

**AGENDA**  
**Northern Wyoming Community College District**  
**Board of Trustees Meeting**  
**Sheridan College Board Room W 145C**  
**Thursday, May 20, 2010**  
**7:00 p.m.**

**PLEASE NOTE: THERE WILL BE A BUDGET WORK SESSION AT 5:30 P.M. IN THE BOARD ROOM TO REVIEW THE FY 2011-12 BUDGET**

1. Call to Order and Roll Call
2. Public Hearing: One Mil Levy
3. Agenda Additions/Deletions
4. Consent Agenda
  - a. Minutes – April 15, 2010
  - b. Financial Reports
5. Interim President's Report
  - a. Foundation Report – Susan Bigelow, Vice President of Development
6. Gillette College Advisory Board Report – Dave Ebertz, Chair  
Sheridan College in Johnson County Advisory Board Report – Jack Tarter, Chair
7. Organization Reports: Administrative Staff – Erin Nitschke, President
8. Public Comments
9. Unfinished Business
  - a. Revision to Policy Series 5045: Student Insurance – Second Reading – Mark Englert, VP for Enrollment Services and Dean of Students
  - b. Revision to Policy Series 5070: Alcoholic Beverages in District Residence Halls – Second Reading – Mark Englert, VP for Enrollment Services and Dean of Students
10. New Business
  - a. Deferred Compensation Retirement Request: Roger Davidson – Jon Connolly, Interim President
  - b. Cybersecurity Certificate Program Approval Request – Jon Connolly, Vice President of Academic Affairs
  - c. Mining Technology AAS Program Approval Request – Jon Connolly, Vice President of Academic Affairs
  - d. Health and Fitness Leadership AS Program Approval Request – Jon Connolly, Vice President of Academic Affairs
  - e. Personal Trainer Certificate Program Approval Request – Jon Connolly, Vice President of Academic Affairs
  - f. Expenditures for July 1 Through July 21 – Cheryl Heath, VP for Administration and CFO
  - g. WACCT Report – Trustees Kati Sherwood and Walt Wragge
  - h. Board Retreat – Chair Bruce Hoffman
11. Adjourn

2. **Public Hearing: One Mil Levy**

**The Board of Trustees is required to hold a public hearing regarding their intent to continue to levy one mil in Sheridan County for the regular support and operation of Sheridan County.**

NOTICE IS HEREBY GIVEN that the Northern Wyoming Community College District, State of Wyoming, operating as Sheridan College, will hold a public hearing at 7:00 p.m., MDT, on Thursday, May 20, 2010, in the Board Room, Whitney Building, Sheridan College, 3059 Coffeen Avenue, Sheridan, Wyoming, regarding the intent of the District to continue to levy one (1) mil levy for two (2) years for the regular support and operations of the College, under the provisions of Section 221-18-303 (B), Wyoming Statutes Annotated, as amended, at which time any and all persons may appear and be heard.

Dated this 11<sup>th</sup> day of May, 2010

Signed:           /s/ Bruce Hoffman, Chairperson  
Northern Wyoming Community College District  
Board of Trustees  
State of Wyoming

Publication Date: Friday, May14, 2010

9a. **Revision of Policy Series 5045: Student Insurance - Second Reading**

Following is the proposed verbiage updating Policy Series 5045 pertaining to student insurance for full-time students. This is second reading.

SERIES 5045

**STUDENT INSURANCE**

~~The Board of Trustees requires~~ All full-time students are required to participate in the District's group accident insurance plan. The cost of this insurance is to be borne by the student. ~~Rodeo participants are encouraged to purchase separate policies.~~

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Effective Date: March 20, 1975

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9b. **Revision to Policy Series 5070: Alcoholic Beverages in District Residence Halls - Second Reading**

Following is the proposed verbiage updating Policy Series 5070, "*Alcoholic Beverages in District Residence Halls,*" pertaining to the possession and consumption of alcoholic beverages at any District facility, program, or in any vehicle. This is second reading.

SERIES 5070

**ALCOHOLIC BEVERAGES IN ~~COLLEGE~~ DISTRICT RESIDENCE HALLS**

The possession and consumption of alcoholic beverages at any ~~College~~ DISTRICT facility, program, or in any vehicle, regardless of location, is limited to circumstances and conduct expressly permitted by the laws of the State of Wyoming and ~~Sheridan College~~ DISTRICT procedures.

Alcoholic beverages may be consumed by students and their guests in individual residence hall rooms, individual student family housing units, and in on-campus employee housing, provided such consumption is in compliance with state law and in accordance with ~~Sheridan College~~ NWCCD procedures, UNLESS EXPRESSLY FORBIDDEN IN INDIVIDUAL CAMPUS RULES. Unless ~~other~~ authorized by the ~~College~~ DISTRICT President, alcoholic beverages may not be consumed nor open containers permitted in the halls, lounge areas, utility rooms, or other public areas of residence halls, or in any other campus locations.

Authorizations by the ~~College~~ DISTRICT President for consumption of alcoholic beverages in locations other than individual residence hall rooms, individual student family housing and in on-campus employee housing shall conform to the following conditions:

- a. Consumption shall be in connection with a substantive event, such as a banquet, official entertainment, reception;



		AFA ( <i>Associate of Fine Arts</i> )		
		AAS ( <i>Associate of Applied Science</i> )		
		<i>Certificate</i>	X	11.1003
E.	<i>Division</i>	Arts and Science		
F.	<i>Program Title</i>	Cyber Security		
G.	<i>Proposed Total Number of Credit Hours</i>	40		
H.	<i>Number of Faculty Needed and availability of Qualified Faculty</i>	No new faculty at this time		
I.	<i>Program Description as it will appear in the Catalog</i>	<p>The Cyber Security Certificate Program provides students with the core skills required to take a lead role in information security within an organization. Students will be able to identify risks, threats and vulnerabilities to a computer system. They will acquire the skills to isolate these threats and fortify or harden computer systems, software, networks and the physical sites. Students will also develop working knowledge of the various laws governing the computer security area and how compliance can be affected. Courses map to the National Security Telecommunications and Information Systems Security (NSTISSI). The course structure in the Cyber Security Certificate program is designed for a seamless transition into the Cyber Security AAS program.</p>		
J.	<i>Rationale for new program</i>	<p>This is a new and upcoming field. Any business can hire cyber security analysts. The Department of Homeland Security is making a big push to hire Cyber Security Analysts also.</p>		
K.	<i>Employment Demand and Salary Potential for Program Graduates (include source of information)</i>	<p>10 year growth outlook is 20% with the annual Wyoming new job openings at 41% for the next 10 years. Median salary is \$75,500 for the U.S.</p>		
L.	<i>Location of Similar Programs within the Region</i>	<p>LCCC has a very limited certificate program. UNLV has a new program called Informatics to which graduates of this program could transfer. Idaho also has a Bachelor's program that would accept our graduates.</p>		
M.	<i>Facilities necessary for Program</i>	No additional facilities at this time.		
N.	<i>New courses that are needed to fulfill program requirements (New courses must have final approval by C&amp;S before the program can be approved.)</i>	<p>CSEC 1500 Computer Network Security+  CSEC 1510 Hardening the Infrastructure  CSEC 1520 Network Defense &amp; Counter Measures  (All 3 are being submitted along with this proposal)</p>		
O.	<i>On additional pages <b>WITHIN THIS DOCUMENT</b> List proposed curriculum (include general education courses, program core courses, credit hours, course format, and electives) and recommended curriculum sequence.</i>			

**PROGRAM OF STUDY Cyber Security Certificate**

<b><i>RECOMMENDED CURRICULUM SEQUENCE: PROPOSED</i></b>		
Fall Semester 1 <sup>st</sup> Year		Cr Hrs
INET 1750	Cyber Ethics	3
CSCO 2000	Cisco: CCNA1	4
CSCO 2020	Cisco: CCNA2	3
CMAP 1745	A+ Computer Maintenance	3
<i>TOTAL FALL SEMESTER</i>		<b>13</b>
Spring Semester 1 <sup>st</sup> Year		Cr Hrs
MSFT 1520	Windows Server Networking	3
IMGT 2400	Management Information Systems	3
MSFT 2605	Windows Client Operating System	3
CSEC 1500	Computer Network Security+	3
<i>TOTAL SPRING SEMESTER</i>		<b>12</b>
Fall Semester 2 <sup>nd</sup> Year		Cr Hrs
MSFT 1570	Designing Security for Windows	3
CSEC 1510	Hardening Network Infrastructure	3
<i>TOTAL FALL SEMESTER</i>		<b>6</b>
Spring Semester 2 <sup>nd</sup> Year		Cr Hrs
CSCO 2025	Cisco: CCNA3	3
CSCO 2040	Cisco: CCNA4	3
CSEC 1520	Network Defense and Countermeasures	3
<i>TOTAL SPRING SEMESTER</i>		<b>9</b>
<b>TOTAL PROPOSED PROGRAM CREDITS</b>		<b>40</b>

**Program electives can be any courses with prefix CMAP, COSC, CSCO, CSEC, INET, or MSFT.**

<b>NEW PROGRAM FORM Signatures and Dates</b>		
<i>Program Title</i>	Cyber Security Certificate	
	<i>Signature</i>	<i>Date</i>
<i>Initiator</i>	Debra Kayser	4/7/2010
<i>Dept. Faculty Member Originating Campus</i>	Dan Alberghetti	4/7/2010
<i>Dept. Faculty Member Non-Originating Campus</i>	Karen Wendel	4/8/2010
<i>Director/Area Coordinator</i>	Debra Kayser	4/7/2010
<i>Assistant VP of Academic Affairs</i>	Teri Anderson	4/12/2010
<i>Dean of Involved Area</i>	Ardath Lunbeck	4/13/2010
<i>Curriculum &amp; Standards Chair*</i> <i>*Signifies Committee approval</i>	<i>Mercedes Aguirre Batty, PhD</i>	5/5/2010
<i>Faculty Senate President*</i> <i>*Indicates awareness</i>	Tracy Dearing	5/6/2010
<i>Registrar</i>	Click here to enter text.	Click here to enter a date.
<i>Chief Academic Officer</i>	Click here to enter text.	Click here to enter a date.

Note: Please send final copy to initiator, involved Dean and the AVPAA.

**10c. Mining Technology AAS Program Approval Request**

The Mining Technology AAS program will begin as a pilot program for incumbent mining workers, and then transition to open enrollment. The program will expose students to a big picture view of surface mining operations and provide the foundation for graduates to supervise and lead personnel at a surface mine site.

This program will incorporate fourteen (14) courses that are currently being offered at NWCCD, and also develop eight (8) new courses specific to surface mining supervision, and one (1) new non-mining course. Currently there are no similar 2-year degree programs within our region, however South Dakota School of Mines, Colorado School of Mines, and Montana Tech offer 4-year degree programs in this area of study.

<b>Northern Wyoming Community College District</b>	
Sheridan College	Gillette College
3059 Coffeen Avenue	300 West Sinclair Street
Sheridan, Wyoming 82801	Gillette, Wyoming 82718

Curriculum and Standards Committee  
**NEW PROGRAM FORM**

Effective Date: April 30, 2010

A.	<i>Initiator</i>	George Haines		
B.	<i>Date of Original Submission</i>	02.08.10		
C.	<i>CIP code</i>	15.0901	Degree/Cert.	CIP code
D.	<i>Proposed Degree / Certificate to be Awarded (check those that apply)</i>	AA ( <i>Associate of Arts</i> )		
		AS ( <i>Associate of Science</i> )		
		AFA ( <i>Associate of Fine Arts</i> )		
		AAS ( <i>Associate of Applied Science</i> )	AAS	15.0901
		Certificate		
E.	<i>Division</i>	Agriculture and Technical Careers		
F.	<i>Program Title</i>	Mining Technology AAS Program		
G.	<i>Proposed Total Number of Credit Hours</i>	65		
H.	<i>Number of Faculty Needed and Availability of Qualified Faculty</i>	One (1) new faculty member to help absorb the teaching load for the new MINE courses and 2-4 adjunct instructors as needed to help absorb enrollment resulting in new sections of existing courses.		
I.	<i>Program Description as it will appear in the Catalog</i>	<p>The Mining Technology AAS program is designed for incumbent workers in the mining industry who are supervisors or aspire to be leaders in their organization.</p> <p>The program will give students a big picture view of mining operations through the technical study of mine operations, and develop leadership skills in business and communications.</p>		
J.	<i>Rationale for New Program</i>	<p>The Mining Technology AAS program will begin as a pilot program for incumbent mining workers, and then transition to open enrollment. The program will expose students to a big picture view of surface mining operations and provide the foundation for graduates to supervise and lead personnel at a surface mine site.</p> <p>The Powder River Basin is the largest producer of coal in the United States. Mining is an important and vital part of the economy in this region. Regional surface mining companies have demonstrated a need for supervisory managers who are trained with a technical background as well as a business background. This program fulfills this need.</p>		

		<p>This program will incorporate fourteen (14) courses that are currently being offered at NWCCD, and also develop eight (8) new courses specific to surface mining supervision, and one (1) new non-mining course.</p> <p>Articulation potential will include regional articulation with the University of Wyoming, South Dakota School of Mines, Montana Tech and Colorado School of Mines. Other articulation agreements will be investigated where feasible.</p> <p>Start-up funding for this program is provided by a U.S. Department of Labor High-Growth Job Training Initiative Grant (Agreement #HG-17660-08-60-A-56). Under this grant, the original purpose was to adopt and/or adapt curriculum from Penn State University. However, as the development of this program has progressed, the curriculum composition has moved away from the Penn State model and will be composed of existing courses at NWCCD plus new mining-specific courses. This shift in emphasis is based on workforce needs defined by regional industry professionals. Portions of this program are based on research and collaboration with the Kentucky Coal Academy.</p>
K.	<i>Employment Demand and Salary Potential for Program Graduates (include source of information)</i>	Please see attached explanation.
L.	<i>Location of Similar Programs within the Region</i>	Currently there are no similar 2-year degree programs within our region, however South Dakota School of Mines, Colorado School of Mines, and Montana Tech offer 4-year degree programs in this area of study.
M.	<i>Facilities Necessary for Program</i>	The Mining Technology AAS program will use the existing facilities at Gillette College.
N.	<i>New courses that are needed to fulfill program requirements (New courses must have final approval by C&amp;S before the program can be approved.)</i>	MINE 1500 Introduction to Mining MINE 1650 Mine Health, Safety and Law MINE 1725 Mining Economics MINE 1760 Mine Electrical Safety MINE 1775 Mine Equipment and Maintenance MINE 2500 Environmental Compliance and Mine Reclamation MINE 2800 Mine Management and Systems MINE 2850 Mining Technology Leadership Seminar MGT 1200 Human Resources Management
O.	<i>On additional pages <b>WITHIN THIS DOCUMENT</b> List proposed curriculum (include general education courses, program core courses, credit hours, course format, and electives) and recommended curriculum sequence.</i>	

**PROGRAM OF STUDY**     Mining Technology AAS    

<b><i>RECOMMENDED CURRICULUM SEQUENCE: PROPOSED</i></b>		
<b>Fall Semester, 1<sup>st</sup> Year – Block #1</b>		<b>Cr Hrs</b>
MGT 2100	Management and Organization	3
MINE 1550	Supervisor First Aid Training	.5
CMAP 1680	Microcomputer Applications	3
<i>TOTAL FALL SEMESTER</i>		<b>6.5</b>
<b>Spring Semester, 1<sup>st</sup> Year – Block #1</b>		<b>Cr Hrs</b>
CO/M 1030	Interpersonal Communication	3
MINE 1650	Mine Health, Safety and Law	3
BADM 2000	Project Management	3
<b>Spring Semester, 1<sup>st</sup> Year – Block #2</b>		
GEOL 1100	Physical Geology	4
ENGL 1010	English I	3
<i>TOTAL SPRING SEMESTER</i>		<b>16</b>
<b>Fall Semester 2<sup>nd</sup> Year – Block #1</b>		<b>Cr Hrs</b>
MGT 1200	Human Resources Management	3
MINE 1500	Introduction to Mining	3
	Health & Wellness	2
<i>TOTAL FALL SEMESTER</i>		<b>8</b>
<b>Spring Semester, 2<sup>nd</sup> Year – Block #1</b>		<b>Cr Hrs</b>
MINE 2500	Environmental Compliance and Mine Reclamation	3
MINE 1725	Mining Economics	3
	Advanced Writing	3
<b>Spring Semester, 2<sup>nd</sup> Year – Block #2</b>		
MINE 1760	Mine Electrical Safety	3
	Basic Math	3
	US & WY Constitutions	3
<i>TOTAL SPRING SEMESTER</i>		<b>18</b>
<b>Fall Semester 3<sup>rd</sup> Year – Block #1</b>		<b>Cr Hrs</b>
ENTK 2070	Engineering Surveying	3
MINE 1775	Mine Equipment and Maintenance	4
<i>TOTAL FALL SEMESTER</i>		<b>7</b>
<b>Spring Semester, 3<sup>rd</sup> Year – Block #1</b>		<b>Cr Hrs</b>
ENTK 1500	Engineering Graphics	3
MINE 2800	Mine Management and Systems	3
<b>Spring Semester, 3<sup>rd</sup> Year – Block #2</b>		
MINE 2850	Mining Technology Leadership Seminar	1
MINE 1840	Surface New Miner Training	1.5
MINE 1570	WY Mine Foreman Test Preparation	1
<i>TOTAL SPRING SEMESTER</i>		<b>9.5</b>
<i>TOTAL PROPOSED PROGRAM CREDITS</i>		<b>65</b>

**Electives**

None

**Section K –***Employment Demand and Salary Potential for Program Graduates (include source of information).***Rationale:**

Section K shows the Annual Census of Wages (in thousands) for NAICS 212 Mining, except oil and gas. This industry report compare wages for Campbell County, Sheridan County and Johnson County for the years 2005 through 2008, as data was available. An annual wage report of (-ND) indicates that data is available, but non-disclosable because data do not meet Bureau of Labor Statistics or State agency disclosure standards. All data listed below was collected online from the BLS on January 21, 2010.

**Summary Table:**

(All data compare annual census wages for *NAICS 212 Mining, except oil and gas* in thousands for 2005 and 2008)

County	Percent	Dollar
Campbell County	49% Growth	+\$137,414,000
Sheridan County	36% Decline	- \$159,000
Johnson County	34% Growth	+ \$439,000

**1. Primary Industry: NAICS 212 Mining, except oil and gas****a. Campbell County:**

Annual Census of Wages (in thousands)

Year	Annual
2005	277800
2006	344078
2007	378980
2008	415214

Series Id: ENU56005305212

State: Wyoming

Area: Campbell County, Wyoming

Industry: NAICS 212 Mining, except oil and gas

Owner: Private

Size: All establishment sizes

Type: Total Wages (in thousands)

Source: Bureau of Labor Statistics

Online at: <http://data.bls.gov:8080/PDQ/outside.jsp?survey=en>  
Data extracted on: January 21, 2010 (7:09:43 PM)

**b. Sheridan County:**

Annual Census of Wages (in thousands)

Year	Annual
2005	441
2006	504
2007	474
2008	282

Series Id: ENU56033305212  
State: Wyoming  
Area: Sheridan County, Wyoming  
Industry: NAICS 212 Mining, except oil and gas  
Owner: Private  
Size: All establishment sizes  
Type: Total Wages (in thousands)  
Source: Bureau of Labor Statistics  
Online at: <http://data.bls.gov:8080/PDQ/outside.jsp?survey=en>  
Data extracted on: January 21, 2010 (7:13:56 PM)

**c. Johnson County:**

Annual Census of Wages (in thousands)

Year	Annual
2005	1289
2006	1344
2007	1591
2008	1728

Series Id: ENU56019305212  
State: Wyoming  
Area: Johnson County, Wyoming  
Industry: NAICS 212 Mining, except oil and gas  
Owner: Private  
Size: All establishment sizes  
Type: Total Wages (in thousands)  
Source: Bureau of Labor Statistics  
Online at: <http://data.bls.gov:8080/PDQ/outside.jsp?survey=en>  
Data extracted on: January 21, 2010 (7:15:15 PM)

<i>NEW PROGRAM FORM Signatures and Dates</i>		
<i>Program Title</i>	Mining Technology AAS	
	<i>Signature</i>	<i>Date</i>

<i>Initiator</i>	George Haines	02/05/10
<i>Dept. Faculty Member Originating Campus</i>	Gary R. Wolfe	2/9/2010
<i>Dept. Faculty Member Non-Originating Campus</i>	Tom Johannesmeyer (Geology)	2/16/2010
<i>Director/Area Coordinator</i>	George Haines	2/16/2010
<i>Assistant VP of Academic Affairs</i>	Teri Anderson	2/16/2010
<i>Dean of Involved Area</i>	Ami N. Erickson	2/19/2010
<i>AVP of New Program Development</i>	Cindi Thiede	2/19/2010
<i>Curriculum &amp; Standards Chair*</i> <i>*Signifies Committee approval</i>	<i>Mercedes Aguirre Batty, PhD</i>	5/5/2010
<i>Faculty Senate President*</i> <i>*Indicates awareness</i>	Tracy Dearing	5/6/2010
<i>Registrar</i>	Click here to enter text.	Click here to enter a date.
<i>Chief Academic Officer</i>	Click here to enter text.	Click here to enter a date.

Note: Please send final copy to initiator, involved Dean and the AVPAA.

**10d. Health and Fitness Leadership AS Program Approval Request**

The Health and Fitness Leadership AS program is designed for students who are interested in pursuing a career in a health or fitness related field. Students study the scientific aspects of exercise and fitness by being exposed to courses involving methods of training and conditioning, fitness assessment, injury prevention, and nutrition. This program provides the necessary foundation of knowledge for students wishing to transfer to a four-year institution to further their studies in fitness, health promotion, fitness assessment and exercise prescription, physical or occupational therapy, and other allied health professions. The health and fitness industry is rapidly growing and job prospects are predicted to increase faster than the average for all occupations.

**Northern Wyoming Community College District**

Sheridan College  
3059 Coffeen Avenue  
Sheridan, Wyoming 82801

Gillette College  
300 West Sinclair Street  
Gillette, Wyoming 82718

Curriculum and Standards Committee  
**NEW PROGRAM FORM**

*Effective Date:* For C&S Chair

A.	<i>Initiator</i>	Erin M. Nitschke
B.	<i>Date of Original Submission</i>	2/3/2010

C.	<i>CIP code</i>	31.0505	Degree/Cert.	CIP code
D.	<i>Proposed Degree / Certificate to be Awarded (check those that apply)</i>	AA (Associate of Arts)		
		AS (Associate of Science)	X	31.0505
		AFA (Associate of Fine Arts)		
		AAS (Associate of Applied Science)		
		Certificate		
E.	<i>Division</i>	Health Sciences		
F.	<i>Program Title</i>	Health and Fitness Leadership AS		
G.	<i>Proposed Total Number of Credit Hours</i>	64-66		
H.	<i>Number of Faculty Needed and availability of Qualified Faculty</i>	Three (One already full time, one already part-time in addition to one full-time or part-time position) Any position approved would be a shared position with the Personal Trainer Education Certificate program.		
I.	<i>Program Description as it will appear in the Catalog</i>	The Health and Fitness Leadership AS program is designed for students who are interested in pursuing a career in a health or fitness related field. Students study the scientific aspects of exercise and fitness by being exposed to courses involving methods of training and conditioning, fitness assessment, injury prevention, and nutrition. This program provides the necessary foundation of knowledge for students wishing to transfer to a four-year institution to further their studies in fitness, health promotion, fitness assessment and exercise prescription, physical or occupational therapy, and other allied health professions.		
J.	<i>Rationale for new program</i>	The health and fitness industry is rapidly growing and job prospects are predicted to increase faster than the average for all occupations. An increasing number of people are spending money on health and fitness and more and more businesses are recognizing the benefits of health, wellness, and fitness programs for their employees. An increasing number of health clubs are turning their focus to personalized services for their members and will continue to offer personal training opportunities. A program of this nature will help meet the demand for such services. The health and fitness leadership industry is becoming more and more competitive, which constitutes a need for regulation either within the industry or from external sources. More and more educational programs at community colleges, undergraduate programs, and graduate programs at		

		colleges and universities will become accredited by the Commission on Accreditation of Allied Health Education Programs and more cert programs will become accredited by the NCCA (which is what our PT course is).
K.	<i>Employment Demand and Salary Potential for Program Graduates (include source of information)</i>	According to the Bureau of Labor Statistics, employment of fitness works was expected to increase 27% over the 2006-2016 decade. “Opportunities are expected to be good for fitness workers because of rapid job growth in health clubs, fitness facilities, and other settings where fitness workers are concentrated. In addition, many job openings will stem from the need to replace the large numbers of workers who leave these occupations each year. Part-time jobs will be easier to find than full-time jobs.” Mean annual wage can vary between \$34,000 and \$57,000 depending on educational level of field of study.
L.	<i>Location of Similar Programs within the Region</i>	Western Wyoming Community College – One-Year Certificate in Fitness Leadership as well as an AS in Exercise Science. Other schools offer degrees in physical education, but do not specifically include exercise science/fitness leadership components.
M.	<i>Facilities necessary for Program</i>	Will need laboratory space for equipment (treadmill and bike ergo meter). Classroom space is sufficient for now.
N.	<i>New courses that are needed to fulfill program requirements (New courses must have final approval by C&amp;S before the program can be approved.)</i>	PEPR 1035 Foundations of Exercise Science PEPR 2060 Methods of Training and Conditioning PEPR 1150 Introduction to Sports and Exercise Nutrition
O.	<i>On additional pages <b>WITHIN THIS DOCUMENT</b> List proposed curriculum (include general education courses, program core courses, credit hours, course format, and electives) and recommended curriculum sequence.</i>	

**PROGRAM OF STUDY** Health and Fitness Leadership AS Degree

<b><i>RECOMMENDED CURRICULUM SEQUENCE: PROPOSED</i></b>		
Fall Semester 1 <sup>st</sup> Year		Cr Hrs
BIOL 1010 <b>or</b> CHEM 1000 <b>or</b> CHEM1025/CHEM1028	General Biology <b>or</b> Intro to Chemistry <b>or</b> Chemistry I/Chemistry I Lab	4-5
	Basic Math	3
ENGL 1010	English I	3
	Health and Wellness	2
PEPR 1035	Foundations of Exercise Science	2
<b><i>TOTAL FALL SEMESTER</i></b>		<b>14-15</b>
Spring Semester 1 <sup>st</sup> Year		Cr Hrs
	Math Reasoning	3
	Advanced Writing	3
PEPR 1052	Prevention of Athletic Injuries	2
FCSC 1141 <b>or</b> PEPR 1150	Principles of Nutrition <b>or</b> Introduction to Sports and Exercise Nutrition	3
	US & WY Constitutions	3
CO/M 1010	Public Speaking	3
<b><i>TOTAL SPRING SEMESTER</i></b>		<b>17</b>
<b> </b>		
Fall Semester 2 <sup>nd</sup> Year		Cr Hrs
	Global Diversity	3
PEPR 2135	Personal Trainer Education I	3
ZOO 2010	Human Anatomy and Physiology I	3
ZOO 2012	Human Anatomy and Physiology Lab	1
	Visual & Performing Arts	3
PSYC 1000	General Psychology	4
<b><i>TOTAL FALL SEMESTER</i></b>		<b>17</b>
Spring Semester 2 <sup>nd</sup> Year		Cr Hrs
PEPR 2137	Personal Trainer Education II	3
PEPR 2060	Methods of Training and Conditioning	2
	Humanities	3
	Program Elective	1
HLED 2020	Health Promotion	2
PEPR 2470	Internship in Fitness and Personal Training	1-2
ZOO 2020	Human Anatomy and Physiology II	3
ZOO 2022	Human Anatomy and Physiology II Lab	1
<b><i>TOTAL SPRING SEMESTER</i></b>		<b>16-17</b>
<b>TOTAL PROPOSED PROGRAM CREDITS</b>		<b>64-66</b>

**Note: Students intending to pursue a Bachelor's degree are encouraged to use MATH 1400 and STAT 2050 or STAT 2070 to satisfy the basic math and math reasoning requirements. Program Elective: Any PEAC course.**

***NEW PROGRAM FORM Signatures and Dates***



	<i>Awarded (check those that apply)</i>	<i>AS (Associate of Science)</i>		
		<i>AFA (Associate of Fine Arts)</i>		
		<i>AAS (Associate of Applied Science)</i>		
		<i>Certificate</i>	X	31.0507
<i>E.</i>	<i>Division</i>	Health Sciences		
<i>F.</i>	<i>Program Title</i>	Personal Trainer Education Certificate		
<i>G.</i>	<i>Proposed Total Number of Credit Hours</i>	30-31		
<i>H.</i>	<i>Number of Faculty Needed and availability of Qualified Faculty</i>	Three (One already full time, one already part-time in addition to one full-time or part-time position) Any position approved would be a shared position with the Health and Fitness Leadership A.S. degree.		
<i>I.</i>	<i>Program Description as it will appear in the Catalog</i>	The Personal Trainer Education Certificate program is designed to help students develop the skills and abilities necessary to become a personal trainer. The curriculum is specifically designed in accordance with the National Council on Strength and Fitness (NCSF) Certification guidelines and requirements. Students learn to evaluate physical fitness levels, demonstrate proper exercise technique, and create personalized exercise programs based on client health, history, and goals. This program provides students with a solid foundation to take the NCSF certification exam and/or begin work towards a baccalaureate program in health and human performance.		
<i>J.</i>	<i>Rationale for new program</i>	The health and fitness industry is rapidly growing and job prospects are predicted to increase faster than the average for all occupations. An increasing number of people are spending money on health and fitness and more and more businesses are recognizing the benefits of health, wellness, and fitness programs for their employees. An increasing number of health clubs are turning their focus to personalized services for their members and will continue to offer personal training opportunities. A program of this nature will help meet the demand for such services.		
<i>K.</i>	<i>Employment Demand and Salary Potential for Program Graduates (include source of information)</i>	According to the Bureau of Labor Statistics, employment of fitness works was expected to increase 27% over the 2006-2016 decade. “Opportunities are expected to be good for fitness workers because of rapid job growth in health clubs, fitness facilities, and other settings where fitness workers are concentrated. In addition, many job openings will stem from the need to replace the large		

		numbers of workers who leave these occupations each year. Part-time jobs will be easier to find than full-time jobs.” Mean annual wage can vary between \$34,000 and \$57,000.
L.	<i>Location of Similar Programs within the Region</i>	Western Wyoming Community College – One-Year Certificate in Fitness Leadership. Other community colleges within the state offer AS programs in physical education and/or exercise science, but none (other than WWCC) offer a certificate program.
M.	<i>Facilities necessary for Program</i>	Will need laboratory space for equipment (treadmill and bike ergo meter). Classroom space is sufficient for now.
N.	<i>New courses that are needed to fulfill program requirements (New courses must have final approval by C&amp;S before the program can be approved.)</i>	PEPR 1035 Foundations of Exercise Science PEPR 2060 Methods of Training and Conditioning PEPR 1150 Introduction to Sports and Exercise Nutrition
O.	<i>On additional pages <b>WITHIN THIS DOCUMENT</b> List proposed curriculum (include general education courses, program core courses, credit hours, course format, and electives) and recommended curriculum sequence.</i>	

### PROGRAM OF STUDY Personal Trainer Education Certificate

<b><i>RECOMMENDED CURRICULUM SEQUENCE: PROPOSED</i></b>		
Fall Semester 1 <sup>st</sup> Year		Cr Hrs
	Health & Wellness	2
PEPR 1035	Foundations of Exercise Science	2
PEPR 2135	Personal Trainer Education I	3
ENGL 1010	English I	3
BADM 1000	Introduction to Business	3
	Basic Math	3
<b><i>TOTAL FALL SEMESTER</i></b>		<b>16</b>
Spring Semester 1 <sup>st</sup> Year		Cr Hrs
	Program Elective	1
PEPR 2137	Personal Trainer Education II	3
PEPR 2060	Methods of Training and Conditioning	2
HLED 2020	Health Promotion	2
PEPR 2470	Internship in Fitness and Personal Training	1-2
PEPR 1052	Prevention of Athletic Injuries	2
FCSC 1141 <b>or</b> PEPR 1150	Principles of Nutrition <b>or</b> Introduction to Sports and Exercise Nutrition	3
<b><i>TOTAL SPRING SEMESTER</i></b>		<b>14-15</b>
<b>TOTAL PROPOSED PROGRAM CREDITS</b>		<b>30-31</b>

**Program Electives: Any PEAC course.**

***NEW PROGRAM FORM Signatures and Dates***

<i>Program Title</i>	Personal Trainer Education Certificate
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	<i>Signature</i>	<i>Date</i>
<i>Initiator</i>	Erin M. Nitschke	11/13/2009
<i>Dept. Faculty Member Originating Campus</i>	Erin M. Nitschke	11/13/2009
<i>Dept. Faculty Member Non-Originating Campus</i>	Jeremy Roseth	2/17/2010
<i>Director/Area Coordinator</i>	Erin M. Nitschke	11/13/2009
<i>Assistant VP of Academic Affairs</i>	Teri Anderson	4/8/2010
<i>Dean of Involved Area</i>	Trudy R Munsick	4/12/2010
<i>Curriculum &amp; Standards Chair*</i> <i>*Signifies Committee approval</i>	<i>Mercedes Aguirre Batty, PhD</i>	4/27/2010
<i>Faculty Senate President*</i> <i>*Indicates awareness</i>	Tracy Dearing	5/5/2010
<i>Registrar</i>	Click here to enter text.	Click here to enter a date.
<i>Chief Academic Officer</i>	Click here to enter text.	Click here to enter a date.

Note: Please send final copy to initiator, involved Dean and the AVPAA.

**10f. Expenditures for July 1 Through July 21**

The 2011 fiscal year begins July 1, 2010, while the 2011 fiscal year budget is not authorized until July 21, 2010. Administration requests the authorization of expenditures for the operation of the district for the period of July 1 through July 21, 2010.

**10g. WACCT Report**

Trustees Kati Sherwood and Walt Wragge will provide a report about the WACCT meeting scheduled in Rock Springs on April 26 and the WCCC meeting on April 27.

**10h. Board Retreat**

The Board will discuss a date to hold the 2010 Board Retreat. Board Policy notes an annual retreat will be scheduled between January and March, however, with new NWCCD President Paul Young beginning his tenure effective June 1, a retreat will be scheduled after that date.