co	equip repair: sci/math yb	\$965.19
10	2/10/2022	V0271214	Bldg Maint	92 Servs/Fees/Repr/Maint	Grainger	eq repair: sci/math	\$57.19
10	2/10/2022	V0271216	Bldg Maint	92 Servs/Fees/Repr/Maint	Coulter Car Care	oil changes: cc35 22 28	\$296.68
10	2/17/2022	V0271401	Bldg Maint	92 Servs/Fees/Repr/Maint	CED	bldg repair	\$666.70
10	2/17/2022	V0271403	Bldg Maint	92 Servs/Fees/Repr/Maint	Big Valley Bearing & Sup	equip repair	\$79.21
10	2/23/2022	V0271450	Bldg Maint	92 Servs/Fees/Repr/Maint	Grainger	equip repair: ctd	\$242.29
10	2/23/2022	V0271451	Bldg Maint	92 Servs/Fees/Repr/Maint	Casper Winnelson Co	equip repair	\$275.13
10	2/23/2022	V0271454	Bldg Maint	92 Servs/Fees/Repr/Maint	Johnstone Supply	bldg repair	\$126.20
10	2/23/2022	V0271473	Bldg Maint	92 Servs/Fees/Repr/Maint	Transfer Visa	Equip repairs	\$706.56
10	3/1/2022	V0271579	Bldg Maint	92 Servs/Fees/Repr/Maint	Transfer Visa	Building repairs	\$84.56
10	3/1/2022	V0271579	Bldg Maint	92 Servs/Fees/Repr/Maint	Transfer Visa	Equipment repairs	\$747.77
10	2/7/2022	V0271147	Computer Srv	92 Servs/Fees/Repr/Maint	Ellucian Inc	Software fees	\$13,339.80
10	2/7/2022	V0271148	Computer Srv	92 Servs/Fees/Repr/Maint	Ellucian Inc	Software fees	\$9,694.00
10	2/14/2022	V0271364	Computer Srv	92 Servs/Fees/Repr/Maint	Systrap, LLC	Constultant fees	\$600.00
10	2/15/2022	V0271395	Computer Srv	92 Servs/Fees/Repr/Maint	ITsavvy LLC	Battery Replacement	\$182.00
10	2/18/2022	V0271422	Computer Srv	92 Servs/Fees/Repr/Maint	Synchrony Bank/Amazon	27" monitor	\$379.99
10	2/18/2022	V0271422	Computer Srv	92 Servs/Fees/Repr/Maint	Synchrony Bank/Amazon	Cables, batteries	\$107.32
10	2/28/2022	V0271556	Computer Srv	92 Servs/Fees/Repr/Maint	Rave Mobile Safety	Rave Renewal 1 year	\$7,153.51
10	2/17/2022	V0271415	College Serv	92 Servs/Fees/Repr/Maint	Transfer Visa	Enroll/mgmt/mktg class	\$4,880.00
10	2/18/2022	V0271426	EMS Prog	92 Servs/Fees/Repr/Maint	FISDAP	EMS training & exams	\$950.25
10	2/10/2022	V0271207	Grounds	92 Servs/Fees/Repr/Maint	John Deere Financial	grounds	\$547.17
10	2/7/2022	V0271145	Mens BB	92 Servs/Fees/Repr/Maint	David J. Saucedo	02-05-22 Announce MBBall	\$40.00

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/8/2022	V0271160	Mens BB	92 Servs/Fees/Repr/Maint	Chelsea L. Dugger	02-05-22 MBB scorebook	\$35.00
10	2/14/2022	V0271359	Mens BB	92 Servs/Fees/Repr/Maint	Chelsea L. Dugger	02-12-22 MBB scorebook	\$35.00
10	2/18/2022	V0271431	Mens BB	92 Servs/Fees/Repr/Maint	Scott Mangold	02-16-22 Announce WMBB	\$40.00
10	2/3/2022	V0271130	Mens Soccer	92 Servs/Fees/Repr/Maint	Lamplighter Inn	Lodging	\$178.00
10	2/15/2022	V0271388	Music	92 Servs/Fees/Repr/Maint	Natl Assoc Schools of Music	NASM review application	\$100.00
10	2/18/2022	V0271422	Outdoor Ed	92 Servs/Fees/Repr/Maint	Synchrony Bank/Amazon	First aid supplies	\$362.88
10	2/24/2022	V0271531	Outdoor Ed	92 Servs/Fees/Repr/Maint	NASAR	Wilderness 1st Resp Cert	\$440.00
10	2/7/2022	V0271145	Womens BB	92 Servs/Fees/Repr/Maint	David J. Saucedo	02-05-22 Announce WBBall	\$40.00
10	2/8/2022	V0271160	Womens BB	92 Servs/Fees/Repr/Maint	Chelsea L. Dugger	02-05-22 WBB scorebook	\$35.00
10	2/14/2022	V0271359	Womens BB	92 Servs/Fees/Repr/Maint	Chelsea L. Dugger	02-12-22 WBB scorebook	\$35.00
10	2/18/2022	V0271431	Womens BB	92 Servs/Fees/Repr/Maint	Scott Mangold	02-16-22 Announce WMBB	\$40.00
			Sum:	92 Servs/Fees/Repr/Maint			\$44,313.19

10 Operating Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/7/2022	V0271152	Acad Affairs VP	93 Assoc/Travel/Misc	Jeannie S Hunt	Per diem for conference	\$150.00
10	2/23/2022	V0271467	Acad Affairs VP	93 Assoc/Travel/Misc	Jeannie S Hunt	Uber transportation	\$40.72
10	2/9/2022	V0271190	Animal Judge	93 Assoc/Travel/Misc	Transfer Visa	Entry fees, lodging,	\$3,931.62
10	2/15/2022	V0271394	Enroll Serv	93 Assoc/Travel/Misc	Transfer Visa	Lodging, meals	\$125.91
10	2/15/2022	V0271394	Enroll Serv	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$22.56
10	2/7/2022	V0271154	Forensic	93 Assoc/Travel/Misc	Jeannie S Hunt	Orlando airfare tickets	\$3,064.46
10	2/7/2022	V0271154	Forensic	93 Assoc/Travel/Misc	Jeannie S Hunt	St Louis airfare tickets	\$2,026.00
10	3/1/2022	V0271575	Library	93 Assoc/Travel/Misc	Kanopy	81 online learning views	\$162.00
10	3/1/2022	V0271588	Library	93 Assoc/Travel/Misc	Transfer Visa	Virtual conf reg fees	\$193.53
10	2/3/2022	V0271027	Mens BB	93 Assoc/Travel/Misc	Transfer Visa	Lodging, meals	\$1,765.51
10	2/3/2022	V0271027	Mens BB	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$99.51
10	2/21/2022	V0271437	Mens BB	93 Assoc/Travel/Misc	BSN Sports	Mens BBall team gear	\$3,074.86

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/3/2022	V0270991	Nursing	93 Assoc/Travel/Misc	Castlebranch, Inc	Nursing dues	\$735.00
10	2/14/2022	V0271361	Nursing	93 Assoc/Travel/Misc	Mountain Measurement Inc	Membership dues	\$350.00
10	2/28/2022	V0271558	Pres Office	93 Assoc/Travel/Misc	Lisa M. Watson	Meal reimb	\$7.12
10	2/28/2022	V0271569	Pres Office	93 Assoc/Travel/Misc	CampusWorks Inc	Institutional trans-final	\$17,000.00
10	2/7/2022	V0271151	Stu Serv VP	93 Assoc/Travel/Misc	Roena B. Halbur	counselor license renew	\$350.00
10	2/3/2022	V0271106	Tutoring	93 Assoc/Travel/Misc	Nat Tutoring Assoc	Prof tutoring membership	\$35.00
10	2/23/2022	V0271477	Womens BB	93 Assoc/Travel/Misc	Transfer Visa	Food supplies	\$2.58
10	2/23/2022	V0271477	Womens BB	93 Assoc/Travel/Misc	Transfer Visa	Food supplies	\$98.31
10	2/23/2022	V0271477	Womens BB	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$438.38
10	2/23/2022	V0271477	Womens BB	93 Assoc/Travel/Misc	Transfer Visa	supplies	\$16.57
10	2/23/2022	V0271477	Womens BB	93 Assoc/Travel/Misc	Transfer Visa	Snacks, food supplies	\$65.31
10	2/9/2022	V0271184	Wrestling	93 Assoc/Travel/Misc	Jim R Zeigler	Lodging-Miami, OK	\$1,209.14
10	2/10/2022	V0271254	Wrestling	93 Assoc/Travel/Misc	Transfer Visa	Lodging, meals, snacks	\$931.17
10	2/10/2022	V0271344	Wrestling	93 Assoc/Travel/Misc	NWC Accounts Receivable	Wrestling per diem	\$450.00
			Sum:	93 Assoc/Travel/Misc			\$36,345.26
	10 Operating Fund						
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/8/2022	V0271163	Computer Srv	94 Utilities/Ins/Support	Century Link	Telephone service	\$87.58
10	2/8/2022	V0271164	Computer Srv	94 Utilities/Ins/Support	Verizon Wireless	Telephone service	\$4,167.47
10	2/14/2022	V0271363	Computer Srv	94 Utilities/Ins/Support	Century Link	Telephone service	\$393.96
10	2/17/2022	V0271409	Computer Srv	94 Utilities/Ins/Support	NICE	Telephone service	\$15.02
10	2/23/2022	V0271466	Computer Srv	94 Utilities/Ins/Support	Verizon Wireless	Telephone service	\$81.18
10	2/4/2022	V0271135	Extend Camp	94 Utilities/Ins/Support	Park County Clerk	Feb 22 Cody Center rent	\$5,211.83
10	2/10/2022	V0271208	Field Camp	94 Utilities/Ins/Support	Rocky Mtn Power	field station: electric	\$829.20
10	2/3/2022	V0270936	Rodeo Arena	94 Utilities/Ins/Support	Black Hills Energy	rodeo arena gas jan22	\$2,295.92
10	2/3/2022	V0270940	Rodeo Arena	94 Utilities/Ins/Support	Garland Light & Power Co	electric jan22 rodeo	\$475.02

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/3/2022	V0270939	Utilities	94 Utilities/Ins/Support	Keele Sanitation LLC	dumster fees ag, eq	\$320.00
10	2/3/2022	V0270940	Utilities	94 Utilities/Ins/Support	Garland Light & Power Co	electric jan22 shop eq ob	\$2,324.27
10	2/9/2022	V0271179	Utilities	94 Utilities/Ins/Support	Montana Dakota Utilities Co	Jan 22 Ag, Ihouse, EQ, PP	\$2,766.45
10	2/17/2022	V0271402	Utilities	94 Utilities/Ins/Support	Park County Landfill	dump runs	\$170.80
10	2/17/2022	V0271404	Utilities	94 Utilities/Ins/Support	Garland Light & Power Co	annual pole fee	\$15.00
10	2/17/2022	V0271412	Utilities	94 Utilities/Ins/Support	Rainbow Gas Company	Jan 2022 heat	\$17,769.48
10	2/17/2022	V0271413	Utilities	94 Utilities/Ins/Support	Montana Dakota Utilities Co	Jan 2022 heat	\$1,399.52
10	2/23/2022	V0271455	Utilities	94 Utilities/Ins/Support	Northwest Rural Water District	feb22 rodeo ag water	\$270.00
			Sum:	94 Utilities/Ins/Support			\$38,592.70

10 Operating Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/28/2022	V0271564	Admin Serv	97 Other Operating Exp	Transfer Print Shop	commuter meal plan form	\$5.00
10	2/9/2022	V0271172	Art	97 Other Operating Exp	Transfer Visa	Shipping	\$55.53
10	2/28/2022	V0271564	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	game program 2/21	\$78.00
10	2/28/2022	V0271564	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	game program insert 2/1	\$58.50
10	2/28/2022	V0271564	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	game program insert 2/11	\$62.40
10	2/28/2022	V0271564	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	game program insert 2/15	\$62.40
10	2/28/2022	V0271564	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	game program insert 2/26	\$58.50
10	2/28/2022	V0271564	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	game program insert 2/4	\$62.40
10	2/28/2022	V0271564	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	mbb soph high photos, 6	\$108.00
10	2/28/2022	V0271564	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	rodeo gala program	\$1,084.00
10	2/28/2022	V0271564	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	wbb soph night photos, 10	\$95.00
10	3/1/2022	V0271572	Athletic Dir	97 Other Operating Exp	Wyoming Dept of Revenue	Feb 22 sales tax	\$56.07
10	2/28/2022	V0271564	Biology	97 Other Operating Exp	Transfer Print Shop	sagebrush pocket guide	\$140.70
10	2/3/2022	V0270942	Comm & Mktg	97 Other Operating Exp	Big Horn Radio Network	Radio spots-enrollment	\$2,400.00
10	2/4/2022	V0271137	Comm & Mktg	97 Other Operating Exp	Cody Enterprise	Enrollment campaign ads	\$250.00

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	2/24/2022	V0271486	Comm & Mktg	97 Other Operating Exp	Transfer Visa	Facebook ads	\$364.97
10	2/28/2022	V0271564	Comm & Mktg	97 Other Operating Exp	Transfer Print Shop	75th anniv notepads	\$543.00
10	2/28/2022	V0271564	Comm & Mktg	97 Other Operating Exp	Transfer Print Shop	info card	\$69.50
10	2/28/2022	V0271564	Comm & Mktg	97 Other Operating Exp	Transfer Print Shop	exp day schedule sheet	\$45.00
10	3/1/2022	V0271576	Comm & Mktg	97 Other Operating Exp	Powell Tribune	Advertisment	\$537.25
10	3/1/2022	V0271576	Comm & Mktg	97 Other Operating Exp	Powell Tribune	Upcoming events	\$262.00
10	2/7/2022	V0271153	Computer Srv	97 Other Operating Exp	United Parcel Serv	Postage	\$71.36
10	2/17/2022	V0271408	Computer Srv	97 Other Operating Exp	Quadient Finance USA Inc	Neoship shipping	\$506.38
10	2/17/2022	V0271414	Computer Srv	97 Other Operating Exp	Canon Financial Services Inc	Copier leasing	\$1,490.87
10	2/23/2022	V0271459	Computer Srv	97 Other Operating Exp	United States Postal Service	Postage	\$10,000.00
10	2/23/2022	V0271460	Computer Srv	97 Other Operating Exp	Midwest Connect	Ink cartridge dor mail	\$460.00
10	2/28/2022	V0271564	Drafting	97 Other Operating Exp	Transfer Print Shop	11x17 blank paper	\$14.00
10	2/4/2022	V0271133	Enroll Serv	97 Other Operating Exp	Element451 Inc	Text messaging service	\$150.00
10	2/14/2022	V0271377	Enroll Serv	97 Other Operating Exp	Element451 Inc	Texting serv Oct-Dec 2021	\$103.74
10	2/24/2022	V0271486	Enroll Serv	97 Other Operating Exp	Transfer Visa	Facebook ads	\$185.03
10	2/28/2022	V0271561	Enroll Serv	97 Other Operating Exp	Sodexo Operations LLC	Recruitment meals	\$64.00
10	2/14/2022	V0271362	Extend Camp	97 Other Operating Exp	KPOW	Radio ads classes	\$640.00
10	2/28/2022	V0271564	Plant Admin	97 Other Operating Exp	Transfer Print Shop	heater manuals, 2	\$15.93
			Sum:	97 Other Operating Exp			\$20,099.53
			Sum:				\$150,416.16

11 One Mill Fund							
11	3/1/2022	V0271574	Human Resource	91 Supplies	Backgrounds Online	Pre-employment checks	\$216.70
11	2/15/2022	V0271382	Prof Staff Dev	91 Supplies	Transfer Visa	Plastic sign holders	\$102.74
11	2/15/2022	V0271382	Prof Staff Dev	91 Supplies	Transfer Visa	Powell bucks	\$52.50
11	2/15/2022	V0271386	Trustees Board	91 Supplies	Transfer Visa	Water	\$4.98
			Sum:	91 Supplies			\$376.92

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
11 One Mill Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
11	2/9/2022	V0271188	1M College Services	92 Servs/Fees/Repr/Maint	Transfer Visa	Fees	\$1.58
11	2/9/2022	V0271199	1M College Services	92 Servs/Fees/Repr/Maint	Transfer Visa	Annual fee	\$15.00
11	2/17/2022	V0271407	1M College Services	92 Servs/Fees/Repr/Maint	Wy Dept Workforce Services	4th qtr 2021 unemployment	\$9,537.80
11	2/28/2022	V0271567	1M College Services	92 Servs/Fees/Repr/Maint	Copenhaver Kitchen & Kolpitzke Llc	Jan 2022 legal fees	\$104.00
			Sum:	92 Servs/Fees/Repr/Maint			\$9,658.38
11 One Mill Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
11	2/24/2022	V0271490	1M College Services	93 Assoc/Travel/Misc	Transfer Visa	Sec of state BA renewal	\$27.00
11	2/3/2022	V0270944	Human Resource	93 Assoc/Travel/Misc	Employers Council	Membership 02-01-22	\$6,600.00
			Sum:	93 Assoc/Travel/Misc			\$6,627.00
11 One Mill Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
11	2/8/2022	V0271165	1M College Services	94 Utilities/Ins/Support	Hub International Mtn. States	2010 Temsa bus	\$1,473.00
11	2/15/2022	V0271389	1M College Services	94 Utilities/Ins/Support	CNA Surety Direct Bill	Notary E & O	\$240.00
			Sum:	94 Utilities/Ins/Support			\$1,713.00
11 One Mill Fund							
11	2/4/2022	V0271137	Human Resource	97 Other Operating Exp	Cody Enterprise	Vac:Facilities Assistant	\$107.45
11	2/8/2022	V0271162	Human Resource	97 Other Operating Exp	Sodexo Operations LLC	Food-Pres Search committe	\$257.09
11	2/17/2022	V0271410	Human Resource	97 Other Operating Exp	Sodexo Operations LLC	Box lunches for President	\$279.55
11	2/21/2022	V0271436	Human Resource	97 Other Operating Exp	Transfer Visa	Job advertising ad-Womens	\$275.00
11	2/22/2022	V0271447	Human Resource	97 Other Operating Exp	Buyers Guide	Employment ads	\$28.00
11	2/24/2022	V0271532	Human Resource	97 Other Operating Exp	Mark S Wurzel	Dinner with presidential	\$247.50
11	2/28/2022	V0271553	Human Resource	97 Other Operating Exp	Sodexo Operations LLC	Catering Presidential	\$1,265.88

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
11	2/28/2022	V0271564	Human Resource	97 Other Operating Exp	Transfer Print Shop	blank paper	\$1.20
11	3/1/2022	V0271576	Human Resource	97 Other Operating Exp	Powell Tribune	Meet Presidential	\$524.00
11	3/1/2022	V0271576	Human Resource	97 Other Operating Exp	Powell Tribune	Vac:Facilities Assistant,	\$68.75
11	2/28/2022	V0271564	Trustees Board	97 Other Operating Exp	Transfer Print Shop	board letterhead, 100	\$15.00
11	2/28/2022	V0271564	Trustees Board	97 Other Operating Exp	Transfer Print Shop	feb board book	\$5.19
			Sum:	97 Other Operating Exp			\$3,074.61
			Sum:				\$21,449.91

12 Auxiliary Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	2/21/2022	V0271439	Food Service	91 Supplies	Sodexo Operations LLC	Paper towels, toilet	\$114.91
12	2/8/2022	V0271167	Print Srv	91 Supplies	Uline	2 cartons White foam	\$318.51
12	2/10/2022	V0271217	Print Srv	91 Supplies	Veritiv	Paper	\$1,163.74
12	2/21/2022	V0271439	Res Halls	91 Supplies	Sodexo Operations LLC	Paper towels, toilet	\$241.00
12	2/22/2022	V0271448	Res Halls	91 Supplies	KB Commercial Products	Cleaning supplies	\$360.88
12	2/23/2022	V0271453	Res Halls	91 Supplies	Sodexo Operations LLC	Flex bucks-A Swenson	\$50.00
12	2/23/2022	V0271458	Res Halls	91 Supplies	Sodexo Operations LLC	Paper towels, toilet	\$298.96
12	2/24/2022	V0271478	Res Halls	91 Supplies	Transfer Visa	Supplies for Simpson Hall	\$389.64
12	2/24/2022	V0271478	Res Halls	91 Supplies	Transfer Visa	Balloons	\$35.10
12	2/28/2022	V0271566	Res Halls	91 Supplies	Sodexo Operations LLC	cookies	\$59.94
12	3/1/2022	V0271578	Res Halls	91 Supplies	Transfer Visa	Laundry soap	\$9.58
12	2/9/2022	V0271177	Trap Vil West	91 Supplies	McIntosh Oil Inc	Jan 2022 fuel	\$192.76
			Sum:	91 Supplies			\$3,235.02

12 Auxiliary Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	2/9/2022	V0271182	Food Service	92 Servs/Fees/Repr/Maint	Orkin Pest Control Inc	DSC:monthly pest control	\$100.00

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	2/9/2022	V0271183	Food Service	92 Servs/Fees/Repr/Maint	Production Machine Co	DSC: repair handrail	\$100.00
12	2/3/2022	V0270947	Stabling	92 Servs/Fees/Repr/Maint	Big Horn Animal Care Center	Vet consult equine Jan 22	\$600.00
12	2/4/2022	V0271134	Trap Vil Main	92 Servs/Fees/Repr/Maint	Aldrich's Lumber	TV Main repairs	\$5.39
12	2/7/2022	V0271149	Trap Vil West	92 Servs/Fees/Repr/Maint	Cody Ace Hardware	TV West scraper rental	\$119.86
12	2/7/2022	V0271150	Trap Vil West	92 Servs/Fees/Repr/Maint	Sanders Plumbing Inc	TV West plumbing	\$1,563.35
12	2/17/2022	V0271411	Trap Vil West	92 Servs/Fees/Repr/Maint	Sanders Plumbing Inc	TV West:1306 Bayshore	\$180.00
			Sum:	92 Servs/Fees/Repr/Maint			\$2,668.60

12 Auxiliary Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	2/9/2022	V0271170	Livestock	93 Assoc/Travel/Misc	Regan Smith	Straw	\$425.00
12	2/3/2022	V0271027	Motor Pool	93 Assoc/Travel/Misc	Transfer Visa	Lodging	\$86.00
12	2/9/2022	V0271186	Motor Pool	93 Assoc/Travel/Misc	NWC Accounts Receivable	Driver per diem	\$69.00
12	2/9/2022	V0271188	Motor Pool	93 Assoc/Travel/Misc	Transfer Visa	Lodging	\$86.00
12	2/10/2022	V0271241	Motor Pool	93 Assoc/Travel/Misc	NWC Accounts Receivable	Driver per diem	\$159.00
12	2/22/2022	V0271446	Motor Pool	93 Assoc/Travel/Misc	NWC Accounts Receivable	Driver per diem	\$54.00
12	2/23/2022	V0271449	Motor Pool	93 Assoc/Travel/Misc	NWC Accounts Receivable	Driver per diem	\$82.00
12	2/28/2022	V0271557	Motor Pool	93 Assoc/Travel/Misc	NWC Accounts Receivable	Driver per diem	\$95.00
12	2/9/2022	V0271203	Res Halls	93 Assoc/Travel/Misc	Transfer Visa	Banquet supplies	\$27.81
12	2/28/2022	V0271566	Res Halls	93 Assoc/Travel/Misc	Sodexo Operations LLC	RA training meals	\$443.34
			Sum:	93 Assoc/Travel/Misc			\$1,527.15

12 Auxiliary Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	2/17/2022	V0271412	Res Halls	94 Utilities/Ins/Support	Rainbow Gas Company	Jan 2022 heat	\$7,457.19
12	2/17/2022	V0271413	Res Halls	94 Utilities/Ins/Support	Montana Dakota Utilities Co	Jan 2022 heat	\$587.33
12	2/17/2022	V0271412	Trap Vil Main	94 Utilities/Ins/Support	Rainbow Gas Company	Jan 2022 heat	\$837.00
12	2/17/2022	V0271413	Trap Vil Main	94 Utilities/Ins/Support	Montana Dakota Utilities Co	Jan 2022 heat	\$65.92

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	2/9/2022	V0271179	Trap Vil West	94 Utilities/Ins/Support	Montana Dakota Utilities Co	Jan 22 TV West heat	\$3,779.60
12	2/10/2022	V0271233	Trap Vil West	94 Utilities/Ins/Support	Rocky Mtn Power	Rd 10 light pole power	\$7.39
			Sum:	94 Utilities/Ins/Support			\$12,734.43
12 Auxiliary Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	2/10/2022	V0271230	Food Service	97 Other Operating Exp	Sodexo Operations LLC	January 2022 operations	\$80,334.12
12	2/3/2022	V0270938	Motor Pool	97 Other Operating Exp	Insurance Info Exchange	motor vehicle reports	\$27.07
12	2/9/2022	V0271177	Motor Pool	97 Other Operating Exp	McIntosh Oil Inc	Jan 2022 fuel	\$1,320.18
12	2/9/2022	V0271188	Motor Pool	97 Other Operating Exp	Transfer Visa	Bus fuel	\$250.00
12	2/9/2022	V0271190	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$117.74
12	2/10/2022	V0271206	Motor Pool	97 Other Operating Exp	Carquest Auto Parts	bus fuel	\$60.00
12	2/10/2022	V0271206	Motor Pool	97 Other Operating Exp	Carquest Auto Parts	bus repair: cc19, cc15	\$1,039.96
12	2/10/2022	V0271206	Motor Pool	97 Other Operating Exp	Carquest Auto Parts	fleet repair: CC17 wipers	\$63.98
12	2/10/2022	V0271209	Motor Pool	97 Other Operating Exp	Yellowstone Motors	oil changes rotate tires	\$305.31
12	2/10/2022	V0271211	Motor Pool	97 Other Operating Exp	Prevost	bus repair cc15	\$224.82
12	2/10/2022	V0271225	Motor Pool	97 Other Operating Exp	Yellowstone Motors	cc40 oil change rotate	\$130.06
12	2/10/2022	V0271254	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$131.56
12	2/15/2022	V0271394	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$122.85
12	2/17/2022	V0271405	Motor Pool	97 Other Operating Exp	Temsa North America Inc	cc32 water heater	\$796.43
12	2/22/2022	V0271448	Motor Pool	97 Other Operating Exp	KB Commercial Products	Fleet sup-clean cars	\$165.88
12	2/23/2022	V0271452	Motor Pool	97 Other Operating Exp	Prevost	cc15, cc19 parts	\$647.93
12	2/23/2022	V0271473	Motor Pool	97 Other Operating Exp	Transfer Visa	CDL drivers test	\$47.25
12	2/23/2022	V0271477	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$52.15
12	3/1/2022	V0271578	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$40.50
12	3/1/2022	V0271579	Motor Pool	97 Other Operating Exp	Transfer Visa	Fleet sup:Car soap	\$298.21
			Sum:	97 Other Operating Exp			\$86,176.00

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12 Auxiliary Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	2/9/2022	V0271171	Livestock	98 Expend--Capital/Equip	Billings Livestock Commission	10 cows AI class	\$8,786.53
			Sum:	98 Expend--Capital/Equip			\$8,786.53
12 Auxiliary Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	2/23/2022	V0271457	Res Halls	99 Exp-New Constr/Cap Impr	Crum Electric	Res halls electrtical	\$116.30
12	2/4/2022	V0271134	Trap Vil West	99 Exp-New Constr/Cap Impr	Aldrich's Lumber	TV West repairs	\$4,717.21
12	2/21/2022	V0271438	Trap Vil West	99 Exp-New Constr/Cap Impr	Powell Garage Door	TV West: Garage door	\$295.00
12	3/1/2022	V0271579	Trap Vil West	99 Exp-New Constr/Cap Impr	Transfer Visa	TV West appliances	\$1,226.16
			Sum:	99 Exp-New Constr/Cap Impr			\$6,354.67
			Sum:				\$121,482.40

14 Comm Serv/Non-Credit Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
14	2/8/2022	V0271168	Music Festival	91 Supplies	Sodexo Operations LLC	Showalter lunches	\$40.00
14	2/9/2022	V0271172	Music Festival	91 Supplies	Transfer Visa	Coffee	\$36.00
14	2/9/2022	V0271172	Music Festival	91 Supplies	Transfer Visa	Food supplies	\$87.96
14	2/9/2022	V0271172	Music Festival	91 Supplies	Transfer Visa	Meals	\$75.66
			Sum:	91 Supplies			\$239.62

14 Comm Serv/Non-Credit Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
14	2/23/2022	V0271469	Jazz Festival	92 Servs/Fees/Repr/Maint	Dana Landry	Jazz festival contractual	\$1,000.00
14	2/23/2022	V0271470	Jazz Festival	92 Servs/Fees/Repr/Maint	Jason Palmer	Airfare	\$848.70
14	2/23/2022	V0271470	Jazz Festival	92 Servs/Fees/Repr/Maint	Jason Palmer	Jazz festival contractual	\$1,500.00

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
14	2/23/2022	V0271471	Music Festival	92 Servs/Fees/Repr/Maint	Tim Schoessler	Music festival contract	\$300.00
14	2/23/2022	V0271472	Music Festival	92 Servs/Fees/Repr/Maint	Emily Ann Poindexter	Music festival contract	\$300.00
14	2/24/2022	V0271530	Music Festival	92 Servs/Fees/Repr/Maint	Eric A. Hagmann	Music festival contract	\$300.00
			Sum:	92 Servs/Fees/Repr/Maint			\$4,248.70

14 Comm Serv/Non-Credit Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
14	2/14/2022	V0271376	Music Festival	93 Assoc/Travel/Misc	Marquis Awards	Showalter plaques/awards	\$179.70
			Sum:	93 Assoc/Travel/Misc			\$179.70

14 Comm Serv/Non-Credit Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
14	2/28/2022	V0271564	Jazz Festival	97 Other Operating Exp	Transfer Print Shop	jazz festival program 300	\$480.00
14	2/28/2022	V0271564	Jazz Festival	97 Other Operating Exp	Transfer Print Shop	jazz festival tickets 300	\$47.20
14	2/28/2022	V0271564	Jazz Festival	97 Other Operating Exp	Transfer Print Shop	jazz fest poster	\$61.50
			Sum:	97 Other Operating Exp			\$588.70
			Sum:				\$5,256.72

15 Continuing Educ Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	2/9/2022	V0271195	Workforce Dev	91 Supplies	Transfer Visa	Ski passes and rentals	\$556.00
15	2/9/2022	V0271202	Workforce Dev	91 Supplies	Transfer Visa	office supplies	\$61.33
15	2/15/2022	V0271390	Workforce Dev	91 Supplies	Transfer Visa	CPR course	\$32.50
15	2/15/2022	V0271396	Workforce Dev	91 Supplies	Sodexo Operations LLC	Dispatcher training	\$241.26
15	2/15/2022	V0271397	Workforce Dev	91 Supplies	Nwc Bookstore	Plumbing books	\$263.90
15	2/18/2022	V0271422	Workforce Dev	91 Supplies	Synchrony Bank/Amazon	Ski wax, brushes	\$86.94
15	2/21/2022	V0271433	Workforce Dev	91 Supplies	Transfer Visa	Hesi testing	\$59.00
15	2/24/2022	V0271479	Workforce Dev	91 Supplies	Transfer Visa	EMS codes	\$57.20

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	2/24/2022	V0271479	Workforce Dev	91 Supplies	Transfer Visa	EMS refresher codes	\$114.40
15	2/24/2022	V0271482	Workforce Dev	91 Supplies	ABS Global	SP22 AI manuals	\$220.00
15	3/1/2022	V0271586	Workforce Dev	91 Supplies	Transfer Visa	Hesi testing	\$59.00
			Sum:	91 Supplies			\$1,751.53
15 Continuing Educ Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	2/7/2022	V0271146	Workforce Dev	92 Servs/Fees/Repr/Maint	Career Step LLC	Dental Assistant-	\$3,279.18
15	2/21/2022	V0271433	Workforce Dev	92 Servs/Fees/Repr/Maint	Transfer Visa	Adventure Med Course	\$450.00
15	2/15/2022	V0271381	Wyo Works CDL	92 Servs/Fees/Repr/Maint	R & A Safety Training	CDL drug tests	\$97.50
			Sum:	92 Servs/Fees/Repr/Maint			\$3,826.68
15 Continuing Educ Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	2/9/2022	V0271179	Workforce Dev	94 Utilities/Ins/Support	Montana Dakota Utilities Co	Jan 22 CTD heat	\$245.96
			Sum:	94 Utilities/Ins/Support			\$245.96
15 Continuing Educ Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	2/23/2022	V0271461	Workforce Dev	96 Schlrs/Grants/Waivers	NWC Accounts Receivable	Payment student accounts	\$2,000.00
			Sum:	96 Schlrs/Grants/Waivers			\$2,000.00
15 Continuing Educ Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	2/3/2022	V0270931	Workforce Dev	97 Other Operating Exp	Transfer Visa	Skills USA swag for table	\$195.00
15	2/9/2022	V0271192	Workforce Dev	97 Other Operating Exp	Transfer Visa	Mailchimp monthly chg	\$59.00
15	2/9/2022	V0271194	Workforce Dev	97 Other Operating Exp	Transfer	Skills USA credit	-\$30.00
15	2/24/2022	V0271486	Workforce Dev	97 Other Operating Exp	Transfer Visa	Facebook ads	\$50.00

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	2/9/2022	V0271177	Wyo Works CDL	97 Other Operating Exp	McIntosh Oil Inc	Jan 2022 fuel	\$769.44
			Sum:	97 Other Operating Exp			\$1,043.44
			Sum:				\$8,867.61

22 General Restricted Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	2/3/2022	V0271002	Athletic Concession	91 Supplies	Transfer Visa	Food supplies	\$11.35
22	2/4/2022	V0271131	Athletic Concession	91 Supplies	Tweeds Wholesale Co	Candy, popcorn	\$167.92
22	2/18/2022	V0271422	Athletic Concession	91 Supplies	Synchrony Bank/Amazon	Nacho trays, napkin	\$160.79
22	2/24/2022	V0271480	Athletic Concession	91 Supplies	Fremont Beverages, Inc	Concessions pop	\$732.00
22	2/24/2022	V0271481	Athletic Concession	91 Supplies	Tweeds Wholesale Co	Candy, hot dogs, bags	\$292.34
22	2/24/2022	V0271487	Athletic Concession	91 Supplies	Transfer Visa	Food supplies	\$36.23
			Sum:	91 Supplies			\$1,400.63

22 General Restricted Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	2/18/2022	V0271422	Rec Co-Op Donation	92 Servs/Fees/Repr/Maint	Synchrony Bank/Amazon	Bike locks	\$179.95
			Sum:	92 Servs/Fees/Repr/Maint			\$179.95

22 General Restricted Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	2/3/2022	V0270952	Simpson Council	93 Assoc/Travel/Misc	Transfer Visa	Food supplies	\$42.04
22	2/18/2022	V0271422	Simpson Council	93 Assoc/Travel/Misc	Synchrony Bank/Amazon	Beads	\$25.76
22	2/3/2022	V0270976	Stu Success IDC	93 Assoc/Travel/Misc	Transfer Visa	Food/snack supplies	\$228.15
22	2/8/2022	V0271161	Stu Success IDC	93 Assoc/Travel/Misc	Wyoming Water Works	Water delivery	\$28.00
22	2/15/2022	V0271391	Technology	93 Assoc/Travel/Misc	Transfer Visa	Student ID cards	\$780.50
			Sum:	93 Assoc/Travel/Misc			\$1,104.45

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22 General Restricted Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	2/10/2022	V0271277	WY Tourism Rodeo Team	96 Schlrs/Grants/Waivers	NWC Accounts Receivable	Payment Student Account	\$2,124.00
			Sum:	96 Schlrs/Grants/Waivers			\$2,124.00
22 General Restricted Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	3/1/2022	V0271572	Athletic Concession	97 Other Operating Exp	Wyoming Dept of Revenue	Feb 22 sales tax	\$76.20
22	2/4/2022	V0271136	Brodrick Library	97 Other Operating Exp	Yankee Book Pedler	Book	\$43.00
22	2/18/2022	V0271422	Brodrick Library	97 Other Operating Exp	Synchrony Bank/Amazon	Books	\$168.37
22	3/1/2022	V0271577	Brodrick Library	97 Other Operating Exp	Transfer Visa	Books	\$240.00
22	3/1/2022	V0271588	Brodrick Library	97 Other Operating Exp	Transfer Visa	Books	\$455.26
22	2/28/2022	V0271564	Graduation	97 Other Operating Exp	Transfer Print Shop	diploma	\$0.40
22	2/28/2022	V0271564	Graduation	97 Other Operating Exp	Transfer Print Shop	diploma reprint	\$0.40
22	3/1/2022	V0271572	Lewis/Clark Counc	97 Other Operating Exp	Wyoming Dept of Revenue	Feb 22 sales tax	\$2.74
22	2/18/2022	V0271422	Nelson Shoemaker Library	97 Other Operating Exp	Synchrony Bank/Amazon	Books	\$1,469.90
22	3/1/2022	V0271584	Nelson Shoemaker Library	97 Other Operating Exp	Transfer Visa	Sound & Vision Magazine	\$23.91
22	3/1/2022	V0271588	Nelson Shoemaker Library	97 Other Operating Exp	Transfer Visa	Book	\$51.97
22	2/28/2022	V0271564	SAAE (Financial Aid)	97 Other Operating Exp	Transfer Print Shop	carton blue paper	\$68.00
			Sum:	97 Other Operating Exp			\$2,600.15
			Sum:				\$7,409.18

71 Capital Construction							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
71	2/23/2022	V0271462	Campus Paving	92 Servs/Fees/Repr/Maint	Engineering Associates Inc	Sprinkler project Phase 3	\$2,677.51
71	2/23/2022	V0271464	Campus Paving	92 Servs/Fees/Repr/Maint	Engineering Associates Inc	Hardscape/paving projects	\$2,715.72
71	2/23/2022	V0271463	Campus PLANNING	92 Servs/Fees/Repr/Maint	Engineering Associates Inc	Electrical infrastructure	\$752.60

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
71	2/28/2022	V0271560	Campus PLANNING	92 Servs/Fees/Repr/Maint	EDA Consulting Engineers	Campus lighting project	\$250.00
71	2/28/2022	V0271560	Sci/Math Bldg	92 Servs/Fees/Repr/Maint	EDA Consulting Engineers	Sci/Math hood project	\$62.50
			Sum:	92 Servs/Fees/Repr/Maint			\$6,458.33
71 Capital Construction							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
71	2/18/2022	V0271430	Campus PLANNING	99 Exp-New Constr/Cap Impr	Crum Electric	Electrical infrastructure	\$2,079.48
71	2/4/2022	V0271134	Fab Bldg	99 Exp-New Constr/Cap Impr	Aldrich's Lumber	Photo lab remodel	\$119.71
			Sum:	99 Exp-New Constr/Cap Impr			\$2,199.19
			Sum:				\$8,657.52

Operating Funds – As of January 31, 2021

OPERATING							
Revenue Sources	Budget	Actual	Difference		On Budget	Monitor	Concern
Tuition	3,338,879	3,452,149	113,270	103%			
Fees	1,192,469	1,167,843	-24,626	98%			
State Appropriations	11,015,379	8,304,148	-2,711,231	75%			
Local Tax Levy	2,977,160	2,172,871	-804,289	73%			
Other Sources	221,805	69,735	-152,070	31%			
Reserve Utilization	0	0	0				
Total Revenue	18,745,692	15,166,746	-3,578,946				
Expenditures by Program					On Budget	Monitor	Concern
Instruction	7,110,129	2,676,892	4,433,237	38%			
Public Service	96,256	2,929	93,327	3%			
Academic Support	1,645,098	719,808	925,290	44%			
Student Services	3,060,302	1,690,948	1,369,354	55%			
Institutional Support	4,171,521	2,233,402	1,938,119	54%			
Operations and Maint/Plant	2,346,859	1,127,395	1,219,465	48%			
Scholarships	315,527	203,244	112,284	64%			
Total Expenditures	18,745,692	8,654,617	10,091,075				

Comments

Tuition and Fees- FY 2022 budgets were built on estimated enrollment on a non-COVID year with historical spring attrition. Fall enrollment is budgeted at a headcount of 1,186 and enrolled credit hours of 12,728. As of November 9, 2021, enrollment was 1,414, and enrolled credit hours of 13,534. Spring enrollment is budgeted at a head count of 983 and enrolled credit hours of 10,617. As of February 3, 2022, enrollment was 1,328 and enrolled credit hours of 12,437. Northwest College will continue to monitor enrollment along with the corresponding tuition and fee revenue.

Reserve Utilization- The Board of Trustees approved a FY 2022 budget with no reserve utilization. Northwest College will monitor actual revenue, and if actual expenditures are unable to align with revenue, the College will communicate with the Board of Trustees.

Expenditures by Program- Northwest College continues to monitor expenditures for FY 2022. At this time, current expenditures are below FY 2021 expenditures. Northwest College will monitor FY 2022 expenditures to ensure they align with actualized revenue.

Auxiliary Fund – As of January 31, 2021

AUXILIARY							
Revenue Sources	Budget	Actual	Difference		On Budget	Monitor	Concern
Food Service	787,227	864,393	77,166	110%			
Residence Halls	1,165,423	1,098,802	-66,621	94%			
Bookstore	6,500	19,317	12,817	297%			
Copy Center	173,366	74,954	-98,412	43%			
Motor Pool	218,384	74,807	-143,577	34%			
Other	780,353	706,129	-74,224	90%			
Total Revenue	3,131,253	2,838,401	-292,852				
Expenditures by Service							
					On Budget	Monitor	Concern
Food Service	787,227	448,894	338,333	57%			
Residence Halls	1,165,423	809,945	355,478	69%			
Bookstore	6,500	0	6,500	0%			
Copy Center	173,366	86,376	86,990	50%			
Motor Pool	218,384	83,312	135,072	38%			
Other	780,353	317,800	462,553	41%			
Total Expenditures	3,131,253	1,746,327	1,384,926				

Comments

Food Service- NWC budgeted 260 meal plans for Fall of 2021 and 225 meal plans for spring 2022. As of February 1, 2022, NWC has sold 266 meal plans for fall 2021 and 236 for spring 2022. Sodexo modified its contract to a cost model with a capped management fee of \$10,000 for FY2022. This modification eliminated having a required number of meal plans and reduced the management fee from the original contract. Northwest College will continue to monitor dining services expenditures.

Residence Halls- NWC budgeted 260 students to live in the residence halls for Fall 2021 and 225 for spring 2022. As of February 1, 2022, NWC Fall 2021 actual occupancy was 256 students and spring 2022 actual occupancy was 229 divided between Simpson, Lewis and Clark, and Colter Halls. Northwest College will monitor will continue to monitor housing expenditures for cost savings.

COVID-19 Expenditures- As of November 30, 2021

Northwest College has received three grants from the United States Department of Education under the Higher Education Emergency Relief Fund. These grant awards have a student portion and an institutional portion. The College must distribute the student portion to the students to receive the institutional portion. The institutional portion is then available for the College to spend per the terms of the grant.

United States Department of Education					
		Grant End Date	Award	Spent	Remaining
Student Grant Awards					
	Higher Education Emergency Relief Fund Part 1	4/24/2021	\$ 366,334	\$ 366,334	\$ -
	Higher Education Emergency Relief Fund Part 2	1/18/2022	\$ 366,334	\$ 366,334	\$ -
	Higher Education Emergency Relief Fund Part 3	5/12/2022	\$ 1,169,786	\$ 1,169,786	\$ -
Total Student Grant Awards			\$ 1,902,454	\$ 1,902,454	\$ -
Institutional Grant Awards					
	Higher Education Emergency Relief Fund Part 1	4/24/2021	\$ 366,334	\$ 366,334	\$ -
	Higher Education Emergency Relief Fund Part 2	1/18/2022	\$ 945,555	\$ 945,555	\$ -
	Higher Education Emergency Relief Fund Part 3	5/12/2022	\$ 1,119,554	\$ 554,255	\$ 565,299
Total Institutional Grant Awards			\$ 2,431,443	\$ 1,866,144	\$ 565,299
Total Higher Education Emergency Relief Fund Grants			\$ 4,333,897	\$ 3,768,598	\$ 565,299

The College finalized student grants under the Higher Education Emergency Relief Fund Part 2 and 3 during the month of September. Procedures for awarding these students followed procedures in place for Spring 2021 with modifications made to follow the latest grant award requirements. The College is currently focusing its efforts on recapturing lost revenue under the institutional portion and will finalize a spending plan after lost revenue has been recaptured to its fullest extent under the grant rules.

Northwest College Foundation				
		Award	Spent	Remaining
	Summer Session First Year Seminar- 2020 Scholarships	\$ 34,857	\$ 34,857	\$ -
	Summer Session First Year Seminar- 2021 Scholarships	\$ 35,000	\$ 26,901	\$ 8,099
	Bachelor of Applied Science Program - Scholarships	\$ 75,000	\$ 75,000	\$ -
	Workforce and CTD Program Scholarships	\$ 140,000	\$ 142,975	\$ (2,975)
Total award from Foundation		\$ 284,857	\$ 279,733	\$ 5,124

In January 2021, the Northwest College Foundation applied for and was awarded CARES ACT grant funding from the Park County Commissioners under the Community Charitable Relief Program. This program allowed the foundation to provide scholarships to qualifying students financially impacted by Covid-19 who enrolled in a summer session first-year seminar course or was accepted to the inaugural class for the bachelor of applied science program this fall. In addition, funding was available for individuals participating in the College's workforce development and career and technical education programs.

February 28, 2022

TO: Interim President Watson

FROM: Brad Bowen, Director of Finance

RE: Third Quarter Budget Adjustments

Presented for your review are the third quarter budget adjustments for fiscal year 2022.

We have listed new and adjusted revenue and expense budgets for grants awarded in the 2022 fiscal year.

Recommended Action: Approval of the third quarter budget adjustments for the 2022 fiscal year.

THIRD QUARTER BUDGET ADJUSTMENTS FOR FISCAL 2022

[illegible]

OPERATING FUND		
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	Revenue		
	Expense		
	Increase in Revenue	0.00	
	Increase in Expense	0.00	

RESTRICTED CURRENT FUNDS

[illegible]

TOTAL CURRENT FUNDS		ORIGINAL ADOPTED	Prior Adjustment	This Quarter	ADJUSTED BUDGET
	Budgeted Revenue	25,630,604	3,026,914	350,754	29,008,272
	Budgeted Expense	(25,630,604)	(3,026,914)	(350,754)	(29,008,272)
	Annual Balance	-	-	-	-



CENTER FOR TRAINING AND DEVELOPMENT

June 14, 2021– February 28, 2022

(SU 21, FA 21 and SP 22)



CENTER FOR TRAINING AND DEVELOPMENT

CERTIFICATIONS OFFERED

SU 21, FA 21 and SP 22

Surgical Tech	Cody Center
Wilderness First Aid and Wilderness First Responder	Powell
Climbing Wall Instructor Certification	Powell
CPR/First Aid	Powell and Cody Center
Forklift Certification	Powell
HVAC	Powell
Plumbing	Powell
MSHA Part 46- New Miner (Mine Safety and Health Administration)	Cody Center
MSHA Refresher Part 46 - (Mine Safety and Health Administration)	Cody Center
ServSafe	Cody Center
Tai Chi for Arthritis & Falls Prevention Instructor Training	Powell
Trauma Emergency Casualty Care - Law Enforcement (TECC)	Cody
Trauma Emergency Casualty Care (TECC)	Cody
EMT Refresher- Basic, Advanced and Paramedic	Cody
National Association for Search and Rescue (NASAR)	Sheridan
EPA 608 and EPA 609	Powell
CIT Crisis Training	Powell
AI Short Course	Powell
Pediatric Advanced Life Support (PALS)	Powell and Cody Center
Advanced Cardiac Life Support (ACLS)	Powell and Cody Center
Basic Live Support (BLS)	Powell and Cody Center
White Water Kayaking	Powell
Facilities Maintenance- Interplay	Powell and Cody Center
Appliance Repair- Interplay	Powell and Cody Center
CDL Course	Powell
Rock Climbing Certification	Powell and Cody Center
Swift Water Rescue Certification	Powell and Cody Center
Avalanche Level 1 Certification	Cody Center
ICEV- Meat Processing	Powell
Advanced Wilderness Life Support	Cody Center



CENTER FOR TRAINING AND DEVELOPMENT

Courses Offered

SU 21, FA 21 and SP 22

Mare Care	Powell
Money EDU Tax Prep	Cody Center
MS Excel Intermediate	Powell
Resilience & Wellbeing in Healthcare	Cody Center
Spanish for Professionals	Powell
A Journey through Espano	Cody Center
Basic Budgeting	Cody Center
Conversational Spanish	Powell
Crisis Intervention Police Training	Powell
Intro to QuickBooks	Powell and Cody Center
MS Word Intermediate	Powell and Cody Center
Suicide Prevention Training	Powell
Lovell School District Bus Safety Training	Powell
Basic Wilderness Navigation	Powell
Dare to Lead	Powell and Cody Center
How to- Photo Class	Powell
Intro to Welding	Powell

CareerStep

Online Learning Platform

CareerStep Programs with students enrolled

<i>Program</i>	<i>Location of Student</i>
Healthcare IT	Lovell, WY
Photographer	Clark, WY
Physical Therapy Aide	Powell, WY
Medical Coding and Billing	North Powder, OR
Dental Assistant	Red Lodge, MT



CENTER FOR TRAINING AND DEVELOPMENT

Ed2Go- Career Courses

SU 21, FA 21 and SP 22

Ed2Go Career Course with student enrollment

Program

Executive Housekeeper
CNC Machinist
Clinical Dental Assistant
Comp TEA A+
Medical Coding and Billing

Location of Student

Powell, WY
Cody, WY
Billings, MT
Lovell, WY
Powell, WY

Ed2Go- Classes

Program

Discover Digital Photography
Mastering your Digital SLR Camera
Photographing People with your Digital Camera
Photographing Nature with your Digital Camera
Singapore Math Strategies: Model Drawing Grades 6-9
Integrating Technology in the Classroom
Mystery Writing
Singapore Math Strategies: Model Drawing Grades 1-5
Merrill Ream Speed Reading
Speed Spanish
Accounting Fundamentals II
Leadership
Solving Classroom Discipline Problems
Stocks, Bonds, and Investing: Oh My!
Mastery of Business Fundamentals
Spanish in the Classroom
Introduction to Interior Design
Empowering Students with Disabilities
Intro to QuickBooks
PhotoShop Courses
Beginning Writers Workshop

Location of Student

Gillette, WY
Gillette, WY
Gillette, WY
Gillette, WY
Lovell, WY
Powell, WY
Cody, WY
Lovell, WY
Cody, WY
Cody, WY
Lovell, WY
Burlington, WY
Cody, WY
Virginia Beach, VA
Lovell, WY
Burlington, WY
Cody, WY
Worland, WY
Thermopolis, WY
Cody, WY
Powell, WY



CENTER FOR TRAINING AND DEVELOPMENT

Additional Ed2Go classes that are available

Ed2go – short courses (most are \$95 and 6 weeks duration/series & bundles cost more and run longer) (SPT = Self Paces Tutorial – these are usually \$115 and run about 3 months)

Aging and Health Bundle
Become an Optical Assistant
Become a Physical Therapy Aide (also SPT)
Become a Veterinary Assistant (also SPT)
Become a Veterinary Assistant II: Canine Reproduction (also SPT)
Become a Veterinary Assistant III: Practical Skills (also SPT)
Certificate in Complementary and Integrative Health (also SPT)
Certificate in End of Life Care (also SPT)
Certificate in Energy Medicine (also SPT)
Certificate in Food, Nutrition and Health (also SPT)
Certificate in Gerontology (also SPT)
Certificate in Global Healing Systems (also SPT)
Certificate in Health Aging (also SPT)
Certificate in Holistic and Integrative Health (also SPT)
Certificate in Holistic and Integrative Health: Foundations 1
Certificate in Holistic and Integrative Health: Foundations 2
Certificate in Holistic and Integrative Health: Foundations 3
Certificate in Infectious Diseases and Infection Control (also SPT)
Certificate in Integrative Behavioral Health (also SPT)
Certificate in Legal and Ethical Issues in Healthcare (also SPT)
Certificate in Nutrition, Chronic Disease and Health Promotion (also SPT)
Certificate in Pain Assessment and Management (also SPT)
Certificate in Perinatal Issues (also SPT)
Certificate in Stress Management (also SPT)
Certificate in Violence Prevention and Awareness (also SPT)
Certificate in Women's Health Issues (also SPT)
Explore a Career as an Administrative Medical Assistant (also SPT)
Explore a Career in Healthcare Suite
Explore a Career in Medical Coding (also SPT)
Explore a Career in Medical Transcription (also SPT)
Explore a Career in Medical Writing (also SPT)
Explore a Career in Nursing (also SPT)
Certificate in Mindfulness
Explore a Career as a Pharmacy Technician
Global Health and Healing Bundle
Grammar and Writing Skills for the Health Professional (also SPT)
Handling Medical Emergencies (also SPT)
Health Care Entrepreneurship Bundle
Health and Well-Being Bundle



CENTER FOR TRAINING AND DEVELOPMENT

Additional Ed2Go classes that are available

Ed2go – short courses (most are \$95 and 6 weeks duration/series & bundles cost more and run longer) (SPT = Self Paces Tutorial – these are usually \$115 and run about 3 months)

Healthy Living Suite
HIPAA Compliance (also SPT)
Introduction to the Medical Laboratory (also SPT)
Introduction to Natural Health and Healing
Medical Math (also SPT)
Medical Office Basics Suite
Medical Terminology: A Word Association Approach (also SPT)
Medical Terminology II: A Focus on Human Disease (also SPT)
Medical Terminology Series
Medical Spanish Series
Mind-Body Therapies Bundle
Nutrition and Health Bundle
Pain Management and End of Life Bundle
Spanish for Medical Professionals (also SPT)
Spanish for Medical Professionals II (also SPT)
Veterinary Assistant Series
Veterinary Medical Terminology (also SPT)
Women's Health Bundle

Ed2go – career courses (most are 6 months to 18 months in duration) (V = testing voucher included)

Administrative Dental Assistant
Advanced Hospital Coding and CCA Prep (V)
Advanced Medical Interpreter
AFAA Group Fitness Instructor (V)
Certified Electronic Health Records Specialist (CEHRS)
Certified Health Unit Coordinator (V)
Certified Inpatient Coder (also V)
Certified Medical Transcriptionist (V)
Certified Outpatient Coder (also V)
Certified Risk Adjustment Coder (V)
Dental Office Manager
ICD-10 Medical Coding
Medical Billing and Coding (V)
Medical Billing Specialist (V)
Medical Billing Specialist with Electronic Health Records (V)
Medical Interpreter (Spanish/English)
Medical Office Manager (CPPM) (V)
NASM Certified Nutrition Coach
NASM Certified Person Trainer (V)
NASM Certified Personal Trainer + AFAA Group fitness Instructor (V)
NASM Corrective Exercise Specialist (CES)
NASM Performance Enhancement Specialist (PES)
Nutrition for Optimal Health, Wellness and Sports
Optical Manager
Optician Certification Training
Patient Care Technician (V)
Veterinary Assistant



CENTER FOR TRAINING AND DEVELOPMENT

Additional Ed2Go career courses that are available

Ed2go – career courses (most are 6 months to 18 months in duration) (V = testing voucher included)

NASM Corrective Exercise Specialist (CES)
NASM Performance Enhancement Specialist (PES)
Nutrition for Optimal Health, Wellness and Sports
Optical Manager
Optician Certification Training
Patient Care Technician (V)
Veterinary Assistant
Veterinary Office Manager

CareerStep – Additional CareerStep career courses that are available (most are about 12 months in duration) Costs vary from under \$500 to \$4,500

Contact Tracing & Infection Control
Dental Assistant with Externship
EKG Technician
Executive Assistant with MS Office 2019
Healthcare IT Professional
Hemodialysis Technician with Externship
Home Health Aide
Medical Administrative Assistant with Electronic Health
Medical Billing
Medical Coding & Billing
Medical Office Manager
Medical Scribe by AHOPG
Medical Transcription & Editing 2020
Mental Health Technician
Nutrition & Personal Trainer
Patient Care Technician with Externship
Pharmacy Technician (ASHP/ACPE)
Substance Abuse Counselor
Veterinary Assistant
Veterinary Receptionist

CDL Program Background

Laramie Community College , Eastern Wyoming College and Northwest College formed a consortium which was awarded the Wyoming Works Grant. NWC was awarded \$327,000.00.

Federal mandates passed new Entry Level Driver Training. Individuals wishing to receive their Commercial Driver's License.

Funding Sources

Foundation Scholarships	\$ 115,275
BOCES High School	\$ 2,500
Wyoming Works	\$ 15,900
Pd by Employer	\$ 7,950
State of Wyoming- DVR	\$ 11,925
Student Self Pay	\$ 2,700
Total	\$156,250

CDL Resources

3 Part-time instructors
1 Truck and Trailer
1 Simulator
1 Program Specialist /Data Clerk/Adm Assistant

CDL Students February 2022

53 students enrolled in program

6 completed and passed State CDL Test

4 are Behind the Wheel Driving

10 are simulator/classroom and skills driving

12 have finished theory and waiting on their DOT Physicals and Permits.

21 are enrolled in theory

19 Attend CDL Orientation

75 inquires into our program this February

Program Overview

Theory

Simulator/Classroom

Skill and Behind the Wheel

State of Wyoming Road Test

CDL Training Costs Per Student

Class A \$4,295.00

Class B \$3,895.00

Endorsement Training

\$99.00-1,450.00



CENTER FOR TRAINING AND DEVELOPMENT

SU 21, FA 21 and SP 22

We offer conference and training services

Farm to Table Tour

STEM Science Fair

STEM Camp- Grades 4-6th

Poverty Coalition

PEP Advisory Board

Outdoor Club

Healthy Park County

Park County School District #1

Mental Health Training

Wyoming ACES

Career Fair

Dispatch Training

High School Safe Driver Day

COMING SUMMER 2022!

Wyoming Association for Career and Technical Education

Heart Mountain Wyoming Foundation

STEM Summer Camp

DELTA Summer Camps

University of Wyoming Ag Tour



CENTER FOR TRAINING AND DEVELOPMENT

SU 21, FA 21 and SP 22

Dual enrollment only covers credit courses, leaving high schools kids having to pay for our courses out of pocket. Thanks to BOCES- Board of Cooperative Educational Services for awarding CTD \$7,500 we have been able to serve 63 students from Powell High School and Shoshone Learning Center.

Special Drivers Education Class	16
ICEV Meat Processing	1
Workforce Effectiveness Program	5
Plumbing and HVAC	1
CDL	1
Executive Housekeeper	1
Healthcare- Education Lab	38

Coming Soon

Construction “She Shed” Build



CENTER FOR TRAINING AND DEVELOPMENT

SU 21, FA 21 and SP 22

Apprenticeships and Internships

Wyoming has numerous Apprenticeship programs which will continue to assist Wyoming in meeting our need for a skilled workforce. Apprenticeships are unique flexible training programs which utilize job related technical training and on the job learning experiences. Apprenticeships enable trainees to gain a license or certificate to practice in their craft. Most of the training is done while working for an employer who helps the apprentices learn their trade or profession while attending an approved apprenticeship training provider.

ELAP- Electrical Apprenticeship	28
Plumbing/HVAC	5
Total	33

An internship is any monitored work or service experience in which a student has intentional learning goals and reflects actively on what he/she is learning throughout the experience, and promotes academic, career and personal development.

Plumbing/HVAC	1
Building “She Shed” Construction	TBD
ICEV Meats	1



CENTER FOR TRAINING AND DEVELOPMENT

Partnerships are Vital !!

State Partners

Wyoming Department of Workforce Services	Wyoming Office of Apprenticeship
U.S. Department of Labor Office of Apprenticeships	US Forest Service
BLM- Bureau of Land Management	Wyoming Department of Health
Wyoming Office of Apprenticeship	University of Wyoming
U.S. Small Business Administration	Wyoming Food Safety
Wyoming Department of Workforce Services- Division of Vocational Rehabilitation	

Vendor Partners

JJ Keller	Amtrol
3L Harris	Zspace

All other Locations

Montana Alpine Guides	Bozeman, MT
Laramie County Community College-LCCC	Laramie, WY
Eastern Wyoming College- EWC	Torrington, WY
KOMATSU Mining Corp.	Billings, MT
The Truck Shop	Billings, MT
Lovell Area Chamber of Commerce	Lovell, WY
Big Horn School District	Lovell, WY
Big Horn School District	Cowley, WY
Big Horn School District	Shell, WY
Big Horn Canyon Recreation	Lovell, WY
Jayco Electric	Worland, WY
Pete Lein and Sons	Rapid City, SD
Manderson Fire Station	Manderson, WY
Little Valley Ranch	Lovell, WY



CENTER FOR TRAINING AND DEVELOPMENT

Partnerships are Vital !!

Powell Partners

Keele Sanitation

Heritage Health Center

Powell High School

Ryno Rentals

BOCES- Board of Cooperative Educational Services

Park County School District #1

MET-Motivation, Education, and Training

Powell Makerspace

Powell Tribune

Bar- T-Electric

Powell Valley Chamber of Commerce

Shoshone Learning Center

City of Powell

Big Horn Roofing

Pathfinders Credit Union

Summit ESP.

Plumbing Plus

Powell Elks #2303

Smallwood Horses

Murraymere Farms

Park County Fairgrounds

4H Extension Office

Plumbing Plus

Powell Police Department

Powell Valley Healthcare

R and A Safety

Bloedorn Lumber

Crisis Intervention Services

Sodexo

Powell Valley Healthcare

KPOW- Radio Station

Park County Library

Cody Partners

Cody High School

West Park Hospital

Southfork Electric

Heart Mountain Electric

Randol Construction

Y-Tex

Cody Country Chamber of Commerce

City of Cody

Heart Mountain Academy

Gunwerks

Forward Cody

Yellowstone Electric

Cody Electric

Wyoming Propane

4H Extension Office

By Western Hands

Crisis Intervention Services

Big Horn Radio Network

Trolley Tours

Fire School



CENTER FOR TRAINING AND DEVELOPMENT

SP 2022

Upcoming Trainings/Events

How to Organize & Simply Edit Your Field Photos	March 8
MSHA Part 46- Surface/Non-Metal New Miner	March 14, 15 & 16
ServSafe	March 21 & 22
CDL Orientation	March 23
Re-Boot Therapy Training- PHS Healthcare Class	March 24
Basic Wilderness Navigation	March 29 & 30
Hardin Montana Career Fair	March 29
Intermediate Excel	March 29
Wilderness First Aid (WFA)	April 1, 2 & 3
Northwest College Career Day	April 6
Advanced Wilderness Life Support	April 8, 9, & 10
SKILLS USA	April 11, 12 & 13
CDL Orientation	April 20
Safe Driver Day- PHS Freshman	May 10
CDL Orientation	May 17

Dates to be announced

Open House Worland
Open House Lovell
Construction "She Shed" Build
Basic Welding Course
Resilience Training



CENTER FOR TRAINING AND DEVELOPMENT

SU 21, FA 21 and SP 22

Number Served

	Location	Number Served
CTD Courses	Powell	179
	Cody*	71
CDL	Powell	327
Other- Conference, Events and Specialized Trainings.	Powell	992
	Cody	12
Apprenticeship Courses ELAP, Plumbing and HVAC	Powell	33
Total Test Proctoring Powell and Cody		223
Total Number Served		1,837

** Cody re-opened in October 2021*



CENTER FOR TRAINING AND DEVELOPMENT

SU 21, FA 21 and SP 22

Revenue

	Location	Revenue
CTD Courses	Powell	\$40,158
	Cody*	\$14,850
Misc Income	Powell	\$5,416
	Cody*	\$1,509
CDL	Powell	\$156,250
Total		\$218,183

* Cody re-opened in October 2021

CENTER FOR TRAINING AND DEVELOPMENT

Grants



TANF GRANT

Temporary Assistance for Needy Families
Grant Award from Park County Commissions

2021-2022 \$10,412

This grant can be used for any CTD Program as long as the student qualifies. Student must live in Park County, have at least one child in the house and be low income

BOCES- AWARD

BOCES- has awarded CTD funds to continue working with Park County School District #1 Students

2021-2022 \$7,500

Currently students are enrolled in Meat Processing, Housekeeping Certification, Healthcare, and Workforce Effectiveness

FOUNDATION GRANT

Construction Grant

This grant will be used for students to learn the basics of residential construction by building a "She Shed"

2021-2022 \$21,250

FOUNDATION GRANT

DELTA- Dedicated to Experiential Learning Through Adventure!

This grant will be used to buy new equipment and hold DELTA camps this summer

2021- 2022 \$20,050

FOUNDATION GRANT

Park County Community Charitable Relief

Can be used on any Certification Program. Students had to be affected by COVID

2021- 2022 \$142,975

PRE-HIRE

Workforce Development Training Fund

Funds from this grant will go towards tuition for CDL Students

Pending \$53,200

Grants Submitted

Wyoming Works- Construction Equipment Certification



To: Lisa Watson, Interim President
 From: Lisa Smith, Institutional Research Manager
 RE: Retention and Completion Rate Summary (from the 2020-21 Wyoming Community Colleges Performance Indicators Report)
 Date: March 4, 2022

Below are highlights on retention and completion rates from the *2020-21 Wyoming Community Colleges Performance Indicators Report*.

RETENTION AND PERSISTENCE RATES

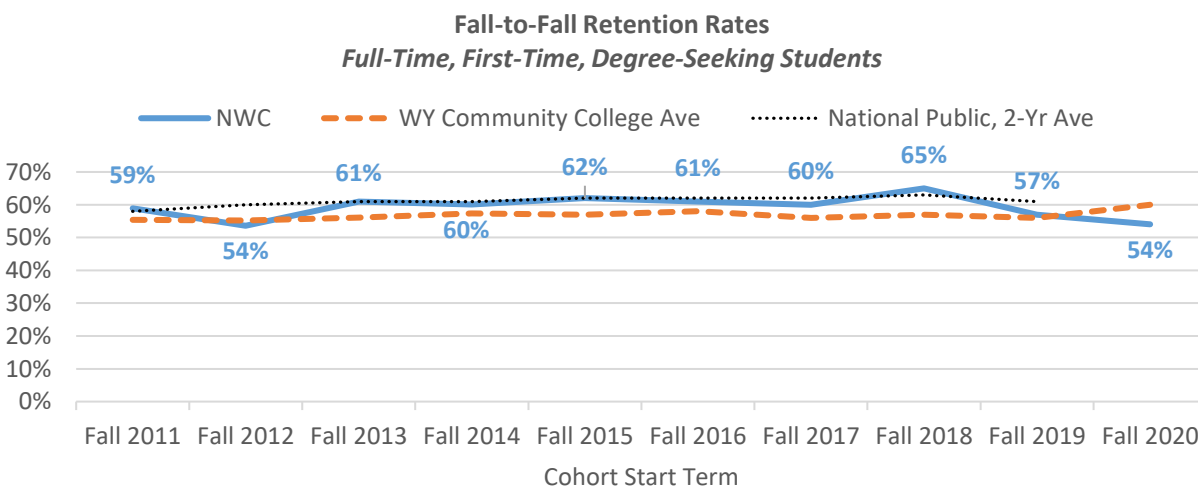
Of the first-time, degree-seeking students starting at NWC in Fall 2020:

- **54%** of 281 full-time students returned to NWC in Fall 2021 (lowest of Wyoming colleges)
- **63%** of 281 full-time students returned or transferred to another institution for Fall 2021 (lowest of colleges)
- **53%** of 31 part-time students returned to NWC in Fall 2021 (highest of colleges)

Since NWC has typically had among the highest full-time retention rates in the state, we are investigating why it is lower this year. In our annual Post-Attendance Survey of students enrolled during 2020-21 who did not return in Fall 2021, 59 students gave these reasons for not returning:

- | | |
|---|---|
| - 66% completed degree or certificate | - 5% or less: |
| - 20% transferred to another institution | o Didn't have money to continue, had a poor experience, were taking personal enrichment coursework from NWC, were primarily enrolled at another institution, had medical reasons, had non-health safety COVID-related concerns. |
| - 17% got a job | |
| - 7% didn't want to take classes all/mostly online, due to COVID-19 | |

NWC's rates are **comparable to national rates**, which ranged from 58-63% during the past decade.

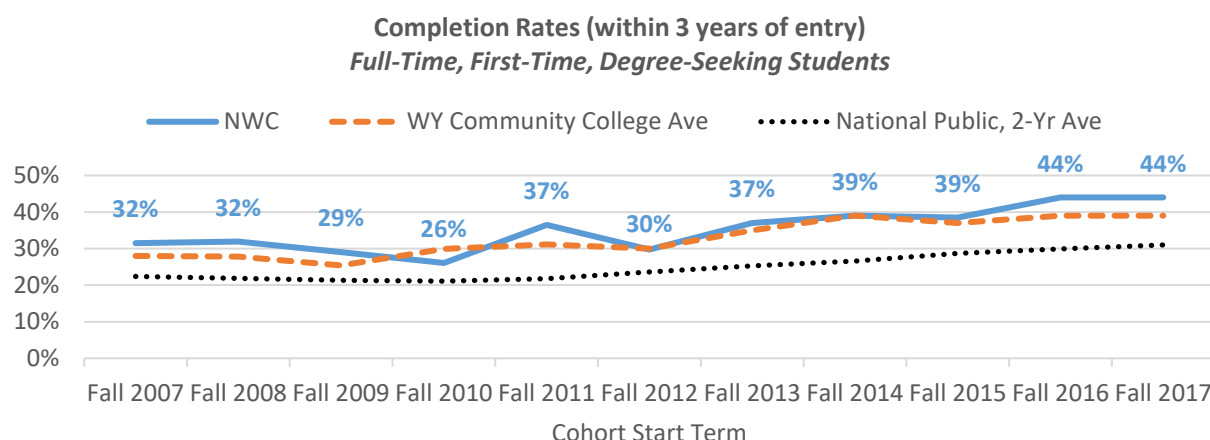


COMPLETION AND TRANSFER RATES

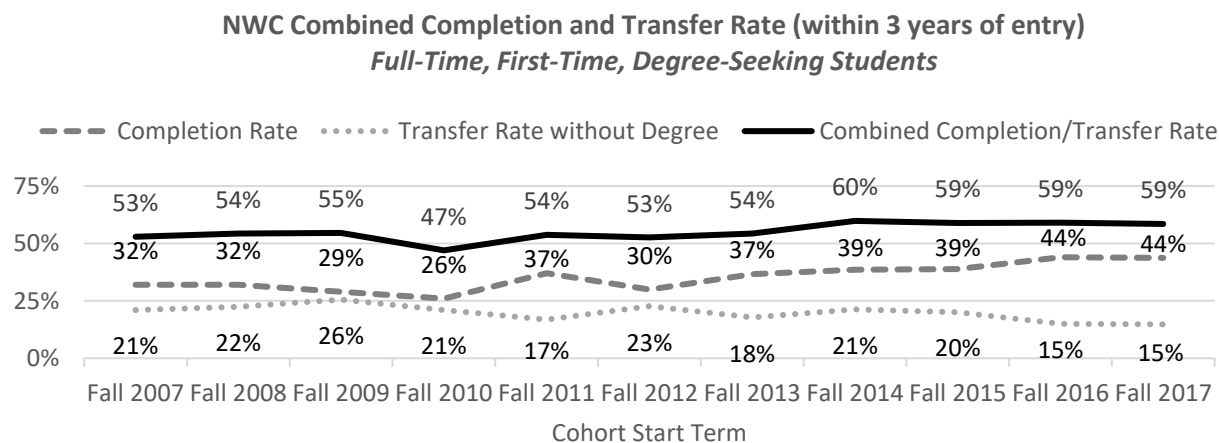
NWC has had the **highest completion rate on record at 44%** for the two most recent cohorts available. These are for first-time, full-time students starting in Fall 2017 (352 students) and Fall 2016 (410 students) who graduated within three years. For the Fall 2017 cohort, NWC had the **highest completion rate in the state**.

NWC has implemented multiple completion efforts over the past decade including first-year seminars, co-requisite math and English courses, course maps for student program completion, a dedicated academic and career advisor, and the HELP alert system, among others.

Completion has been a national focus, so rates are increasing at many institutions. For nine of the past ten cohorts, NWC's completion rates have been **higher than or equal to the state average**. NWC's rates are **well above the national average**, according to reports from the U.S. Department of Education's National Center for Education Statistics.



By combining completion and transfer rates, we see a fuller picture of student success. For the most recent four cohorts, **59-60% of students completed or transferred within three years** of starting at NWC.





WYOMING COMMUNITY COLLEGES

Annual Performance Report: Performance Indicators 2020-2021

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Northwest College · Northern Wyoming Community College District · Western Wyoming Community College

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Introduction

W.S. 21-18-202 (h)(iii) mandates that the Wyoming Community College Commission (WCCC) develop performance benchmarks, outcome measures and other performance indicators which serve as the basis for annual reporting to the legislature and the governor. The annual reporting must include, but is not limited to, the following measures:

- (A) Student goal attainment and retention;
- (B) Student persistence;
- (C) Degree and certificate completion rates;
- (D) Placement rate of graduates in the workforce;
- (E) Licensure and certification pass rates;
- (F) Demonstration of critical literacy skills;
- (G) Success in subsequent, related coursework; and
- (H) Number and rate of students who transfer.

In an effort to accommodate the mandate set forth in Wyoming statute and to streamline the performance indicator reporting process, the decision was made to specifically address the required performance measures.

The Wyoming Community College Commission Statewide Strategic Plan adopted by the Commission in October 2020 has identified four primary goals and related objectives. All former and current strategic plans center around the Commission's mission.

Wyoming community colleges provide dynamic lifelong learning environments through higher education, workforce development, innovative partnerships, and civic and global engagement that lead to responsible citizenship and economic, social, and cultural prosperity. Planning for the future of Wyoming's community colleges and for the purpose of fulfilling the mission of the Wyoming Community College Commission includes providing coordination, advocacy, funding, and accountability. Current goals identified in the 2020-2025 strategic plan include:

- Goal #1 Educational Attainment – Facilitate postsecondary educational attainment to the betterment of all Wyoming citizens.
- Goal #2 Affordability – Facilitate community college system sustainability, funding, and affordability while keeping higher education as nearly free as possible.
- Goal #3 Program Alignment – Facilitate alignment of post-secondary programs with the University of Wyoming (UW), the workplace, and the workforce to provide a seamless pathway for Wyoming citizens to pursue their employment goals while benefiting the state.
- Goal #4 Economic Development – Facilitate initiatives leading to the diversification and growth of Wyoming's economy.

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This 2020-2021 Performance Indicator Report aligns the performance indicators required by statute with the objectives contained in the WCCC 2020-2025 Statewide Strategic Plan. Commission staff have matched the eight Wyoming statutorily required performance indicators with the new Strategic Plan's four goals.

<u>Wyoming Statute Requirements</u>	<u>Goal Match</u>	<u>Match</u>
A) Student goal attainment and retention	Educational Attainment	A, B, C, D, E, F, G
B) Student persistence	Affordability	G
C) Degree and certificate completion rates	Program Alignment	D, E, H, G
D) Placement rate of graduates in the workforce	Economic Development	D, E
E) Licensure and certification pass rates		
F) Demonstration of critical literacy skills		
G) Success in subsequent, related coursework		
H) Number and rate of students who transfer		

Six of the seven Wyoming community colleges are members of the National Community College Benchmark Project (NCCBP). Participation in the NCCBP has provided data that has been included in the 2020-2021 Performance Indicator Report. The one exception is Casper College, who does not participate in data sharing with the NCCBP. In addition, all seven community colleges submit data for this report from IPEDS (Integrated Postsecondary Education Data System), their own graduate surveys and administrative computing systems (Colleague® software by Ellucian), and a central reporting business intelligence application (WCCC/Community College Data Warehouse) for reporting statewide aggregate data.

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A: Student Goal Attainment

Measures: The number of students who, upon leaving community college, report their original goal for attending (or subsequent goal decided while enrolled) has been met. Student retention and persistence rates measured.

Data Sources: Most recent (Spring 2021) Community College Survey of Student Engagement (CCSSE) results reported by each of the seven community colleges and an aggregate report for the commission and nation.

Strategic Plan Match: Educational Attainment

Students enroll in community colleges for a variety of reasons from self-improvement to four year university transfer. To determine student goals in attending a Wyoming community college, the CCSSE survey can be utilized. Table A.1 demonstrates percentages of students indicating their goals for attending community college and Figure A.1 shows the system and national aggregate reasons.

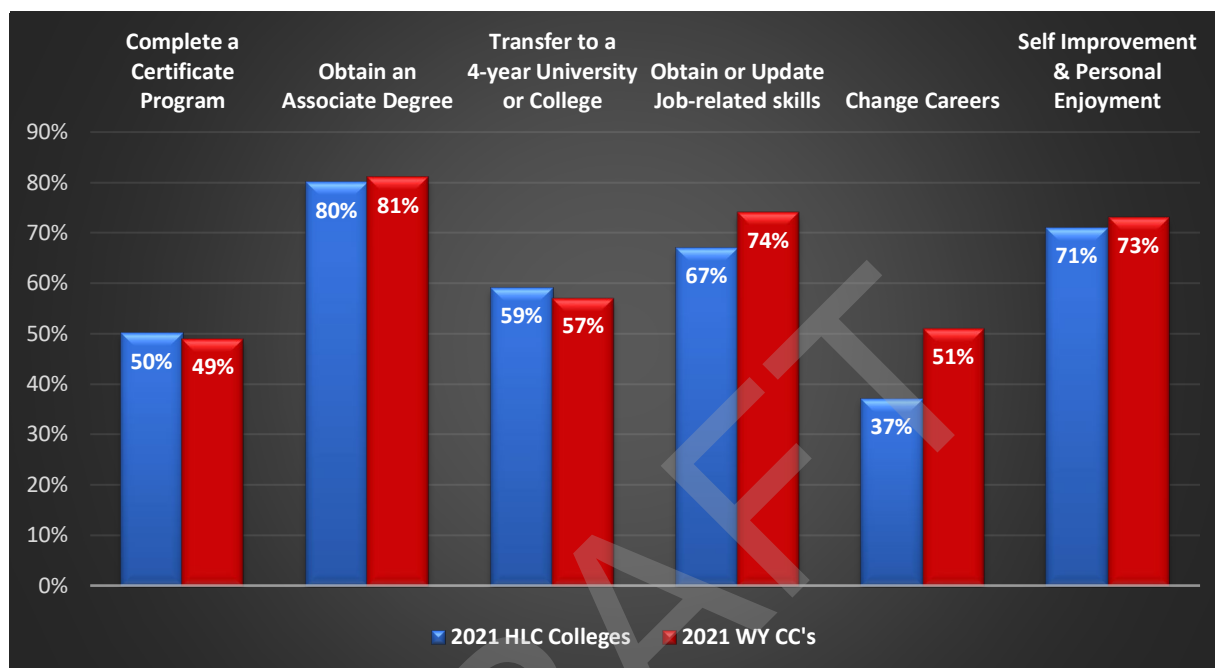
Table A.1: Student Goals

	Complete Certificate Program	Obtain Associate Degree	Transfer to a 4-year College or University	Obtain / Update Job Related Skills	Self-Improvement/ Personal Enjoyment	Change Careers
Casper College (CC)	41%	82%	61%	72%	79%	44%
Central Wyoming College (CWC)	62%	70%	50%	80%	77%	42%
Eastern Wyoming College (EWC)	39%	83%	64%	69%	81%	36%
Laramie County Community College (LCCC)	47%	83%	59%	70%	76%	46%
Northwest College (NWC)	43%	87%	64%	77%	73%	38%
Northern Wyoming Community College District (NWCCD)	52%	79%	55%	77%	85%	39%
Western Wyoming Community College (WWCC)	50%	86%	56%	76%	40%	97%

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System Average	49%	81%	57%	74%	73%	51%
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Figure A.1: Percent of aggregate students responding positively to goals and reasons for attending all Wyoming community colleges.



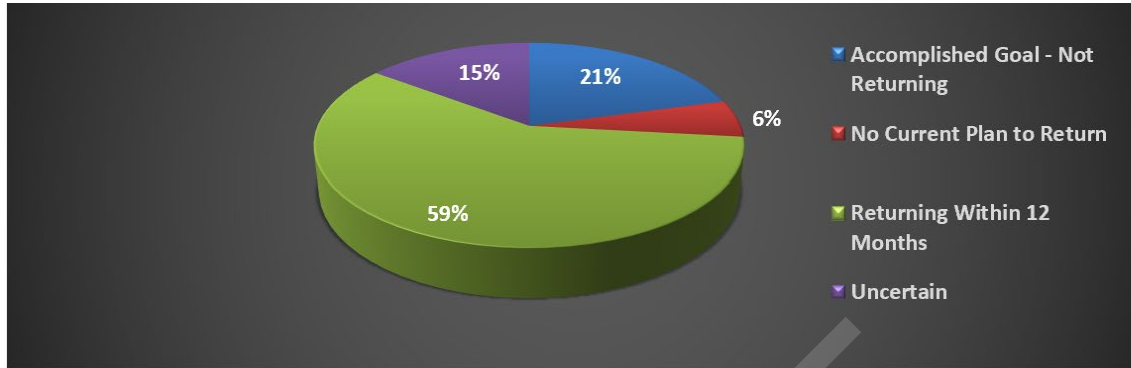
CCSSE 2021, Item 26 on Survey, HLC Schools Comparative Data. Survey completed every other year.

Additionally, the CCSSE is utilized to measure students' intentions to take classes at the same college again in the future. Table A.2 and Figure A.2 note students' timeframes for planning to take classes again at the college. (Note: Percentages in Table A.2 may not sum to 100% due to rounding.)

Table A.2: Percent of Students Indicating Reasons to Return and Take Additional Classes

	"I will accomplish my goal(s) during this term and will not be returning"	"I have no current plan to return"	"Within the next 12 months"	"Uncertain"
CC	15%	6%	65%	14%
CWC	20%	5%	57%	18%
EWC	26%	11%	44%	19%
LCCC	20%	6%	61%	13%
NWC	26%	5%	51%	18%
NWCCD	23%	7%	56%	15%
WWCC	21%	3%	61%	15%

Figure A.2: WY CC Aggregate Percent of Student Responses Returning to Take Additional Classes



CCSSE 2021

B: Student Persistence and Retention

Measure: The proportion of the cohort of first-time, full-time/part-time, degree-seeking, nondual or concurrent students who registered for their first credits at a community college in one fall term, and are still enrolled or graduated, at the same college (retention) or at any college (persistence), for at least a course for credit the following fall term.

Data Source: WCCC/Community College Data Warehouse

Strategic Plan Match: Educational Attainment

Retention rates demonstrate the number of students who return to or graduate from the same college in a subsequent term(s). Wyoming community colleges enrolled 2,842 full-time and part-time, first-time degree seeking students in the Fall of 2020. The aggregate full-time retention rate from Fall 2020 to Fall 2021 was 60%. This percentage has been relatively stable over the last five years, ranging from 56% to 60% for full time students, as can be seen in Table B.1. The first time part-time and full-time retention rates, by college, for students enrolled for the first time in Fall 2020 and returning for the Fall 2021 semester is displayed in Table B.2 and Figure B.1. Note that, starting with the Fall 2020 cohort, the method to identify first-time degree-seeking students was revised to incorporate additional information (prior enrollment at other U.S. higher education institutions, which was unavailable when the previous method was established, and high school degree date) to more accurately identify students' first-time enrollment at any higher education institution. For this cohort, all institutions except EWC used this revised method.)

Table B.1: Trend *First-time/Degree-Seeking* Students' Retention Rates for Colleges Combined

	Retention Rate Full-Time	Retention Rate Part-Time
Rate of Fall 2020 Cohort Retention in Fall 2021	60%	36%

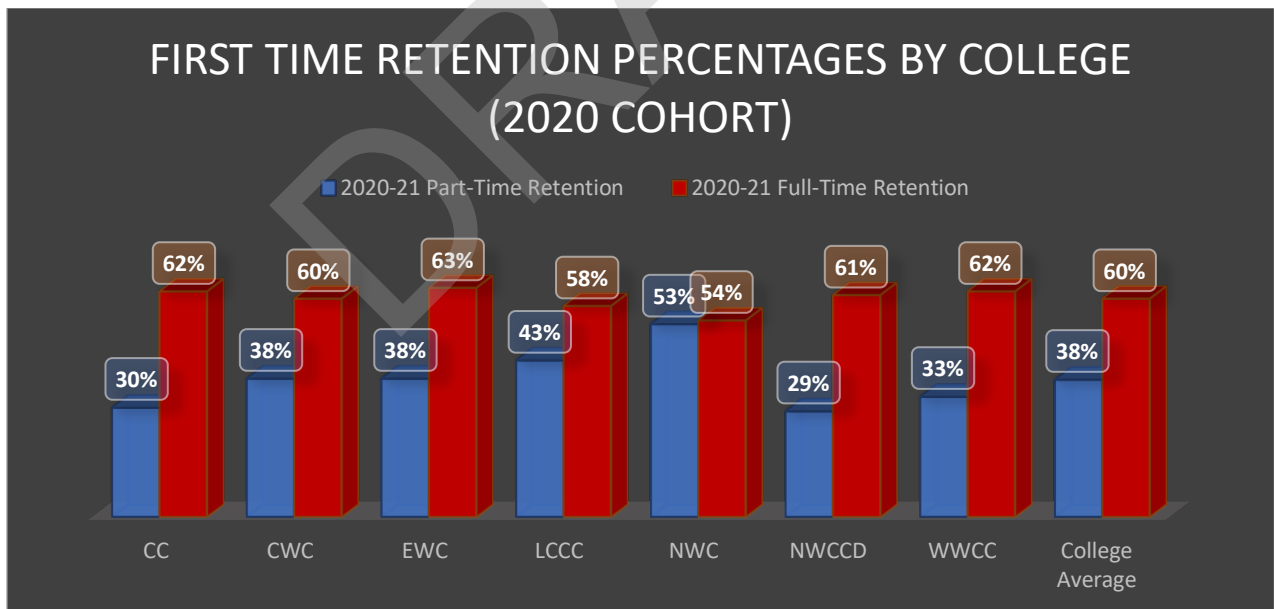
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Rate of Fall 2019 Cohort Retention in Fall 2020	56%	37%
Rate of Fall 2018 Cohort Retention in Fall 2019	57%	30%
Rate of Fall 2017 Cohort Retention in Fall 2018	56%	32%
Rate of Fall 2016 Cohort Retention in Fall 2017	58%	34%
Rate of Fall 2015 Cohort Retention in Fall 2016	57%	25%

Table B.2: 2020 Cohort *First-time* Retention Rates by College

College	Number of First-time Degree-seeking Students Fall 2020	Retention Rate Full-Time	Retention Rate Part-Time
CC	634	62%	30%
CWC	263	60%	38%
EWC	171	63%	38%
LCCC	527	58%	43%
NWC	313	54%	53%
NWCCD	535	61%	29%
WWCC	399	62%	33%
All Colleges Sum & Average	2,842	60%	36%

Figure B.1: First Time Retention Rates by College



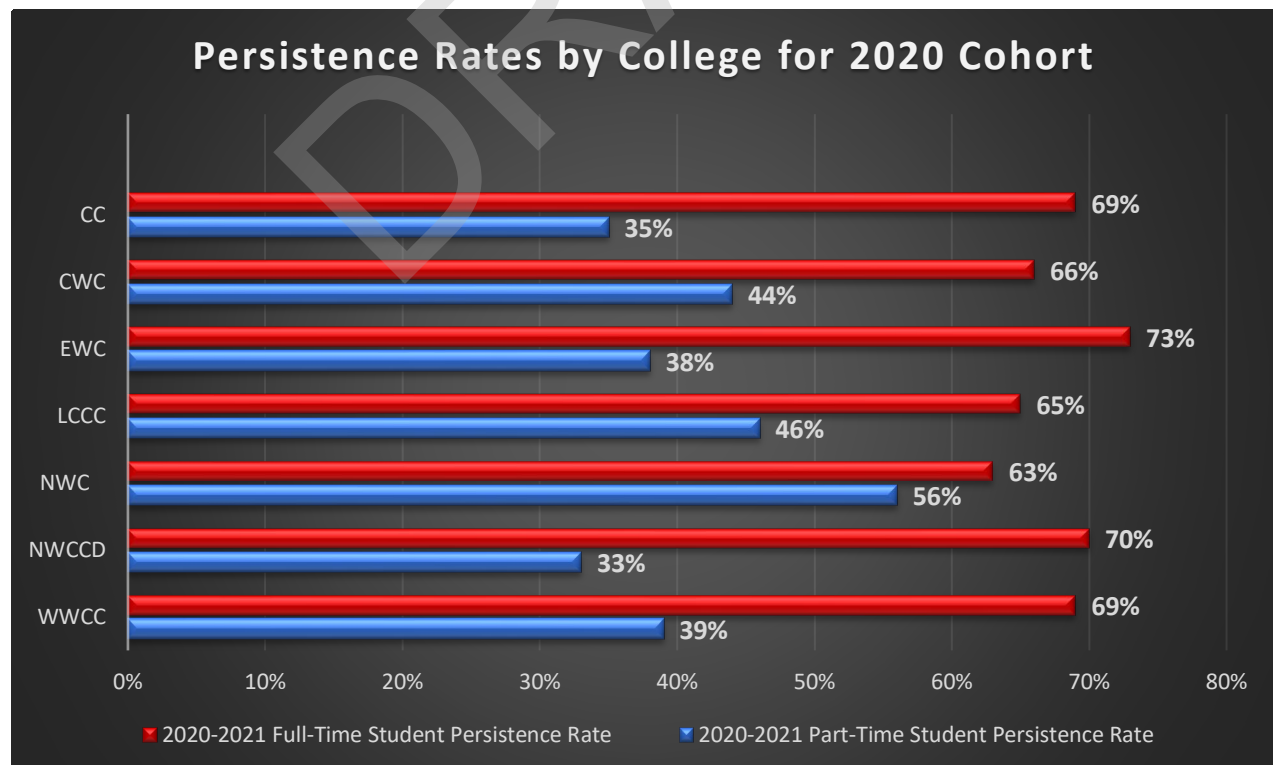
Persistence rates demonstrate the percentage of students who return to or graduate from any institution in a subsequent term(s). Table B.3 and Figure B.2 show the percentage of first-time students in the most recent Fall 2020 cohort who persisted to any college during the Fall 2021 semester. Table B.4 and Figure B.3 show a full three-year persistence history.

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Table B.3: First-time Persistence Rates by College for Fall 2020 Cohort

College	Number of First-time Degree-seeking Students Fall 2020	Persistence Rate Full-Time	Persistence Rate Part-Time
CC	634	69%	35%
CWC	263	66%	44%
EWC	171	73%	38%
LCCC	527	65%	46%
NWC	313	63%	56%
NWCCD	535	70%	33%
WWCC	399	69%	39%
Average College Persistence Rate		67%	40%

Figure B.2: First-Time, Full-Time, and Part-Time Degree-Seeking Students' Persistence Rates by College (2020 Fall to 2021 Fall)



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Table B.4: Three-Year *First-time Degree-Seeking* Persistence Rates by College Starting with Fall 2018 Cohort

		Cohort 18/Fall	Persisted to 19/Fall	Persisted to 20/Fall	Persisted to 21/Fall
CC	Part Time	91	30%	29%	23%
	Full Time	492	69%	61%	57%
CWC	Part Time	47	32%	21%	21%
	Full Time	235	62%	58%	57%
EWC	Part Time	24	42%	33%	25%
	Full Time	191	69%	62%	59%
LCCC	Part Time	94	39%	29%	26%
	Full Time	515	70%	61%	56%
NWC	Part Time	20	40%	20%	15%
	Full Time	315	73%	61%	57%
NWCCD	Part Time	73	45%	40%	37%
	Full Time	565	71%	61%	57%
WWCC*	Part Time	63	19%	22%	13%
	Full Time	431	65%	55%	56%
Average Colleges	Part Time	412	34%	29%	24%
	Full Time	2744	69%	60%	57%

C: Degree and Certificate Completion Rates

Measure: The proportion of an entering community college cohort officially enrolled in a degree program that actually completed a degree or certificate, reported at annual intervals. The cohort includes only full-time, first-time, degree-seeking students.

Data Source: Integrated Postsecondary Education Data Systems (IPEDS)—Graduate Rate Survey on Fall 2017 first-time, full-time, degree seeking cohort.

Strategic Plan Match: Educational Attainment

As illustrated in Table C.1 and Figure C.1, the 2017 cohort average completion rate at Wyoming community colleges is 39%, which is similar to recent previous cohorts. The average completion rate for the Wyoming community colleges has steadily increased over the last ten years. According to the U.S. Department of Education, National Center for Educational Statistics (NCES), IPEDS, 2017 Starting Cohort, the graduation rate within 150% of normal time at 2-year postsecondary institutions was 36 percent, putting Wyoming community colleges above the national percentage.

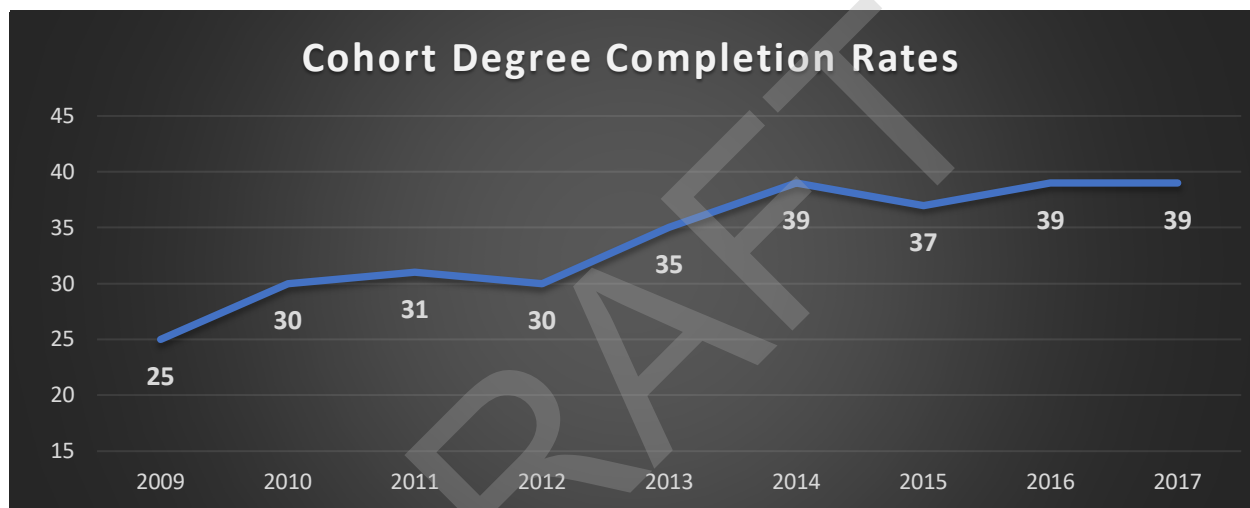
Table C.1: Current and Historical Degree Completion Rates

2017 Cohort Graduation Rate within 3 years (spring 2018)	39%
2016 Cohort Graduation Rate within 3 years (spring 2017)	39%

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2015 Cohort Graduation Rate within 3 years (spring 2016)	37%
2014 Cohort Graduation Rate within 3 years (spring 2015)	39%
2013 Cohort Graduation Rate within 3 years (spring 2014)	35%
2012 Cohort Graduation Rate within 3 years (spring 2013)	30%
2011 Cohort Graduation Rate within 3 years (spring 2012)	31%
2010 Cohort Graduation Rate within 3 years (spring 2011)	30%
2009 Cohort Graduation Rate within 3 years (spring 2010)	25%

Figure C.1 Trend Degree Completion Rate for All Community Colleges by Cohort



*IPEDS Graduation Rate Survey (2019-2020)

Table C.2 and Figure C.2 show the degree and certificate completion rates, by college, for the 2017 cohort. The cohort includes all full-time, first-time, degree and certificate-seeking undergraduate students entering the institution either during the fall term or during the 12-month period as described above. The cohort size includes the sum of the certificate and degree seekers which is used as the denominator, since most students are degree seekers.

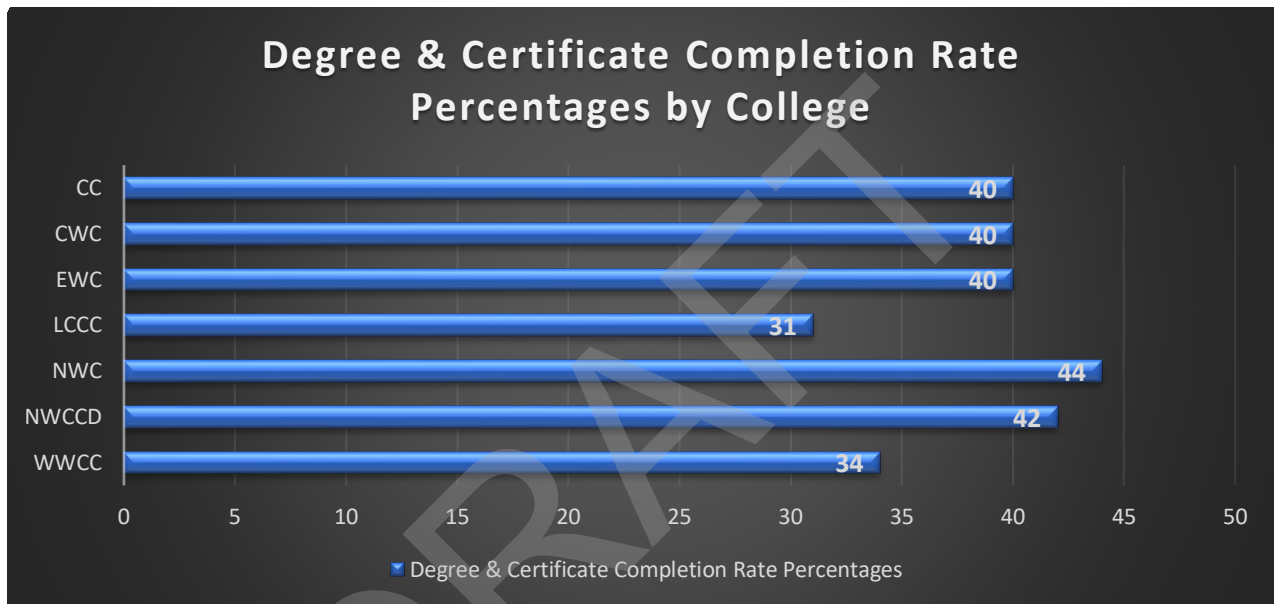
Table C.2: 2017 Cohort Degree and Certificate Completion Rates by College

College	2017 Cohort Size	Certificate/Degree Completers within 150% of normal time	Degree and Certificate Completion Rate
CC	537	213	40%
CWC	188	76	40%

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EWC	174	69	40%
LCCC	444	139	31%
NWC	352	154	44%
NWCCD	567	239	42%
WWCC	450	153	34%

Figure C.2: Degree and Certification Complete Rate Percentages by College



*(IPEDS)—Graduation Rate Surveys, 2020-2021

A similar measure to assess graduation rate success is through a degree or certificate productivity rate. Tables C.3 and C.4 look at success rates by equating degree and certificate award rates to fulltime equivalency (FTE). Table C.3 shows the number of degree and/or certificate graduates in one academic year per 100 FTE. Table C.4 shows the number of degrees and/or certificates awarded in one academic year per 100 FTE. Figure C.3 shows the total number of awards and graduates, by college, per 100 FTE.

Table C.3: Graduates by Full Time Equivalency 2020-2021

	Associate Degree Graduates/ 100 FTE	Total Graduates/100 FTE
CC	22.2	23.8
CWC	22.1	26.9
EWC	18.0	25.8
LCCC	21.4	26.2

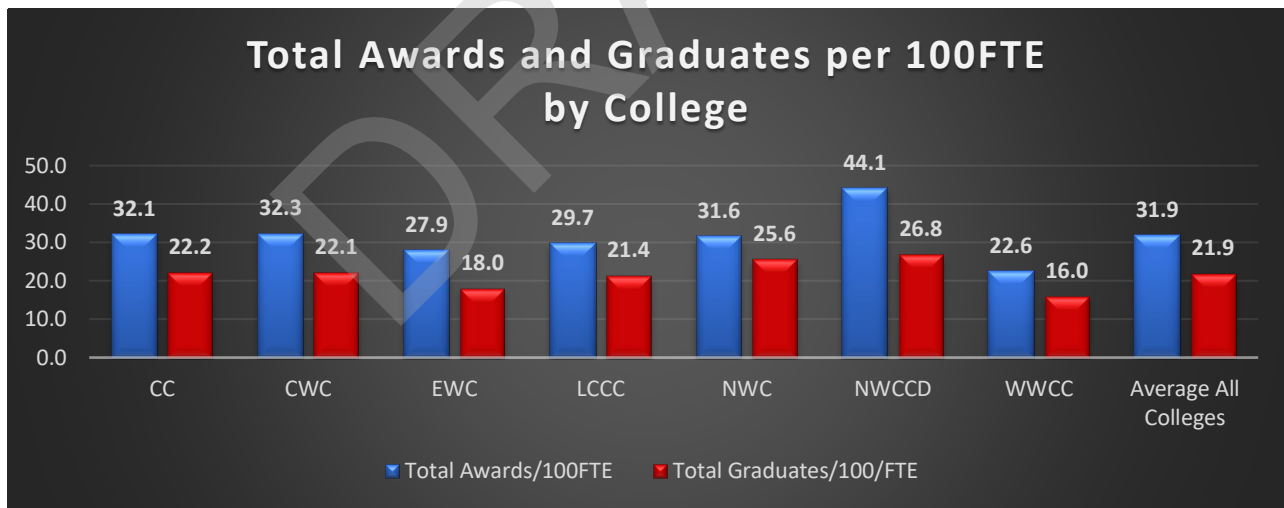
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NWC	25.6	27.8
NWCCD	26.8	36.3
WWCC	16.0	20.1
Average All Colleges:	21.9	26.7

Table C.4: Degree/Certificate Awards by Full Time Equivalence 2020-2021

	Associate Degrees Awarded/ 100 FTE	Total Awards/100 FTE
CC	23.8	32.1
CWC	24.7	32.3
EWC	18.2	27.9
LCCC	21.4	29.7
NWC	28.1	31.6
NWCCD	29.3	44.1
WWCC	16.2	22.6
Average All Colleges:	23.2	31.9

Figure C.3: Total Awards and Graduates per 100 FTE by College



*IPEDS Completion Survey and 12-Month Enrollment Survey (2020-2021)

D: Placement Rate of Graduates in the Workforce

Measure: The percentage of students graduating from a community college with a degree or certificate and employed one year after graduation.

Data Sources: Most recent System Graduation Surveys*

Strategic Plan Match: Educational Attainment, Program Alignment, Economic Development.

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Of the 1,769 graduates who were surveyed, only 320 responded (18% response rate) to questions administered by each of the Wyoming community colleges' Graduate Surveys regarding employment status. Surveys are typically administered six months to a year after graduation, every year or every other year. Given the extremely limited response rate, other data sources should be considered in future years. Table D.1 provides an aggregate percentage of employment status. Table D.2 shows current employment status by college.

Table D.1: Most Recent Aggregate Graduate Survey Results. Student Responses to "Which Statement Best Describes your Current Employment Status?"

Employment Status	2016-2017 or 2017-18	2017-2018 or 2018-19	2018-19 or 2019-20	2020-21 or 2021-22
Employed Full Time (40 hours or more/week)	38%	30%	24%	33%
Employed Part-Time (less than 40 hours/week)	29%	19%	25%	31%
Unemployed, actively seeking employment	6%	12%	15%	17%
Unemployed or retired, not seeking employment	17%	6%	11%	17%
No response	3%	33%	25%	2%

**The most recent graduate survey was completed in different years per college. Graduate surveys are completed by colleges every year or every other year. Table D.1 aggregates percentages from Table D.2.*

Table D.2: Most Recent Graduate Surveys* "Which Statement Best Describes your Current Employment Status?" by College

College	% Employed Full-Time (40 hours or more/week)	% Employed Part-Time (less than 40 hours/week)	% Unemployed, actively seeking employment	% Unemployed or retired, not seeking employment	% No Response
CC	--	--	--	--	--
CWC	31%	46%	6%	17%	0%
EWCC	50%	50%	0%	0%	0%
LCCC	56%	18%	13%	10%	3%
NWC	38%	50%	0%	12%	0%
NWCCD	40%	7%	32%	22%	0%
WWCC	53%	23%	7%	17%	0%

**Most recent graduate survey was completed 2019-2020 or 2020-2021. Graduate reports are completed by colleges every year or every other year.*

***Casper College does not currently submit data to the NCCBP.*

****Percentages may not sum to 100% due to rounding.*

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E: Licensure/Certification Pass Rates

Measure: The proportion of those who complete or graduate from a community college vocational program and then actively seek licensure or certification for the first time within a given year, who achieve licensure or certification in areas traditionally requiring licensure or certification to obtain a job in that field.

Data Sources: Various certifying/licensing bodies as provided by Wyoming community colleges for program completers who took the exam within one year of completing the program

Strategic Plan Match: Educational Attainment, Program Alignment, Economic Development

Wyoming's seven community colleges have over 50 different workplace placement programs that prepare students for licensure or certification, reflecting a high level of quality instruction at Wyoming community colleges. The pass rates represent those students who passed their exam on the first attempt.

License / Certification	CC	CWC	EWC	LCCC	NWC	NWCCD	WWCC
American Registry for Diagnostic Medical Sonography – Abdominal/Small Parts				100%			
American Registry for Diagnostic Medical Sonography – Obstetrical and Gynecology				100%			
American Registry for Diagnostic Medical Sonography-Sonography Principals and Instrumentation				91%			
American Registry for Diagnostic Medical Sonography-Vascular Technology				167%			
American Registry of Radiologic Technologists (AART)	92%			100%			
American Society for Clinical Pathology (ASCP) Board of Certification Examination	91%						
Automotive ASE		80%					
Avalanche Training I		100%					
Avalanche Training II		100%					
Basic Life Support for Health Care Providers		100%					
Barber Technician			100%				

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License/Certification	CC	CWC	EWC	LCCC	NWC	NWCCD	WWCC
Cardiopulmonary Resuscitation (CPR)		100%					
Certified Horsemanship Association (CHA)		100%					
Certified Interpretive Guide		100%					
Certified Respiratory Therapist (CRT)	100%						
Certified Respiratory Therapist (RRT)	78%						
Central Regional Dental Testing Exam (CRDTS) – Clinical Anesthesia						60%	
Central Regional Dental Testing Exam (CRDTS) -Clinical Skills						75%	
Central Regional Dental Testing Exam (CRDTS) – Written Anesthesia						80%	
Cosmetology (National-Interstate Council of State Boards of Cosmetology (NIC))		100%	100%				
Dental Hygiene Clinical Exam				100%			
Esthetician		100%	100%				
First Aid (Riverton & Jackson)		100%					
Federation on State Boards of Physical Therapy (FSBPT)				94%			
Human Services Addictionology (CAPA)		100%					
NCLEX-PN	93%			85%	100%	97%	93%
NCLEX-RN	83%	87%	46%	84%	72%	87%	85%
Nail Technician (NIC)		75%	100%				
National Board Dental Hygiene Examination				100%			
National Board for Certification in Occupational Therapy (NBCOT)	100%						
National Board for Surgical Technology and Surgical Assisting				73%			

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License/Certification	CC	CWC	EWC	LCCC	NWC	NWCCD	WWCC
National Center for Competency in Medical Assistant Certification (NCMA)		100%					
National Center for Competency in Phlebotomy			90%				
National Dental Hygiene Exam (NBDHE)						88%	
National Healthcare Association - Certified Clinical Medical Assistant (CCMA)						100%	
National Registry of EMT- (NREMT-Paramedic)	63%						
National Registry of EMT-Paramedic Psychomotor Exam				86%			
National Registry of EMT-Paramedic Cognitive Exam				86%			
Pharmacy Technician Certification Board	100%						
Registered Respiratory Therapist (RRT)	78%						
ServSafe		40%					
TIPS		100%					
Veterinary Technician			100%				
Welding 3/8" Plate Test (American Welding Society (AWS))			52%				
Western Regional Exam Board - Anesthesia (WREB)							
Welding 1" Plate Test (AWS)			89%				
Western Regional Exam Board (WREB) – Clinical Anesthesia						100%	
Western Regional Exam Board (WREB)- Written Anesthesia						100%	
Wilderness EMT		100%					
Wilderness First Aid		100%					
Wilderness First Responder		100%					
Wilderness First Responder Recertification		100%					

F: Demonstration of Critical Literacy Skills

Measure: Various institutional measures satisfy the intent of this indicator, which is to assess the general skills and broad analytical capabilities of students.

Data Source: 2021 NCCBP (Casper College does not currently share data with the NCCBP)

Strategic Plan Match: Educational Attainment

The NCCBP identifies four key courses to demonstrate core academic skills: Composition I, Composition II, Algebra and Speech. Table F.1 examines retention, enrollee success and completer rates in these four courses for all seven colleges. The retention rate measures total credit grades divided by credit courses that are requirements for associate degrees or certificates. This is a measurement to indicate all grades possible out of all taking the class, for credit or not. The enrollee success rate measures only the A, B, C and P/S grades from all possible credit course grades to indicate those grades above a D. The completer success rate measures those grades above a D against the total population of credit-bearing grades (excludes W grade).

Table F.1: Average NCCBP Core Academic Skills Retention, Enrollee & Completer Success Rates Fall 2020

NCCBP Form 11 – Average Submitted Values				
	Composition I	Composition II	Algebra	Speech
Total A, B, C, P/S, D, F/U and W grades	3039	330	1808	738
Total A, B, C, P/S, D and F/U grades	2812	304	1661	664
Total A, B, C, and P/S grades	2359	230	1370	570
Retention Rate	91%	95%	92%	91%
Enrollee Success Rate	78%	77%	78%	80%
Completer Success Rate	85%	81%	84%	87%

G: Success in Subsequent, Related Coursework

Measure: The proportion of an identified entering student cohort assessed as deficient in one or more of the basic skills (writing/mathematics), who subsequently (a) successfully completes developmental/remedial work or is required to participate in a co-requisite course in the same academic discipline all intended to remediate this deficiency and (b) completes a college-level course with a grade of “C” or better after one year, five semesters, or eight semesters - including summers.

Data Source: WCCC/Community College Data Warehouse, 2020 Cohort

Strategic Plan Match: Educational Attainment, Program Alignment

Remedial Course Cohort

A number of community college students enroll in developmental/remedial courses to prepare for college-level courses. In Fall 2018, 2,252 (duplicated headcount) community college students were enrolled in developmental/remedial mathematics and English courses. Of those,

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643 students completed their respective developmental/remedial coursework within one year. Additionally, 714 completed within five semesters and 750 completed within eight semesters for a total of 1,429 successful students. Of those enrolled in the Fall 2018, 64% in math and 59% in English were successful college level course (prerequisite courses which must be completed satisfactorily to continue in subsequent classes in the discipline) completers.

It is important to note many students must complete a series of developmental or co-requisite courses before they are able to complete a college level course, which accounts for the lower numbers in subsequent college level coursework (within 1 year).

Table G.1: Aggregate Subsequent College Level Coursework Fall 2018 Cohort

	Developmental/Remedial			Subsequent College Level Course						Successful College Level Course Completers
	Enrolled 18/FA	Successful 18/FA	Success rate (%)	Successfully completed with 1 year (19 F/A)		Successfully completed with 5 terms (20/SU)		Successfully* completed within 8 terms (21/SU)		
				N	%	N	%	N	%	
Math	2023	1293	64%	567	28%	635	31%	671	33%	64%
English	229	136	59%	76	33%	78	34%	79	34%	59%
Total	2252	1429		643		714		750		

* "Successful College Level Course Completers" are the percent of those who enrolled in a remedial course in Fall 2018 and successfully completed a related college-level course by the end of Summer 2021.

Table G.2: Subsequent College Level Coursework

Fall 2018 Cohort by College Developmental Courses

College	Course	Developmental/Remedial			Subsequent College Level Course			Successful* College Level Course Completers
		Enrolled 18/FA	Successful 18/FA	Success Rate	Successfully completed within 1 year (19/FA)	Successfully completed within 5 terms (20/SU)	Successfully completed within 8 terms (21/SU)	
CC	English	125	77	62%	46	48	49	39%
	Math	425	249	59%	105	126	139	33%
CWC	English	--	--	--	--	--	--	--
	Math	109	65	60%	35	36	40	37%
EWC	English	24	15	63%	2	2	2	8%
	Math	111	76	68%	35	37	37	33%
LCCC	English	52	27	52%	19	19	19	37%
	Math	562	356	63%	139	150	156	28%
NWC	English	12	5	42%	4	4	4	33%
	Math	145	105	72%	45	53	55	38%
NWCCD	English	16	12	75%	5	5	5	31%

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WWCC	Math	312	209	67%	97	110	112	36%
	English	--	--	--	--	--	--	--
	Math	359	233	65%	111	124	132	37%

* "Successful College Level Course Completers" are the percent of those who enrolled in a remedial course in fall 2017 and successfully completed a related college-level course by the end of summer 2020.

Fall 2019 Cohort by College Developmental Courses

College	Course	Developmental/Remedial			Subsequent College Level Course		Successful College Level Course Completers
		Enrolled 19/FA	Remedial Student Success	Success Rate	Successfully completed within 1 year (20/FA)	Successfully completed within 5 terms (21/SU)	
CC	English	92	60	65%	36	40	43%
	Math	440	262	60%	144	165	38%
CWC	English	--	--	--	--	--	--
	Math	93	52	56%	24	24	26%
EWC	English	13	8	62%	3	3	23%
	Math	138	80	58%	41	41	30%
LCCC	English	43	17	40%	11	11	26%
	Math	456	264	58%	102	112	25%
NWC	English	5	2	40%	2	2	40%
	Math	66	49	74%	28	30	45%
NWCCD	English	9	7	78%	5	5	56%
	Math	313	190	61%	82	91	29%
WWCC	English	--	--	--	--	--	--
	Math	321	225	70%	110	115	36%

Fall 2020 Cohort by College Developmental Courses

College	Course	Developmental/Remedial			Subsequent College Level Course	
		Enrolled 20/FA	Successful 20/FA	Success Rate	Successfully completed within 1 year (21/FA)	Success Rate
CC	English	59	35	59%	23	39%
	Math	373	171	46%	80	21%
CWC	English	--	--	--	--	--
	Math	77	49	64%	30	39%
EWC	English	24	8	33%	2	8%
	Math	106	76	72%	22	21%
LCCC	English	44	26	59%	14	32%
	Math	373	235	63%	85	23%
NWC	English	--	--	--	--	--
	Math	73	35	48%	13	18%

Wyoming Community Colleges
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NWCCD	English	11	9	82%	3	27%
	Math	236	124	53%	58	25%
WWCC	English	--	--	--	--	--
	Math	259	157	61%	84	32%

Co-Requisite Course Cohort

Wyoming community colleges are utilizing progressive techniques to facilitate enhanced options for students requiring remedial level coursework. Many colleges (CWC, LCCC, NWC, & WWCC) are providing co-requisite “lab” courses, specifically in English, to be taken along with college level courses, to supplement instruction providing extra assistance to the students in achieving the college level material. This instructional technique is gaining in popularity. Numbers provided below show the efficiency and promotion of student success.

Table G.3: Co-Requisite College Level Coursework

Fall 2018 Cohort by College Co-Requisite

College	Course	Co-Requisite/Developmental			Subsequent College Level Course			Successful* College Level Course Completers
		Enrolled 18/FA	Successful 18/FA	Success Rate	Successfully completed within 1 year (19/FA)	Successfully completed within 5 terms (20/SU)	Successfully completed within 8 terms (21/SU)	
CC	English	21	16	76%	15	15	15	71%
	Math	--	--	--	--	--	--	--
CWC	English	140	103	74%	98	98	98	70%
	Math	51	40	78%	35	35	36	71%
EWC	English	21	13	62%	12	12	12	57%
	Math	--	--	--	--	--	--	--
LCCC	English	76	52	68%	50	50	50	66%
	Math	--	--	--	--	--	--	--
NWC	English	54	46	85%	43	43	43	80%
	Math	25	16	64%	15	15	15	60%
NWCCD	English	142	106	75%	101	101	101	71%
	Math	--	--	--	--	--	--	--
WWCC	English	56	32	57%	31	31	31	55%
	Math	--	--	--	--	--	--	--

* “Successful College Level Course Completers” are the percent of those who enrolled in a co-requisite class in conjunction with a standard academic course and successfully completed a related college-level course by the end of summer 2021.

Wyoming Community Colleges
ANNUAL PERFORMANCE REPORT: PERFORMANCE INDICATORS 2020-2021

Fall 2019 Cohort by College Co-Requisite

College	Course	Co-Requisite/Developmental			Subsequent College Level Course		Successful College Level Course Completers
		Enrolled 19/FA	Remedial Student Success	Success Rate	Successfully completed within 1 year (20/FA)	Successfully completed within 5 terms (21/SU)	
CC	English	32	22	69%	22	22	69%
	Math	--	--	--	--	--	--
CWC	English	131	100	76%	88	88	67%
	Math	49	35	71%	35	35	71%
EWC	English	11	8	73%	7	8	73%
	Math	--	--	--	--	--	--
LCCC	English	70	54	77%	46	46	66%
	Math	--	--	--	--	--	--
NWC	English	59	49	83%	44	44	75%
	Math	43	30	70%	30	30	70%
NWCCD	English	113	75	66%	65	65	58%
	Math	--	--	--	--	--	--
WWCC	English	73	53	73%	39	39	53%
	Math	--	--	--	--	--	--

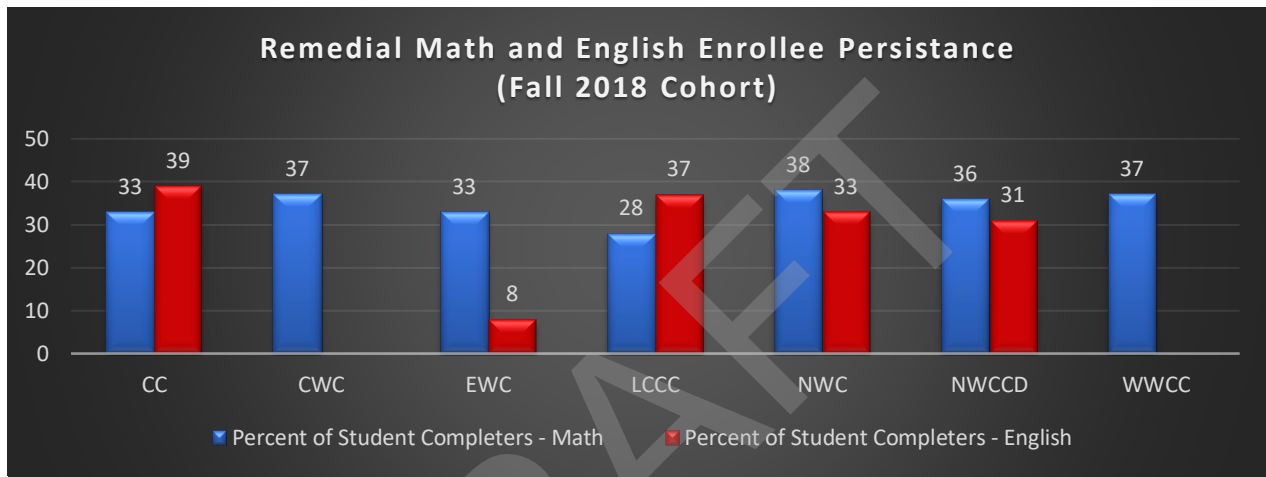
Fall 2020 Cohort by College Co-Requisite

College	Course	Co-Requisite/Developmental			Subsequent College Level Course	
		Enrolled 20/FA	Successful 20/FA	Success Rate	Successfully completed within 1 year (21/FA)	Success Rate
CC	English	25	17	68%	13	52%
	Math	--	--	--	--	--
CWC	English	123	93	76%	80	65%
	Math	43	33	77%	32	74%
EWC	English	21	9	43%	7	33%
	Math	--	--	--	--	--
LCCC	English	81	62	77%	57	70%
	Math	--	--	--	--	--
NWC	English	50	26	52%	22	44%

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	Math	32	19	59%	19	59%
NWCCD	English	85	57	67%	54	64%
	Math	--	--	--	--	--
WWCC	English	81	49	60%	46	57%
	Math	--	--	--	--	--

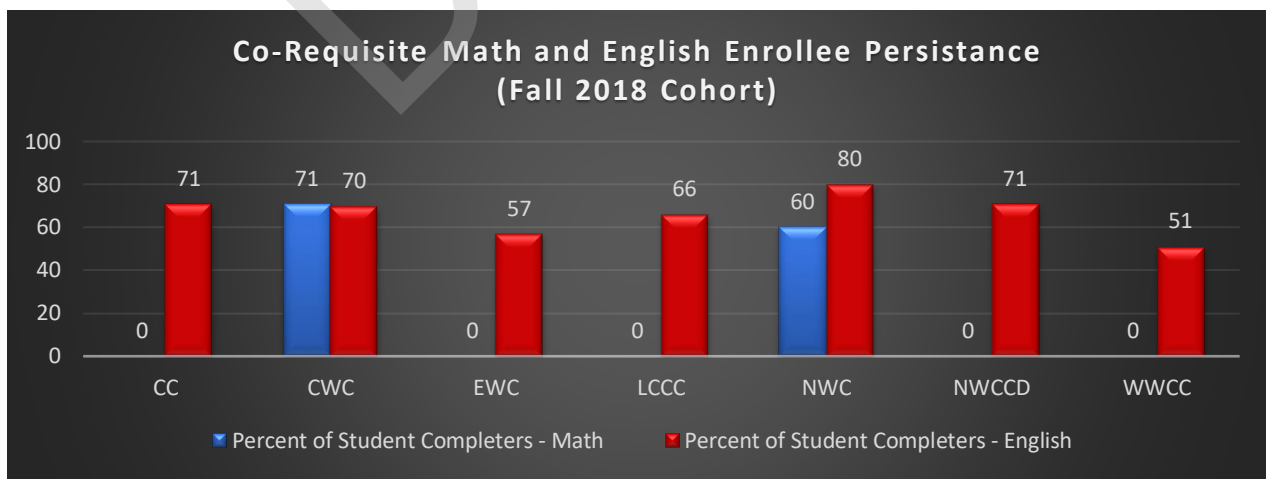
Figure G.1: Percentage of Enrollees in Remedial Math and English Courses Who Persist Through Eight Semesters of College Courses (Fall 2018 Cohort)



*WCCC/Community College Data Warehouse 2021

**CWC and WWCC did not offer remedial English courses.

Figure G.2: Percentage of Enrollees in Co-Requisite Math and English Courses Who Persist Through Eight Semesters of College Courses (Fall 2018 Cohort)



*WCCC/Community College Data Warehouse 2021

H: Number and Rate of Transfer Students

Measure: Transfer information for Wyoming community college students.

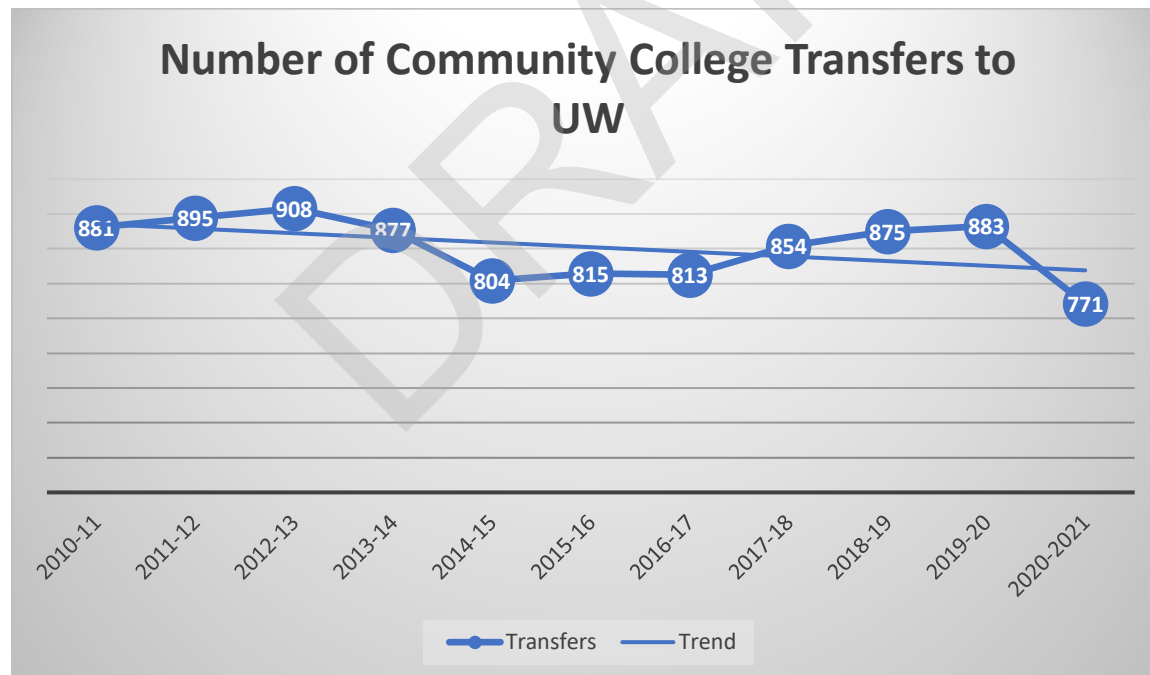
Data Sources: "New Transfer Students 2020-2021," University of Wyoming Office of Institutional Analysis, 2021 Colleague®, National Student Clearinghouse's Student Tracker and 2021 NCCBP, Integrated Postsecondary Education Data Systems (IPEDS), WCCC/Community College Data Warehouse

Strategic Plan Match: Program Alignment

According to the University of Wyoming Annual Transfer Report, a total of 771 students from Wyoming community colleges transferred to the University of Wyoming during the academic year 2020-2021. The data does not represent any specific cohort but rather a total of transfer students who most recently attended a Wyoming community college before enrolling at the university.

Figure H.1 below highlights the enrollment of transfer students to UW during the last eleven academic years.

Figure H.1: The Number of Community College Students Who Transferred to the University of Wyoming (Academic Year)



* 2020-2021 University of Wyoming New Transfer Student Report

Table H.1 represents the top 4-year institutions that received the largest number of transferring Wyoming community college students by college (2020-21 degree seeking students).

Wyoming Community Colleges
ANNUAL PERFORMANCE REPORT: PERFORMANCE INDICATORS 2020-2021

Table H.1: Top Receiving 4-Year Institutions by Number of Transferring Students

College	Top Receiving 4-year Institutions	Number of Transfer Students
CC	University of Wyoming	204
	Western Governors University	8
	Colorado State University	6
	University of North Dakota	6
	Valley City State University	6
CWC	University of Wyoming	47
	Southern New Hampshire	4
	Weber State	4
	Western Governors University	4
	Utah State	3
EWC	Chadron State College	9
	Black Hills State University	5
	University of Texas at Tyler	2
	West Texas A&M University	2
	Young Harris College	1
LCCC	University Of Wyoming	248
	Western Governors University	15
	Colorado State University	14
	University of Northern Colorado	6
	American Public University System	5
NWC	University of Wyoming	60
	Montana State University-Billings	7
	Black Hills State University	6
	Chadron State College	4
	Brigham Young University - Idaho	3
NWCCD	University of Wyoming	133
	Black Hills State University	14
	South Dakota School of Mines	10
	Chadron State College	8
	Western Governors University	7
WWCC	University of Wyoming	79
	Western Governors University	14
	Weber State University	10
	Utah Valley University	5
	Valley City State University	4

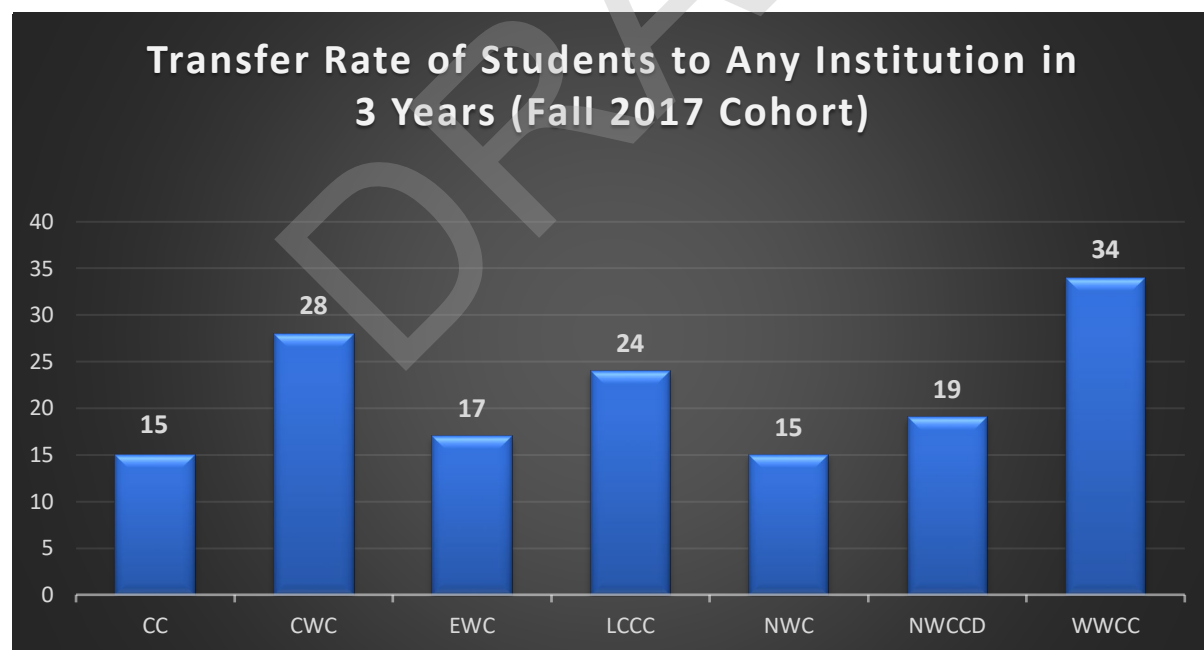
The H.2 Tables illustrate transfer rates for only those students who transferred without previously earning a degree. This is the methodology specified by IPEDS and NCCBP. Rates would be much higher if they included graduates who also transferred. Table H.2.A looks at transfer rates by college (percent of first-time, full-time students who transferred to any institution in three years). These data were submitted to NCCBP by each of the colleges. Table H.2.B shows first-time, fulltime and first-time, part-time transfer rates by college for students who transferred to a 4-year institution from the Fall 2018 Cohort.

Table H.2.A / Figure H.3: Transfer Rate (Percent of Students who Transferred to any Institution in Three Years) IPEDS Fall 2017 Cohort

College	First-time Full-time
CC	15%
CWC	28%
EWC	17%
LCCC	24%
NWC	15%
NWCCD	19%
WWCC	34%

**Note: Colleges do not report transfer rates for First-time, Part-time to IPEDS. These are transfers who did not previously earn a degree or certificate.*

Figure H.3: Transfer Rate of Students to Any Institution in three years for the IPEDS Fall 2017 Cohort



**IPEDS 2020-2021*

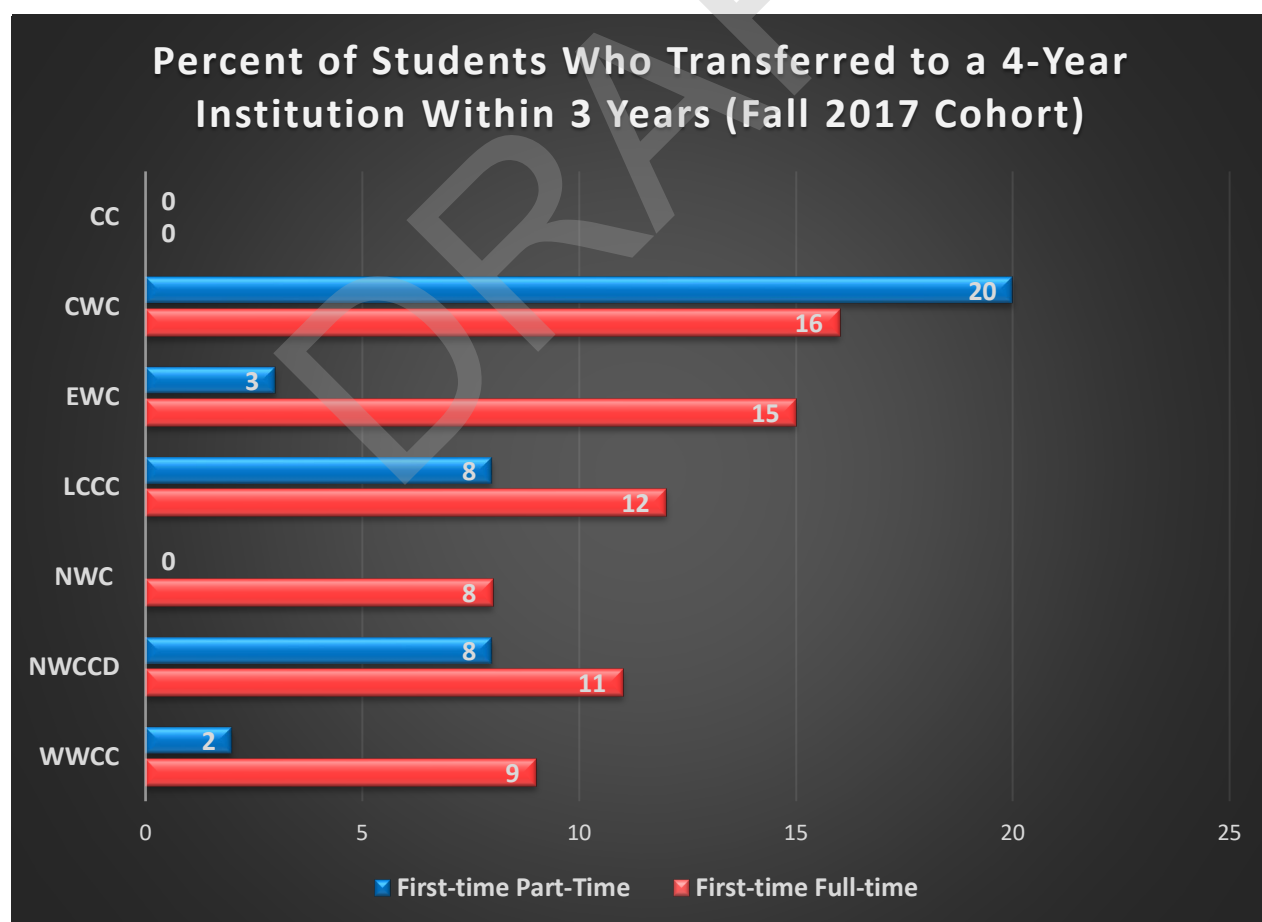
Table H.2.B and Figure H.4: Transfer Rate (Percent of Students who Transferred to a 4-year Institution in Three Years) Fall 2017 Cohort (NCCBP)

College	First-time Full-time	First-time Part-time
CC**	--	--
CWC	16%	20%
EWC	15%	3%
LCCC	12%	8%
NWC	8%	0%
NWCCD	11%	8%
WWCC	9%	2%

Note: These are transfers of students without a degree or program completion.

*** Casper College did not collect NCCBP information.*

Figure H.4: The Percent of Students who transferred to a 4-year College in 3 years – 2017 Cohort (NCCBP)



**NCCBP 2020 (Not reported for Casper College)*

State of Wyoming's Return on Investment

While the data available may not be what are traditionally seen in demonstrating return on investment, it does show numbers of individuals achieving milestones during the past year, demonstrating a benefit of state-provided operational funding. During the 2020-2021 academic year, the seven Wyoming community colleges enrolled 5,274 full-time students (unduplicated headcount), and 20,903 part-time students (unduplicated headcount). Graduates from Wyoming community colleges earned 630 Associate of Arts (AA) degrees, 1,027 Associate of Science (AS) degrees, 575 Associate of Applied Science (AAS) degrees, 13 Associate of Business (AB) degrees, 27 Associate of Fine Arts (AFA) degrees, 252 Associate in Nursing degrees (ADN) and 976 certificates.

The State of Wyoming provided \$120,810,541 million in operational funding to support the seven community colleges during fiscal-year 2021.

Summary

Using these performance indicators, Wyoming's seven community colleges are able to document their performance in meeting the needs of their stakeholders. Wyoming's community colleges take the responsibility of accountability seriously. This report will be used to document performance, evaluate where improvements can be made, and make plans of action to meet and exceed stakeholders' expectations. The current and future Performance Indicator Reports will associate the 2020-2025 WCCC System Strategic Plan with the performance indicators required by Wyoming Statute.



MEMORANDUM

March 14, 2022

TO: Lisa Watson, Interim President
FROM: Gerald Giraud, Vice President for Academic Affairs
SUBJECT: Request for approval of new course fees

Requested Board Action: Approval of new course fees

I request your approval of new course fees as identified in the attached chart.

Thank you.

COURSE FEE REQUESTS
Presented to the Board of Trustees on March 14, 2022

Division: Health Professions
Division Chair: Marnee Crawford

Program	Course	Former Fee Per Student	New Fee Per Student	Projected Semester Enrollment	Projected Semester Revenue	Projected Semester Revenue Increase	Effective Semester	Rationale
Outdoor Education	OEPR 1100 Introduction to Adventure	\$70	\$25	10	\$250	-\$400	Fall 2022	This course fee will help offset the cost of equipment used by the class. There is a new pass through fee (\$125) listed on page 2 to cover the cost of the certification course through Signature Research Inc. for the ACCT Level I Course Practitioner certification.
	OEPR 1210 Snow Based Activities	\$0	\$100	10	\$1,000	\$1,000	Fall 2022	The course fee was changed in SP22 when all course fees were increased and went from \$125 total to \$250. The fee is not changing, but we are just changing where it is put. Instead of the entire fee going to the Pass Through, we only need \$150 to go there to cover lift tickets, rentals, batteries, and other items for each semester's specific class, the remaining \$100 is a course fee that will be used to help offset the cost of new/replacement equipment that will carry over to multiple classes.
	HLED 2010 Wilderness First Responder	\$300	\$150	9	\$1,350	-\$1,350	Fall 2022	The course fee was changed in SP22 when all course fees were increased and went from \$250 total to \$500. As opposed to the rest of the college classes that were increased by 30%, all outdoor classes were increased by 100%. I know this was done to help offset budget decreases in departments, but I also know that this is more than we need, and the \$500 total fee now has caused a number of students that would have registered, not to register because it was so high. There is a pass through fee listed on page 2 for this class as well.

Course Fee Requests
Presented to the BOT on March 14, 2022

Pass-Through Fees (for informational purposes only)

Program	Course	Amount (Per Student)	Rationale
Outdoor Education	OEPR 1100 Introduction to Adventure	\$125	This will cover the cost of the certification course through Signature Research Inc. for the ACCT Level I Course Practitioner certification.
	OEPR 1210 Snot Based Activities	\$150	This fee will cover lift tickets, rentals, batteries, and other items for each semesters specific class
	HLED 2010 Wilderness First Responder	\$150	This fee will cover NASAR for the certification supplies bought for each student for their practice material.

Course Fee Requests
Presented to the BOT on March 14, 2022

March 14, 2022

TO: Northwest College Board of Trustees

FROM: Lisa Watson, Interim President

RE: Northwest College Transformational Change

Overview

Northwest College is a comprehensive community college approved to provide certificates, associate, and bachelor of applied sciences degrees. The College was formed in 1946, the second of eight community colleges and one university created to serve Wyoming's citizens.

Factors

Over the past ten years, Northwest College has faced ongoing and harmful declines in revenue from;

- State and local funding: The State of Wyoming has a long history of dependence on the extraction industry as a primary source of income to sustain governmental operations. For decades Wyoming revenue has gone through periods of boom or bust due to this dependence. These boom and bust cycles affect state appropriations and counties' assessed valuations, directly affecting local college funding. Since 2014, the State and local counties have experienced three bust cycles, resulting in budget cuts to the College. Millions of dollars in reductions eliminated academic offerings, student support services, and needed facility improvements. Over seventy-five positions were lost, resulting in skeleton crews and compensation levels far below market midpoints.
- Enrollments: Colleges and Universities nationwide have experienced declining enrollments. The declining population of high school students, increased competition, expansion of dual and concurrent programs, online program growth, and the current devaluation of education are factors contributing to these declines and are expected to continue. Northwest College has experienced substantial enrollment declines primarily from traditional-age students (18-24), historically the most prominent student group served.

Campus Response

In 2015-2016, Northwest College revised its mission statement, further defining its purpose for existing and the focus that the College sought to accomplish daily. The mission statement is;

In the context of our global society, the mission of Northwest College is to be student-centered; be forward-thinking; cultivate community; prepare students for transfer, career, and life; and retain and graduate students.

Upon reviewing the mission statement in relation to the transformational effort, the trustees and campus community found the mission to be well understood and followed.

In 2015-2016, Northwest College developed a vision statement with a five-year timeline. The vision, *“Innovation and distinction in experience, connections, and environment,”* included several key performance indicators to measure improvement over time and was presented annually to the Board of Trustees and campus community.

In 2019, the College President met with the Board to begin work on a new strategic vision and discuss the effects of the last budget reductions on the campus. Discussion within the administration and the campus community also centered around the previous cuts and a desire to implement steps to minimize future reductions to programming and operations. Strategic visioning sessions were held, and in conjunction with existing economic and enrollment factors, the Board and the College President agreed that the timing was right to move forward with an initiative focused on transformational change. The national consulting firm, CampusWorks, was retained to assist with this effort.

It is important to note that in March 2020, the Coronavirus pandemic was spreading worldwide, causing sickness and disruption. The College was not immune to the effects of the pandemic and prioritized its operations in response to the pandemic, resulting in delays to the transformational work.

Process

Over the past 18 months, more than four hundred voices from our community, foundation, alumni, legislators, faculty, staff, students, and trustees contributed to the visioning and discussion on transformational change. Data collection and analysis were completed on enrollment, marketing, academic programming, college finances, and other campus efforts.

During this review, we noted the impressive work recently completed in career and technical programming, the newly instituted bachelor's program, enrollment processes, shared governance, budgeting, policy, scheduling, and campus maintenance. This work reflects extensive transformational efforts that have already occurred and are ongoing.

As part of the visioning effort and data analysis, four core ideas were identified that could differentiate the College, bring value, and be persuasive to our audience. They consisted of;

1. The Destination Model
2. The Pathways Model
3. The Workforce Hub Model
4. The Distinctive Program Model

Outcomes

With the completion of the community visioning, the data analysis, discussions on operational and programmatic modeling, and future factors associated with higher education, the Trustees and the College can see the opportunities that a transformational vision and strategy can bring.

As part of the discussions, overwhelming feedback suggests that the College continue implementing best practices and expand enrollment and marketing efforts. These efforts can be delineated within an action plan. Still, the plan could include expanded consulting support, staffing changes, additional

programs to increase enrollment leads and marketing outreach, website redesign, rebranding, and possibly renaming. As pointed out in the October 2021 panel discussion on rebranding and renaming, the transformational vision must be decided before any work commences on rebranding or rebranding/renaming.

When reviewing the four core idea models, campus feedback suggests support for a hybrid distinctive programming model designed to include our community, workforce, and destination programming opportunities. The value of pathways was acknowledged, noted to have elements in place already, and supported as an ongoing process that helps students, recruiting, and retention efforts. There was also strong recognition regarding our unique destination and varying ways to capitalize upon this including programs or services that capitalize on unique historical, geographic, cultural, or economic locale.

Finally, when focusing on the future vision of the College and what it wants to become, sustainability must be included as we envision our strategic future. This vision should strive to have healthy enrollment levels and various revenue streams generated from academic programming and experiences that appeal to students.

Funding

The College has worked over the past 18 months to secure one-time funds that can support this initiative. These funds are held in a restricted account and are not part of the unrestricted reserves. These funds could be utilized upon recommendation of the President and approval of the Board through the existing budget process.

Motion

These efforts have brought forth high-quality discussions and an opportunity for the Board of Trustees to focus on the implementation of a transformational vision for the College.

The Board is requested to consider the following;

1. Move to support a transformational vision - Distinction and destination of place.
2. Motion to support the development of a sustainable ten-year strategic plan. This plan will develop measurable goals by August 31 that will operationalize the transformational vision and reflect College efforts to enhance;
 - a) Academic programming
 - b) Support services that include enrollment and marketing efforts which, among other things, may consist of rebranding or renaming.

These motions will set forth Northwest College's vision, conclude the transformational initiative, and charge the College in developing its strategic plan to turn the vision into action.