

**NORTHWEST COLLEGE
BOARD OF TRUSTEES MEETING**

Monday, June 10, 2024
4:00 p.m. – Business Meeting
Yellowstone Building

Zoom: <https://nwc.zoom.us/j/91260495744?pwd=eGk5VThxYXY3UVVjSE1NOUJzMm15dz09>

By Phone: (669) 900-6833 or (346) 248-7799; Meeting ID: 912 6049 5744; Password: 595954

AGENDA

I. Call meeting to order

A II. Approve the agenda

A III. Consent agenda

Minutes

[Approve minutes of the regular meeting of May 13, 2024](#)

[Approve minutes of the special meeting/retreat of May 28, 2024](#)

Reports

A. Board President

B. [Board Committees](#)

C. [College President](#)

- [Administrative Services and Finance](#)
- [Academic Affairs](#)
- [Student Services](#)
- [Communications and Marketing](#)
- [Constituent Group Reports](#) – Summer Optional
- [NWC Foundation](#)
- [Student Center](#)

Financial reports

A. [Check register](#)

B. [Other financial reports](#)

C. [Account Receivable write-offs](#)

D. [Quarterly budget adjustments](#)

IV. Discussion/informational items

A. [2025 Board Goals](#)

B. [2025 President Goals](#)

C. [BOCES budgets](#)

- [Park County School District #1](#)
- [Big Horn County School District #2](#)
- [Big Horn County School District #3](#)

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

Anyone wishing to address the Board must sign in with the recording secretary. Each speaker may speak for up to six minutes. The Board will listen to comments but will not respond to individual citizens nor ask questions.

A VI. Unfinished business
None

- A VII. New business**
- A. Preliminary FY2025 budget (first reading)
 - B. Project pay
 - C. Set date for July 2024 Board meeting

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

- A. July 15, 2024, Upcoming
 - 1. Year-end budget Adjustments FY2024
 - 2. Budget hearing
 - 3. Annual hearing for the Mil levy approval
 - 4. Policy updates review
 - 5. Other TBD
- B. Future and follow-up topics

IX. Announcements

- A. Yellowstone Summer Music Camp, June 16-21, 2024, NPA
- B. 4th Annual Trapper Classic Car Show, June 29, 2024, Campus Mall
- C. All-Skills Volleyball Camp, July 8-13, 2024, Cabre Gym
- D. July Board meeting, July 15, 2024, 4:00 p.m., Yellowstone Building

A X. Adjournment

A=Action item

MISSION:



VISION 2030:



Board Priorities FY 2024

- Support the 2030 Strategic Plan -Annual review of Vision & Pillars efforts, KPIs
- Support campus revitalization efforts – Approve the Level II plan for Nelson Performing Arts and Level II/III Orendorff 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 the 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
MINUTES OF REGULAR MEETING**

May 13, 2024

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

MEMBERS ABSENT:

OTHERS PRESENT: MS. LISA WATSON, President; MR. DAVE ERICKSON, Interim Vice President for Academic Affairs; MR. DEE HAVIG, Interim Vice President for Student Services; MS. JILL ANDERSON, MR. DUSTIN DICKS, MS. TRACY GASAWAY, MR. MARK GRANT, MS. JEN LITTERER-TREVIÑO, MS. CAREY MILLER, MR. DENNIS QUILLEN, MS. LINDA SPOMER, MR. MARTIN STENSING, MR. OSCAR TREVIÑO, MS. SHELBY WETZEL, MR. ZAC TAYLOR, *Powell Tribune*; and MS. KELI BORDERS, Executive Secretary to the President and Board of Trustees.

CALL TO ORDER: President Tara Kuipers called the regular meeting of the Northwest College Board of Trustees to order on Monday, May 13, 2024, at 4:01 p.m. in the Yellowstone Building.

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

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

In response to a question about a check register entry to VMware Inc., President Watson stated that it is for a two-year renewal for five servers that run the virtual machines. A sixth server was eventually added and is on a different contract schedule.

In response to a question about a check register entry to MDU for the DeWitt Student Center, President Watson stated that the payment is for services at the new Student Center.

President Watson informed the Board that the city's attorney is reviewing the retention basin contract, and the College awaits feedback on the agreement.

Trustee Housel referenced President Watson's report on the CREG report released in April. He noted that coal production and prices are down considerably due to stockpiles, natural gas, and the recent warm winter. The reduced revenue could impact education.

President Watson stated that WACCT provided a presentation earlier in the day related to property taxes. They also discussed other sources of revenue, with coal being the third largest natural resource. In the past, the State received federal coal lease money, which is no longer provided. Only four counties still collect large amounts of mineral tax for the state. The other counties rely most on residential property taxes, which is why legislation reducing property taxes would affect the College operationally.

In response to a question from Trustee Kost, President Watson stated that the county assessor has indicated that the overall valuation in the county is expected to be lower than last year. Final numbers won't be available until the end of June.

In response to a question from Trustee Housel about WIP III funding requests, President Watson stated that the College submitted renewal applications to continue efforts in Tourism, Software Development, and Virtual Reality. The requests are to continue programs established with WIP I funds, not new initiatives, as the State was not going to support those.

The College seeks funding to support the Outdoor Education academic lab and programs in the Student Center, staffing, curriculum design, research related to tourism needs, and student internships. The College wants to expand and provide K-12 and community experiences in the new academic space.

The University of Wyoming conducted a gap analysis and learned that most educational attainment needs in the hospitality and tourism industry are two-year degrees or certificates. The colleges would like to continue to work together to provide K-12 students with courses that get them on pathways that guide them in areas of interest. Ensuring that the jobs they seek offer living wages is also essential.

President Watson reminded the Trustees that Northwest College's Software Development AAS degree was approved and will begin in the Fall. The program will be taught at four community colleges, and the course loads can be interchanged, meaning the cohort does not need to be in one location to take the classes. The program continues to morph positively. The WIP III funding request is for staffing the program at Northwest College.

President Watson stated that the idea behind virtual reality instruction is growing. Northwest College received two small WIP I grant awards geared toward nursing. The College recently received larger grants for Nursing, Archaeology/Anthropology, and Criminal Justice programs. As part of a statewide consortium, the Library received twenty-five virtual reality goggles and charging stations that students can use for upcoming classes.

In response to a question from Trustee Housel, President Watson stated that while attending the Forward Cody meeting, she and James Klessens discussed ways the College could offer training to future employees of the shooting complex in Cody.

Trustee Housel acknowledged the retirement of Jo Ann Heimer, the college's Finance Manager, who had served for over fifty years.

President Kuipers thanked the Foundation Board for hosting the Board Member Mixer, which included Foundation staff, the Foundation Board, the Booster Club, and Alumni Association representatives. It was a great event that brought together a group of leaders who deeply care about the College.

Motion carried, and the consent agenda, including the minutes of the April 8, 2024, regular meeting, was approved.

DISCUSSION/ INFORMATIONAL ITEMS:

PVCE Contract for Services

President Watson reminded the Trustees that the College has an agreement with the BOCES Board and the School District to operate Powell Valley Community Education. BOCES funds the College with a grant to provide services through PVCE. The contract in the Board packet is for review and has remained unchanged for recent years.

Preliminary FY2025 Budget

Upon invitation from President Watson, Mark Grant, Finance Director, presented the Preliminary FY2025 Budget.

Director Grant explained that the Wyoming Community College Commission allocates the state appropriations to the community colleges. Northwest College's allocation rate is expected to decrease slightly from 11% to 10.75% for the next biennium. However, the total appropriation from the state is larger due to the inflationary adjustment, increasing the College's appropriations by

approximately \$450,000 for FY2025.

The legislative session allocated an additional \$1.1 million for compensation for all of the Colleges, effective FY2026, and will not impact the upcoming budget year.

The 2023 legislative session changed the value of online instruction courses from 80% to 100% for the weighted credit hour calculation. There is a lag in how the funding allocation model functions; this change will be used when determining allocations for FY2026 and will have minimal impact on Northwest College.

Mark stated that property taxes are delayed by eighteen months, which means the County Assessor uses numbers from the 2023 calendar year to determine county assessments. The College will receive those payments in the fall and spring and will be able to plan accordingly. However, during the 2021 legislative session, legislation eliminated the eighteen-month delay for oil and gas companies to pay mineral taxes. Instead of having the extra lag time and being able to plan for increased or decreased revenue, there is now a four-month time between production and when the College receives the payment, making it difficult to plan for fluctuations in the market and necessitating a conservative approach when developing that portion of the budget. The CREG report will continue to be monitored before final revenue numbers are set.

Tuition and fees are another large portion of the College's revenue. Last year's high school graduating class was one of the largest in the service area in recent years. The May 2024 class is also large but slightly smaller than the previous year, resulting in a slight decline in enrollment. The College will budget conservatively for enrollment for FY2025.

Director Grant referenced the chart on page seventy-nine of the Board packet that compares the approved FY2024 budget to the projected FY2025 budget. State appropriations are up slightly; local appropriations are down due to budgeting conservatively for mineral taxes. Tuition is down due to the smaller graduating class, and fees and other sources are relatively flat. Overall, there is a very slight increase (2%) in operating funds.

President Watson explained that the College has been unable to run contingency funding at best practice levels due to past budget cuts. However, the College must be conservative and build contingency funds to provide flexibility and adjust to volatile market and mineral tax fluctuations.

Director Grant referenced a chart on page eighty of the Board packet that compares weighted credit hours produced, completed weighted credit hours, and weighted degrees and certificates compared to the other community colleges in the state. These numbers are used to determine funding allocation. Northwest College's averages across the three performance metrics have been approximately 9% for the last four years. As a reminder, the Commission kept tuition rates the same, and the Board elected to keep the mandatory fees the same.

Mark stated that the College works with the Park County Assessor to estimate county valuations and local tax levy revenue. The County expects the valuation to be split between 35% mineral valuation and 65% property valuation. In the past, the College budgeted the total of the two, but because the cash will arrive at different points in time, they need to be considered separately.

Mark explained that when developing the budget each year, the business office communicates with various groups on campus, such as the Academic Advisory Council, the Institutional Effectiveness Committee, the President's Staff, and the

Budget Managers. Budget projections are discussed, and feedback is gathered regarding area needs and how the College can effectively support students.

Mark stated that the Welcome to Wyoming scholarship was designed to recruit students from the highest-cost tuition category, the out-of-state rate. In FY2024, over 100 out-of-state students were on campus, which increased enrollment, housing, and dining usage. The estimated cost of soft dollar scholarships for FY2025 is \$350,000 - \$400,000.

In May, budget work will continue related to compensation and the Fair Labor Standards Act, which increases the exemption rate for employees and will go into effect in two steps: July 1, 2024, and January 1, 2025. A group of employees will be affected and will likely move from salaried to hourly positions. Other budget considerations will be given to open and interim positions and revenue and expenditure lines will undergo a final review. Inflationary cost considerations will also be evaluated.

President Watson stated that the College had eighteen interim positions at the beginning of the year. Within the year, sixteen of the eighteen positions have been hired permanently. She also noted that the Personnel Status Report included in the Board packet indicates fewer open positions as the College has been able to hire and fill many positions. It has been a busy year with many great personnel additions.

President Watson stated that during her budget preparation work, she compared expenditures from 2016 to those of 2024. She has also visited with Budget Managers affected by inflationary increases. One area in particular is the Physical Plant, whose budget was reduced the most over the last three budget cuts. The timing of the inflationary funds from the state is very beneficial, as the College has several lines affected hard by inflation.

While the projected total revenue shows an increase of 2%, President Watson stated that the College needs to consider the budget flat. Budget Managers have been instructed to visit with the Finance Director if they have specific needs. Adjustments are being made in those fixed line items most affected by inflation.

President Watson stated she would continue to work to educate the Governor's Office and Commission on the need to provide more compensation, primarily related to the new FLSA regulations. The threshold has been raised for employees who can be considered salaried vs. hourly. To keep certain employees (C41 & C42 banded positions) on a salary vs. hourly rate, the College would have to raise those salaries considerably, and the College does not have the funds to do so. Flexibility is lost when employees are paid hourly, as students' needs can occur outside of a daily workday.

FY2025 President & Board Budgets

President Watson stated that the proposed budgets included in the packet had not been reduced; however, she made small modifications to some line items. The budgets were trimmed significantly during prior years' budget cuts, but having funds for travel and continuing education remains a priority. Election costs could also be expensive this fall, with five Trustee positions up for election.

In response to a question from Trustee Wurzel, President Watson stated that while the budget has not exceeded the expenses for the past three years, she hesitates to reduce it in case there is significant turnover due to the election. Training will be necessary for new trustees, and it will allow flexibility for the Board. The travel line was doubled a few years ago since travel costs have risen dramatically. Trustees have also expressed a desire to provide more advocacy for

the College, which could result in more travel costs. If Trustees elect to reduce their budget, the money would be moved to contingency funds.

President Watson stated that she could not travel to some of the conferences she usually would have in the past year due to timing conflicts. She kept the President's budget relatively flat to accommodate the expected travel in FY2025. The funding was increased the previous year to accommodate printing and postage costs associated with the President's postcards.

Renewal of President's Contract

President Kuipers stated that she and President Watson had conducted preliminary conversations about renewing her contract. The Trustees will be able to discuss the contract at the upcoming spring retreat. She anticipates the contract being finalized for renewal in July.

Perkins V – Notice of Intent to Participate

President Watson stated that the College would again participate in the Perkins grant. The Perkins V grant requires the College to notify the Board of its intent to participate during the program year 2024-2025. Many programs are Perkins-eligible, and the College receives approximately \$100,000 per year for instructional equipment.

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:

There were no new business items on the agenda.

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

June 10, 2024, upcoming:

- Quarterly Budget Adjustments
- Accounts Receivable write-offs
- Preliminary Budget
- BOCES Budgets for Greybull, Lovell, and Powell
- 2025 Board Goals and President Goals
- Other TBD

ANNOUNCEMENTS:

Spring Board Retreat, May 28, 2024, 8:30 a.m. – 5:00 p.m., YB 226/231
Summer Classes Begin, June 3, 2024, NWC
WCCC meeting, June 6-7, 2024, CWC Riverton
June Board meeting, June 10, 2024, 4:00 p.m., Yellowstone Building
Yellowstone Summer Music Camp, June 16-21, 2024, NPA

President Watson stated that trustees and the campus community need to stay focused and diligent regarding cybersecurity. In 2020, the State provided the community colleges with funds to work with a security consultant to evaluate their cybersecurity designs. Northwest College is considered to be the best in the state as far as being able to keep attackers out of the system. The College recently paid for additional consulting to analyze our internal design and operations. Recommendations were given, and many items were easily fixed. President Watson appreciates the staff's willingness to go through the analysis to ensure that the campus is as safe as possible from cybersecurity attacks.

President Watson announced that Northwest College hired a new Vice President for Student Services, Tom Havron, who will begin his role on May 20, 2024.

President Watson expressed her sincere appreciation and gratitude to retiring

Interim Vice President Dee Havig for all he has done to support the College, provide leadership to his division, and for his commitment to the College over the years.

President Kuipers expressed her gratitude to Dee and stated that his service has indeed impacted the College over the years.

A ADJOURNMENT:

The meeting adjourned at 5:32 p.m.

DENISE LAURSEN, Vice President/Secretary

Date

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

May 28, 2024

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

MEMBERS ABSENT: DR. LARRY TODD

OTHERS PRESENT: MS. LISA WATSON, President; MR. DOUGLAS HOUSTON, ACCT Guest Facilitator; MS. KELI BORDERS, Executive Secretary for the President and the Board of Trustees

CALL TO ORDER: The Northwest College Board of Trustees held a retreat on Tuesday, May 28, 2024, beginning at 8:30 a.m. in Yellowstone Building, Suite 126/131, in Powell, WY.

DISCUSSION: The Board met informally to discuss the Trustee/Board role, 2024-2025 Priorities, and receive updates. No action was taken.

The retreat ended at 5:00 p.m.

DENISE LAURSEN, Vice President/Secretary

Date

Board of Trustees Committee Reports

Board Finance Committee – Chairman Bob Newsome

No committee meeting was held in May.

Policy/ Student Success Committee – Chairman Mark Wurzel

No committee meeting was held in May.

Ad Hoc Committee on Name Change – Trustee Housel and Trustee Wurzel

No Committee meeting was held in May.

Facilities Committee – Chairman John Housel

No committee meeting was held in May.

President's Report

June 3, 2024

State

Legislature & Economic projections

No legislative meetings were held in May concerning topics related to the Community Colleges. The Interim Joint Education Committee will meet June 12-13, 2024. The Commission is scheduled to present along with K-12 as part of a larger career and technical education discussion.

Governor

The Governor announced that the State of Wyoming, alongside a coalition of state and private parties, filed a lawsuit opposing President Biden's new rules interpreting Title IX. Per the news release on May 14, the lawsuit argues the new rules are contrary to the core principles of Title IX, compromising safety and privacy and ultimately depriving female athletes of opportunities. The release said, "The lawsuit further alleges the rule violates the First Amendment rights of educators, school employees, and fellow students, as well as private organizations, who have sincerely held religious beliefs that would prevent them from complying with the rule. The rule also raises due process concerns on college campuses related to sexual harassment accusations. The College will continue to follow the status of the lawsuit.

Wyoming Community College Commission (WCCC)

The Wyoming Community College Commission (WCCC) did not meet in May, but the workgroup formed to discuss the BAS options continued to meet.

Wyoming Association of Community College Trustees (WACCT)

WACCT did not meet in May, but Director Taylor hosted a Property Tax 101 Webinar via Zoom on May 13, 2024. Director Brenda Henson from the Wyoming Tax Division and Ashley Harpstrieth from the Wyoming Taxpayers Association presented on property tax and Wyoming's sources and position related to taxation.

Wyoming Innovation Partnership (WIP)

The President's Steering Group met in Riverton on May 30, 2024, for their annual retreat. All Community College Presidents and the University President were in attendance, along with K-12 and Workforce Services representatives. Discussions centered around continued collaboration, workforce and student engagement, program offerings, and funding.

Campus

Commencement was held on Saturday, May 11, 2024. Two hundred twenty-five students graduated with certificates, Associate's, or Bachelor of Applied Science degrees. Earlier celebrations on Friday for Nursing Pinning rounded out various events and activities wrapping up the spring semester.

The summer session started on June 3, 2024.

Strategic plan 2030

(Pillar 1.5.1) Hanover Research completed processing the community survey on May 24. Highlights:

- Overall, respondents agree on the importance of having a college in the Big Horn Basin, and they value Northwest College (NWC) in particular for its flexible program format, proximity, value, and financial aid/scholarships. A strong majority of respondents have a *positive* or *very positive* impression of the College overall: Students (83%), Community Members (82%), and Employees (97%). The top words associated with NWC are “community-minded,” “student-centered,” “friendly/inviting,” and “good reputation.”
- Respondents most value programs related to workforce development and local industry, as well as non-credit/career technical certificates and bachelor’s degrees.
- NWC will review the report and meet with Hanover to discuss it. A copy of the report will be forthcoming.

The regional needs assessment analysis is on hold pending budget, grant, and operational priorities.

(Pillar 1.1.4.) NWC and Ellucian Grant Services have been focused on the TRIO grant. Mark Grant and Shelby Wetzel are developing the Grant position job description as continued efforts highlight the need to fill the position. Jill Anderson and I will review and finalize the position for hire soon. The Grant Leadership team has met with Ellucian to discuss current efforts and possible options for future grants.

(Pillar 2.1)—Enhance the Brand—NWC Website development continues, with Demo webpages presented to Director Miller for review and discussion. The website's completion date is still pending due to staffing issues with Modern Campus.

(Pillar 4.1.2) Construction of the student center continues as scheduled for November. Metal siding, soffit, concrete, and landscaping work are the focus for the outside, while flooring, drywall, electrical, and plumbing are the focus inside the building. The Soccer Fieldhouse is busy constructing framing, electrical, and locker room plumbing. The completion date for the fieldhouse is scheduled for the end of August.

Community

Powell Economic Partnership

I attended the PEP meeting on May 16, 2024, via Zoom. The financials were reviewed, and the upcoming Meet the Candidates Forum event was discussed. PEP will hold its annual retreat on June 7th, the same day as the Commission meeting. RJ Kost can attend, and I have asked him to debrief the retreat afterward.

Forward Cody

I was not able to attend the Forward Cody meeting on May 28, 2024, due to the Board Retreat. James Klessens provided updates, focusing primarily on the work related to the shooting complex submission. I prepared and submitted a letter of support for the shooting complex, explaining our interest in training employees and possible educational experiences associated with the complex and participants.

Foundation and Alumni

The Alumni Board met on May 11, 2024. I had the pleasure of participating in the distinguished alumni luncheon and meeting Lindsay Linton Buck, Class of 2010, the new distinguished alumni recipient.

Respectfully submitted,



Lisa M. Watson
President

Administrative Services & Finance

Northwest College

Board of Trustees Report

June 10, 2024

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

Finance & Budget

- The Business Office is working on audit requests for federal expenditures. The Finance Director has met with several departments across campus to determine the budget needs of the college. The President and Finance Director have created a preliminary fiscal year 2024-25 budget. Processing payments toward student accounts for the summer semester. 2025 Contracts and salary notification letters will be sent out soon.
- The Grants Leadership Team has selected the TRIO Student Success Services Grant as the first of nine grants for Ellucian to help the college develop and write. The RFP opened on May 1 and will close on July 15th. The Grants Leadership Team has been pleased with the work and cooperation that Ellucian has provided. Ellucian and the Grants leadership team are interested in Title III, Part A Program Grants awarded by the Department of Education. We are also interested in the Advanced Technological Education (ATE) grant through the National Science Foundation.

Facilities Projects

- Cabre and JFC parking lot replacements in process.
- Science and Math makeup air unit replacement work continues.
- Bid awarded for Campus Lighting Ashley Hall; awardee withdrew, so the project is on hold.
- Colter abatement and restoration complete. Ag Clinic to move back in June.
- TVM boiler replacements have started in the B, C, and E buildings.
- Roof cap painting complete at Cabre building.
- Spring is here, and Grounds crews are busy cutting, spraying, and planting.
- Custodian crews have started their summer deep cleaning routine.

Mickelson Field Station

- Closed

Transportation Bus Miles

- 325 miles with International Student spring trip to Yellowstone National Park.

Completed Work Orders

- 160 orders over the last 30 days.

Information Technology

- Computing Services Staff have been organizing and working on summer upgrades.
- Computing Services Staff have been working on fixing issues found with a penetration test.

Human Resources

- **Recruiting:** Please see the June Personnel Report. Student summer employment is also underway this month.
- **Staffing:** The HR Director has been discussing the upcoming FLSA salary exemption level threshold impacts and the budget with the Vice Presidents, Finance Director, and President Watson. Interim positions and staffing needs are also being reviewed with various department managers and supervisors for FY2025.
- **Grant Activities:** The HR Director is working with Ellucian Grant Consultant Kara Zahn to provide information regarding TRiO roles for the upcoming grant renewal.
- **Staff Performance Evaluations:** The HR Director has been discussing performance and future goals with supervisors in preparation for employee performance annual review meetings. Staff performance evaluations were due at the end of the academic year for Classified and Professional Staff who work an academic year schedule. Other staff performance reviews are due at the end of July 2024.
- **Training and Professional Development Activities:** The HR Director provided a New Employee Policy Orientation meeting on 5/2/2024.

United Educators is redesigning their compliance training delivery platform with enhancements for a June 2024 launch. The Interim HR Sr. Office Assistant is working on completing FY2024 compliance training reporting and is setting up the new platform.

The HR Director attended the webinar, “Title IX Briefing on the Final Regulations,” by United Educators on 5/2/2024. On 5/9/2024, CUPA HR provided a legal update webinar, “How DOL Changes to the Overtime Rule Will Impact Campuses.” On 5/21/2024, the HR Director attended the “Are You Ready for the June 18th PWFA Rule?” session by Littler Mendelson Law Firm and the webinar, “A HR Leaders Guide to Generative AI,” on 5/30/2024.

June 2024 Trustees' Report

Search Activity to Date -5/28/2024

| Position Being Searched | Hire Date | New Employee Name | Comments/Status |
|---|-----------|------------------------|---|
| Vice President for Administrative Services and Finance | | | Candidates are currently directed to apply to the NWC website; the position was on hold while a VPSS search was conducted. |
| Vice President for Student Services | 5/20/2024 | Tom Havron | Tom has a Bachelor's in Exercise Science from the University of Mary, a Master's in Educational Administrative Leadership from Pittsburg State University, and an ABD for his PhD in Community College Leadership from Ferris State University. |
| Instructor/Assistant Professor of Graphic Design - Tenure Track | | | Candidates are being interviewed. |
| Instructor/Assistant Professor of Music - Tenure Track | 8/15/2024 | Andrey Junca Goncalves | Andrey has an Associate's in Brazilian Music Performance from the Faculdade de Música do Espírito Santo (Brazil), a Bachelor's in Communication from the Universidade Federal do Espírito Santo (Brazil), a Master's in Music Performance from Campbellsville University, a Master's in Jazz from the University of Louisville, and a PhD in Jazz Performance (Cognate Studies in Music Education) from the University of Illinois at Urbana-Champaign. |
| Fixed Term- Instructor of Nursing and Clinical Coordinator | 7/31/2024 | Ashley Love | Ashley has an Associate's in Nursing from Northwest College, a Bachelor's in Nursing from the University of Wyoming, and a Master's in Nursing Education from Western Governor's University. |
| Financial Aid Specialist - 2 positions | | | Position (s) are open until filled. |
| Facilities Technician - Electrician | | | Position closes externally on 6/6/2024 |
| Campus Security Manager | | | Position closes externally on 6/4/2024 |

NORTHWEST COLLEGE
FACILITIES PROJECT REPORT
Report Date : As of June 1st , 2024 - 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 | | | | Approved and Funded | 4/8/2019 | Pending | \$ 4,000,000 | |
| FY2022/2023 | See Masterplan Update | | | | | | | | | | | |
| | | | | | | | | | | | | |
| FY2024 | See Masterplan Update | | | | | | | | | | | |
| Powell/Stock Ag | 1 | | MM | AG HVAC/Electrical/ADA Access | | | | In process | | | \$ 431,000 | |
| Powell Campus | 1 | | MM | Campus lighting - Ashley | | | | Bid Canceled | | | \$ 100,000 | |
| Powell Campus | 1 | | MM | Colter Offices - Mold Mitigation/Asbestos Abatement | | | | Complete | | | \$ 75,000 | |
| Powell/S&M | 1 | | MM | Chiller/MAU/Greenhouse Cooler Replacement | | | | In work | | | \$ 475,000 | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| FY2025 | See Masterplan Update | | | | | | | | | | | |
| Powell/Campus | 2 | | MM | Various Parking Lot Replacement - Cabre/East JFC | | | | In work | | | \$ 600,000 | |
| Powell/Campus | 2 | | MM | Cabre Parking / concret Lot Repair | | | | Pending Student Center Comp. | | | \$ 100,000 | |
| PowellCampus | 2 | | MM | Natural Gas Infrastructure | | | | Pending Start up | | | \$ 350,000 | |
| Powell Campus | 2 | | MM | Card Reader Access/Cameras - Phase 1 | | | | Pending design/bid | | | \$ 600,000 | |
| Powell Campus | 2 | | MM | Yellowstone drainage to Division Street | | | | Pending | | | \$ 50,000 | |
| Powell Campus | 2 | | MM | Irrigation Well Case/Pump Design & Replacement | | | | Pending | | | \$ 45,000 | |
| Powell Campus | 2 | | MM | Long Controls to Automatic Logic Controls | | | | In work | | | \$ 22,000 | |
| | | | | | | | | | | | | |
| FY2026 and beyond | See Masterplan Update | | | | | | | | | | | |
| Powell Campus | 3 | | MM | Card Reader Access/Cameras - Phase 2 | | | | Pending funds | | | \$ 200,000 | |

NORTHWEST COLLEGE
FACILITIES PROJECT REPORT
Report Date : As of June 1st , 2024 - Capital Planning

| | | 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 |
|-------------------------------|-----------------------|---------------------|---|--------------|------------|------------|--------|---------------------------|---|-----------------|------------------------|---------------------------|
| FY2027 and beyond | See Masterplan Update | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Budgetary Notes Cash Reserves | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Fund Balances | | | Final | 2023 | | | | | | | | |
| Operating Fund (10) | | | @6/30/2023 | \$ 4,267,300 | | | | | | | | |
| One Mill (11) | | | @6/30/2023 | \$ 1,635,928 | | | | | | | | |
| Auxiliary(12) | | | @6/30/2023 | \$ 637,654 | | | | | | | | |
| Plant Fund(70)Aux Depr | | | @6/30/2023 | \$ 1,476,440 | | | | | | | | |
| Total Auxillary | | | | \$ 2,114,094 | | | | | | | | |
| Plant Fund(70)Main | | | @6/30/2023 | \$ 1,675,172 | | | | | | | | |
| Plant Fund(70)Major Maint | | | @6/30/2023 | \$ 537,647 | | | | | | | | |
| Plant Fund(70)WCCC Emergency | | | @6/30/2023 | \$ 814,254 | | | | | | | | |
| Plant Fund(70)NWC Emergency | | | @6/30/2023 | \$ 139,047 | | | | | | | | |
| Completed SEE MM Report | | | | | | | | | | | | |
| Powell/Sci & Math | 1 | MM | Chemistry Lab Hood Controls 100k paid | | | | | Complete | 12/13/2021 | | \$ 265,000 | |
| Powell/Campus | 1 | MM | Campus Lighting | | | | | Complete | 12/13/2021 | | \$ 208,870 | |
| Powell/AG | 1 | MM | Elect/HVAC/Refresh Design | | | | | Complete | 12/13/2021 | | \$ 20,000 | |
| Powell/S&M | 1 | MM | Building Pump Replacements | | | | | Complete | inhouse | | \$ 30,000 | |
| Powell/Campus | 1 | MM | Various Parking Lot Replacement - L&C, Shop | | | | | Complete | | | \$ 1,000,000 | |
| Powell/Fagerberg | 1 | MM | Boiler replacements | | | | | Complete | | | \$ 120,000 | |
| Powell/Library | 1 | MM | Makeup Air Unit replacement | | | | | Complete | | | \$ 125,000 | |
| Powell/Campus | 1 | Fund 10 | Ashley Hall Boiler Replacement | | | | | Complete | | | \$ 175,300 | |
| Powell Campus | 1 | MM | Yellowstone Server Room - Fire Suppression | | | | | Complete | | | \$ 25,000 | |
| Powell Campus | 1 | MM | ATI/Big Voice Upgrade | | | | | Complete | | | \$ 47,500 | |
| Powell/SM | 1 | MM | Hood controls graphics | | | | | Complete | | | \$ 22,000 | |
| Powell/Campus | 1 | MM | Moyer Server Room Cooling replacement | | | | | Complete | | | \$ 262,262 | |

ACADEMIC AFFAIRS

May 2024



CENTER FOR TRAINING AND DEVELOPMENT – Powell

- Open House- On May 1 we held our Open House for our new location. We had a great turnout from the community, employers and NWC staff. Conferences/Meetings- Healthy Park County Coalition, and PEP- Workforce.
- The Federal Motor Carrier Safety Administration (FMCSA) held their first area update for our area, with over 40 employers and drivers in attendance.
- PHS/Shoshone Learning Center- students enrolled in CDL, Forklift, Heavy Equipment and Finance for Small Businesses.
- Simulator traveled to Casper for WYDOT annual Safety Training.
- Attended Wyoming Truckers Association Conference in Rock Springs. * See additional info under Highlights
- YEP Program- * See additional info under Highlights.
- Hosted PHS for Senior Mock Interviews.

Cody CTD

- Test proctoring- Wyoming Highway Patrol, WorkKeys, ACT, HESI and TEAS
- Ed2Go/Career Step- Five (5) students in various programs
- CPR/First Aid

CDL Program

May- Numbers ran on 5/29/2024.

- 11 attended Orientation which gives an overview of the program.
- 7 new students enrolled in Theory during May.
- 6 students completed their Entry Level Driving Training (online theory ELDT) making them eligible to start the Behind the Wheel as soon as they receive the Commercial Learners Permit (CLP).
- 2 completed Hazmat Training.
- 1 completed training waiting to test

Total students enrolled in theory as of 4/30/2024: 19

Total working on Behind the Wheel: 16

Received their Commercial Driver's License (CDL): 3/23/2024-5/29/2024

10 Class A CDL

2 Class B with Passenger and School Bus endorsement

Total CDL received since 1/1/2024 – 54

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 2 activities that served 93 students and community members. These events included DELTA activities: Rockwall and High Ropes
- Two Summer Camps have been scheduled.
- Lovell BOCES Camps have been scheduled.

Powell Valley Community Education / Rec Co-Op

- The BOCES Board held its first reading of the FY2025 Budget. They also approved the BOCES/NWC Contract for FY2025.
- Registration for Summer 2024 Driver Education is open and will start in June.
- PVCE assisted with mock interviews for PHS students.
- Classes held have been Driver Safety Day, Driver Education, fitness, and craft classes.
- Total community members served this month was 188.
- Co-Op has had all equipment checked out by students returned. We are currently doing maintenance on winter equipment and have summer inventory ready to be checked out.

Highlights

- **YEP Program-** We finished our last YEP program on May 3. Students had a presentation on Bear Awareness from the US Forest Service. The Forest Service brought in their robo bear and bear spray for the students. Students also got to practice their Wilderness First Aid Skills with our NWC Students.
- **Wyoming Truckers Conference-** This conference was amazing, and NWC was well represented during the Expo. NWC had a booth inside, as well as the simulator outside. Lots of very positive contacts were made, and we received great feedback. Three employers from large companies said that they have been hiring our students and they are all well trained and they highly recommend our program. They will hire any students coming from our program. Contacts were also made to start training drivers for other companies as well as bringing the simulator to their location for safety training.

INTERNATIONAL STUDENT AND SCHOLAR SERVICES (ISSS)

- Fixed Term Instructor of Education Jo-el Sauers was awarded a \$3,000 Undergraduate International Studies and Foreign Language (UISFL) grant which will be used to host a Family Literacy Night initiative starting Fall 2024
- There are \$500 Collaborative Online International Learning (COIL) grants available to faculty next year.
- \$6,000 travel grants through UISFL will reopen in Fall 2024.
- 30 International students walked in NWC's 2024 graduation.

Academic & Career Advising

- 44 Advisors assigned.
- Facilitated a Zoom conversation discussing SDSU's Partnership w/ NWC's Ag Department Staff
- Weekly Updates for NWC student job and internship opportunities
- Student Advising Day: 18 students in person, 7 via phone, and 8 via Zoom for SU24 & FA24 Semesters
- Concluded all-HELP Alerts for Spring 2024 Term

MONTHLY REPORT TO PRESIDENT WATSON

Student Services

May 2024



ATHLETICS:

Coach Keister gathered year-end statistics for Athletics. All sports are currently recruiting and preparing for camps and next season.

This data shows the success of our student-athletes in the classroom. We will also have multiple teams who will receive NJCAA and Region 9 honors for All-Academic teams. Those have not been finalized but I will share those with you when they are.

| | |
|-----|---|
| 60 | Student-Athlete Graduates |
| 161 | Non-Student-Athlete Graduates |
| 27% | Student-Athlete Graduates |
| 73% | Non-Student-Athlete Graduates |
| 48% | Student-Athletes graduating with honors |
| 38% | Non-student-athletes graduating with honors |
| 17% | Student-Athlete members of Phi Theta Kappa |
| 15% | Non-Student-Athlete members of Phi Theta Kappa |
| 18 | AA degrees earned |
| 6 | AAS degrees earned |
| 39 | AS degrees earned |
| 2 | Certificates earned |
| 14 | Esports Graduates |
| 6 | Men's Basketball Graduates |
| 3 | Men's Rodeo Graduates |
| 15 | Men's Soccer Graduates |
| 5 | Volleyball Graduates |
| 4 | Women's Basketball Graduates |
| 1 | Women's Rodeo Graduate |
| 9 | Wrestling Graduates |
| 8 | Women's Soccer Graduates |
| 2 | Two Sport Athletes (all Men's Soccer and Esports) |
| 1 | Student-Athlete earning two AS degrees |
| 20 | Graduating International Student-Athletes |
| 7 | States represented (CO, ID, MT, SD, UT, WA, WY) |
| 13 | Countries represented (Belgium, Brazil, Canada, Dominican Republic, England, Guatemala, Mexico, Peru, Scotland, Spain, United Kingdom, Uzbekistan, Venezuela) |

ENROLLMENT SERVICES

- Completed Big Horn Basin High School registration events. The Enrollment Services staff traveled to each of our service area high schools to enroll local students for the fall 2024 and summer semesters. In total, these sessions take two full weeks to complete.
- Completed Big Horn Basin scholarship award events. The Enrollment Services staff traveled to various high schools throughout the basin to award institutional and Hathaway scholarships to prospective new students.
- Ongoing advising and registration appointments for both new and returning students.
- Ongoing recruitment communications (text messages, email, direct mail, phone calls) to prospective students.
- Ongoing Campus Visits for prospective new students and families.
- Preparation and organization for New Student Registration events occur throughout the summer months. We will be offering both in-person and virtual events to meet student needs.
- Traveled to Big Horn Basin high schools to work with prospective students—These sessions consist of preparing students for their upcoming fall class enrollment.
- Attended the Veteran's Resource Fair in Basin on Saturday, May 4th. This event provides information regarding resources and opportunities for veteran populations.
- The end-of-semester grading process have been completed. This consists of all student grades being posted, satisfactory academic progress (and notifications), and the spring semester honor roll.
- Diplomas are currently being prepared to be mailed to students who completed a degree or certificate during the spring semester.
- Spring 2024 graduation took place on Saturday, May 11th at 10:30 AM in Cabre Gymnasium. Approximately 145 graduates participated in the ceremony.

FINANCIAL AID

- The Office successfully imported all 2024-25 ISIRs YTD, after installing federally provided work-around queries (federal glitch provided solely an applicant's first FAFSA transaction and no subsequent federal reprocessing transactions. The most recent transaction is necessary for accurate financial aid packaging). Request letters subsequently issued to all 2024-25 FAFSA filers. 24/SU packaging continues.
- The Office continues to evaluate NWC scholarship & Hathaway Scholarship eligibility for returning students. Refinements made to Hathaway eligibility evaluative methods for efficiency.
- The Office completed end-of-semester reconciliation (SAP, All Fs, Pell Enrollment Verification, Administrative Withdrawal-Never Attended).
- The Office submitted EOT 24/SP Wyoming Works Student Grant roster to WCCC.
- The Office submitted a request to the WCCC for clarification related to definition of "continuous enrollment" in Kickstart/Wyoming's Tomorrow Scholarship student eligibility rules. Definition pending via the WY AG Office.
- The Office collaborated with Enrollment Services to prepare for implementation of institutional procedures to comply with 34 CFR 668.14(b)(32) which is new student disclosures and enrollment eligibility review related to programmatic accreditation & licensing in Title IV programs. This new, stringent regulation (effective 7.1.24,) is designed to ensure all NWC Title IV programs that "prepare students for occupations requiring programmatic accreditation or state licensure" meet each state's (the state in which the distance education student lives or is planning to live) requirements immediately upon the student's program graduation. 34 CFR 668.43 (existing/continuing regulation) requires disclosures related to whether program meets the educational requirements for licensure or certification in a state.
- The Office collaborated with Enrollment Services and Finance Office to prepare for implementation of institutional procedures to comply with 34 CFR 668.14(b)(33) which prohibits academic transcript withholding in narrowly defined circumstances. This new, stringent regulation (effective 7.1.24) defines the parameters in which NWC must release/may restrict academic transcripts for Title IV recipients who have unpaid institutional balances.

- The Office collaborated with Enrollment Services to finalize student enrollment processes with EMS faculty and interested student applicants.
- The Office continues to collaborate with Institutional Research and Enrollment Services Office to prepare for Gainful Employment/Financial Value Transparency reporting, due 10.1.24. Federal information, Q&As, policy guides, training, circulated daily as published.
- The Office collaborated with WY DWS to refine communications related to DWS WY Health Train Grants and DWS WY EMS grant student certifications & payments.

GEAR UP

- NWC GEAR UP is currently serving 286 students of the 225 minimum that is required.
- For Objective 1 Northwest College is required to serve 225 students and we currently have 286 students. Out of the 286, 257 have had some services (which puts us at 114% for Objective 1). We have 234 students with an hour or more of service. We are sitting at 104%.
- For Objective 6 we are required to get 60% of our seniors to complete the FAFSA and we are sitting at 70.7% and still working to complete more. We will continue throughout the summer to assist those students to complete their FAFSA and enroll in post-secondary education.
- For Objective 9 we are required to get 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. We are currently sitting at 72% and plan to get that higher before the end of the grant year.
- We have 9 spots for Summer Academy, and we have 20 kids signed up. University of Wyoming is going to give us all 20 spots.
- The current grant cycle will end this year and the University of Wyoming has submitted a new grant application for another 7 years.

SAFETY & SECURITY OFFICE

- Assisted with the graduation ceremony of May 11th by providing security personnel to help with parking and crowd control at the event.
- Attended Title IX Policy Review meetings to start covering structure of new Title IX policy.
- Submitted working draft of new Surveillance Camera policy to HR after working with Computer Services to ensure it covered necessary requirements.
- Began work on new NWC Access Control Policy to provide direction on the use of automated entry systems on college buildings.

RESIDENCE LIFE

Housing

- Completed the move-out process with RA's. Training for this process was performed in March and went extremely well as students were ready to leave campus. A special "thank you" to all who made this process seamless and efficient this spring.
- Conference services May 26th with Wichita Geology.
- Held Late night breakfast for students during finals week.
- All funding requests are up to date for the student senate.

Activities

- None – students moved out of the residence halls after graduation.

STUDENT SUCCESS CENTER

Student Success Center Usage- In Office

- 68 visits in May
- 583 cumulative visits for calendar year 2024

Counseling Services

- 5 Counseling sessions (includes face-to-face, Zoom and phone).
- 0 After hours contacts

- 2 BASICS sessions for alcohol violations
- Attend Residential Directors Meetings
- Behavioral Intervention Team Coordination
- Continuing Education Webinars
- Facilitating a “Better Together” peer support group
- Sports Psychology sessions with women’s volleyball weekly

Disability Services

- 16 Disabilities visits (includes face-to-face, Zoom and phone).
- 134 Students registered with Disability Services for SP 24
- 475 Accommodation letters processed for SP 24
- 39 Tests proctored in testing center.
- Process Coordinator for assistance animals
- Collaboration with instructors on accommodations
- Association on Higher Education and Disability Webinar on Service and Assistance Animals

TITLE IX

Training/TIX Prevention & Awareness

- Performed two individual Title IX prevention and awareness functions with students, advisors and/or faculty.

Administrative Services

- Work with LCCC on Title IX investigator training to be provided in Cheyenne on July 30-31. Confirm participants (7) and reserve vehicle and lodging.
- Continue work on Title IX policy pertaining to new regulations. Meet with Jill to work out a timeline and set up meetings with stakeholders for 2 hrs. each Wednesday the last two weeks of May and all of June.
- Meet with HR and Academic Affairs regarding mandated training for all employees per new Title IX regulations.
- Finalize Title IX Coordinator training with Atixa at the Denver Symposium June 1-7
- Complete NWC Staff Performance Review and forward to Dee.
- Participate in monthly WY Title IX Coordinator meeting.
- Perform year end statistics for Title IX and file case closures with Maxient.
- Renew annual membership with Atixa.
- Prepare request to Human Resources for two new Formal Hearing Decision Makers.
- Attend Budget Manager meeting, Employee meeting and Diversity Committee meeting.
- Participate in three webinars pertaining to new Title IX regulations.

TRIO STUDENT SUPPORT SERVICES

- 157 eligible students are active in TRIO.
- Currently 78.18% of our participants are low-income and first-generation, students with disabilities, or students with disabilities who are low-income.
- Students have utilized TRIO 87 times during May.
- Peer mentoring was available for 10 to 20 hours per week, by appointment and drop-in. We have five peer mentors.
- **Program Highlights**
- The Department of Education released the TRIO SSS Request for Proposal (RFP), May 1st. The application is due July 15, 2024. We are working with Ellucian on the grant proposal.
- 37 TRIO students graduated in May.
- *24 students and their families attended the 2024 TRIO Graduation Celebration on May 10th.

Monthly Report to President Watson

May 2024

HIGHLIGHT

Attended the Wyoming Innovation Partnership (WIP) Immersive Reality Conference hosted by the University of Wyoming May 15-17.

COMMUNICATIONS & MARKETING ACTIVITIES FOR

- Social Feature: Jen Litterer-Treviño
- Commencement 2024
- Nurses Pinning
- EMS Coining activities
- Center for Training & Development open house
- Yellowstone Summer Music Camp
- Jazz Night Concert
- Standing FY24 Enrollment Campaign initiatives

WEBSITE REDESIGN

- Completed design audit of Modern Campus mock-ups; will be moving into system configuration and content migration soon.
- Continued weekly meetings with Modern Campus; we are on track for a late summer 2024 launch.
- Continued individual meetings with campus stakeholders to game plan for the transition of their area's Web content to the new website.

PHOTOGRAPHY & VIDEOGRAPHY

- Coverage for academic programs (Education, Photographic Communications, Music, and Anthropology programs)
- Advising Day
- Last Blast Carnival
- Streaming for EMS Coining, Nurses Pinning, and Commencement activities
- Student Center construction progress
- Student testimonial interviews (for new home page videos)

PRINTING SERVICES

- 11 offices/programs/areas served
- 22 projects completed
- 20,761 pieces printed

CMO & PRINTING SERVICES STAFF

Carey Miller

Communications & Marketing Director

Keith Smith

Website Coordinator

Tim Carpenter

Communications / Web & Social Media Specialist

Jeremiah Howe

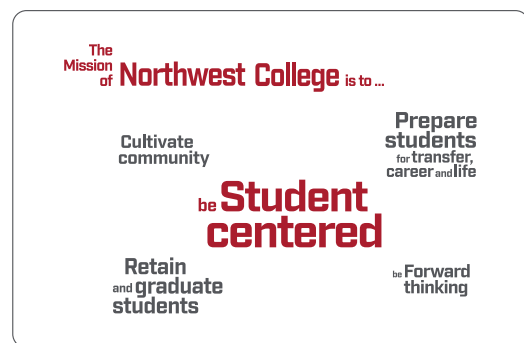
Marketing / Graphic Design Specialist

Ronnie Wolfe

Interim Multimedia Production Specialist

Kim Lawson

Printing Services Specialist



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

ADVERTISING REPORT

APRIL 2024



COMMUNICATIONS & MARKETING

Advance 360 Education | FY24 Enrollment Campaign | Paid search campaign and paid social campaign

The digital arm of the FY24 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:

| Search ads (Google and Bing) | Impressions | Clicks | CTR | Impression Share |
|------------------------------|-------------|---------|----------|------------------|
| | 4,627 ↓ | 578 ↓ | 12.49% ↑ | 34.45% ↑ |
| Social ads ⁺ | Impressions | Clicks | CTR | |
| | 119,209 ↓ | 1,418 ↑ | 1.19% ↑ | |

Source: Advance360 Campaign Dashboard. (n.d.). Retrieved May 30, 2024, from <https://reporting.advanceanalytics.io>

Facebook and Instagram ⁺ | Non FY24 Enrollment Campaign | Paid social advertising and post/event boosts

| Campaign name | Reach | Impressions ↓ | Link clicks | CTR (all) |
|--|---|------------------------|---------------------|---------------------------------|
| Post: "#NWCwyoming is hosting another round of the..." | 6,902 | 18,896 | 156 | 4.06% |
| Event: 2024 Student Academic Showcase | 5,162 | 15,378 | 163 | 6.02% |
| Post: "Northwest Civic Orchestra Spring Concert!" | 2,962 | 5,321 | 1 | 4.02% |
| Event: Cody Writers Series | 2,046 | 2,869 | 20 | 3.35% |
| Total results 4 / 4 rows displayed | 10,879 Accounts Center accounts | 42,464 Total | 340 Total | 4.71% Per Impressions |

Source: Facebook Ads Manager. (n.d.). Retrieved May 28, 2024, from <https://business.facebook.com/adsmanger/>

⁺ **Social campaigns include 17+ different placements:** Facebook and Instagram feeds; Instagram profile feeds; Facebook marketplace ads; Facebook video feeds; Facebook right column ads; Facebook business and Instagram Explore tool; Messenger inbox and sponsored messages; Facebook, Instagram and Messenger Stories; Facebook and Instagram Reels; Facebook in-stream videos; Facebook search results; Facebook instant articles; audience network (partner sites and apps, 40+); Oculus (VR) mobile app feed and app search results.

ADVERTISING REPORT

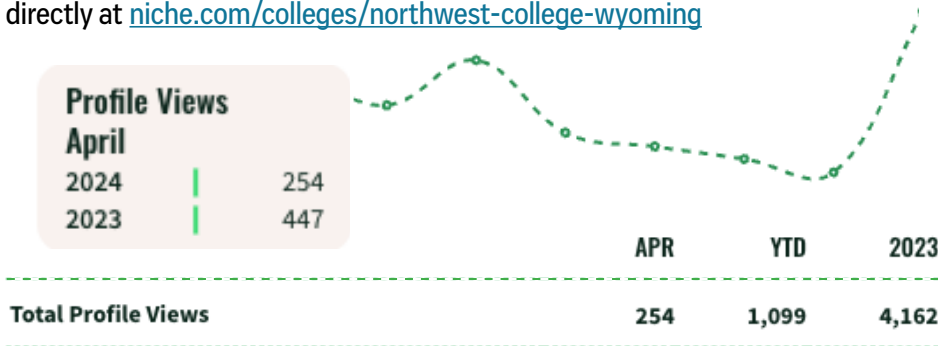
APRIL 2024



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

Niche Profile Views:

Find our Niche profile by searching “Northwest College” at niche.com or directly at niche.com/colleges/northwest-college-wyoming

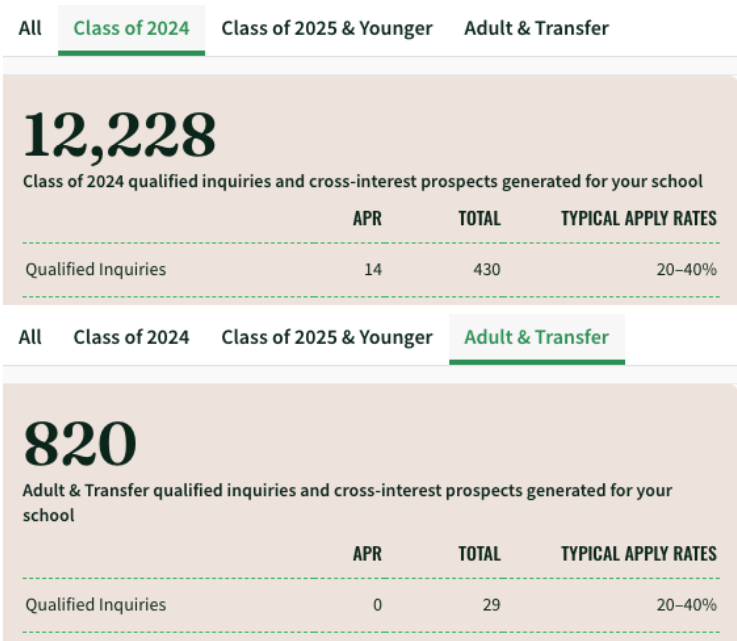
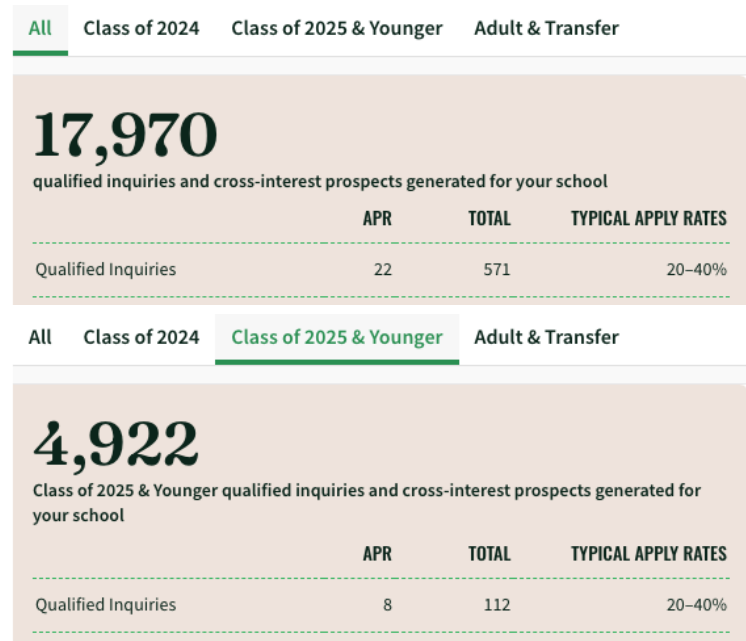


Total Promoted Impressions:

An overview of the impact that Niche’s enrollment marketing solutions are having for Northwest College

| | | | |
|--------------------------------|--------|--------|---------|
| Total Promoted Impressions | 16,599 | 70,838 | 251,141 |
| Sponsored Listings Impressions | 9,648 | 40,725 | 111,844 |
| Remarketing Impressions | 6,889 | 29,892 | 138,794 |
| Triggered Email Sends | 62 | 221 | 503 |

Qualified Inquiries and Prospects:



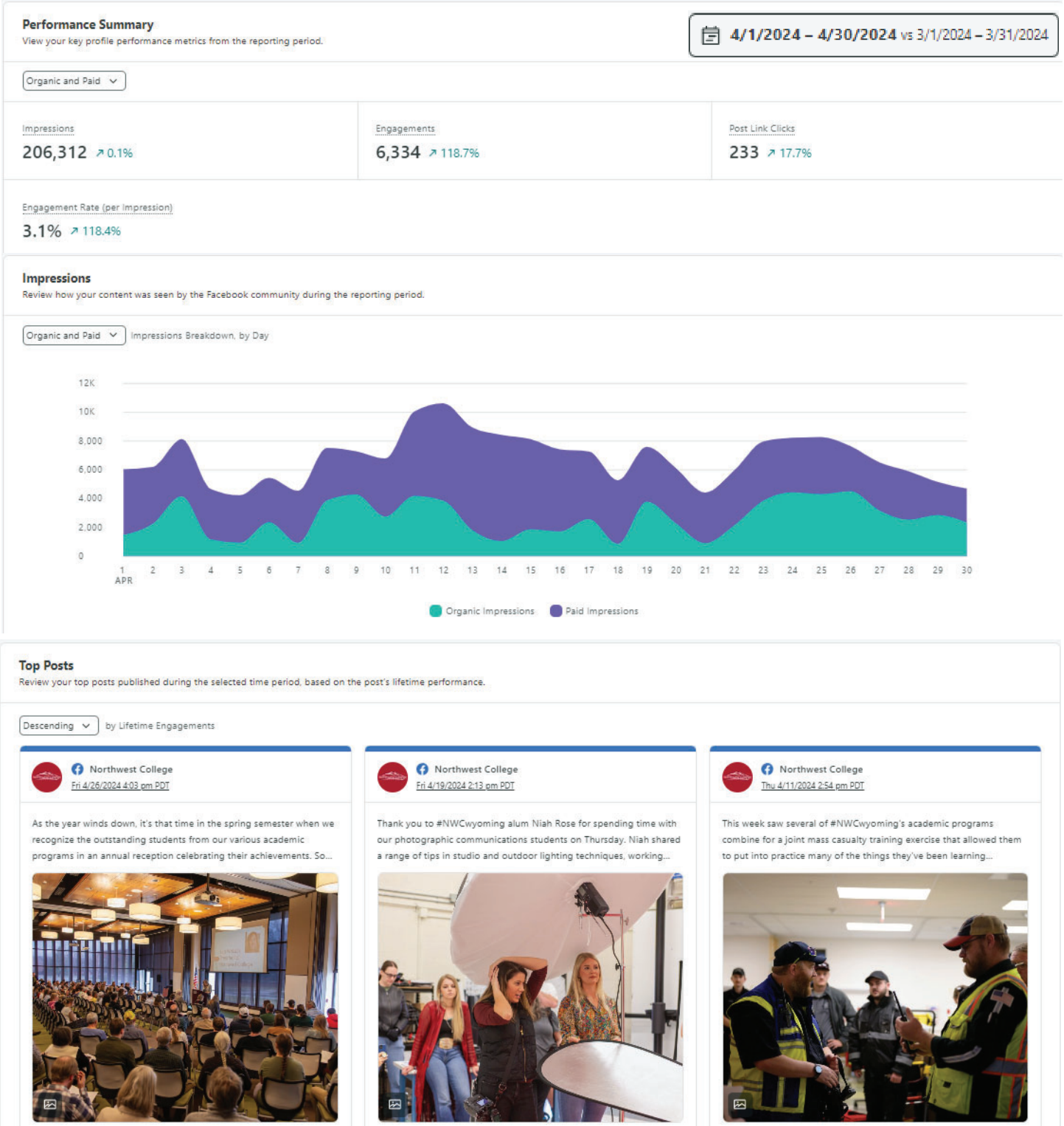
SOCIAL MEDIA REPORT

APRIL 2024



COMMUNICATIONS
& MARKETING

Facebook | facebook.com/NorthwestCollegeWyo



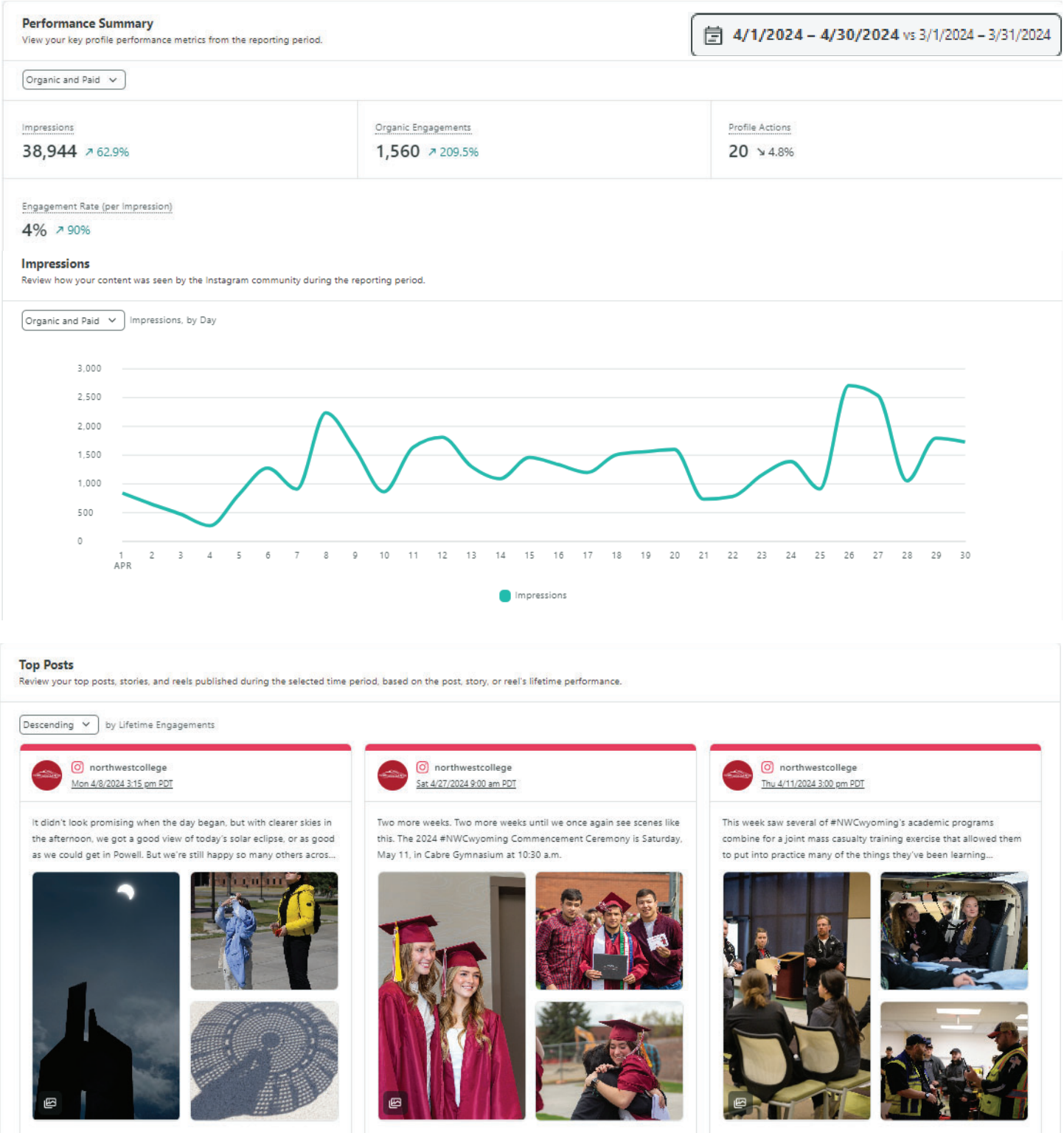
SOCIAL MEDIA REPORT

APRIL 2024



COMMUNICATIONS
& MARKETING

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



SOCIAL MEDIA REPORT

APRIL 2024



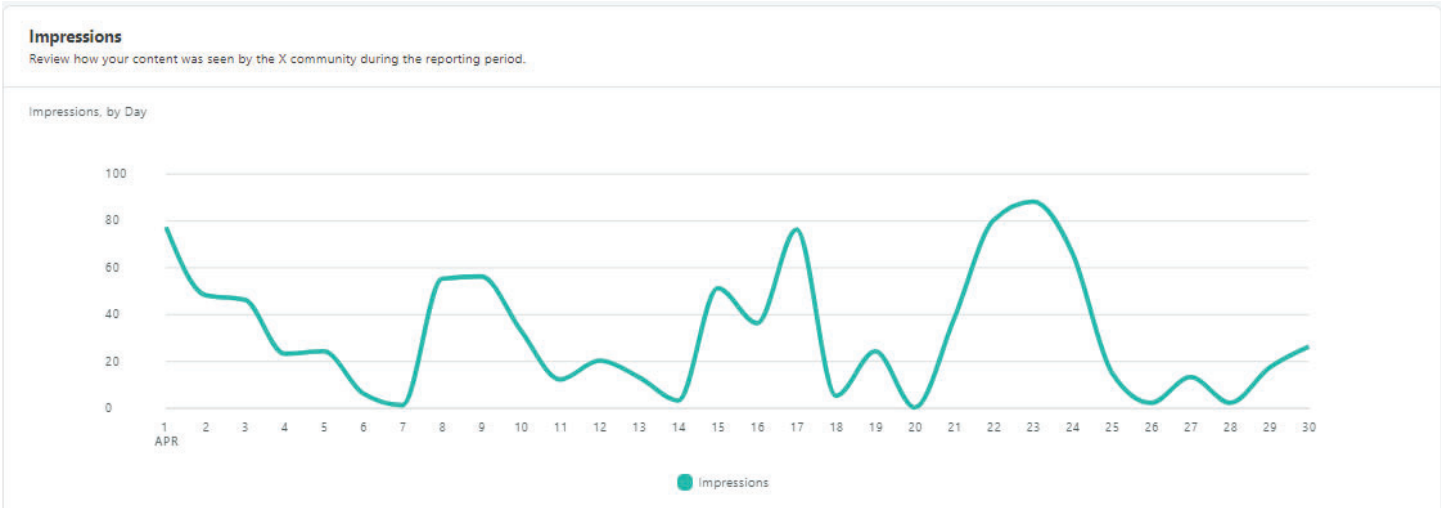
COMMUNICATIONS
& MARKETING

X (formerly known as Twitter) | twitter.com/NWCWyo

Performance Summary
View your key profile performance metrics from the reporting period.

4/1/2024 – 4/30/2024 vs 3/1/2024 – 3/31/2024

| | | |
|--|---|--|
| Impressions 956 ↗ 41% | Engagements 34 ↗ 13.3% | Post Link Clicks 6 ↗ 500% |
| Engagement Rate (per Impression) 3.6% ↘ 19.6% | | |



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

Descending by Lifetime Engagements

X @NWCWyo
Tue 4/16/2024 2:50 pm UTC

Yes, [#NWCWyoming](#) students, today is Advising Day. Be sure to meet with your advisor so you can register for classes next fall. Then reward yourself by going to the library for some cookies!...

X @NWCWyo
Mon 4/1/2024 10:00 pm UTC

The annual Career Fair returns this Wednesday (4/3) and takes place in Cabre Gym on the [#NWCWyoming](#) campus. The fair is open strictly to area high school sophomores from 9 a.m. to 12 p.m., and then open...

X @NWCWyo
Tue 4/23/2024 11:21 pm UTC

The [#NWCWyoming](#) Center for Training & Development is holding an open house on May 1, from 4-6 p.m. at its new location in the Powell Armory. Visitors can meet CTD instructors, ask questions, learn more...

Source: Sprout Social Analytics. (n.d.) Retrieved May 23, 2024, from <https://sproutsocial.com>

WEBSITE TRAFFIC REPORT

APRIL 2024



COMMUNICATIONS
& MARKETING

G Google Analytics: nwc.edu Users | Views | Sessions | Engagement | Top 10 Pages | Top 20 Campaigns | Traffic Sources

| | | | | | |
|--|--------------------------------------|-----------------------------------|-------------------------------------|---|----------------------------|
| Total users 18.4K ↑ 10.9% | New users 15.5K ↑ 15.2% | Views 131.6K ↑ 67.4% | Sessions 43.0K ↑ 15.2% | Engaged sessions 20.2K ↑ 15.7% | Apr 1, 2024 - Apr 30, 2024 |
| [Comparison %s are vs. previous year] | | | | | |

Top Ten Most Viewed Pages

| Page title | Views | % Δ | Total users | % Δ | Engagement r... | % Δ |
|--|--------|-------------|-------------|---------|-----------------|----------|
| Home :: Northwest College :: Powell, Wyoming | 27,784 | 4.0% ↑ | 8,151 | -1.8% ↓ | 47.08% | 10.9% ↑ |
| Home :: Calendar of Events :: Northwest College | 23,949 | 1,218.1%... | 410 | 40.4% ↑ | 80.18% | 417.0% ↑ |
| Search for Courses & Syllabi :: Class Schedule :: Academics :: Northwest College | 7,518 | - | 1,123 | - | 78.23% | - |
| Application for Admission | 3,067 | 49.2% ↑ | 590 | 19.4% ↑ | 74.09% | 212.3% ↑ |
| Programs by Academic Area :: Academics :: Northwest College :: Powell, Wyoming USA | 2,352 | - | 1,340 | - | 93.23% | - |
| Results :: Search :: Northwest College :: Powell, Wyoming USA | 2,245 | - | 1,203 | - | 87.68% | - |
| Home :: Academics :: Northwest College :: Powell, Wyoming USA | 1,977 | - | 1,230 | - | 95.19% | - |
| Class Schedule & Syllabi :: Academics :: Northwest College :: Powell, Wyoming USA | 1,594 | - | 659 | - | 93.18% | - |
| Home :: Hinckley Library :: Northwest College :: Powell, Wyoming USA | 1,176 | - | 520 | - | 64.77% | - |

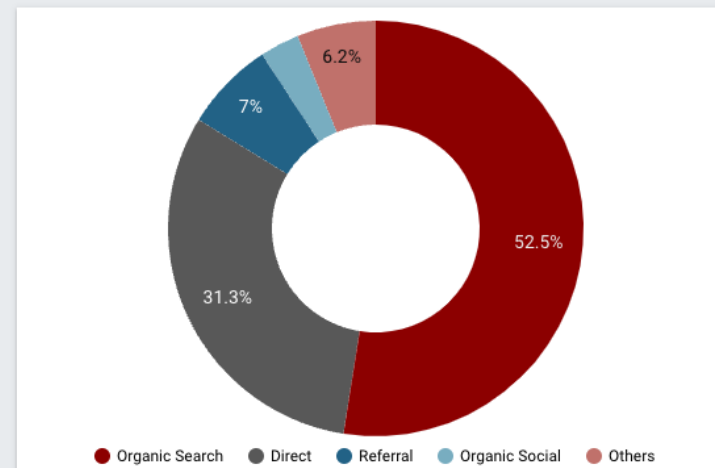
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Top Ten Most Viewed Campaigns (paid and non paid)

| Session campaign | Session medium | Session source | Views |
|---------------------------------|----------------|----------------|-------|
| 1. A360 PPC - Agriculture [B... | ppc | bing | 755 |
| 2. A360 PPC - Agriculture G... | ppc | bing | 538 |
| 3. a360_facebook_traffic | paid | facebook | 382 |
| 4. chatAnswers | trapperChatBot | website | 352 |
| 5. A360 PPC - Allied Health ... | ppc | google | 324 |
| 6. news | social | Facebook | 217 |
| 7. A360 PPC - Agriculture | ppc | google | 158 |
| 8. A360 PPC - Allied Health ... | ppc | bing | 130 |
| 9. A360 PPC - Photographic... | ppc | bing | 106 |
| 10. A360 PPC - Agriculture G... | ppc | google | 39 |

1 - 10 / 23 < >

Traffic Sources



REMEMBER! Previous year data comparisons *will be skewed between April 2023 to April 2024* (due to changes in way Google Analytics gathers and reports the data).

Source: Google Analytics. (n.d.). Retrieved May 30, 2024, from <https://datastudio.google.com/reporting>

WEBSITE TRAFFIC REPORT

APRIL 2024



COMMUNICATIONS
& MARKETING

G Google Analytics: [nwc.edu](#) *User Count by Region | By Country | By Operating System | By Device | By Browser*

User Count by Region

| Region | Total users ▾ | % Δ |
|------------|---------------|----------|
| Wyoming | 4,487 | 1.1% ↑ |
| Colorado | 2,173 | 7.5% ↑ |
| Montana | 948 | -11.3% ↓ |
| Arizona | 861 | 11.4% ↑ |
| California | 759 | -15.0% ↓ |
| Utah | 526 | -11.9% ↓ |
| (not set) | 444 | -45.8% ↓ |
| Washington | 442 | 10.2% ↑ |
| Texas | 430 | -10.2% ↓ |
| New Mexico | 357 | -8.7% ↓ |

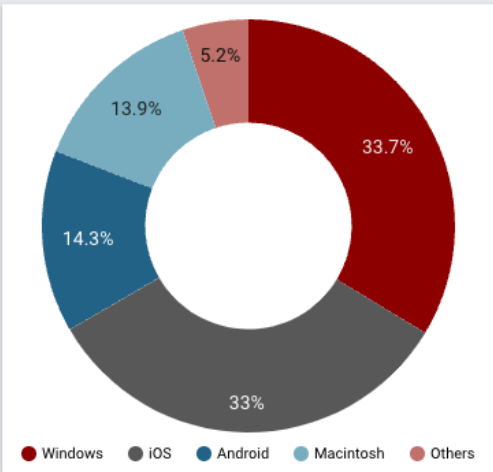
1 - 10 / 424 < >

User Count by Country

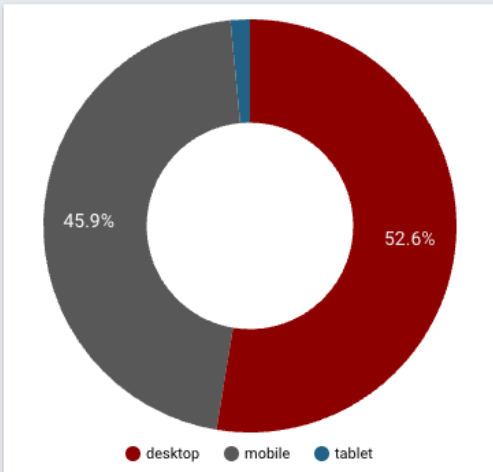
| Country | Total users ▾ | % Δ |
|----------------|---------------|----------|
| United States | 12,521 | -1.5% ↓ |
| China | 247 | -58.6% ↓ |
| India | 203 | 88.0% ↑ |
| Japan | 138 | 12.2% ↑ |
| United Kingdom | 122 | -12.9% ↓ |
| Canada | 108 | -11.5% ↓ |
| Germany | 99 | 59.7% ↑ |
| Brazil | 79 | -24.8% ↓ |
| Nigeria | 62 | -31.1% ↓ |
| South Africa | 34 | -33.3% ↓ |

1 - 10 / 116 < >

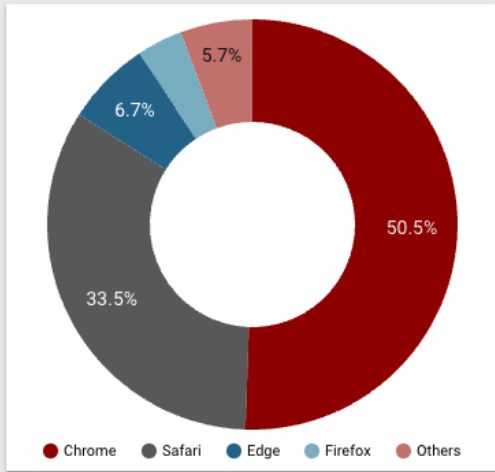
By Operating System



By Device Type



By Browser Type



WEBSITE TRAFFIC REPORT

APRIL 2024



COMMUNICATIONS
& MARKETING

G Google Analytics: nwc.edu Top 10 Sources All | Top 10 Sources External | Top Social Sources | Days of the Week

Top Ten Sources (ALL)

| Session source | Session medium | Sessions | % Δ |
|-------------------------------------|----------------|--------------|------------|
| 1. google | organic | 13,409 | -2.9% ↓ |
| 2. (direct) | (none) | 7,640 | -8.6% ↓ |
| 3. experience.elluciancloud.com | referral | 1,894 | 5.8% ↑ |
| 4. login.microsoftonline.com | referral | 1,845 | -38.7% ↓ |
| 5. bing | organic | 905 | 18.6% ↑ |
| 6. bing | ppc | 370 | 64.4% ↑ |
| 7. facebook | paid | 286 | - |
| 8. eee-prod-web-content-private-... | referral | 199 | - |
| 9. google | ppc | 190 | 1,361.5% ↑ |
| 1... yahoo | organic | 179 | -11.8% ↓ |
| | | 1 - 10 / 182 | < > |

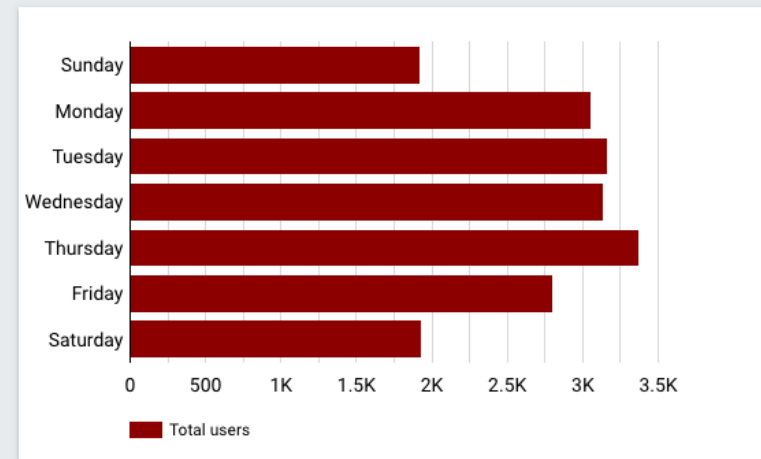
Top Ten Sources (External)

| Session source | Session medium | Sessions | % Δ |
|-------------------|----------------|--------------|------------|
| 1. google | organic | 13,409 | -2.9% ↓ |
| 2. bing | organic | 905 | 18.6% ↑ |
| 3. bing | ppc | 370 | 64.4% ↑ |
| 4. facebook | paid | 286 | - |
| 5. google | ppc | 190 | 1,361.5% ↑ |
| 6. yahoo | organic | 179 | -11.8% ↓ |
| 7. duckduckgo | organic | 119 | -15.0% ↓ |
| 8. m.facebook.com | referral | 119 | -48.0% ↓ |
| 9. l.facebook.com | referral | 74 | -24.5% ↓ |
| 1... Facebook | social | 68 | - |
| | | 1 - 10 / 171 | < > |

Sessions by Social Sources

| Session source | Sessions... | % Δ |
|--------------------|-------------|-----------------|
| 1. facebook | 286 | - |
| 2. m.facebook.com | 119 | -48.0% ↓ |
| 3. l.facebook.com | 74 | -24.5% ↓ |
| 4. lm.facebook.com | 31 | -43.6% ↓ |
| 5. l.instagram.com | 21 | 61.5% ↑ |
| 6. facebook.com | 4 | -73.3% ↓ |
| 7. youtube.com | 4 | 100.0% ↑ |
| 8. snapchat.com | 3 | - |
| Grand total | 546 | 30.3% ↑ |
| | | 1 - 10 / 10 < > |

Most Popular Days of the Week



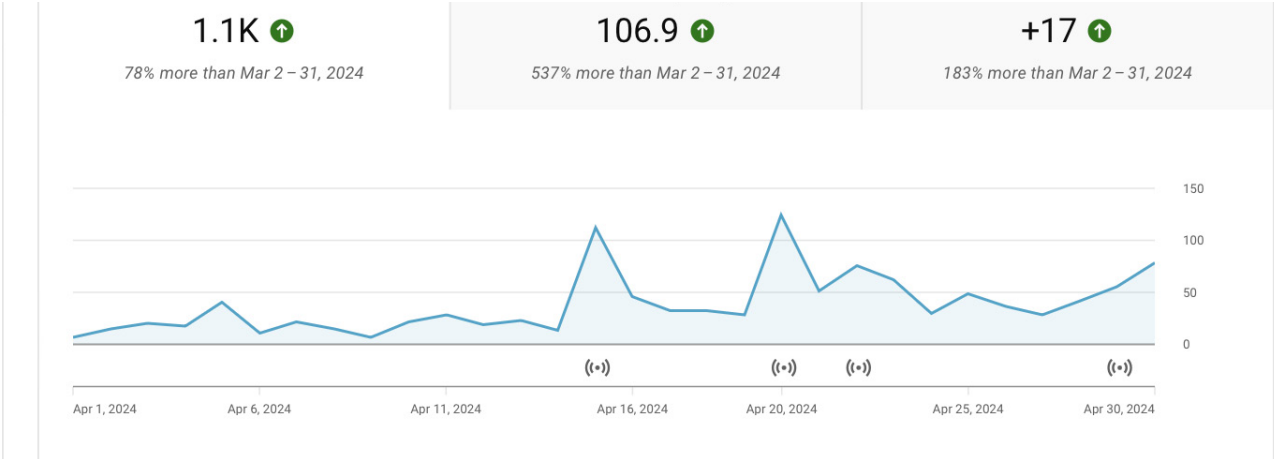
VIDEO ANALYTICS REPORT

APRIL 2024



YouTube | youtube.com/NorthwestCollege

Performance of videos uploaded to the Northwest College YouTube channel compared to previous month:



Top video content this month:

| | | | | |
|---|--|--|---------------|-----|
| 1 | | Northwest Civic Orchestra (NCO) Apr 21, 2024 | 13:21 (14.0%) | 186 |
| 2 | | Northwest College Collegiate Chorale, Percussion Ensemble, & Wind Ensemble. Apr 16, 2024 | 12:40 (15.2%) | 170 |
| 3 | | Turnitin Instructor Tutorial Apr 28, 2015 | 1:24 (14.6%) | 128 |
| 4 | | Northwest College Small Ensembles: Saxophone Quartet, Woodwind Ensemble, ... Apr 23, 2024 | 5:18 (7.1%) | 91 |
| 5 | | Equine Studies Jan 19, 2021 | 0:47 (58.3%) | 41 |



Classified Staff Report

May 2024

Classified Staff Summer Activities

Classified Staff are settling into their summer schedules. Some work has been done on flower beds near Orendorff and the Hinckley Library. The budget did not allow for Classified Staff summer brunch. Next Classified Staff meeting will be held the week of August 26, 2024.



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: May 29, 2024

As the semester finished and faculty finalized grading, many of the faculty members attended graduation on May 11, 2024. Of particular interest this time of year, we highlight the following.

- The week after graduation, Professor Greg Smith traveled with students and community members to Thailand and Cambodia.
- Faculty has elected new members and officers to Faculty Senate, which is as follows;
 - Faculty Senate President: Jen Litterer-Trevino, Assistant Professor of Photography
 - Faculty Senate Vice President: Dave Patterson, Assistant Professor of Criminal Justice
 - Faculty Senate Secretary-Treasurer: Stacy Kuenn, Instructor of Business
 - Senators as follows.
 - STEM Division – Tim Glatzer, Associate Professor of Mathematics
 - ABCE Division – Christine Garceau, Associate Professor of Photography
 - VPAH Division – Zach Paris, Assistant Professor of Music
 - SEE Division – Cammy Rowley, Fixed Term Instructor of Education
 - HP Division – Steven Haggard and Joshua Charvarria, Fixed Term Instructors of EMT
- Music faculty will be hosting the Yellowstone Music Camp on June 16-21.

The 2023 – 2024 school year has been completed, but NWC remains an active center of ongoing activity in our community as faculty plan summer classes and other activities.

Respectfully Submitted,

Jen Litterer-Trevino, Assistant Professor of Photography



Professional Staff Report

Some of the activities that P-Staff members participated in during May were:

NWC Center for Training & Development Open House: Members of the CTD staff held an open house on May 1, in its new location at the Powell Armory. During the open house, visitors had the opportunity to meet CTD instructors, ask questions, and learn more about the programs offered. Guests were also able to test their skills on the center's CDL, forklift, and heavy equipment simulators.

College Council Representatives for Professional Staff: The elections of representatives for Professional Staff were held in the first week of May. Here are the results.

- Cory Ostermiller (Regular – 2 Years) *will serve as P-Staff President next year.
- Jeremiah Howe (Regular – 1 Year) *will serve as College Council Chair next year.
- Martin Stensing (Regular – 3 Years)
- Christi Greaham (Alternate – 1 Year)
- Tim Carpenter (Alternate – 1 Year)
- Becky Voss (Alternate – 3 Years)

NWC Graduation: Some members of P-Staff assisted in the planning and organizing of this year's commencement ceremony.



nwc.edu/mission



nwc.edu/vision



TO: Lisa Watson, NWC President
FROM: Shelby Wetzel, NWC Foundation Executive Director
RE: NWC Foundation Activities for May 2024

NWC Foundation/Alumni Association Boards:

- Initiated nominations process for new Foundation directors and officers.
- Conducted a survey of alumni and donors about communications preferences as part of an audit to streamline publications and messaging to various audiences.
- Collaborating with NWC regarding endowment utilization practices.
- Evaluating current Strategic Plan goal progress; initiating FY25 work plan development.

Fundraising:

- Conducting major gift solicitations to secure Vibrancy Campaign commitments for the Student Center. Coordinating follow-up on Facility Naming to develop donor signage within the building.
- Conducting solicitation work to support Athletic scholarships/programs.
- Conducted 'Stethoscopes for Students' campaign. Added Paramedic students to those who will receive stethoscopes at the outset of their program.
- Distributed a planned giving mailing regarding charitable gift annuities.
- Evaluating prospect management processes and updating staff assignments.
- Continuing cultivation and solicitation work with donor prospects and follow-up regarding pledges and gift documents.

Marketing/Events:

- Hosted Luncheon for the 2024 Distinguished Alumni Award recipient following graduation ceremony. Also, held Alumni Association Board meeting that same afternoon.
- Completed NWC4Life newsletter for retirees/former employees.
- Researched and developed framework for new Foundation and Alumni website.
- Developing content for the Foundation's 2023 Annual Report.
- Planning for a Hard Hat Tour of the Student Center for Presidential Partner donors.
- Coordinating a Livestock Judging Alumni Reunion on June 21-23.
- Planning for Alumni Outreach event in Lovell during Mustang Days in June.
- Launched promotions for Trapper Classic Car Show on June 29.

Miscellaneous:

- Participating in Grants Development work with NWC.

May 29, 2024

TO: Board of Trustees

FROM: Lisa M. Watson, President, VPASF

RE: Student Center Project Update

Temporary Dining Facility -Soccer Fieldhouse

Conversion of the dining facility to the soccer fieldhouse continues with framing out all spaces. The current focus is on electrical and locker room plumbing. The completion of the fieldhouse is scheduled for late August, assuming all materials arrive promptly.

Student Center Building

Construction of the Student Center Building is focused on wrapping up the exterior metal panels and soffit installation. Site work has focused on sidewalk and landscape design. Concrete is being poured, and topsoil is being hauled in. Inside, the upper level is in the final stages of drywall and texturing, as well as paint and tile installation in the restrooms. On the Main level, resin flooring is being installed in the kitchen, ceiling grids and casework are underway, and plumbing and electrical work are being completed.

Project Financing

With the generous donations from the foundation and matching funds from the state, Northwest College has secured sufficient funding for the rest of the student center and soccer fieldhouse conversion. We are scheduled to pay the remaining 1 million to the State of Wyoming next month as we wrap up the financing for the project.

May 29, 2024

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 | Other Operating Exp | Capital/ Equip | New Constr/ Cap Impr | Total |
|----------------|----------------------|------------------------------------|--------------------------------|----------------------------------|--------------------------------|---------------------------|---------------------------------|----------------------|
| Fund 10 | \$ 60,284.91 | \$ 73,447.20 | \$ 42,797.23 | \$ 48,249.07 | \$ 9,815.08 | \$ 569.80 | \$ - | \$ 235,163.29 |
| Fund 11 | 1,458.46 | 12,276.77 | 7,519.33 | - | 9,189.34 | - | - | 30,443.90 |
| Fund 12 | 7,665.26 | 7,335.32 | 812.08 | 27,594.10 | 143,818.82 | - | 5,600.00 | 192,825.58 |
| Fund 14 | 147.04 | 290.00 | - | - | - | - | - | 437.04 |
| Fund 15 | 3,449.83 | 3,312.00 | 893.24 | 1,551.60 | 4,794.73 | - | - | 14,001.40 |
| Fund 22 | 50,160.58 | 13,748.00 | 6,646.97 | - | 6,364.88 | 15,492.98 | - | 92,413.41 |
| Fund 71 | - | - | - | - | - | 1,530.00 | 31,260.00 | 32,790.00 |
| Fund 76 | - | 2,218.65 | - | - | - | - | 100,540.19 | 102,758.84 |
| Total | \$ 123,166.08 | \$ 112,627.94 | \$ 58,668.85 | \$ 77,394.77 | \$ 173,982.85 | \$ 17,592.78 | \$ 137,400.19 | \$ 700,833.46 |

Please find the attached 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
- 76 MAJOR MAINTENANCE

91 Current Funds Fee Revenue Distribution Clearing

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

NORTHWEST COLLEGE CHECK REGISTER - MAY 2024

| | 10 Operating Fund | | | | | | |
|------|-------------------|------------|-----------------|--------------------|-------------------------|---------------------------|------------|
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 10 | 5/9/2024 | V0283519 | Acad Affairs VP | 91 Supplies | Oak Hall Industries | Graduation regalia | \$279.17 |
| 10 | 5/14/2024 | V0283625 | Ag Tech Bus Div | 91 Supplies | Transfer Visa | Books | \$45.95 |
| 10 | 5/24/2024 | V0283756 | Ag Tech Bus Div | 91 Supplies | Synchrony Bank/Amazon | AI Books | \$437.85 |
| 10 | 5/24/2024 | V0283756 | Ag Tech Bus Div | 91 Supplies | Synchrony Bank/Amazon | AI teaching books | \$49.90 |
| 10 | 5/9/2024 | V0283549 | Allied Health | 91 Supplies | Billings Clinic | BLS eCard-heartsaver 1st | \$115.00 |
| 10 | 4/30/2024 | V0283414 | Art | 91 Supplies | Transfer Visa | Butcher paper | \$145.60 |
| 10 | 4/30/2024 | V0283414 | Art | 91 Supplies | Transfer Visa | Workshop reg fees | \$250.00 |
| 10 | 5/1/2024 | V0283445 | Art | 91 Supplies | Powell Ace Hardware LLC | Sponges, spatulas, | \$24.34 |
| 10 | 5/1/2024 | V0283447 | Art | 91 Supplies | Powell Ace Hardware LLC | Studio tools | \$52.33 |
| 10 | 5/1/2024 | V0283447 | Art | 91 Supplies | Powell Ace Hardware LLC | Tape, scrubbers | \$40.52 |
| 10 | 5/9/2024 | V0283552 | Art | 91 Supplies | Gestalt Studios | Matting foam core | \$175.00 |
| 10 | 5/9/2024 | V0283554 | Art | 91 Supplies | Vision West Inc | Tshirts | \$80.00 |
| 10 | 5/9/2024 | V0283575 | Art | 91 Supplies | Red Lodge Clay Center | Clay | \$1,535.00 |
| 10 | 4/30/2024 | V0283426 | Biology | 91 Supplies | Transfer Visa | Software | \$111.10 |
| 10 | 5/9/2024 | V0283581 | Biology | 91 Supplies | Carolina Biological Sup | Dissection specimens | \$166.34 |
| 10 | 5/21/2024 | V0283682 | Biology | 91 Supplies | Transfer Visa | Sheep blood | \$98.92 |
| 10 | 5/22/2024 | V0283689 | Biology | 91 Supplies | Transfer Visa | ONX subscription | \$99.99 |
| 10 | 5/23/2024 | V0283745 | Biology | 91 Supplies | Sigma-Aldrich | Stain | \$248.75 |
| 10 | 5/24/2024 | V0283756 | Biology | 91 Supplies | Synchrony Bank/Amazon | 60X objective lenses (10) | \$219.88 |
| 10 | 5/24/2024 | V0283756 | Biology | 91 Supplies | Synchrony Bank/Amazon | Buffer phosphate solution | \$214.79 |
| 10 | 5/24/2024 | V0283756 | Biology | 91 Supplies | Synchrony Bank/Amazon | Lab gloves, Saline, | \$207.19 |
| 10 | 5/24/2024 | V0283756 | Biology | 91 Supplies | Synchrony Bank/Amazon | Microscope lenses | \$73.19 |
| 10 | 5/1/2024 | V0283448 | Bldg Maint | 91 Supplies | Aldrich's Lumber | Glue, adhesive | \$153.87 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|------------------|--------------------|---------------------------------|----------------------------|------------|
| 10 | 5/9/2024 | V0283526 | Bldg Maint | 91 Supplies | Powell Ace Hardware LLC | Shop supplies | \$144.67 |
| 10 | 5/9/2024 | V0283545 | Bldg Maint | 91 Supplies | American Welding & Gas Inc | shop: welding supplies | \$81.70 |
| 10 | 5/9/2024 | V0283587 | Bldg Maint | 91 Supplies | McIntosh Oil Inc | April 2024 fuel | \$1,078.43 |
| 10 | 5/22/2024 | V0283686 | Bldg Maint | 91 Supplies | Rovenna Cooley | shop:aeronautics sign Cody | \$536.00 |
| 10 | 5/9/2024 | V0283587 | Campus Security | 91 Supplies | McIntosh Oil Inc | April 2024 fuel | \$290.28 |
| 10 | 5/6/2024 | V0283492 | Chemistry | 91 Supplies | Transfer Visa | Go Direct Mini GC | \$3,622.00 |
| 10 | 5/21/2024 | V0283682 | Chemistry | 91 Supplies | Transfer Visa | Voltage probe, lab kit, | \$458.83 |
| 10 | 5/9/2024 | V0283561 | College Serv | 91 Supplies | Fedex | Postage | \$9.70 |
| 10 | 5/9/2024 | V0283570 | Computer Srv | 91 Supplies | Office Shop | Staple cartridge | \$83.58 |
| 10 | 5/9/2024 | V0283579 | Criminal Justice | 91 Supplies | Powell Welding & Industrial Sup | C02 cylinders | \$172.44 |
| 10 | 5/24/2024 | V0283756 | Cust/Grounds | 91 Supplies | Synchrony Bank/Amazon | Paper towels | \$262.00 |
| 10 | 5/21/2024 | V0283682 | Drafting | 91 Supplies | Transfer Visa | Pizza, soda, gatorade | \$138.61 |
| 10 | 5/21/2024 | V0283682 | Drafting | 91 Supplies | Transfer Visa | Printer build plates | \$388.00 |
| 10 | 5/21/2024 | V0283682 | Drafting | 91 Supplies | Transfer Visa | Soluable solution | \$296.00 |
| 10 | 5/24/2024 | V0283756 | Engineering | 91 Supplies | Synchrony Bank/Amazon | Engineering Computation | \$137.04 |
| 10 | 5/24/2024 | V0283756 | Engineering | 91 Supplies | Synchrony Bank/Amazon | Survey field notebooks | \$104.58 |
| 10 | 5/13/2024 | V0283597 | Fin Aids | 91 Supplies | Natl Business Furniture | Desks and Furniture | \$2,287.52 |
| 10 | 5/14/2024 | V0283623 | Fin Aids | 91 Supplies | 360 Office Solutions | Filing cabinets, laminate | \$1,487.00 |
| 10 | 5/1/2024 | V0283442 | Forensic | 91 Supplies | Transfer Visa | Plates, cups, cutlery, | \$50.53 |
| 10 | 4/30/2024 | V0283441 | Geology | 91 Supplies | Transfer Motor Pool | April 2024 mileage | \$276.00 |
| 10 | 4/30/2024 | V0283414 | Graphic Arts | 91 Supplies | Transfer Visa | Meals | \$67.60 |
| 10 | 5/9/2024 | V0283526 | Grounds | 91 Supplies | Powell Ace Hardware LLC | Grounds supplies | \$15.15 |
| 10 | 5/9/2024 | V0283537 | Grounds | 91 Supplies | John Deere Financial | grounds: mower blades | \$49.20 |
| 10 | 5/22/2024 | V0283684 | Grounds | 91 Supplies | Wyoming Seed Co LLC | grounds: seed | \$485.00 |
| 10 | 5/22/2024 | V0283685 | Grounds | 91 Supplies | Kodiak Pest & Lawn | grounds: weed control | \$5,625.00 |
| 10 | 5/22/2024 | V0283707 | Human Anatomy | 91 Supplies | Carolina Biological Sup | Dissection lab supplies | \$3,428.87 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|-------------------|--------------------|-------------------------|------------------------------|------------|
| 10 | 5/24/2024 | V0283756 | Human Anatomy | 91 Supplies | Synchrony Bank/Amazon | Lab coats, blood pressure | \$1,856.97 |
| 10 | 5/1/2024 | V0283444 | Instr Tech Sup | 91 Supplies | Powell Ace Hardware LLC | Extension cords | \$50.97 |
| 10 | 5/9/2024 | V0283530 | Instr Tech Sup | 91 Supplies | Apple Computer Inc | 14 in MacBook Pro | \$2,209.00 |
| 10 | 5/9/2024 | V0283530 | Instr Tech Sup | 91 Supplies | Apple Computer Inc | 3-year AppleCare | \$199.00 |
| 10 | 5/15/2024 | V0283646 | Internt'l Recruit | 91 Supplies | Transfer Visa | Advising day lunch | \$108.53 |
| 10 | 4/30/2024 | V0283414 | Language | 91 Supplies | Transfer Visa | Meals | \$97.12 |
| 10 | 5/14/2024 | V0283627 | Library | 91 Supplies | Transfer Visa | Batteries, pens, USBC | \$81.54 |
| 10 | 5/1/2024 | V0283430 | Mens BB | 91 Supplies | Andy Ward | Team meals | \$133.00 |
| 10 | 5/24/2024 | V0283756 | Microbiology | 91 Supplies | Synchrony Bank/Amazon | Darkfield condenser | \$205.23 |
| 10 | 5/24/2024 | V0283756 | Microbiology | 91 Supplies | Synchrony Bank/Amazon | Darkfield condensor lens | \$114.01 |
| 10 | 5/24/2024 | V0283756 | Microbiology | 91 Supplies | Synchrony Bank/Amazon | Microscope lenses | \$179.36 |
| 10 | 4/30/2024 | V0283414 | Music | 91 Supplies | Transfer Visa | Candy | \$18.72 |
| 10 | 5/16/2024 | V0283656 | Music | 91 Supplies | Eric A. Hagmann | Pizza reimbursement | \$54.92 |
| 10 | 5/16/2024 | V0283657 | Music | 91 Supplies | JW Pepper and Son Inc | Band sheet music | \$859.99 |
| 10 | 5/22/2024 | V0283699 | Music | 91 Supplies | JW Pepper and Son Inc | Band sheet music | \$165.00 |
| 10 | 5/22/2024 | V0283704 | Nursing | 91 Supplies | OADN | Annual Membership dues | \$595.00 |
| 10 | 5/23/2024 | V0283748 | Nursing | 91 Supplies | Coursey Enterprises | Nursing skills kits | \$4,681.13 |
| 10 | 5/24/2024 | V0283756 | Nursing | 91 Supplies | Synchrony Bank/Amazon | Smart plugs | \$49.98 |
| 10 | 5/1/2024 | V0283452 | Outdoor Ed | 91 Supplies | Keith B. McCallister | Posters, stickers | \$92.45 |
| 10 | 5/14/2024 | V0283612 | Photography | 91 Supplies | Sodexo Operations LLC | Cater -Tapas, virgin Sangria | \$290.00 |
| 10 | 5/14/2024 | V0283628 | Photography | 91 Supplies | Transfer Visa | 16 X 20 uncut mats | \$248.98 |
| 10 | 5/14/2024 | V0283628 | Photography | 91 Supplies | Transfer Visa | Color film | \$171.89 |
| 10 | 5/14/2024 | V0283628 | Photography | 91 Supplies | Transfer Visa | Meals | \$668.53 |
| 10 | 5/14/2024 | V0283628 | Photography | 91 Supplies | Transfer Visa | Photo printing paper | \$134.09 |
| 10 | 5/24/2024 | V0283756 | Photography | 91 Supplies | Synchrony Bank/Amazon | Flashpoint battery chgr | \$39.00 |
| 10 | 5/9/2024 | V0283587 | Pres Office | 91 Supplies | McIntosh Oil Inc | April 2024 fuel | \$53.11 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|--------------------------|------------|-------------------------|--------------------------|-------------------------|---------------------------|--------------------|
| 10 | 5/9/2024 | V0283587 | Rodeo Men | 91 Supplies | McIntosh Oil Inc | April 2024 fuel | \$1,792.38 |
| 10 | 5/22/2024 | V0283713 | Rodeo Men | 91 Supplies | DB Farms | Hay | \$5,157.00 |
| 10 | 5/9/2024 | V0283513 | Rodeo Women | 91 Supplies | DB Farms | Hay | \$7,020.00 |
| 10 | 5/14/2024 | V0283625 | Speech | 91 Supplies | Transfer Visa | Book, vinyl sheet protect | \$195.60 |
| 10 | 5/21/2024 | V0283682 | STEM - Physical Sci Div | 91 Supplies | Transfer Visa | Meals | \$184.30 |
| 10 | 5/13/2024 | V0283597 | Stu Serv VP | 91 Supplies | Natl Business Furniture | Furniture | \$3,000.00 |
| 10 | 5/14/2024 | V0283627 | Tutoring | 91 Supplies | Transfer Visa | Wipes, candy, cups | \$53.93 |
| 10 | 5/24/2024 | V0283756 | Tutoring | 91 Supplies | Synchrony Bank/Amazon | Wrapping paper, foam | \$148.96 |
| 10 | 5/9/2024 | V0283508 | Visual/Perf Art Div | 91 Supplies | Sodexo Operations LLC | VPA division lunch | \$137.50 |
| 10 | 5/1/2024 | V0283433 | Welding | 91 Supplies | Norco | Oxygen, radius small | \$85.93 |
| 10 | 5/1/2024 | V0283434 | Welding | 91 Supplies | Norco | Oxygen, Acetylene | \$783.62 |
| 10 | 5/1/2024 | V0283436 | Welding | 91 Supplies | Norco | Oxygen, carbon dioxide, | \$215.44 |
| 10 | 5/1/2024 | V0283455 | Welding | 91 Supplies | Powell Ace Hardware LLC | Tap & Die, chain strt | \$139.97 |
| 10 | 5/2/2024 | V0283459 | Welding | 91 Supplies | Norco | Propane bottle, reader, | \$101.81 |
| 10 | 5/2/2024 | V0283483 | Welding | 91 Supplies | Norco | Welding rod | \$327.08 |
| 10 | 5/9/2024 | V0283563 | Welding | 91 Supplies | Norco | Welding gloves, o2, | \$308.31 |
| 10 | 5/9/2024 | V0283584 | Welding | 91 Supplies | Norco | Argon | \$127.54 |
| 10 | 5/9/2024 | V0283585 | Welding | 91 Supplies | Norco | Oxygen | \$159.17 |
| 10 | 5/9/2024 | V0283587 | Welding | 91 Supplies | McIntosh Oil Inc | April 2024 fuel | \$122.99 |
| 10 | 5/22/2024 | V0283705 | Welding | 91 Supplies | Norco | Battery | \$236.13 |
| 10 | 5/22/2024 | V0283706 | Welding | 91 Supplies | Norco | Safety glasses | \$229.32 |
| | | | Sum: | 91 Supplies | | | \$60,284.91 |
| | 10 Operating Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 10 | 4/30/2024 | V0283420 | ABE,GED,ESL | 92 Servs/Fees/Repr/Maint | Jessica A. Smith | HiSET test fees | \$75.00 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|-------------------|--------------------------|------------------------------|----------------------------|-------------|
| 10 | 4/30/2024 | V0283414 | Art | 92 Servs/Fees/Repr/Maint | Transfer Visa | Banner stands | \$203.64 |
| 10 | 5/1/2024 | V0283448 | Bldg Maint | 92 Servs/Fees/Repr/Maint | Aldrich's Lumber | Building repairs | \$652.90 |
| 10 | 5/2/2024 | V0283465 | Bldg Maint | 92 Servs/Fees/Repr/Maint | Bradford Sup Co | repairs at equine & yb | \$87.15 |
| 10 | 5/9/2024 | V0283526 | Bldg Maint | 92 Servs/Fees/Repr/Maint | Powell Ace Hardware LLC | Building repairs | \$307.30 |
| 10 | 5/9/2024 | V0283542 | Bldg Maint | 92 Servs/Fees/Repr/Maint | Big Valley Bearing & Sup | bldg repair | \$44.21 |
| 10 | 5/9/2024 | V0283583 | Bldg Maint | 92 Servs/Fees/Repr/Maint | G & R Controls Inc | Shipping for EQ repair | \$27.00 |
| 10 | 5/23/2024 | V0283738 | Bldg Maint | 92 Servs/Fees/Repr/Maint | Automatic Doors of Montana | repair yb automatic doors | \$2,796.00 |
| 10 | 5/24/2024 | V0283756 | Bldg Maint | 92 Servs/Fees/Repr/Maint | Synchrony Bank/Amazon | Repair Yellowstone BU | \$66.54 |
| 10 | 4/30/2024 | V0283672 | Comm & Mktg | 92 Servs/Fees/Repr/Maint | Transfer Visa | Flickr annual subscripti | \$71.99 |
| 10 | 5/2/2024 | V0283462 | Comm & Mktg | 92 Servs/Fees/Repr/Maint | Greg D Wise | Fall 23 - Spring 24 photo | \$1,500.00 |
| 10 | 5/16/2024 | V0283670 | Comm & Mktg | 92 Servs/Fees/Repr/Maint | Randall S. Quarles | 2024 graduation photos | \$300.00 |
| 10 | 5/1/2024 | V0283446 | Computer Srv | 92 Servs/Fees/Repr/Maint | Powell Ace Hardware LLC | Blank ivory wall plates | \$4.17 |
| 10 | 5/22/2024 | V0283697 | Computer Srv | 92 Servs/Fees/Repr/Maint | ITsavvy LLC | VIPRE Endpoint Sec Server | \$16,742.00 |
| 10 | 5/6/2024 | V0283492 | EMS Prog | 92 Servs/Fees/Repr/Maint | Transfer Visa | Meals | \$74.31 |
| 10 | 4/30/2024 | V0283412 | Extend Camp | 92 Servs/Fees/Repr/Maint | Big Horn Cty School Dist #2 | SP2024 concurrent enroll | \$1,467.00 |
| 10 | 5/23/2024 | V0283730 | Extend Camp | 92 Servs/Fees/Repr/Maint | Park Cty School Dist # 6 | Fall 23/SP 24 concurrent | \$25,105.00 |
| 10 | 4/30/2024 | V0283414 | Graphic Arts | 92 Servs/Fees/Repr/Maint | Transfer Visa | Banner stands | \$203.64 |
| 10 | 5/9/2024 | V0283527 | Instr Tech Sup | 92 Servs/Fees/Repr/Maint | Zoom Video Communication Inc | 05-03-24 to 05-02-25 renew | \$9,450.00 |
| 10 | 5/14/2024 | V0283626 | Internt'l Recruit | 92 Servs/Fees/Repr/Maint | Global Pathways | Agent Commission pmt | \$3,370.50 |
| 10 | 5/1/2024 | V0283430 | Mens BB | 92 Servs/Fees/Repr/Maint | Andy Ward | Team meals | \$78.96 |
| 10 | 4/30/2024 | V0283414 | Music | 92 Servs/Fees/Repr/Maint | Transfer Visa | NPA stage lighting lamps | \$165.92 |
| 10 | 5/9/2024 | V0283520 | Music | 92 Servs/Fees/Repr/Maint | Craig Olson | April 2024 piano tuning | \$450.00 |
| 10 | 5/2/2024 | V0283472 | Outdoor Ed | 92 Servs/Fees/Repr/Maint | Powell Ace Hardware LLC | Camp Axe, hand saw | \$38.46 |
| 10 | 5/24/2024 | V0283756 | Outdoor Ed | 92 Servs/Fees/Repr/Maint | Synchrony Bank/Amazon | Shears, bandage wraps, | \$230.76 |
| 10 | 5/9/2024 | V0283514 | Rodeo Arena | 92 Servs/Fees/Repr/Maint | Heart Mtn Farm Sup Inc | Kubota repairs | \$630.19 |
| 10 | 5/22/2024 | V0283703 | Rodeo Arena | 92 Servs/Fees/Repr/Maint | 4 Cross Ranch LLC | Spraying weeds | \$620.35 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|--------------------------|------------|-----------------|---------------------------------|---------------------|-----------------------------|--------------------|
| 10 | 5/22/2024 | V0283702 | Rodeo Men | 92 Servs/Fees/Repr/Maint | Becky Nose | Aug 23 to May 24 Honorarium | \$4,000.00 |
| 10 | 5/9/2024 | V0283524 | Rodeo Women | 92 Servs/Fees/Repr/Maint | Del Nose | May 2024 cattle lease | \$3,150.00 |
| 10 | 5/22/2024 | V0283702 | Rodeo Women | 92 Servs/Fees/Repr/Maint | Becky Nose | Aug 23 to May 24 Honorarium | \$1,000.00 |
| 10 | 5/15/2024 | V0283653 | Womens VB | 92 Servs/Fees/Repr/Maint | Transfer Visa | Meals, fuel recruiting | \$143.00 |
| 10 | 5/15/2024 | V0283653 | Womens VB | 92 Servs/Fees/Repr/Maint | Transfer Visa | Rental car, tickets, | \$391.21 |
| | | | Sum: | 92 Servs/Fees/Repr/Maint | | | \$73,447.20 |
| | 10 Operating Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 10 | 5/14/2024 | V0283622 | ABE,GED,ESL | 93 Assoc/Travel/Misc | Sandy Myers | Lodging, shuttle, | \$2,080.46 |
| 10 | 4/30/2024 | V0283441 | Acad Affairs VP | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$234.00 |
| 10 | 5/1/2024 | V0283450 | Acad Affairs VP | 93 Assoc/Travel/Misc | Joel Theriot Sauers | Per diem Riverton | \$103.25 |
| 10 | 5/1/2024 | V0283451 | Acad Affairs VP | 93 Assoc/Travel/Misc | Cammy Rowley | Per diem Riverton | \$59.00 |
| 10 | 5/13/2024 | V0283608 | Acad Affairs VP | 93 Assoc/Travel/Misc | David C Erickson | Per diem - Casper WY | \$118.00 |
| 10 | 5/22/2024 | V0283689 | Acad Affairs VP | 93 Assoc/Travel/Misc | Transfer Visa | AirBNB -Chicago | \$905.33 |
| 10 | 5/22/2024 | V0283701 | Acad Affairs VP | 93 Assoc/Travel/Misc | Lisa D. Smith | Lyft Chicago | \$46.77 |
| 10 | 4/30/2024 | V0283441 | Agriculture | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$32.85 |
| 10 | 5/14/2024 | V0283628 | Agriculture | 93 Assoc/Travel/Misc | Transfer Visa | Membership reg fees | \$100.00 |
| 10 | 4/30/2024 | V0283441 | Animal Judge | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$935.10 |
| 10 | 5/6/2024 | V0283489 | Animal Judge | 93 Assoc/Travel/Misc | Transfer Visa | Lodging | \$1,164.66 |
| 10 | 4/30/2024 | V0283414 | Art | 93 Assoc/Travel/Misc | Transfer Visa | Workshop reg fees | \$50.00 |
| 10 | 4/30/2024 | V0283441 | Enroll Serv | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$1,398.15 |
| 10 | 5/9/2024 | V0283547 | Enroll Serv | 93 Assoc/Travel/Misc | Jessica J. Kasinger | Mileage reimbursement | \$191.25 |
| 10 | 5/23/2024 | V0283727 | Enroll Serv | 93 Assoc/Travel/Misc | Kendle R. Jeffs | Mileage, snacks | \$297.90 |
| 10 | 5/23/2024 | V0283751 | Enroll Serv | 93 Assoc/Travel/Misc | Jessica J. Kasinger | Mileage reimbursement | \$42.75 |
| 10 | 4/30/2024 | V0283410 | Forensic | 93 Assoc/Travel/Misc | Transfer Visa | Coffee, pastries, lunch | \$45.11 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|-------------------|----------------------|---------------------------------------|-------------------------|------------|
| 10 | 4/30/2024 | V0283410 | Forensic | 93 Assoc/Travel/Misc | Transfer Visa | Food supplies | \$230.21 |
| 10 | 4/30/2024 | V0283410 | Forensic | 93 Assoc/Travel/Misc | Transfer Visa | Lodging, meals | \$3,269.72 |
| 10 | 4/30/2024 | V0283410 | Forensic | 93 Assoc/Travel/Misc | Transfer Visa | Tournament fees | \$146.30 |
| 10 | 5/1/2024 | V0283442 | Forensic | 93 Assoc/Travel/Misc | Transfer Visa | Lodging, rental car, | \$2,514.20 |
| 10 | 5/1/2024 | V0283442 | Forensic | 93 Assoc/Travel/Misc | Transfer Visa | Meals | \$165.28 |
| 10 | 4/30/2024 | V0283441 | Gear Up 16 | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$228.60 |
| 10 | 4/30/2024 | V0283441 | Internt'I Recruit | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$12.60 |
| 10 | 5/2/2024 | V0283456 | Internt'I Recruit | 93 Assoc/Travel/Misc | ICEF | Conf fees | \$5,350.00 |
| 10 | 5/15/2024 | V0283646 | Internt'I Recruit | 93 Assoc/Travel/Misc | Transfer Visa | Membership fees | \$669.72 |
| 10 | 5/21/2024 | V0283691 | Internt'I Recruit | 93 Assoc/Travel/Misc | Internat'I Language Fairs & Workshops | ILF & Workshop | \$2,105.11 |
| 10 | 5/1/2024 | V0283439 | Library | 93 Assoc/Travel/Misc | Kanopy | Electronic resources | \$30.00 |
| 10 | 4/30/2024 | V0283441 | Mens BB | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$306.45 |
| 10 | 4/30/2024 | V0283441 | Mens Soccer | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$1,931.55 |
| 10 | 5/6/2024 | V0283495 | Nursing | 93 Assoc/Travel/Misc | Transfer Visa | Airfare J Taylor | \$300.00 |
| 10 | 4/30/2024 | V0283441 | Outdoor Ed | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$1,778.60 |
| 10 | 4/30/2024 | V0283441 | Photography | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$27.45 |
| 10 | 5/14/2024 | V0283627 | Physics | 93 Assoc/Travel/Misc | Transfer Visa | Workshop reg fees | \$100.00 |
| 10 | 5/21/2024 | V0283681 | Pres Office | 93 Assoc/Travel/Misc | Transfer Visa | Lodging - casper | \$119.00 |
| 10 | 5/21/2024 | V0283681 | Pres Office | 93 Assoc/Travel/Misc | Transfer Visa | Online course | \$39.99 |
| 10 | 5/2/2024 | V0283482 | Rodeo Women | 93 Assoc/Travel/Misc | NWC Accounts Receivable | Per diem Rodeo Missoula | \$660.00 |
| 10 | 5/6/2024 | V0283489 | Show Team | 93 Assoc/Travel/Misc | Transfer Visa | Lodging, meals | \$322.01 |
| 10 | 5/6/2024 | V0283489 | Show Team | 93 Assoc/Travel/Misc | Transfer Visa | Meals | \$1,065.90 |
| 10 | 5/6/2024 | V0283489 | Show Team | 93 Assoc/Travel/Misc | Transfer Visa | labels, supplies | \$69.28 |
| 10 | 5/23/2024 | V0283742 | Show Team | 93 Assoc/Travel/Misc | Hutchinson Community College | Entry fees-April 2024 | \$180.00 |
| 10 | 5/24/2024 | V0283752 | Show Team | 93 Assoc/Travel/Misc | 3B Farms | Trucking cows | \$750.00 |
| 10 | 4/30/2024 | V0283441 | Speech | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$95.85 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-------------------|------------|---------------------|--------------------------|---------------------|---------------------------|-------------|
| 10 | 5/6/2024 | V0283490 | Student Compliance | 93 Assoc/Travel/Misc | Transfer Visa | Airfare | \$604.45 |
| 10 | 5/6/2024 | V0283490 | Student Compliance | 93 Assoc/Travel/Misc | Transfer Visa | ATIXA's summer symposium | \$2,873.00 |
| 10 | 4/30/2024 | V0283441 | TRIO 16 | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$144.45 |
| 10 | 5/21/2024 | V0283680 | Tutoring | 93 Assoc/Travel/Misc | Transfer Visa | Pizza, plates, candy, | \$117.23 |
| 10 | 4/30/2024 | V0283441 | Visual/Perf Art Div | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$4,349.10 |
| 10 | 4/30/2024 | V0283441 | Womens Soccer | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$2,737.35 |
| 10 | 4/30/2024 | V0283441 | Womens VB | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$703.35 |
| 10 | 5/15/2024 | V0283653 | Womens VB | 93 Assoc/Travel/Misc | Transfer Visa | Awards, postage | \$25.19 |
| 10 | 5/15/2024 | V0283653 | Womens VB | 93 Assoc/Travel/Misc | Transfer Visa | Lodging, meals | \$951.31 |
| 10 | 5/15/2024 | V0283653 | Womens VB | 93 Assoc/Travel/Misc | Transfer Visa | Meals | \$19.40 |
| | | | Sum: | 93 Assoc/Travel/Misc | | | \$42,797.23 |
| | 10 Operating Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 10 | 5/1/2024 | V0283437 | Computer Srv | 94 Utilities/Ins/Support | Verizon Wireless | Telephone service | \$91.86 |
| 10 | 5/9/2024 | V0283532 | Computer Srv | 94 Utilities/Ins/Support | Century Link | Telephone services | \$332.79 |
| 10 | 5/9/2024 | V0283533 | Computer Srv | 94 Utilities/Ins/Support | TCT WEST INC | Computer services interne | \$124.00 |
| 10 | 5/9/2024 | V0283533 | Computer Srv | 94 Utilities/Ins/Support | TCT WEST INC | Emergency phones & YAB | \$404.74 |
| 10 | 5/9/2024 | V0283533 | Computer Srv | 94 Utilities/Ins/Support | TCT WEST INC | Intercultural center | \$213.98 |
| 10 | 5/9/2024 | V0283533 | Computer Srv | 94 Utilities/Ins/Support | TCT WEST INC | Moyer SIP trunk | \$1,225.00 |
| 10 | 5/9/2024 | V0283533 | Computer Srv | 94 Utilities/Ins/Support | TCT WEST INC | Veterans lounge internet | \$161.53 |
| 10 | 5/9/2024 | V0283533 | Computer Srv | 94 Utilities/Ins/Support | TCT WEST INC | YAB & Moyer SIP & | \$52.45 |
| 10 | 5/9/2024 | V0283569 | Computer Srv | 94 Utilities/Ins/Support | Verizon Wireless | Telephone service | \$4,307.27 |
| 10 | 5/9/2024 | V0283571 | Computer Srv | 94 Utilities/Ins/Support | Century Link | Telephone service | \$156.70 |
| 10 | 5/9/2024 | V0283572 | Computer Srv | 94 Utilities/Ins/Support | Century Link | Telephone service | \$155.80 |
| 10 | 5/9/2024 | V0283550 | Extend Camp | 94 Utilities/Ins/Support | Park County Clerk | May 24 Cody Center Rent | \$3,455.50 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-------------------|------------|------------------|--------------------------|--------------------------------|---------------------------|-------------|
| 10 | 5/9/2024 | V0283540 | Field Camp | 94 Utilities/Ins/Support | Rocky Mtn Power | field station elect apr24 | \$923.43 |
| 10 | 5/9/2024 | V0283534 | Rodeo Arena | 94 Utilities/Ins/Support | Garland Light & Power Co | apr124 rodeo | \$759.78 |
| 10 | 5/9/2024 | V0283546 | Rodeo Arena | 94 Utilities/Ins/Support | Black Hills Energy | april24 rodeo heat | \$687.11 |
| 10 | 5/22/2024 | V0283689 | Stu Success Prog | 94 Utilities/Ins/Support | Transfer Visa | Liability insurance | \$193.64 |
| 10 | 5/2/2024 | V0283460 | Utilities | 94 Utilities/Ins/Support | Powell City of | March 24 electricity | \$21,467.82 |
| 10 | 5/2/2024 | V0283460 | Utilities | 94 Utilities/Ins/Support | Powell City of | March 24 sanitation | \$2,409.90 |
| 10 | 5/2/2024 | V0283460 | Utilities | 94 Utilities/Ins/Support | Powell City of | March 24 sewer | \$711.54 |
| 10 | 5/2/2024 | V0283460 | Utilities | 94 Utilities/Ins/Support | Powell City of | March 24 water | \$2,604.11 |
| 10 | 5/2/2024 | V0283463 | Utilities | 94 Utilities/Ins/Support | Keele Sanitation LLC | dumpster fees ag equine | \$320.00 |
| 10 | 5/9/2024 | V0283534 | Utilities | 94 Utilities/Ins/Support | Garland Light & Power Co | apr124 ag maint eq ob trl | \$2,019.59 |
| 10 | 5/9/2024 | V0283535 | Utilities | 94 Utilities/Ins/Support | Montana Dakota Utilities Co | apr124 ih fab st cntr ag | \$1,903.70 |
| 10 | 5/9/2024 | V0283538 | Utilities | 94 Utilities/Ins/Support | Park County Landfill | dump runs | \$22.60 |
| 10 | 5/16/2024 | V0283667 | Utilities | 94 Utilities/Ins/Support | Montana Dakota Utilities Co | Apr 24 heat:EQ, Trailer | \$467.11 |
| 10 | 5/16/2024 | V0283668 | Utilities | 94 Utilities/Ins/Support | Rainbow Gas Company | Apr 24 heat | \$1,584.89 |
| 10 | 5/23/2024 | V0283737 | Utilities | 94 Utilities/Ins/Support | Northwest Rural Water District | april 24 water ag rodeo | \$932.00 |
| 10 | 5/24/2024 | V0283754 | Utilities | 94 Utilities/Ins/Support | Montana Dakota Utilities Co | April 24 heat | \$560.23 |
| | | | Sum: | 94 Utilities/Ins/Support | | | \$48,249.07 |
| | 10 Operating Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 10 | 4/30/2024 | V0283414 | Art | 97 Other Operating Exp | Transfer Visa | Freight | \$65.90 |
| 10 | 4/30/2024 | V0283414 | Art | 97 Other Operating Exp | Transfer Visa | Shipping | \$71.39 |
| 10 | 5/9/2024 | V0283575 | Art | 97 Other Operating Exp | Red Lodge Clay Center | Shipping | \$75.00 |
| 10 | 5/13/2024 | V0283603 | Comm & Mktg | 97 Other Operating Exp | Advance 360 | Digital enrollment | \$5,420.00 |
| 10 | 5/14/2024 | V0283614 | Comm & Mktg | 97 Other Operating Exp | Powell Tribune | Upcoming events ads | \$556.00 |
| 10 | 5/9/2024 | V0283557 | Computer Srv | 97 Other Operating Exp | Quadient Finance USA Inc | NeoShip postage | \$381.78 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|-----------------|-------------------------------|-----------------------|-----------------------|-------------------|
| 10 | 5/9/2024 | V0283558 | Computer Srv | 97 Other Operating Exp | Quadient Inc | Postage | \$222.00 |
| 10 | 5/9/2024 | V0283559 | Computer Srv | 97 Other Operating Exp | United Parcel Serv | Postage | \$49.58 |
| 10 | 5/9/2024 | V0283561 | Computer Srv | 97 Other Operating Exp | Fedex | Postage | \$11.79 |
| 10 | 5/23/2024 | V0283749 | Computer Srv | 97 Other Operating Exp | Fedex | Postage | \$31.51 |
| 10 | 5/23/2024 | V0283728 | Enroll Serv | 97 Other Operating Exp | Sew Much More LLC | Tshirts | \$494.90 |
| 10 | 5/9/2024 | V0283512 | Extend Camp | 97 Other Operating Exp | Big Horn Basin Media | Radio advertising | \$864.00 |
| 10 | 5/23/2024 | V0283717 | Gear Up 16 | 97 Other Operating Exp | Danielle M. Weber | Tax for Food PAY7NWC9 | \$3.40 |
| 10 | 5/16/2024 | V0283655 | Library | 97 Other Operating Exp | ooLite Media LLC | DVD | \$80.00 |
| 10 | 5/24/2024 | V0283756 | Library | 97 Other Operating Exp | Synchrony Bank/Amazon | Book | \$19.95 |
| 10 | 5/24/2024 | V0283756 | Library | 97 Other Operating Exp | Synchrony Bank/Amazon | Books | \$1,467.88 |
| | | | Sum: | 97 Other Operating Exp | | | \$9,815.08 |

10 Operating Fund

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|----------|------------|-----------------|---------------------------------|-----------------------------|--------------------------|---------------------|
| 10 | 5/2/2024 | V0283476 | Agriculture | 98 Expend--Capital/Equip | Wyoming Dept of Agriculture | Renewal meat lab license | \$100.00 |
| 10 | 5/9/2024 | V0283580 | Fitness Center | 98 Expend--Capital/Equip | BSN Sports | Basketballs | \$469.80 |
| | | | Sum: | 98 Expend--Capital/Equip | | | \$569.80 |
| | | | Sum: | | | | \$235,163.29 |

11 One Mill Fund

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|----------|------------|-----------------|--------------------|-----------------------|---------------------------|----------|
| 11 | 5/1/2024 | V0283431 | Class Staf Dev | 91 Supplies | Marquis Awards | Awards | \$82.85 |
| 11 | 5/1/2024 | V0283449 | Class Staf Dev | 91 Supplies | Cheri D. Mateo | Crystal ring dish | \$32.76 |
| 11 | 5/9/2024 | V0283507 | Class Staf Dev | 91 Supplies | Sodexo Operations LLC | C Staff recognition lunch | \$218.75 |
| 11 | 5/9/2024 | V0283518 | Class Staf Dev | 91 Supplies | Karalee G. Warren | Prize basket items for | \$45.77 |
| 11 | 5/9/2024 | V0283521 | Class Staf Dev | 91 Supplies | Holly Berryman | CStaff gift cards | \$60.00 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------------------|-----------|------------|---------------------|--------------------------|---------------------------------|----------------------------|-------------|
| 11 | 5/22/2024 | V0283689 | Class Staf Dev | 91 Supplies | Transfer Visa | Cards, candy, gifts | \$157.00 |
| 11 | 5/22/2024 | V0283689 | Class Staf Dev | 91 Supplies | Transfer Visa | Prizes, plants, gift | \$372.93 |
| 11 | 5/2/2024 | V0283467 | Human Resource | 91 Supplies | Backgrounds Online | 5 employees background | \$488.40 |
| | | | Sum: | 91 Supplies | | | \$1,458.46 |
| 11 One Mill Fund | | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 11 | 5/2/2024 | V0283457 | 1M College Services | 92 Servs/Fees/Repr/Maint | Wy Dept Workforce Services | 1st Qtr 2024 unemployment | \$4,424.27 |
| 11 | 5/23/2024 | V0283734 | 1M College Services | 92 Servs/Fees/Repr/Maint | Crowley Fleck PLLP | Legal services April 24 | \$1,852.50 |
| 11 | 5/23/2024 | V0283741 | 1M College Services | 92 Servs/Fees/Repr/Maint | NC State University | PACE survey | \$6,000.00 |
| | | | Sum: | 92 Servs/Fees/Repr/Maint | | | \$12,276.77 |
| 11 One Mill Fund | | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 11 | 5/2/2024 | V0283458 | 1M College Services | 93 Assoc/Travel/Misc | Marquis Awards | 2024 outstanding service | \$795.45 |
| 11 | 5/9/2024 | V0283531 | 1M College Services | 93 Assoc/Travel/Misc | Buffalo Bill Center of the West | Membership fees | \$1,000.00 |
| 11 | 5/23/2024 | V0283725 | 1M College Services | 93 Assoc/Travel/Misc | Marquis Awards | 2024 Retirement plaque | \$100.40 |
| 11 | 4/30/2024 | V0283422 | Faculty Dev | 93 Assoc/Travel/Misc | Marquis Awards | Awards distinguished | \$208.40 |
| 11 | 5/6/2024 | V0283495 | Faculty Dev | 93 Assoc/Travel/Misc | Transfer Visa | Airfare-J Taylor | \$235.00 |
| 11 | 5/9/2024 | V0283511 | Faculty Dev | 93 Assoc/Travel/Misc | Sodexo Operations LLC | Faculty Semester party | \$284.97 |
| 11 | 5/9/2024 | V0283568 | Faculty Dev | 93 Assoc/Travel/Misc | Greg Smith | Registration fees | \$337.11 |
| 11 | 5/22/2024 | V0283689 | Faculty Dev | 93 Assoc/Travel/Misc | Transfer Visa | Workshop, AirBNB | \$684.00 |
| 11 | 5/21/2024 | V0283681 | Trustees Board | 93 Assoc/Travel/Misc | Transfer Visa | Lodging casper | \$119.00 |
| 11 | 5/23/2024 | V0283731 | Trustees Board | 93 Assoc/Travel/Misc | Assoc Comm College Trustees | 07-01-24 to 06-30-25 renew | \$3,755.00 |
| | | | Sum: | 93 Assoc/Travel/Misc | | | \$7,519.33 |
| 11 One Mill Fund | | | | | | | |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|---------------------|-------------------------------|----------------------------|---------------------------|--------------------|
| 11 | 5/14/2024 | V0283611 | 1M College Services | 97 Other Operating Exp | Northern Wyoming News | Community needs survey | \$408.00 |
| 11 | 5/14/2024 | V0283614 | 1M College Services | 97 Other Operating Exp | Powell Tribune | Community needs survey | \$442.00 |
| 11 | 5/14/2024 | V0283617 | 1M College Services | 97 Other Operating Exp | Cody Enterprise | Community needs survey | \$507.20 |
| 11 | 5/14/2024 | V0283619 | 1M College Services | 97 Other Operating Exp | Lovell Chronicle | Community needs survey | \$368.00 |
| 11 | 5/14/2024 | V0283621 | 1M College Services | 97 Other Operating Exp | Basin Republican Rustler | Community Needs Survey | \$956.00 |
| 11 | 4/30/2024 | V0283425 | Human Resource | 97 Other Operating Exp | Northern Wyoming News | Ad-Financial Aid-Worland | \$18.36 |
| 11 | 4/30/2024 | V0283426 | Human Resource | 97 Other Operating Exp | Transfer Visa | Meals | \$178.45 |
| 11 | 5/1/2024 | V0283432 | Human Resource | 97 Other Operating Exp | Mary Dolnack | 03-06-24 interview travel | \$1,278.33 |
| 11 | 5/2/2024 | V0283466 | Human Resource | 97 Other Operating Exp | Travis McFetridge | Lodging, mileage, meals | \$987.29 |
| 11 | 5/2/2024 | V0283468 | Human Resource | 97 Other Operating Exp | Tom Havron | Airfare, lodging, meals, | \$1,854.91 |
| 11 | 5/6/2024 | V0283490 | Human Resource | 97 Other Operating Exp | Transfer Visa | Meals | \$147.36 |
| 11 | 5/9/2024 | V0283517 | Human Resource | 97 Other Operating Exp | Lee Enterprises of Montana | Ad for Clinical Coord | \$335.00 |
| 11 | 5/9/2024 | V0283548 | Human Resource | 97 Other Operating Exp | Powell Tribune | Vac ads | \$181.50 |
| 11 | 5/9/2024 | V0283576 | Human Resource | 97 Other Operating Exp | Andrey Junca Goncalves | Interview travel reimburs | \$1,092.49 |
| 11 | 5/14/2024 | V0283627 | Human Resource | 97 Other Operating Exp | Transfer Visa | Ads-Interim Womens BBall | \$360.00 |
| 11 | 5/17/2024 | V0283675 | Human Resource | 97 Other Operating Exp | Transfer Visa | Meals | \$74.45 |
| | | | Sum: | 97 Other Operating Exp | | | \$9,189.34 |
| | | | Sum: | | | | \$30,443.90 |

| 12 Auxiliary Fund | | | | | | | |
|-------------------|-----------|------------|-----------------|--------------------|---------------------|------------------------------|------------|
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 12 | 5/9/2024 | V0283522 | Print Srv | 91 Supplies | White Ink | Mailers | \$90.00 |
| 12 | 5/17/2024 | V0283676 | Print Srv | 91 Supplies | Transfer Visa | Printing Visualize/Verbalize | \$3,274.37 |
| 12 | 5/22/2024 | V0283708 | Print Srv | 91 Supplies | White Ink | Booklet envelopes | \$129.78 |
| 12 | 5/22/2024 | V0283709 | Print Srv | 91 Supplies | White Ink | Envelopes | \$607.99 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-------------------|------------|-----------------|--------------------------|-------------------------|---------------------------|------------|
| 12 | 5/14/2024 | V0283639 | Res Halls | 91 Supplies | Transfer Visa | Food supplies | \$65.77 |
| 12 | 5/14/2024 | V0283639 | Res Halls | 91 Supplies | Transfer Visa | Office supplies | \$558.60 |
| 12 | 5/14/2024 | V0283639 | Res Halls | 91 Supplies | Transfer Visa | Pizza | \$36.55 |
| 12 | 5/17/2024 | V0283674 | Res Halls | 91 Supplies | Transfer Visa | Camera | \$448.86 |
| 12 | 5/17/2024 | V0283674 | Res Halls | 91 Supplies | Transfer Visa | Meals | \$634.39 |
| 12 | 5/17/2024 | V0283674 | Res Halls | 91 Supplies | Transfer Visa | Pizza | \$47.81 |
| 12 | 5/17/2024 | V0283674 | Res Halls | 91 Supplies | Transfer Visa | Program food sup | \$13.98 |
| 12 | 5/17/2024 | V0283674 | Res Halls | 91 Supplies | Transfer Visa | Program supplies | \$156.66 |
| 12 | 5/17/2024 | V0283674 | Res Halls | 91 Supplies | Transfer Visa | Simpson hall food sup | \$87.17 |
| 12 | 5/24/2024 | V0283753 | Res Halls | 91 Supplies | Crum Electric | Light bulbs | \$420.90 |
| 12 | 5/24/2024 | V0283755 | Res Halls | 91 Supplies | KB Commercial Products | L & C floor crew supplies | \$619.81 |
| 12 | 5/24/2024 | V0283756 | Res Halls | 91 Supplies | Synchrony Bank/Amazon | Paper towels | \$157.16 |
| 12 | 5/17/2024 | V0283674 | Trap Vil Main | 91 Supplies | Transfer Visa | Dryer repairs | \$46.51 |
| 12 | 5/9/2024 | V0283587 | Trap Vil West | 91 Supplies | McIntosh Oil Inc | April 2024 fuel | \$92.21 |
| 12 | 5/17/2024 | V0283674 | Trap Vil West | 91 Supplies | Transfer Visa | Router, cable | \$176.74 |
| | | | Sum: | 91 Supplies | | | \$7,665.26 |
| | 12 Auxiliary Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 12 | 5/1/2024 | V0283448 | Res Halls | 92 Servs/Fees/Repr/Maint | Aldrich's Lumber | Res halls repairs | \$17.42 |
| 12 | 5/9/2024 | V0283526 | Res Halls | 92 Servs/Fees/Repr/Maint | Powell Ace Hardware LLC | Res halls repairs | \$106.80 |
| 12 | 5/16/2024 | V0283669 | Res Halls | 92 Servs/Fees/Repr/Maint | Johnstone Supply | Ashley res hall repairs | \$222.96 |
| 12 | 5/17/2024 | V0283674 | Res Halls | 92 Servs/Fees/Repr/Maint | Transfer Visa | New Remote for Simpson | \$81.86 |
| 12 | 5/17/2024 | V0283674 | Res Halls | 92 Servs/Fees/Repr/Maint | Transfer Visa | Tv for Simpson hall | \$328.00 |
| 12 | 5/23/2024 | V0283739 | Res Halls | 92 Servs/Fees/Repr/Maint | NWC Foundation | Lodging Jan-May Chef | \$2,275.00 |
| 12 | 5/1/2024 | V0283448 | Trap Vil West | 92 Servs/Fees/Repr/Maint | Aldrich's Lumber | TV West repairs | \$1,205.65 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-------------------|------------|-------------------|--------------------------|-------------------------|---------------------------|------------|
| 12 | 5/9/2024 | V0283526 | Trap Vil West | 92 Servs/Fees/Repr/Maint | Powell Ace Hardware LLC | TV West repairs | \$436.82 |
| 12 | 5/13/2024 | V0283593 | Trap Vil West | 92 Servs/Fees/Repr/Maint | McMaster Carr Sup Co | TV West: 1412 Hawthorne | \$53.51 |
| 12 | 5/13/2024 | V0283594 | Trap Vil West | 92 Servs/Fees/Repr/Maint | 3B's Plumbing | 1311 Bayshore plumbing | \$244.13 |
| 12 | 5/13/2024 | V0283595 | Trap Vil West | 92 Servs/Fees/Repr/Maint | DJW Plumbing LLC | TV West:1412 A & B | \$2,363.17 |
| | | | Sum: | 92 Servs/Fees/Repr/Maint | | | \$7,335.32 |
| | 12 Auxiliary Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 12 | 5/9/2024 | V0283529 | Motor Pool | 93 Assoc/Travel/Misc | NWC Accounts Receivable | Driver per diem | \$64.00 |
| 12 | 5/13/2024 | V0283604 | Motor Pool | 93 Assoc/Travel/Misc | NWC Accounts Receivable | Driver per diem | \$97.00 |
| 12 | 5/17/2024 | V0283674 | Res Halls | 93 Assoc/Travel/Misc | Transfer Visa | Sweatshirts, tshirts, | \$296.57 |
| 12 | 5/24/2024 | V0283756 | Res Halls | 93 Assoc/Travel/Misc | Synchrony Bank/Amazon | Sweater, book, plug, | \$354.51 |
| | | | Sum: | 93 Assoc/Travel/Misc | | | \$812.08 |
| | 12 Auxiliary Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 12 | 5/22/2024 | V0283683 | DeWitt Stu Center | 94 Utilities/Ins/Support | Powell City of | sc sewer | \$114.73 |
| 12 | 5/22/2024 | V0283683 | DeWitt Stu Center | 94 Utilities/Ins/Support | Powell City of | sc water | \$941.22 |
| 12 | 5/9/2024 | V0283550 | Food Service | 94 Utilities/Ins/Support | Park County Clerk | May 24 Kitchen Rent | \$1,000.00 |
| 12 | 5/2/2024 | V0283460 | Res Halls | 94 Utilities/Ins/Support | Powell City of | Mar 24 res halls electric | \$8,188.57 |
| 12 | 5/2/2024 | V0283460 | Res Halls | 94 Utilities/Ins/Support | Powell City of | Mar 24 Res halls sanitati | \$1,334.96 |
| 12 | 5/2/2024 | V0283460 | Res Halls | 94 Utilities/Ins/Support | Powell City of | Mar 24 res halls sewer | \$394.16 |
| 12 | 5/2/2024 | V0283460 | Res Halls | 94 Utilities/Ins/Support | Powell City of | Mar 24 res halls water | \$1,442.59 |
| 12 | 5/9/2024 | V0283533 | Res Halls | 94 Utilities/Ins/Support | TCT WEST INC | Res halls internet | \$3,400.00 |
| 12 | 5/13/2024 | V0283602 | Res Halls | 94 Utilities/Ins/Support | TCT WEST INC | Res halls cable | \$368.00 |
| 12 | 5/16/2024 | V0283668 | Res Halls | 94 Utilities/Ins/Support | Rainbow Gas Company | Apr 24 heat | \$665.86 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-------------------|------------|-----------------|--------------------------|-----------------------------|---------------------------|--------------|
| 12 | 5/24/2024 | V0283754 | Res Halls | 94 Utilities/Ins/Support | Montana Dakota Utilities Co | April 24 heat | \$235.37 |
| 12 | 5/2/2024 | V0283460 | Trap Vil Main | 94 Utilities/Ins/Support | Powell City of | Mar 24 TV main electric | \$609.96 |
| 12 | 5/2/2024 | V0283460 | Trap Vil Main | 94 Utilities/Ins/Support | Powell City of | Mar 24 TV main sanitation | \$149.84 |
| 12 | 5/2/2024 | V0283460 | Trap Vil Main | 94 Utilities/Ins/Support | Powell City of | Mar 24 TV Main sewer | \$44.24 |
| 12 | 5/2/2024 | V0283460 | Trap Vil Main | 94 Utilities/Ins/Support | Powell City of | Mar 24 TV main water | \$161.92 |
| 12 | 5/13/2024 | V0283602 | Trap Vil Main | 94 Utilities/Ins/Support | TCT WEST INC | TV Main cable | \$476.53 |
| 12 | 5/16/2024 | V0283668 | Trap Vil Main | 94 Utilities/Ins/Support | Rainbow Gas Company | Apr 24 heat | \$74.74 |
| 12 | 5/24/2024 | V0283754 | Trap Vil Main | 94 Utilities/Ins/Support | Montana Dakota Utilities Co | April 24 heat | \$26.42 |
| 12 | 5/1/2024 | V0283454 | Trap Vil West | 94 Utilities/Ins/Support | Powell City of | March 24 electricity | \$3,372.40 |
| 12 | 5/1/2024 | V0283454 | Trap Vil West | 94 Utilities/Ins/Support | Powell City of | March 24 recycle | \$1.88 |
| 12 | 5/1/2024 | V0283454 | Trap Vil West | 94 Utilities/Ins/Support | Powell City of | March 24 sanitation | \$1,008.11 |
| 12 | 5/1/2024 | V0283454 | Trap Vil West | 94 Utilities/Ins/Support | Powell City of | March 24 sewer | \$158.70 |
| 12 | 5/1/2024 | V0283454 | Trap Vil West | 94 Utilities/Ins/Support | Powell City of | March 24 water | \$967.37 |
| 12 | 5/13/2024 | V0283601 | Trap Vil West | 94 Utilities/Ins/Support | Rocky Mtn Power | TV West electric | \$8.27 |
| 12 | 5/13/2024 | V0283602 | Trap Vil West | 94 Utilities/Ins/Support | TCT WEST INC | TV West cable | \$1,255.61 |
| 12 | 5/16/2024 | V0283667 | Trap Vil West | 94 Utilities/Ins/Support | Montana Dakota Utilities Co | Apr 24 heat:TV West | \$1,192.65 |
| | | | Sum: | 94 Utilities/Ins/Support | | | \$27,594.10 |
| | 12 Auxiliary Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 12 | 5/23/2024 | V0283750 | Food Service | 97 Other Operating Exp | Sodexo Operations LLC | Operations for April 2024 | \$139,494.51 |
| 12 | 4/30/2024 | V0283410 | Motor Pool | 97 Other Operating Exp | Transfer Visa | Fuel | \$297.05 |
| 12 | 5/1/2024 | V0283442 | Motor Pool | 97 Other Operating Exp | Transfer Visa | Fuel | \$60.60 |
| 12 | 5/2/2024 | V0283464 | Motor Pool | 97 Other Operating Exp | Verisk | motor vehicle reports 6 | \$89.40 |
| 12 | 5/6/2024 | V0283489 | Motor Pool | 97 Other Operating Exp | Transfer Visa | Fuel | \$496.54 |
| 12 | 5/6/2024 | V0283492 | Motor Pool | 97 Other Operating Exp | Transfer Visa | Fuel | \$494.00 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|-----------------|-------------------------------|-------------------------|----------------------|---------------------|
| 12 | 5/9/2024 | V0283544 | Motor Pool | 97 Other Operating Exp | Sweet Automotive Inc | cc27 parts/repairs | \$35.34 |
| 12 | 5/9/2024 | V0283587 | Motor Pool | 97 Other Operating Exp | McIntosh Oil Inc | April 2024 fuel | \$1,925.75 |
| 12 | 5/15/2024 | V0283643 | Motor Pool | 97 Other Operating Exp | Mountain West Computers | bus logs, packets | \$33.05 |
| 12 | 5/15/2024 | V0283653 | Motor Pool | 97 Other Operating Exp | Transfer Visa | Fuel | \$224.61 |
| 12 | 5/23/2024 | V0283740 | Motor Pool | 97 Other Operating Exp | Coulter Car Care | cc33 cc40 oil change | \$667.97 |
| | | | Sum: | 97 Other Operating Exp | | | \$143,818.82 |

12 Auxiliary Fund

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|----------|------------|-----------------|-----------------------------------|---------------------|--------------------|---------------------|
| 12 | 5/9/2024 | V0283525 | Trap Vil West | 99 Exp-New Constr/Cap Impr | Casper Tin Shop LLC | 2 furnaces TV West | \$5,600.00 |
| | | | Sum: | 99 Exp-New Constr/Cap Impr | | | \$5,600.00 |
| | | | Sum: | | | | \$192,825.58 |

14 Comm Serv/Non-Credit Fund

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|--------------------|--------------------|-----------------------|---------------------------|-----------------|
| 14 | 5/22/2024 | V0283698 | Yellwstn Sum Music | 91 Supplies | Kara S. Peterson | Washington park reservati | \$25.00 |
| 14 | 5/24/2024 | V0283756 | Yellwstn Sum Music | 91 Supplies | Synchrony Bank/Amazon | Markers, plastic bags, | \$122.04 |
| | | | Sum: | 91 Supplies | | | \$147.04 |

14 Comm Serv/Non-Credit Fund

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|----------|------------|-----------------|---------------------------------|------------------------------|----------------|-----------------|
| 14 | 5/9/2024 | V0283555 | Art Gallery | 92 Servs/Fees/Repr/Maint | Arianna R. Rodriguez Medford | Art sale JSAD | \$35.00 |
| 14 | 5/9/2024 | V0283556 | Art Gallery | 92 Servs/Fees/Repr/Maint | Mrs. Emelyn W. Pimentel | JSAD sales | \$200.00 |
| 14 | 5/9/2024 | V0283573 | Art Gallery | 92 Servs/Fees/Repr/Maint | Cecilia Rose Harder | JSAD art sales | \$30.00 |
| 14 | 5/9/2024 | V0283574 | Art Gallery | 92 Servs/Fees/Repr/Maint | Emma D Baxter | JSAD sales | \$25.00 |
| | | | Sum: | 92 Servs/Fees/Repr/Maint | | | \$290.00 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|------|------------|-----------------|--------------------|---------------------|-----------|----------|
| | | | Sum: | | | | \$437.04 |

| 15 Continuing Educ Fund | | | | | | | |
|-------------------------|-----------|------------|-----------------|--------------------|-----------------------|---------------------------|------------|
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 15 | 5/2/2024 | V0283478 | Workforce Dev | 91 Supplies | Sodexo Operations LLC | Homesteader class caterin | \$781.73 |
| 15 | 5/16/2024 | V0283664 | Workforce Dev | 91 Supplies | Sodexo Operations LLC | Catering | \$1,299.33 |
| 15 | 5/17/2024 | V0283673 | Workforce Dev | 91 Supplies | Transfer Visa | Water | \$7.38 |
| 15 | 5/15/2024 | V0283647 | Workforce HS NC | 91 Supplies | Transfer Visa | Lighter, rakes, food | \$247.03 |
| 15 | 5/2/2024 | V0283480 | Wyo Works CDL | 91 Supplies | R & A Safety Training | Drug testing | \$362.00 |
| 15 | 5/15/2024 | V0283647 | Wyo Works CDL | 91 Supplies | Transfer Visa | CDL codes | \$175.00 |
| 15 | 5/15/2024 | V0283647 | Wyo Works CDL | 91 Supplies | Transfer Visa | Lodging, fuel | \$236.86 |
| 15 | 5/16/2024 | V0283663 | Wyo Works CDL | 91 Supplies | R & A Safety Training | Drug testing | \$90.50 |
| 15 | 5/17/2024 | V0283673 | Wyo Works CDL | 91 Supplies | Transfer Visa | ELDT training | \$250.00 |
| | | | Sum: | 91 Supplies | | | \$3,449.83 |

| 15 Continuing Educ Fund | | | | | | | |
|-------------------------|-----------|------------|-----------------|--------------------------|-----------------------|---------------------|------------|
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 15 | 5/2/2024 | V0283473 | Workforce Dev | 92 Servs/Fees/Repr/Maint | ACT | Workkeys testing | \$312.00 |
| 15 | 5/2/2024 | V0283481 | Workforce Dev | 92 Servs/Fees/Repr/Maint | R & A Safety Training | Cody- CPR/First aid | \$500.00 |
| 15 | 5/22/2024 | V0283696 | Wyo Works CDL | 92 Servs/Fees/Repr/Maint | TKO Auto Repair LLC | May 24 truck lease | \$2,500.00 |
| | | | Sum: | 92 Servs/Fees/Repr/Maint | | | \$3,312.00 |

| 15 Continuing Educ Fund | | | | | | | |
|-------------------------|-----------|------------|-----------------|----------------------|---------------------|--------------------|----------|
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 15 | 4/30/2024 | V0283441 | Workforce Dev | 93 Assoc/Travel/Misc | Transfer Motor Pool | April 2024 mileage | \$653.25 |
| 15 | 5/15/2024 | V0283647 | Workforce Dev | 93 Assoc/Travel/Misc | Transfer Visa | Fuel | \$140.00 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|--------------------------------|------------|-----------------|---------------------------------|-----------------------------|--------------------------|-------------------|
| 15 | 5/15/2024 | V0283648 | Workforce Dev | 93 Assoc/Travel/Misc | Transfer Visa | ONX map | \$99.99 |
| | | | Sum: | 93 Assoc/Travel/Misc | | | \$893.24 |
| | 15 Continuing Educ Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 15 | 5/1/2024 | V0283454 | Workforce Dev | 94 Utilities/Ins/Support | Powell City of | March 24 electricity | \$219.46 |
| 15 | 5/1/2024 | V0283454 | Workforce Dev | 94 Utilities/Ins/Support | Powell City of | March 24 recycle | \$0.12 |
| 15 | 5/1/2024 | V0283454 | Workforce Dev | 94 Utilities/Ins/Support | Powell City of | March 24 sanitation | \$65.60 |
| 15 | 5/1/2024 | V0283454 | Workforce Dev | 94 Utilities/Ins/Support | Powell City of | March 24 sewer | \$10.33 |
| 15 | 5/1/2024 | V0283454 | Workforce Dev | 94 Utilities/Ins/Support | Powell City of | March 24 water | \$62.95 |
| 15 | 5/16/2024 | V0283667 | Workforce Dev | 94 Utilities/Ins/Support | Montana Dakota Utilities Co | Apr 24 heat:CTD | \$77.61 |
| 15 | 5/9/2024 | V0283535 | Wyo Works CDL | 94 Utilities/Ins/Support | Montana Dakota Utilities Co | apr124 armory | \$182.82 |
| 15 | 5/22/2024 | V0283683 | Wyo Works CDL | 94 Utilities/Ins/Support | Powell City of | armory electric | \$676.60 |
| 15 | 5/22/2024 | V0283683 | Wyo Works CDL | 94 Utilities/Ins/Support | Powell City of | armory sanitation | \$95.22 |
| 15 | 5/22/2024 | V0283683 | Wyo Works CDL | 94 Utilities/Ins/Support | Powell City of | armory sewer | \$30.11 |
| 15 | 5/22/2024 | V0283683 | Wyo Works CDL | 94 Utilities/Ins/Support | Powell City of | armory water | \$130.78 |
| | | | Sum: | 94 Utilities/Ins/Support | | | \$1,551.60 |
| | 15 Continuing Educ Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 15 | 5/14/2024 | V0283614 | Workforce Dev | 97 Other Operating Exp | Powell Tribune | CTDF open house ads | \$256.50 |
| 15 | 5/14/2024 | V0283624 | Workforce Dev | 97 Other Operating Exp | Transfer Visa | Mailchimp monthly charge | \$60.00 |
| 15 | 5/14/2024 | V0283624 | Workforce Dev | 97 Other Operating Exp | Transfer Visa | Mailchimp monthly chg | \$60.00 |
| 15 | 5/16/2024 | V0283662 | Workforce Dev | 97 Other Operating Exp | Big Horn Basin Media | Advertising | \$160.00 |
| 15 | 5/2/2024 | V0283474 | Wyo Works CDL | 97 Other Operating Exp | TKO Auto Repair LLC | Truck repairs | \$1,166.46 |
| 15 | 5/2/2024 | V0283479 | Wyo Works CDL | 97 Other Operating Exp | Big Horn Co-op Marketing | Def, oil | \$134.93 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|-----------------|-------------------------------|--------------------------|-------------------------|--------------------|
| 15 | 5/9/2024 | V0283587 | Wyo Works CDL | 97 Other Operating Exp | McIntosh Oil Inc | April 2024 fuel | \$2,325.91 |
| 15 | 5/16/2024 | V0283660 | Wyo Works CDL | 97 Other Operating Exp | Powell Ace Hardware LLC | Butane lighter, picture | \$43.15 |
| 15 | 5/16/2024 | V0283661 | Wyo Works CDL | 97 Other Operating Exp | Big Horn Co-op Marketing | Def | \$35.97 |
| 15 | 5/22/2024 | V0283694 | Wyo Works CDL | 97 Other Operating Exp | Rimrock Tire | Packing/tire repairs | \$275.90 |
| 15 | 5/22/2024 | V0283696 | Wyo Works CDL | 97 Other Operating Exp | TKO Auto Repair LLC | Wire HVAC control | \$275.91 |
| | | | Sum: | 97 Other Operating Exp | | | \$4,794.73 |
| | | | Sum: | | | | \$14,001.40 |

| 22 General Restricted Fund | | | | | | | |
|----------------------------|-----------|------------|-------------------------|--------------------|------------------------|---------------------------|------------|
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 22 | 4/30/2024 | V0283410 | Ag Dept Donations | 91 Supplies | Transfer Visa | Meals | \$329.38 |
| 22 | 5/9/2024 | V0283510 | Ag Dept Donations | 91 Supplies | Sodexo Operations LLC | V Dooley retirement cake | \$94.99 |
| 22 | 5/9/2024 | V0283539 | Ag Dept Donations | 91 Supplies | Hillside Floral LLC | Flowers retirement Vern | \$49.00 |
| 22 | 5/1/2024 | V0283453 | Athletic Concession | 91 Supplies | Fremont Beverages, Inc | Stock concessions | \$243.90 |
| 22 | 5/17/2024 | V0283674 | Colter Council | 91 Supplies | Transfer Visa | Colter food supplies | \$73.63 |
| 22 | 5/17/2024 | V0283674 | Colter Council | 91 Supplies | Transfer Visa | Colter hall supplies | \$109.96 |
| 22 | 5/23/2024 | V0283732 | Instruction Support | 91 Supplies | Jeffrey C. Troxel | Fuch's amplifier | \$2,000.00 |
| 22 | 5/17/2024 | V0283678 | Photo Prog Donations | 91 Supplies | Transfer Visa | Mini fridge, electric | \$812.12 |
| 22 | 5/17/2024 | V0283674 | Simpson Council | 91 Supplies | Transfer Visa | Cookies, soda, chips | \$42.07 |
| 22 | 5/17/2024 | V0283674 | Simpson Council | 91 Supplies | Transfer Visa | Food supplies for program | \$124.95 |
| 22 | 5/17/2024 | V0283674 | Simpson Council | 91 Supplies | Transfer Visa | Pizza | \$115.80 |
| 22 | 5/17/2024 | V0283674 | Simpson Council | 91 Supplies | Transfer Visa | Program supplies | \$86.23 |
| 22 | 5/17/2024 | V0283674 | Simpson Council | 91 Supplies | Transfer Visa | Simpson supplies | \$122.43 |
| 22 | 5/16/2024 | V0283658 | State WIP Makerspace II | 91 Supplies | Bloedorn Lumber | Tools, trailer parts | \$975.87 |
| 22 | 5/22/2024 | V0283692 | State WIP Makerspace II | 91 Supplies | Bloedorn Lumber | Tools, mounts, tire | \$1,122.86 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|-------------------------|--------------------|---------------------------------|--------------------------|-------------|
| 22 | 5/22/2024 | V0283693 | State WIP Makerspace II | 91 Supplies | Live Wire Electric LLC | Wiring of College trades | \$1,750.00 |
| 22 | 5/22/2024 | V0283695 | State WIP Makerspace II | 91 Supplies | Bloedorn Lumber | Lumber | \$21,999.86 |
| 22 | 5/22/2024 | V0283712 | State WIP Makerspace II | 91 Supplies | Powell Welding & Industrial Sup | Tools | \$20,107.53 |
| | | | Sum: | 91 Supplies | | | \$50,160.58 |

22 General Restricted Fund

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|--------------------|--------------------------|---------------------|-------------------------|-------------|
| 22 | 5/15/2024 | V0283651 | Indirect Cost Cent | 92 Servs/Fees/Repr/Maint | Ellucian Inc | Grant advisory services | \$13,748.00 |
| | | | Sum: | 92 Servs/Fees/Repr/Maint | | | \$13,748.00 |

22 General Restricted Fund

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|---------------------|----------------------|----------------------------|-------------------------|------------|
| 22 | 5/24/2024 | V0283756 | Academic Showcase | 93 Assoc/Travel/Misc | Synchrony Bank/Amazon | Certificate holders | \$89.99 |
| 22 | 5/14/2024 | V0283628 | Ag Dept Donations | 93 Assoc/Travel/Misc | Transfer Visa | Cheese factory tickets | \$108.15 |
| 22 | 5/24/2024 | V0283756 | Athletic Concession | 93 Assoc/Travel/Misc | Synchrony Bank/Amazon | Coffee | \$85.63 |
| 22 | 5/14/2024 | V0283627 | Better Together | 93 Assoc/Travel/Misc | Transfer Visa | Jackets, vest | \$120.00 |
| 22 | 5/1/2024 | V0283440 | Library One Time | 93 Assoc/Travel/Misc | Ebsco Information Services | CC state E resources | \$5,726.00 |
| 22 | 5/14/2024 | V0283642 | Stu Success IDC | 93 Assoc/Travel/Misc | Transfer Visa | Honor cords | \$225.00 |
| 22 | 5/14/2024 | V0283642 | Stu Success IDC | 93 Assoc/Travel/Misc | Transfer Visa | Ice cream cultural trip | \$24.34 |
| 22 | 5/14/2024 | V0283642 | Stu Success IDC | 93 Assoc/Travel/Misc | Transfer Visa | Pizza | \$48.93 |
| 22 | 4/30/2024 | V0283672 | Writers Series | 93 Assoc/Travel/Misc | Transfer Visa | Facebook ads | \$17.33 |
| 22 | 5/14/2024 | V0283617 | Writers Series | 93 Assoc/Travel/Misc | Cody Enterprise | Cody Writers Series ads | \$201.60 |
| | | | Sum: | 93 Assoc/Travel/Misc | | | \$6,646.97 |

22 General Restricted Fund

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|-----------|------------|-------------------|------------------------|---------------------|--------------|---------|
| 22 | 4/30/2024 | V0283672 | Academic Showcase | 97 Other Operating Exp | Transfer Visa | Facebook ads | \$99.93 |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|------|----------------------------|------------|-------------------------|--------------------------|-----------------------------|---------------------------|-------------|
| 22 | 5/14/2024 | V0283614 | Academic Showcase | 97 Other Operating Exp | Powell Tribune | Student Academic Showcase | \$335.00 |
| 22 | 5/14/2024 | V0283617 | Academic Showcase | 97 Other Operating Exp | Cody Enterprise | Student Academic Showcase | \$401.00 |
| 22 | 5/15/2024 | V0283649 | Academic Showcase | 97 Other Operating Exp | Big Horn Basin Media | Student Academic Showcase | \$640.00 |
| 22 | 4/30/2024 | V0283672 | Graduation | 97 Other Operating Exp | Transfer Visa | Graduation-lensrentals.co | \$102.15 |
| 22 | 5/1/2024 | V0283438 | Graduation | 97 Other Operating Exp | Jamie L Rhodes | Graduation interpreter | \$105.00 |
| 22 | 5/2/2024 | V0283477 | Graduation | 97 Other Operating Exp | Jostens | Graduation supplies | \$17.28 |
| 22 | 5/9/2024 | V0283523 | Graduation | 97 Other Operating Exp | Lindsay R. Linton | Mileage reimbursement | \$282.60 |
| 22 | 5/9/2024 | V0283536 | Graduation | 97 Other Operating Exp | Jeremy Sawicki & Associates | Caps, gowns, tassles | \$4,017.00 |
| 22 | 5/9/2024 | V0283564 | Graduation | 97 Other Operating Exp | Elisa A. Polson | Graduation contract | \$50.00 |
| 22 | 5/9/2024 | V0283565 | Graduation | 97 Other Operating Exp | Rev. George R. Pasek | Graduation contract | \$50.00 |
| 22 | 5/9/2024 | V0283566 | Graduation | 97 Other Operating Exp | Brian Barker | Graduation contract | \$50.00 |
| 22 | 5/9/2024 | V0283567 | Graduation | 97 Other Operating Exp | Chris E. Saville | Graduation contract | \$50.00 |
| 22 | 5/22/2024 | V0283700 | Graduation | 97 Other Operating Exp | Sodexo Operations LLC | Breakfast, bottled water | \$114.93 |
| 22 | 4/30/2024 | V0283672 | NCOC | 97 Other Operating Exp | Transfer Visa | Facebook ads | \$49.99 |
| | | | Sum: | 97 Other Operating Exp | | | \$6,364.88 |
| | 22 General Restricted Fund | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 22 | 5/9/2024 | V0283551 | Instruction Support | 98 Expend--Capital/Equip | Gaumard Scientific Co Inc | 5 yr warranty for HAL | \$5,605.00 |
| 22 | 5/14/2024 | V0283623 | SAAE (Financial Aid) | 98 Expend--Capital/Equip | 360 Office Solutions | Filing cabinets, laminate | \$2,788.00 |
| 22 | 5/16/2024 | V0283659 | State WIP Makerspace II | 98 Expend--Capital/Equip | Rovenna Cooley | Wrap 28' trailer | \$5,500.00 |
| 22 | 5/24/2024 | V0283756 | WIP Software Dev & App | 98 Expend--Capital/Equip | Synchrony Bank/Amazon | 2 - 49" monitors | \$1,599.98 |
| | | | Sum: | 98 Expend--Capital/Equip | | | \$15,492.98 |
| | | | Sum: | | | | \$92,413.41 |
| | 71 Capital Construction | | | | | | |

| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
|-------------------------|-----------|------------|-----------------|----------------------------|-------------------------------------|---------------------------|--------------|
| 71 | 5/1/2024 | V0283443 | Student Center | 98 Expend--Capital/Equip | Office Scapes of Denver LLC dba Sla | May 2024 furniture storag | \$1,530.00 |
| | | | Sum: | 98 Expend--Capital/Equip | | | \$1,530.00 |
| 71 Capital Construction | | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 71 | 5/9/2024 | V0283515 | Ashley Hall | 99 Exp-New Constr/Cap Impr | Engineering Associates Inc | Ashley Hall profess fees | \$1,260.00 |
| 71 | 5/9/2024 | V0283516 | Ashley Hall | 99 Exp-New Constr/Cap Impr | LM Construction LLC | Ashley Hall Lounge 1 | \$30,000.00 |
| | | | Sum: | 99 Exp-New Constr/Cap Impr | | | \$31,260.00 |
| | | | Sum: | | | | \$32,790.00 |
| 76 Major Maintenance | | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 76 | 5/13/2024 | V0283596 | Ag Pavilion ER | 92 Servs/Fees/Repr/Maint | Point Architects | Ag Pavillion project: | \$1,475.00 |
| 76 | 5/13/2024 | V0283596 | Sci/Math Bldg | 92 Servs/Fees/Repr/Maint | Point Architects | Sci/Math MAU project | \$743.65 |
| | | | Sum: | 92 Servs/Fees/Repr/Maint | | | \$2,218.65 |
| 76 Major Maintenance | | | | | | | |
| Fund | Date | Voucher ID | Department Desc | Subclass With Desc | Voucher Vendor Name | Line Desc | Amount |
| 76 | 4/30/2024 | V0283416 | Ag Pavilion ER | 99 Exp-New Constr/Cap Impr | Jims Building Service Inc | Ag pavillion #4 | \$30,510.00 |
| 76 | 5/13/2024 | V0283592 | Campus PLANNING | 99 Exp-New Constr/Cap Impr | Montana Dakota Utilities Co | Gas supply replacement | \$47,050.00 |
| 76 | 5/9/2024 | V0283516 | Colter Hall | 99 Exp-New Constr/Cap Impr | LM Construction LLC | Colter Hall Abatement/ | \$18,913.78 |
| 76 | 5/9/2024 | V0283586 | Phys Plant Bldg | 99 Exp-New Constr/Cap Impr | Transfer Visa | RTU controller Board Big | \$4,066.41 |
| | | | Sum: | 99 Exp-New Constr/Cap Impr | | | \$100,540.19 |
| | | | Sum: | | | | \$102,758.84 |
| | | | Sum: | | | | \$700,833.46 |

Operating Funds – As of April 30, 2024

| OPERATING | | | | | | | |
|----------------------------|-------------------|-------------------|-------------------|------|-----------|---------|---------|
| Revenue Sources | Budget | Actual | Difference | | On Budget | Monitor | Concern |
| Tuition | 3,821,813 | 4,019,135 | 197,323 | 105% | | | |
| Fees | 1,167,000 | 1,212,712 | 45,712 | 104% | | | |
| State Appropriations | 12,210,826 | 11,470,280 | -740,546 | 94% | | | |
| Local Tax Levy | 3,972,000 | 3,271,498 | -700,502 | 82% | | | |
| Other Sources | 510,658 | 385,399 | -125,259 | 75% | | | |
| Reserve Utilization | | | 0 | 0% | | | |
| Total Revenue | 21,682,297 | 20,359,025 | -1,323,272 | | | | |
| | | | | | | | |
| Expenditures by Program | | | | | On Budget | Monitor | Concern |
| Instruction | 7,680,544 | 5,056,204 | 2,624,339 | 66% | | | |
| Public Service | 96,455 | 21,311 | 75,144 | 22% | | | |
| Academic Support | 1,714,940 | 1,158,424 | 556,516 | 68% | | | |
| Student Services | 3,280,780 | 2,643,834 | 636,946 | 81% | | | |
| Institutional Support | 5,594,102 | 3,643,732 | 1,950,370 | 65% | | | |
| Operations and Maint/Plant | 2,539,476 | 2,093,234 | 446,241 | 82% | | | |
| Scholarships | 776,000 | 844,677 | -68,677 | 109% | | | |
| Total Expenditures | 21,682,297 | 15,461,417 | 6,220,880 | | | | |

Comments

Tuition and Fees- FY 2024 budgets were built on FY23 actual enrolment with historical attrition. At this point, Northwest College's tuition and fee revenue is in line with the budget net of scholarships.

State Appropriations- The Wyoming Community College Commission has completed the recapture redistribution calculation for FY 2023. NWC received a little over \$100,000.

Reserve Utilization- The Board of Trustees approved a FY 2024 budget with no reserve utilization.

Auxiliary Fund – As of April 30, 2024

| AUXILIARY | | | | | | | |
|---------------------------|------------------|------------------|----------------|------|-----------|---------|---------|
| Revenue Sources | Budget | Actual | Difference | | On Budget | Monitor | Concern |
| Food Service | 1,012,800 | 1,121,320 | 108,520 | 111% | | | |
| Residence Halls | 1,272,968 | 1,284,563 | 11,595 | 101% | | | |
| Bookstore | 20,000 | 24,396 | 4,396 | 122% | | | |
| Copy Center | 177,143 | 77,594 | -99,548 | 44% | | | |
| Motor Pool | 213,950 | 172,111 | -41,839 | 80% | | | |
| Other | 733,267 | 731,213 | -2,054 | 100% | | | |
| Total Revenue | 3,430,128 | 3,411,197 | -18,931 | | | | |
| | | | | | | | |
| Expenditures by Service | | | | | On Budget | Monitor | Concern |
| Food Service | 1,012,800 | 930,408 | 82,392 | 92% | | | |
| Residence Halls | 1,272,968 | 1,066,901 | 206,068 | 84% | | | |
| Bookstore | 20,000 | 0 | 20,000 | 0% | | | |
| Copy Center | 177,143 | 110,720 | 66,423 | 63% | | | |
| Motor Pool | 213,950 | 176,388 | 37,562 | 82% | | | |
| Other | 733,267 | 566,166 | 167,100 | 77% | | | |
| Total Expenditures | 3,430,128 | 2,850,583 | 579,545 | | | | |

Comments

Food Service- Northwest College budgeted 275 meal plans for Fall 2023 and 265 for Spring 2024. As of August 29, 2023, Northwest College had sold 320 meal plans for Fall 2023 and 275 meals for the spring. 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.

Residence Halls- Northwest College budgeted 275 students to live in the residence halls for Fall 2023 and 265 for Spring 2024. Occupancy for Fall 2023 and Spring 2024 was divided between Simpson, Lewis and Clark, and Colter Halls. As of September 8, 2023, Northwest College's Fall 2023 occupancy was 315 students and as of February 22, 2024, Northwest College's Spring 2024 occupancy was 269 students.

Copy Center and Motor Pool- Revenue for the copy center (print services) and motor pool are recorded the month following when services are performed. Management is reviewing internal charge rates for Motor Pool and the Copy Center. Internal Rate changes will be considered and implemented for fiscal year 2024-2025.

May 31, 2024

To: Lisa M. Watson, President
From: Mark Grant, Finance Director
RE: FY 2024 Accounts Receivable Bad Debt

Northwest College Board of Trustees is required to approve our annual bad debt as part of our year-end procedures.

During the fiscal year 2024, the Business Office submitted accounts to the collection company for the Spring/Summer 2023 semesters in the amount of \$232,694. The Business Office also expensed \$54,853 in bad debt related to minors/ bankruptcy/ deaths or confirmed no-show students. The Business Office anticipates sending an additional \$125,890 to the collection company for the Fall 2023 semester. As a reminder, any student accounts greater than \$100 for prior semesters in which payments from students on that account have stopped will be sent to collections.

The following table provides a breakout of bad debt expense for the fiscal year 2024:

| Type | 2024 Bad Debt Expense | 2024 Anticipated Remaining Bad Debt Expense | Total 2024 Bad Debt Expense |
|----------------|-----------------------|---|-----------------------------|
| Housing | \$ 42,658.97 | \$ 22,155.42 | \$ 64,814 |
| Meal Plans | \$ 33,290.08 | \$ 22,570.10 | \$ 55,860 |
| Tuition & Fees | \$ 211,598.66 | \$ 81,163.81 | \$ 292,762 |
| FY 2024 Total | \$ 287,547.71 | \$ 125,889.33 | \$ 413,437 |

Recommendation: The Board of Trustees is requested to approve the gross bad debt expense of \$413,437 for the fiscal year 2024.

Additional Considerations Regarding Bad Debt Expense

The following chart describes the breakout of bad debt by revenue source.

| Type | 2024 Bad Debt Expense | 2024 Anticipated Remaining Bad Debt Expense | Total 2024 Bad Debt Expense | Total Revenue as of May 31, 2024 | 2024 Percent of Revenue by Type | 2023 Percent of Revenue by type |
|-------------------|-----------------------|---|-----------------------------|----------------------------------|---------------------------------|---------------------------------|
| Housing | \$ 42,658.97 | \$ 22,155.42 | \$ 64,814 | \$ 1,696,910 | 3.82% | 1.87% |
| Meal Plans | \$ 33,290.08 | \$ 22,570.10 | \$ 55,860 | \$ 1,115,111 | 5.01% | 2.53% |
| Tuition & Fees | \$ 211,598.66 | \$ 81,163.81 | \$ 292,762 | \$ 4,921,665 | 5.95% | 3.25% |
| FY 2024 Total | \$ 287,547.71 | \$ 125,889.33 | \$ 413,437 | \$ 7,733,686 | | |
| FY 2024 Recapture | | | \$ (113,223) | | | |
| Net Bad Debt | | | \$ 300,214 | | | |
| | | | | | | |

Bad debt expense is offset by collections of prior year uncollectible accounts receivable. Recaptured amounts for FY 2024 include amounts received by our collection company from former students.

The following chart provides a ten-year review of total revenue, bad debt expense, recapture, and % of total revenue.

| FY | Total Revenue | Total Bad Debt | Recaptured | Net Bad Debt | Percent of Total Revenue |
|-------------|---------------|----------------|------------|--------------|--------------------------|
| 2024 | \$ 7,733,686 | \$ 413,437 | \$ 113,223 | \$ 300,214 | 3.882% |
| 2023 | \$ 7,395,957 | \$ 210,104 | \$ 52,552 | \$ 157,552 | 2.130% |
| 2022 | \$ 6,786,375 | \$ 201,397 | \$ 38,051 | \$ 163,346 | 2.407% |
| 2021 | \$ 5,701,599 | \$ 259,862 | \$ 215,669 | \$ 163,346 | 2.865% |
| 2020 | \$ 6,497,817 | \$ 196,718 | \$ 23,106 | \$ 44,193 | 0.680% |
| 2019 | \$ 6,396,593 | \$ 235,980 | \$ 46,442 | \$ 173,612 | 2.714% |
| 2018 | \$ 7,010,135 | \$ 214,357 | \$ 47,172 | \$ 167,185 | 2.385% |
| 2017 | \$ 7,363,045 | \$ 150,844 | \$ 48,234 | \$ 102,610 | 1.394% |
| 2016 | \$ 6,762,809 | \$ 147,097 | \$ 17,898 | \$ 129,199 | 1.910% |
| 2015 | \$ 7,030,232 | \$ 190,658 | \$ 51,421 | \$ 139,237 | 1.981% |

According to the 2016 Student Financial Services Benchmarking Report distributed by the National Association of College and University Business Officers (NACUBO), 3-5% of all amounts invoiced by community colleges remain uncollectible. According to the 2023 Student Financial Services Benchmarking Report distributed by NACUBO, the average was 3.6%. Based on this survey, the College's bad debt of 3.8% aligns with the national average.

Campus processes to assist Students

Unpaid balances can impact a student's ability to succeed. Under our current procedures, a student may not enroll at Northwest College if they have a significant balance owed to the College. To minimize this, the Business Office has implemented the following processes regarding account balances:

- Emailing – Student statements are emailed bi-monthly. Also, email reminders are sent to students one month after the beginning of classes and again near the end of the semester with a remaining balance of more than \$100.
- Holds – A hold is placed on student accounts with balances. Holds are removed for accounts less than \$500 to encourage enrollment during advising week. Students see the hold placed on their account each time they log onto the NWC Student Portal.
- Meal Plan Holds – For students with meal plans, an email and letter are sent to let the student know they have an outstanding balance. A hold is placed on the student's meal plan when the Business Office has not established a payment plan by the date stated.
- Business Office Personnel – Personnel discuss the student's account balance with them and their ability to pay their balance. This discussion often results in referrals to the Student Financial Aid Department.
- Phone Calls and Texts – Students are called or texted when there is pending financial aid that they need to accept. In addition, students are called, texted, and emailed before account balances are sent to collections.
- NWC Student Portal Access – Each student has an NWC account. The NWC Student Portal is included in the account. Within the student portal, the student can access their account balance and make online payments. The NWC Student Portal allows the student 24-hour access to their student account balance.
- Payment Plans – NWC offers payment plans through a third-party provider. Students must sign up for the plan within 30 days of the start of the semester. The plan provides students the option of 3- or 4-month payment plans. Each plan requires the setup of automatic payments, thus allowing students to pay the college automatically instead of remembering to pay.
- Student Responsibility Statement – Best practices include having each student sign a Student Responsibility Statement. This form is electronic and signed by the student or parent (minor) at the time of registration or when setting up a payment plan.

Next steps for 2025

- Continue to provide student services departments with a student account balance worksheet to allow them to work with their students on financial planning.
- Continue to review student accounts sent to collections to determine if any trends exist and what steps can be taken to minimize future bad debt for those groups of students.
- Continue to listen to students as they make payments in the business office to determine if procedure changes need to occur.
- Continue with payment postcard/email notices 1 month before the semester starts. The postcard/email informs students of the important student account dates for the semester.
- Continue to build payment due date schedules to be provided to other campus departments to assist students with important student account dates.

May 28, 2024

TO: Lisa M. Watson, President

RE: Fourth Quarter Budget Adjustments

Presented for your review are the fourth quarter budget adjustments for fiscal year 2024.

We have recorded revenue and expense budgets for grant funds beginning later in the 2024 fiscal year.

Recommended Action: Approval of the fourth quarter budget adjustments for the 2024 fiscal year.

FOURTH QUARTER BUDGET ADJUSTMENTS FOR FISCAL 2024

UNRESTRICTED CURRENT FUNDS

| OPERATING FUND | | |
|---------------------|------------|--|
| Revenue | | |
| Math Articulation | 1,865.00 | |
| | | |
| | | |
| | | |
| Expense | | |
| Math Articulation | (1,865.00) | |
| | | |
| | | |
| | | |
| Increase in Revenue | 1,865.00 | |
| Increase in Expense | (1,865.00) | |

RESTRICTED CURRENT FUNDS

| | | |
|---|--------------|-------------------------|
| * WIP Software Development Grant | | |
| Revenue | 133,600.00 | New Grant |
| Expense | (133,600.00) | |
| | | |
| * EMS & Wyoming Health Train Scholarships | | |
| Revenue | 30,000.00 | New Scholarships/Grants |
| Expense | (30,000.00) | |
| | | |
| * UW NASA Space 2024 | | |
| Revenue | 10,000.00 | New Grant |
| Expense | (10,000.00) | |
| | | |
| * UISFL Faculty Subgrants | | |
| Revenue | 9,720.00 | New Grants |
| Expense | (9,720.00) | |
| | | |
| * Better Together Support Group | | |
| Revenue | 2,000.00 | New Grant |
| Expense | (2,000.00) | |
| | | |
| NET | 0.00 | |

| TOTAL CURRENT FUNDS | ORIGINAL ADOPTED | Prior Adjustment | This Quarter | ADJUSTED BUDGET |
|---------------------|------------------|------------------|--------------|---------------------|
| Budgeted Revenue | 30,846,014 | 1,746,852.00 | 187,185.00 | 32,780,051 |
| Budgeted Expense | (30,846,014) | (1,746,852.00) | (187,185.00) | (32,780,051) |
| Annual Balance | - | - | - | - |

NWC Trustee Goals and Priorities FY2025

Board Priorities FY 2025

- Support the 2030 Strategic Plan -Prioritize and monitor ongoing efforts
- Support campus revitalization efforts – Prioritize Master Plan and Orendorff project
- Advocate for Northwest College and the Community Colleges
- Support the President and College through Campus Engagement

President's Priorities FY 2025

- Implement 2030 Strategic Plan - provide updates to Board monthly and annually
- Lead Campus Revitalization Efforts with focus on the Master Plan
- Advocate for Northwest College in Presidential role
- Continue Community and Student Engagement

| | A | B | C | D | E | F | G |
|----|---|-----------------------|-------------------|----------------|---|------------------------|------------------------|
| 1 | BOCES | | | | | | |
| 2 | Fiscal Year 2025 | | | | | | |
| 3 | | | | | | | |
| 4 | | | 2022 | 2023 | 2024 Budget as approved by PCSD #1 | 2025 Proposed | |
| 5 | GL | Description | | Budget | | 1/2 mill Budget | 3/8 mill Budget |
| 6 | | | | | | | |
| 7 | BOCES Funds | | | | | | |
| 8 | 13- | Supl Approp | 0 | \$ - | | \$ - | |
| 9 | 13- | Mill Levy-Dist | \$ 96,690.00 | \$ 96,690.00 | \$ 128,060.00 | \$ 150,428.00 | \$ 112,821.00 |
| 10 | 13- | Transfer from Reserve | \$ 30,810.00 | \$ 30,810.00 | \$ - | \$ - | \$ 14,679.00 |
| 11 | 13- | Misc Fees | | \$ - | \$ - | \$ - | |
| 12 | | Total Revenue | 127,500.00 | \$ 127,500.00 | \$ 128,060.00 | \$ 150,428.00 | \$ 127,500.00 |
| 13 | | | | | | | |
| 14 | BOCES Expenses | | | | | | |
| 15 | | NWC Contract | 100,000.00 | \$ 100,000.00 | \$ 100,000.00 | \$ 100,000.00 | \$ 100,000.00 |
| 16 | | Accounting | 1,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 |
| 17 | | Legal | 500.00 | \$ 500.00 | \$ 500.00 | \$ 500.00 | \$ 500.00 |
| 18 | | Program Expansion | 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 |
| 19 | | Misc Expenses | 1,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 |
| 20 | | Total Expense | 127,500.00 | \$ 127,500.00 | \$ 127,500.00 | \$ 127,500.00 | \$ 127,500.00 |
| 21 | | | | | | | |
| 22 | | | | | | | |
| 23 | | | | | | | |
| 24 | BOCES Program Expansion | | | | | | |
| 25 | | Expansion Funds | 0.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 |
| 26 | | | | | | | |
| 27 | | | | | | | |
| 28 | | | | | | | |
| 29 | PVCE Operational Budget (NWC Contract) | | | | | | |
| 30 | | | | | | | |
| 31 | 13- | Program Carryover | \$ 28,447.00 | \$ 33,149.00 | | | |
| 32 | 13- | Non-Credit Tuition | \$ (12,000.00) | \$ (12,000.00) | \$ (12,000.00) | \$ (12,000.00) | \$ (12,000.00) |
| 33 | 13- | Adjunct Faculty | \$ 6,000.00 | \$ 8,000.00 | \$ 10,000.00 | \$ 12,000.00 | \$ 12,000.00 |
| 34 | 13- | Full Time N/T | \$ 37,000.00 | \$ 37,000.00 | \$ 37,000.00 | \$ 37,000.00 | \$ 37,000.00 |
| 35 | 13- | Student Employee | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 3,000.00 | \$ 3,000.00 |
| 36 | 13- | State Retirement | \$ 5,400.00 | \$ 5,400.00 | \$ 5,400.00 | \$ 5,400.00 | \$ 5,400.00 |
| 37 | 13- | Soc Security | \$ 3,500.00 | \$ 3,500.00 | \$ 3,500.00 | \$ 3,500.00 | \$ 3,500.00 |
| 38 | 13- | State Health/L | \$ 29,000.00 | \$ 29,000.00 | \$ 29,000.00 | \$ 29,000.00 | \$ 29,000.00 |
| 39 | 13- | Retiree Ins | \$ 220.00 | \$ 220.00 | \$ 220.00 | \$ 220.00 | \$ 220.00 |
| 40 | 13- | Long Term Disability | \$ 110.00 | \$ 110.00 | \$ 110.00 | \$ 110.00 | \$ 110.00 |
| 41 | 13- | Supplies-Education | \$ 2,570.00 | \$ 2,370.00 | \$ 2,370.00 | \$ 1,200.00 | \$ 1,200.00 |
| 42 | 13- | Materials | \$ 1,300.00 | \$ 1,300.00 | \$ 1,300.00 | \$ 1,200.00 | \$ 1,200.00 |
| 43 | 13- | Supplies-Office | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 |
| 44 | 13- | Supplies-Food | \$ 400.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 500.00 | \$ 500.00 |

| | A | B | C | D | E | F | G |
|----|-----|--------------------------|---------------|---------------|---------------|---------------|---------------|
| 45 | 13- | Contractual | \$ 1,000.00 | \$ 1,600.00 | \$ 1,600.00 | \$ 1,600.00 | \$ 1,600.00 |
| 46 | 13- | Dues/Reg/Membership | \$ 500.00 | \$ 400.00 | \$ 400.00 | \$ 400.00 | \$ 400.00 |
| 47 | 13- | Instate Travel- Employee | \$ 300.00 | \$ 300.00 | \$ 300.00 | \$ 300.00 | \$ 300.00 |
| 48 | 13- | Travel Instructor | \$ 200.00 | \$ 200.00 | \$ 200.00 | \$ 200.00 | \$ 200.00 |
| 49 | 13- | Motor Pool | \$ 2,000.00 | \$ 3,500.00 | \$ 3,500.00 | \$ 3,500.00 | \$ 3,500.00 |
| 50 | 13- | Indirect Costs (NWC Mng) | \$ 8,000.00 | \$ 8,000.00 | \$ 8,000.00 | \$ 8,000.00 | \$ 8,000.00 |
| 51 | 13- | Staff Development | \$ 500.00 | \$ 500.00 | \$ 500.00 | \$ 400.00 | \$ 400.00 |
| 52 | 13- | Postage/Freight | \$ - | \$ - | \$ - | \$ - | \$ - |
| 53 | 13- | College Printing | \$ 7,000.00 | \$ 3,800.00 | \$ 1,800.00 | \$ 1,670.00 | \$ 1,670.00 |
| 54 | 13- | Advertising | \$ 4,000.00 | \$ 2,800.00 | \$ 2,800.00 | \$ 1,800.00 | \$ 1,800.00 |
| 55 | 13- | PPE | \$ - | \$ - | \$ - | \$ - | \$ - |
| 56 | | Total Expenses | \$ 112,000.00 | \$ 112,000.00 | \$ 112,000.00 | \$ 112,000.00 | \$ 112,000.00 |



BHCSD#2 Board of Cooperative Educational Services

Budget Overview: Budget_FY25_P&L - FY25 P&L

July 2024 - June 2025

| | TOTAL |
|---|-----------------|
| Income | |
| Driver's Education Revenue | |
| R 10.2 Driver's Ed | 3,000 |
| Total Driver's Education Revenue | 3,000 |
| PayPal Sales | 50 |
| Programs Revenue | |
| R 10.3.10 Self Defense | 100 |
| R 10.3.11 Adventure Club | 500 |
| R 10.3.3 Adult Classes, CDL | 400 |
| R 10.3.9 Lifeguard | 0 |
| Total Programs Revenue | 1,000 |
| Revenue | |
| R 1.1 Mill Levy BHC | 30,000 |
| R 1.2 Mill Levy PC | 2,600 |
| R 1.4 Interest | 1,500 |
| Total Revenue | 34,100 |
| Total Income | \$38,150 |
| GROSS PROFIT | \$38,150 |
| Expenses | |
| 66000 Payroll/Personnel Expenses | |
| E 2.1 Coordinator | 17,500 |
| E 2.2 Secretarial | 6,000 |
| E 7.1 LG | 1,500 |
| E 7.1DE Drivers Ed Instructors | 9,000 |
| Total 66000 Payroll/Personnel Expenses | 34,000 |
| Board Expenses | |
| E 3.1 Board Travel etc | 100 |
| E 3.2 Educational | 100 |
| E 3.4 Annual Christmas | 150 |
| Total Board Expenses | 350 |
| Capital Outlay Expense | |
| E 13.1 New Furniture | 1,000 |
| Total Capital Outlay Expense | 1,000 |
| Community Support | |
| E 12.1 Theatre | 500 |
| E 12.2 Other | 3,500 |
| Total Community Support | 4,000 |
| Contractual Expenses | |
| E 4.2 Accounting/Auditing | 1,600 |
| E 4.3 Copier Maintenance | 200 |



BHCSD#2 Board of Cooperative Educational Services

Budget Overview: Budget_FY25_P&L - FY25 P&L

July 2024 - June 2025

| | TOTAL |
|--|-------------------|
| E 4.4 Bonds "CNA Surety" | 300 |
| Total Contractual Expenses | 2,100 |
| Drivers Education | |
| E 10.2 Drivers Ed | 200 |
| E 10.2BE Books/Educ Dr Ed | 100 |
| E 10.2C Car Maint Dr Ed | 500 |
| E 10.2E Equip for class Dr Ed | 100 |
| E 10.2G Gas for Dr Ed | 1,600 |
| Total Drivers Education | 2,500 |
| Indirect Costs | |
| E 15.1 IRS Tax Payment | 4,500 |
| Total Indirect Costs | 4,500 |
| Office Operations Expense | |
| E 5.1 Office Supplies | 300 |
| E 5.2 Petty Cash/Other | 50 |
| E 5.3 Office Equipment/Computo | 500 |
| E 5.4 Advertising/website | 1,000 |
| E 5.5 Membership Fees | 500 |
| E 5.6 Phone/Postage | 300 |
| Total Office Operations Expense | 2,650 |
| PayPal Fees | 75 |
| Program Expense | |
| E 10.1 Dual/Concurrent Books | 9,000 |
| E 10.3.1 Art, Gardening, Etc | 200 |
| E 10.3.10 Self-Defense | 150 |
| E 10.3.11 Adventure Club | 2,000 |
| E 10.3.12 Makerspace Wyrkshop | 2,700 |
| E 10.3.13 New Programs | 3,000 |
| E 10.3.2 Hunter Safety | 800 |
| E 10.3.3 Adult Classes, CDL Cou | 7,500 |
| E 10.3.4 CNA Tech Scholarship | 3,000 |
| E 10.3.5 2nd Yr Scholarship | 1,000 |
| E 10.3.6 Adult Educ Scholarship | 1,000 |
| E 10.3.7 LHS Scholarships | 2,000 |
| E 10.3.8 LES/LMS Libr Book Grou | 2,300 |
| E 10.3.9 Life Guard | 1,200 |
| Total Program Expense | 35,850 |
| Total Expenses | \$87,025 |
| NET OPERATING INCOME | \$ -48,875 |
| NET INCOME | \$ -48,875 |



BHCSD#2 Board of Cooperative Educational Services

Budget Overview: Budget_FY25_P&L - FY25 P&L

July 2024 - June 2025

Big Horn County School Dist. #3 & Northwest College BOCES Projected Budget fy 2024

| | | |
|----------------------------|---------------------|--|
| | | |
| | 5/10/24 | |
| Carryover | \$85,597.52 | |
| Expected 2023/2024 ½ Mil | \$40,000.00 | |
| Total | \$125,597.52 | |
| | | |
| | | |
| | | |
| <u>Budget 2024</u> | | |
| Dual/Concurrent Enrollment | \$ 18,000.00 | |
| Community Education | \$ 10,000.00 | |
| Community Arts | \$ 16,000.00 | |
| Administrative costs | \$ 4,100.00 | |
| | | |
| | | |

Community College District's Budget

FOR

Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025

NORTHWEST COLLEGE

**To be voted on by
The Northwest College Board of Trustees July 15th, 2024**

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 2024-2025 BUDGET

Presented herein is the annual budget for Northwest College, State of Wyoming, for the fiscal year 2025. 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 2023-24 academic year, awarding 264 degrees and certificates, including our second group of 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, Vision, and transformational focus provide the foundation from which the budgeting process begins.

Fiscal 2025 marks the first half of the State's biennium budget cycle. The 2024 Wyoming Legislative Session supported the Wyoming Community Colleges by appropriating inflationary funding for an additional \$8,025,011 to their base funding for FY2025.

Student enrollment has remained steady, resulting from enrollment efforts and students' interest in Northwest College's programs and experiences. However, future enrollment projections continue to be clouded 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 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 out-of-state students through its Welcome to Wyoming scholarship program.

For Northwest College, current local assessed valuation projections have decreased from ~\$1,075,000,000 to \$1,005,000,000, resulting in a 6.5% budget reduction in levy funding. Levy projections are still higher than two years ago but have decreased slightly due to a slowing housing market and reduced mineral production. 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, but budget volatility will be higher due to the shortened payment cycle.

The auxiliary revenue budget for FY 2025 has increased due to expected housing occupancy and meal plan rates. Residence halls saw an increase in utilization for FY 2024, 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 expenditure efforts on budget stabilization and completing a new debt-free student center. This focus guided the College through the budgetary process.

- Transformational Change—In November 2022, the Board approved the 2030 Strategic Plan and the Vision Statement—Distinction and Destination of Place. The Plan, with its goals, strategies, and tactics, will direct the college's efforts for years

to come but also be a living document designed to be reviewed and revised as needed.

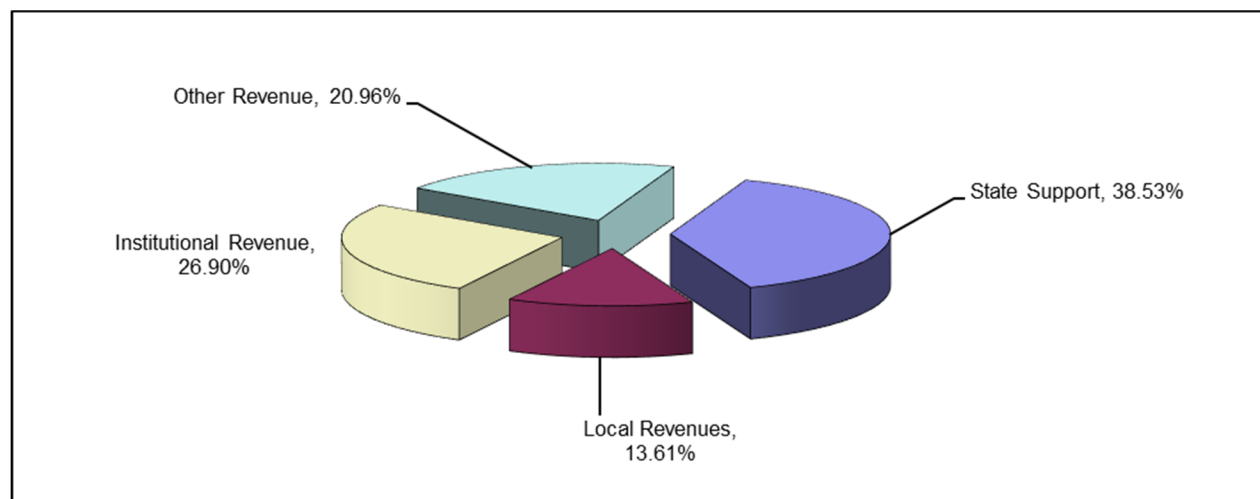
- Bachelor of Applied Science- Criminal Justice Studies. Northwest College was approved by the Wyoming Commission and the Higher Learning Commission to offer a Bachelor of Applied Science in Criminal Justice Studies. The first cohort started in Fall 2023.
- Academic Advisory Council (AAC)- Remains committed to performing academic program evaluation based on prior approved guidelines and 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 soft dollar scholarship was introduced in the Fall of 2022 to great 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, one-mill, and current restricted funds. Budgets are presented as balanced with carryover funds being utilized and no use of reserves.

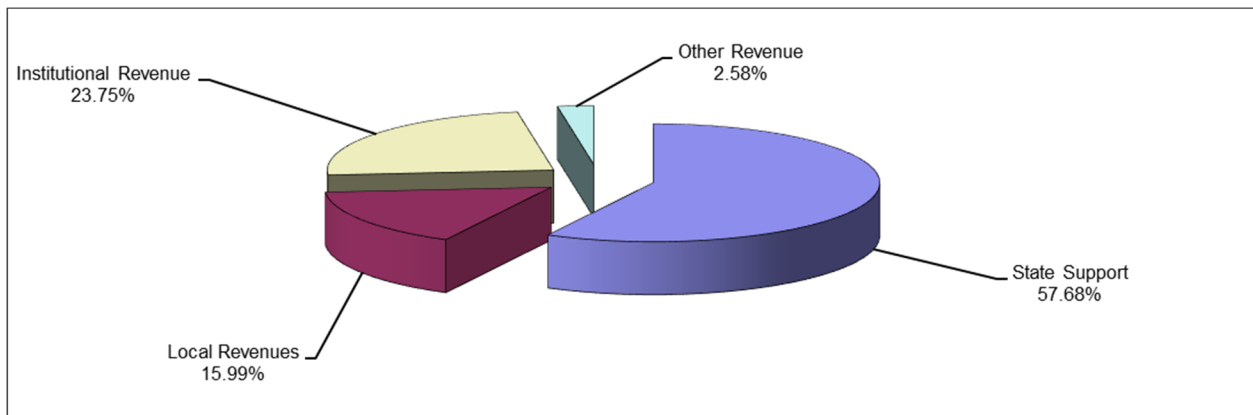
Current fund revenues are subdivided into four categories of sources: state support (general and area-specific support and ABE/GED/ESL), local revenue (four-mill, motor vehicle, and one-mill levy), institutional revenue (tuition, fees, and auxiliary revenues), and other revenue (gate receipts, investment income, misc. deposits, restricted revenue, and carryover). The percentages from each of these categories for the FY2025 budget are listed below:



Unrestricted Operating Fund

The unrestricted current operating fund represents the most significant portion of the College's educational, operational, and financial activities. Its revenue is largely determined by the Wyoming Community College Commission's funding allocation model, 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 FY2025 budget are listed below:



Unrestricted Revenue

Final allocations in FY2024 resulted in a gain of approximately \$120,000 in our state block appropriation. For FY2025, the College gained roughly \$580,000. 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 FY2025. The county will continue to watch revenue projections closely due to the economic unknowns associated with the mineral and extraction industries. Current decreases in personal property valuation and mineral and extraction valuation have decreased over the past year in Park County. Current projections have increased, but overall state mill levies, state allocations, and future revenues are unknown.

Projected institutional revenues from tuition and fees are anticipated to stay approximately the same for FY 2025. The Wyoming Community College Commission voted to hold tuition rates the same for FY 2025 and will evaluate FY 2025 tuition rates in June 2024. 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 FY 2024.

Restricted Revenue

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

Carryover

Carryover refers to funds that are budgeted but 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 2025.

Reserve utilization

Reserve utilization uses prior-year reserves in the following year to support short-term needs or transitional change. Reserve utilization may occur if enrollment declines below-budgeted amounts, local valuations decrease below projections, or reductions in state appropriations occur. No reserve utilization is projected for use.

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 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 the following:

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 2025

UNRESTRICTED OPERATING FUNDS

| FUNDS 10, 13, 14 & 15 | | |
|---|----------------------|----------------------|
| | Revenue | Expense |
| PRIOR YEAR ENDING BUDGET | \$ 21,886,397 | \$ 21,886,397 |
| Budget increase/(reduction) | | |
| Tuition & Fees | 115,734 | |
| State Appropriation | 725,089 | |
| Local Appropriation | (388,105) | |
| Other Sources - Reserve Utilization | - | |
| Other Sources | - | |
| INSTRUCTION PROGRAM | | |
| Instruction- Salary and Benefits | | 635 |
| Instruction- Other | | 1,000 |
| ABE, GED, ESL | | - |
| Continuing Education- Salary and Benefits | | 111,576 |
| Continuing Education-Other | | 52,721 |
| sub-total | | 165,932 |
| PUBLIC SERVICE-COMMUNITY SERVICE | | |
| Salary and Benefits | | 5,172 |
| Other | | 3,728 |
| sub-total | | 8,900 |
| ACADEMIC SUPPORT PROGRAM | | |
| Salary and Benefits | | 420 |
| Other | | - |
| sub-total | | 420 |
| STUDENT SERVICES PROGRAM | | |
| Salary and Benefits | | 116,781 |
| Other | | 13,044 |
| sub-total | | 129,825 |
| INSTITUTIONAL SUPPORT PROGRAM | | |
| Salary and Benefits | | 19,376 |
| Other | | 41,984 |
| sub-total | | 61,359 |
| PLANT ADMINISTRATION PROGRAM | | |
| Salary and Benefits | | 24,048 |
| Other | | 83,000 |
| sub-total | | 107,048 |
| INSTITUTIONAL SCHOLARSHIP PROGRAM | | |
| Scholarships and Waivers | | 80,000 |
| sub-total | | 80,000 |
| TRANSFERS | | |
| Transfers In and Out | 80,241 | (20,525) |
| sub-total | 80,241 | (20,525) |
| Change in Budget | 532,960 | 532,960 |
| Total 2024 Budget | \$ 22,419,357 | \$ 22,419,357 |

**INCREMENTAL CHANGES FOR THE BUDGET YEAR 2025
UNRESTRICTED CURRENT FUNDS**

| ONE MILL FUND 11 | | |
|--------------------------------------|---------------------|---------------------|
| | Revenue | Expense |
| PRIOR YEAR ENDING BUDGET | \$ 1,162,046 | \$ 1,162,046 |
| Local Appropriations | (175,868) | |
| | | |
| | | |
| | | |
| INSTITUTIONAL SUPPORT PROGRAM | | |
| Operational Support lines | | (175,868) |
| | | |
| | | |
| | | |
| | | |
| Change in Budget | (175,868) | (175,868) |
| TOTAL 2024 BUDGET | \$ 986,178 | \$ 986,178 |

| AUXILIARY FUND 12 | | |
|---------------------------------|---------------------|---------------------|
| | Revenue | Expense |
| PRIOR YEAR ENDING BUDGET | \$ 3,431,628 | \$ 3,431,628 |
| Residence Halls | 30,118 | 30,118 |
| Food Service | 189,375 | 189,375 |
| Trapper Village Main Apartments | 11,129 | 11,129 |
| Trapper Village West Apartments | 45,592 | 45,592 |
| Bookstore | - | - |
| Stabling | - | - |
| Food Service - Field Camp | - | - |
| Printing Services | - | - |
| Motor Pool | 6,535 | 6,535 |
| Summer Conferences | - | - |
| College Farm | - | - |
| Livestock | 8,150 | 8,150 |
| Carry Over | - | - |
| Other | - | - |
| Transfers | - | - |
| | | |
| | | |
| Change in Budget | 290,899 | 290,899 |
| Total 2024 Budget | \$ 3,722,526 | \$ 3,722,526 |

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 2024-2025 fiscal year on the 15th day of July, 2024, 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 9 and 11, 2024
Cody Enterprise July 9 and 11, 2024

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 2024-25 fiscal year ending June 30, 2025, which is now being considered by the Board of Trustees, on the 15th day of July, 2024 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 | Estimated Revenue Without Tax | Cash and Estimated Revenue | Estimated Tax Requirement* | Estimated Expenditures |
| | (1) | (2) | (3) | (4) | (5) |
| Current Funds | \$25,000 | \$28,973,249 | \$28,998,249 | \$4,570,073 | \$33,568,322 |
| Plant Funds | \$1,153,356 | \$4,697,657 | \$5,851,013 | -0- | \$5,851,013 |
| *Four mills must be levied against the college district valuation. Motor Vehicle, and optional one mill included. | | | | | |

Provided to Publisher:

Published
Powell Tribune July 9 and 11, 2024
Cody Enterprise July 9 and 11, 2024

Northwest College Board of Trustees
by: Lisa M Watson
President

WHEREAS, on the 15th day of July, 2024, 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, 2025.

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, 2025.

BE IT FURTHER RESOLVED, that the following appropriations be made for the 2025 fiscal year ending June 30, 2025, and that the expenditures be limited to the amount appropriated herein.

Dated this 15th day of July, 2024.

EXPENDITURE AUTHORITY

Attest:

| | | |
|--|---------------|--------------|
| | CURRENT FUNDS | \$33,568,322 |
| | PLANT FUNDS | 5,851,013 |
| | TOTAL | \$39,419,335 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

WHEREAS, on the 15th day of July, 2024, this Board adopted a college budget for the 2025 fiscal year ending June 30, 2025 calling for the following appropriations:

| | |
|---------------|------------------|
| Current Funds | \$33,568,322 |
| Plant Funds | <u>5,851,013</u> |
| Total | \$39,419,335 |

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, 2025, as shown opposite each fund amounts to be raised by taxes.

Amount to be raised:

| | | |
|---------------|------------------|--------|
| Current Funds | \$3,583,895 | 4 mils |
| | <u>\$986,178</u> | 1 mil |
| | \$4,570,073 | 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, 2025.

Dated this 15th day of July, 2024.

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, 2024 and ending on June 30, 2025.

Dated this 15th day of July, 2024.

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 |
|--|---|---|

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 |
|--|---|---|

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 |
|--|--|--|

OPERATIONS/MAINTENANCE OF PLANT

| | | |
|---|----------------------|----------------------------|
| Plant Admin & Maintenance Building Maintenance Field Station Maint & Repair | Custodial Grounds | Utilities Trapper Arena |
|---|----------------------|----------------------------|

SCHOLARSHIPS & GRANTS

| | | |
|----------------------------|--------------------|---------------------------|
| Dual/Concurrent Enrollment | Golden Age Waiver | Family/Grant Scholarships |
| College Match | Welcome to Wyoming | |

COMMUNITY SERVICE FUND

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

CONTINUING EDUCATION

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

AUXILIARY SERVICES

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

ONE-MIL FUND

ACADEMIC SUPPORT

Faculty Development

INSTITUTIONAL SUPPORT

| | |
|------------------------------|--------------------------------|
| Board of Trustees | Classified Staff Development |
| One Mill - College Services* | Professional Staff Development |
| Human Resources | |

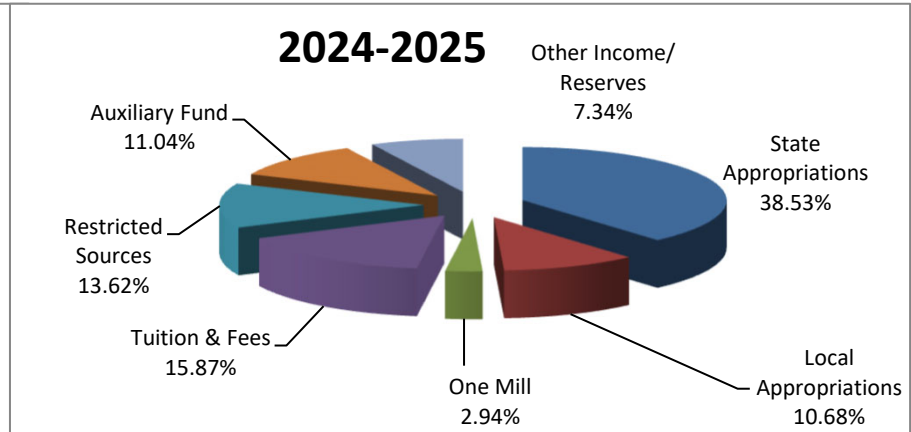
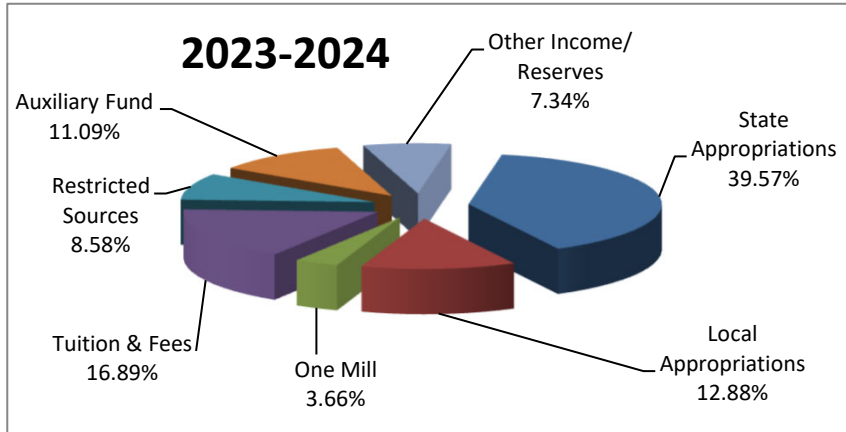
*General Expenditures include but are not limited to; grievance officer salary & benefits, legal services, audit, professional development, credit card fees, bad debt, insurance, vehicles and equipment.

RESTRICTED CURRENT FUNDS

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

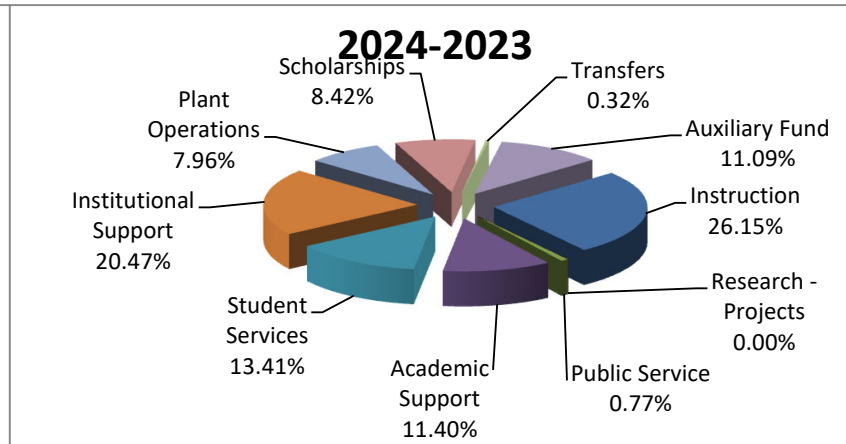
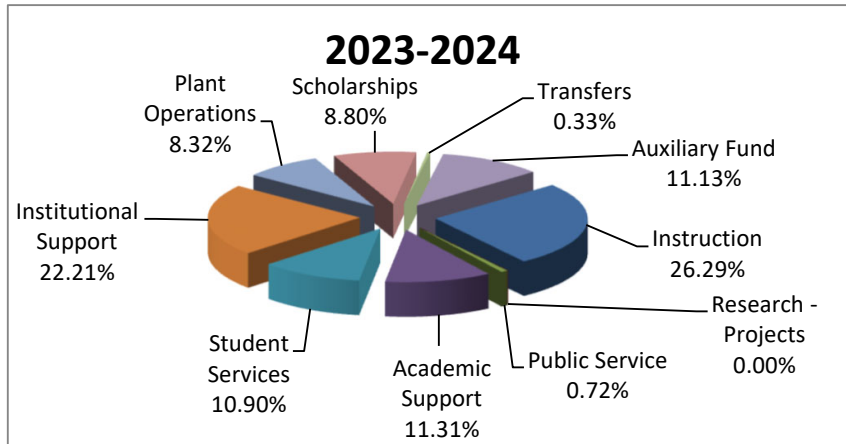
PLANT FUND

| | |
|----------------------------|----------------------------------|
| Renewal and replacement | Major Maintenance |
| Investment in plant | Facilities Fees |
| Fixed Assets | Auxiliary Furniture and Fixtures |
| Retirement of indebtedness | Auxiliary Laundry |



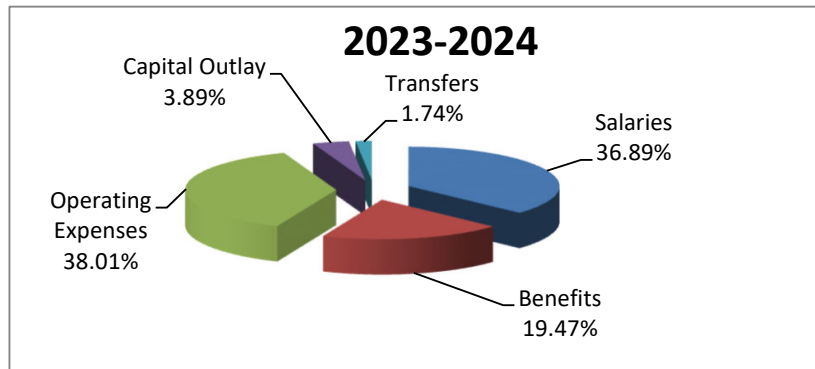
| ITEM | ADJUSTED 2023-2024 BUDGET | PERCENT OF BUDGET |
|-------------------------------|---------------------------------|-------------------------|
| Current Funds Revenues | | |
| State Appropriations | \$ 12,207,326 | 39.58% |
| Local Appropriations | 3,972,000 | 12.88% |
| One Mill | 1,128,046 | 3.66% |
| Tuition & Fees | 5,209,978 | 16.89% |
| Restricted Sources | 2,646,173 | 8.58% |
| Auxiliary Fund | 3,419,548 | 11.10% |
| Other Income/ Reserves | 2,262,944 | 7.34% |
| Total Revenues | <u>\$ 30,846,015</u> | <u>100%</u> |

| ITEM | APPROVED 2024-2025 BUDGET | PERCENT OF BUDGET |
|-------------------------------|---------------------------------|-------------------------|
| Current Funds Revenues | | |
| State Appropriations | \$ 12,932,416 | 38.53% |
| Local Appropriations | 3,583,895 | 10.68% |
| One Mill | 986,178 | 2.94% |
| Tuition & Fees | 5,325,712 | 15.87% |
| Restricted Sources | 4,570,425 | 13.62% |
| Auxiliary Fund | 3,705,566 | 11.04% |
| Other Income/ Reserves | 2,464,130 | 7.34% |
| Total Revenues | <u>\$ 33,568,322</u> | <u>100%</u> |

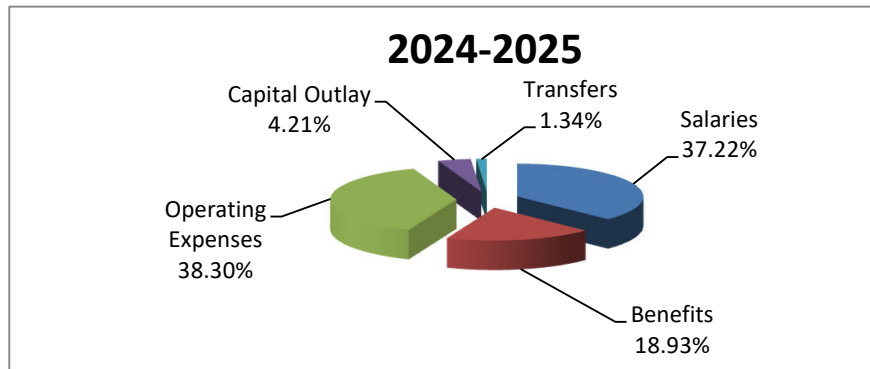


| ITEM | ADJUSTED 2023-2024 BUDGET | PERCENT OF BUDGET |
|--|---------------------------------|-------------------------|
| Current Funds Expenditures by Program | | |
| Instruction | \$ 8,110,505 | 26.29% |
| Research - Projects | - | 0.00% |
| Public Service | 222,625 | 0.72% |
| Academic Support | 3,487,352 | 11.31% |
| Total Instructional Programs | 11,820,482 | 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 | \$ 30,846,015 | 100% |

| ITEM | APPROVED 2024-2025 BUDGET | PERCENT OF BUDGET |
|--|---------------------------------|-------------------------|
| Current Funds Expenditures by Program | | |
| Instruction | \$ 8,777,405 | 26.15% |
| Research - Projects | - | 0.00% |
| Public Service | 258,725 | 0.77% |
| Academic Support | 3,828,211 | 11.40% |
| Total Instructional Programs | 12,864,341 | 38.32% |
| Student Services | 4,502,687 | 13.41% |
| Institutional Support | 6,871,445 | 20.47% |
| Plant Operations | 2,673,524 | 7.96% |
| Scholarships | 2,825,369 | 8.42% |
| Transfers | 108,430 | 0.32% |
| Total Other Programs | 16,981,455 | 50.59% |
| Auxiliary Fund | 3,722,526 | 11.09% |
| Auxiliary Federal Workstudy | 0 | 0.00% |
| Total Auxiliary Fund | 3,722,526 | 11.09% |
| Total Expenditures by Program | \$ 33,568,322 | 100% |



| ITEM | ADJUSTED 2023-2024 BUDGET | PERCENT OF BUDGET |
|---|---------------------------------|-------------------------|
| 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 | \$ 30,846,015 | 100% |



| ITEM | APPROVED 2024-2025 BUDGET | PERCENT OF BUDGET |
|---|---------------------------------|-------------------------|
| Current Funds Expenditures by Series | | |
| Salaries | \$ 12,495,617 | 37.22% |
| Benefits | 6,353,899 | 18.93% |
| Operating Expenses | 12,857,813 | 38.30% |
| Capital Outlay | 1,412,042 | 4.21% |
| Transfers | 448,950 | 1.34% |
| Total Expenditures by Series | \$ 33,568,322 | 100% |

WYOMING COMMUNITY COLLEGE SYSTEM

Annual Budget Summary - Total Current Funds

| College: | <u>Northwest College</u> | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
|---|---|---------------------|------------------------|------------------------------------|--------------------------------|
| Revenue | Tuition and Fees | 4,954,205 | 5,439,319 | 5,325,712 | 5,325,712 |
| | State Appropriations | 11,783,270 | 11,966,148 | 12,932,416 | 12,932,416 |
| | Local Appropriations | 4,685,847 | 4,377,723 | 4,570,073 | 4,570,073 |
| | Federal Grants and Contracts | 2,112,975 | 1,825,894 | 2,467,985 | 2,467,985 |
| | State Grants and Contracts | 1,723,871 | 1,669,793 | 1,389,166 | 1,389,166 |
| | Local Grants and Contracts | 0 | 0 | 0 | 0 |
| | Private Gifts/Grants/Contracts | 644,459 | 523,082 | 713,274 | 713,274 |
| | Endowment Income | 0 | 0 | 0 | 0 |
| | Sales & Services/Educ Act. | 0 | 0 | 0 | 0 |
| | Sales & Services/Aux Enter | 3,428,785 | 3,385,277 | 3,705,566 | 3,705,566 |
| | Other Sources | 68,908 | 337,052 | 70,695 | 70,695 |
| | Total Revenue | 29,402,320 | 29,524,289 | 31,174,887 | 31,174,887 |
| Other Funding Sources | Carryover | 109,951 | 96,000 | 1,768,150 | 1,768,150 |
| | Transfers | 804,393 | 329,761 | 405,379 | 405,379 |
| | Other | 78,448 | 97,439 | 219,906 | 219,906 |
| | Total Other | 992,791 | 523,201 | 2,393,435 | 2,393,435 |
| Total Current Funds Revenue and Other | | 30,395,111 | 30,047,490 | 33,568,322 | 33,568,322 |
| Expenditures by Program | Instruction | 9,273,825 | 6,603,339 | 8,777,405 | 8,777,405 |
| | Research | 0 | 0 | 0 | 0 |
| | Public Service | 213,567 | 170,020 | 258,725 | 258,725 |
| | Academic Support | 1,508,321 | 1,544,145 | 3,828,211 | 3,828,211 |
| | Student Services | 3,907,827 | 3,420,533 | 4,502,687 | 4,502,687 |
| | Institutional Support | 2,562,561 | 5,192,517 | 6,871,445 | 6,871,445 |
| | Operations and Maint/Plant | 2,634,501 | 2,265,923 | 2,673,524 | 2,673,524 |
| | Scholarships & Fellowships | 2,746,681 | 2,887,955 | 2,825,369 | 2,825,369 |
| | Total Expenditures | 22,847,283 | 22,084,432 | 29,737,366 | 29,737,366 |
| Transfers | Mandatory Transfers | 403,409 | 0 | 0 | 0 |
| | Non-mandatory Transfers | 3,285,623 | 128,686 | 108,430 | 108,430 |
| | Total Transfers | 3,689,032 | 128,686 | 108,430 | 108,430 |
| Auxiliary Enterprises | Expenditures | 2,954,644 | 2,756,161 | 3,382,006 | 3,382,006 |
| | Mandatory Transfers | 316,700 | 316,700 | 316,700 | 316,700 |
| | Non-mandatory Transfers | 201,680 | 23,820 | 23,820 | 23,820 |
| | Total Expenditures & Transfers | 3,473,024 | 3,096,681 | 3,722,526 | 3,722,526 |
| Total Current Funds Expenditures and Transfers | | 30,009,339 | 25,309,800 | 33,568,322 | 33,568,322 |
| Expenditures by Series | Salaries | 10,460,462 | 9,471,541 | 12,495,617 | 12,495,617 |
| | Benefits | 5,197,393 | 4,435,233 | 6,353,899 | 6,353,899 |
| | Operating Expenses | 10,158,810 | 10,382,734 | 12,857,813 | 12,857,813 |
| | Capital Outlay | -14,738 | 551,086 | 1,412,042 | 1,412,042 |
| | Total Expenditures | 25,801,927 | 24,840,594 | 33,119,372 | 33,119,372 |
| Transfers | Mandatory Transfers | 720,109 | 316,700 | 316,700 | 316,700 |
| | Non-mandatory Transfers | 3,487,303 | 152,506 | 132,250 | 132,250 |
| | Total Transfers | 4,207,412 | 469,206 | 448,950 | 448,950 |
| Total Current Funds Expenditures and Transfers | | 30,009,339 | 25,309,800 | 33,568,322 | 33,568,322 |
| Net Increase (Decrease) | | 385,772 | 4,737,690 | 0 | 0 |

WCCC Form 213 (Reviewed Feb 2013)

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Total Current Funds Revenue | | | |
|--|---------------------------------|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | | | | | |
| Tuition, Fees | Credit Tuition, In-State | 1,233,290 | 1,127,630 | 1,150,000 | 1,150,000 |
| | Credit Tuition, Out-of-District | 1,000,372 | 924,924 | 920,000 | 920,000 |
| | Credit Tuition, Out-State | 376,244 | 1,052,176 | 840,000 | 840,000 |
| | Credit Tuition, WUE | 719,536 | 604,640 | 627,000 | 627,000 |
| | Continuing Education Tuition | 273,422 | 355,372 | 396,647 | 396,647 |
| | Community Services Tuition | 131,206 | 135,906 | 202,065 | 202,065 |
| | Student Fees | 1,037,172 | 1,050,054 | 1,005,000 | 1,005,000 |
| | Course Fees | 182,963 | 188,617 | 185,000 | 185,000 |
| | Other Fees | 0 | 0 | 0 | 0 |
| State Appropriations | State Aid Appropriation | 9,132,601 | 9,963,658 | 9,216,569 | 9,216,569 |
| | Supplemental Appropriation | 2,650,669 | 2,002,491 | 3,715,846 | 3,715,846 |
| | Other State Revenue | 0 | 0 | 0 | 0 |
| Local Appropriations | Mill Levy, Four-Mill | 2,752,311 | 2,141,466 | 3,112,344 | 3,112,344 |
| | Mill Levy, Optional | 653,277 | 536,797 | 903,086 | 903,086 |
| | Motor Vehicle Fees | 710,591 | 582,109 | 545,644 | 545,644 |
| | Other Local Revenue | 569,668 | 1,117,349 | 9,000 | 9,000 |
| Federal Grants and Contracts | | 2,112,975 | 1,825,894 | 2,467,985 | 2,467,985 |
| State Grants and Contracts | | 1,723,871 | 1,669,793 | 1,389,166 | 1,389,166 |
| Local Grants and Contracts BOCES/BOCHES | | 0 | 0 | 0 | 0 |
| Private Grants/Gifts/Contracts | | 644,459 | 523,082 | 713,274 | 713,274 |
| 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 | 1,211,864 | 1,118,633 | 1,202,175 | 1,202,175 |
| | Residence Halls | 1,952,329 | 1,852,122 | 1,984,103 | 1,984,103 |
| | Bookstores | 23,012 | 24,684 | 20,000 | 20,000 |
| | Copy Centers | 128,567 | 82,732 | 177,143 | 177,143 |
| | Motor Pool | 196,183 | 172,111 | 220,485 | 220,485 |
| | Early Childhood Center | 0 | 0 | 0 | 0 |
| | Other | -83,170 | 134,996 | 101,660 | 101,660 |
| Other Sources | Gate Receipts | 0 | 4,914 | 2,500 | 2,500 |
| | Investment Income | 36,535 | 298,042 | 50,030 | 50,030 |
| | Miscellaneous Deposits | 32,373 | 34,096 | 18,165 | 18,165 |
| Total Revenue | | 29,402,320 | 29,524,289 | 31,174,887 | 31,174,887 |
| Other Funding Sources | Carryover | 109,951 | 96,000 | 1,768,150 | 1,768,150 |
| | Transfers | 804,393 | 329,761 | 405,379 | 405,379 |
| | Other | 78,448 | 97,439 | 219,906 | 219,906 |
| Total Other | | 992,791 | 523,201 | 2,393,435 | 2,393,435 |
| Total Current Funds Revenue and Other | | 30,395,111 | 30,047,490 | 33,568,322 | 33,568,322 |
| WCCC Form 214 (Reviewed Feb 2013) | | | | | |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Total Current Funds Expenditures | | | |
|----------------------------------|--------------------|--|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Expenditures by Program | | | | | |
| Instruction | Salaries | 4,396,573 | 3,681,498 | 5,007,608 | 5,007,608 |
| All Other | Benefits | 2,089,697 | 1,659,755 | 2,321,992 | 2,321,992 |
| | Operating Expenses | 2,236,015 | 419,269 | 669,662 | 669,662 |
| | Capital Outlay | 37,556 | 131,608 | 133,128 | 133,128 |
| | Total Expenditures | 8,759,840 | 5,892,131 | 8,132,390 | 8,132,390 |
| Instruction | Salaries | 232,785 | 240,963 | 256,895 | 256,895 |
| Continuing | Benefits | 64,807 | 61,451 | 130,967 | 130,967 |
| Education | Operating Expenses | 139,996 | 218,003 | 189,386 | 189,386 |
| | Capital Outlay | 0 | 130,732 | 0 | 0 |
| | Total Expenditures | 437,588 | 651,149 | 577,249 | 577,249 |
| Instruction | Salaries | 53,246 | 40,836 | 44,480 | 44,480 |
| ABE, GED, | Benefits | 19,967 | 15,952 | 18,546 | 18,546 |
| ESL | Operating Expenses | 3,184 | 3,272 | 4,740 | 4,740 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 76,397 | 60,060 | 67,766 | 67,766 |
| 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 | 21,492 | 10,066 | 16,375 | 16,375 |
| All Other | Benefits | 3,245 | 2,304 | 2,910 | 2,910 |
| | Operating Expenses | 7,871 | 29,959 | 8,785 | 8,785 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 32,608 | 42,330 | 28,070 | 28,070 |
| Public Service | Salaries | 65,199 | 58,966 | 59,487 | 59,487 |
| Community | Benefits | 37,305 | 25,626 | 36,821 | 36,821 |
| Service | Operating Expenses | 78,454 | 43,098 | 134,347 | 134,347 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 180,958 | 127,690 | 230,655 | 230,655 |
| Academic | Salaries | 482,796 | 474,194 | 787,105 | 787,105 |
| Support | Benefits | 234,128 | 212,275 | 393,274 | 393,274 |
| | Operating Expenses | 974,665 | 857,676 | 1,657,833 | 1,657,833 |
| | Capital Outlay | (183,267) | 0 | 990,000 | 990,000 |
| | Total Expenditures | 1,508,321 | 1,544,145 | 3,828,211 | 3,828,211 |
| Student | Salaries | 1,729,576 | 1,603,041 | 2,078,129 | 2,078,129 |
| Services | Benefits | 914,478 | 780,694 | 1,112,866 | 1,112,866 |
| | Operating Expenses | 1,254,940 | 1,004,989 | 1,299,693 | 1,299,693 |
| | Capital Outlay | 8,832 | 31,810 | 12,000 | 12,000 |
| | Total Expenditures | 3,907,827 | 3,420,533 | 4,502,687 | 4,502,687 |
| Institutional | Salaries | 1,982,070 | 2,002,684 | 2,645,782 | 2,645,782 |
| Support | Benefits | 919,692 | 945,041 | 1,349,435 | 1,349,435 |
| | Operating Expenses | (373,105) | 2,147,453 | 2,774,078 | 2,774,078 |
| | Capital Outlay | 33,904 | 97,339 | 102,150 | 102,150 |
| | Total Expenditures | 2,562,561 | 5,192,517 | 6,871,445 | 6,871,445 |
| Operation/ | Salaries | 1,003,068 | 965,457 | 1,083,172 | 1,083,172 |
| Maintenance | Benefits | 616,007 | 526,152 | 668,732 | 668,732 |
| Plant | Operating Expenses | 1,015,426 | 774,314 | 921,620 | 921,620 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 2,634,501 | 2,265,923 | 2,673,524 | 2,673,524 |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Total Current Funds Expenditures | | | |
|---|--------------------------|--|------------------------|------------------------------------|--------------------------------|
| College: | <u>Northwest College</u> | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Expenditures by Program | | | | | |
| Scholarships and Fellowships | Salaries | 0 | 0 | 0 | 0 |
| | Benefits | 0 | 0 | 0 | 0 |
| | Operating Expenses | 2,746,681 | 2,887,955 | 2,825,369 | 2,825,369 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 2,746,681 | 2,887,955 | 2,825,369 | 2,825,369 |
| Total Expenditures | | 22,847,283 | 22,084,432 | 29,737,366 | 29,737,366 |
| | | | | | |
| Transfers | Mandatory | 403,409 | 0 | 0 | 0 |
| | Non-mandatory | 3,285,623 | 128,686 | 108,430 | 108,430 |
| | Total Transfers | 3,689,032 | 128,686 | 108,430 | 108,430 |
| Auxiliary Enterprises | Salaries | 493,656 | 393,835 | 516,585 | 516,585 |
| | Benefits | 298,067 | 205,983 | 318,356 | 318,356 |
| | Operating Expenses | 2,074,684 | 1,996,747 | 2,372,301 | 2,372,301 |
| | Capital Outlay | 88,237 | 159,597 | 174,764 | 174,764 |
| | Total Expenditures | 2,954,644 | 2,756,161 | 3,382,006 | 3,382,006 |
| Transfers | Mandatory Transfers | 316,700 | 316,700 | 316,700 | 316,700 |
| | Non-mandatory Transfers | 201,680 | 23,820 | 23,820 | 23,820 |
| | Total Transfers | 518,380 | 340,520 | 340,520 | 340,520 |
| Total Current Funds Expenditures and Transfers | | 30,009,339 | 25,309,800 | 33,568,322 | 33,568,322 |
| WCCC Form 215 (Reviewed Feb 2013) | | | | | |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Annual Budget Summary - Unrestricted Operating Fund | | | |
|--|----------------------------|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | Tuition and Fees | 4,954,205 | 5,439,319 | 5,325,712 | 5,325,712 |
| | State Appropriations | 11,783,270 | 11,966,148 | 12,932,416 | 12,932,416 |
| | Local Appropriations | 3,335,103 | 3,497,584 | 3,583,895 | 3,583,895 |
| | Sales & Services/Educ Act. | 0 | 0 | 0 | 0 |
| | Other Sources | 54,577 | 129,328 | 56,665 | 56,665 |
| | Total Revenue | 20,127,155 | 21,032,380 | 21,898,687 | 21,898,687 |
| Other Funding Sources | Carryover | 0 | 0 | 0 | 0 |
| | Transfers | 30,800 | 280,038 | 360,279 | 360,279 |
| | Other | 1,609 | 37,645 | 160,390 | 160,390 |
| | Total Other | 32,409 | 317,683 | 520,669 | 520,669 |
| Total Operating Fund Revenue and Other | | 20,159,564 | 21,350,063 | 22,419,357 | 22,419,357 |
| Expenditures by Program | Instruction | 8,133,569 | 5,752,758 | 7,840,696 | 7,840,696 |
| | Research | 0 | 0 | 0 | 0 |
| | Public Service | 180,958 | 127,690 | 230,655 | 230,655 |
| | Academic Support | 1,275,186 | 1,263,115 | 1,715,360 | 1,715,360 |
| | Student Services | 3,019,538 | 2,893,722 | 3,397,405 | 3,397,405 |
| | Institutional Support | 1,905,020 | 4,043,969 | 5,624,287 | 5,624,287 |
| | Operations and Maint/Plant | 2,634,231 | 2,265,787 | 2,646,524 | 2,646,524 |
| | Scholarships & Fellowships | 780,600 | 844,877 | 856,000 | 856,000 |
| | Total Expenditures | 17,929,103 | 17,191,918 | 22,310,927 | 22,310,927 |
| Transfers | Mandatory Transfers | 0 | 0 | 0 | 0 |
| | Non-mandatory Transfers | 1,985,623 | 128,686 | 108,430 | 108,430 |
| | Total Transfers | 1,985,623 | 128,686 | 108,430 | 108,430 |
| Total Oper Fund Expenditures and Transfers by Program | | 19,914,727 | 17,320,604 | 22,419,357 | 22,419,357 |
| Expenditures by Series | Salaries | 8,874,153 | 8,420,066 | 10,791,111 | 10,791,111 |
| | Benefits | 4,489,474 | 3,865,234 | 5,583,819 | 5,583,819 |
| | Operating Expenses | 4,552,954 | 4,743,229 | 5,922,396 | 5,922,396 |
| | Capital Outlay | 12,522 | 163,388 | 13,600 | 13,600 |
| | Total Expenditures | 17,929,103 | 17,191,918 | 22,310,927 | 22,310,927 |
| Transfers | Mandatory Transfers | 0 | 0 | 0 | 0 |
| | Non-mandatory Transfers | 1,985,623 | 128,686 | 108,430 | 108,430 |
| | Total Transfers | 1,985,623 | 128,686 | 108,430 | 108,430 |
| Total Oper Fund Expenditures and Transfers by Series | | 19,914,727 | 17,320,604 | 22,419,357 | 22,419,357 |
| Net Increase (Decrease) | | 244,837 | 4,029,459 | 0 | 0 |

WCCC Form 216 (Reviewed Feb 2013)

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Unrestricted Operating Fund Revenue | | | |
|---|---------------------------------|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | | | | | |
| Tuition, Fees | Credit Tuition, In-District | 1,233,290 | 1,127,630 | 1,150,000 | 1,150,000 |
| | Credit Tuition, Out-of-District | 1,000,372 | 924,924 | 920,000 | 920,000 |
| | Credit Tuition, Out-State | 376,244 | 1,052,176 | 840,000 | 840,000 |
| | Credit Tuition, WUE | 719,536 | 604,640 | 627,000 | 627,000 |
| | Continuing Education Tuition | 273,422 | 355,372 | 396,647 | 396,647 |
| | Community Services Tuition | 131,206 | 135,906 | 202,065 | 202,065 |
| | Student Fees | 1,037,172 | 1,050,054 | 1,005,000 | 1,005,000 |
| | Course Fees | 182,963 | 188,617 | 185,000 | 185,000 |
| | Other Fees | 0 | 0 | 0 | 0 |
| State Appropriations | State Aid Appropriation | 9,132,601 | 9,963,658 | 9,216,569 | 9,216,569 |
| | Supplemental Appropriation | 2,650,669 | 2,002,491 | 3,715,846 | 3,715,846 |
| | Other State Revenue | 0 | 0 | 0 | 0 |
| Local Appropriations | Mill Levy, Four-Mill | 2,752,311 | 2,141,466 | 3,112,344 | 3,112,344 |
| | Motor Vehicle Fees | 575,140 | 465,688 | 464,552 | 464,552 |
| | Other Local Revenue | 7,652 | 890,430 | 7,000 | 7,000 |
| Sales/Service | Instruction | 0 | 0 | 0 | 0 |
| Educational | Research | 0 | 0 | 0 | 0 |
| Activities | Public Service | 0 | 0 | 0 | 0 |
| | Other | 0 | 0 | 0 | 0 |
| Other Sources | Gate Receipts | 0 | 4,914 | 2,500 | 2,500 |
| | Investment Income | 22,204 | 90,318 | 36,000 | 36,000 |
| | Miscellaneous Deposits | 32,373 | 34,096 | 18,165 | 18,165 |
| Total Revenue | | 20,127,155 | 21,032,380 | 21,898,687 | 21,898,687 |
| Other Funding Sources | Carryover | 0 | 0 | | 0 |
| | Transfers | 30,800 | 280,038 | 360,279 | 360,279 |
| | Other | 1,609 | 37,645 | 160,390 | 160,390 |
| Total Other | | 32,409 | 317,683 | 520,669 | 520,669 |
| Total Operating Fund Revenue and Other | | 20,159,564 | 21,350,063 | 22,419,357 | 22,419,357 |

WCCC Form 217 (Reviewed Feb 2013)

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Unrestricted Operating Fund Expenditures | | | |
|---|--------------------|--|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Expenditures by Program | | | | | |
| Instruction All Other | Salaries | 3,663,412 | 3,362,027 | 4,592,184 | 4,592,184 |
| | Benefits | 1,835,330 | 1,420,255 | 2,184,299 | 2,184,299 |
| | Operating Expenses | 2,120,543 | 258,422 | 417,599 | 417,599 |
| | Capital Outlay | 300 | 846 | 1,600 | 1,600 |
| | Total Expenditures | 7,619,584 | 5,041,549 | 7,195,681 | 7,195,681 |
| Instruction Continuing Education | Salaries | 232,785 | 240,963 | 256,895 | 256,895 |
| | Benefits | 64,807 | 61,451 | 130,967 | 130,967 |
| | Operating Expenses | 139,996 | 218,003 | 189,386 | 189,386 |
| | Capital Outlay | 0 | 130,732 | 0 | 0 |
| | Total Expenditures | 437,588 | 651,149 | 577,249 | 577,249 |
| Instruction ABE, GED, ESL | Salaries | 53,246 | 40,836 | 44,480 | 44,480 |
| | Benefits | 19,967 | 15,952 | 18,546 | 18,546 |
| | Operating Expenses | 3,184 | 3,272 | 4,740 | 4,740 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 76,397 | 60,060 | 67,766 | 67,766 |
| 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 | 65,199 | 58,966 | 59,487 | 59,487 |
| | Benefits | 37,305 | 25,626 | 36,821 | 36,821 |
| | Operating Expenses | 78,454 | 43,098 | 134,347 | 134,347 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 180,958 | 127,690 | 230,655 | 230,655 |
| Academic Support | Salaries | 451,006 | 369,105 | 549,155 | 549,155 |
| | Benefits | 230,163 | 191,939 | 314,209 | 314,209 |
| | Operating Expenses | 594,017 | 702,071 | 851,996 | 851,996 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 1,275,186 | 1,263,115 | 1,715,360 | 1,715,360 |
| Student Services | Salaries | 1,448,675 | 1,402,054 | 1,633,572 | 1,633,572 |
| | Benefits | 768,978 | 681,656 | 889,236 | 889,236 |
| | Operating Expenses | 793,053 | 778,202 | 862,597 | 862,597 |
| | Capital Outlay | 8,832 | 31,810 | 12,000 | 12,000 |
| | Total Expenditures | 3,019,538 | 2,893,722 | 3,397,405 | 3,397,405 |
| Institutional Support | Salaries | 1,957,031 | 1,980,795 | 2,573,166 | 2,573,166 |
| | Benefits | 916,917 | 942,203 | 1,341,010 | 1,341,010 |
| | Operating Expenses | (972,318) | 1,120,970 | 1,710,110 | 1,710,110 |
| | Capital Outlay | 3,390 | 0 | 0 | 0 |
| | Total Expenditures | 1,905,020 | 4,043,969 | 5,624,287 | 5,624,287 |
| Operation/ Maintenance Plant | Salaries | 1,002,798 | 965,320 | 1,082,172 | 1,082,172 |
| | Benefits | 616,007 | 526,152 | 668,732 | 668,732 |
| | Operating Expenses | 1,015,426 | 774,314 | 895,620 | 895,620 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 2,634,231 | 2,265,787 | 2,646,524 | 2,646,524 |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Unrestricted Operating Fund Expenditures | | | |
|--|--------------------------|--|------------------------|------------------------------------|--------------------------------|
| College: | <u>Northwest College</u> | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Expenditures by Program | | | | | |
| Scholarships and | Salaries | 0 | 0 | 0 | 0 |
| | Benefits | 0 | 0 | 0 | 0 |
| | Operating Expenses | 780,600 | 844,877 | 856,000 | 856,000 |
| Fellowships | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 780,600 | 844,877 | 856,000 | 856,000 |
| Total Expenditures | | 17,929,103 | 17,191,918 | 22,310,927 | 22,310,927 |
| Transfers | | | | | |
| | Mandatory | 0 | 0 | 0 | 0 |
| | Non-mandatory | 1,985,623 | 128,686 | 108,430 | 108,430 |
| | Total Transfers | 1,985,623 | 128,686 | 108,430 | 108,430 |
| Total Operating Fund Expenditures and Transfers | | 19,914,727 | 17,320,604 | 22,419,357 | 22,419,357 |
| WCCC Form 218 (Reviewed Feb 2013) | | | | | |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Annual Budget Summary - Unrestricted Auxiliary Fund | | | |
|--|--|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | Sales & Services/Auxiliary Enterprises | 3,428,785 | 3,385,277 | 3,705,566 | 3,705,566 |
| Student Fees | Other Sources | 5,844 | 36,035 | 8,030 | 8,030 |
| | Total Revenue | 3,434,629 | 3,421,312 | 3,713,596 | 3,713,596 |
| Other Funding Sources | Carryover | 0 | 0 | 0 | 0 |
| | Transfers | 207,020 | 7,280 | 8,930 | 8,930 |
| | Other | 0 | 0 | 0 | 0 |
| | Total Other | 207,020 | 7,280 | 8,930 | 8,930 |
| Total Auxiliary Revenue and Other | | 3,641,649 | 3,428,592 | 3,722,526 | 3,722,526 |
| Expenditures by Program | Auxiliary Enterprises, Student | 2,518,004 | 2,552,198 | 3,125,321 | 3,125,321 |
| | Auxiliary Enterprises, Faculty/Staff | 436,640 | 203,963 | 256,685 | 256,685 |
| | Total Expenditures | 2,954,644 | 2,756,161 | 3,382,006 | 3,382,006 |
| Transfers | Mandatory Transfers | 316,700 | 316,700 | 316,700 | 316,700 |
| | Non-mandatory Transfers | 166,577 | 23,820 | 23,820 | 23,820 |
| | Total Transfers | 483,277 | 340,520 | 340,520 | 340,520 |
| Total Auxiliary Expenditures and Transfers by Program | | 3,437,921 | 3,096,681 | 3,722,526 | 3,722,526 |
| Expenditures by Series | Salaries | 493,656 | 393,835 | 516,585 | 516,585 |
| | Benefits | 298,067 | 205,983 | 318,356 | 318,356 |
| | Operating Expenses | 2,074,684 | 1,996,747 | 2,372,301 | 2,372,301 |
| | Capital Outlay | 88,237 | 159,597 | 174,764 | 174,764 |
| | Total Expenditures | 2,954,644 | 2,756,161 | 3,382,006 | 3,382,006 |
| Transfers | Mandatory Transfers | 316,700 | 316,700 | 316,700 | 316,700 |
| | Non-mandatory Transfers | 166,577 | 23,820 | 23,820 | 23,820 |
| | Total Transfers | 483,277 | 340,520 | 340,520 | 340,520 |
| Total Auxiliary Expenditures and Transfers by Series | | 3,437,921 | 3,096,681 | 3,722,526 | 3,722,526 |
| Net Increase (Decrease) | | 203,728 | 331,910 | 0 | 0 |
| WCCC Form 216b (Reviewed Feb 2013) | | | | | |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Unrestricted Auxiliary Fund Revenue | | | |
|---|------------------------|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | | | | | |
| Sales/Service | Student Center | 0 | 0 | 0 | 0 |
| | Food Service | 1,211,864 | 1,118,633 | 1,202,175 | 1,202,175 |
| | Residence Halls | 1,952,329 | 1,852,122 | 1,984,103 | 1,984,103 |
| | Bookstores | 23,012 | 24,684 | 20,000 | 20,000 |
| | Copy Center | 128,567 | 82,732 | 177,143 | 177,143 |
| | Motor Pool | 196,183 | 172,111 | 220,485 | 220,485 |
| | Early Childhood Center | 0 | 0 | 0 | 0 |
| | Other | -83,170 | 134,996 | 101,660 | 101,660 |
| Other Sources | Gate Receipts | 0 | 0 | 0 | 0 |
| | Investment Income | 5,844 | 36,035 | 8,030 | 8,030 |
| | Miscellaneous Deposits | 0 | 0 | 0 | 0 |
| Total Revenue | | 3,434,629 | 3,421,312 | 3,713,596 | 3,713,596 |
| Other Funding Sources | Carryover | 0 | 0 | 0 | 0 |
| | Transfers | 207,020 | 7,280 | 8,930 | 8,930 |
| | Other | 0 | 0 | 0 | 0 |
| Total Other | | 207,020 | 7,280 | 8,930 | 8,930 |
| Total Auxiliary Fund Revenue and Other | | 3,641,649 | 3,428,592 | 3,722,526 | 3,722,526 |

WCCC Form 217b (Reviewed Feb 2013)

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Unrestricted Auxiliary Fund Expenditures | | | |
|--|--------------------|--|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Expenditures by Program | | | | | |
| Student Student Center | 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 Food Service | Salaries | 0 | 0 | 0 | 0 |
| | Benefits | 0 | 0 | 0 | 0 |
| | Operating Expenses | 1,219,446 | 1,069,152 | 1,202,175 | 1,202,175 |
| | Capital Outlay | 9,538 | 1,750 | 0 | 0 |
| | Total Expenditures | 1,228,984 | 1,070,902 | 1,202,175 | 1,202,175 |
| Student Bookstore | Salaries | 0 | 0 | 0 | 0 |
| | Benefits | 0 | 0 | 0 | 0 |
| | Operating Expenses | (127) | 0 | 20,000 | 20,000 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | (127) | 0 | 20,000 | 20,000 |
| Student Housing | Salaries | 355,490 | 282,070 | 377,771 | 377,771 |
| | Benefits | 228,839 | 159,729 | 246,272 | 246,272 |
| | Operating Expenses | 609,125 | 751,218 | 884,426 | 884,426 |
| | Capital Outlay | 52,748 | 107,464 | 143,144 | 143,144 |
| | Total Expenditures | 1,246,201 | 1,300,481 | 1,651,613 | 1,651,613 |
| Student Early Childhood Center | 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 All Other | Salaries | 13,174 | 0 | 0 | 0 |
| | Benefits | 5,738 | 0 | 0 | 0 |
| | Operating Expenses | 24,034 | 27,760 | 36,200 | 36,200 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 42,947 | 27,760 | 36,200 | 36,200 |
| Faculty/Staff Motor Pool | Salaries | 45,701 | 51,903 | 49,537 | 49,537 |
| | Benefits | 7,506 | 6,872 | 11,488 | 11,488 |
| | Operating Expenses | 156,820 | 117,428 | 159,461 | 159,461 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 210,027 | 176,203 | 220,485 | 220,485 |
| Faculty/Staff All Other | Salaries | 79,291 | 59,862 | 89,277 | 89,277 |
| | Benefits | 55,985 | 39,382 | 60,597 | 60,597 |
| | Operating Expenses | 65,387 | 31,188 | 70,039 | 70,039 |
| | Capital Outlay | 25,951 | 50,383 | 31,620 | 31,620 |
| | Total Expenditures | 226,613 | 180,815 | 251,533 | 251,533 |
| Total Expenditures | | 2,954,644 | 2,756,161 | 3,382,006 | 3,382,006 |
| Transfers | | | | | |
| | Mandatory | 316,700 | 316,700 | 316,700 | 316,700 |
| | Non-mandatory | 166,577 | 23,820 | 23,820 | 23,820 |
| | Total Transfers | 483,277 | 340,520 | 340,520 | 340,520 |
| Total Auxiliary Fund Expenditures and Transfers | | 3,437,921 | 3,096,681 | 3,722,526 | 3,722,526 |

WCCC Form 218b (Reviewed Feb 2013)

| WYOMING COMMUNITY COLLEGE SYSTEM | | Annual Budget Summary - Unrestricted One-Mill Fund | | | |
|---|----------------------------|--|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | Local Appropriations | 1,350,744 | 880,139 | 986,178 | 986,178 |
| | Other Sources | 8,487 | 171,690 | 6,000 | 6,000 |
| | Total Revenue | 1,359,232 | 1,051,828 | 992,178 | 992,178 |
| Other Funding Sources | Carryover | 0 | 0 | 0 | 0 |
| | Transfers | 0 | 0 | 0 | 0 |
| | Other | 31,109 | 31,543 | 28,000 | 28,000 |
| | Total Other | 31,109 | 31,543 | 28,000 | 28,000 |
| Total One-Mill Revenue and Other | | 1,390,340 | 1,083,371 | 1,020,178 | 1,020,178 |
| Expenditures by Program | Instruction | 0 | 0 | 0 | 0 |
| | Research | 0 | 0 | 0 | 0 |
| | Public Service | 0 | 0 | 0 | 0 |
| | Academic Support | 5,634 | 4,923 | 7,000 | 7,000 |
| | Student Services | 0 | 0 | 0 | 0 |
| | Institutional Support | 571,882 | 884,630 | 1,013,178 | 1,013,178 |
| | Operations and Maint/Plant | 0 | 0 | 0 | 0 |
| | Scholarships & Fellowships | 0 | 0 | 0 | 0 |
| | Total Expenditures | 577,515 | 889,553 | 1,020,178 | 1,020,178 |
| Transfers | Mandatory Transfers | 403,409 | 0 | 0 | 0 |
| | Non-mandatory Transfers | 1,300,000 | 0 | 0 | 0 |
| | Total Transfers | 1,703,409 | 0 | 0 | 0 |
| Total One-Mill Expenditures and Transfers by Program | | 2,280,924 | 889,553 | 1,020,178 | 1,020,178 |
| Expenditures by Series | Salaries | 20,196 | 12,407 | 40,500 | 40,500 |
| | Benefits | 1,994 | 1,297 | 540 | 540 |
| | Operating Expenses | 554,305 | 781,300 | 877,137 | 877,137 |
| | Capital Outlay | 1,020 | 94,551 | 102,000 | 102,000 |
| | Total Expenditures | 577,515 | 889,553 | 1,020,178 | 1,020,178 |
| Transfers | Mandatory Transfers | 403,409 | 0 | 0 | 0 |
| | Non-mandatory Transfers | 1,300,000 | 0 | 0 | 0 |
| | Total Transfers | 1,703,409 | 0 | 0 | 0 |
| Total One-Mill Expenditures and Transfers by Series | | 2,280,924 | 889,553 | 1,020,178 | 1,020,178 |
| Net Increase (Decrease) | | (890,584) | 193,818 | 0 | 0 |
| WCCC Form 216c (Reviewed Feb 2013) | | | | | |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Unrestricted One-Mill Fund Revenue | | | |
|---|---------------------|--|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | | | | | |
| Local | Mill levy | 0 | 0 | 0 | 0 |
| Appropriations | Optional Mill | 653,277 | 536,797 | 903,086 | 903,086 |
| | Motor Vehicle Fees | 135,451 | 116,422 | 81,092 | 81,092 |
| | Other Local Revenue | 562,016 | 226,919 | 2,000 | 2,000 |
| Other Sources | Investment Income | 8,487 | 171,690 | 6,000 | 6,000 |
| Total Revenue | | 1,359,232 | 1,051,828 | 992,178 | 992,178 |
| Other Funding Sources | Carryover | 0 | 0 | 0 | 0 |
| | Transfers | 0 | 0 | 0 | 0 |
| | Other | 31,109 | 31,543 | 28,000 | 28,000 |
| Total Other | | 31,109 | 31,543 | 28,000 | 28,000 |
| Total One-Mill Revenue and Other | | 1,390,340 | 1,083,371 | 1,020,178 | 1,020,178 |
| WCCC Form 217c (Reviewed Feb 2013) | | | | | |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Unrestricted One-Mill Fund Expenditures | | | |
|---|--------------------|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| 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 | 1,000 | 0 | 0 | 0 |
| | Benefits | 83 | 0 | 0 | 0 |
| | Operating Expenses | 4,551 | 4,923 | 7,000 | 7,000 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 5,634 | 4,923 | 7,000 | 7,000 |
| 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 | 19,196 | 12,407 | 40,500 | 40,500 |
| | Benefits | 1,911 | 1,297 | 540 | 540 |
| | Operating Expenses | 549,754 | 776,376 | 870,137 | 870,137 |
| | Capital Outlay | 1,020 | 94,551 | 102,000 | 102,000 |
| | Total Expenditures | 571,882 | 884,630 | 1,013,178 | 1,013,178 |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Unrestricted One-Mill Fund Expenditures | | | |
|--|--------------------|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| 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 | | 577,515 | 889,553 | 1,020,178 | 1,020,178 |
| Transfers | Mandatory | 403,409 | 0 | 0 | 0 |
| | Non-mandatory | 1,300,000 | 0 | 0 | 0 |
| | Total Transfers | 1,703,409 | 0 | 0 | 0 |
| Total One-Mill Expenditures and Transfers | | 2,280,924 | 889,553 | 1,020,178 | 1,020,178 |

WCCC Form 218c (Reviewed Feb 2013)

| WYOMING COMMUNITY COLLEGE SYSTEM | | Annual Budget Summary - Restricted Fund | | | |
|---|---|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | Local Appropriations | 0 | 0 | 0 | 0 |
| | Federal Grants and Contracts | 2,112,975 | 1,825,894 | 2,467,985 | 2,467,985 |
| | State Grants and Contracts | 1,723,871 | 1,669,793 | 1,389,166 | 1,389,166 |
| | Local Grants and Contracts | 0 | 0 | 0 | 0 |
| | Private Gifts/Grants/Contracts | 644,459 | 523,082 | 713,274 | 713,274 |
| | Total Revenue | 4,481,305 | 4,018,769 | 4,570,425 | 4,570,425 |
| Other Funding Sources | Carryover | 109,951 | 96,000 | 1,768,150 | 1,768,150 |
| | Transfers | 566,573 | 42,443 | 36,170 | 36,170 |
| | Other | 45,730 | 28,252 | 31,516 | 31,516 |
| | Total Other | 722,253 | 166,695 | 1,835,836 | 1,835,836 |
| Total Restricted Funds Revenue and Other | | 5,203,558 | 4,185,464 | 6,406,261 | 6,406,261 |
| Expenditures by Program | Instruction | 1,140,256 | 850,581 | 936,709 | 936,709 |
| | Research | 0 | 0 | 0 | 0 |
| | Public Service | 32,608 | 42,330 | 28,070 | 28,070 |
| | Academic Support | 227,501 | 276,107 | 2,105,851 | 2,105,851 |
| | Student Services | 888,289 | 526,811 | 1,105,282 | 1,105,282 |
| | Institutional Support | 85,659 | 263,918 | 233,980 | 233,980 |
| | Operations and Maint/Plant | 270 | 137 | 27,000 | 27,000 |
| | Scholarships & Fellowships | 1,966,081 | 2,043,078 | 1,969,369 | 1,969,369 |
| | Total Expenditures | 4,340,664 | 4,002,961 | 6,406,261 | 6,406,261 |
| 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 | 35,103 | 0 | 0 | 0 |
| | Total Expenditures & Transfers | 35,103 | 0 | 0 | 0 |
| Total Restricted Expenditures and Transfers by Program | | 4,375,767 | 4,002,961 | 6,406,261 | 6,406,261 |
| Expenditures by Series | Salaries | 1,072,457 | 645,233 | 1,147,421 | 1,147,421 |
| | Benefits | 407,858 | 362,719 | 451,183 | 451,183 |
| | Operating Expenses | 2,976,866 | 2,861,459 | 3,685,979 | 3,685,979 |
| | Capital Outlay | -116,517 | 133,550 | 1,121,678 | 1,121,678 |
| | Total Expenditures | 4,340,664 | 4,002,961 | 6,406,261 | 6,406,261 |
| Transfers | Mandatory Transfers | 0 | 0 | 0 | 0 |
| | Non-mandatory Transfers | 35,103 | 0 | 0 | 0 |
| | Total Transfers | 35,103 | 0 | 0 | 0 |
| Total Restricted Expenditures and Transfers by Series | | 4,375,767 | 4,002,961 | 6,406,261 | 6,406,261 |
| Net Increase (Decrease) | | 827,791 | 182,503 | 0 | 0 |

WCCC Form 216e (Reviewed Feb 2013)

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Restricted Fund Revenue | | | |
|--|-------------------------------|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | | | | | |
| | Local Appropriations | 0 | 0 | 0 | 0 |
| | Federal Grants and Contracts | 2,112,975 | 1,825,894 | 2,467,985 | 2,467,985 |
| | State Grants and Contracts | 1,723,871 | 1,669,793 | 1,389,166 | 1,389,166 |
| | Local Grants and Contracts | 0 | 0 | 0 | 0 |
| | Private Gift/Grants/Contracts | 644,459 | 523,082 | 713,274 | 713,274 |
| Total Revenue | | 4,481,305 | 4,018,769 | 4,570,425 | 4,570,425 |
| Other Funding Sources | | | | | |
| | Carryover | 109,951 | 96,000 | 1,768,150 | 1,768,150 |
| | Transfers | 566,573 | 42,443 | 36,170 | 36,170 |
| | Other | 45,730 | 28,252 | 31,516 | 31,516 |
| Total Other | | 722,253 | 166,695 | 1,835,836 | 1,835,836 |
| Total Restrctited Funds Revenue and Other | | 5,203,558 | 4,185,464 | 6,406,261 | 6,406,261 |
| WCCC Form 217e (Reviewed Feb 2013) | | | | | |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Restricted Fund Expenditures | | | |
|----------------------------------|--------------------|--|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Expenditures by Program | | | | | |
| Instruction | Salaries | 733,161 | 319,472 | 415,424 | 415,424 |
| All Other | Benefits | 254,367 | 239,501 | 137,693 | 137,693 |
| | Operating Expenses | 115,471 | 160,847 | 252,063 | 252,063 |
| | Capital Outlay | 37,256 | 130,762 | 131,528 | 131,528 |
| | Total Expenditures | 1,140,256 | 850,581 | 936,709 | 936,709 |
| 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 | 21,492 | 10,066 | 16,375 | 16,375 |
| All Other | Benefits | 3,245 | 2,304 | 2,910 | 2,910 |
| | Operating Expenses | 7,871 | 29,959 | 8,785 | 8,785 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 32,608 | 42,330 | 28,070 | 28,070 |
| 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 | 30,790 | 105,090 | 237,950 | 237,950 |
| Support | Benefits | 3,882 | 20,336 | 79,065 | 79,065 |
| | Operating Expenses | 376,097 | 150,681 | 798,837 | 798,837 |
| | Capital Outlay | (183,267) | 0 | 990,000 | 990,000 |
| | Total Expenditures | 227,501 | 276,107 | 2,105,851 | 2,105,851 |
| Student | Salaries | 280,901 | 200,987 | 444,557 | 444,557 |
| Services | Benefits | 145,500 | 99,037 | 223,630 | 223,630 |
| | Operating Expenses | 461,887 | 226,786 | 437,096 | 437,096 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 888,289 | 526,811 | 1,105,282 | 1,105,282 |
| Institutional | Salaries | 5,843 | 9,482 | 32,115 | 32,115 |
| Support | Benefits | 864 | 1,541 | 7,885 | 7,885 |
| | Operating Expenses | 49,458 | 250,107 | 193,830 | 193,830 |
| | Capital Outlay | 29,494 | 2,788 | 150 | 150 |
| | Total Expenditures | 85,659 | 263,918 | 233,980 | 233,980 |
| Operation/ | Salaries | 270 | 137 | 1,000 | 1,000 |
| Maintenance | Benefits | 0 | 0 | 0 | 0 |
| Plant | Operating Expenses | 0 | 0 | 26,000 | 26,000 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 270 | 137 | 27,000 | 27,000 |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Restricted Fund Expenditures | | | |
|--|-------------------------|--|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Expenditures by Program | | | | | |
| Scholarships and Fellowships | Salaries | 0 | 0 | 0 | 0 |
| | Benefits | 0 | 0 | 0 | 0 |
| | Operating Expenses | 1,966,081 | 2,043,078 | 1,969,369 | 1,969,369 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 1,966,081 | 2,043,078 | 1,969,369 | 1,969,369 |
| Total Expenditures | | 4,340,664 | 4,002,961 | 6,406,261 | 6,406,261 |
| 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 | 35,103 | 0 | 0 | 0 |
| | Total Transfers | 35,103 | 0 | 0 | 0 |
| Total Restricted Funds Expenditures and Transfers | | 4,375,767 | 4,002,961 | 6,406,261 | 6,406,261 |
| WCCC Form 218e (Reviewed Feb 2013) | | | | | |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Annual Budget Summary - Plant Fund | | | |
|--|-----------------------------|------------------------------------|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| Revenue | Student Fees | 0 | 0 | 0 | 0 |
| | Debt Service | 0 | 0 | 0 | 0 |
| | State Appropriations | 4,337,770 | 12,458,689 | 4,162,038 | 4,162,038 |
| | Federal Appropriations | 0 | 0 | 0 | 0 |
| | Interest Income | 8,909 | 176,248 | 4,000 | 4,000 |
| | Other/Gifts | 540,642 | 5,265,673 | 214,919 | 214,919 |
| | Total Revenue | 4,887,321 | 17,900,610 | 4,380,957 | 4,380,957 |
| Other Funding Sources | Carryover | 0 | 0 | 1,153,356 | 1,153,356 |
| | Borrowing-External Agencies | 0 | 0 | 0 | 0 |
| | Transfers | 316,700 | 4,699,967 | 316,700 | 316,700 |
| | Total Other | 316,700 | 4,699,967 | 1,470,056 | 1,470,056 |
| Total Plant Funds Revenue and Other | | 5,204,021 | 22,600,577 | 5,851,013 | 5,851,013 |
| Expenditures by Program | Land/Building Acquisition | 0 | 0 | 0 | 0 |
| | New Construction | 3,941,035 | 18,507,382 | 3,784,186 | 3,784,186 |
| | Remodeling/Renovation | 3,115,588 | 2,418,587 | 1,750,127 | 1,750,127 |
| | Debt Service | 316,700 | 316,700 | 316,700 | 316,700 |
| | Other | 91,640 | 0 | 0 | 0 |
| | Total Expenditures | 7,464,963 | 21,242,668 | 5,851,013 | 5,851,013 |
| 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 | | 7,464,963 | 21,242,668 | 5,851,013 | 5,851,013 |
| Expenditures by Series | Salaries | 0 | 0 | 0 | 0 |
| | Benefits | 0 | 0 | 0 | 0 |
| | Operating Expenses | 408,340 | 316,700 | 316,700 | 316,700 |
| | Capital Outlay | 7,056,623 | 20,925,968 | 5,534,313 | 5,534,313 |
| | Total Expenditures | 7,464,963 | 21,242,668 | 5,851,013 | 5,851,013 |
| 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 | | 7,464,963 | 21,242,668 | 5,851,013 | 5,851,013 |
| Net Increase (Decrease) | | (2,260,941) | 1,357,908 | 0 | 0 |

WCCC Form 216f (Reviewed Feb 2013)

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Plant Fund Revenue | | | |
|--|------------------------------|------------------------------------|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| 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 | 540,642 | 5,265,673 | 214,919 | 214,919 |
| State | Supplemental Appropriation | 4,337,770 | 12,458,689 | 4,162,038 | 4,162,038 |
| Appropriations | Contingency Reserve | 0 | 0 | 0 | 0 |
| | Interest Income | 8,909 | 176,248 | 4,000 | 4,000 |
| Total Revenue | | 4,887,321 | 17,900,610 | 4,380,957 | 4,380,957 |
| Other Funding | Carryover | 0 | 0 | 1,153,356 | 1,153,356 |
| Sources | Borrowings-External Agencies | 0 | 0 | 0 | 0 |
| | Transfers | 316,700 | 4,699,967 | 316,700 | 316,700 |
| Total Other | | 316,700 | 4,699,967 | 1,470,056 | 1,470,056 |
| Total Plant Funds Revenue and Other | | 5,204,021 | 22,600,577 | 5,851,013 | 5,851,013 |
| WCCC Form 217f (Reviewed Feb 2013) | | | | | |

| WYOMING COMMUNITY COLLEGE SYSTEM | | Budget Detail - Plant Fund Expenditures | | | |
|---|--------------------|---|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| 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 | 3,941,035 | 18,507,382 | 3,784,186 | 3,784,186 |
| | Total Expenditures | 3,941,035 | 18,507,382 | 3,784,186 | 3,784,186 |
| Remodeling/ Renovations | Salaries | 0 | 0 | 0 | 0 |
| | Benefits | 0 | 0 | 0 | 0 |
| | Operating Expenses | 0 | 0 | 0 | 0 |
| | Capital Outlay | 3,115,588 | 2,418,587 | 1,750,127 | 1,750,127 |
| | Total Expenditures | 3,115,588 | 2,418,587 | 1,750,127 | 1,750,127 |
| Debt Service | Salaries | 0 | 0 | 0 | 0 |
| | Benefits | 0 | 0 | 0 | 0 |
| | Operating Expenses | 316,700 | 316,700 | 316,700 | 316,700 |
| | Capital Outlay | 0 | 0 | 0 | 0 |
| | Total Expenditures | 316,700 | 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 | | 7,464,963 | 21,242,668 | 5,851,013 | 5,851,013 |
| Transfers | Mandatory | 0 | 0 | 0 | 0 |
| | Non-mandatory | 0 | 0 | 0 | 0 |
| | Total Transfers | 0 | 0 | 0 | 0 |
| Total Plant Funds Expenditures and Transfers | | 7,464,963 | 21,242,668 | 5,851,013 | 5,851,013 |

WCCC Form 218f (Reviewed Feb 2013)

| WYOMING COMMUNITY COLLEGE SYSTEM | | Annual Budget Summary - Endowment Fund | | | |
|--|---|--|------------------------|------------------------------------|--------------------------------|
| College: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| 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: | Northwest College | Actual 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| 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 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| 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 2022-2023 | Estimated 2023-2024 | Recommended Budget 2024-2025 | Adopted Budget 2024-2025 |
| 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 |
| | | | | | |
| 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 | | | | | Debt Issue Summary | | |
|--|------------|----------|---------------|-----------------|------------------------------|------------------------|--------------------------|
| College: Northwest College | | | | | | | |
| Name of Issue | Issue Date | Date Due | Interest Rate | Amount of Issue | Balance Outstanding 7/1/2024 | Retirement This Period | Interest Due This Period |
| Lease Revenue Refunding Note 2015 Issue | 7/2015 | 6/2033 | 2.560% | 4,480,000 | 2,495,729 | 243,567 | 73,133 |
| Total Required | | | | 4,480,000 | 2,495,729 | 243,567 | 73,133 |
| WCCC Form 224 (Reviewed Dec 2017) | | | | | | | |

WYOMING COMMUNITY COLLEGE SYSTEM
College: Northwest College

Statement of Borrowing Capacity
As of July 1, 2024

| | | |
|---|-----------|-------------------|
| Assessed Valuation of College District for Budget Year (<i>Estimated</i>) | \$ | 1,000,141,557 |
| Debt Limit: 4% of Assessed Valuation | | 40,005,662 |
| 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> | <u>40,005,662</u> |

WCCC Form 226 (Reviewed Dec 2017)

5/28/2023

TO: Tara Kuipers, Board of Trustees President

FROM: Jill Anderson, Human Resources Director

RE: Extension of Project Pay - Consideration for President Watson for Vice President for Administrative Services and Finance duties

The search for the Vice President for Administrative Services and Finance (VPAS and F) was placed on hold while the Vice President for Student Services (VPSS) search was being conducted. Tom Havron was hired as VPSS on 5/20/24, and the next search for VPAS and F will soon begin.

President Watson has continued to perform the duties of the VPAS and F. An extension of the VPAS and F project pay may be considered for the period 1/1/2024 through 6/30/2024 or the position is filled, whichever comes first.

As you will recall, project pay was previously approved and provided from 11/11/2020-6/30/2022; 7/1/2022 through 12/31/2022; 1/1/2023-6/30/2023; and 7/1/2023 through 12/31/2023. The project pay criteria remains the same, and is noted below:

Upon evaluation of the job descriptions for the Vice President for Administrative Services and Finance and College President, it was determined that President Watson continues to perform 25% of the duties of the Vice President for Administrative Services and Finance. This review was conducted by the Human Resources Director and former Finance Director Brad Bowen. Per Board Policy 5200 Compensation Section IV- project pay is available for employees who undertake substantial duties or responsibilities that are estimated to require, on average, the performance of at least 20% additional time above their regularly scheduled work time on a sustained basis among things. Upon the review of the job descriptions, it was determined President Watson meets these criteria.

In addition, the Human Resources Director and the former Finance Director performed a reasonable test regarding "time in a day" and ability to work the extra hours. It was considered that an executive employee typically works 50 to 60 hours per week. Based upon this amount, an extra 25% would be 12.5 to 15 hours per week. It was determined this amount would be on average working between 10 and 12 hours per day along with 15 hours over the weekend. It was determined this amount is reasonable based on the responsibility of a college president to attend multiple functions that occur on evenings and weekends.

Based on the above information, the cost for this stipend excluding taxes and benefits is as follows:

| | |
|---|--------------------|
| Vice President for Administrative Service and Finance base salary- FY2021 original contract | \$121,376.00 |
| Added 3% college wide increase to original contract for FY2023 salary | \$3,641.28 |
| Added 4% college wide increase to FY2023 salary for FY2024 | \$5,000.69 |
| Total | \$130,017.97 |
| Monthly salary (annual/12 months) | \$10,834.83 |
| 25% stipend per month | \$2,708.71 |
| Months of Stipend | 6 |
| Stipend for Approval excluding taxes and benefits | \$16,252.26 |

Please let me know if you would like additional information.

Regards,

Jill Anderson

Cc: Mark Grant, Finance Director