

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, September 16, 2009, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills Scott Phister Roger Gose Colton Crane	Frank Welty III Charlie Krebs Judy Pedersen
<u>Administration:</u>	Jo Anne McFarland Jay Nielson	John Wood Mohammed Waheed
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Keith Domke Kristy Salisbury Charlotte Donelson Jane Johnston Buck Tilton Carolyn Aanestad Amara Fehring Garry Trautman Kelly Frank Mark Harris Lisa Appelhans Kristen Ressler	Marcia Himes Lew Barnett Martha Davey Jennifer Cole Ruby Calvert Mark Nordeen Jim Thurman Dane Graham Joy Pettit Marilu Duncan Judy McGilvray Wendy Davis

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 7 p.m. A roll call conducted by the board clerk indicated that all board members were present. A quorum of the board was declared present to conduct business.

EXECUTIVE SESSION: An executive session was not held at this point in the meeting.

WELCOME AND INTRODUCTION OF GUESTS: Chair Phister welcomed the guests present and reminded everyone that Community Input Forms were available at the door for visitors to use if they wished to speak to an agenda item. Vice President for Academic Services John Wood introduced new faculty members which included himself, Rick Smith, Serol Stauffenberg, Coralina Daly, Jamie Stevens, Markus Wesaw, Tiffany Stauffenberg, Stacy Nelson, Jennifer Cole, Jane

Johnston, Jackie Klancher, Marcia Male, Judy McGilvray, Kristen Ressler, and Buck Tilton.

APPROVAL OF
AGENDA:

ACTION:

Mr. Krebs moved to approve the agenda as presented. Dr. Crane seconded the motion. Motion carried.

STUDENT,
EMPLOYEE
ASSOCIATION,
AND WYOMING
PBS REPORTS:
Student Senate

Written reports from student and employee associations were included in the board packet.

Ms. Amara Fehring, Student Senate President, reported that she had nothing to add to her written report which included information that the Senate participated in the Balloon Rally July 17-19 and served non-alcoholic beverages at the R-Recreation Street Dance held on campus August 8. David Collins was appointed to the Senate in August to replace a senator for lack of participation. The Student Senate actively participated in New Student Orientation by performing NSO skits, helping with the registration table, and coordinating activities after NSO classes. At Convocation on September 10, the Senate will have the annual dunk tank, Slip n' Slide Bowling, and a Student Senate table. The Howdy Dance will also be held on September 10.

Classified Staff
Association

Mr. Kelly Frank, President of the Classified Staff Association, indicated that he had nothing to add to his written report which included information that the Classified Staff met during in-service week and voted in committee members, voted to cease collecting dues, and discussed what the group would like to achieve this year. Suze Kanack was appointed to the PBS Traffic Advisory Committee for a three-year term. Judy Hubbard, Denice Kimball, and Retha Reinke all entered items in the Fremont County Fair open class at the end of July.

The Faculty

Mr. Jim Thurman, President of The Faculty, reported that he had nothing to add to his written report which included information that Rustler Radio has been upgrading equipment from the 1980s with help from a Carl Perkins grant, Mohammed Waheed, and Charlotte Donelson. Valerie Harris was successful in obtaining Quality Matters approval for her online Math class. Stacey Stanek and Debbie McClure went to Pittsburgh, Pennsylvania, in June for training on operating the SimMan mannequin. Debbie McClure and Paula Kihn traveled to Breckinridge, Colorado, in July for the Nursing Educators of the Rockies Conference. Matt Flint

recently accepted gallery representation with Visions West Gallery in Bozeman, Montana; Livingston, Montana; and Denver, Colorado. He is now represented by seven galleries with eleven locations throughout the West.

Suki Smaglik and Steve McAllister received a \$35,000 grant award through the University of Wyoming's INBRE (Idea Networks for Biomedical Research Excellence) Program. Darran Wells helped to run the second annual mountain expedition in the Wind River Range August 4-13 for the Outdoor Education and Leadership program. Ben Evans was invited to perform over 40 original songs at the Rocky Mountain Himalayan Foundation's Festival in Alpine, Wyoming, on August 1. Lonnie Slack is working on CWC's first ever rodeo poster and another poster for the first theatre production of the academic year. Jim Baker and Dudley Cole traveled to California in August to participate in advanced welding training. Todd Guenther recently published two articles to provide instructional material in his new local and regional history courses. One has been selected for required reading in History of Wyoming courses at UW and several community colleges around the state. The other earned the Nebraska State Historical Society's prestigious James L. Sellers Memorial Award for the best article published in *Nebraska History* during 2008. Jim Thurman was successful in obtaining a grant to promote international studies at Wyoming community colleges. This grant will be used to create core courses in International Studies, to strengthen foreign language courses, and to develop an international lecture series.

Mr. Thurman distributed the women's volleyball and rodeo posters for the board to view. The photography was done by Photography Professor Lonnie Slack, and the poster was created by Publications Coordinator RoJean Thayer.

Professional
Personnel
Association

Ms. Carolyn Aanestad, President of the Professional Personnel Association, reported that she had nothing to add to her written report which included information that a photo taken by Jackie Meeker was selected as Best of Show in the 29th annual Sinks Canyon Photo Contest. Jeremy Hughes attended Datatel training for Integrated Postsecondary Education Data System (IPEDS) in Washington, D.C., August 6-7. Jennifer Amend is a member of the 2009-10 Leadership Fremont County class. Patty Trautman reports that a mural depicting CWC action icons is being painted on the rear entrance of the CWC Lander office. Lance Goede sponsored a Suicide Prevention Training Workshop August 21-22.

Coralina Daly participated in the Educause Management Institute in July and training for new library directors at the Wyoming State Library in August. Coralina Daly, Jackie Meeker, and Kelly Frank attended a copyright Clearance Center Workshop and facilitated a copyright roundtable discussion at Fall In-Service. Mickey Douglas attended a Mountain Plains Adult Education Association Board meeting July 8-10 in Albuquerque, New Mexico. Chontelle Gray attended a class on the Alexander Technique in July. Marilu Duncan participated in two webinars to prepare for the new TriO Student Support Services grant competition. Pieter Crow attended eight webinars this summer to learn Colleague Studio. Kristy Salisbury reported that the 2009 Summer Academy served 394 students through the three-week program and additional sports camps.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, reported that the September 23 screening of the Central Park event for National Parks has been cancelled. The September 3 reception and screening of the National Parks series in Jackson was a huge success with a great turnout. On September 27, a reception/preview party of the National Parks series will be held at Jackson Lake Lodge. On October 9, the *Wyoming Chronicle* series will be launched with the first show on the H1N1 virus. The show will capitalize on what is going on in Wyoming every week. In regard to the Satellite Home Viewer Act, the markup was being done today with the PBS amendment included in the bill. WPTV will host a reception and screening of the new documentary on Senator Al Simpson at the legislature on February 11 from 6-8:30 p.m.

Dr. Gose asked about the Satellite Home Viewer Act. Ms. Calvert indicated that satellite HD is either DIRECTV or DISH Network, but DIRECTV doesn't do any local channels, only DISH Network does. This bill will allow the satellite providers to offer local channels, but they will not be required to do this.

Ms. Calvert submitted a written report which included information on administrative, production, promotion, engineering, and development activities at Wyoming PBS. Ms. Calvert, Dr. Gens Johnson, three officials from the Wyoming Department of Education, and two school administrators traveled to Salt Lake City on July 14 to visit the facilities of the Utah Education Network to observe and learn about UEN's K-12 services. Kyle Nicholoff has been working with Amanda Nicholoff and her students to produce live feeds of the Rustler volleyball team home games for distribution on Wyoming PBS microwave. The production truck will be used as the control room. The new website was rolled out on

September 1. The National Parks promotion on September 3 was a huge success with 200 people at the cocktail party and 500 people at the screening. WPBS current membership is 4,072.

CONSENT
AGENDA:

Board Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the July 15, 2009, regular meeting and August 13, 2009, special meeting; the acceptance of bills for July and August 2009; the board travel budget; the recreation services agreement; and the senior citizen tuition scholarship.

ACTION:

Dr. Gose moved to approve the consent agenda as presented. Ms. Mills seconded the motion. Motion carried.

Acceptance of Bills

The acceptance of bills includes payment of the following bills which includes salaries and benefits in the amount of \$1,331,896.94 for the month of July 2009: Operations in the amount of \$1,391,156.18; Student Grants and Loans in the amount of \$123,395.61; and Bank Transfers in the amount of \$794,676.99 for a grand total of all payments in the amount of \$2,309,228.78.

The acceptance of bills also includes payment of the following bills which includes salaries and benefits in the amount of \$1,292,928.65 for the month of August 2009: Operations in the amount of \$837,155.67; Student Grants and Loans in the amount of \$21,457.97; and Bank Transfers in the amount of \$757,477.11 for a grand total of all payments in the amount of \$1,616,090.75.

UNFINISHED
BUSINESS:

Intertribal Center
Update

Mr. Nielson reported that final review of the plans for the Intertribal Center will be done on Monday. The city will issue a building permit after completing their final plan review. The entryway construction may not take place until next spring. The college has received the official Environmental Clearance to Release Funds for both HUD grants so the college can move forward and enter into construction contracts. The lease with UW has been signed. Correspondence with the WCCC and state offices confirms that when the Value Engineering study is completed and submitted, they will release the other \$1,100,000. A major concern is that the contractor may not be able to complete the building by August 1, 2010, because of the late start of construction.

Mr. Welty asked why the construction is getting a late start. Mr. Nielson replied that it is because of the extensive value engineering process. The college needed to make certain that the new design has everything that is needed but at a savings. The engineers are reviewing the entire building process to make sure that it is consistent with the subcontractors. The permit process is also part of the delay. It took three to four weeks longer than expected. However, ground will be broken in the next month. Mr. Welty asked when the building will be completed if it can't be completed by August 1, 2010. Mr. Nielson replied that the contractor is forewarning the college that they are behind but has not given the college another completion date.

NEW BUSINESS:

State Issues Update

Dr. McFarland referred to her memo regarding an update to the statewide strategic planning process which was included in the board's folders. She had a concern about the role of signature programs and the specific criteria for program and capital construction approval. The WCCC agreed at the September 14 meeting that there were no clear criteria for selecting signature programs. They have taken out all reference to them until they gather more information. In addition, there are now specific criteria for program approval and capital construction.

Six concerns remain about the statewide strategic plan. Some time ago, the board designated Dr. McFarland as the college's representative in the statewide strategic planning process. It is highly appropriate for the board to take action on the strategic plan. The final draft will not be available until October 15. Issues that still remain include that it does not accurately describe the role of local elected governing boards; the importance of "educated citizenry" as the primary state interest is not reflected in the plan's narrative; program criteria are slanted to favor career-technical programs and unduly interfere with local faculty curricular matters and possibly with regional accreditation; program criteria wording unduly limits program duplication; the role and purpose of the strategic plan in relation to formally promulgated rules is not clarified in the plan; and the strategic planning process cannot truly be described as a collaborative effort with the colleges, and the trustees have had little direct involvement in the process.

In regard to the concern about the plan not accurately describing the role of locally elected governing boards, Dr. McFarland reported that boards were described as managing the colleges rather than governing the colleges. In regard to the concern from the trustees that the strategic planning process

cannot truly be described as collaborative effort with the colleges, Dr. McFarland encouraged the trustees to push this perhaps with the state trustees in order to get a much more collaborative process. The trustees have not had much direct involvement in the strategic planning process.

Mr. Welty asked if the signature programs will be back in the final draft in October. Dr. McFarland replied that it is not clear when they will be back, but there was a lot of interest in pursuing it and doing it in a more deliberative way. No timeframe was given.

Dr. McFarland provided additional information to board members about the various revenue options discussed by the Community College Task Force. These options included a federal mineral royalty diversion, a severance tax diversion, a coal lease bonus diversion, a sales and use tax increase, and a severance tax increase. Information was provided on the specific revenue which potentially would be available for a one mill per county statewide, four mills per county statewide, FTE based mill levy, sales and use tax revenue increased by 1/4 of \$.01, and removal of the sales tax on food exemption. A bill which was considered earlier by the Blue Ribbon Commission was presented to the Community College Task Force. This bill would require colleges that have at least 60 percent of the number of FTEs of the smallest college in the system either be annexed into the home district or work to become a separate district. Under this proposal, these colleges would be required to assess four mills if they wish to have any state funding. This proposal was rejected by the Task Force.

There is interest in the revenue options for the colleges, but anything involving additional taxes would be a very unpopular option to take in the current economic climate. Interest in a quarter percent sales tax was expressed. Also suggested was a means by which each county's mill levy would be associated with how many FTE's were generated by the students' counties of residence. Dr. McFarland didn't get the sense that any of these options were likely.

It is Dr. McFarland's understanding that nominations are being sought for a part-time executive director of the WACCT. These nominations are to be sent electronically no later than October 15 along with a resume, letter of interest, and financial proposal.

Dr. Crane stated that some sort of communication should be sent to the WCCC and to the Community College Task Force regarding the concerns expressed by Dr. McFarland. Dr. McFarland thought this would be

appropriate and asked the board to authorize the board chair to write a letter to the appropriate officials indicating formally the concerns that the board has regarding the statewide strategic plan. The WACCT might agree to submit similar concerns. It is always a good idea to go on record and influence the outcome. The college presidents have agreed to have an all-day retreat in Casper on September 30 to see if they can jointly agree on some constructive comments to the WCCC for possible inclusion in the final strategic plan draft. These comments must be received by the WCCC by October 16 to be included in the October 29 WCCC meeting packet.

Dr. McFarland recommended that the board authorize the board chair to write a letter to express concern to the WCCC on five of the six points that were outlined with a copy to the Community College Task Force. Ms. Pedersen cautioned that the letter should be very diplomatic since she felt some animosity during the meeting the CWC board had with the WCCC. The board agreed that this letter should be written.

Student Housing
Construction

Mr. Nielson reported that student housing is a top priority at the college. The number of students in housing was at 236 a week before school started, and currently the number of students in housing is at 220 with three apartments being remodeled or repaired. More students would live on campus if facilities were more modern with at least single person bedrooms. The two apartment buildings and the residence hall were all built between 1975 and 1980. Another critical issue with limited space is how to handle an outbreak of H1N1 flu. The college is exploring the possibility of setting up temporary housing similar to those units placed in the oil field and at major construction sites.

College administration has been exploring options to continue the construction trades program by constructing student housing at the Honor Farm and moving and placing these structures in pods or communities on campus. With this method, the college would see significant savings over a bid/build or CMAR building method. The college would serve as the general contractor for the project and would hire an architect to provide design and code compliance. The challenge is to design a building that meets the needs of the college and students, to meet a higher level of code compliance with a facility that is sustainable as student housing, and to meet the educational standards and abilities of the construction trades program to build a building that is movable to a college location and which can be placed on a foundation and finished to fit into the college campus.

At this point in the process, an architect needs to be hired to do a plan and to determine a cost. The project would be financially feasible by using student labor to construct the units with the college serving as the general contractor. A portion of the construction costs could be financed through revenue bonds, and the remaining funding would have to come from college reserves.

Dr. Gose asked about exploring the possibility of setting up temporary housing. Mr. Nielson indicated that the oil field has man camp trailers that are as nice as the college's single bedroom apartments. The main challenge would be zoning. He is looking at five units which would be ten apartments and would be temporary just for this year. Ms. Pedersen asked why some of the apartments are being remodeled now instead of during the summer when fewer students were here. Mr. Nielson replied that they are working with the construction trades program to have students remodel two units. Ms. Pedersen asked who did the inspections on the units built by the construction trades program and placed near the College Hill apartments. Mr. Nielson replied that the city inspected those buildings and issued certificates of occupancy for them. Ms. Pedersen indicated that she has a concern about the quality of these buildings and whether they would last long enough for them to be worth doing for the college. Mr. Nielson indicated that the walls of the units would be more substantial and the heating system would be different than a residence. The college does not intend to do typical residential construction. It would be institutional construction.

The budget for the research to put the project together is \$15,000. Ms. Pedersen commented that this is a lot of money to be spending on a concept which may or may not work. Mr. Nielson replied that professionals are needed on the financing and architectural side. A finance attorney will have to be hired to help the college structure the revenue bonds. These funds would be used to work through the programming phase of design, work with bond counsel and financial institutions to define acceptable financing methods to fix the cost of funds, and to create a project budget that is accurate and acceptable to the college. Board Chair Phister stated that the board knows that the process is not free and puts faith and trust in those who are doing the project. Dr. Crane suggested that the college get bids from regular contractors for comparison.

Mr. Welty asked where the \$15,000 will come from for the project. Mr. Nielson replied that the FY 2010 budget includes \$100,000 for planning

and these types of contingencies. This budget is usually drawn upon for doing the revision to the master plan.

Dr. McFarland recommended that the board authorize the administration to continue to pursue additional student housing in conjunction with CWC's Construction Technology Program at the Honor Farm and a comparison with a general contractor and to bring a formal proposal back to the board for approval at a later date.

ACTION:

Dr. Gose moved to authorize the administration to continue to pursue additional student housing in conjunction with CWC's Construction Technology Program at the Honor Farm and a comparison with a general contractor and to bring a formal proposal back to the board for approval at a later date. Mr. Krebs seconded the motion.

Mr. Krebs asked if the college has an additional plan for housing students with the H1N1 virus. Dr. McFarland indicated that the college has an established Crisis Management Team and a Crisis Management Handbook which provides guidelines that assist in managing various events. The Crisis Management Team has been meeting regularly. The college's first confirmed case of H1N1 has been reported by one of the students. Campus Safety Director Steve Barlow has made back-up plans to ensure that all necessary duties will be covered and to determine when the college cannot be safely operated.

Mr. Welty asked if approving the \$15,000 was included in the motion. Dr. McFarland indicated that it was not included because it would be taken from an already-budgeted account which was included in the FY 2010 budget approved by the board. Mr. Nielson has indicated that the cost will be about \$15,000. Mr. Welty stated that he would like a limit placed on it. Dr. McFarland replied that it is the prerogative of the board to do that, but if an expenditure is less than \$100,000, the college does have the authority to spend it without the approval of the board. Mr. Welty stated that he would like something in the motion that would show what the college is initially going to spend on the project. Board Chair Phister explained that under policy governance, the board does not need to approve this because it is under \$100,000. Mr. Welty indicated that he understood this but that he still wanted an amount approved at this time. Board Chair Phister replied that his request was duly noted.

ACTION:

Dr. Gose called for the question. Motion carried.

Board Chair Phister called for a vote on the motion currently on the floor. Motion carried with Mr. Welty and Ms. Pedersen voting no.

Property and
Liability Insurance

Mr. Nielson reported that insuring property and operations at the college this year is consistent with last year. However, earthquake and non-hazardous workers compensation coverage were not included. The college did not ask for earthquake coverage this year and was unable to find an insurance company that will provide nonhazardous workers compensation coverage. The Hartford is willing to cover Wyoming colleges that have an experience history, but since CWC has not had this coverage they will not provide a quote. The rate Hartford has used on other colleges they insure in Wyoming is \$.46/\$100 of payroll. The current rate with the State of Wyoming is \$2.29/\$100 of payroll, which is a significant difference.

Ms. Pedersen asked who is not covered by workers compensation insurance. Mr. Nielson replied that all hazardous positions are required to be covered such as maintenance workers, bus drivers, and students. Non-hazardous positions include administrators, some faculty, and office personnel. Wyoming PBS had problems with this last year because the state indicated that some of their positions were not covered, but this has been resolved.

Mr. Nielson reported that coverage is consistent with last year. The college's property value has gone from \$57.7 million to \$67 million, and replacement costs went up. The projected premium was \$212,807, with the actual premium at \$206,037. Ms. Pedersen asked how many claims were made against this policy. Mr. Nielson replied that the college submits very few claims, and he can get this number for the board. The rates were not raised because of claims.

Dr. McFarland recommended that the board authorize the administration to work with Tim Moss of HUB International Mountain States Limited to bind property and liability insurance coverage for the college from October 1, 2009, through September 30, 2010, to meet college needs with the companies offering the best coverage at the best value.

ACTION:

Mr. Krebs moved to authorize the administration to work with Tim Moss of HUB International Mountain States Limited to bind property and

liability insurance coverage for the college from October 1, 2009, through September 30, 2010, to meet college needs with the companies offering the best coverage at the best value. Ms. Mills seconded the motion. Motion carried.

ACCT Annual
Congress Voting
Delegate

Board Chair Phister stated that the board is required to designate its official voting delegate, plus an alternate, for the October 7-10, ACCT Annual Community College Leadership Congress. Board Chair Phister and Trustees Crane, Krebs, and Welty are planning to attend. Dr. Crane is a member of the Public Policy Committee. Chair Phister proposed that the board designate Dr. Crane as the primary voting delegate, with Mr. Krebs as alternate.

ACTION:

Dr. Gose moved that Dr. Crane be designated as the CWC Board's official voting delegate for the October 7-10, ACCT Annual Community College Leadership Congress, with Mr. Krebs as the alternate. Ms. Mills seconded the motion. Motion carried.

Dr. Crane asked the board to write letter of recommendation for him to serve on another subcommittee for the upcoming year. His appointment to the Public Policy Committee will end at the conclusion of the 2009 Leadership Congress.

Personnel

Human Resources
Board Report

Dr. McFarland recommended that the monthly Human Resources Board Report be entered into the official board minutes.

ACTION:

Mr. Krebs moved to accept the Human Resources Board Report. Dr. Crane seconded the motion. Motion carried.

The Human Resources Board Report for August and September 2009 included the following information:

The next Rustler Spirit Award will be presented in September 2009.

Searches in progress/pending included Executive Vice President for Academic Services; Program Director/Instructor Culinary Arts and Hotel Restaurant Management Programs; and Assistant Librarian/Coordinator for Testing Services.

Resignations/terminations/retirements/requests for release from contract included Breez Daniels, Case Manager.

New Hires/Appointments/Internal Transfers included Marcia Male, Instructor Nursing Jackson; Mary Axthelm, Recreation Activities Coordinator; Jennifer Metcalf, Workforce and Community Education Specialist; BriAnna Winter, Recreation Assistant Coordinator; Maygen Yeates, Workforce Training Coordinator; and Mitchell Barnett, Barista.

BREAK IN
MEETING:

At 8:20 p.m., a break was taken in the meeting. The meeting resumed at 8:29 p.m.

ACCEPTANCE OF
MONITORING
REPORT:

Planning and
Institutional
Effectiveness:
09-10 Institutional
Strategic Plan

Dr. McFarland presented the CWC Planning and Institutional Effectiveness monitoring report which is the 09-10 Institutional Strategic Plan. Institutional effectiveness is monitored through the strategic plan which is based primarily upon the college's mission. Some facts about community colleges include that community college graduates earn up to 30 percent more than high school graduates and that every dollar invested in community colleges reaps a 16 percent return. Community colleges have an abysmal graduation rate. The graduation rate for 4-year private research/doctoral universities is 65 percent; the rate for 4-year public research/doctoral universities is 50 percent; and the rate for 2-year colleges is 31 percent. Dr. McFarland emphasized the importance of increasing the college's graduation rates.

The Statewide Community College Strategic Plan determines programs, facilities, and funding. It requires performance-based funding, longitudinal data reporting, and capital construction matching funding. The mission of the statewide strategic plan states that "Wyoming community colleges provide dynamic lifelong learning environments through higher education, workforce development, innovative partnerships, and civic and global engagement that lead to responsible citizenship and economic, social, and cultural prosperity."

Statewide strategic plan "state's interests" include an educated citizenry, a diversified economy, workforce development, efficient and effective systems, and accountability and improvement. Legislative performance-based benchmarks include student goal attainment and retention; student persistence; degree and certificate completion rates; licensure and

certification pass rates; demonstration of critical literacy skills; success in subsequent, related coursework; and number and rate of students who transfer. Individual college strategic plans must align with the statewide strategic plan and are required to be submitted to the WCCC.

CWC enrollment continues to grow with a 14 percent increase in 07-08, a 9 percent increase in 08-09, and a 15-20 percent increase expected in 09-10. The outcomes from the 08-09 strategic priorities in Learning/Collegiate Engagement include a 1.4 percent retention increase with 100 percent faculty participation; high scores on student engagement; and 76 percent course completion. The 08-09 outcomes for Growth/Enrollment Management include an 8.36 percent FTE increase and 1581.75 FTE which surpasses the Fall 2010 goal of 1500. The 08-09 outcomes for Facilities include the failure of Proposition #2 for the Health & Science Center and the beginning of construction on the Intertribal Center. The 08-09 outcomes for Community Engagement include community partnerships developed through Proposition #2 and the CWC partnership with Recreation for Riverton.

The changes to the 09-10 strategic plan include measurement, greater involvement and participation, alignment with the state strategic plan, and “mission, means, and measurement.” The whole staff was involved at in-service, and a section of the report details their suggestions. The 09-10 CWC Strategic Priorities are Innovation in Learning, Targeted Growth Management, and Community Engagement. The goals for Innovation in Learning are to increase graduation number and rate, to seek and obtain regional accreditation for online degree programs, and to develop and strengthen programs to better meet student needs. The goals for Targeted Growth Management are to innovatively manage increased enrollment within available resources, to reallocate resources to better meet student demand, to seek new resources to better meet needs and expand future capacity, and to enroll 2020 AFTE by 2020. The goals for Community Engagement are to increase community involvement, to implement business and industry partnerships, to strengthen relationships with community leaders, and to form an alumni organization.

Dr. McFarland recommended that the board accept the Planning and Institutional Effectiveness Monitoring Report as presented.

Ms. Mills asked how a preceptorship is used in nursing. Ms. Donelson explained that instead of clinicals, a nurse at the hospital would supervise the student nurse instead of the college nursing instructor. Dr. Gose

indicated that this occurs at the medical schools in the summer months. It is someone the student shadows during the summer which gives the student a sample of what it is really like to work in the outside world.

ACTION:

Dr. Crane moved to accept the Planning and Institutional Effectiveness Monitoring Report as presented. Dr. Gose seconded the motion. Motion carried.

Board Chair Phister asked board members to complete the monitoring report evaluation form.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Kudos. Employee and association reports include lots of kudos to both students and to faculty and staff for service to the community; national and regional awards; and outstanding professional service to the college.

Academic Vice President John Wood has received a 5-year appointment to the Wyoming Content and Performance Standards Review Steering Committee.

2. CWC Two-Year Enrollment Growth Way Ahead of Other Colleges. WCCC Enrollment Auditor Cayse Cummings recently commented via email to CWC Assistant Registrar Jeremy Hughes, with regard to CWC's past 2 years of enrollment, as follows:

"I just noticed that the 2 year percentage growth for CWC is really out there compared to everyone else. Your college is at 28.97 % for head count growth and 25.52% for FTE growth."

On top of the past two years' significant annual growth, Fall 2009 enrollment continues CWC's growth pattern. Staff members are working hard to accommodate the burgeoning enrollment by being proactive in better utilizing current housing and seeking new housing and by increasing seating in current classrooms, using meeting rooms for classrooms, continuing to explore expanded facilities, and by opening as many new course sections as possible.

3. August 26-28 New Student Orientation was a resounding success, with nearly 300 new students registered and in attendance.
4. August 19-21 New Employee Orientation. New Orientation was conducted for approximately 12 new employees as follows:

Judy McGilvray – Instructor Nursing Assistant
Jane Johnston – Instructor Nursing
Kristen Ressler – Instructor Accounting
Stacy Nelson – Instructor ABE/GED
Markus Wesaw – Instructor Health & Safety
Jackie Klancher – Instructor Environmental Technician
Lewis Barnett – Program Director Environment, Health & Safety
Mathew Johnson – Student Recruiter
Sarah Daniels – Student Recruiter
Maygen Yeates – Workforce Training Coordinator
Marcia Male – Instructor Nursing Jackson
Jennifer Cole – Instructor Equine Studies

5. Federal stimulus funding to the state may be available to community colleges. Mary Kay Hill of the State Department of Education has reported that Wyoming has been awarded \$67 million in federal stimulus dollars for education to be divided between K-12 and higher education. One of the stipulations is that community colleges hold off on raising tuition, as was done by UW, which has postponed raising tuition (and impacting students) until 2012. The WCCC is expected to consider tuition at its October 29 meeting. The higher education portion of the stimulus funding is expected to be about \$5-6 million, with UW receiving about 40% and the community colleges collectively receiving the remainder according to current distribution percentages. Receiving the federal stimulus funding will require implementing a longitudinal data reporting system, which will undoubtedly cost additional money.

Dr. McFarland has learned that the higher education portion of the stimulus funding will be \$8.4 million, with \$5.26 million going to UW and \$3.14 million going to the community colleges. The funds will be distributed as a proportion of the block grant. About \$60 million will be going to K-12. It is Dr. McFarland's understanding that Governor Freudenthal held back distribution of the educational portion of the part of the federal stimulus that is the state stabilization fund because

of concern that there wouldn't be enough to fund K-12 at the required level.

6. Included in the board packet was a *Wall Street Journal* article about community colleges that was written by an LCCC alumna.
7. Articles about CWC and its sister colleges at the state and national level were included in a separate file with the board packet.

Dr. McFarland reported that Friday, September 25, is Native American Day. The United Tribes Club and the Diversity Committee have plans for an all-day film festival in the Fremont Room.

Vice President for
Student Services

Dr. Mohammed Waheed, Vice President for Student Services, reported that preliminary comparative figures at the end of the first week of classes show a headcount of 1827, which is an increase of 27 percent over last year. FTEs for this year are 1537.84, which is also an increase of 27 percent compared to Fall 2008. The enrollment auditor at the WCCC was surprised at the college's high enrollment figures. The college has already exceeded the previous two years' enrollment growth.

In response to a previous inquiry by the board about possible factors affecting a decrease in the number of Native American student enrollments in 2008-09, Dr. Waheed reported that one of the factors was related to local economic growth. At the beginning of the 2008-09 academic year, several potential students who would have otherwise enrolled found lucrative jobs at the Wind River Casino or in the oil and gas industry. Another factor is that the number of Native American completers/ graduates throughout Wyoming and the college's service area has been declining. Finally, tribal scholarship funding which comes from Tribal General Funds decreased over the previous year, so fewer tribal scholarships were awarded to those students who did not qualify for Pell grants.

Dr. Waheed indicated that another inquiry from the board was in regard to how the students served by the grants implemented under Student Services were benefiting. Program directors from Educational Talent Search, GEAR UP Partnership, GEAR UP statewide grant, Upward Bound, and Student Support Services made a presentation to the board to demonstrate sample activities and how the four pre-college grant programs have assisted low-income first generation students and how the Student Support Services program enhances services to CWC students through peer

tutoring, academic and personal counseling, transfer assistance, and disability services. Information on each program was included in the board packet.

Dean for
Institutional
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, submitted a written report that included information that funds received by the CWC Foundation during the months of July and August 2009 total \$99,716. A CWC Alumni meeting was held on August 20 with a small steering committee consisting of CWC graduates with a passion for and strong affinity to the college. The annual Scholarship Reception will be held on September 24, 2009, at 7 p.m. in the Robert A. Peck Arts Center Gallery. The Foundation's annual scholarship fundraiser, Oktoberfest, will be held October 9, 2009, from 6-11 p.m. at the Riverton Armory.

NEXT SPECIAL
AND REGULAR
MEETING/
SUGGESTED
AGENDA ITEMS/
ADDITIONAL
TRUSTEE
COMMENTS AND/
OR REPORTS ON
ADVANCEMENT
IN THE
COMMUNITY:

The next regular meeting will be held on Wednesday, October 21, beginning at 6:30 p.m. in SC 103.

Agenda items for the next regular meeting include:

1. Physical Plant/Facilities Monitoring Report
2. Academic Profile Monitoring Report

ACTION:

Mr. Krebs moved to hold an executive session on October 21, 2009, at 5:30 p.m. in the Student Center Conference Room #SC100, to discuss the personnel issues. Dr. Gose seconded the motion. Motion carried.

CWC Foundation

The CWC Foundation Board met on September 10. The scholarship reception is scheduled for Thursday, September 24, at 7 p.m. in the Arts Center Gallery, and Oktoberfest will be held on Friday, October 9, at 6 p.m. at the Riverton Armory. Dr. Crane noted that for the past year, the Foundation's equities lost \$1.1 million, but since the end of June they have gone back up by \$550,000.

Board Chair Phister noted that on October 22, the board will meet with the CWC Foundation board. Several of the board members just had a meeting with the Foundation, and Chair Phister was not sure it made sense to spend money and time on a dinner where the same issues will likely be discussed. Dr. Crane indicated that the Foundation decided they would like to have the meeting. Chair Phister stated that the meeting will be held as scheduled.

Association of
Community
College Trustees

The next ACCT event is the Annual Congress which will be held October 7-10, 2009, in San Francisco, California. Chair Phister, Dr. Crane, Mr. Krebs, and Mr. Welty are planning to attend. Dr. McFarland will also attend and will return on Friday, October 9, in order to attend Oktoberfest.

Wyoming
Association of
Community
College Trustees

The next meeting of the WACCT will be held in conjunction with the October 29 meeting of the WCCC at Western Wyoming College. Ms. Mills and Mr. Krebs will attend. Ms. Mills reported on the September 15 meeting of the WACCT. Topics of discussion included seeking applicants for an executive director, the possibility of using video conferencing for their meetings so that more people could attend, how to better communicate with the WCCC because they don't feel they get the information that goes to the presidents from the WCCC, funding stability, accountability of the WCCC, and advocacy.

Ms. Pedersen asked if the WACCT executive director position was part-time. Ms. Mills replied that the first position was a trial position which lasted through the legislative session.

Wyoming
Community College
Commission

The next regular meeting of the WCCC is scheduled for October 29 at Western Wyoming College.

CWC BOCHES

The next meeting of the CWC BOCHES is scheduled for February 2010.

Teton County
BOCES

The next meeting of the Teton County BOCES has been scheduled for September 22 at 4 p.m.

Attendance at
College Events

Dr. Gose reported that Convocation on September 10 had the greatest attendance the college has ever had at a Convocation, and it was beautifully done. Professor Dale Smith received the Professor Emeritus distinction, and Barb Lindquist, Olympic triathlete, was the keynote speaker.

ADJOURNMENT -
BOARD
EVALUATION
OF MEETING:

Board members were asked to complete an evaluation of the meeting and to turn them in to the Board Clerk.

Chair Phister adjourned the meeting at 9:43 p.m.

Secretary

APPROVAL:

Chair