THE COWBOY PARENTS COUNCIL
Meeting Minutes

September 17, 2010

The Cowboy Parents Council held its fall meeting on Friday, September 17, 2010, beginning at 2:00 p.m. in the Senate Chambers of the Union on the UW campus. Dan Herlihey, Chair, presided. Those present included Council members – Rebecca Adair, Trish Arthur, Sara Axleson (ex-officio), Robert Balzan, Julie Balzan, Karen Blaker, J.B Chapman, Jolene Freeburn, Dan Herlihey, Vickie Herlihey, Brad Irion, Carlene Irion, Kurt Kinderwater, Trenda Weisshaar, and Brad Wiesley; Staff- Janicca Lee, John Nutter, Kelsey Chytka; and Guests- Becky Vinzant (UW Asst. to VP Student Affairs and guest speaker), Robert Aylward (VP for IT), and Rujing Wei “Cecilia.”

Welcome: Dan convened the meeting and welcomed all members and thanked them for giving their time to the Council and this meeting. Attendees were asked to introduce themselves.

Cowboy Parents Annual Budget Update: Janicca gave an update to the Council on the current budget, Cowboy Parents Endowment, and fundraising efforts. An annual budget report was passed out to council members. The report consisted of the current budget breakdown, annual expenses, and budget cuts/reductions previously implemented. It was noted that the contribution to the Cowboy Parents Student Emergency Fund from the Cowboy Parents budget was increased for the Fall 2010 semester only from $1500.00 to $2500.00. The Council will re-evaluate at the end of the Fall 2010 semester if this will be a permanent change. The current total annual expenses were $8,130.00, and the current estimated expendable funds were $20,060.00.

The Cowboy Parents Endowment agreement has been created. The Council has committed $2500.00 of its budget towards the endowment. A copy of the Endowment Agreement was passed out to all members.

Fundraising consists of the fundraising mailer sent out in the fall, t-shirt sales, and the annual silent auction. An example of the Fall 2010 fundraising mailer was passed out, and Janicca offered thanks to the UW Foundation for covering the expenses for postage and printing of the mailer. Janicca also noted that for every t-shirt sold, approximately $10.00 of the sale goes back to Cowboy Parents Council. The silent auction was to happen at Family Weekend on Sunday the 19th of September. A thank-a-thon will be held in the Spring 2011 semester to thank individuals for their contributions to Cowboy Parents. Trenda Weisshaar also suggested re-applying for the Wal-Mart grant in January. Last year the Council was awarded $1000.00 from the Wal-Mart grant.
Parent Portal and Virtual Orientation: Becky Vinzant gave a presentation on Virtual Orientation and the Parent Portal. Both are still in the creation stage. Virtual Orientation was created as a solution for students and families who are unable to attend the campus orientation sessions. It will include information on what the student needs to do prior to matriculation, campus services, and other resources to enhance the student’s overall college experience. A handout, which included all the logistics of Virtual Orientation was passed out. Becky presented a two-phase transition from the current WyoWeb into the new Virtual Orientation and Parent Portal.

The Parent Portal was presented as a solution to help make parents feel more connected and comfortable with the University. The Parent Portal will give parents an engaging, central location to obtain information about UW, Family Weekend, Cowboy Parents, Laramie community attractions and more. It will also offer resources on how to increase their student’s independence, FERPA, cost of attendance information, tips for visiting campus, and live chats. Students must give the University their permission to allow parents to access the Parent Portal.

Becky asked the council for feedback on Virtual Orientation and the Parent Portal. Feedback was given and Janicca and Becky will discuss further.

Homecoming 2010: The University of Wyoming Homecoming celebration begins Saturday, October 9th. The Homecoming Parade and football game occur on Saturday, October 16th. Dan Herlihey addressed the Council as to what Homecoming activities the Council would like to participate in. Janicca passed out a schedule of the 2010 Homecoming events, as well as a handout on the parade rules and regulations. Janicca also asked that members who are interested in attending the President’s Tailgate to contact her by October 1. Janicca also asked members to contact her if they are interested in attending any other Homecoming events.

The Council decided to have a float in the Homecoming Parade. Carlene and Brad Irion volunteered to be in charge of organizing the float. Communication will be done via email.

Bylaws: The Bylaws were reviewed and revised by the present Council members. Janicca made the agreed upon changes in the presence of the other members. The purpose of revision was to increase clarity and thereby strengthen the Bylaws. Janicca will send a copy of the revised Bylaws to all the members.

- Article II, switch Section 4 to be Section 3 and Section 3 to be Section 4.
- Article II, delete “Provide information on students, the educational environment, and their interaction in order to help establish a database necessary for the first effective developmental programming for students” and replace it with “Promote social interaction among parents.”
- Article IV, Section 1.b, change “Treasurer” to “Cowboy Parents Coordinator.”
- Article IV, Section 1.c, “There shall be two student members ....” to “There may be up to two student members....”
- Article IV, Section 2.b, change the wording to reference semesters and drop the reference to the Principal/Counselor/Student conference.
- Article IV, Section 7, substitute the word “applications” for “nominations.”
• Article IV, Section 8, add “at the summer regular meeting” to the end of the sentence.
• Article IV, add a new Section 10 on “Financial Oversight of the Association” with subsection 1. stating, “Budget. Adopt at annual meeting and review at each regular meeting” and subsection 2. stating, “Endowment. Maintain and monitor the appropriate use of the endowment funds per the Endowment Agreement.”
• Article V, Section 1, add a new sentence at the end that states, “Each officer position may be held by one person or by two persons serving as co-officers.”

Nomination of Chairs Elect: Dan Herlihey discussed the responsibilities required of individuals who serve as Chair-Elects of the Cowboy Parents Council. Dan opened the floor for applicants to come forth for the 2010 Chair-Elect(s) position. Robert and Julie Balzan were elected to the position. Dan and Vickie Herlihey also gave a welcome to the incoming Chairs, Brad and Carlene Irion.

Family Weekend: Janicca went over the events and logistics for Family Weekend 2010. As of Friday 292 individuals were registered to attend Family Weekend. The Council recognized and thanked Trenda Weisshaar and Jolene Freeburn for organizing the Silent Auction. Trenda and Jolene provided information on how the Auction was to be run on Saturday. They also informed the Council that they had made a procedure manual to help out whoever was in charge of the auction in future years.

Vice President’s Update: Sara Axleson and guest Robert Aylward announced the launch of the new campus calendar system, Tzolk’in. Tzolk’in is to be launched on October 10, 2010. Robert discussed that the objective of Tzolk’in is to increase student’s awareness of campus activities and opportunities. Students, faculty, and staff will be able to customize Tzolk’in to show upcoming events of personal interest, and will be able to upload events to their Outlook calendar. Sara and Robert believe that Tzolk’in will be a valuable tool in increasing student retention.

Along the same lines of increasing retention, Sara and Robert also discussed MAP-Works. MAP-Works is an online survey for freshman designed to specify where the individual believes more support is needed. Faculty and professional staff will be able to see the results and make the necessary adjustment to accompany the student’s needs.

Sara thanked Robert Aylward and John Nutter for all their help and support with the calendar initiative. Sara also complemented the IT department on how helpful and supportive they are to the members of the University.

Sara also updated the Council on enrollment. On campus enrollment is the highest it has ever been this year, at 12,992 students. The previous highest campus enrollment was 10,682 students in 1991. Of in-state students, 77% are on the Hathaway scholarship. The state of Wyoming has replaced funds of 9 million dollars this year to offset tuition for students. Also, 331 veterans are now attending the University of Wyoming. This number is up from the previous year’s 262 veterans. The UW Foundation has asked the Kuehne Foundation for $3 million to help veterans attending the University of Wyoming.
Margaret “Peg” Tobin, former Dean of Women and Associate Dean of Students, donated $50,000.00, which was matched, to UW. Proceeds from an endowment of $50,000 is available to the Division of Student Affairs to be used for student enhancement.

Sara thanked the Cowboy Parents Council for all they do for the University.

**Adjournment:** With no further business to conduct, the meeting concluded at 5:02 p.m.

Respectfully submitted,

Kelsey Chytka Wine