

**NORTHWEST COLLEGE
BOARD OF TRUSTEES MEETING**

Monday, July 10, 2023
4 p.m. – Budget Hearing
4:30 p.m. Business meeting
Yellowstone Building, Room 105

Zoom: <https://nwc.zoom.us/j/98083495174?pwd=VUtQekZxT1pkZFd6YWdMNENsdWRtdz09>
By Phone: (669) 900-6833 or (346) 248-7799; Meeting ID: 980 8349 5174; Password: 552382

AGENDA

- I. Call meeting to order**
- A II. Approve the agenda**
- III. Budget Hearing**
- A IV. Consent agenda**
- Minutes**
 - A. [Approve minutes of regular meeting of June 12, 2023](#)
 - B. Approve minutes of executive session June 12, 2023
- 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](#)
- Financial reports**
 - A. [Check Register](#)
 - B. [Other financial reports](#)
 - C. [Year-end budget adjustments](#)
- V. Discussion/informational items**
 - A. [Policy update review for FY2023](#)
- VI. 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 will not respond to individual citizens nor ask questions.

A VII. Unfinished business

A VIII. New business

A. Ashley Hall boiler replacement

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

A. August Upcoming

1. Review vendor contracts
2. Review Citizens' Open Forum procedure
3. Other TBD

B. Future and follow-up topics

X. Announcements

- A. Joint Appropriation Committee July 10-11, 2023, Cheyenne
- B. Joint Education Committee, Aug 8-9, 2023, Cheyenne
- C. Next Board meeting, August 14, 2023, 3:00 p.m., Yellowstone Bldg.
- D. WCCC Commission (special) August 25, 2023, 8:30 a.m., Casper or Virtual
- E. State of the College Address, August 21, 2023, 8:30 a.m., Yellowstone Bldg.
- F. NWC Employee Picnic, August 27, 2023, 11:30 a.m.
- G. WCCC Commission meeting October 5-6, 2023, 8:30 a.m., Sheridan
- H. ACCT Leadership Congress, October 9-12, 2023, Las Vegas, NV

A XI. Adjournment

A=Action item

MISSION:



VISION 2030:



Board Priorities FY 2024

- Support the 2030 Strategic Plan -Annual review of Vision & Pillars efforts, Key Performance Indicator's
- Support campus revitalization efforts – Approve the Level II plan for Nelson Performing Arts and Level II/III Orndorff Renewal plan
- Advocate for Northwest College and the Community Colleges – participate in WACCT meetings and trainings, support WACCT efforts, and identify local advocacy opportunities.
- Support the President and Campus through Campus Engagement – select “X” number of events to participate in - graduation, academic showcase

President's Priorities FY 2024

- Implement 2030 Strategic Plan -complete development of tactics and timelines, provide updates to Board annually of ongoing efforts
- Lead the construction of the new Student Center
- Complete and implement a comprehensive marketing plan in support of the Strategic Plan
- Complete Strategic Enrollment and Retention Planning efforts. Update the Strategic Enrollment model



**NORTHWEST COLLEGE
BOARD OF TRUSTEES MEETING**

Budget Hearing

Monday, July 10, 2023, 4:00 p.m.

Zoom: <https://nwc.zoom.us/j/98083495174?pwd=VUtQekZxT1pkZFd6YWdMNENsdWRtdz09>
By Phone: (669) 900-6833 or (346) 248-7799; Meeting ID: 980 8349 5174; Password: 552382

AGENDA

1. Call meeting to order
2. Review Fiscal Year 2024 budget
- A 3. Adopt Expenditure Authority Resolution
- A 4. Adopt Resolution to Provide Income
- A 5. Adopt Resolution for One Mil Levy
- A 6. Adjournment

A=Action item

Community College District's Budget

FOR

Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024

NORTHWEST COLLEGE

**To be voted on by
The Northwest College Board of Trustees July 10th, 2023**

Northwest College fosters an open and non-discriminatory environment throughout the College community. To this end, the College advocates the use of words and actions which promote and encourage individual and collective respect and dignity. Northwest College opposes language and actions which in any way demean others on the basis of their race, gender, national origin, sexual orientation, religious preference, physical characteristics, disability, ancestry, or age. Within the context of First Amendment rights, the College is committed to the elimination of discriminatory language and actions from the College community.

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**NORTHWEST COLLEGE
BUDGET MESSAGE
FISCAL 2023-2024 BUDGET**

Presented herein is the annual budget for Northwest College, State of Wyoming, for the fiscal year 2024. The Mission of Northwest College, to be Student-Centered, continues to shine brightly. Our ongoing commitment to providing high-quality educational programs resulted in a successful 2022-23 academic year graduating 247 individuals, including the first-ever graduates with a Bachelor of Applied Science degree. These graduates are a testament to the efforts and dedication that our faculty and staff exhibit every day. Our Mission, coupled with our Vision and transformational focus, provides the foundation from which the budgeting process begins.

Fiscal 2024 marks the second half of the biennium budget cycle for the State. The 2023 Wyoming Legislative Session brought support to the Wyoming Community Colleges by appropriating one time inflationary funding for an additional \$1,193,000 to the Wyoming Community Colleges base funding for FY2024. In addition, \$8,373,520 was appropriated for compensation, including taxes and benefits. Northwest College is appreciative of the legislator's support. The College received \$132,088 in one-time inflationary support and will utilize its share of compensation funds for employee compensation increases.

Student enrollment has remained steady, resulting from enrollment efforts and students' interest in programs and experiences offered by Northwest College. Future enrollment projections continue to be clouded, both nationwide and internationally, by uncertain student interest levels, low unemployment rates, and economic uncertainty. Northwest College continues to promote our high-quality, cost-effective programs in an effort to maintain or grow enrollment levels for next year. The College will participate in the statewide Kickstart Wyoming adult learner scholarship program while continuing its work with the out-of-state students through its Welcome to Wyoming scholarship program.

For Northwest College, current local levy projections have increased from ~\$835,000,000 to \$1,005,203,248 or ~20% for the next year. Levy projections have increased from increased property values for residential and commercial properties and an expected increase in production from the mineral extraction industries. Mineral extraction projections are estimates only based on legislative changes from the 2021 legislative session. Mineral payments continue to vary and have been complicated by deferral options and prepayments. Northwest College is working with the other Colleges to monitor trends, determine deferral needs and ensure stability in the recapture/redistribution process. The College will make budgetary adjustments as necessary.

Auxiliary revenue has been budgeted relatively flat for FY 2024. Residence halls saw an increase in utilization for FY2023 and budgets have been adjusted to account for the change. Otherwise, Northwest College continues to focus on remaining cost-effective. As noted above, student enrollment projections continue to be clouded due to low unemployment, declining traditional age students, and economic uncertainty.

Restricted Revenues have been budgeted flat due to ongoing grants with little expected change.

The President, in consultation with the Board Finance Committee and campus employees, has focused campus efforts on budget stabilization which guided the College thru the budgetary process.

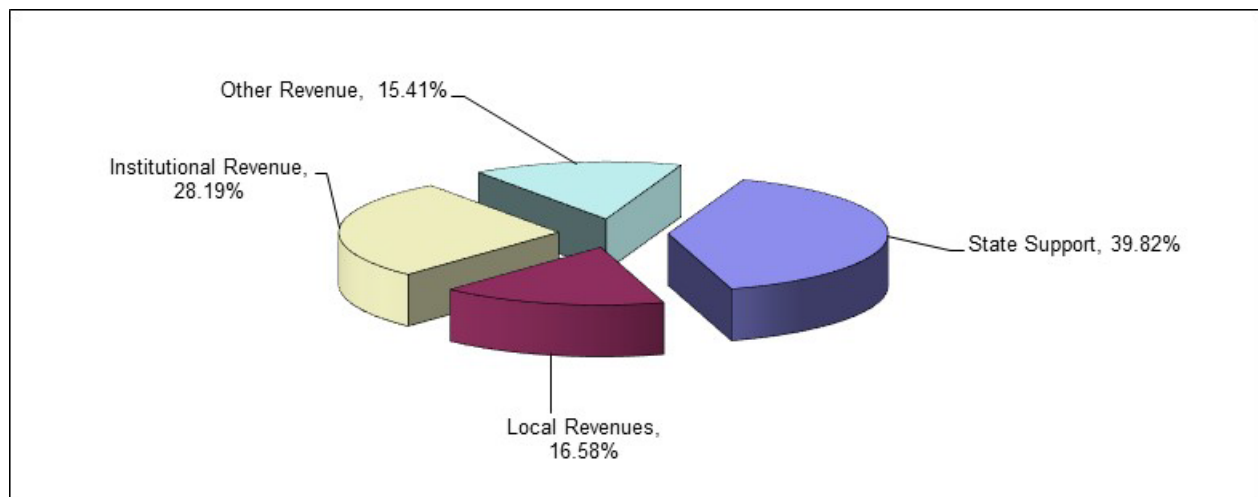
- Transformational Change- The Board approved the 2030 Strategic Plan in November 2022 along with the Vision Statement – Distinction and Destination of Place. The plan, with its goals, strategies, and tactics, will direct the efforts of the College for years to come but also be a living document designed to be reviewed and revised as needed.
- Bachelor of Applied Science - Professional Studies. In Spring 2023, Northwest College celebrated the graduation of its first cohort of full-time bachelor of applied science students.
- Bachelor of Applied Science- Criminal Justice Studies. Northwest College was approved by the Wyoming Commission and then by the Higher Learning Commission to offer a Bachelor of Applied Science in Criminal Justice Studies. The first cohort will start in Fall 2023.
- Academic Advisory Council (AAC)- Remains committed to performing academic program evaluation based on prior approved guidelines and remains committed to evaluating new academic programming for Northwest College students.
- Institutional Effectiveness Committee (IEC)- IEC remains committed to performing support services programmatic reviews to provide recommendations for future budgetary increases or decreases.
- Welcome to Wyoming Scholarship- The new soft dollar scholarship was introduced in the Fall of 2022 to much success. Enrollment in the out-of-state category increased by roughly 50%.

REVENUE OUTLOOK

Current Funds

Current funds include unrestricted operating funds (including community service and continuing education), auxiliary funds, one-mill funds, and current restricted funds. Budgets are presented as balanced with carryover funds being utilized and no use of reserves.

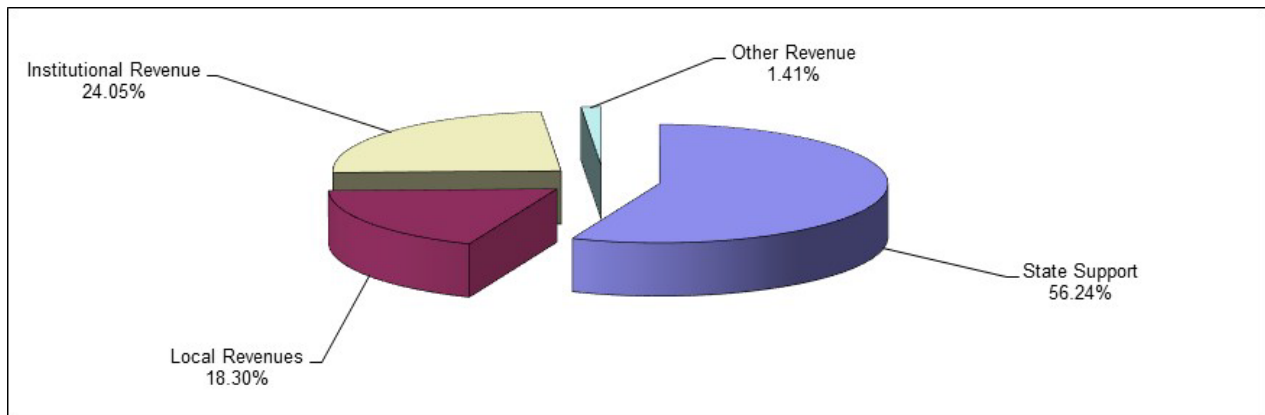
Current fund revenues are subdivided into four categories of sources; state support (general and area-specific support and ABE/GED/ESL), local revenue (four-mill, motor vehicle, and one-mill levy), institutional revenue (tuition, fees, and auxiliary revenues), and other revenue (gate receipts, investment income, misc. deposits, restricted revenue, and carryover). The percentages from each of these categories for the FY2024 budget are listed below:



Unrestricted Operating Fund

The unrestricted current operating fund represents the largest portion of the educational, operational, and financial activities of the College. Its revenue is largely determined by the Funding Allocation Model of the Wyoming Community College Commission, which establishes funding levels for the Wyoming community colleges in part based on fixed and variable costs, weighted credit hours produced, successfully completed weighted credit hours, and weighed degrees and certificates.

As a part of the current funds, operating fund revenues are also subdivided into four categories of sources; state support (general and area-specific support and ABE/GED/ESL), local revenue (four-mill and motor vehicle), institutional revenue (tuition and fees), and other revenue (gate receipts, investment income, misc. deposits, restricted revenue, and carryover). The percentages from each of these categories for the FY2024 budget are listed below:



Unrestricted Revenue

Final allocations in FY2023 resulted in a loss of our block State appropriation of approximately \$515,000. For FY2024, the College gained approximately \$165,000 of which \$132,000 is one-time inflationary funding. We will not budget for recalibration/redistribution monies as they are unknown at this time.

Local tax revenues are projected to be approximately \$4.0 million for the 4-mill levy and \$1.0 million for the 1-mill levy for FY2024. The county will continue to watch revenue projections closely due to the economic unknowns associated with the mineral and extraction industries. Current increases in personal property valuation and mineral and extraction valuation have increased over the past year in Park County. Current projections have increased, but overall state mill levies, state allocations, and future revenues are unknown at this time.

Projected institutional revenues from tuition and fees are anticipated to increase for FY 2024. The Wyoming Community College Commission voted to hold tuition rates for FY 2024 and will evaluate FY 2024 tuition rates in June 2023. The College has elected to continue utilizing 2020 budgeted students by credit hours taken for in-state, with adjustments for out-of-state and WUE utilization. Soft dollar scholarships have increased out-of-state enrollments while WUE enrollments declined. In-State tuition has been relatively stable for FY2023.

Restricted Revenue

Restricted revenues reflect projections for grants and other fund revenue that we are currently holding or for which we have already received authorization, such as Pell, SEOG, and Federal Work-study funds. Most competitive federal grant award years do not start until August or September and will be added to our first quarter budget adjustments.

Carryover

Carryover refers to funds that are budgeted, not fully expended, and will be carried over to the following budget year. Examples include projects started but not completed by year-end. Minimal carryover is expected for fiscal 2024.

Reserve utilization

Reserve utilization is the use of prior-year reserves in the following year to support short-term needs or transitional change. Reserve utilization may be used if enrollment declines below-budgeted amounts, local valuations decrease below projections or reductions in state appropriations occur.

Auxiliary Enterprises

Residence hall and dining service rates were reviewed, adjusted, and approved. Budgets were built using realistic occupancy, and rates were set to encourage affordability and occupancy. All other Auxiliary Fund areas were budgeted to cover operational costs and remain affordable to our students.

How to Read This Report

The fiscal information contained herein represents the fiscal resources necessary to sustain educational and other program activities in the College's service area.

All necessary budget development, advertisement, hearing, and adoption procedures have been adhered to in accordance with:

1. Northwest College Policies and Procedures
2. Wyoming Uniform Fiscal Procedures Act
3. Wyoming Community College Commission Rules, Regulations, and Procedures
4. NACUBO – National Association of College & University Business Officers

INCREMENTAL CHANGES FOR THE BUDGET YEAR 2024

UNRESTRICTED OPERATING FUNDS

FUNDS 10, 13, 14 & 15		
	Revenue	Expense
PRIOR YEAR ENDING BUDGET	\$ 20,192,952	\$ 20,192,952
Budget increase/(reduction)		
Tuition & Fees	382,239	
State Appropriation	880,955	
Local Appropriation	137,250	
Other Sources - Reserve Utilization	17,708	
Other Sources	84,190	
INSTRUCTION PROGRAM		
Instruction- Salary and Benefits		63,699
Instruction- Other		(80,042)
ABE, GED, ESL		-
Continuing Education- Salary and Benefits		45,120
Continuing Education-Other		(10,019)
sub-total		18,758
PUBLIC SERVICE-COMMUNITY SERVICE		
Other		199
ACADEMIC SUPPORT PROGRAM		
Salary and Benefits		29,784
Other		(8,068)
sub-total		21,716
STUDENT SERVICES PROGRAM		
Salary and Benefits		5,481
Other		102,729
sub-total		108,210
INSTITUTIONAL SUPPORT PROGRAM		
Salary and Benefits		546,842
Other		602,481
sub-total		1,149,323
PLANT ADMINISTRATION PROGRAM		
Salary and Benefits		228,472
Other		6,000
sub-total		234,472
INSTITUTIONAL SCHOLARSHIP PROGRAM		
Scholarships and Waivers		38,998
sub-total		38,998
TRANSFERS		
Transfers In and Out	188,038	118,704
sub-total	188,038	118,704
Change in Budget	1,690,380	1,690,380
Total 2024 Budget	\$ 21,883,332	\$ 21,883,332

**INCREMENTAL CHANGES FOR THE BUDGET YEAR 2024
UNRESTRICTED CURRENT FUNDS**

ONE MILL FUND 11		
	Revenue	Expense
PRIOR YEAR ENDING BUDGET	\$ 994,403	\$ 994,403
Local Appropriations	181,043	
INSTITUTIONAL SUPPORT PROGRAM		
Operational Support lines		181,043
Change in Budget	181,043	181,043
TOTAL 2024 BUDGET	\$ 1,175,446	\$ 1,175,446

AUXILIARY FUND 12		
	Revenue	Expense
PRIOR YEAR ENDING BUDGET	\$ 3,117,106	\$ 3,117,106
Residence Halls	125,315	125,315
Food Service	150,925	150,925
Trapper Village Main Apartments	(1,373)	(1,373)
Trapper Village West Apartments	80,660	80,660
Bookstore	-	-
Stabling	(36,748)	(36,748)
Food Service - Field Camp	-	-
Printing Services	6,297	6,297
Motor Pool	(4,434)	(4,434)
Summer Conferences	(20,200)	(20,200)
College Farm	-	-
Livestock	16,620	16,620
Carry Over	-	-
Other	(200)	(200)
Transfers	(500)	(500)
Change in Budget	316,362	316,362
Total 2024 Budget	\$ 3,433,468	\$ 3,433,468

NOTICE OF HEARING ON NORTHWEST COLLEGE ONE-MILL LEVY

Notice is hereby given that a public hearing will be held by the Board of Trustees to consider a one (1) year extension of the optional one-mill tax levy on the college’s tax district for the 2023-2024 fiscal year on the 10th day of July, 2023, at four o’clock (4:00) p.m., Information can be obtained by visiting the college’s calendar of events located at <https://www.nwc.edu/events/>, and all interested person may attend and be heard in person or socially distanced thru zoom.

Provided to Publisher:

Published
 Powell Tribune July 4 and 6, 2023
 Cody Enterprise July 4 and 6, 2023

Northwest College Board of Trustees
 by: Lisa M Watson
 President

NOTICE OF HEARING ON NORTHWEST COLLEGE BUDGET

Notice is hereby given that a public hearing on the proposed budget for Northwest College for the 2023-24 fiscal year ending June 30, 2024, which is now being considered by the Board of Trustees, on the 10th day of July, 2023 at 4:00 p.m., Information can be obtained by visiting the college’s calendar of events located at <https://www.nwc.edu/events/>, and all interested person may attend and be heard in person or socially distanced thru zoom.

Summary of Budget					
	Estimated Cash Available July 1st (1)	Estimated Revenue Without Tax (2)	Cash and Estimated Revenue (3)	Estimated Tax Requirement* (4)	Estimated Expenditures (5)
Current Funds	\$25,000	\$25,720,968	\$25,745,968	\$5,100,046	\$30,846,014
Plant Funds	\$14,098,153	\$7,646,110	\$21,744,263	-0-	\$21,744,263

*Four mills must be levied against the college district valuation. Motor Vehicle, and optional one mill included.

Provided to Publisher:

Published
 Powell Tribune July 6, 2023
 Cody Enterprise July 6, 2023

Northwest College Board of Trustees
 by: Lisa M Watson
 President

WHEREAS, on the 10th day of July, 2023, the budget making authority prepared and submitted to the Board of Trustees of Northwest Community College District a budget for the fiscal year ending June 30, 2024.

WHEREAS, such a budget was duly entered at large upon the records of this Board and a copy was available for public inspection at the college Office of Administrative Service; and

WHEREAS, notice of public hearing on such budget was published in the Powell Tribune, a legal newspaper published and of general circulation in the county; and

WHEREAS, a public hearing was held on such budget at the time and place specified in said notice, at which time all interested parties were given an opportunity to be heard; and

WHEREAS, following such public hearing certain alterations and revisions were made in such proposed budget, all of which more fully appears in the minutes of this Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Northwest Community College District that the budget, as so revised and altered, be adopted as the official college budget for the fiscal year ending June 30, 2024.

BE IT FURTHER RESOLVED, that the following appropriations be made for the 2024 fiscal year ending June 30, 2024, and that the expenditures be limited to the amount appropriated herein.

Dated this 10th day of July, 2023.

EXPENDITURE AUTHORITY

Attest:

_____	CURRENT FUNDS	\$30,846,014
_____	PLANT FUNDS	<u>21,744,263</u>
_____	TOTAL	\$52,590,277

WHEREAS, on the 10th day of July, 2023, this Board adopted a college budget for the 2024 fiscal year ending June 30, 2024 calling for the following appropriations:

Current Funds	\$30,846,014
Plant Funds	<u>21,744,263</u>
Total	\$52,590,277

AND WHEREAS, after deducting all other cash and estimated revenue, it is necessary that the following amounts be raised by general taxation, and in order to raise such sums of money, it is necessary that levies be made for the fiscal year ending June 30, 2024, as shown opposite each fund amounts to be raised by taxes.

Amount to be raised:

Current Funds	\$3,972,000	4 mils
	<u>\$1,128,046</u>	1 mil
	\$5,100,046	Total

NOW BE IT RESOLVED by the Board of Trustees of Northwest Community College District that the foregoing levies be made for the fiscal year ending June 30, 2024.

Dated this 10th day of July, 2023.

Attest:

WHEREAS, Wyoming Statute 21-13-303 provides that the Board may approve an additional one-mil tax levy on the property within the Northwest Community College District,

NOW BE IT RESOLVED by the Board of Trustees of Northwest Community College District that the Board approve the one-year renewal of the additional one-mil tax levy on the property within the Northwest Community College District, as provided for by Wyoming Statute 21-13-303, beginning on July 1, 2023 and ending on June 30, 2024.

Dated this 10th day of July, 2023.

Attest:

OPERATING FUND

INSTRUCTION

Visual/Perf Arts/ Humanities: Art Music Graphic Arts Language English	Social Science: Education Sociology Geography History Political Science Anthropology Psychology Criminal Justice	Ag & Tech Business Communications: Agriculture Equine Studies Animal Judging Greenhouse Show Team Business Management Photography Speech Forensics Theatre Equine Judging
Physical Science: Chemistry Engineering Math Physics Geology Astronomy Drafting Welding Aviation Biology Human Anatomy Microbiology Zoology Botany	Life/Health Science: Nursing LPN Allied Health EMS Outdoor Education Physical Education Recreation Co-Op Health PE	Other: Extended Instr. - Cody/Meeteetse Extended Instr. - Washakie ABE/GED/ESL Summer Session

ACADEMIC SUPPORT

Vice President of Academics Library Academic/Career Advising Associate Dean Instruction Tutoring	Work Based Learning Extended Campus Office Extended Campus Cody Instructional Tech Support	Assessment Activity International Recruiting Academic Computing
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STUDENT SERVICES

Vice President of Student Services Student Compliance Enrollment Services Campus Security Financial Aid Athletic Director Athletic Trainer Fitness Center Paint the Town Red	Athletics: -men's basketball -women's basketball -women's volleyball -men's and women's rodeo -wrestling -men's & women's soccer -e-sports	Registrar Intramurals Student Activities Student Orientation Student Employment ADA Compliance Student Success Trio Gear Up
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INSTITUTIONAL SUPPORT

President's Office Vice President of Admin. Services Business Office College Services	Printing Services Communications & Marketing College Development Institutional Research	Computer Services Human Resources Grants
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OPERATIONS/MAINTENANCE OF PLANT

Plant Admin & Maintenance Building Maintenance Field Station Maint & Repair	Custodial Grounds	Utilities Trapper Arena
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SCHOLARSHIPS & GRANTS

Dual/Concurrent Enrollment College Match	Golden Age Waiver Welcome to Wyoming	Family/Grant Scholarships
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COMMUNITY SERVICE FUND

Yellowstone Summer Music NW Studios Paint the Town Red	Music Festival Jazz Festival Criminal Justice Camp	Music Technology Art Gallery Yellowstone Bldg Usage
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CONTINUING EDUCATION

Work Force Development - Powell, Cody, Worland
Powell Valley Community Education (BOCES)

AUXILIARY SERVICES

Residence Halls Trapper Village Main Trapper Village West Food Service Bookstore Stabling	College Farm Livestock Printing Services Conference & Facilities Field Camp Motor Pool
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ONE-MIL FUND

ACADEMIC SUPPORT

Faculty Development

INSTITUTIONAL SUPPORT

Board of Trustees One Mill - College Services* Human Resources	Classified Staff Development Professional Staff Development
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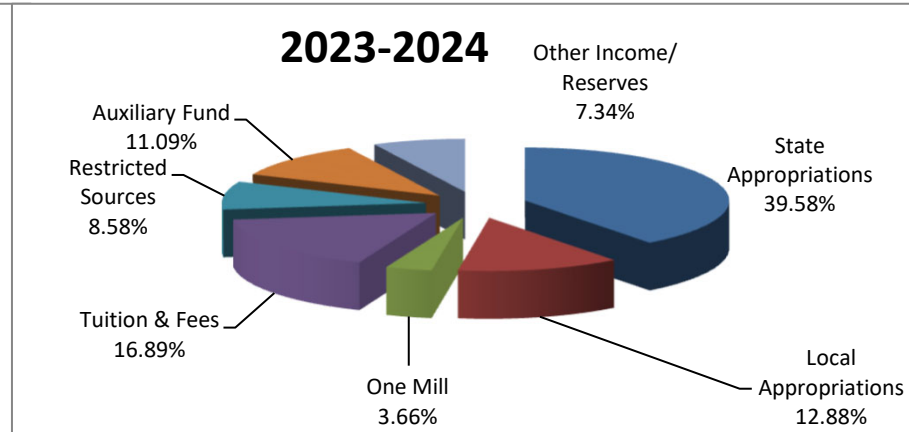
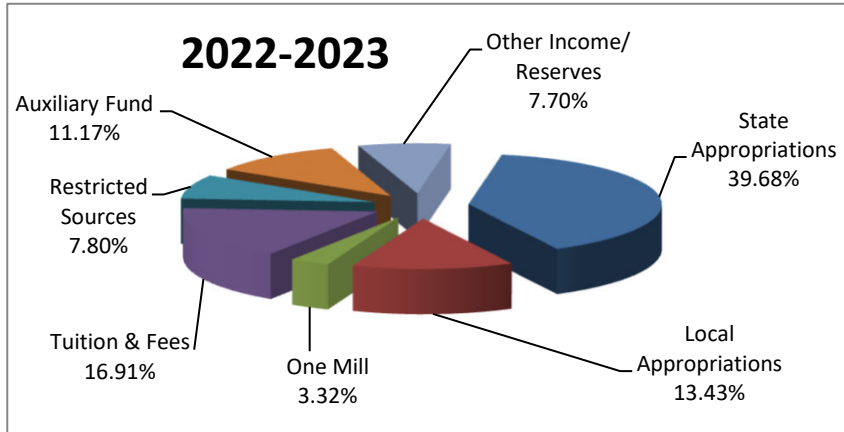
*General Expenditures include but are not limited to; grievance officer salary & benefits, legal services, audit, professional development, credit card fees, bad debt, insurance, vehicles and equipment.

RESTRICTED CURRENT FUNDS

Federal and state grants
Federal Financial Aid
Private donations (passed from the foundation)
Scholarships - Quasi Endowed/Private

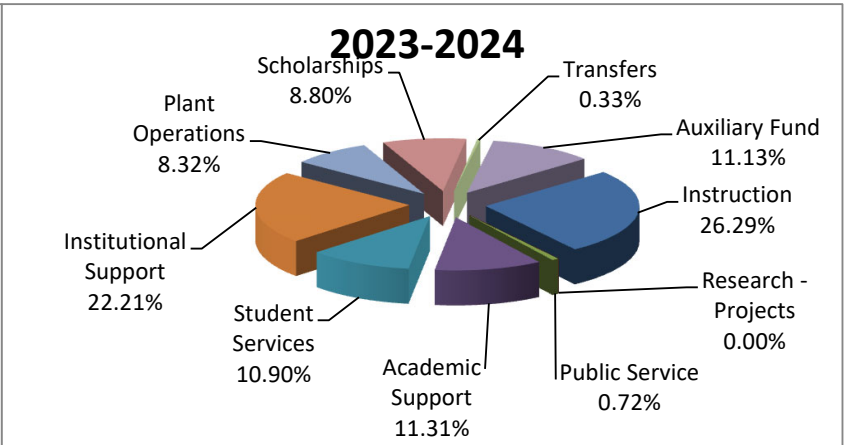
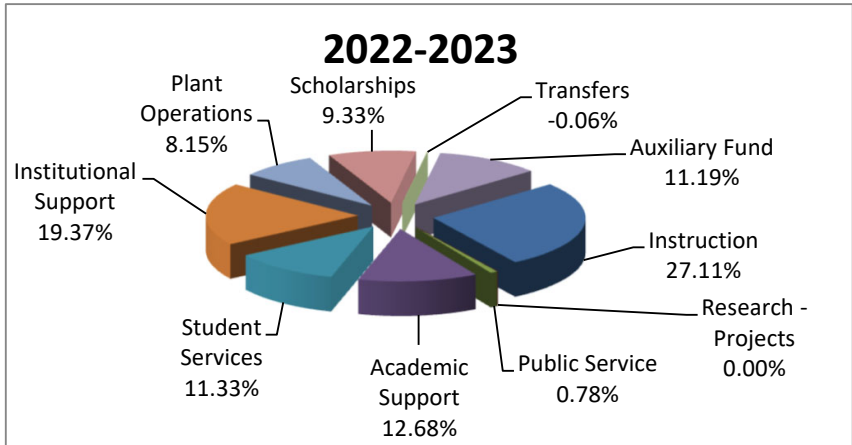
PLANT FUND

Renewal and replacement Investment in plant Fixed Assets Retirement of indebtedness	Major Maintenance Facilities Fees Auxiliary Furniture and Fixtures Auxiliary Laundry
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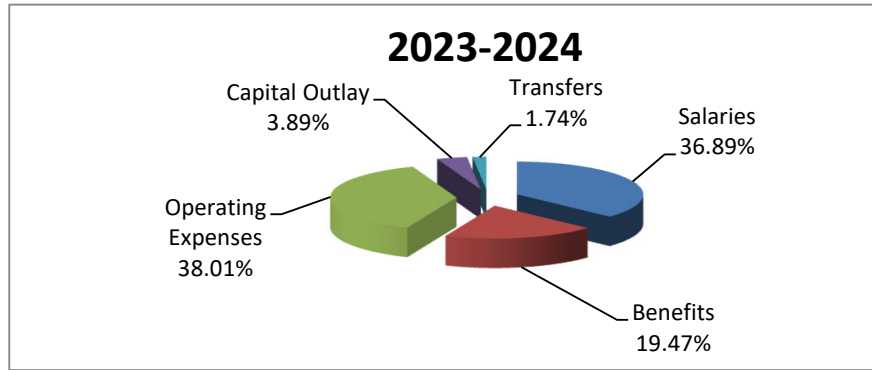
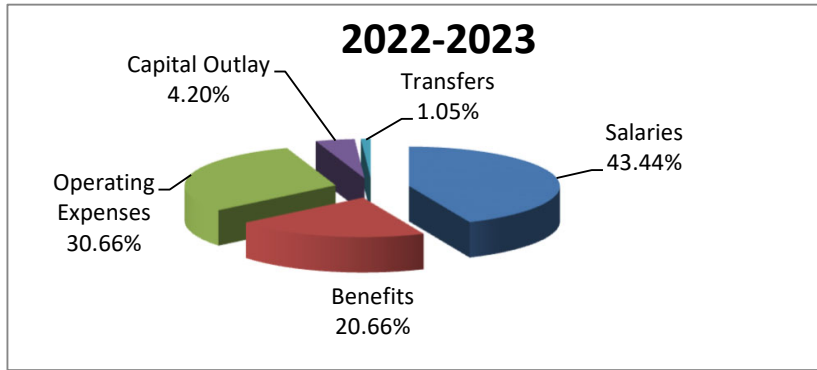
ITEM	ADJUSTED 2022-2023 BUDGET	PERCENT OF BUDGET
Current Funds Revenues		
State Appropriations	\$ 11,326,371	39.68%
Local Appropriations	3,834,750	13.43%
One Mill	947,003	3.32%
Tuition & Fees	4,827,739	16.91%
Restricted Sources	2,225,332	7.80%
Auxiliary Fund	3,184,618	11.17%
Other Income/ Reserves	2,199,124	7.70%
Total Revenues	\$ 28,544,937	100%

ITEM	APPROVED 2023-2024 BUDGET	PERCENT OF BUDGET
Current Funds Revenues		
State Appropriations	\$ 12,207,326	39.58%
Local Appropriations	3,972,000	12.88%
One Mill	1,128,046	3.66%
Tuition & Fees	5,209,978	16.89%
Restricted Sources	2,646,173	8.58%
Auxiliary Fund	3,419,548	11.09%
Other Income/ Reserves	2,262,944	7.34%
Total Revenues	\$ 30,846,014	100%



ITEM	ADJUSTED 2022-2023 BUDGET	PERCENT OF BUDGET
Current Funds Expenditures by Program		
Instruction	\$ 7,747,163	27.14%
Research - Projects	-	0.00%
Public Service	222,246	0.78%
Academic Support	3,623,834	12.70%
Total Instructional Programs	11,593,243	40.61%
Student Services	3,238,453	11.35%
Institutional Support	5,535,123	19.39%
Plant Operations	2,330,607	8.16%
Scholarships	2,666,133	9.34%
Transfers	(18,040)	-0.06%
Total Other Programs	13,752,276	48.18%
Auxiliary Fund	3,199,238	11.21%
Auxiliary Federal Workstudy	0	0.00%
Total Auxiliary Fund	3,199,238	11.21%
Total Expenditures by Program	\$ 28,544,757	100%

ITEM	APPROVED 2023-2024 BUDGET	PERCENT OF BUDGET
Current Funds Expenditures by Program		
Instruction	\$ 8,110,505	26.29%
Research - Projects	-	0.00%
Public Service	222,625	0.72%
Academic Support	3,487,352	11.31%
Total Instructional Programs	11,820,481	38.32%
Student Services	3,362,002	10.90%
Institutional Support	6,849,791	22.21%
Plant Operations	2,566,079	8.32%
Scholarships	2,715,369	8.80%
Transfers	100,664	0.33%
Total Other Programs	15,593,905	50.55%
Auxiliary Fund	3,431,628	11.13%
Auxiliary Federal Workstudy	0	0.00%
Total Auxiliary Fund	3,431,628	11.13%
Total Expenditures by Program	\$ 30,846,014	100%



ITEM	ADJUSTED 2022-2023 BUDGET	PERCENT OF BUDGET
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Current Funds Expenditures by Series

Salaries	\$ 12,398,760	43.44%
Benefits	5,897,919	20.66%
Operating Expenses	8,751,517	30.66%
Capital Outlay	1,198,081	4.20%
Transfers	298,660	1.05%

Total Expenditures by Series	\$ 28,544,937	100%
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ITEM	APPROVED 2023-2024 BUDGET	PERCENT OF BUDGET
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Current Funds Expenditures by Series

Salaries	\$ 11,378,802	36.89%
Benefits	6,005,788	19.47%
Operating Expenses	11,724,416	38.01%
Capital Outlay	1,200,870	3.89%
Transfers	536,139	1.74%

Total Expenditures by Series	\$ 30,846,014	100%
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WYOMING COMMUNITY COLLEGE SYSTEM

Annual Budget Summary - Total Current Funds

College:	<u>Northwest College</u>	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue	Tuition and Fees	4,954,205	5,238,242	5,209,978	5,209,978
	State Appropriations	11,783,270	10,640,951	12,207,326	12,207,326
	Local Appropriations	4,171,017	6,344,399	5,100,046	5,100,046
	Federal Grants and Contracts	4,043,566	2,398,961	1,294,732	1,294,732
	State Grants and Contracts	2,912,017	1,144,264	748,167	748,167
	Local Grants and Contracts	0	0	0	0
	Private Gifts/Grants/Contracts	1,132,046	587,601	603,274	603,274
	Endowment Income	0	0	0	0
	Sales & Services/Educ Act.	0	0	0	0
	Sales & Services/Aux Enter	3,178,470	3,401,425	3,419,548	3,419,548
	Other Sources	61,657	84,881	65,600	65,600
	Total Revenue	32,236,248	29,840,725	28,648,670	28,648,670
Other Funding Sources	Carryover	65,268	109,951	1,672,150	1,672,150
	Transfers	252,649	166,368	305,288	305,288
	Other	894,965	103,827	219,906	219,906
	Total Other	1,212,882	380,146	2,197,344	2,197,344
Total Current Funds Revenue and Other		33,449,130	30,220,870	30,846,014	30,846,014
Expenditures by Program	Instruction	7,295,221	6,853,492	8,110,505	8,110,505
	Research	0	0	0	0
	Public Service	149,074	194,384	222,625	222,625
	Academic Support	2,503,536	1,696,602	3,487,352	3,487,352
	Student Services	3,511,884	3,889,303	3,362,002	3,362,002
	Institutional Support	7,107,494	5,423,121	6,849,791	6,849,791
	Operations and Maint/Plant	5,083,608	2,489,495	2,566,079	2,566,079
	Scholarships & Fellowships	4,003,034	2,746,681	2,715,369	2,715,369
	Total Expenditures	29,653,851	23,293,078	27,313,722	27,313,722
Transfers	Mandatory Transfers	0	920,140	0	0
	Non-mandatory Transfers	5,780	2,505,780	100,664	100,664
	Total Transfers	5,780	3,425,920	100,664	100,664
Auxiliary Enterprises	Expenditures	2,700,252	2,885,189	2,996,153	2,996,153
	Mandatory Transfers	316,700	316,700	316,700	316,700
	Non-mandatory Transfers	93,078	130,099	118,775	118,775
	Total Expenditures & Transfers	3,110,030	3,331,988	3,431,628	3,431,628
Total Current Funds Expenditures and Transfers		32,769,661	30,050,985	30,846,014	30,846,014
Expenditures by Series	Salaries	9,988,507	9,899,952	11,378,802	11,378,802
	Benefits	5,240,368	4,934,554	6,005,788	6,005,788
	Operating Expenses	17,010,005	10,657,502	11,724,416	11,724,416
	Capital Outlay	115,223	686,258	1,200,870	1,200,870
	Total Expenditures	32,354,103	26,178,266	30,309,875	30,309,875
Transfers	Mandatory Transfers	316,700	1,236,840	316,700	316,700
	Non-mandatory Transfers	98,858	2,635,879	219,439	219,439
	Total Transfers	415,558	3,872,719	536,139	536,139
Total Current Funds Expenditures and Transfers		32,769,661	30,050,985	30,846,014	30,846,014
Net Increase (Decrease)		679,469	169,885	0	0

WCCC Form 213 (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Total Current Funds Revenue

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue					
Tuition, Fees	Credit Tuition, In-State	1,233,290	1,152,527	1,150,000	1,150,000
	Credit Tuition, Out-of-District	1,000,372	920,891	920,000	920,000
	Credit Tuition, Out-State	376,244	843,519	840,000	840,000
	Credit Tuition, WUE	719,536	626,567	627,000	627,000
	Continuing Education Tuition	273,422	337,286	289,813	289,813
	Community Services Tuition	131,206	147,957	193,165	193,165
	Student Fees	1,037,172	1,022,878	1,005,000	1,005,000
	Course Fees	182,963	186,617	185,000	185,000
	Other Fees	0	0	0	0
State Appropriations	State Aid Appropriation	9,132,601	8,487,221	8,603,950	8,603,950
	Supplemental Appropriation	2,650,669	2,743,058	3,603,376	3,603,376
	Other State Revenue	0	-589,328	0	0
Local Appropriations	Mill Levy, Four-Mill	2,752,311	2,371,083	3,500,000	3,500,000
	Mill Levy, Optional	688,078	643,176	1,021,734	1,021,734
	Motor Vehicle Fees	721,063	609,998	569,311	569,311
	Other Local Revenue	9,565	2,720,141	9,000	9,000
Federal Grants and Contracts		4,043,566	2,398,961	1,294,732	1,294,732
State Grants and Contracts		2,912,017	1,144,264	748,167	748,167
Local Grants and Contracts BOCES/BOCHES		0	0	0	0
Private Grants/Gifts/Contracts		1,132,046	587,601	603,274	603,274
Endowment Income	Unrestricted	0	0	0	0
	Restricted	0	0	0	0
	Other Income	0	0	0	0
Sales/Service Educational Activities	Instruction	0	0	0	0
	Research	0	0	0	0
	Public Service	0	0	0	0
	Other	0	0	0	0
Sales/Service Auxiliary Enterprises	Student Center	0	0	0	0
	Food Service	872,894	1,011,864	1,012,800	1,012,800
	Residence Halls	1,858,663	1,952,329	1,900,495	1,900,495
	Bookstores	28,724	22,863	20,000	20,000
	Copy Centers	120,028	128,567	177,143	177,143
	Motor Pool	124,099	192,626	213,950	213,950
	Early Childhood Center	0	0	0	0
	Other	174,062	93,175	95,160	95,160
Other Sources	Gate Receipts	0	2,644	2,500	2,500
	Investment Income	29,284	57,596	46,800	46,800
	Miscellaneous Deposits	32,373	24,640	16,300	16,300
Total Revenue		32,236,248	29,840,725	28,648,670	28,648,670
Other Funding Sources	Carryover	65,268	109,951	1,672,150	1,672,150
	Transfers	252,649	166,368	305,288	305,288
	Other	894,965	103,827	219,906	219,906
Total Other		1,212,882	380,146	2,197,344	2,197,344
Total Current Funds Revenue and Other		33,449,130	30,220,870	30,846,014	30,846,014

WCCC Form 214 (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Total Current Funds Expenditures

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Expenditures by Program					
Instruction	Salaries	4,344,067	3,908,156	4,739,889	4,739,889
All Other	Benefits	2,116,428	1,832,896	2,338,059	2,338,059
	Operating Expenses	419,161	364,090	502,194	502,194
	Capital Outlay	1,848	117,298	39,600	39,600
	Total Expenditures	6,881,504	6,222,440	7,619,743	7,619,743
Instruction	Salaries	140,654	231,385	202,030	202,030
Continuing	Benefits	56,245	64,595	62,098	62,098
Education	Operating Expenses	147,225	129,876	148,823	148,823
	Capital Outlay	0	130,732	0	0
	Total Expenditures	344,124	556,589	412,951	412,951
Instruction	Salaries	48,159	51,429	51,612	51,612
ABE, GED,	Benefits	19,559	19,851	21,459	21,459
ESL	Operating Expenses	1,875	3,184	4,740	4,740
	Capital Outlay	0	0	0	0
	Total Expenditures	69,593	74,463	77,811	77,811
Research	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Public Service	Salaries	135	14,869	200	200
All Other	Benefits	10	3,245	85	85
	Operating Expenses	2,429	6,933	1,785	1,785
	Capital Outlay	0	0	0	0
	Total Expenditures	2,574	25,047	2,070	2,070
Public Service	Salaries	55,540	65,199	53,807	53,807
Community	Benefits	35,344	37,305	37,411	37,411
Service	Operating Expenses	55,616	66,833	129,337	129,337
	Capital Outlay	0	0	0	0
	Total Expenditures	146,500	169,337	220,555	220,555
Academic	Salaries	496,311	479,129	614,079	614,079
Support	Benefits	243,411	233,287	353,943	353,943
	Operating Expenses	1,763,814	984,186	1,534,330	1,534,330
	Capital Outlay	0	0	985,000	985,000
	Total Expenditures	2,503,536	1,696,602	3,487,352	3,487,352
Student	Salaries	1,708,730	1,729,576	1,576,277	1,576,277
Services	Benefits	964,339	914,478	862,172	862,172
	Operating Expenses	838,678	1,236,416	913,553	913,553
	Capital Outlay	137	8,832	10,000	10,000
	Total Expenditures	3,511,884	3,889,303	3,362,002	3,362,002
Institutional	Salaries	1,871,962	1,934,770	2,577,937	2,577,937
Support	Benefits	934,285	915,753	1,339,130	1,339,130
	Operating Expenses	4,301,107	2,228,330	2,830,574	2,830,574
	Capital Outlay	140	344,268	102,150	102,150
	Total Expenditures	7,107,494	5,423,121	6,849,791	6,849,791
Operation/ Maintenance Plant	Salaries	809,182	1,003,068	1,054,710	1,054,710
	Benefits	516,226	616,007	672,748	672,748
	Operating Expenses	3,758,200	870,419	838,620	838,620
	Capital Outlay	0	0	0	0
	Total Expenditures	5,083,608	2,489,495	2,566,079	2,566,079

WYOMING COMMUNITY COLLEGE SYSTEM		Budget Detail - Total Current Funds Expenditures			
College:	<u>Northwest College</u>	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Expenditures by Program					
Scholarships and Fellowships	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	4,003,034	2,746,681	2,715,369	2,715,369
	Capital Outlay	0	0	0	0
	Total Expenditures	4,003,034	2,746,681	2,715,369	2,715,369
Total Expenditures		29,653,851	23,293,078	27,313,722	27,313,722
Transfers	Mandatory	0	920,140	0	0
	Non-mandatory	5,780	2,505,780	100,664	100,664
	Total Transfers	5,780	3,425,920	100,664	100,664
Auxiliary Enterprises	Salaries	513,767	482,371	508,260	508,260
	Benefits	354,521	297,136	318,682	318,682
	Operating Expenses	1,718,866	2,020,553	2,105,091	2,105,091
	Capital Outlay	113,098	85,128	64,120	64,120
	Total Expenditures	2,700,252	2,885,189	2,996,153	2,996,153
Transfers	Mandatory Transfers	316,700	316,700	316,700	316,700
	Non-mandatory Transfers	93,078	130,099	118,775	118,775
	Total Transfers	409,778	446,799	435,475	435,475
Total Current Funds Expenditures and Transfers		32,769,661	30,050,985	30,846,014	30,846,014

WCCC Form 215 (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Annual Budget Summary - Unrestricted Operating Fund

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue	Tuition and Fees	4,954,205	5,238,242	5,209,978	5,209,978
	State Appropriations	11,783,270	10,640,951	12,207,326	12,207,326
	Local Appropriations	3,335,103	5,035,249	3,972,000	3,972,000
	Sales & Services/Educ Act.	0	0	0	0
	Other Sources	54,577	72,583	54,800	54,800
	Total Revenue	20,127,155	20,987,026	21,444,104	21,444,104
Other Funding Sources	Carryover	0	0	0	0
	Transfers	30,800	100,796	278,838	278,838
	Other	1,609	26,988	160,390	160,390
	Total Other	32,409	127,784	439,228	439,228
Total Operating Fund Revenue and Other		20,159,564	21,114,810	21,883,332	21,883,332
Expenditures by Program	Instruction	6,631,006	6,137,176	7,681,477	7,681,477
	Research	0	0	0	0
	Public Service	146,500	169,337	220,555	220,555
	Academic Support	1,272,735	1,269,749	1,709,900	1,709,900
	Student Services	2,830,331	3,013,234	3,244,892	3,244,892
	Institutional Support	3,816,197	3,790,723	5,610,765	5,610,765
	Operations and Maint/Plant	5,082,201	2,489,225	2,539,079	2,539,079
	Scholarships & Fellowships	362,426	780,600	776,000	776,000
	Total Expenditures	20,141,396	17,650,044	21,782,668	21,782,668
Transfers	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	5,780	2,505,780	100,664	100,664
	Total Transfers	5,780	2,505,780	100,664	100,664
Total Oper Fund Expenditures and Transfers by Program		20,147,176	20,155,824	21,883,332	21,883,332
Expenditures by Series	Salaries	8,736,375	8,742,095	10,498,927	10,498,927
	Benefits	4,518,571	4,316,508	5,554,656	5,554,656
	Operating Expenses	6,884,565	4,448,187	5,717,485	5,717,485
	Capital Outlay	1,885	143,254	11,600	11,600
	Total Expenditures	20,141,396	17,650,044	21,782,668	21,782,668
Transfers	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	5,780	2,505,780	100,664	100,664
	Total Transfers	5,780	2,505,780	100,664	100,664
Total Oper Fund Expenditures and Transfers by Series		20,147,176	20,155,824	21,883,332	21,883,332
Net Increase (Decrease)		12,388	958,986	0	0

WCCC Form 216 (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Unrestricted Operating Fund Revenue

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue					
Tuition, Fees	Credit Tuition, In-District	1,233,290	1,152,527	1,150,000	1,150,000
	Credit Tuition, Out-of-District	1,000,372	920,891	920,000	920,000
	Credit Tuition, Out-State	376,244	843,519	840,000	840,000
	Credit Tuition, WUE	719,536	626,567	627,000	627,000
	Continuing Education Tuition	273,422	337,286	289,813	289,813
	Community Services Tuition	131,206	147,957	193,165	193,165
	Student Fees	1,037,172	1,022,878	1,005,000	1,005,000
	Course Fees	182,963	186,617	185,000	185,000
	Other Fees	0	0	0	0
State Appropriations	State Aid Appropriation	9,132,601	8,487,221	8,603,950	8,603,950
	Supplemental Appropriation	2,650,669	2,743,058	3,603,376	3,603,376
	Other State Revenue	0	-589,328	0	0
Local Appropriations	Mill Levy, Four-Mill	2,752,311	2,371,083	3,500,000	3,500,000
	Motor Vehicle Fees	575,140	487,999	465,000	465,000
	Other Local Revenue	7,652	2,176,167	7,000	7,000
Sales/Service Educational Activities	Instruction	0	0	0	0
	Research	0	0	0	0
	Public Service	0	0	0	0
	Other	0	0	0	0
Other Sources	Gate Receipts	0	2,644	2,500	2,500
	Investment Income	22,204	45,299	36,000	36,000
	Miscellaneous Deposits	32,373	24,640	16,300	16,300
Total Revenue		20,127,155	20,987,026	21,444,104	21,444,104
Other Funding Sources	Carryover	0	0		0
	Transfers	30,800	100,796	278,838	278,838
	Other	1,609	26,988	160,390	160,390
Total Other		32,409	127,784	439,228	439,228
Total Operating Fund Revenue and Other		20,159,564	21,114,810	21,883,332	21,883,332

WCCC Form 217 (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Unrestricted Operating Fund Expenditures

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Expenditures by Program					
Instruction	Salaries	4,020,179	3,585,539	4,526,824	4,526,824
All Other	Benefits	1,941,611	1,667,471	2,247,556	2,247,556
	Operating Expenses	253,751	252,814	414,734	414,734
	Capital Outlay	1,748	300	1,600	1,600
	Total Expenditures	6,217,289	5,506,124	7,190,715	7,190,715
Instruction	Salaries	140,654	231,385	202,030	202,030
Continuing	Benefits	56,245	64,595	62,098	62,098
Education	Operating Expenses	147,225	129,876	148,823	148,823
	Capital Outlay	0	130,732	0	0
	Total Expenditures	344,124	556,589	412,951	412,951
Instruction	Salaries	48,159	51,429	51,612	51,612
ABE, GED,	Benefits	19,559	19,851	21,459	21,459
ESL	Operating Expenses	1,875	3,184	4,740	4,740
	Capital Outlay	0	0	0	0
	Total Expenditures	69,593	74,463	77,811	77,811
Research	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Public Service	Salaries	0	0	0	0
All Other	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Public Service	Salaries	55,540	65,199	53,807	53,807
Community	Benefits	35,344	37,305	37,411	37,411
Service	Operating Expenses	55,616	66,833	129,337	129,337
	Capital Outlay	0	0	0	0
	Total Expenditures	146,500	169,337	220,555	220,555
Academic	Salaries	429,707	447,339	547,579	547,579
Support	Benefits	221,142	229,322	314,325	314,325
	Operating Expenses	621,886	593,088	847,996	847,996
	Capital Outlay	0	0	0	0
	Total Expenditures	1,272,735	1,269,749	1,709,900	1,709,900
Student	Salaries	1,419,271	1,448,675	1,531,927	1,531,927
Services	Benefits	807,245	768,978	861,912	861,912
	Operating Expenses	603,678	786,748	841,053	841,053
	Capital Outlay	137	8,832	10,000	10,000
	Total Expenditures	2,830,331	3,013,234	3,244,892	3,244,892
Institutional	Salaries	1,813,827	1,909,730	2,531,437	2,531,437
Support	Benefits	921,199	912,978	1,337,146	1,337,146
	Operating Expenses	1,081,171	964,625	1,742,182	1,742,182
	Capital Outlay	0	3,390	0	0
	Total Expenditures	3,816,197	3,790,723	5,610,765	5,610,765
Operation/ Maintenance Plant	Salaries	809,038	1,002,798	1,053,710	1,053,710
	Benefits	516,226	616,007	672,748	672,748
	Operating Expenses	3,756,937	870,419	812,620	812,620
	Capital Outlay	0	0	0	0
	Total Expenditures	5,082,201	2,489,225	2,539,079	2,539,079

WYOMING COMMUNITY COLLEGE SYSTEM		Budget Detail - Unrestricted Operating Fund Expenditures			
College:	<u>Northwest College</u>	Actual	Estimated	Recommended	Adopted
		2021-2022	2022-2023	Budget	Budget
				2023-2024	2023-2024
Expenditures by Program					
Scholarships and	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	362,426	780,600	776,000	776,000
Fellowships	Capital Outlay	0	0	0	0
	Total Expenditures	362,426	780,600	776,000	776,000
Total Expenditures		20,141,396	17,650,044	21,782,668	21,782,668
Transfers	Mandatory	0	0	0	0
	Non-mandatory	5,780	2,505,780	100,664	100,664
	Total Transfers	5,780	2,505,780	100,664	100,664
Total Operating Fund Expenditures and Transfers		20,147,176	20,155,824	21,883,332	21,883,332

WCCC Form 218 (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Annual Budget Summary - Unrestricted Auxiliary Fund

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue	Sales & Services/Auxiliary Enterprises	3,178,470	3,401,425	3,419,548	3,419,548
Student Fees	Other Sources	2,124	5,312	4,800	4,800
	Total Revenue	3,180,594	3,406,737	3,424,348	3,424,348
Other Funding Sources	Carryover	0	0	0	0
	Transfers	7,780	7,020	7,280	7,280
	Other	0	0	0	0
	Total Other	7,780	7,020	7,280	7,280
	Total Auxiliary Revenue and Other	3,188,374	3,413,757	3,431,628	3,431,628
Expenditures by Program	Auxiliary Enterprises, Student	2,354,292	2,633,851	2,770,492	2,770,492
	Auxiliary Enterprises, Faculty/Staff	345,960	251,337	225,660	225,660
	Total Expenditures	2,700,252	2,885,189	2,996,153	2,996,153
Transfers	Mandatory Transfers	316,700	316,700	316,700	316,700
	Non-mandatory Transfers	0	94,996	118,775	118,775
	Total Transfers	316,700	411,696	435,475	435,475
	Total Auxiliary Expenditures and Transfers by Program	3,016,952	3,296,885	3,431,628	3,431,628
Expenditures by Series	Salaries	513,767	482,371	508,260	508,260
	Benefits	354,521	297,136	318,682	318,682
	Operating Expenses	1,718,866	2,020,553	2,105,091	2,105,091
	Capital Outlay	113,098	85,128	64,120	64,120
	Total Expenditures	2,700,252	2,885,189	2,996,153	2,996,153
Transfers	Mandatory Transfers	316,700	316,700	316,700	316,700
	Non-mandatory Transfers	0	94,996	118,775	118,775
	Total Transfers	316,700	411,696	435,475	435,475
	Total Auxiliary Expenditures and Transfers by Series	3,016,952	3,296,885	3,431,628	3,431,628
Net Increase (Decrease)		171,422	116,872	0	0

WCCC Form 216b (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Unrestricted Auxiliary Fund Revenue

College:	<u>Northwest College</u>	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue					
Sales/Service	Student Center	0	0	0	0
	Food Service	872,894	1,011,864	1,012,800	1,012,800
	Residence Halls	1,858,663	1,952,329	1,900,495	1,900,495
	Bookstores	28,724	22,863	20,000	20,000
	Copy Center	120,028	128,567	177,143	177,143
	Motor Pool	124,099	192,626	213,950	213,950
	Early Childhood Center	0	0	0	0
	Other	174,062	93,175	95,160	95,160
Other Sources	Gate Receipts	0	0	0	0
	Investment Income	2,124	5,312	4,800	4,800
	Miscellaneous Deposits	0	0	0	0
Total Revenue		3,180,594	3,406,737	3,424,348	3,424,348
Other Funding Sources	Carryover	0	0	0	0
	Transfers	7,780	7,020	7,280	7,280
	Other	0	0	0	0
Total Other		7,780	7,020	7,280	7,280
Total Auxiliary Fund Revenue and Other		3,188,374	3,413,757	3,431,628	3,431,628

WCCC Form 217b (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Unrestricted Auxiliary Fund Expenditures

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Expenditures by Program					
Student	Salaries	0	0	0	0
Student Center	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Student	Salaries	0	0	0	0
Food Service	Benefits	0	0	0	0
	Operating Expenses	936,956	1,165,043	1,012,800	1,012,800
	Capital Outlay	3,725	9,538	0	0
	Total Expenditures	940,681	1,174,582	1,012,800	1,012,800
Student	Salaries	0	0	0	0
Bookstore	Benefits	0	0	0	0
	Operating Expenses	491	0	20,000	20,000
	Capital Outlay	0	0	0	0
	Total Expenditures	491	0	20,000	20,000
Student	Salaries	384,919	344,205	366,446	366,446
Housing	Benefits	281,711	227,908	246,597	246,597
	Operating Expenses	581,833	627,986	844,763	844,763
	Capital Outlay	100,586	49,639	37,000	37,000
	Total Expenditures	1,349,049	1,249,738	1,494,807	1,494,807
Student Early	Salaries	0	0	0	0
Childhood	Benefits	0	0	0	0
Center	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Student	Salaries	25,581	13,174	3,000	3,000
All Other	Benefits	11,436	5,738	0	0
	Operating Expenses	27,054	23,557	36,200	36,200
	Capital Outlay	0	0	0	0
	Total Expenditures	64,071	42,470	39,200	39,200
Faculty/Staff	Salaries	24,265	45,701	49,537	49,537
Motor Pool	Benefits	4,799	7,506	11,488	11,488
	Operating Expenses	98,197	155,661	125,436	125,436
	Capital Outlay	0	0	0	0
	Total Expenditures	127,261	208,868	186,460	186,460
Faculty/Staff	Salaries	79,002	79,291	89,277	89,277
All Other	Benefits	56,575	55,985	60,597	60,597
	Operating Expenses	74,335	48,306	65,892	65,892
	Capital Outlay	8,787	25,951	27,120	27,120
	Total Expenditures	218,699	209,532	242,885	242,885
Total Expenditures		2,700,252	2,885,189	2,996,153	2,996,153
Transfers	Mandatory	316,700	316,700	316,700	316,700
	Non-mandatory	0	94,996	118,775	118,775
	Total Transfers	316,700	411,696	435,475	435,475
Total Auxiliary Fund Expenditures and Transfers		3,016,952	3,296,885	3,431,628	3,431,628

WYOMING COMMUNITY COLLEGE SYSTEM

Annual Budget Summary - Unrestricted One-Mill Fund

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue	Local Appropriations	835,914	1,309,150	1,128,046	1,128,046
	Other Sources	4,956	6,985	6,000	6,000
	Total Revenue	840,870	1,316,136	1,134,046	1,134,046
Other Funding Sources	Carryover	0	0	0	0
	Transfers	0	0	0	0
	Other	30,834	31,109	28,000	28,000
	Total Other	30,834	31,109	28,000	28,000
Total One-Mill Revenue and Other		871,704	1,347,245	1,162,046	1,162,046
Expenditures by Program	Instruction	0	0	0	0
	Research	0	0	0	0
	Public Service	0	0	0	0
	Academic Support	3,976	4,984	7,000	7,000
	Student Services	0	0	0	0
	Institutional Support	1,783,526	1,342,496	1,155,046	1,155,046
	Operations and Maint/Plant	0	0	0	0
	Scholarships & Fellowships	0	0	0	0
	Total Expenditures	1,787,502	1,347,480	1,162,046	1,162,046
Transfers	Mandatory Transfers	0	920,140	0	0
	Non-mandatory Transfers	0	0	0	0
	Total Transfers	0	920,140	0	0
Total One-Mill Expenditures and Transfers by Program		1,787,502	2,267,619	1,162,046	1,162,046
Expenditures by Series	Salaries	31,744	20,196	40,500	40,500
	Benefits	2,872	1,994	1,984	1,984
	Operating Expenses	1,752,746	1,219,162	1,017,561	1,017,561
	Capital Outlay	140	106,127	102,000	102,000
	Total Expenditures	1,787,502	1,347,480	1,162,046	1,162,046
Transfers	Mandatory Transfers	0	920,140	0	0
	Non-mandatory Transfers	0	0	0	0
	Total Transfers	0	920,140	0	0
Total One-Mill Expenditures and Transfers by Series		1,787,502	2,267,619	1,162,046	1,162,046
Net Increase (Decrease)		(915,798)	(920,375)	0	0

WCCC Form 216c (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Unrestricted One-Mill Fund Revenue

College:	<u>Northwest College</u>	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue					
Local	Mill levy	0	0	0	0
Appropriations	Optional Mill	688,078	643,176	1,021,734	1,021,734
	Motor Vehicle Fees	145,923	122,000	104,311	104,311
	Other Local Revenue	1,913	543,974	2,000	2,000
Other Sources	Investment Income	4,956	6,985	6,000	6,000
Total Revenue		840,870	1,316,136	1,134,046	1,134,046
Other Funding Sources					
	Carryover	0	0	0	0
	Transfers	0	0	0	0
	Other	30,834	31,109	28,000	28,000
Total Other		30,834	31,109	28,000	28,000
Total One-Mill Revenue and Other		871,704	1,347,245	1,162,046	1,162,046

WCCC Form 217c (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Unrestricted One-Mill Fund Expenditures

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Expenditures by Program					
Instruction	Salaries	0	0	0	0
All Other	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Instruction	Salaries	0	0	0	0
Continuing	Benefits	0	0	0	0
Education	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Instruction	Salaries	0	0	0	0
ABE, GED,	Benefits	0	0	0	0
ESL	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Research	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Public Service	Salaries	0	0	0	0
All Other	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Public Service	Salaries	0	0	0	0
Community	Benefits	0	0	0	0
Service	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Academic	Salaries	1,200	1,000	0	0
Support	Benefits	98	83	0	0
	Operating Expenses	2,678	3,901	7,000	7,000
	Capital Outlay	0	0	0	0
	Total Expenditures	3,976	4,984	7,000	7,000
Student	Salaries	0	0	0	0
Services	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Institutional	Salaries	30,544	19,196	40,500	40,500
Support	Benefits	2,774	1,911	1,984	1,984
	Operating Expenses	1,750,068	1,215,262	1,010,561	1,010,561
	Capital Outlay	140	106,127	102,000	102,000
	Total Expenditures	1,783,526	1,342,496	1,155,046	1,155,046

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Unrestricted One-Mill Fund Expenditures

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Operation/ Maintenance Plant	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Scholarships and Fellowships	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Total Expenditures		1,787,502	1,347,480	1,162,046	1,162,046
Transfers	Mandatory	0	920,140	0	0
	Non-mandatory	0	0	0	0
	Total Transfers	0	920,140	0	0
Total One-Mill Expenditures and Transfers		1,787,502	2,267,619	1,162,046	1,162,046

WCCC Form 218c (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Annual Budget Summary - Restricted Fund

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue	Local Appropriations	0	0	0	0
	Federal Grants and Contracts	4,043,566	2,398,961	1,294,732	1,294,732
	State Grants and Contracts	2,912,017	1,144,264	748,167	748,167
	Local Grants and Contracts	0	0	0	0
	Private Gifts/Grants/Contracts	1,132,046	587,601	603,274	603,274
	Total Revenue	8,087,629	4,130,826	2,646,173	2,646,173
Other Funding Sources	Carryover	65,268	109,951	1,672,150	1,672,150
	Transfers	214,069	58,552	19,170	19,170
	Other	862,522	45,730	31,516	31,516
	Total Other	1,141,859	214,233	1,722,836	1,722,836
Total Restricted Funds Revenue and Other		9,229,488	4,345,059	4,369,009	4,369,009
Expenditures by Program	Instruction	664,215	716,316	429,028	429,028
	Research	0	0	0	0
	Public Service	2,574	25,047	2,070	2,070
	Academic Support	1,226,825	421,868	1,770,452	1,770,452
	Student Services	681,553	876,070	117,110	117,110
	Institutional Support	1,507,771	289,902	83,980	83,980
	Operations and Maint/Plant	1,407	270	27,000	27,000
	Scholarships & Fellowships	3,640,608	1,966,081	1,939,369	1,939,369
	Total Expenditures	7,724,953	4,295,554	4,369,009	4,369,009
Transfers	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	0	0	0	0
	Total Transfers	0	0	0	0
Auxiliary Enterprises	Expenditures	0	0	0	0
	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	93,078	35,103	0	0
	Total Expenditures & Transfers	93,078	35,103	0	0
Total Restricted Expenditures and Transfers by Program		7,818,031	4,330,657	4,369,009	4,369,009
Expenditures by Series	Salaries	706,621	655,290	331,115	331,115
	Benefits	364,404	318,916	130,466	130,466
	Operating Expenses	6,653,828	2,969,599	2,884,278	2,884,278
	Capital Outlay	100	351,749	1,023,150	1,023,150
	Total Expenditures	7,724,953	4,295,554	4,369,009	4,369,009
Transfers	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	93,078	35,103	0	0
	Total Transfers	93,078	35,103	0	0
Total Restricted Expenditures and Transfers by Series		7,818,031	4,330,657	4,369,009	4,369,009
Net Increase (Decrease)		1,411,457	14,402	0	0

WCCC Form 216e (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM		Budget Detail - Restricted Fund Revenue			
College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue					
	Local Appropriations	0	0	0	0
	Federal Grants and Contracts	4,043,566	2,398,961	1,294,732	1,294,732
	State Grants and Contracts	2,912,017	1,144,264	748,167	748,167
	Local Grants and Contracts	0	0	0	0
	Private Gift/Grants/Contracts	1,132,046	587,601	603,274	603,274
Total Revenue		8,087,629	4,130,826	2,646,173	2,646,173
Other Funding Sources					
	Carryover	65,268	109,951	1,672,150	1,672,150
	Transfers	214,069	58,552	19,170	19,170
	Other	862,522	45,730	31,516	31,516
Total Other		1,141,859	214,233	1,722,836	1,722,836
Total Restrctited Funds Revenue and Other		9,229,488	4,345,059	4,369,009	4,369,009

WCCC Form 217e (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Restricted Fund Expenditures

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Expenditures by Program					
Instruction	Salaries	323,888	322,617	213,065	213,065
All Other	Benefits	174,817	165,425	90,503	90,503
	Operating Expenses	165,410	111,276	87,460	87,460
	Capital Outlay	100	116,998	38,000	38,000
	Total Expenditures	664,215	716,316	429,028	429,028
Instruction	Salaries	0	0	0	0
Continuing	Benefits	0	0	0	0
Education	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Instruction	Salaries	0	0	0	0
ABE, GED,	Benefits	0	0	0	0
ESL	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Research	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Public Service	Salaries	135	14,869	200	200
All Other	Benefits	10	3,245	85	85
	Operating Expenses	2,429	6,933	1,785	1,785
	Capital Outlay	0	0	0	0
	Total Expenditures	2,574	25,047	2,070	2,070
Public Service	Salaries	0	0	0	0
Community	Benefits	0	0	0	0
Service	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Academic	Salaries	65,404	30,790	66,500	66,500
Support	Benefits	22,171	3,882	39,618	39,618
	Operating Expenses	1,139,250	387,197	679,334	679,334
	Capital Outlay	0	0	985,000	985,000
	Total Expenditures	1,226,825	421,868	1,770,452	1,770,452
Student	Salaries	289,459	280,901	44,350	44,350
Services	Benefits	157,094	145,500	260	260
	Operating Expenses	235,000	449,668	72,500	72,500
	Capital Outlay	0	0	0	0
	Total Expenditures	681,553	876,070	117,110	117,110
Institutional	Salaries	27,591	5,843	6,000	6,000
Support	Benefits	10,312	864	0	0
	Operating Expenses	1,469,868	48,444	77,830	77,830
	Capital Outlay	0	234,751	150	150
	Total Expenditures	1,507,771	289,902	83,980	83,980
Operation/	Salaries	144	270	1,000	1,000
Maintenance	Benefits	0	0	0	0
Plant	Operating Expenses	1,263	0	26,000	26,000
	Capital Outlay	0	0	0	0
	Total Expenditures	1,407	270	27,000	27,000

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Restricted Fund Expenditures

College:		Actual	Estimated	Recommended	Adopted
Northwest College		2021-2022	2022-2023	Budget	Budget
				2023-2024	2023-2024
Expenditures by Program					
Scholarships and Fellowships	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	3,640,608	1,966,081	1,939,369	1,939,369
	Capital Outlay	0	0	0	0
	Total Expenditures	3,640,608	1,966,081	1,939,369	1,939,369
Total Expenditures		7,724,953	4,295,554	4,369,009	4,369,009
Transfers	Mandatory	0	0	0	0
	Non-mandatory	0	0	0	0
	Total Transfers	0	0	0	0
Auxiliary Enterprises	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Transfers	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	93,078	35,103	0	0
	Total Transfers	93,078	35,103	0	0
Total Restricted Funds Expenditures and Transfers		7,818,031	4,330,657	4,369,009	4,369,009

WCCC Form 218e (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Annual Budget Summary - Plant Fund

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue	Student Fees	0	0	0	0
	Debt Service	0	0	0	0
	State Appropriations	3,241,376	2,061,387	1,531,208	1,531,208
	Federal Appropriations	0	0	0	0
	Interest Income	8,909	32,895	4,000	4,000
	Other/Gifts	4,471,599	289,790	214,919	214,919
	Total Revenue	7,721,884	2,384,072	1,750,127	1,750,127
Other Funding Sources	Carryover	0	0	14,098,153	14,098,153
	Borrowing-External Agencies	0	0	0	0
	Transfers	316,700	4,699,967	5,895,983	5,895,983
	Total Other	316,700	4,699,967	19,994,136	19,994,136
Total Plant Funds Revenue and Other		8,038,584	7,084,039	21,744,263	21,744,263
Expenditures by Program	Land/Building Acquisition	0	0	0	0
	New Construction	0	4,383,267	19,467,439	19,467,439
	Remodeling/Renovation	1,263,930	1,402,585	1,960,124	1,960,124
	Debt Service	0	316,700	316,700	316,700
	Other	91,640	0	0	0
	Total Expenditures	1,355,570	6,102,552	21,744,263	21,744,263
Transfers	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	0	0	0	0
	Total Transfers	0	0	0	0
Total Plant Funds Expenditures and Transfers by Program		1,355,570	6,102,552	21,744,263	21,744,263
Expenditures by Series	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	91,640	316,700	316,700	316,700
	Capital Outlay	1,263,930	5,785,852	21,427,563	21,427,563
	Total Expenditures	1,355,570	6,102,552	21,744,263	21,744,263
Transfers	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	0	0	0	0
	Total Transfers	0	0	0	0
Total Plant Funds Expenditures and Transfers by Series		1,355,570	6,102,552	21,744,263	21,744,263
Net Increase (Decrease)		6,683,014	981,486	0	0

WCCC Form 216f (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM		Budget Detail - Plant Fund Revenue			
College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue					
	Student Fees	0	0	0	0
	Debt Service	0	0	0	0
	Federal Appropriations	0	0	0	0
	Other investment Income	0	0	0	0
	Other/Gifts	4,471,599	289,790	214,919	214,919
State	Supplemental Appropriation	3,241,376	2,061,387	1,531,208	1,531,208
Appropriations	Contingency Reserve	0	0	0	0
	Interest Income	8,909	32,895	4,000	4,000
Total Revenue		7,721,884	2,384,072	1,750,127	1,750,127
Other Funding	Carryover	0	0	14,098,153	14,098,153
Sources	Borrowings-External Agencies	0	0	0	0
	Transfers	316,700	4,699,967	5,895,983	5,895,983
Total Other		316,700	4,699,967	19,994,136	19,994,136
Total Plant Funds Revenue and Other		8,038,584	7,084,039	21,744,263	21,744,263

WCCC Form 217f (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Plant Fund Expenditures

College:	<u>Northwest College</u>	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Expenditures by Program					
Land/Bldg Acquisition	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
New Construction	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	4,383,267	19,467,439	19,467,439
	Total Expenditures	0	4,383,267	19,467,439	19,467,439
Remodeling/ Renovations	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	1,263,930	1,402,585	1,960,124	1,960,124
	Total Expenditures	1,263,930	1,402,585	1,960,124	1,960,124
Debt Service	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	316,700	316,700	316,700
	Capital Outlay	0	0	0	0
	Total Expenditures	0	316,700	316,700	316,700
Other	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	91,640	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	91,640	0	0	0
Total Expenditures		1,355,570	6,102,552	21,744,263	21,744,263
Transfers	Mandatory	0	0	0	0
	Non-mandatory	0	0	0	0
	Total Transfers	0	0	0	0
Total Plant Funds Expenditures and Transfers		1,355,570	6,102,552	21,744,263	21,744,263

WCCC Form 218f (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Annual Budget Summary - Endowment Fund

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue	State Matching Funds	0	0	0	0
	Investment Income	0	0	0	0
	Private Gifts/Grants/Contracts	0	0	0	0
	Other	0	0	0	0
	Total Revenue	0	0	0	0
Other Funding Sources	Carryover	0	0	0	0
	Transfers	0	0	0	0
	Other	0	0	0	0
	Total Other	0	0	0	0
Total Endowment Revenue and Other		0	0	0	0
Expenditures by Program	Instruction	0	0	0	0
	Research	0	0	0	0
	Public Service	0	0	0	0
	Academic Support	0	0	0	0
	Student Services	0	0	0	0
	Institutional Support	0	0	0	0
	Operations & Maint/Plant	0	0	0	0
	Scholarships & Fellowships	0	0	0	0
	Total Expenditures	0	0	0	0
Transfers	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	0	0	0	0
	Total Transfers	0	0	0	0
Auxiliary Enterprises	Expenditures	0	0	0	0
	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	0	0	0	0
	Total Expenditures and Transfers	0	0	0	0
Total Endowment Expenditures and Transfers by Program		0	0	0	0
Expenditures by Series	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Transfers	Mandatory Transfers	0	0	0	0
	Non-mandatory Transfers	0	0	0	0
	Total Transfers	0	0	0	0
Total Endowment Expenditures and Transfers by Series		0	0	0	0
Net Increase (Decrease)		0	0	0	0

WCCC Form 216g (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Endowment Revenue

College:	<u>Northwest College</u>	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Revenue	State Appropriation-Match	0	0	0	0
	Investment Income	0	0	0	0
	Gifts	0	0	0	0
	Other	0	0	0	0
Total Revenue		0	0	0	0
Other Funding Sources	Carryover	0	0	0	0
	Transfers	0	0	0	0
	Other	0	0	0	0
Total Other		0	0	0	0
Total Endowment Revenue and Other		0	0	0	0

WCCC Form 217g (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Endowment Expenditures

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Expenditures by Program					
Instruction All Other	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Instruction Continuing Education	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Instruction ABE, GED, ESL	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Research	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Public Service All Other	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Public Service Community Service	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Academic Support	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Student Services	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Institutional Support	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0

WYOMING COMMUNITY COLLEGE SYSTEM

Budget Detail - Endowment Expenditures

College:	Northwest College	Actual 2021-2022	Estimated 2022-2023	Recommended Budget 2023-2024	Adopted Budget 2023-2024
Expenditures by Program					
Operation/ Maintenance Plant	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Scholarships and Fellowships	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Total Expenditures		0	0	0	0
Transfers	Mandatory	0	0	0	0
	Non-mandatory	0	0	0	0
	Total Transfers	0	0	0	0
<hr/>					
Auxiliary Enterprises	Salaries	0	0	0	0
	Benefits	0	0	0	0
	Operating Expenses	0	0	0	0
	Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0
Transfers	Mandatory	0	0	0	0
	Non-mandatory	0	0	0	0
	Total Transfers	0	0	0	0
Total Endowment Expenditures and Transfers		0	0	0	0

WCCC Form 218g (Reviewed Feb 2013)

WYOMING COMMUNITY COLLEGE SYSTEM

College: Northwest College

Debt Issue Summary

Name of Issue	Issue Date	Date Due	Interest Rate	Amount of Issue	Balance Outstanding 7/1/2023	Retirement This Period	Interest Due This Period
Lease Revenue Refunding Note 2015 Issue	7/2015	6/2033	2.560%	4,480,000	2,739,925	237,487	79,213
Total Required				4,480,000	2,739,925	237,487	79,213

WCCC Form 224 (Reviewed Dec 2017)

WYOMING COMMUNITY COLLEGE SYSTEM

College: Northwest College

Statement of Borrowing Capacity**As of July 1, 2023**

Assessed Valuation of College District for Budget Year (<i>Estimated</i>)	\$	1,075,509,618
Debt Limit: 4% of Assessed Valuation		43,020,385
Less: Bond Principal Outstanding, June 30, 20xx	0	
Less: Cash Balance on Hand for Payment of Bond Principal	<u>0</u>	
Outstanding Bonds Minus Cash Balance		<u>0</u>
Legal Debt Margin	\$	<u><u>43,020,385</u></u>

WCCC Form 226 (Reviewed Dec 2017)

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

June 12, 2023

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

MEMBERS ABSENT: Trustee MR. DUSTY SPOMER

OTHERS PRESENT: MS. LISA WATSON, President; DR. GERRY GIRAUD, Vice President for Academic Affairs; MR. DEE HAVIG, Interim Vice President for Student Services; MR. DUSTIN DICKS; MR. DAVE ERICKSON; MS. TRACY GASAWAY; MR. MARK GRANT; MS. JO ANN HEIMER; MS. JEN LITTERER-TREVIÑO; MS. CAREY MILLER; MR. DENNIS QUILLEN; MS. LISA SMITH; MS. LINDA SPOMER; MR. OSCAR TREVIÑO; MS. SHELBY WETZEL; and MS. KELI BORDERS, Executive Secretary to the President and Board of Trustees.

CALL TO ORDER: President Dr. Mark Wurzel called the regular meeting of the Northwest College Board of Trustees to order on Monday, June 12, 2023, at 4:02 p.m. in the Yellowstone Building Conference Center.

A APPROVE THE AGENDA: **A motion was made by Trustee Todd and seconded by Trustee Laursen to approve the agenda.**

In response to a question from Trustee Housel, President Watson stated that the FY 2023 Accounts Receivable Bad Debt memo in the Board packet is included on the Agenda as Accounts Receivable write-offs as part of the Consent Agenda.

Motion carried.

A CONSENT AGENDA: **A motion was made by Trustee Newsome and seconded by Trustee Laursen to approve the consent agenda.**

President Wurzel stated that Northwest College hosted the Wyoming Community College Commission (WCCC) and the Wyoming Association of Community College Trustees (WACCT) for their meetings. He expressed his appreciation to the many individuals at the College for their effort in organizing a successful event.

President Wurzel stated that during the meetings, Dr. Sandra Caldwell, Executive Director of the WCCC, announced her retirement at the end of December.

In response to a question from Trustee Housel, President Watson stated that Ruffalo Noel Levitz provided an exit interview at the end of their assessment visit and provided ideas for procedural improvements. She has also received a proposal for services that she has yet to review. There are three core areas in which they support colleges: creating a strategic enrollment plan, aligning and enhancing marketing efforts, and academic program review and aligning programs with workforce needs and career interests that provide a livable wage.

President Watson and other key individuals attended the 3E Institute for Higher Education. The Institute provides mentors who are experienced higher education professionals interested in giving back. She also expects to receive a proposal from the company, 3E, regarding services they could provide the College.

President Watson stated that the College would need to determine if there are services from either company that would be beneficial moving forward. She noted that the College can also do much of the work independently. The group

of Northwest College attendees meets weekly to determine the best steps moving forward.

President Watson stated that in the Institute for Higher Education's President's track that she attended, the focus was on strategic planning, the Mission, and defining and then achieving the "desired state." They discussed competing with everyone vs. differentiating the College from others, which she feels aligns well with Distinction and Destination of Place being one of the pillars of the Strategic Plan.

Higher education is facing many challenges in terms of enrollment. President Watson stated that the College needs to determine what it can and can't control and then decide what to focus on moving forward.

In response to a question from Trustee Housel, President Watson stated that the College offers a couple of classes which include travel to Yellowstone National Park. The College could consider offering other opportunities for students to visit the Park through Student Activities, Athletics, or additional classes as part of the Distinction and Destination of Place pillar.

In response to a question from Trustee Housel, President Watson stated that it is challenging to determine the local appropriations since many unknown factors are associated with deferred revenue. The oil and gas companies can pre-pay their taxes, making it difficult to determine the allocations. There used to be an eighteen-month delay, but now it is much closer to real-time, and the College may have to respond quickly. The data is not yet available to finalize the numbers in the budget; therefore, the budget was conservatively developed to minimize the impact of a significant downward swing.

In response to a question from Trustee Laursen, President Watson stated that the employees of the College are required to undergo sexual harassment and Title IX training yearly. Many other voluntary training opportunities, such as cybersecurity, are also available.

In response to a question from President Wurzel, President Watson stated that the College is waiting on the Certificate of Occupancy for the Temporary Dining facility. It should arrive any day.

President Wurzel reminded Trustees that the Association of Community College Trustees (AACC) is providing Trustee training in Casper on June 21-22. Those interested in attending should notify President Watson.

In response to a question from Trustee Housel, President Watson clarified that students who stay on campus during the summer months are either taking classes or working on summer crews. They are housed in Trapper Village Main apartments.

Trustee Housel expressed his appreciation for President Watson's commentary on the bad debt that is a reoccurring problem each year and for the efforts that the administration and staff take to impress upon the students the importance of financial responsibility. He commented that the numbers in the Board packet seem to be declining from previous years.

Trustee Housel requested that the bad debt write-offs be included as a separate action item on the meeting agenda next year instead of being incorporated into the Consent Agenda.

President Watson stated that Northwest College's bad debt expense equals .675%, while the national average is 3-5%. She feels the College's lower rate can be attributed to the many ways it pursues unpaid balances while working

with students struggling to complete their financial obligations through payment plans.

Motion carried, and the consent agenda, including the minutes of the May 2, 2023, special meeting/retreat and the minutes of the May 8, 2023, regular meeting, was approved.

**DISCUSSION/
INFORMATIONAL ITEMS:**

2024 Board and President Goals

President Wurzel stated that the 2024 Goals were discussed at the Board Retreat in May. He and President Watson continued the work based on the discussion. Detail has been added to each bullet point for clarity.

The first Board Priority is to support the 2030 Strategic Plan. Faculty and Staff developed strategies for the Strategic Plan, which will be reviewed over the summer. President Watson will provide the Board with an update at the September meeting and further updates throughout the year.

The second priority is to support campus revitalization efforts. President Wurzel stated that support comes in the form of work by the Facilities Committee, which then brings a recommendation to the Board. While construction of the Student Center is underway, the College has also received Level II/III funding for the Orendorff Renewal Plan and Level II funding for the Nelson Performing Arts Center.

The third Priority is advocacy for Northwest College and the community colleges, which comes in many forms. Recently, a workshop at Casper College focused on the need for sustainable funding. The Legislature recently approved additional funding for K-12 but has yet to allocate sustainable funding for the community colleges. Another concern is the rise in property taxes for the citizens of Wyoming. The Legislature has expressed interest in reducing property taxes, which could further reduce funding to the colleges and all agencies depending on the reductions.

President Wurzel stated that the fourth priority of the Board is to support the President and the campus through campus engagement. During the retreat, Trustees noted that a calendar of events for campus activities would help them prioritize and schedule attendance at events.

Trustee Kuipers expressed her appreciation for the work on refining the Priorities the Trustees discussed at the Retreat. She feels the bullet points and the supporting information provided by President Wurzel reflect everything discussed at the Retreat.

President Watson stated that her role is to take a higher-level view of the campus operations. Her Priorities for 2024 include the 2030 Strategic Plan, Campus Revitalization efforts, completion of a comprehensive Marketing Plan, and a Strategic Enrollment and Retention Plan.

When considering the Strategic Plan, she will oversee and ensure the development of the tactics and timelines while providing updates to the Board annually on ongoing efforts.

While President Watson is leading the construction of the new Student Center, she expressed her appreciation to Dennis Quillen, Interim Facilities Director, for attending the weekly operational meetings regarding the construction details. She reiterated President Wurzel's comment regarding the Level II and III design work on the Nelson Performing Arts and Orendorff Buildings,

stating that the College will continue its revitalization efforts. She feels these efforts will result in a positive outcome for the College and the community.

President Watson stated that the College is working on completing and implementing a comprehensive marketing plan and the enrollment and retention plan efforts. She is working with the Vice Presidents and Directors to create practical, relevant, and manageable plans to match the resources and capacity of the College.

A motion was made by Trustee Todd and seconded by Trustee Housel to adopt the 2024 Board and President's Priorities as presented. Motion carried.

BOCES Budgets

President Watson stated that while the Board packet contains the proposed budgets for Park County School District #1 (PCSD #1) and Big Horn County School District #2 (BHCSD #2), the College did not receive the Big Horn County School District #3 (BHCSD #3) budget. Trustee Todd and Trustee Newsome, the Board representatives to the Greybull BOCES Board, stated they did not receive the budget but will try to get a copy for review during the July meeting.

Trustee Laursen reported that the discussion regarding the PCSD #1 budget during the most recent BOCES Board meeting related to the mil's portion. The Board was trying to determine if they should ask for a half mil or 3/8 mil and ensure there was enough money to cover necessary items. The proposed budget was passed on the first reading.

Trustee Housel reported on the recent meeting he attended and stated that the Lovell BOCES Executive Secretary has resigned, and they are filling the position. The Board discussed bringing back the Summer Film Festival that used to take place at the Hyart Theatre. He stated that the Lovell BOCES is very supportive of Northwest College, especially the concurrent and dual enrollment program. There was also discussion about the strong community sentiment for offering a CDL program through the Lovell BOCES, which they intend to implement in the future.

In response to a question from President Wurzel, Trustee Housel stated that BOCES is using reserves to cover the budget shortfall that has taken place over the last two-to-three years.

CITIZENS' OPEN FORUM

The Citizens' Open Forum convened at 5:00 p.m. No citizens requested to address the Board; therefore, the Citizen's Open Forum adjourned.

A UNFINISHED BUSINESS:

There were no unfinished business items on the agenda.

A NEW BUSINESS:

Preliminary FY2024 Budget

President Watson stated that in comparing this year's proposed budget to last year's budget, there is a decrease in revenue and expenses due to completing the grant and finalizing the purchasing related to the federal and state appropriations associated with the pandemic.

President Watson stated that another difference from year to year is that the Legislature appropriated funds to the colleges for compensation. Last year, the College increased salaries by 3%, and this year all employees will receive at least 4% to address inflation.

President Watson reminded Trustees that the Board committed \$1 million towards compensation in 2019 because the College was losing ground with market values on positions. The College has committed another \$1 million to its employees thanks to the legislative appropriations. Increases were applied as a fixed dollar amount to all employees, allowing the College to bring salaries closer to the midpoint of the market. Market adjustments were made to those positions well below the midpoint of the market, as has been done previously. These appropriations allowed the College to raise the entire salary structure by 4%.

The Colleges also received one-time inflationary funding from the Legislature in the amount of \$1.2 million, of which Northwest College received \$130,000. That money went to utility and contractual increases.

President Watson stated that although local levies appear to be up, the budget was developed with a conservative approach. \$160,000 was added to the one mil account based on early estimates, but those funds were not allocated to operational expenditures and could be used toward one-time enrollment, marketing, or programming. It could also be used for unexpected operational costs since campus-wide budget contingency levels are always extremely low.

President Watson stated that the budget is up approximately \$1.5 million in projections associated with tuition and fees, state and local appropriations, and other sources. A less conservative approach was taken regarding tuition and fees since enrollment is tracking nicely. The College is hopeful for a slight increase in fall enrollment, but it is still too early to know for sure.

President Watson stated that the College budgeted for approximately 260 students living in the residence halls in FY2023; however, there ended up being 307 students, with a strong enrollment cycle for returning students in the halls. She stated she hadn't seen the occupancy numbers recently. Still, with the conversion of first-year students to sophomore returners showing positive numbers, the revenue and expenses in the residence halls and food service accounts were increased accordingly. President Watson reminded Trustees that the food service line could see a loss this year due to the cost of the Student Center project, related to labor and transportation costs as well as consumables.

President Watson directed the Trustees' attention to the pie charts in the budget proposal and stated that the projected revenues are relatively flat comparatively, with variances between revenue types. Expenditures are also defined by division and type, such as salaries and operating expenses, etc. While the overall expenditures appear to be higher in the proposed budget, President Watson pointed out that the additional funds from tuition and fees were placed in a contingency account that can be reallocated once enrollment numbers and local levies are determined.

In response to a question from Trustee Housel, President Watson stated that Instruction costs represented on page 16 of the report indicate the budgeted amount for 2022-2023. Instruction costs represented on page 20 are actual costs as of May 31, 2023, before the end of the fiscal year, June 30, 2023, when all salaries and expenditures will be realized.

Trustee Housel expressed his appreciation to President Watson for her work to secure funding for compensation increases.

President Watson stated that the Wyoming Community College Commission conducted much analysis, and the CFOs of the colleges provided data. The reality is that state agency employees needed increases. Many state employees

have transferrable skills, and the State suffers when the agencies lose good employees.

Course Fee Proposal

In response to a question from President Wurzel, President Watson stated that the presented budget proposal comes before the Board as a first reading. There will be a budget hearing on July 10, 2023, in which the Board will be asked to approve the proposed budget.

President Watson explained that the proposed increase in course fees for the Photo Field Studies class is to accommodate increased costs associated with material needs for the students to participate in an exhibit of their work.

The increased fees proposed for the Aeronautics program are associated with increased pass-through fees from Choice Aviation that are charged to the College for its students to participate.

A motion was made by Trustee Kuipers and seconded by Trustee Newsome to approve the proposed course fees. Motion carried.

President's Contract & Project Pay

Trustee Housel stated that one of the provisions of the Presidential contract is that it be reviewed annually at the anniversary of the agreement, which in President Watson's case, is in July. Trustees discussed the contract during the executive session.

A motion was made by Trustee Housel and seconded by Trustee Todd that President Wurzel and President Watson engage in negotiations regarding an upward adjustment to her compensation package, as was discussed during the executive session, and that those specifics will be made known during the July Board of Trustees meeting. Motion carried.

A motion was made by Trustee Housel and seconded by Trustee Kuipers to approve the proposed project pay, adjusted for inflation, for President Watson. Motion carried.

A EXECUTIVE SESSION:

A motion was made by Trustee Housel and seconded by Trustee Todd to move into executive session. Motion carried, and the executive session convened at 5:42 p.m.

A motion was made by Trustee Housel and seconded by Trustee Todd to adjourn the executive session. Motion carried, the executive session adjourned at 6:45 p.m., and the regular session resumed.

July 10, 2023, upcoming:

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

- Year-end Budget Adjustments FY2023
- Budget Hearing
- Annual hearing for the Mil levy approval
- Other TBD

ANNOUNCEMENTS:

President Watson introduced newly hired Finance Director Mark Grant. Mark is from Lovell, WY, and received his Bachelor's and Master's degrees in Accounting from the University of Wyoming. He is a Certified Public Accountant and has worked for several years in public accounting performing audits and tax preparation.

President Watson stated that Vice President Gerry Giraud announced his retirement, effective June 23, 2023. Dr. Giraud has accepted a Registry Interim VPAA appointment to a community college in Las Cruces, NM, as the Vice President of Academics for one year.

President Watson expressed her appreciation for his service to Northwest College. Dr. Giraud facilitated many improvements over the years, such as with accreditation, a focus on retention and graduation, a focus on the use of data, program evaluation, and policy work. She described her years working with him as a valuable teammate and mentor. She wishes him the best in his retirement and new adventure.

President Wurzel also expressed his appreciation to Dr. Giraud and wished him well in his new endeavor.

New Student Registration, June 12, 2023, ORB
Yellowstone Summer Music Camp, June 18-23, 2023, NPA
New Student Registration, June 26, 2023, ORB
NWC & Powell Boys Basketball Camp, June 26-29, 2023, Cabre Gym
Volleyball Camps, July 10-15, 2023, Cabre Gym
July Board meeting, July 10, 2023, 4:00 p.m., Yellowstone Building

A ADJOURNMENT:

The meeting adjourned at 6:47 p.m.

TARA KUIPERS, Vice President/Secretary

Date

Board of Trustees Committee Reports

Board Finance Committee – Chairman Bob Newsome

No committee meeting was held in June.

Policy/ Student Success Committee – Chairman Tara Kuipers

No committee meeting was held in June.

Facilities Committee – Chairman Dusty Spomer

No committee meeting was held in June.

President's Report

July 2023

State

Legislature

No meetings were held for the Interim Joint Education Committee or Appropriations Committee in June.

Wyoming Association of Community College Trustees

WACCT met in Powell on June 6 for their Board meeting before the Commission meeting. A review of the May Advocacy workshop and financial information, policy manual updates, and the Executive Director evaluation were discussed.

WACCT hosted the Association of Community College Trustees training in Casper June 21-22. A large turnout of Trustees and Presidents were in attendance. An ACCT facilitator, Luke Robins, led the training on governance, trustee responsibilities, and case studies. CEO Jee Hang Lee joined the meeting and presented to the group on the work ACCT is doing in higher education

Wyoming Innovation Partnership (WIP)

The WIP Tourism/Hospitality component held a Zoom meeting with Executive Director Lauren Schoenfeld to discuss grant work to date. A WIP meeting was held on June 21 to discuss statewide Research. A discussion was held with the CC's and UW on ideas, priorities, and structure. Lauren also announced that she has accepted additional responsibilities in the Governor's office overseeing Economic Development, Broadband, and Business Support. On June 22, a WIP workshop was held reviewing the Wyoming Business Council.

Campus

Strategic plan 2030

Work is in progress to collect proposals for enrollment and marketing support from Ruffalo Noel Levitz and 3E enrollment and marketing. Meetings will be held in July to review the proposals and determine next steps.

Carey Miller has been working on a Request For Proposal to be distributed in July. The RFP will seek bids for new website design, search engine optimization, and possibly a new Content Management System.

Powell Economic Partnership

I attended the PEP meeting on June 15, 2023, in Powell. Discussion included a PEP update on financials, hiring a grant writer to assist with the City of Powell's needs, and a VISTA report on outdoor recreation and access in Park County.

Forward Cody

Due to a scheduled absence, I could not attend the Forward Cody meeting on June 27, 2023. The agenda included a review of financials to date and the membership drive.

Campus Activities

The summer session is in progress and going well. A new student orientation was held on June 12th.

The Yellowstone Music Camp was held June 18- June 23, with over 50 campers in attendance. The camp was successful, with positive feedback received from attendees.

Student Center

The temporary dining occupancy certificate was received on June 15, dated June 6th. Gravel work was completed. The week of July 3, the physical plant and Sodexo will move out of the Trapper Gym and over to the new temporary dining building for dining service.

The Student Center construction work continues to focus primarily on the foundation. With weather days, the project is approximately one week behind with no urgent concern. Transformer work for the main building is also in process north of the Fagerberg building.

Foundation and Alumni

I met with the Foundation Executive Committee on June 20 to discuss contracts and provide feedback for the upcoming year.

Respectfully submitted,



Lisa M. Watson
President

Administrative Services & Finance

Northwest College

Board of Trustees Report

July 10, 2023

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

Finance & Budget

The Business Office (Finance, Accounts Receivable, and Payable) continued working on collections of aged accounts receivable and the anticipated Bad Debt. Payments were received for students attending this summer semester. Work was done on balancing bank statements. Collaboration and progress have been made regarding the financial statement audit and preparing for the Year-end. Expense and revenue projections for fiscal years 22-23 and 23-24 have been analyzed. Fiscal Year 23-24 Budget was completed. Salary and benefit amounts were finalized for the budget. The 2024 contracts and salary notification letters were sent and returned. Significant work has been accomplished for year-end grant reporting. In addition, a clean audit opinion was just issued related to our VA Program. This accomplishment was achieved due to attention to detail, accuracy, organization, and diligence from Dawn Kasinger and Jo Ann Heimer with compliance with the VA Educational Benefits administration.

Facilities Projects

- Campus Mall Lighting project is 50% complete.
- Moyer Server room cooling upgrade 75% complete.
- Science and Math Chemistry Hood upgrade 90% complete.
- Lewis & Clark parking lot replacement has started. The project is in the demo/prep stage.
- Trapper Village Main Apartments “A” and “D” boiler replacement complete pending testing.

Transportation Bus Miles

- No travel for the month

Mickelson Field Station

- Closed

Completed Work Orders

- 253 orders complete

Information Technology

- Computing Services Staff installed several Maintenance and System updates.
- Computing Services sent two members to attend the Rocky Mountain User Group to present and also attend sessions for Cybersecurity and Colleague.

Human Resources

- **Recruiting:** Please see July Personnel Report.
- **Staffing:** The HR Director has been working with various managers to update job duties and revise position descriptions to meet the service needs of the campus for positions as turnover occurs. The People Admin three-year contract is up for renewal, and the HR Director is negotiating another multi-year contract to receive discounted pricing.
- **Shared Governance:** The HR Director is finalizing annual membership nominations from the Constituency Presidents for the Grievance Committee and the Policy Review Committee for FY2024.
- **Compensation:** The President announced a minimum of 4% increases(s) for the FY2024 year for employees. Professional Staff and Faculty were issued contracts, and Classified Staff received their assignment letters in June for FY2024. The faculty and staff salary structures have also been increased, which may improve hiring competitiveness in some roles.
- **Performance Evaluations:** Supervisors are currently holding meetings with staff regarding their FY2023 annual performance evaluations. The evaluations will be completed by 7/31/2023.
- **Professional Development & Training:** On 6/7-6/9, the HR Director attended the Rocky Mountain HR Conference for College and University Professionals (CUPA) to learn about legal updates and industry best practices. The regional colleges are struggling with staffing, and many colleges have hired full-time recruiting positions dedicated to filling openings. Remote work is popular among HR professionals, and several individuals mentioned they are only in the office a day or two per week, supporting their areas remotely. The VP for HR from UW was in attendance along with the UW Directors for Compensation and Benefits. The HR Director held a New Employee Board Policy Orientation session on 6/29.
- **Compliance:** The HR Director and Sr. Office Assistant for HR are implementing a new compliance training platform with United Educators to replace Vector Solutions (formerly EverFi). The two new modules will be used for new hire training beginning in June 2023, and they cover Title IX and VAWA training requirements and Preventing Harassment and Discrimination/EEO.
- **Strategic Planning:** On 6/29, the HR Director met with the Financial Aid Director, Finance Director, Interim VP for Student Service, and President Watson to discuss the upcoming significant changes related to federal financial aid. Due to the complete revamp of all processes, there is concern about sufficient staff to manage the shift along with potential upheaval that could be caused in the financial aid administration sector. The College seeks to be as proactive as possible in addressing them.

Personnel Status Report

July 2023 Trustees' Report

Search Activity to Date – 6/28/2023

Position Being Searched	Hire Date	New Employee Name	Comments/Status
Instructor/Assistant Professor of Anatomy & Physiology - Tenure Track			Candidates are being reviewed.
Vice President for Administrative Services and Finance			Candidates are directed to apply to NWC; Pauly Group has put the position on hold for the summer.
Vice President for Strategic Enrollment and Student Services			The Position has been re-opened until filled; candidates are directed to apply at the Pauly Group https://paulygroup.com/ ; the search committee is reviewing candidates.
Gear UP - Student Services Support Specialist			The Position has been postponed due to the supervisory resignation (Gear Up Coordinator); it will be re-opened once a supervisor is hired.
Library Director	7/3/2023	Rebecca Voss	Rebecca has an Associate's in Music from Northwest College, a Bachelor's in Organizational Leadership from the University of Wyoming, and a Master's in Library Science from the University of North Texas. She has most recently served as Library Coordinator.
Trio - Student Support Program Manager	7/1/2023	Rebecca Moncur	Rebecca has a Bachelor's in Geology, a Master's in Geology from Oklahoma State University, and a Ph.D. in Geology from the University of Wyoming. She has most recently served as Gear Up Coordinator.
Counselor - Student Support Success Program Coordinator			Candidates are being reviewed.
Instructor/Assistant Professor of Computer Science & STEM - Tenure Track			The position is open until filled, but preference will be given to applications received by 11:59 p.m. MST on 7/24/2023

**NORTHWEST COLLEGE
FACILITIES PROJECT REPORT**

Report Date : As of July 1st , 2023 - 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	
PENDING												
Powell/ORB	TBD		Cap Renew	Orendorf Building Infrastructure Improvements			Pending Capital Renewal Approval Governor's Office	4/8/2019	Pending		\$ 4,000,000	
FY2022/2023 See Masterplan Update												
Powell/Sci & Math	1		MM	Chemistry Lab Hood Controls 100k paid			In process	12/13/2021			\$ 265,000	
Powell/Campus	1		MM	Campus Lighting			In process	12/13/2021			\$ 208,870	
Powell/AG	1		MM	Elect/HVAC/Refresh Design			Complete	12/13/2021			\$ 20,000	
Powell Campus	1		MM	Card Reader Access/Cameras - Phase 1			Failed Bid	12/13/2021			\$ 350,000	
Powell/Campus	1		MM	Moyer Server Room Cooling replacement			In Process				\$ 250,000	
Powell/S&M	1		MM	Building Pump Replacements			Complete				\$ 30,000	
FY2024 See Masterplan Update												
Powell/Campus	2		MM	Various Parking Lot Replacement - L&C, Shop			In process				\$ 1,000,000	
Powell/Stock Ag	2		MM	AG HVAC/Electrical/ADA Access			Failed Bid				\$ 300,000	
Powell/Fagerberg	2		MM	Boiler replacements			Boilers On Order				\$ 120,000	
Powell/Library	2		MM	Makeup Air Unit replacement			On Order				\$ 125,000	
Powell Campus	2		MM	Card Reader Access/Cameras - Phase 1			Pending Rebid				\$ 200,000	
Powell/Campus	2		Fund 10	Ashley Hall Boiler Replacement			Pending Bid				.	
FY2025 See Masterplan Update												
Powell/Campus	3		MM	Various Parking Lot Replacement - JFC East, North Cabre, Oliver Yard			Design/Awaiting Funding				\$ 1,000,000	
PowellCampus	3		MM	Natural Gas Infrastructure			JFC/FAB Annex/Oliver/Day Care				\$ 100,000	
Powell/S&M	3		MM	Chiller/MAU/Greenhouse Cooler Replacement			Design/Awaiting Funding				\$ 475,000	
Powell Campus	3		MM	Card Reader Access/Cameras - Phase 2			Pending funds				\$ 200,000	
FY2026 and beyond See Masterplan Update												
FY2027 and beyond See Masterplan Update												

**NORTHWEST COLLEGE
FACILITIES PROJECT REPORT**

Report Date : As of July 1st , 2023 - 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
Completed												
SEE MM Report												
Powell/Library	1	MM		Elevator Upgrade			Complete	5/1/2020		8/31/2022	\$ 110,500	
Powell/Sci & Math	1	MM		Elevator Upgrade			Complete	5/1/2020		8/31/2022	\$ 110,500	
Powell/Campus	1	MM		Irrigation Change Order #8			Complete			8/31/2022	\$ 93,360	
Powell/Campus	1	MM		Various Parking Lot Repaires			Complete	12/13/2021		8/31/2022	\$ 385,313	
Powell/Campus	1	MM		Yellowstone MAU Replacement			Complete			12/31/2022	\$ 125,000	
Powell/DSU	1	MM		Asbestos Abatement for Demo			Complete			12/31/2022	\$ 200,000	
Trapper Arena	1	MM		Insulation/Mechanical Improvements			Complete	12/13/2021		3/5/2023	\$ 378,556	
Powell Library	1	MM		Heat Pump Replacement (1)			Complete	ongoing		3/31/2023	\$ 29,732	
Powell/Campus	2		Fund 10	Ashley Hall Boiler Replacement			Complete			3/31/2023	\$45,000	

Budgetary Notes Cash Reserves

Fund Balances	<u>Estimated</u>	2022
Operating Fund (10)	@6/30/2022	\$ 4,234,625
One Mill (11)	@6/30/2022	\$ 2,645,587
Auxiliary(12)	@6/30/2022	\$ 494,228
Plant Fund(70)Aux Depr	@6/30/2022	\$ 1,378,799
Total Auxillary		\$ 1,873,027
Plant Fund(70)Main	@6/30/2022	\$ 2,680,854
Plant Fund(70)Major Maint	@6/30/2022	\$ 795,979
Plant Fund(70)Emergency	@6/30/2022	\$ 953,301

ACADEMIC AFFAIRS

June 2023



CENTER FOR TRAINING AND DEVELOPMENT – Powell

- Conferences/Meetings- Wyoming Leadership, Suicide Training, Medicaid Training, Heart Mountain Relocation Teacher Training and 501K for Small Businesses.
- STEM Camp- Completed our 3rd year offering STEM Camp to 4-6 graders.

Cody CTD

- Test proctoring- Wyoming Highway Patrol, WorkKeys, HESI, ACT and TEAS
- CPR/First Aid

CDL Program

- 50 students enrolled in the program.
- 18 Working on their Theory.
- 23 Skills and BW (Behind the Wheel Driving)
- 3 students working on their Bus/Passenger
- 9 students attended the orientation.
- 6 Students passed and received their CDL's

Testing

Northwest College's Center for Training and Development (CTD) and Powell Valley Community Education (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 7 activities that served ninety-two 92 students and community members.
- Lovell BOCES- We have teamed up with Lovell BOCES to provide outdoor rec programming including paddle boarding, hiking and Geocaching.
- DELTA Summer Camp- Included four days of activities including High Ropes, Caving, Rock Climbing and Paddleboarding.

Powell Valley Community Education/Rec Co-Op

- PVCE started our summer session of Driver Education with 29 students enrolled.
- We assisted with STEM Camp and went on various trips around the area including Big Horn Canyon, Willwood Dam, high ropes course, Buffalo Bill Museum and Gunworks.
- In June there were 13 checkouts for the Co-Op.
- PVCE is working with various community and college partners to offer new and exciting learning opportunities for our area.
- BOCES held their 1st reading of the FY2024 budget on June 1st. The next meeting will be July 12th at 6pm.

HINKLEY LIBRARY

Rebecca Voss, MLS, begins her new role as Library Director on June 3, 2023. Nancy Miller retired June 30, 2023, after 25 years with the college and 34 years in libraries. Faith Johnson, MLS, Library Coordinator, will assume additional duties until Becky's replacement Library Coordinator is filled. These highly experienced librarians will continue to provide professional and wonderful service to the campus and

students. It has been a privilege to work with so many talented and caring people here at NWC. Thank you for a great 25 years. Best to you all, Nancy Miller.

No reports from Faculty, Intercultural Affairs, Tutoring, or Advising.

MONTHLY REPORT TO PRESIDENT WATSON

Student Services

June 2023



ATHLETICS:

- The College National Finals Rodeo was June 11-17 in Casper, Wyoming. We had two student-athletes qualify. Logan Smith – Tie Down and Zane Young – Bull Riding
- All athletic teams are working on scheduling and recruiting for 2023-24
- Johnson Fitness Center is experimenting with summer hours to gauge utilization
- Women's and Men's Basketball coaches held summer camps in conjunction with Powell High School
- Both Women's & Men's Soccer teams and Women's Volleyball teams report back to campus August 1st.

ENROLLMENT SERVICES

- Ongoing development and testing of our improved
- In partnership with the Marketing and Foundation offices, planning is underway for a sponsored day at the Park County Fair and Homesteader Days
- Ongoing campus visits for new/incoming students and families as they prepare for the Fall semester
- Ongoing registration appointments for both new and returning students
- Ongoing work continues on 2023-24 recruitment publications
- Ongoing recruitment outreach, including phone, email, text messaging, and mailings
- Hosted two New Student Orientation and Registration sessions on June 12th & June 26th
- Hosted GEAR UP students from the LCCC's service area on June 15th. Students experienced several different programs and toured NWC facilities
- Spring 2023 diplomas and transcripts were assembled and sent to recent graduates
- National Student Clearinghouse graduates and (1st submission) summer enrollment reporting completed
- Summer semester began on Wednesday, May 31st and will conclude on July 21st
- Ongoing Transcript evaluations for summer and fall semester start students

FINANCIAL AID

- The Office continues to package students for the forthcoming 2023-24 award year
- With assistance from the Communications & Marketing Office, the Office complied with the 7.1.23 deadline to cite its Federal Student Aid Cost of Attendance (COA) policy & standardized annual calculations on every college webpage that mentions cost. This requirement is part of the *FAFSA Simplification Act of 2020*
- The Office began attending the series of informational webinars associated with the substantial federal student aid changes that begin with the 2024-25 award year as part of the *FAFSA Simplification Act of 2020*. Seven of the ten scheduled federal webinars occurred in June
- In collaboration with the Registration & Records, Payroll, and Computing Services Office, the Office provided all documentation & narrative requests to MHP as part of the College's annual federal student aid audit, which began 6.5.23. At the time of the summary, there are zero findings identified
- The Office hosted an on-campus VA Compliance Survey (audit) ON 6.27.23, conducted by Saint George Consulting (an Education Compliance Survey Specialist Contractor). The College received a clean audit report with zero findings identified

- The Office assisted the Registration & Records Office in addressing enrollment reporting errors identified through the National Student Clearinghouse

GEAR UP

- NWC GEAR UP is currently serving 260 active participants (116%). Exceeds Objective 1 of serving a minimum of 225 participants each year.
- NWC GEAR UP – 98% FAFSA completion. Exceeds Objective 6: 60% of GUWY (state-wide) 12th-grade students will complete the FAFSA
- NWC GEAR UP -97%. Exceeds Objective 9: 45% of parents of GUWY students who receive services for at least one year will participate in activities associated with assisting students in understanding and/or obtaining scholarships and/or financial aid for college
- Seniors: 56 students graduated; Seven Daniels Scholars; Two Hagen Scholars; One QuestBridge match – Columbia University (4 years full-ride scholarship); One UW Trustees Scholar
- Boston Experience College Tour, June 11-16th, 2023. Five students will attend
- GEAR UP Summer Academy – June 26th – 29th at the UW. We will be taking 15 participants

RESIDENCE LIFE

Housing

- Students continue to sign up for rooms in the halls and apartments
- Summer residents are being housed at Trapper Village Main Apartments
- Summer Conferences 2023 hosted the National Guard; Akron Geology, and Yellowstone Music Camp
- Preparations underway for Fall 2023 Resident Assistant training (starts August 7th)

Security

- Normal summer schedule for Security staff

Activities

- Working on Kick-Off Weekend (KOW) schedule and hiring Orientation Leaders
- Purchasing Kick-Off Weekend prizes

STUDENT SUCCESS CENTER

Student Success Center Usage- In Office

- 115 visits in June
- 634 cumulative visits for calendar year 2023

Counseling Services

- 10 Counseling sessions (includes face-to-face, Zoom and phone)
- 3 After hours contacts
- Tracking and follow-up of Trapper Health Connection Cases
- Attend Residence Life Team meetings/ Retention Committee meetings
- 0 BASICS Alcohol intervention sessions for alcohol violations
- Behavioral Intervention Team (BIT) Meetings
- Staff completed Continuing Education Webinars
- Staff presented to Professional Staff on Student Mental Health

Disability Services

- 4 disabilities sessions (includes face-to-face, Zoom and phone)
- 4 Students registered with Disability Services for SU/23
- 23 Accommodation letters processed for SU/23
- 0 Tests proctored in testing center
- Process Coordinator for service and emotional support assistance animal requests
- Completed IEP with Cody/Powell students

TITLE IX

- Performed four individual Title IX prevention and awareness programs with students, faculty and administration
- Telephone consultation with ATIXA professional
- Prepare No Contact Order and Notice of Investigation
- Perform year-end statistics for Title IX and file case closures with Maxient
- Updating Title IX brochures and fliers for mandated reporters
- Participation in the Wyoming Title IX Coordinators' monthly meetings
- Participated in webinar: "Title IX – What to do now while waiting for new regulations
- Review training notes from Clery Compliance and began work to update the Annual Security Report
- Prepared and served release of a No Trespass Order

TRIO STUDENT SUPPORT SERVICES

- Had 29 Spring graduates. Graduation activities included pre-graduation room for students to prepare and get a graduation portrait in the portrait studio and a post-graduation catered celebration at the TRIO offices
- Distributed food to 19 families/25 people
- Participated in DOE SSS Webinar on the Government Accountability Report pertaining mainly to APR reporting
- Participated in Student Showcase and after-event re-cap for which TRIO students were also invited to give input and learn about transferring from the UW Co-Coordinators for the program
- Participated in UW signing event, Student Awards Reception, Nurses Pinning and Graduation
- Main activities with students this month included overall transfer preparation; preparing for finals and Graduation

Monthly Report to President Watson

June 2023

PROMOTIONAL ACTIVITIES FOR

- Standing FY23 Enrollment Campaign initiatives
- Academic Highlight on social media:
 - Equine Studies
 - General Studies
- Faculty Highlight on social media:
 - Eric Hagmann
- Staff Highlight on social media:
 - Diedre Asay
- Spring 2023 Honor Roll
- Park County Homeland Security full-scale Mass Casualty Training Exercise on the NWC campus
- Yellowstone Summer Music Camp 2023

OTHER

- Director participated in the 3E Institute for Strategic Enrollment Management in Clearwater, FL
- Director participated in ongoing campaign debrief meetings with our higher ed marketing agency Advance 360 Education regarding the digital arm of our Enrollment Campaign initiatives.
- Disseminated RFP for website redesign project

PHOTOGRAPHY & VIDEOGRAPHY

- Welcome to Wyoming video, HR edition
- Professional Studies BAS videos
- Covered the mass casualty training exercise
- Covered construction projects
- Covered youth STEM camp on campus

PRINTING SERVICES

- 13 offices/programs/areas served
- 18 projects completed
- 20,766 pieces printed

CMO & PRINTING SERVICES STAFF

Carey Miller

Communications & Marketing Director

Tim Carpenter

Communications / Web & Social Media Specialist

Jeremiah Howe

Marketing / Graphic Design Specialist

Ronnie Wolfe

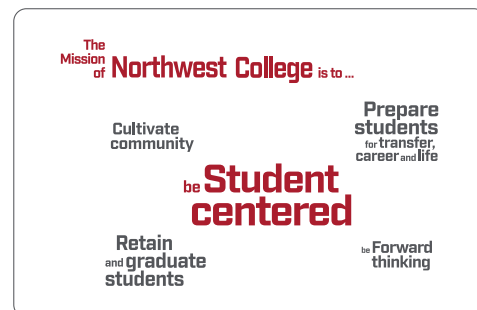
Interim Multimedia Production Specialist

George Laughlin

Printing Services Supervisor

Kim Lawson

Printing Services Specialist



➔ Visit nwc.edu/brand for a list of services offered

ANALYTICS REPORT SUMMARY

JUNE 2023



COMMUNICATIONS
& MARKETING

Report Summary and Highlights



Includes components for digital advertising (including paid social, search and display campaigns), for our social media efforts on the main college social accounts (Facebook, Instagram and Twitter), as well as a traffic report for the college's central website at nwc.edu.

Comparisons to the previous month are colored **up**, **down** or **flat or n/a**, with the exception of the website report (which is compared to previous year).

- Our various **digital campaigns** (paid posts) delivered **63K** impressions, were clicked on **1,222** times, for a click-through rate of **12.14%** overall for our enrollment campaign ads on both social and in paid search (*outperforming the average click-through rate for educational institutions*).
 - Our **organic Facebook efforts** (non-paid posts) saw a total of **126K** impressions with **10.5K** engagements and **1365** post link clicks. Engagement rate per impression was **8.5%**.
 - Our **organic Instagram** account (non-paid posts) saw a total of **16.5K** impressions with **958** engagements and **7** profile actions (clicks). Engagement rate per impression was **5.8%**.
 - Our **organic Twitter** account (non-paid posts) saw a total of **638** impressions with **14** engagements, **2** post link clicks. Engagement rate per impression was **2.2%**.
 - NOTE: we have suspended our TikTok content as per Governor Gordon's ban of its use on state devices and networks.
- Our website at **nwc.edu** had **12.5K*** users for a total of **55.4K*** pageviews this month, with **21.5K*** user sessions broken out like this:
 - **12K** sessions coming from search engines (like Google and Bing—*this is why Search Engine Optimization is important*)
 - **8K** sessions coming direct (from bookmarks, email links or typed-in web addresses)
 - **0.5K** sessions coming from paid marketing
 - **0.5K** sessions coming from organic (unpaid) social posts
 - **0.5K** other (from other sites that link to nwc.edu)

*color key for nwc.edu analytics compares to previous **year** (not previous month).

ADVERTISING REPORT

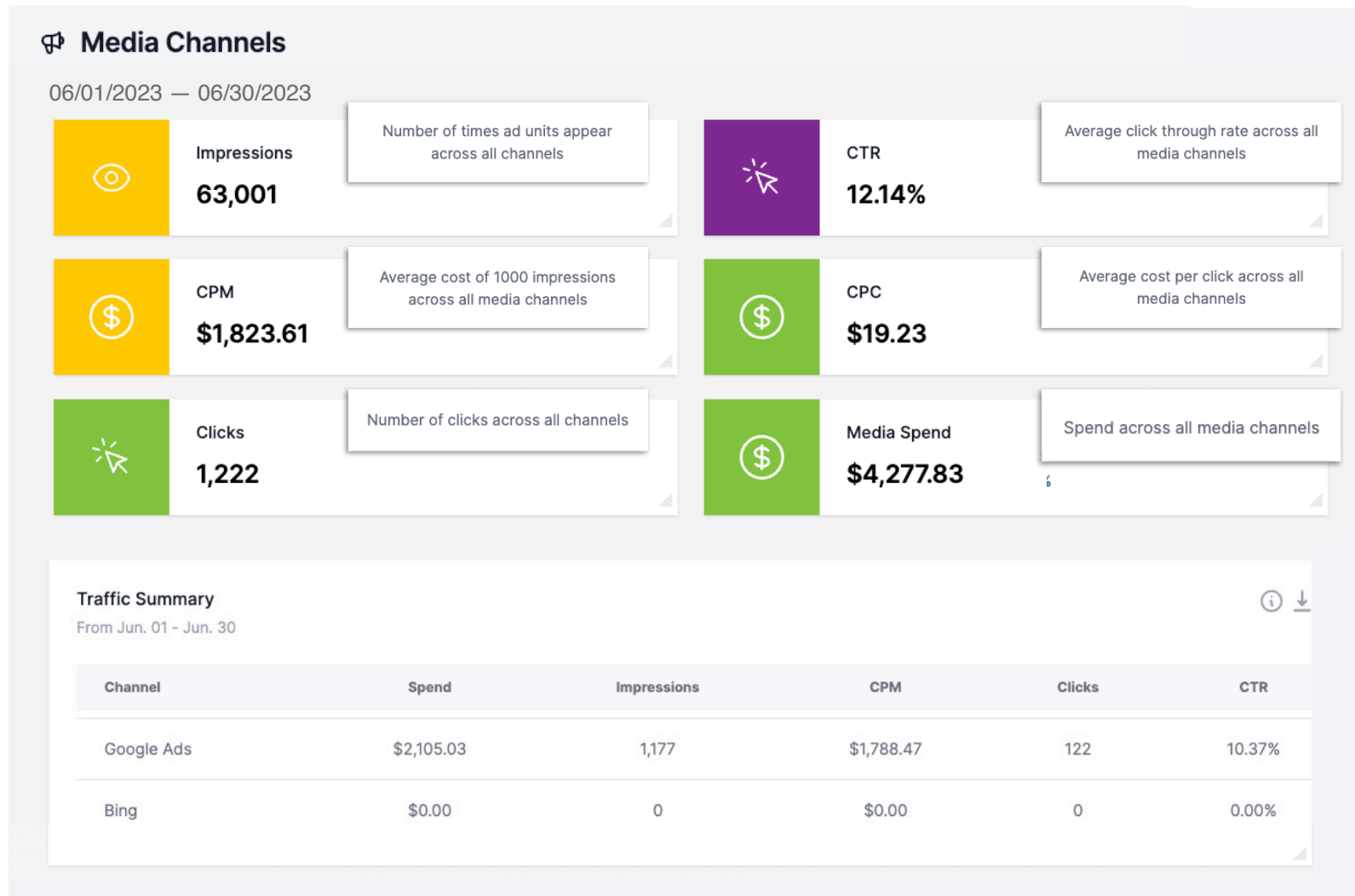
JUNE 2023



COMMUNICATIONS & MARKETING

Advance 360 Education | FY23 Enrollment Campaign | Paid search campaign and paid social campaign

The digital arm of the FY23 Enrollment Campaign is being run and monitored by the higher education marketing agency Advance 360 Education in collaboration with the NWC Creative Team. These analytics are reported through a proprietary dashboard, so these screenshots are different than what you're used to seeing:



ADVERTISING REPORT

MAY 2023*



COMMUNICATIONS & MARKETING

| Partner Insights Report | College Search Profile on niche.com and a display/social/search remarketing campaign

Northwest College currently has a premium profile on niche.com, including sponsored listings on competitor profiles. Our contract includes a display/social/search remarketing campaign. Includes an in-depth, transparent view of your Niche Audience and how students are connecting with you throughout their college search.

Overview:

<p>292 people viewed your profile in May</p>	<p>22 Inquiries generated in May for upcoming graduating classes</p>	<p>22 clicks to your website or social media in May</p>
	<p>501 Cross-Interest Prospects</p>	<p>2 Visit/Virtual Tour</p>
		<p>2 Apply</p>
		<p>18 All Other Website Clicks</p>

Qualified inquiries and prospects:

11,668
qualified inquiries and cross-interest prospects generated for your school

	MAY	TOTAL	TYPICAL APPLY RATES
Qualified Inquiries	22	277	20-40%
Cross-Interest Prospects	501	11,391	1-4%

Characteristics of Qualified Inquiries

In-State vs. Out-of-State	STATE	STUDENTS
Top States	Wyoming	197
Gender	Montana	21
GPA	California	8
SAT	Utah	7
ACT	Florida	5
Ethnicity		

Profile views:

Niche Profile

292 people viewed your profile in May

Students use Niche to discover new universities and to learn more about schools that are already on their list. These metrics show you the number of individuals visiting your Niche Profile and how often they are returning.

	MAY	YTD	2022
Total Profile Views	450	1,742	1,939

Promoted impressions:

	MAY	YTD	2022
Total Promoted Impressions	25,253	89,302	43,895
Sponsored Listings Impressions	7,316	37,887	15,682
Remarketing Impressions	17,898	51,269	28,060
Triggered Email Sends	39	146	153

SOCIAL MEDIA REPORT

JUNE 2023



**COMMUNICATIONS
& MARKETING**

Facebook | facebook.com/NorthwestCollegeWyo

Performance Summary

View your key profile performance metrics from the reporting period.

6/1/2023 – 6/28/2023 vs 5/4/2023 – 5/31/2023

Organic and Paid

Impressions
126,135 ↘36.3%

Engagements
10,664 ↘53.4%

Post Link Clicks
1,365 ↗34.7%

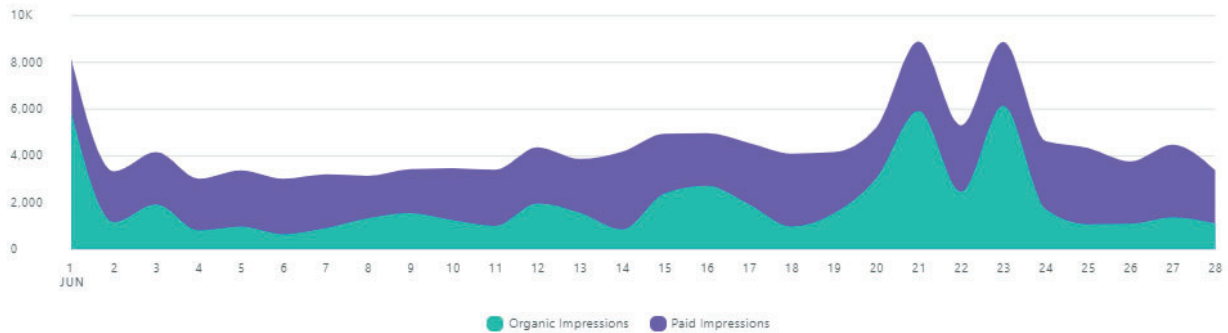
Engagement Rate (per Impression)

8.5% ↘26.9%

Impressions

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

Organic and Paid Impressions Breakdown, by Day



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 6/15/2023 1:30 pm PDT

Here are a few of the images from Wednesday's Mass Casualty Training Exercise held on the #NWCwyoming campus. Law enforcement agencies from across the region were here to take part ...

Northwest College
Tue 6/20/2023 5:49 pm PDT

Congratulations to our newest honor roll students at #NWCwyoming! We've got the full list on the website at the link below.

Northwest College Announces Spring 2023 Honor Roll | June 1...

Northwest College
Fri 6/9/2023 9:00 am PDT

It takes many years for some people to figure out what they want to do with their life, but Eric Hagmann knew at a very young age. Growing up in Eau Claire, Wisconsin in a musically inclined family, he...

SOCIAL MEDIA REPORT

JUNE 2023



**COMMUNICATIONS
& MARKETING**

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



Top Posts

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

Descending by Lifetime Engagements

Post 1: Thu 6/15/2023 1:30 pm PDT

Here are a few of the images from Wednesday's Mass Casualty Training Exercise held on the #NWCwyoming campus. Law enforcement agencies from across the region were here to take part ...

Post 2: Thu 6/15/2023 11:53 am PDT

#NWCwyoming was proud to be able to support our local law enforcement agencies and the military during their Mass Casualty Training Exercise on Wednesday. We'll be posting some pictures later...

Post 3: Mon 6/12/2023 4:56 pm PDT

The Moyer Building at #NWCwyoming got some new HVAC equipment today and the crew had to work around some of the bad weather in the area to get everything in place. At the end of the day, ...

SOCIAL MEDIA REPORT

JUNE 2023



**COMMUNICATIONS
& MARKETING**



Twitter | twitter.com/NWCWyo

Performance Summary

View your key profile performance metrics from the reporting period.

6/1/2023 – 6/28/2023 vs 5/4/2023 – 5/31/2023

Impressions

638 ↘49.6%

Engagements

14 ↘57.6%

Post Link Clicks

2 ↘50%

Engagement Rate (per Impression)

2.2% ↘15.9%

Impressions

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

Impressions, by Day



Top Posts

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

Descending by Lifetime Engagements

@NWCWyo
Wed 6/21/2023 12:54 am UTC

Congratulations to our 2023 Spring Honor Roll students at #NWCWyoming! We've got the full list at <https://t.co/p9kIRIWmup>. <https://t.co/ed2WdhIK37>

@NWCWyo
Tue 6/13/2023 11:10 pm UTC

#NWCWyoming is hosting a Mass Casualty Training Exercise on Wed, 6/14 involving several law enforcement agencies and first responders. Throughout the day, residents may hear simulated gunshots, and se...

@NWCWyo
Thu 6/8/2023 11:58 pm UTC

New Student Registration events (for those already accepted to #NWCWyoming) begin June 12. The first one is nearly full, but there are five more on-campus events throughout the summer. Dates...

WEBSITE TRAFFIC REPORT

MONTH 202Y



COMMUNICATIONS
& MARKETING

Google Analytics: nwc.edu

Jun 1, 2023 - Jun 30, 2023

Users

Users 12.5K ↓ -15.3% from previous year	New Users 10.9K ↓ -17.0% from previous year	Number of Sessions per User 1.7 ↑ 0.9% from previous year
--	--	--

User Sessions

Sessions 21.5K ↓ -14.5% from previous year	% New Sessions 50.7% ↓ -2.9% from previous year
---	--

Total Pageviews

Pageviews 55.4K ↓ -10.1% from previous year	Unique Pageviews 44.3K ↓ -8.9% from previous year
--	--

Sessions by Traffic Source and Medium

Source / Medium	Sessions	% Δ
google / organic	10,762	2.5% ↑
(direct) / (none)	5,003	-20.6% ↓
experience.elluciancloud.com / r...	1,278	-
login.microsoftonline.com / refer...	850	-56.6% ↓
bing / organic	666	-13.7% ↓
nwc.edu / referral	436	-28.9% ↓
m.facebook.com / referral	321	-5.6% ↓
nwc.wufoo.com / referral	234	63.6% ↑
google / ppc	215	-
bing / ppc	186	-

1 - 10 / 165

Top Ten Most Visited Pages

Page Title	Pageviews	Avg. Session Duration
1. Home :: Northwest College :: Powell, Wyoming	13,669	00:03:10
2. Programs by Academic Area :: Academics :: Northwest ...	1,734	00:06:28
3. Home :: Academics :: Northwest College	1,342	00:02:46
4. Results :: Search :: Northwest College	1,231	00:03:31
5. Home :: Campus Life :: Northwest College	886	00:05:40
6. Home :: Calendar of Events :: Northwest College	875	00:03:48
7. Application for Admission	767	00:01:57
8. Home :: Admissions :: Northwest College	716	00:03:03
9. Course Descriptions - Northwest College - Acalog ACM...	704	00:12:10
10. Home :: Human Resources :: Northwest College	681	00:00:43

1 - 10 / 1842

Sessions by Campaign

Acquisition Campaign	Acquisition Medium	Sessio...
1... A360 PPC - Photographic Com...	ppc	134
2... a360_facebook_traffic	paid	131
3... facebook_traffic	social	115
4... A360 PPC - Allied Health & Nu...	ppc	112
5... A360 PPC - Agriculture Geo	ppc	49
6... A360 PPC - Agriculture	ppc	47
7... a360_facebook_leadgen	paid	11
8... IP-916900864-m1781767-A36...	cpc	11
9... news	Social	9
1... WyCCEnrollment	all	8

1 - 10 / 22

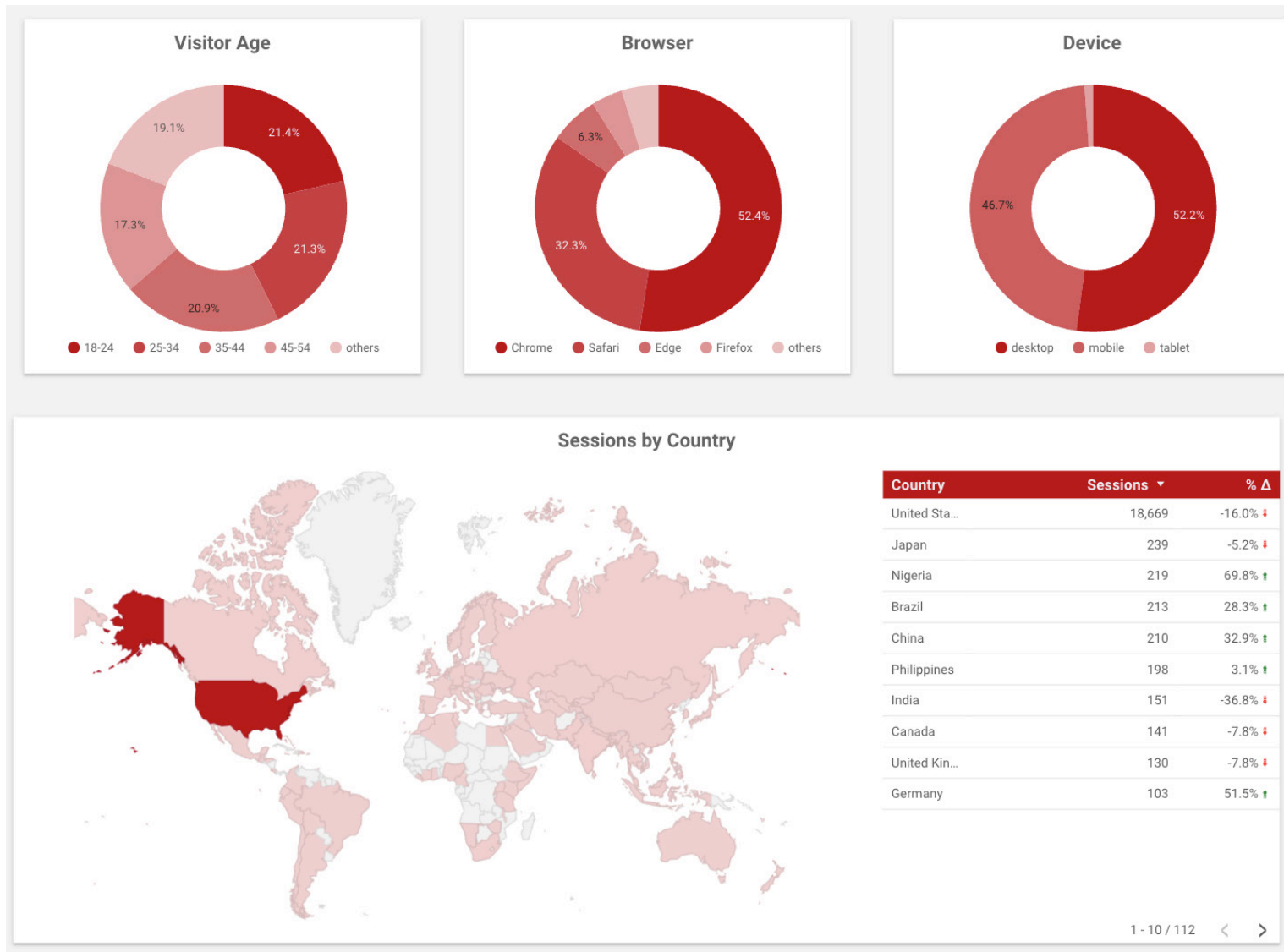
WEBSITE TRAFFIC REPORT

MONTH 202Y



COMMUNICATIONS
& MARKETING

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



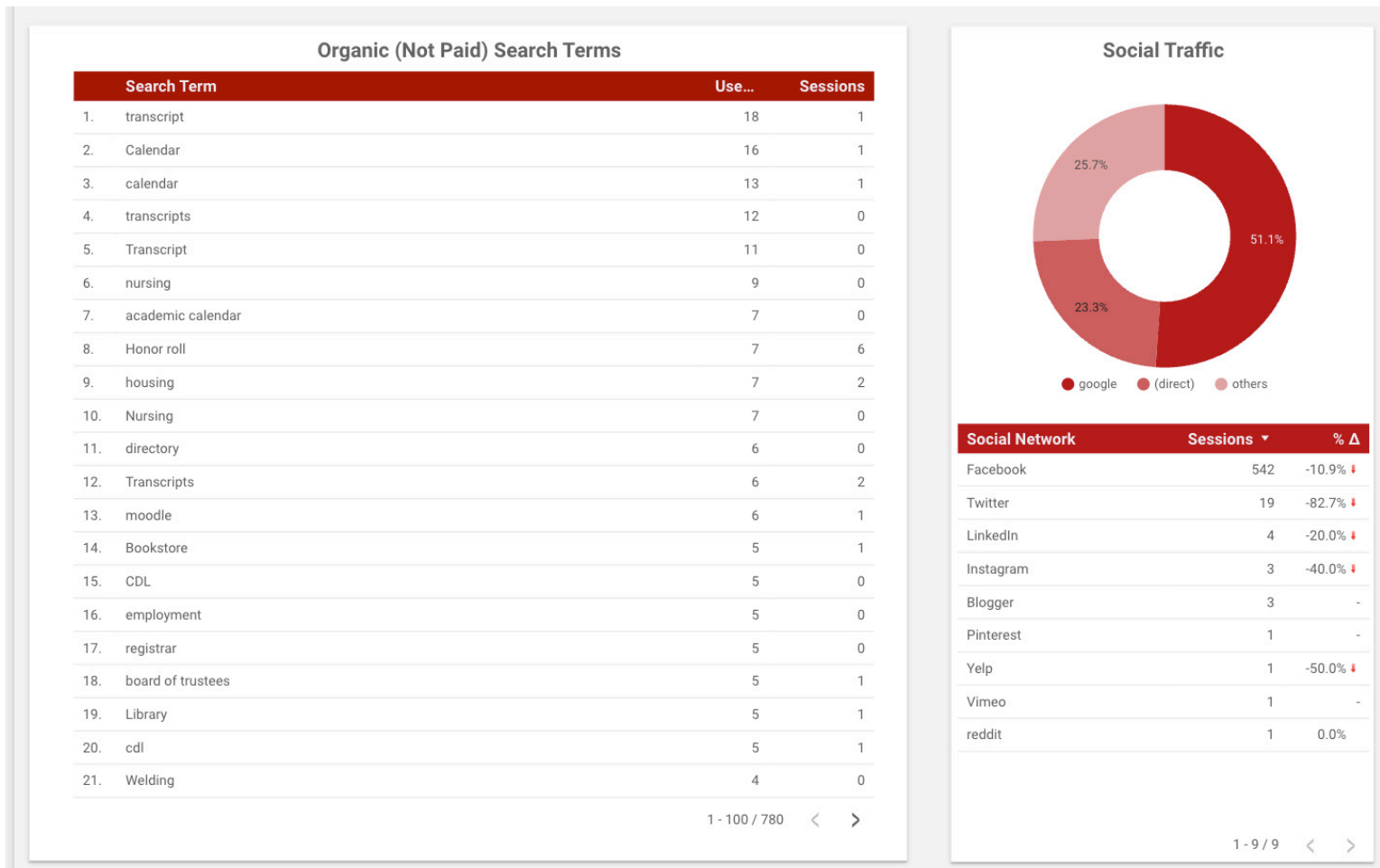
WEBSITE TRAFFIC REPORT

MONTH 202Y



**COMMUNICATIONS
& MARKETING**

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





To: President Lisa Watson
From: Jen Litterer-Trevino, Faculty Senate President
CC: NWC Faculty Senate; Keli Borders, Executive Secretary to the President and the Board of Trustees

Dated: June 30, 2023

The Faculty Senate had its first meeting of the summer with the new senators. During this meeting new chairs to the following faculty committees were appointed.

- Adrian Arismendi was elected chair of the Academic Freedom and Grievance Committee.
- Jessica Heny was elected chair of the Committee of Faculty Development and Morale.
- Tim Glatzer was elected as chair of the Welfare Committee

Various camps occurred on campus including the 30th Annual Yellowstone Summer Music Camp on June 18-23 hosted by NWC music faculty.

Respectfully Submitted,

Jen Litterer-Trevino, Assistant Professor of Photography

July 2023

Summer Events and Activities

Professional Staff members have been staying busy this summer with many of its members helping with new student registrations, participation in summer parades, and other exciting community activities. Some activities to highlight include:

STEM Camp-

CTD hosted twenty-five 4th-6th graders from June 5-22. Kids rotate through 3 daily activities that ranged from Geology, Rocket Building, Coding, Programming Robots to Steam Engines. Each week hosted one field trip. This year, kids visited the Lovell Fish Hatchery and did a Geology Hike. Week two took kids to Gunworks and the Cody Museum and the final trip was to Greybull to visit the Dinosaur Museum, Geology Museum, and a little roller skating.

DELTA Camp-

Eight kids completed the first session of DELTA camp. Day 1 was spent at the Field Camp on the high ropes course, day 2 was spent in Spirit Mountain Cave, and day 3 was our water day where the kids learned how to paddle board. The final day was spent rock climbing.

Campus Service

Professional Staff and Classified Staff members provided funds and volunteer time to purchase and plant flowers along the walk-way between the Hinckley Library and the Orendorff Building.



nwc.edu/mission



nwc.edu/vision



TO: Lisa Watson, NWC President
FROM: Shelby Wetzel, NWC Foundation Executive Director
RE: NWC Foundation Activities for June 2023

NWC Foundation/Alumni Boards:

- Conducting Strategic Plan development work with both the Foundation and Alumni Association Boards.
- Held Development, Executive, and Governance Committee meetings for the Foundation.
- Held Events Committee meeting of the Alumni Association.
- Continuing transition of financial systems and updating processes as necessary.

Fundraising:

- Conducting major gift solicitations to secure Vibrancy Campaign commitments for the Student Center. Facilitating communications regarding Student Center project and fundraising efforts. Also planning Construction Celebration/Beam Signing as part of Paint the Town Red.
- Coordinating Student Center Facility Naming opportunities with potential donors. Also developing Naming program to encourage participation gifts from smaller-level donors.
- Helped facilitate the Trapper Booster Club's Trapper Bonanza golf tournament and Calcutta dinner in June. Preparing materials for TBC membership solicitations.
- Working with outside vendor to revise the Foundation's Planned Giving website.
- Continuing cultivation and solicitation work with donor prospects and follow-up regarding pledges and gift documents.

Marketing/Events:

- Distributed NWC's Retiree newsletter. Completing the Alumni and Friends publication.
- Coordinating details for the Trapper Classic Car Show on July 1.
- Preparing content for the 2022 Foundation Annual Report and Honor Roll of Giving.
- Coordinating Alumni Association Ice Cream Social at the Big Horn County Fair in Basin on August 3.
- Planning for AA's Beer Garden activity at Paint the Town Red on August 25.

Miscellaneous:

- Hosted reception for WCC Commission meetings on campus.
- Initiated employee evaluation process.

July 10, 2023

TO: Board of Trustees

FROM: Lisa M. Watson, President, VPASF

RE: Student Center Project Updated

Temporary Dining Facility

The final inspection of the building was completed, and the certificate of occupancy has been obtained. The maximum guaranteed price of \$1,482,155 and the estimated additional Gravel of 60,000.

Student Center Building

With the demolition of the old building and fill gravel complete, foundation work on the new building has begun. Excavation, sighting, rebar work, and concrete pours are underway. The project schedule is on track.

Projected Financing

Previously, 1 million was sent as part of the architectural design and CMAR services. 1.2 million was transferred in September 2022 for architect and temporary dining construction costs. Northwest College transferred \$1 million again in January, February, and March from reserves as part of the match to State funds. These funds are projected to cover project expenditures until the end of June.

Project Snapshot

As of early June the state provided the following information about the project.

BUDGETS	State - GF	NWC - PF	Total
2021 001 WC22 WCC			
BUDGETED REVENUE	1,000,000.00	1,000,000.00	2,000,000.00
REVENUE REC'D	1,000,000.00	1,000,000.00	2,000,000.00
ENCUMBERED	113,479.34	118,316.45	231,795.79
EXPENSES	886,520.66	881,683.55	1,768,204.21
REMAINING	0.00	0.00	0.00
2023 001 WC22 WCC			
BUDGETED REVENUE	13,911,668.00	11,219,088.00	25,130,756.00
REVENUE REC'D	13,911,668.00	4,383,267.00	18,294,935.00
ENCUMBERED	2,520,513.19	2,520,513.17	5,041,026.36
EXPENSES	1,892,161.88	1,856,788.55	3,748,950.43
REMAINING BUDGET	9,498,992.93	6,841,786.28	16,340,779.21
REMAINING CASH	9,498,992.93	5,965.28	9,504,958.21
CONTINGENCY	2,243,817.00		2,243,817.00
ADMIN COSTS	448,764.00		448,764.00
ARTS IN PUBLIC BUILDINGS	100,000.00		100,000.00
TRUE UNOBLIGATED & AVAILABLE FUNDING	6,706,411.93	5,965.28	6,712,377.21
UNOBLIGATED BUDGET REMAINING	6,706,411.93	6,841,786.28	13,548,198.21

As the Encumberd Amounts are expensed by the State, we will be required to send additional funding.



Administrative Services

307.754.6403 • FAX 307.754.6245 • 800.560.4692
 231 W 6TH ST BLDG I
 POWELL, WY 82435-1898 USA
 www.nwc.edu

June 29, 2023

TO: Lisa M. Watson, President

FROM: Mark Grant, Finance Director

RE: Check Register Summary

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

	Supplies	Servs/Fees/ Repr/ Maint	Assoc/Travel / Misc	Utilites/Ins/ Support	Schlr/Grants /Waivers	Other Operating Exp	Capital/ Equip	New Constr/ Cap Impr	Total
Fund 10	\$ 25,215.15	\$ 141,904.67	\$ 20,125.88	\$ 46,102.79	\$ 179,568.00	\$ 16,661.67	\$ 4,703.80	\$ -	\$ 434,281.96
Fund 11	5,233.81	3,491.71	20,589.66	-	-	1,218.10	-	-	30,533.28
Fund 12	5,259.91	6,696.58	1,295.84	25,026.58	-	94,833.07	-	355.78	133,467.76
Fund 14	200.00	3,141.85	2,520.87	-	-	-	-	-	5,862.72
Fund 15	6,519.70	3,279.50	1,506.35	412.99	-	4,807.45	-	-	16,525.99
Fund 22	3,144.76	175.86	4,837.18	-	-	1,920.05	10,742.12	-	20,819.97
Fund 70	-	15,251.44	-	-	-	-	-	-	15,251.44
Fund 71	-	25,862.45	-	-	-	-	-	189,128.75	214,991.20
Fund 74	-	-	-	-	-	-	-	-	-
Total	\$ 45,573.33	\$ 199,804.06	\$ 50,875.78	\$ 71,542.36	\$ 179,568.00	\$ 119,440.34	\$ 15,445.92	\$ 189,484.53	\$ 871,734.32

Please find the attached June 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 - July 2023

10 Operating Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	5/31/2023	V0278321	Acad Affairs VP	91 Supplies	Sodexo Operations LLC	BAS reception-veggie	\$301.00
10	6/22/2023	V0278563	Acad Affairs VP	91 Supplies	Sodexo Operations LLC	RNL Consulting	\$150.00
10	6/13/2023	V0278454	ADA Compliance	91 Supplies	Transfer Visa	Webinar reg fees	\$399.00
10	5/30/2023	V0278293	Ag Tech Bus Div	91 Supplies	Transfer Visa	Electronic business cards	\$280.80
10	6/26/2023	V0278591	Animal Judge	91 Supplies	Wyo State 4H Foundation	Buckle	\$125.00
10	6/6/2023	V0278388	Anthropology	91 Supplies	Synchrony Bank/Amazon	3 of genreal tools for	\$54.00
10	6/1/2023	V0278359	Art	91 Supplies	Powell Ace Hardware LLC	Pails, hose, sponges,	\$81.27
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Art materials	\$16.34
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Balloons	\$5.04
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Cake, choc, etc for	\$18.00
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Candy, easter crafts,	\$63.30
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Ceramic materials	\$568.97
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Chado school	\$210.50
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Course materials	\$43.06
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Deptmnt sup	\$90.58
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Donuts, water, juice,	\$63.70
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Easter art project	\$103.78
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Glaze	\$68.00
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Meals	\$74.55
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	WIFI passes	\$70.00
10	6/2/2023	V0278373	Art	91 Supplies	Transfer Visa	Workshop food sup	\$178.67
10	5/30/2023	V0278298	Athletic Dir	91 Supplies	Transfer Visa	Subscription renewal	\$50.00
10	5/31/2023	V0278334	Athletic Dir	91 Supplies	Transfer Visa	Esports gear	\$1,983.94
10	5/30/2023	V0278298	Athletic Trainer	91 Supplies	Transfer Visa	Knee brace, scissors,	\$1,075.08

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	5/30/2023	V0278303	Biology	91 Supplies	White Ink	Postage DNA samples	\$65.37
10	6/6/2023	V0278388	Biology	91 Supplies	Synchrony Bank/Amazon	Book, giemsa stain	\$88.63
10	6/27/2023	V0278597	Biology	91 Supplies	Synchrony Bank/Amazon	Skunk lure, batteries,	\$197.89
10	6/5/2023	V0278378	Bldg Maint	91 Supplies	Powell Ace Hardware LLC	Shop supplies	\$414.88
10	6/7/2023	V0278394	Bldg Maint	91 Supplies	Specialty Tool & Attachment	shop: drill	\$215.00
10	6/7/2023	V0278398	Bldg Maint	91 Supplies	American Welding & Gas Inc	shop: welding	\$81.80
10	6/7/2023	V0278399	Bldg Maint	91 Supplies	Beartooth Environmental Inc	drummed waste disposal	\$512.50
10	6/7/2023	V0278406	Bldg Maint	91 Supplies	Fastenal Company	shop	\$82.77
10	6/8/2023	V0278422	Bldg Maint	91 Supplies	O'Connor Company	Shop USB link	\$400.00
10	6/13/2023	V0278450	Bldg Maint	91 Supplies	McIntosh Oil Inc	May 2023 fuel	\$1,930.68
10	6/21/2023	V0278532	Bldg Maint	91 Supplies	PSA Laboratory Furniture LLC	packing for lab furniture	\$968.75
10	6/21/2023	V0278539	Bldg Maint	91 Supplies	Johnstone Supply	shop	\$52.59
10	6/21/2023	V0278540	Bldg Maint	91 Supplies	Fastenal Company	shop: batteries	\$71.97
10	6/21/2023	V0278550	Bldg Maint	91 Supplies	Elogic Inc	shop: wire	\$385.00
10	6/23/2023	V0278573	Bldg Maint	91 Supplies	Transfer Visa	Shop: filters	\$131.16
10	6/23/2023	V0278574	Bldg Maint	91 Supplies	Transfer Visa	Shop filters	\$294.65
10	6/23/2023	V0278574	Bldg Maint	91 Supplies	Transfer Visa	Travel kits	\$62.45
10	6/27/2023	V0278597	Bldg Maint	91 Supplies	Synchrony Bank/Amazon	GEN2 radios	\$314.70
10	6/13/2023	V0278450	Campus Security	91 Supplies	McIntosh Oil Inc	May 2023 fuel	\$149.51
10	6/27/2023	V0278597	Comm & Mktg	91 Supplies	Synchrony Bank/Amazon	Rockville rockshield 3	\$69.95
10	6/6/2023	V0278388	Computer Srv	91 Supplies	Synchrony Bank/Amazon	Label tapes	\$21.97
10	6/27/2023	V0278597	Computer Srv	91 Supplies	Synchrony Bank/Amazon	Keyboards, gel pens,	\$543.61
10	6/27/2023	V0278597	Computer Srv	91 Supplies	Synchrony Bank/Amazon	Laptop, monitors, stands,	\$1,562.17
10	5/31/2023	V0278336	Cust/Grounds	91 Supplies	KB Commercial Products	custodial supplies	\$397.12
10	6/5/2023	V0278378	Cust/Grounds	91 Supplies	Powell Ace Hardware LLC	Custodial supplies	\$15.99
10	6/7/2023	V0278405	Cust/Grounds	91 Supplies	KB Commercial Products	custodialL floor stripper	\$1,323.72
10	6/21/2023	V0278538	Cust/Grounds	91 Supplies	KB Commercial Products	custodial - summer cleani	\$774.68

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/23/2023	V0278574	Cust/Grounds	91 Supplies	Transfer Visa	Soap	\$12.58
10	6/6/2023	V0278388	Education	91 Supplies	Synchrony Bank/Amazon	White board cleaner sets,	\$27.45
10	6/6/2023	V0278388	Engineering	91 Supplies	Synchrony Bank/Amazon	Composition paper	\$126.84
10	6/2/2023	V0278373	English	91 Supplies	Transfer Visa	Meals	\$36.19
10	6/13/2023	V0278454	Equine Studies	91 Supplies	Transfer Visa	ABI attachments	\$294.32
10	5/30/2023	V0278285	Forensic	91 Supplies	Transfer Visa	Meals	\$140.55
10	6/6/2023	V0278388	Forensic	91 Supplies	Synchrony Bank/Amazon	Book	\$16.81
10	6/2/2023	V0278373	Graphic Arts	91 Supplies	Transfer Visa	Ink, toner	\$903.71
10	5/31/2023	V0278315	Grounds	91 Supplies	Transfer Visa	Grounds-Daffodils	\$13.71
10	5/31/2023	V0278337	Grounds	91 Supplies	2M Company	grounds	\$453.69
10	6/1/2023	V0278354	Grounds	91 Supplies	Aldrich's Lumber	Grounds supplies	\$22.32
10	6/5/2023	V0278378	Grounds	91 Supplies	Powell Ace Hardware LLC	Grounds supplies	\$698.86
10	6/7/2023	V0278396	Grounds	91 Supplies	Park Cty Weed & Pest	grounds: equine	\$421.79
10	6/7/2023	V0278415	Grounds	91 Supplies	O'Reilly Auto Parts	grounds	\$8.49
10	6/7/2023	V0278416	Grounds	91 Supplies	John Deere Financial	grounds	\$174.63
10	6/22/2023	V0278565	Grounds	91 Supplies	Bradford Sup Co	Grounds-valves	\$179.60
10	6/27/2023	V0278597	Instr Tech Sup	91 Supplies	Synchrony Bank/Amazon	AV adapters	\$135.82
10	6/27/2023	V0278597	Instr Tech Sup	91 Supplies	Synchrony Bank/Amazon	Camera video miker	\$245.99
10	6/27/2023	V0278597	Instr Tech Sup	91 Supplies	Synchrony Bank/Amazon	Xvive wireless XLR	\$253.99
10	6/27/2023	V0278597	Intern't'l Recruit	91 Supplies	Synchrony Bank/Amazon	Bulletin board travel	\$126.62
10	6/2/2023	V0278373	Language	91 Supplies	Transfer Visa	Chicken, grains, cabbage	\$27.09
10	6/6/2023	V0278388	Library	91 Supplies	Synchrony Bank/Amazon	Batteries, bug traps and	\$117.78
10	6/6/2023	V0278388	Library	91 Supplies	Synchrony Bank/Amazon	Carpet sweeper, ink	\$42.23
10	6/6/2023	V0278388	Math	91 Supplies	Synchrony Bank/Amazon	Calculator	\$110.00
10	5/30/2023	V0278302	Nursing	91 Supplies	Transfer Visa	IV arm replacement	\$557.00
10	6/6/2023	V0278388	Nursing	91 Supplies	Synchrony Bank/Amazon	Label stickers, Laminator	\$332.10
10	5/31/2023	V0278307	Outdoor Ed	91 Supplies	Transfer Visa	Candy bar, chips, chicken	\$25.47

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	5/31/2023	V0278307	Outdoor Ed	91 Supplies	Transfer Visa	Satellite service and	\$148.00
10	6/13/2023	V0278454	Outdoor Ed	91 Supplies	Transfer Visa	Rescue source sup, BCA	\$275.29
10	6/27/2023	V0278597	Plant Admin	91 Supplies	Synchrony Bank/Amazon	Desk calendars	\$51.35
10	6/5/2023	V0278376	Pres Office	91 Supplies	Transfer Visa	Book	\$59.95
10	6/13/2023	V0278450	Pres Office	91 Supplies	McIntosh Oil Inc	May 2023 fuel	\$170.25
10	6/13/2023	V0278450	Rodeo Men	91 Supplies	McIntosh Oil Inc	May 2023 fuel	\$229.08
10	6/6/2023	V0278388	Social Sci Div	91 Supplies	Synchrony Bank/Amazon	Sharpie gel pens, post	\$138.76
10	5/30/2023	V0278293	Speech	91 Supplies	Transfer Visa	Candy, plastic ware,	\$77.02
10	5/30/2023	V0278293	Speech	91 Supplies	Transfer Visa	Chips, snacks	\$23.01
10	5/30/2023	V0278293	Speech	91 Supplies	Transfer Visa	End of year awards	\$189.00
10	6/14/2023	V0278468	Speech	91 Supplies	Transfer Visa	Lyft ride, laundromat	\$25.93
10	5/31/2023	V0278326	Student Compliance	91 Supplies	Laura L. Gwinn	Binders, file folders	\$54.06
10	6/6/2023	V0278388	Stu Success Prog	91 Supplies	Synchrony Bank/Amazon	Pens, tissues, batteries,	\$159.83
10	6/27/2023	V0278597	Stu Success Prog	91 Supplies	Synchrony Bank/Amazon	Heaters	\$106.78
10	6/6/2023	V0278388	Tutoring	91 Supplies	Synchrony Bank/Amazon	Tutor awards	\$120.61
10	6/2/2023	V0278373	Visual/Perf Art Div	91 Supplies	Transfer Visa	Dept food sup	\$84.34
10	6/2/2023	V0278373	Visual/Perf Art Div	91 Supplies	Transfer Visa	Dept supplies	\$28.46
10	6/2/2023	V0278373	Visual/Perf Art Div	91 Supplies	Transfer Visa	Meals	\$185.36
10	5/31/2023	V0278320	Welding	91 Supplies	Norco	Tips	\$306.68
10	6/5/2023	V0278379	Welding	91 Supplies	Powell Ace Hardware LLC	Auto shut off gas can	\$28.99
10	6/13/2023	V0278450	Welding	91 Supplies	McIntosh Oil Inc	May 2023 fuel	\$42.68
			Sum:	91 Supplies			\$25,215.15

10 Operating Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/16/2023	V0278490	ABE,GED,ESL	92 Servs/Fees/Repr/Maint	Jessica A. Smith	HiSET test fees	\$28.25
10	6/2/2023	V0278373	Art	92 Servs/Fees/Repr/Maint	Transfer Visa	Envirovent motor	\$375.00

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/2/2023	V0278373	Art	92 Servs/Fees/Repr/Maint	Transfer Visa	Envirovent replacement	\$375.00
10	6/15/2023	V0278482	Athletic Dir	92 Servs/Fees/Repr/Maint	Vision West Inc	Give away tshirts	\$550.00
10	6/19/2023	V0278506	Athletic Dir	92 Servs/Fees/Repr/Maint	Transfer Visa	Meals	\$177.46
10	6/12/2023	V0278440	Athletic Trainer	92 Servs/Fees/Repr/Maint	Powell Valley Health Care	Athletic training contrac	\$2,800.00
10	5/30/2023	V0278291	Bldg Maint	92 Servs/Fees/Repr/Maint	Transfer Visa	Equine repairs-Cabre	\$565.47
10	5/31/2023	V0278315	Bldg Maint	92 Servs/Fees/Repr/Maint	Transfer Visa	Equine bldg repairs	\$635.59
10	5/31/2023	V0278333	Bldg Maint	92 Servs/Fees/Repr/Maint	Bloedorn Lumber	bldg repair: frisby	\$39.56
10	6/1/2023	V0278343	Bldg Maint	92 Servs/Fees/Repr/Maint	CED	electrical yellowstone b	\$25.87
10	6/1/2023	V0278354	Bldg Maint	92 Servs/Fees/Repr/Maint	Aldrich's Lumber	Building repairs	\$169.16
10	6/5/2023	V0278378	Bldg Maint	92 Servs/Fees/Repr/Maint	Powell Ace Hardware LLC	Building repairs	\$487.13
10	6/7/2023	V0278392	Bldg Maint	92 Servs/Fees/Repr/Maint	Johnson Controls Fire Protection	equip repair: fire alarm	\$5,847.00
10	6/7/2023	V0278397	Bldg Maint	92 Servs/Fees/Repr/Maint	Big Valley Bearing & Sup	eq repair: equine	\$93.42
10	6/7/2023	V0278404	Bldg Maint	92 Servs/Fees/Repr/Maint	CED	temp dining ele	\$212.18
10	6/7/2023	V0278416	Bldg Maint	92 Servs/Fees/Repr/Maint	John Deere Financial	bldg repair: pump house	\$154.99
10	6/8/2023	V0278424	Bldg Maint	92 Servs/Fees/Repr/Maint	Casper Tin Shop LLC	Equine bldg repairs	\$8,900.00
10	6/21/2023	V0278534	Bldg Maint	92 Servs/Fees/Repr/Maint	ELM Diesel Truck Repair LLC	service moyer & yb	\$1,527.02
10	6/21/2023	V0278535	Bldg Maint	92 Servs/Fees/Repr/Maint	Big Horn Co-op Marketing	cc21 new tires	\$1,224.00
10	6/21/2023	V0278537	Bldg Maint	92 Servs/Fees/Repr/Maint	Casper Winnelson Co	bldg repair	\$244.15
10	6/21/2023	V0278541	Bldg Maint	92 Servs/Fees/Repr/Maint	Coulter Car Care	cc389, cc42 oil change	\$210.85
10	6/23/2023	V0278573	Bldg Maint	92 Servs/Fees/Repr/Maint	Transfer Visa	Building repairs-physical	\$390.15
10	6/28/2023	V0278604	Bldg Maint	92 Servs/Fees/Repr/Maint	2M Company	Bldg repairs	\$125.00
10	6/12/2023	V0278438	College Serv	92 Servs/Fees/Repr/Maint	Sodexo Operations LLC	WCCC meetings-catering	\$779.10
10	5/30/2023	V0278296	Computer Srv	92 Servs/Fees/Repr/Maint	Blackbaud Inc	06-18-23 to 06-17-24	\$10,799.51
10	6/1/2023	V0278356	Computer Srv	92 Servs/Fees/Repr/Maint	Office Shop	Copier Maintenance	\$22,016.72
10	6/6/2023	V0278388	Computer Srv	92 Servs/Fees/Repr/Maint	Synchrony Bank/Amazon	Fiber pigtail cables	\$20.11
10	6/7/2023	V0278418	Computer Srv	92 Servs/Fees/Repr/Maint	Heart Mountain Tech LLC	Consultant fees	\$300.00
10	6/13/2023	V0278456	Computer Srv	92 Servs/Fees/Repr/Maint	ITsavvy LLC	VIPRE Endpoint Renewal	\$13,959.00

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/21/2023	V0278545	Computer Srv	92 Servs/Fees/Repr/Maint	Gruber Power Services	APC Symmetra LX Intel Mod	\$2,200.00
10	6/21/2023	V0278545	Computer Srv	92 Servs/Fees/Repr/Maint	Gruber Power Services	Shipping	\$52.49
10	6/21/2023	V0278547	Computer Srv	92 Servs/Fees/Repr/Maint	AdmitHub	Software fees	\$25,410.00
10	5/31/2023	V0278336	Cust/Grounds	92 Servs/Fees/Repr/Maint	KB Commercial Products	equip repair	\$121.78
10	5/31/2023	V0278329	Extend Camp	92 Servs/Fees/Repr/Maint	Park Cty School Dist #16	Fall 22/Sp 23 concurrent	\$3,325.00
10	6/7/2023	V0278407	Grounds	92 Servs/Fees/Repr/Maint	Griffis Quality Fencing	temp dining & ashley fenc	\$8,928.00
10	6/7/2023	V0278416	Grounds	92 Servs/Fees/Repr/Maint	John Deere Financial	grounds: equip repair	\$208.92
10	6/12/2023	V0278443	Instr Tech Sup	92 Servs/Fees/Repr/Maint	Turnitin LLC	Feedback Enterprise Lic	\$6,815.90
10	6/12/2023	V0278436	Internt'l Recruit	92 Servs/Fees/Repr/Maint	Necati A. Sozuoz	Consulting serv for NWC	\$1,672.20
10	6/20/2023	V0278514	Mens BB	92 Servs/Fees/Repr/Maint	Transfer Visa	Meals	\$31.50
10	6/2/2023	V0278373	Music	92 Servs/Fees/Repr/Maint	Transfer Visa	Lodging, tickets	\$1,532.29
10	6/6/2023	V0278383	Outdoor Ed	92 Servs/Fees/Repr/Maint	Nat'l Assoc for Search & Rescue	Course fees	\$440.00
10	6/6/2023	V0278388	Outdoor Ed	92 Servs/Fees/Repr/Maint	Synchrony Bank/Amazon	Bandaging tape, skin	\$218.71
10	6/6/2023	V0278388	Outdoor Ed	92 Servs/Fees/Repr/Maint	Synchrony Bank/Amazon	Totes, wound care	\$119.98
10	6/13/2023	V0278454	Outdoor Ed	92 Servs/Fees/Repr/Maint	Transfer Visa	Red Cross CPR-Pro	\$99.00
10	6/13/2023	V0278454	Outdoor Ed	92 Servs/Fees/Repr/Maint	Transfer Visa	Repair kit	\$297.21
10	6/21/2023	V0278533	Plant Admin	92 Servs/Fees/Repr/Maint	Rapid Fire Protection Inc	contractual: annual fire	\$12,400.00
10	6/8/2023	V0278420	Rodeo Women	92 Servs/Fees/Repr/Maint	Becky Nose	Honorarium-Aug 2022 to	\$5,000.00
			Sum:	92 Servs/Fees/Repr/Maint			\$141,904.67

10 Operating Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/26/2023	V0278588	ABE,GED,ESL	93 Assoc/Travel/Misc	Transfer Visa	Shuttle	\$88.00
10	5/30/2023	V0278295	Acad Affairs VP	93 Assoc/Travel/Misc	Transfer Visa	Lodging-Torrington	\$180.76
10	5/30/2023	V0278295	Acad Affairs VP	93 Assoc/Travel/Misc	Transfer Visa	Training	\$129.00
10	6/16/2023	V0278494	Acad Affairs VP	93 Assoc/Travel/Misc	Transfer Visa	Conf reg fees	\$1,666.67
10	6/5/2023	V0278380	Agriculture	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$1,392.75

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/2/2023	V0278373	Art	93 Assoc/Travel/Misc	Transfer Visa	Japanese rail pass	\$267.83
10	6/2/2023	V0278373	Art	93 Assoc/Travel/Misc	Transfer Visa	Lodging, meals	\$527.65
10	6/5/2023	V0278380	Biology	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$43.65
10	5/31/2023	V0278334	Campus Security	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$29.55
10	6/7/2023	V0278410	Campus Security	93 Assoc/Travel/Misc	Coulter Car Care	CC301 security truck oil	\$105.94
10	6/13/2023	V0278457	Computer Srv	93 Assoc/Travel/Misc	Andy McDonald	Lodging, conf reg fees	\$250.00
10	6/14/2023	V0278470	Computer Srv	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$23.82
10	6/5/2023	V0278380	Enroll Serv	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$134.10
10	5/30/2023	V0278285	Forensic	93 Assoc/Travel/Misc	Transfer Visa	District food	\$59.23
10	5/30/2023	V0278285	Forensic	93 Assoc/Travel/Misc	Transfer Visa	Lodging, meals	\$2,289.39
10	5/30/2023	V0278285	Forensic	93 Assoc/Travel/Misc	Transfer Visa	Lodging, rental car,	\$1,426.80
10	6/5/2023	V0278380	Internt'l Recruit	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$1,319.45
10	6/6/2023	V0278390	Internt'l Recruit	93 Assoc/Travel/Misc	Kara C. Ryf	Lodging, per diem	\$1,631.72
10	6/19/2023	V0278502	Internt'l Recruit	93 Assoc/Travel/Misc	Sodexo Operations LLC	Meals for visiting agent	\$30.00
10	6/16/2023	V0278491	Library	93 Assoc/Travel/Misc	Transfer Visa	Fuel	\$20.19
10	6/16/2023	V0278491	Library	93 Assoc/Travel/Misc	Transfer Visa	Lodging, meals	\$299.36
10	6/5/2023	V0278380	Mens BB	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$545.40
10	6/5/2023	V0278380	Mens Soccer	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$157.73
10	5/30/2023	V0278302	Nursing	93 Assoc/Travel/Misc	Transfer Visa	Baggage fees, meals,	\$760.60
10	5/30/2023	V0278302	Nursing	93 Assoc/Travel/Misc	Transfer Visa	OADN membership renewal	\$595.00
10	5/30/2023	V0278291	Plant Admin	93 Assoc/Travel/Misc	Transfer Visa	Electrical license dues	\$100.00
10	6/5/2023	V0278376	Pres Office	93 Assoc/Travel/Misc	Transfer Visa	AACC reg fees	\$600.00
10	6/5/2023	V0278376	Pres Office	93 Assoc/Travel/Misc	Transfer Visa	Wyo CPA membership dues	\$390.00
10	6/12/2023	V0278441	Pres Office	93 Assoc/Travel/Misc	Lisa M. Watson	Per Diem-Florida	\$147.75
10	6/14/2023	V0278467	Pres Office	93 Assoc/Travel/Misc	Transfer Visa	Lodging	\$1,351.48
10	6/14/2023	V0278467	Pres Office	93 Assoc/Travel/Misc	Transfer Visa	Lodging, meals	\$999.90
10	6/28/2023	V0278603	Pres Office	93 Assoc/Travel/Misc	Kendle R. Jeffs	Mileage reimbursement	\$85.50

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/14/2023	V0278471	Registrar Off	93 Assoc/Travel/Misc	Brooke E. Merkel	Mileage reimbursement	\$213.30
10	6/20/2023	V0278512	Rodeo Women	93 Assoc/Travel/Misc	NWC Accounts Receivable	Rodeo per diem meals	\$600.00
10	6/5/2023	V0278380	Social Sci Div	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$355.95
10	5/31/2023	V0278325	Student Compliance	93 Assoc/Travel/Misc	Laura L. Gwinn	Fuel reimbursement	\$50.11
10	6/28/2023	V0278612	Stu Serv VP	93 Assoc/Travel/Misc	Sodexo Operations LLC	ADA webinar food sup	\$74.50
10	5/30/2023	V0278292	Theatre	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$155.10
10	5/31/2023	V0278317	Tutoring	93 Assoc/Travel/Misc	Transfer Visa	Food supplies	\$51.52
10	5/31/2023	V0278317	Tutoring	93 Assoc/Travel/Misc	Transfer Visa	Spoons, cups, plates,	\$27.51
10	6/5/2023	V0278380	Visual/Perf Art Div	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$92.70
10	6/5/2023	V0278380	Womens Soccer	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$157.72
10	6/12/2023	V0278437	Wrestling	93 Assoc/Travel/Misc	Jim R Zeigler	Lodging-Casper reimburse	\$698.25
			Sum:	93 Assoc/Travel/Misc			\$20,125.88
10 Operating Fund							
10	6/8/2023	V0278428	Computer Srv	94 Utilities/Ins/Support	Century Link	Telephone service	\$322.12
10	6/8/2023	V0278429	Computer Srv	94 Utilities/Ins/Support	Century Link	Telephone service	\$96.09
10	6/13/2023	V0278447	Computer Srv	94 Utilities/Ins/Support	Verizon Wireless	Telephone service	\$5,294.93
10	6/13/2023	V0278448	Computer Srv	94 Utilities/Ins/Support	TCT WEST INC	Computer serv internet	\$124.00
10	6/13/2023	V0278448	Computer Srv	94 Utilities/Ins/Support	TCT WEST INC	Intercultural center	\$205.98
10	6/13/2023	V0278448	Computer Srv	94 Utilities/Ins/Support	TCT WEST INC	Moyer SIP trunk	\$1,203.87
10	6/13/2023	V0278448	Computer Srv	94 Utilities/Ins/Support	TCT WEST INC	Veterans lounge internet	\$153.53
10	6/13/2023	V0278448	Computer Srv	94 Utilities/Ins/Support	TCT WEST INC	YAB & Moyer SIP & test	\$104.90
10	6/15/2023	V0278477	Computer Srv	94 Utilities/Ins/Support	Century Link	Telephone service	\$505.44
10	6/21/2023	V0278548	Computer Srv	94 Utilities/Ins/Support	Verizon Wireless	Telephone service	\$82.93
10	6/8/2023	V0278425	Extend Camp	94 Utilities/Ins/Support	Park County Clerk	Cody Center rent June 23	\$5,463.47
10	6/7/2023	V0278395	Field Camp	94 Utilities/Ins/Support	Rocky Mtn Power	may23 electric field stat	\$434.19
10	5/31/2023	V0278335	Rodeo Arena	94 Utilities/Ins/Support	Black Hills Energy	rodeo heat april23	\$91.55

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/7/2023	V0278391	Rodeo Arena	94 Utilities/Ins/Support	Garland Light & Power Co	rodeo electric may23	\$486.86
10	6/1/2023	V0278347	Utilities	94 Utilities/Ins/Support	Powell City of	Apr 23 electricity	\$21,907.54
10	6/1/2023	V0278347	Utilities	94 Utilities/Ins/Support	Powell City of	Apr 23 sanitation	\$2,422.30
10	6/1/2023	V0278347	Utilities	94 Utilities/Ins/Support	Powell City of	Apr 23 sewer	\$734.18
10	6/1/2023	V0278347	Utilities	94 Utilities/Ins/Support	Powell City of	Apr 23 water	\$2,643.60
10	6/7/2023	V0278391	Utilities	94 Utilities/Ins/Support	Garland Light & Power Co	electric campus may23	\$1,977.80
10	6/7/2023	V0278400	Utilities	94 Utilities/Ins/Support	Keele Sanitation LLC	equine/ag dumpster	\$85.00
10	6/7/2023	V0278401	Utilities	94 Utilities/Ins/Support	Park County Landfill	dump runs	\$176.20
10	6/7/2023	V0278403	Utilities	94 Utilities/Ins/Support	Montana Dakota Utilities Co	may23 heat lhouse, ag fab	\$410.27
10	6/20/2023	V0278509	Utilities	94 Utilities/Ins/Support	Rainbow Gas Company	May 23 Gen campus heat	\$745.99
10	6/20/2023	V0278510	Utilities	94 Utilities/Ins/Support	Montana Dakota Utilities Co	May 23 Gen campus, EQ, PP	\$430.05
			Sum:	94 Utilities/Ins/Support			\$46,102.79

10 Operating Fund

10	6/19/2023	V0278501	NWC	96 Schlrs/Grants/Waivers	NWC Current Fund	Spring 23 & Summer 23	\$179,568.00
			Sum:	96 Schlrs/Grants/Waivers			\$179,568.00

10 Operating Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/23/2023	V0278570	Acad Affairs VP	97 Other Operating Exp	Transfer Print Shop	2023 AA org chart updates	\$7.50
10	6/23/2023	V0278570	Acad Affairs VP	97 Other Operating Exp	Transfer Print Shop	deepthi business card	\$46.00
10	6/23/2023	V0278570	Admin Serv	97 Other Operating Exp	Transfer Print Shop	fy24 fiscal year calendar	\$30.00
10	6/2/2023	V0278373	Art	97 Other Operating Exp	Transfer Visa	Freight	\$176.61
10	6/23/2023	V0278570	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	golf calcutta rules	\$10.00
10	6/23/2023	V0278570	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	golf drink tickets	\$4.15
10	6/23/2023	V0278570	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	golf hole sponsor signs	\$11.50
10	6/23/2023	V0278570	Athletic Dir	97 Other Operating Exp	Transfer Print Shop	golf rules sponsor sheet	\$20.00

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/7/2023	V0278408	Comm & Mktg	97 Other Operating Exp	Northern Wyoming News	Inserts enrollment	\$200.00
10	6/7/2023	V0278409	Comm & Mktg	97 Other Operating Exp	Powell Tribune	Ads-inserts enrollment	\$2,269.50
10	6/7/2023	V0278419	Comm & Mktg	97 Other Operating Exp	Basin Republican Rustler	Summer inserts enrollment	\$200.00
10	6/12/2023	V0278444	Comm & Mktg	97 Other Operating Exp	Cody Enterprise	Enrollment campaign ads	\$1,787.40
10	6/20/2023	V0278516	Comm & Mktg	97 Other Operating Exp	Advance 360	Digital enrollment	\$5,697.78
10	5/31/2023	V0278306	Computer Srv	97 Other Operating Exp	Fedex	Postage	\$276.29
10	6/12/2023	V0278442	Computer Srv	97 Other Operating Exp	Quadient Finance USA Inc	NeoShip postage	\$324.46
10	6/13/2023	V0278452	Computer Srv	97 Other Operating Exp	United Parcel Serv	Postage	\$24.94
10	6/20/2023	V0278513	Computer Srv	97 Other Operating Exp	Fedex	Postage	\$42.64
10	6/20/2023	V0278522	Computer Srv	97 Other Operating Exp	United Parcel Serv	Postage	\$33.26
10	6/26/2023	V0278579	Computer Srv	97 Other Operating Exp	United Parcel Serv	Postage	\$16.32
10	6/26/2023	V0278583	Computer Srv	97 Other Operating Exp	Fedex	Postage	\$21.69
10	6/28/2023	V0278599	Computer Srv	97 Other Operating Exp	Aldrich's Lumber	Keys for T West mailboxes	\$32.93
10	6/15/2023	V0278480	Enroll Serv	97 Other Operating Exp	Cody Enterprise	Student Academic	\$412.00
10	6/20/2023	V0278517	Extend Camp	97 Other Operating Exp	Park County Fair	CDL fair space rent	\$625.00
10	6/21/2023	V0278558	Gear Up 16	97 Other Operating Exp	Transfer Visa	Sales tax	\$12.14
10	6/23/2023	V0278570	Graphic Arts	97 Other Operating Exp	Transfer Print Shop	blank paper, 12x18	\$100.00
10	6/20/2023	V0278513	Intern't'l Recruit	97 Other Operating Exp	Fedex	Postage	\$40.56
10	6/23/2023	V0278570	Photography	97 Other Operating Exp	Transfer Print Shop	2023 photo posters, 3	\$4,239.00
			Sum:	97 Other Operating Exp			\$16,661.67
10 Operating Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
10	6/19/2023	V0278506	Fitness Center	98 Expend--Capital/Equip	Transfer Visa	Online courses	\$718.80
10	6/26/2023	V0278576	Fitness Center	98 Expend--Capital/Equip	Gem Fitness, Inc	Benches	\$3,985.00
			Sum:	98 Expend--Capital/Equip			\$4,703.80
			Sum:				\$434,281.96

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	5/31/2023	V0278307	Class Staf Dev	91 Supplies	Transfer Visa	Flowers	\$165.00
11	5/31/2023	V0278307	Class Staf Dev	91 Supplies	Transfer Visa	Gift cards	\$257.56
11	6/13/2023	V0278454	Class Staf Dev	91 Supplies	Transfer Visa	Flowers	\$125.00
11	6/5/2023	V0278374	Human Resource	91 Supplies	Backgrounds Online	Pree-employment checks	\$686.25
11	6/13/2023	V0278449	Human Resource	91 Supplies	Academic Impressions	1 year membership	\$4,000.00
			Sum:	91 Supplies			\$5,233.81
11 One Mill Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
11	6/21/2023	V0278531	1M College Services	92 Servs/Fees/Repr/Maint	Crowley Fleck PLLP	Legal May 2023	\$2,080.00
11	6/28/2023	V0278615	1M College Services	92 Servs/Fees/Repr/Maint	Transfer Visa	Airfare/travel insurance	\$1,411.71
			Sum:	92 Servs/Fees/Repr/Maint			\$3,491.71
11 One Mill Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
11	6/5/2023	V0278376	1M College Services	93 Assoc/Travel/Misc	Transfer Visa	Lodging	\$2,813.60
11	6/5/2023	V0278376	1M College Services	93 Assoc/Travel/Misc	Transfer Visa	Meals, uber, fuel for	\$534.16
11	6/12/2023	V0278432	1M College Services	93 Assoc/Travel/Misc	Transfer Visa	Airfares	\$1,749.44
11	6/13/2023	V0278459	1M College Services	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$301.76
11	6/16/2023	V0278492	1M College Services	93 Assoc/Travel/Misc	Transfer Visa	Conf registration fees	\$3,451.90
11	6/21/2023	V0278543	1M College Services	93 Assoc/Travel/Misc	Marquis Awards	Retiree plaque(G Geraud)	\$98.00
11	6/21/2023	V0278552	1M College Services	93 Assoc/Travel/Misc	Transfer Visa	Parade - Candy, bug spray	\$122.78
11	6/28/2023	V0278600	1M College Services	93 Assoc/Travel/Misc	Patsy Long	Death benefit for Ray	\$9,575.33
11	5/30/2023	V0278283	Human Resource	93 Assoc/Travel/Misc	CUPA	07-01-23 to 06-30-24 HR	\$700.00
11	6/19/2023	V0278505	Human Resource	93 Assoc/Travel/Misc	Jill M. Anderson	Lodging, meals, mileage	\$1,242.69

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
			Sum:	93 Assoc/Travel/Misc			\$20,589.66
11 One Mill Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
11	5/30/2023	V0278292	Human Resource	97 Other Operating Exp	Transfer Visa	Meals	\$100.62
11	5/31/2023	V0278304	Human Resource	97 Other Operating Exp	Transfer Visa	Meals	\$71.70
11	5/31/2023	V0278305	Human Resource	97 Other Operating Exp	Transfer Visa	Meals	\$45.44
11	5/31/2023	V0278330	Human Resource	97 Other Operating Exp	Transfer Visa	Meals	\$64.50
11	6/5/2023	V0278377	Human Resource	97 Other Operating Exp	Powell Tribune	Job vacancy ads	\$125.75
11	6/6/2023	V0278386	Human Resource	97 Other Operating Exp	Transfer Visa	Meals	\$137.08
11	6/14/2023	V0278462	Human Resource	97 Other Operating Exp	Cody Enterprise	Multiple job ads	\$118.94
11	6/21/2023	V0278544	Human Resource	97 Other Operating Exp	YourMembership.com inc	Job ad	\$300.00
11	6/26/2023	V0278575	Human Resource	97 Other Operating Exp	YourMembership.com inc	Job ads	\$249.00
11	6/23/2023	V0278570	Trustees Board	97 Other Operating Exp	Transfer Print Shop	june board book	\$5.07
			Sum:	97 Other Operating Exp			\$1,218.10
			Sum:				\$30,533.28

12 Auxiliary Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	5/31/2023	V0278314	Food Service	91 Supplies	Transfer Visa	Auto pilot valve	\$271.41
12	5/31/2023	V0278327	Food Service	91 Supplies	Quality Propane Service Inc	Kitchen/dining tank rent	\$60.00
12	5/30/2023	V0278301	Print Srv	91 Supplies	Uline	Mailing tubes, boxes	\$1,436.77
12	6/21/2023	V0278546	Print Srv	91 Supplies	Powell Tribune	06-19 NWC Plates	\$5.00
12	6/26/2023	V0278581	Print Srv	91 Supplies	Modern Litho	Posters	\$2,642.57
12	6/26/2023	V0278582	Print Srv	91 Supplies	Powell Tribune	2 plates	\$10.00
12	6/23/2023	V0278574	Res Halls	91 Supplies	Transfer Visa	Soap	\$6.29
12	6/13/2023	V0278450	Stabling	91 Supplies	McIntosh Oil Inc	May 2023 fuel	\$8.94

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	6/14/2023	V0278464	Stabling	91 Supplies	Big Horn Co-op Marketing	Pump high glow, lead wire	\$163.16
12	6/14/2023	V0278465	Stabling	91 Supplies	John Deere Financial	Pro auto test light, QT	\$240.89
12	6/1/2023	V0278358	Trap Vil Main	91 Supplies	Powell Ace Hardware LLC	Batteries	\$38.98
12	6/23/2023	V0278574	Trap Vil Main	91 Supplies	Transfer Visa	Bedding for D Bldg TV Mai	\$119.84
12	6/13/2023	V0278450	Trap Vil West	91 Supplies	McIntosh Oil Inc	May 2023 fuel	\$256.06
			Sum:	91 Supplies			\$5,259.91
12 Auxiliary Fund							
12	6/5/2023	V0278378	Food Service	92 Servs/Fees/Repr/Maint	Powell Ace Hardware LLC	Dining-kitchen repairs	\$80.91
12	6/20/2023	V0278523	Food Service	92 Servs/Fees/Repr/Maint	Orkin Pest Control Inc	Pest control-dining	\$86.48
12	5/31/2023	V0278332	Motor Pool	92 Servs/Fees/Repr/Maint	Express Toll	denver toll charge	\$9.20
12	6/23/2023	V0278573	Motor Pool	92 Servs/Fees/Repr/Maint	Transfer Visa	Toll charges	\$14.00
12	5/31/2023	V0278315	Res Halls	92 Servs/Fees/Repr/Maint	Transfer Visa	Res halls repairs	\$1,210.39
12	6/1/2023	V0278352	Res Halls	92 Servs/Fees/Repr/Maint	Big Sky Fire Protection Serv LLC	L & C repair frozen	\$899.85
12	6/1/2023	V0278353	Res Halls	92 Servs/Fees/Repr/Maint	Grainger	Simpson: shower head	\$43.47
12	6/1/2023	V0278354	Res Halls	92 Servs/Fees/Repr/Maint	Aldrich's Lumber	Res halls repairs	\$271.74
12	6/5/2023	V0278378	Res Halls	92 Servs/Fees/Repr/Maint	Powell Ace Hardware LLC	Res halls repairs	\$311.42
12	6/8/2023	V0278427	Res Halls	92 Servs/Fees/Repr/Maint	Bradford Sup Co	Simpson bldg repair	\$697.97
12	6/1/2023	V0278354	Trap Vil Main	92 Servs/Fees/Repr/Maint	Aldrich's Lumber	TV main repairs	\$634.56
12	6/5/2023	V0278378	Trap Vil Main	92 Servs/Fees/Repr/Maint	Powell Ace Hardware LLC	TV Main repairs	\$131.53
12	6/22/2023	V0278565	Trap Vil Main	92 Servs/Fees/Repr/Maint	Bradford Sup Co	TV Main Repairs	\$11.76
12	6/23/2023	V0278572	Trap Vil Main	92 Servs/Fees/Repr/Maint	Transfer Visa	TV Main repairs	\$135.72
12	6/28/2023	V0278602	Trap Vil Main	92 Servs/Fees/Repr/Maint	Big Sky Fire Protection Serv LLC	TV Main A:sprinkler	\$571.46
12	6/1/2023	V0278354	Trap Vil West	92 Servs/Fees/Repr/Maint	Aldrich's Lumber	TV West repairs	\$191.91
12	6/5/2023	V0278378	Trap Vil West	92 Servs/Fees/Repr/Maint	Powell Ace Hardware LLC	TV West repairs	\$111.53
12	6/20/2023	V0278511	Trap Vil West	92 Servs/Fees/Repr/Maint	Northern Indust Hygiene Inc	Asbestos survey 1412 A	\$929.75
12	6/23/2023	V0278574	Trap Vil West	92 Servs/Fees/Repr/Maint	Transfer Visa	TV West : filters	\$352.93

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
			Sum:	92 Servs/Fees/Repr/Maint			\$6,696.58
12 Auxiliary Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	5/30/2023	V0278291	Motor Pool	93 Assoc/Travel/Misc	Transfer Visa	Lodging	\$389.80
12	6/6/2023	V0278388	Res Halls	93 Assoc/Travel/Misc	Synchrony Bank/Amazon	RA banquet prizes	\$375.63
12	6/6/2023	V0278388	Res Halls	93 Assoc/Travel/Misc	Synchrony Bank/Amazon	RA point purchases	\$137.00
12	6/15/2023	V0278478	Res Halls	93 Assoc/Travel/Misc	Transfer Visa	Lodging	\$195.11
12	6/27/2023	V0278594	Res Halls	93 Assoc/Travel/Misc	Transfer Visa	Air fryer liner	\$9.99
12	6/28/2023	V0278614	Res Halls	93 Assoc/Travel/Misc	Transfer Visa	CLT program supplies	\$40.72
12	6/28/2023	V0278614	Res Halls	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$60.58
12	6/28/2023	V0278614	Res Halls	93 Assoc/Travel/Misc	Transfer Visa	RA banquet prizes	\$87.01
			Sum:	93 Assoc/Travel/Misc			\$1,295.84
12 Auxiliary Fund							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	6/8/2023	V0278425	Food Service	94 Utilities/Ins/Support	Park County Clerk	Kitchen rent June 2023	\$1,000.00
12	6/1/2023	V0278347	Res Halls	94 Utilities/Ins/Support	Powell City of	Apr 23 res halls electric	\$7,719.48
12	6/1/2023	V0278347	Res Halls	94 Utilities/Ins/Support	Powell City of	Apr 23 res halls sanitati	\$1,340.67
12	6/1/2023	V0278347	Res Halls	94 Utilities/Ins/Support	Powell City of	Apr 23 Res halls sewer	\$406.35
12	6/1/2023	V0278347	Res Halls	94 Utilities/Ins/Support	Powell City of	Apr 23 res halls water	\$1,463.18
12	6/13/2023	V0278448	Res Halls	94 Utilities/Ins/Support	TCT WEST INC	Res halls internet	\$3,400.00
12	6/20/2023	V0278509	Res Halls	94 Utilities/Ins/Support	Rainbow Gas Company	May 23 Res halls heat	\$313.07
12	6/20/2023	V0278510	Res Halls	94 Utilities/Ins/Support	Montana Dakota Utilities Co	May 23 res halls heat	\$85.97
12	6/22/2023	V0278567	Res Halls	94 Utilities/Ins/Support	TCT WEST INC	res halls cable	\$358.00
12	6/1/2023	V0278347	Trap Vil Main	94 Utilities/Ins/Support	Powell City of	Apr 23 T Main electric	\$471.41
12	6/1/2023	V0278347	Trap Vil Main	94 Utilities/Ins/Support	Powell City of	Apr 23 T Main sanitation	\$150.48

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	6/1/2023	V0278347	Trap Vil Main	94 Utilities/Ins/Support	Powell City of	Apr 23 T Main sewer	\$45.61
12	6/1/2023	V0278347	Trap Vil Main	94 Utilities/Ins/Support	Powell City of	Apr 23 T Main water	\$164.23
12	6/20/2023	V0278509	Trap Vil Main	94 Utilities/Ins/Support	Rainbow Gas Company	May 23 TV Main heat	\$35.14
12	6/20/2023	V0278510	Trap Vil Main	94 Utilities/Ins/Support	Montana Dakota Utilities Co	May 23 TV Main heat	\$9.65
12	6/22/2023	V0278567	Trap Vil Main	94 Utilities/Ins/Support	TCT WEST INC	twv cable internet	\$469.03
12	6/1/2023	V0278348	Trap Vil West	94 Utilities/Ins/Support	Powell City of	APR 23 Sanitation	\$1,013.01
12	6/1/2023	V0278348	Trap Vil West	94 Utilities/Ins/Support	Powell City of	Apr 23 sewer	\$209.68
12	6/1/2023	V0278348	Trap Vil West	94 Utilities/Ins/Support	Powell City of	Apr 23 water	\$1,051.02
12	6/1/2023	V0278348	Trap Vil West	94 Utilities/Ins/Support	Powell City of	Arp 23 recycle	\$1.88
12	6/1/2023	V0278348	Trap Vil West	94 Utilities/Ins/Support	Powell City of	TV West electricity	\$3,273.87
12	6/20/2023	V0278510	Trap Vil West	94 Utilities/Ins/Support	Montana Dakota Utilities Co	May 23 TV West heat	\$796.72
12	6/22/2023	V0278567	Trap Vil West	94 Utilities/Ins/Support	TCT WEST INC	tvm cable internet	\$1,240.61
12	6/22/2023	V0278568	Trap Vil West	94 Utilities/Ins/Support	Rocky Mtn Power	TVW Electric	\$7.52
			Sum:	94 Utilities/Ins/Support			\$25,026.58

12 Auxiliary Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	6/13/2023	V0278453	Conf/Facility	97 Other Operating Exp	Sodexo Operations LLC	Wichita Geology conf	\$7,245.00
12	6/23/2023	V0278570	Conf/Facility	97 Other Operating Exp	Transfer Print Shop	SU conference key card	\$46.50
12	6/27/2023	V0278594	Conf/Facility	97 Other Operating Exp	Transfer Visa	Cleaning sup-laundry	\$83.15
12	6/12/2023	V0278439	Food Service	97 Other Operating Exp	Sodexo Operations LLC	May 2023 operations	\$80,909.53
12	5/30/2023	V0278285	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$498.35
12	5/30/2023	V0278289	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$722.47
12	5/30/2023	V0278292	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$331.87
12	5/30/2023	V0278295	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$62.29
12	5/31/2023	V0278315	Motor Pool	97 Other Operating Exp	Transfer Visa	Fleet: School bus repair	\$59.81
12	5/31/2023	V0278339	Motor Pool	97 Other Operating Exp	Western Collision Repair Inc	cc16 bumper repair	\$1,842.13

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	5/31/2023	V0278340	Motor Pool	97 Other Operating Exp	Coulter Car Care	cc46 oil	\$99.95
12	6/1/2023	V0278364	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$88.01
12	6/5/2023	V0278376	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$72.71
12	6/7/2023	V0278393	Motor Pool	97 Other Operating Exp	Verisk\Insurance Info Exchange	motor vehicle reports	\$32.55
12	6/7/2023	V0278402	Motor Pool	97 Other Operating Exp	ELM Diesel Truck Repair LLC	cc20 dot inspection	\$529.06
12	6/7/2023	V0278412	Motor Pool	97 Other Operating Exp	ELM Diesel Truck Repair LLC	cc27 dot inspection	\$121.00
12	6/7/2023	V0278415	Motor Pool	97 Other Operating Exp	O'Reilly Auto Parts	fleet supplies	\$38.96
12	6/13/2023	V0278450	Motor Pool	97 Other Operating Exp	McIntosh Oil Inc	May 2023 fuel	\$996.97
12	6/14/2023	V0278467	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$43.18
12	6/14/2023	V0278470	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$40.00
12	6/19/2023	V0278506	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$93.28
12	6/20/2023	V0278514	Motor Pool	97 Other Operating Exp	Transfer Visa	Fuel	\$119.16
12	6/21/2023	V0278536	Motor Pool	97 Other Operating Exp	Yellowstone Motors	cc37 repair check engine	\$757.14
			Sum:	97 Other Operating Exp			\$94,833.07

12 Auxiliary Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
12	5/31/2023	V0278315	Trap Vil West	99 Exp-New Constr/Cap Impr	Transfer Visa	TV West repairs	\$355.78
			Sum:	99 Exp-New Constr/Cap Impr			\$355.78
			Sum:				\$133,467.76

14 Comm Serv/Non-Credit Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
14	6/2/2023	V0278373	Music Festival	91 Supplies	Transfer Visa	Donuts, scones, muffins,	\$200.00
			Sum:	91 Supplies			\$200.00

14 Comm Serv/Non-Credit Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
14	6/20/2023	V0278524	Yellwstn Sum Music	92 Servs/Fees/Repr/Maint	Sam F. Woodis	2023 YSNC instructor	\$700.00
14	6/20/2023	V0278528	Yellwstn Sum Music	92 Servs/Fees/Repr/Maint	Donald A. Christman	2023 YSMC instructor	\$700.00
14	6/20/2023	V0278529	Yellwstn Sum Music	92 Servs/Fees/Repr/Maint	Jeff C Troxel	2023 YSMC intructor	\$700.00
14	6/21/2023	V0278530	Yellwstn Sum Music	92 Servs/Fees/Repr/Maint	Mark Fenderson	2023 YSMC instructor	\$1,000.00
14	6/23/2023	V0278569	Yellwstn Sum Music	92 Servs/Fees/Repr/Maint	Kaelin A. Crichton	Bal due Counselor fee	\$41.85
			Sum:	92 Servs/Fees/Repr/Maint			\$3,141.85

14 Comm Serv/Non-Credit Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
14	6/2/2023	V0278373	Jazz Festival	93 Assoc/Travel/Misc	Transfer Visa	Batteries	\$18.99
14	6/19/2023	V0278500	Jazz Festival	93 Assoc/Travel/Misc	Transfer Visa	Facebook ads	\$50.00
14	6/20/2023	V0278525	Yellwstn Sum Music	93 Assoc/Travel/Misc	Vision West Inc	80 Tshirts	\$740.00
14	6/20/2023	V0278526	Yellwstn Sum Music	93 Assoc/Travel/Misc	Craig Olson	YSMC piano tuning	\$300.00
14	6/20/2023	V0278527	Yellwstn Sum Music	93 Assoc/Travel/Misc	Kaelin A. Crichton	2023 YSMC instructor	\$300.00
14	6/21/2023	V0278549	Yellwstn Sum Music	93 Assoc/Travel/Misc	Tristan A. Eggener	YSMC airfare reimbursemen	\$667.85
14	6/27/2023	V0278597	Yellwstn Sum Music	93 Assoc/Travel/Misc	Synchrony Bank/Amazon	Mugs, sunscreen	\$282.94
14	6/28/2023	V0278610	Yellwstn Sum Music	93 Assoc/Travel/Misc	Janelle R. Paris	Reimburse for starbucks	\$161.09
			Sum:	93 Assoc/Travel/Misc			\$2,520.87
			Sum:				\$5,862.72

15 Continuing Educ Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	6/6/2023	V0278382	Workforce Dev	91 Supplies	Sodexo Operations LLC	Lunch catering	\$201.90
15	6/6/2023	V0278383	Workforce Dev	91 Supplies	Nat'l Assoc for Search & Rescue	NASAR training	\$450.00
15	6/7/2023	V0278417	Workforce Dev	91 Supplies	Sodexo Operations LLC	Bankers conf food sup	\$2,822.93

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	6/15/2023	V0278479	Workforce Dev	91 Supplies	Transfer Visa	CDL truck wash	\$14.00
15	6/15/2023	V0278479	Workforce Dev	91 Supplies	Transfer Visa	Food for Delta trip	\$294.33
15	6/20/2023	V0278518	Workforce Dev	91 Supplies	Sodexo Operations LLC	Classes catering food	\$1,685.58
15	6/21/2023	V0278555	Workforce Dev	91 Supplies	Transfer Visa	Car wash	\$21.00
15	6/1/2023	V0278364	Workforce HS NC	91 Supplies	Transfer Visa	Drivers ed fees	\$209.82
15	6/6/2023	V0278381	Workforce HS NC	91 Supplies	R & A Safety Training	HS certification-Forklift	\$75.00
15	6/13/2023	V0278446	Workforce HS NC	91 Supplies	Transfer Visa	Drivers ed testing	\$69.94
15	6/15/2023	V0278479	Workforce HS NC	91 Supplies	Transfer Visa	Forklift online safety	\$59.00
15	6/15/2023	V0278483	Workforce HS NC	91 Supplies	Transfer Visa	HS ServSafe Manager	\$179.00
15	6/15/2023	V0278484	Workforce HS NC	91 Supplies	Transfer Visa	Drivers ed course	\$69.94
15	6/19/2023	V0278496	Workforce HS NC	91 Supplies	Transfer Visa	Drivers ed 4 students	\$279.76
15	6/21/2023	V0278554	Wyo Works CDL	91 Supplies	Transfer Visa	CDL testing	\$87.50
			Sum:	91 Supplies			\$6,519.70

15 Continuing Educ Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	6/1/2023	V0278364	Workforce Dev	92 Servs/Fees/Repr/Maint	Transfer Visa	Reg fees	\$79.50
15	6/21/2023	V0278542	Workforce Dev	92 Servs/Fees/Repr/Maint	ACT	Workkeys (05-02-23)	\$150.00
15	6/21/2023	V0278555	Workforce Dev	92 Servs/Fees/Repr/Maint	Transfer Visa	Skiing	\$550.00
15	6/26/2023	V0278584	Wyo Works CDL	92 Servs/Fees/Repr/Maint	TKO Auto Repair LLC	Truck lease May 2023	\$2,500.00
			Sum:	92 Servs/Fees/Repr/Maint			\$3,279.50

15 Continuing Educ Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	6/1/2023	V0278364	Workforce Dev	93 Assoc/Travel/Misc	Transfer Visa	Lodging	\$89.27
15	6/1/2023	V0278364	Workforce Dev	93 Assoc/Travel/Misc	Transfer Visa	Meal Lander Conf	\$6.32
15	6/1/2023	V0278364	Workforce Dev	93 Assoc/Travel/Misc	Transfer Visa	Onx subscription	\$99.99

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	6/1/2023	V0278364	Workforce Dev	93 Assoc/Travel/Misc	Transfer Visa	Training meals	\$71.42
15	6/5/2023	V0278380	Workforce Dev	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$223.35
15	6/21/2023	V0278555	Workforce Dev	93 Assoc/Travel/Misc	Transfer Visa	Lodging	\$264.50
15	6/27/2023	V0278595	Workforce Dev	93 Assoc/Travel/Misc	Transfer Visa	Fuel	\$43.54
15	6/27/2023	V0278595	Workforce Dev	93 Assoc/Travel/Misc	Transfer Visa	Lodging	\$567.40
15	6/27/2023	V0278595	Workforce Dev	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$140.56
			Sum:	93 Assoc/Travel/Misc			\$1,506.35

15 Continuing Educ Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	6/1/2023	V0278348	Workforce Dev	94 Utilities/Ins/Support	Powell City of	Apr 23 electricity	\$213.05
15	6/1/2023	V0278348	Workforce Dev	94 Utilities/Ins/Support	Powell City of	Apr 23 recycle	\$0.12
15	6/1/2023	V0278348	Workforce Dev	94 Utilities/Ins/Support	Powell City of	Apr 23 sanitation	\$65.92
15	6/1/2023	V0278348	Workforce Dev	94 Utilities/Ins/Support	Powell City of	Apr 23 sewer	\$13.65
15	6/1/2023	V0278348	Workforce Dev	94 Utilities/Ins/Support	Powell City of	Apr 23 water	\$68.40
15	6/20/2023	V0278510	Workforce Dev	94 Utilities/Ins/Support	Montana Dakota Utilities Co	May 23 CTD heat	\$51.85
			Sum:	94 Utilities/Ins/Support			\$412.99

15 Continuing Educ Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
15	6/13/2023	V0278455	Workforce Dev	97 Other Operating Exp	Transfer Visa	Mailchimp monthly chg	\$60.00
15	6/20/2023	V0278521	Workforce Dev	97 Other Operating Exp	Transfer Visa	Mailchimp monthly chg	\$60.00
15	6/23/2023	V0278570	Workforce Dev	97 Other Operating Exp	Transfer Print Shop	human trafficking flyer	\$1.50
15	6/7/2023	V0278414	Wyo Works CDL	97 Other Operating Exp	TKO Auto Repair LLC	CDL truck repairs	\$1,073.04
15	6/13/2023	V0278450	Wyo Works CDL	97 Other Operating Exp	McIntosh Oil Inc	May 2023 fuel	\$3,511.99
15	6/20/2023	V0278519	Wyo Works CDL	97 Other Operating Exp	Big Horn Co-op Marketing	Def Ultrapure	\$61.94
15	6/27/2023	V0278597	Wyo Works CDL	97 Other Operating Exp	Synchrony Bank/Amazon	Tire pressure guages,	\$38.98

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
			Sum:	97 Other Operating Exp			\$4,807.45
			Sum:				\$16,525.99

22 General Restricted Fund

22	5/30/2023	V0278298	Athletic Concession	91 Supplies	Transfer Visa	Chips, mustard, hot dog	\$44.01
22	5/30/2023	V0278298	Athletic Concession	91 Supplies	Transfer Visa	Hot dogs	\$22.73
22	6/2/2023	V0278366	Athletic Concession	91 Supplies	Transfer Visa	Food supplies	\$38.99
22	6/26/2023	V0278577	Instruction Support	91 Supplies	Wenger Corp	098G054 Signature 4-step	\$2,575.45
22	6/26/2023	V0278577	Instruction Support	91 Supplies	Wenger Corp	Freight	\$463.58
			Sum:	91 Supplies			\$3,144.76

22 General Restricted Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	6/1/2023	V0278364	Rec Co-Op Donation	92 Servs/Fees/Repr/Maint	Transfer Visa	Replacement raft pump	\$175.86
			Sum:	92 Servs/Fees/Repr/Maint			\$175.86

22 General Restricted Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	5/30/2023	V0278289	Ag Dept Donations	93 Assoc/Travel/Misc	Transfer Visa	Lodging, meals, parking,	\$2,127.27
22	5/31/2023	V0278334	Ashley Council	93 Assoc/Travel/Misc	Transfer Visa	Simpson easter service	\$150.00
22	6/27/2023	V0278594	Ashley Council	93 Assoc/Travel/Misc	Transfer Visa	Clay beads	\$15.02
22	5/31/2023	V0278334	Lewis/Clark Counc	93 Assoc/Travel/Misc	Transfer Visa	Candy	\$181.15
22	5/31/2023	V0278334	Lewis/Clark Counc	93 Assoc/Travel/Misc	Transfer Visa	Canvas panels	\$14.56
22	5/31/2023	V0278334	Lewis/Clark Counc	93 Assoc/Travel/Misc	Transfer Visa	Chips, batteries, candy	\$50.00
22	5/31/2023	V0278334	Lewis/Clark Counc	93 Assoc/Travel/Misc	Transfer Visa	Paint	\$55.92
22	6/1/2023	V0278349	Lewis/Clark Counc	93 Assoc/Travel/Misc	Chris Dugger	RA programs supplies	\$36.92
22	5/31/2023	V0278319	Library Donation	93 Assoc/Travel/Misc	Transfer Visa	Cake, fruit, nuts, pop	\$60.46

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	6/16/2023	V0278495	NWC Literacy	93 Assoc/Travel/Misc	Sandy Myers	Per Diem	\$276.50
22	5/31/2023	V0278304	SAAE (Financial Aid)	93 Assoc/Travel/Misc	Transfer Visa	Lodging, meals	\$415.48
22	5/31/2023	V0278341	Stu Success IDC	93 Assoc/Travel/Misc	Dandelion Designs Co	4 Staff tshirts	\$80.00
22	6/1/2023	V0278350	Stu Success IDC	93 Assoc/Travel/Misc	Sodexo Operations LLC	Feb-May 2023 meals, cake	\$576.75
22	6/5/2023	V0278380	Wolsborn Environ	93 Assoc/Travel/Misc	Transfer Motor Pool	May 2023 mileage	\$610.20
22	6/2/2023	V0278373	Writers Series	93 Assoc/Travel/Misc	Transfer Visa	Meals	\$186.95
			Sum:	93 Assoc/Travel/Misc			\$4,837.18

22 General Restricted Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	5/31/2023	V0278305	Graduation	97 Other Operating Exp	Transfer Visa	Gift Cards	\$66.20
22	6/14/2023	V0278461	Graduation	97 Other Operating Exp	Hillside Floral LLC	Graduation floral	\$200.00
22	6/23/2023	V0278570	Graduation	97 Other Operating Exp	Transfer Print Shop	sp23 diplomas, 199	\$112.10
22	6/6/2023	V0278388	Nelson Shoemaker Libra	97 Other Operating Exp	Synchrony Bank/Amazon	Books	\$1,491.45
22	6/27/2023	V0278597	Nelson Shoemaker Libra	97 Other Operating Exp	Synchrony Bank/Amazon	Book	\$50.30
			Sum:	97 Other Operating Exp			\$1,920.05

22 General Restricted Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
22	6/28/2023	V0278605	Motor Pool	98 Expend--Capital/Equip	Anderson Service Inc	Tommy gate for CC44	\$6,736.00
22	5/31/2023	V0278310	Wolsborn Environ	98 Expend--Capital/Equip	Transfer Visa	Back country access	\$4,006.12
			Sum:	98 Expend--Capital/Equip			\$10,742.12
			Sum:				\$20,819.97

70 Plant Fund

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
70	5/30/2023	V0278284	WCCC Contgncy	92 Servs/Fees/Repr/Maint	Bradford Sup Co	TV Main Boiler project	\$345.39

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
70	5/31/2023	V0278315	WCCC Contgncy	92 Servs/Fees/Repr/Maint	Transfer Visa	Barracks boiler project	\$754.77
70	6/5/2023	V0278378	WCCC Contgncy	92 Servs/Fees/Repr/Maint	Powell Ace Hardware LLC	TV Main boiler project	\$224.23
70	6/8/2023	V0278423	WCCC Contgncy	92 Servs/Fees/Repr/Maint	2M Company	TV Main boilers	\$610.11
70	6/8/2023	V0278424	WCCC Contgncy	92 Servs/Fees/Repr/Maint	Casper Tin Shop LLC	Colter boiler	\$3,500.00
70	6/8/2023	V0278426	WCCC Contgncy	92 Servs/Fees/Repr/Maint	EDA Consulting Engineers	Barrack boilers	\$1,500.00
70	6/8/2023	V0278427	WCCC Contgncy	92 Servs/Fees/Repr/Maint	Bradford Sup Co	Barracks boiler project	\$507.74
70	6/21/2023	V0278556	WCCC Contgncy	92 Servs/Fees/Repr/Maint	Transfer Visa	Barrack boiler project	\$233.82
70	6/23/2023	V0278572	WCCC Contgncy	92 Servs/Fees/Repr/Maint	Transfer Visa	Boiler projects	\$1,270.27
70	6/28/2023	V0278604	WCCC Contgncy	92 Servs/Fees/Repr/Maint	2M Company	TV Main D boilers	\$140.00
70	6/28/2023	V0278606	WCCC Contgncy	92 Servs/Fees/Repr/Maint	Bradford Sup Co	TV Main boilers	\$835.11
70	6/28/2023	V0278611	WCCC Contgncy	92 Servs/Fees/Repr/Maint	Elogic Inc	Barrack boiler project	\$5,330.00
			Sum:	92 Servs/Fees/Repr/Maint			\$15,251.44
			Sum:				\$15,251.44

71 Capital Construction							
Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
71	6/1/2023	V0278345	Ag Pavilion ER	92 Servs/Fees/Repr/Maint	Northern Indust Hygiene Inc	Ag renovation professiona	\$1,493.00
71	6/21/2023	V0278551	Ag Pavilion ER	92 Servs/Fees/Repr/Maint	Point Architects	Ag project	\$10,015.00
71	5/31/2023	V0278324	Campus Paving	92 Servs/Fees/Repr/Maint	Engineering Associates Inc	L & C parking lot	\$7,348.75
71	6/28/2023	V0278608	Campus Paving	92 Servs/Fees/Repr/Maint	Engineering Associates Inc	L & C parking lot	\$3,155.50
71	5/31/2023	V0278323	Campus PLANNING	92 Servs/Fees/Repr/Maint	Engineering Associates Inc	Campus lighting	\$1,967.36
71	6/28/2023	V0278607	Campus PLANNING	92 Servs/Fees/Repr/Maint	Engineering Associates Inc	Campus lighting Prof fees	\$334.96
71	6/21/2023	V0278551	Moyer CC AC	92 Servs/Fees/Repr/Maint	Point Architects	Moyer project	\$250.00
71	6/21/2023	V0278551	Rodeo	92 Servs/Fees/Repr/Maint	Point Architects	Rodeo remodel	\$1,072.88
71	6/8/2023	V0278426	Sci/Math Bldg	92 Servs/Fees/Repr/Maint	EDA Consulting Engineers	Sci/Math Exhaust prof fee	\$225.00
			Sum:	92 Servs/Fees/Repr/Maint			\$25,862.45

Fund	Date	Voucher ID	Department Desc	Subclass With Desc	Voucher Vendor Name	Line Desc	Amount
71 Capital Construction							
71	6/8/2023	V0278422	Ag Pavilion ER	99 Exp-New Constr/Cap Impr	O'Connor Company	Ag renovation	\$1,430.00
71	6/1/2023	V0278354	Ashley Hall	99 Exp-New Constr/Cap Impr	Aldrich's Lumber	Ashley remodel	\$122.81
71	6/5/2023	V0278378	Ashley Hall	99 Exp-New Constr/Cap Impr	Powell Ace Hardware LLC	Ashley hall remodel	\$52.33
71	6/28/2023	V0278609	Campus PLANNING	99 Exp-New Constr/Cap Impr	Bar T Electric Inc	Campus lighting	\$151,939.13
71	5/31/2023	V0278322	Rodeo	99 Exp-New Constr/Cap Impr	Bar T Electric Inc	Rodeo remodel final	\$4,991.86
71	6/1/2023	V0278346	Sci/Math Bldg	99 Exp-New Constr/Cap Impr	Casper Winnelson Co	Sci/Math pump project	\$212.64
71	6/8/2023	V0278421	Sci/Math Bldg	99 Exp-New Constr/Cap Impr	G & R Controls Inc	Sci/Math exhaust hoods	\$30,000.00
71	6/1/2023	V0278354	Trap Vil Main	99 Exp-New Constr/Cap Impr	Aldrich's Lumber	TV Main remodel	\$379.98
			Sum:	99 Exp-New Constr/Cap Impr			\$189,128.75
			Sum:				\$214,991.20

Operating Funds – As of May 31, 2023

OPERATING							
Revenue Sources	Budget	Actual	Difference		On Budget	Monitor	Concern
Tuition	3,479,823	3,850,137	370,314	111%			
Fees	1,118,028	1,182,683	64,654	106%			
State Appropriations	11,337,570	10,646,809	-690,761	94%			
Local Tax Levy	3,834,750	4,410,329	575,578	115%			
Other Sources	310,680	232,866	-77,814	75%			
Reserve Utilization	0	0	0	0%			
Total Revenue	20,080,852	20,322,824	241,972				
Expenditures by Program							
					On Budget	Monitor	Concern
Instruction	7,546,534	5,576,380	1,970,154	74%			
Public Service	96,256	19,194	77,061	20%			
Academic Support	1,696,650	1,185,679	510,971	70%			
Student Services	3,088,428	2,835,688	252,740	92%			
Institutional Support	4,458,998	3,416,324	1,042,674	77%			
Operations and Maint/Plant	2,456,984	2,226,892	230,093	91%			
Scholarships	737,002	599,667	137,335	81%			
Total Expenditures	20,080,852	15,859,825	4,221,027				

Comments

Tuition and Fees- FY 2023 budgets were built on estimated enrollment in a non-COVID year with historical spring attrition. At this point, Northwest College's tuition and fee revenue slightly exceeds the budget net of scholarships.

State Appropriations- The Wyoming Community College Commission has completed the recapture redistribution calculation for FY 2023. Northwest College was required to redistribute \$589,328 through the funding allocation formula. Northwest College is monitoring the FY 2023 Budget compared to the actual.

Local Appropriations- Local appropriations from Park County assessments are exceeding the budget due to 2021 legislation changes. Northwest College is currently receiving 2021 and 2022 mineral royalties. Northwest College and the community colleges are analyzing the additional revenue to determine how to address the long-term volatility of the mineral extraction industry and deferral options.

Reserve Utilization- The Board of Trustees approved an FY 2023 budget with no reserve utilization. Northwest College will continue to monitor actual revenue relative to expenditures and report accordingly.

Expenditures by Program- Northwest College will monitor FY 2023 expenditures to ensure they align with actualized revenue.

Auxiliary Fund – As of May 31, 2023

AUXILIARY							
Revenue Sources	Budget	Actual	Difference		On Budget	Monitor	Concern
Food Service	861,875	1,011,864	149,989	117%			
Residence Halls	1,129,314	1,248,103	118,789	111%			
Bookstore	20,000	22,524	2,524	113%			
Copy Center	170,846	119,556	-51,290	70%			
Motor Pool	218,384	187,298	-31,085	86%			
Other	716,687	744,514	27,827	104%			
Total Revenue	3,117,106	3,333,859	216,753				
Expenditures by Service							
Service	Budget	Actual	Difference		On Budget	Monitor	Concern
Food Service	861,875	1,092,505	-230,630	127%			
Residence Halls	1,125,012	1,061,812	63,199	94%			
Bookstore	20,000	0	20,000	0%			
Copy Center	170,846	142,883	27,963	84%			
Motor Pool	218,384	202,671	15,713	93%			
Other	720,989	604,295	116,694	84%			
Total Expenditures	3,117,106	3,104,165	12,940				

Comments

Food Service- Northwest College budgeted 260 meal plans for Fall 2022 and 225 for Spring 2023. As of September 16, 2022, Northwest College had sold 306 meal plans for Fall 2022. As of January 27, 2023, Northwest College had sold 259 meal plans for Spring 2023. Food service continues to operate on a modified contract with Sodexo under a cost model with a capped management fee of \$10,000. Northwest College continues to work with Sodexo’s management to provide our students with the best food service product at a cost within budget. Additional costs (transportation, compostables) have been incurred as part of the Student Center project and will continue until the project is complete. Northwest College notes expenditures exceed revenues. Northwest College will continue to monitor dining services expenditures.

Residence Halls- Northwest College budgeted 260 students to live in the residence halls for Fall 2022 and 225 for Spring 2022. Occupancy for Fall 2022 and Spring 2023 was divided between Simpson, Lewis and Clark, and Colter Halls. As of September 16, 2022, Northwest College’s Fall 2022 occupancy was 300 students. As of January 27, 2023, Northwest College’s Spring 2023 actual occupancy was 256 students after typical spring attrition. Northwest College will monitor FY 2023 expenditures to ensure they align with actualized revenue.

Copy Center and Motor Pool- Revenue for copy center (print services) and motor pool are recorded the month following when services are performed. Northwest College will review FY 2024 rates as part of the FY 2024 budgeting process to ensure rates are being properly adjusted for an increase in costs due to inflation.

July 3, 2023

TO: President Watson

RE: Final Fourth Quarter Budget Adjustments

Presented for your review are the final fourth quarter budget adjustments for fiscal year 2023.

We have recorded new revenue and expense budgets for grant funds awarded to Northwest College.

Recommended Action: Approval of the final fourth quarter budget adjustments for the 2023 fiscal year.

FINAL FOURTH QUARTER BUDGET ADJUSTMENTS FOR FISCAL 2023

UNRESTRICTED CURRENT FUNDS

OPERATING FUND		
Revenue		
* Wyo Works Constr Operator	131,732.00	Fund 15 State Grant
Expense		
Wyo Works Constr Operator	(131,732.00)	
NET	0.00	

RESTRICTED CURRENT FUNDS

* Hathaway Scholarships		
Revenue	6,200.00	Opportunity Schlrs Budget Update
Expense	(6,200.00)	
* Hathaway Scholarships		
Revenue	39,200.00	Need-Based Schlrs Budget Update
Expense	(39,200.00)	
* WYIN Nursing		
Revenue	20,500.00	Need-Based Schlrs Budget Update
Expense	(20,500.00)	
NET	0.00	

TOTAL CURRENT FUNDS	ORIGINAL ADOPTED	Prior Adjustment	This Quarter	ADJUSTED BUDGET
Budgeted Revenue	28,544,937	1,871,977.90	197,632.00	30,614,547
Budgeted Expense	(28,544,937)	(1,871,977.90)	(197,632.00)	(30,614,547)

APPROVED NWC BOARD POLICY MANUAL UPDATES - JULY 1, 2022 TO JUNE 30, 2023

#	POLICY NAME	CHANGES APPROVED	APPROVED	EFFECTIVE
2200	Board Membership	Amend Policy 2200 - Board Membership Section II. Modify subdistrict "A" to include Big Horn #1, #2, #3 and Park #1 in order to capture all Park County voters in that subdistrict.	05/08/23	05/08/23
2500	Board Meeting	Amend Policy 2500 - Board Meeting Section IV. Place of Meetings. Policy was amended to hold annual meetings in Meeteetse and Cody but not limit "when" the meetings could be held.	03/13/23	03/13/23

July 10, 2023

TO: Board of Trustees

FROM: Lisa M. Watson, President, Vice President for Administrative Services and Finance

RE: Boiler Replacement project – Ashley Hall

In 2020, Northwest College developed a Residence Housing Master Plan. As part of that plan, phased improvements were identified in relation to renovation and maintenance. Ashley Hall was identified as suitable for long-term residence housing investment. Since then, improvements have been made to the exterior of the building. Additional renovations and major maintenance work are still needed. Funding and prioritization of projects are followed from the master plan.

The winter of 2022 was tough on the College, with several boilers on campus and in the residence halls failing. Boilers ordered and on hand for Ashley Hall improvements had to be used for Colter Hall failures. Additionally, project timelines and procurement of materials due to lingering supply chain issues have caused the College to use advance ordering and flexibility as needed.

The boiler in Ashley Hall has been in use since the building was built in 1983. The building does not have a redundant heat source if the boiler fails.

During the past couple of years, constant leaking and pipe failures have caused catastrophic failure concerns. The overall design of the mechanical layout needs to be redesigned to allow for two boilers, two water heaters, an air handler, and a compressor. The mechanical room in this building is the smallest on campus and needs to work efficiently to sustain the building for long-term use.

The replacement of these boilers, mechanical redesign, and other changes exceed the capabilities of our staff and necessitate the need to go out for RFP. Original estimates suggested the project might be manageable within policy limits, but recent projections have exceeded that threshold.

Recommendation:

Trustees are requested to formally approve the Ashley Hall Boiler replacement project using auxiliary plant fund reserves. This project is not eligible for State Major Maintenance fund use. The project is expected not to exceed \$200,000.