

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, September 19, 2012, in Room ITECC 116 of the Intertribal Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Charlie Krebs
	Roger Gose	Frank Welty
	Colton Crane	Scott Phister
	Judy Pedersen (by speakerphone)	
<u>Administration:</u>	Jo Anne McFarland	Ron Granger
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Ruby Calvert	Joshua Scheer
	Wayne Robinson	John Wood
	Joyce Dauler	RoJean Thayer
	Connie Nyberg	Jan Jensen
	Katie Roenigk	David Gray
	Kathy Wells	Nicole Schoening
	Chris Smolik	Heather Christensen
	Jennifer Rey	David Snyder
	Curtis Condie	

CALL TO ORDER: Board Chair Caroline Mills called the meeting to order at 7:07 p.m. A roll call conducted by the board clerk indicated that all board members were present. Trustee Pedersen was present at the meeting by phone. A quorum of the board was declared present to conduct business. Chair Mills announced that the meeting was preceded by a 5:30 p.m. tour of the Health and Science Center building.

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

WELCOME AND INTRODUCTION OF GUESTS: Chair Mills 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. She recognized Heather Christensen, board candidate for the Dubois-Crowheart subdistrict; David Snyder, board candidate for the Reservation subdistrict; and Nicole Schoening and Chris Smolik, board candidates for the Riverton subdistrict.

APPROVAL OF
AGENDA:

ACTION:

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

STUDENT,
EMPLOYEE
ASSOCIATION,
WYOMING PBS
AND CWC
FOUNDATION
REPORTS:

Written reports from student and employee associations, Wyoming PBS, and the CWC Foundation were included in the board packet.

Classified Staff
Association

Ms. Jan Jensen, President of the Classified Staff Association, indicated that the first institutional values forum was held last week with 48 attendees. Ways to publicly utilize the campus and ways of getting out into the community were discussed. The big, open field in front of campus was compared to Prexy's Pasture at the University of Wyoming, and it was suggested that this area be named at some point. Ms. Jensen submitted a written report which contained information that many members of the Classified Staff walked in the Fremont County Fair Parade and handed out CWC items on July 28. Judy Hubbard, Retha Reinke, and Lynda German entered items in the fair and received many ribbons. Jan Jensen participated in the Komen Race for the Cure on August 11 and raised \$290. CWC's team was recognized as the second place School Team in the state. Kenna Sweglar won the Senior Novice Division at the Powder Basin Horse Trials in Gillette, Wyoming, August 24-26. The Classified Staff are well-represented on many different committees this fall. Judy Hubbard and Kenna Sweglar helped with the CWC Alumni booth on September 4 to greet students on the first day of classes.

The Faculty

Mr. David Gray, President of The Faculty, showed the board posters from the rodeo team, the volleyball team, and from the summer production of *Who's Afraid of Virginia Woolf*. These posters were produced by Lonnie Slack and RoJean Thayer. He also showed the board the poster from *4 (or more) in 24* which is a production of student written plays which are designed and produced in a 24-hour period.

Mr. Gray submitted a written report which contained information that Mike Bostick attended a two-week research program with the Wyoming Applied Analysis and Computational Group at UW in June. Dr. Wes Connally spent three weeks in the Ukraine in August and studied the history, myths, and folklore of the country. Jeff Hosking was recently

granted “active” status to the Idaho State Bar. Nita Kehoe was one of three judges for the year’s Art on the Green in Green River, Wyoming. On August 23, Amy Madera, five culinary students, and one instructor prepared dinner for UW’s MBA program. Angel Sparkman attended Blackboard World 2012 in New Orleans, Louisiana, and learned about new venues to teach online. Jennifer Cole is pursuing her Master’s degree through the University of North Carolina. Patti Stalley participated in an Equine Photo Clinic and a training clinic. Buck Tilton reported that the Wind River Outdoor Writer’s Conference was a success.

Professional
Personnel
Association

Ms. Connie Nyberg, Vice President of the Professional Personnel Association, indicated that staff are pleased that the college is seriously looking at institutional values to determine what the college is doing well and what can be improved upon. Staff members indicated that the college is doing a good job with the values that are in place. It is important that staff members relate to the community and to involve it as much as possible. It is also important to continue to get new ideas on what the college can do to improve the community.

Ms. Lindy Paskett, President of the Professional Personnel Association, submitted a written report which included information that the Workforce and Community Education Department is preparing to launch the Second Wind Project in October. Anne Even and Lori Ridgway are offering a class called *Entrepreneurial Mindset* for both Fort Washakie High School and Arapaho Charter School. Joanne Slingerland has scheduled 60 Community Education classes for the fall semester. Around 50 people attended the open house held at the Riverton Community Garden on August 8. Mathew Johnson has begun the fall college fair recruitment trips. Music Recruiter Jason Ogg will be attending college fairs in Colorado. Liz Butters and Connie Nyberg attended AdAstra Scheduler training in Kansas in August. Paula Hartbank attended the kickoff and ribbon cutting ceremony for Scrap Domestic Violence in Winnemucca, Nevada, on July 18, where she told her sister’s domestic violence story. She also participated in the Nevada Domestic Violence Prevention Council meeting held in Battle Mountain, Nevada.

Sergio Maldonado attended the Wind River Native American Conference August 7-9 in Lander. He provided discussion on “Water as a Sacred Element for Northern Arapaho within a Post-Modern Condition” at the University of Wyoming Art Museum. Mr. Maldonado discussed the significance of the Intertribal Center and its relationship to CWC and the

surrounding community in a UWTV video production in July 2012. He facilitated the Billy Mills presentation at St. Stephens Indian School after the CWC Convocation. CWC is hosting a basketball coaching clinic on September 21 with over 50 registered to attend. The CWC women's volleyball team helped with the grand opening of the new McDonald's restaurant by assisting with Kids Day on August 18. The volleyball team will be hosting the annual "Dig Pink" night on October 10 in recognition of Breast Cancer Awareness.

Student Senate

Mr. Caleb Blakeman, Student Senate President, submitted a written report which contained information that the Senate prepared for and had a great new student orientation. They are also planning sessions and activities for the leadership conference in October. They are now campaigning and recruiting new members for the semester and hope that the new office will make it easier for students to find senators and talk to them.

Wyoming PBS

Ms. Ruby Calvert, WPBS General Manager, reported that the first presidential debate will be aired on Wednesday, October 3, at 7 p.m. The general election live debates will be held on November 1 in the Riverton studio. The Wind River Virtual Museum is on budget and on schedule, and they are trying to find a screening date. The audit has gone well. Ms. Calvert indicated that independent journalists are being invited to join the editorial policy committee. They are hoping to schedule a meeting in the next six weeks.

Mr. Welty asked about the regional effort to merge master controls so that equipment can be shared and not replaced. Ms. Calvert replied that this is called central hubcasting, and it uses one master control to broadcast many channels out of one station. The Corporation for Public Broadcasting (CPB) has funded two roll-out projects in Florida and New York, but doesn't have the money to do any more.

Ms. Ruby Calvert, WPBS General Manager, submitted a written report which included information on administrative, production, engineering, promotion, and development activities at Wyoming PBS. A strategic planning session has been set up for the Wyoming PBS Foundation Board on October 11. Ms. Calvert is the new chair of an association of about 40 university licensees called ULA. Revenue from the June pledge was \$17,640 with 52 new members. The September weekend pledge generated about \$7,500. Current, active members number 3,234.

CWC Foundation Ms. Joyce Dauler, President of the CWC Foundation, gave an update to the board on Foundation events. In August, the CWC Foundation moved its offices to the little house across the street from the college. The remodeling project was completed on schedule and within budget. All work was contracted locally, and 99.5 percent of the materials were purchased locally. An open house was held on August 23. Ms. Dauler spends time in the office every week.

A Foundation committee has been formed to begin cataloging the art collection and to work on an art acceptance policy. Fund raising activities include the 12th annual Oktoberfest event to be held on October 4 at 6 p.m. at the Riverton Holiday Inn. Over the years, Oktoberfest has provided \$250,000 for student scholarships. Tickets are \$25 in advance. In mid-October the annual fund raising campaign will begin, and a "Race to the Finish" will be held again this year. On November 3, In My Window in Lander will have a fund raising event for scholarships. The annual scholarship reception is on November 6 at 6:30 p.m. in the Robert A. Peck Arts Center Gallery. The CWC Foundation has committed \$364,000 for student scholarships for FY 13.

Ms. Lynette Jeffres, Manager of the CWC Foundation, submitted a written report which included information that funds received by the Foundation during the months of June through August, 2012 totaled \$86,509. The Foundation held its quarterly board meeting on September 13.

CONSENT AGENDA: Chair Mills asked if there were any objections to the consent agenda which included the approval of the minutes from the July 18, 2012, regular meeting; the acceptance of bills for July and August 2012; and the board travel budget.

ACTION:

Mr. Krebs moved to approve the consent agenda items including the approval of the minutes from the July 18, 2012, regular meeting; the acceptance of bills for July and August 2012; and the board travel budget. Dr. Gose 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 \$1,570,846.51 for the month of July 2012: Operations in the amount of \$2,829,548.57; Student Grants and Loans in the amount of \$149,308.14; and Bank Transfers in the

amount of \$914,213.62 for a grand total of all payments in the amount of \$3,893,070.33.

The acceptance of bills also includes payment of the following bills which includes salaries and benefits in the amount of \$1,477,020.35 for the month of August 2012: Operations in the amount of \$1,590,731.90; Student Grants and Loans in the amount of \$10,517.33; and Bank Transfers in the amount of \$832,175.98 for a grand total of all payments in the amount of \$2,433,425.21.

**UNFINISHED
BUSINESS:**

No unfinished business was conducted at this meeting.

NEW BUSINESS:

Property and
Liability Insurance

Mr. Ron Granger, Vice President for Administrative Services, reported that the renewal premium for property and liability insurance for the college will increase by 8 percent this year for a total premium increase of \$15,200. This amount is in the budget and is the maximum, for an annual premium of \$211,589. Workers compensation insurance for non-hazardous positions is still too expensive at \$60,000. The college has not even come close to that amount in paying out on any claims that have been filed, so it is not beneficial to purchase this insurance. Staff members are going through the policy to make sure that all inventory items are correct and that everything is insured properly. All of the buildings are insured at replacement value. If a building is only partially destroyed, the insurance will pay for the part that is destroyed.

Dr. McFarland recommended that board authorize the administration to work with Tim Moss of HUB International Mountain States Limited to bind coverage to meet college needs with the companies offering the best coverage at the best value to bind property and liability insurance coverage for the college from October 1, 2012, to September 30, 2013.

ACTION:

Dr. Gose moved to authorize the administration to work with Tim Moss of HUB International Mountain States Limited to bind coverage to meet college needs with the companies offering the best coverage at the best value to bind property and liability insurance coverage for the college from October 1, 2012, to September 30, 2013. Mr. Krebs seconded the motion.

Mr. Phister asked about the process for purchasing property and liability insurance. Mr. Granger explained that HUB International sends out the coverage summary which describes current coverages, changes in coverage made last year, and the recommendations for this year. He is looking at the process of opening it up next year. HUB International gets quotes from the six or seven companies with which they work.

Chair Mills called for a roll call vote on the motion currently on the floor. Motion carried.

New Student
Housing Architect

Dr. McFarland explained that Trustee Pedersen had questions before the meeting regarding the description in the board packet of what occurred at the August 2 WCCC meeting. This description indicated that an additional 24 student housing beds at the Sinks Canyon Center were approved at the August 2 meeting. Dr. McFarland is seeking further clarification from the WCCC as to whether the 24 beds would come from the original 72 beds for campus housing or if the 24 beds were in addition to the original 72 beds. It was Dr. McFarland's understanding that the 24 beds did receive WCCC approval and will require legislative approval. The legislature has already approved the campus housing project but does need to approve the Sinks Canyon Center project. Whether 72 or 96 units are constructed will not affect the contract with the architect.

Mr. Granger explained that in June the board authorized the administration to proceed to the design phase of the housing project at the Riverton campus and the Sinks Canyon Center. The college advertised for architects to submit qualifications and proposals for this project. Five firms responded to the RFQ and RFP. A committee including representatives from housing, student life, academic services, facilities, administrative services, and the state of Wyoming reviewed the submittals and interviewed three firms. All three firms are from Jackson, Wyoming. The committee chose Carney Logan Burke Architects based on experience with housing projects, experience with college projects, experience with the State of Wyoming regulations, and price. The Sinks Canyon Center housing project will be a challenge because of the location which will make it difficult to get materials to the site.

Dr. McFarland recommended that the board approve the hiring of Carney Logan Burke Architects of Jackson, Wyoming, to provide architectural services for the student housing projects on the main campus in Riverton and at the Sinks Canyon Center in the amount of \$268,250, plus

reimbursable expenses and additional necessary outside consulting as determined. The contract will be finalized with the board attorney.

ACTION:

Mr. Krebs moved to approve the hiring of Carney Logan Burke Architects of Jackson, Wyoming, to provide architectural services for the student housing projects on the main campus in Riverton and at the Sinks Canyon Center in the amount of \$268,250, plus reimbursable expenses and additional necessary outside consulting as determined. Dr. Gose seconded the motion.

Dr. Crane noted that the housing at Sinks Canyon Center has to be just right. It needs to look right for the setting. Mr. Granger indicated that they made sure that the architect understood that the design must fit the Sinks Canyon area. Mr. Welty asked where the funds are coming from for the proposed amount. Mr. Granger replied that it is money that was set aside for the design of the buildings. Revenue bonds will help pay for the housing, and these bonds can be in place sometime at the end of January. Money has been set aside for some of the costs, and the bonding money will cover the rest. Mr. Welty asked if \$268,250 is the entire amount that will be paid to the architect not counting reimbursable expenses. Mr. Granger replied that this is correct.

Chair Mills called for a roll call vote on the motion currently on the floor. Motion carried.

Student Center
Reroof Project Bid

Mr. Granger reported that contractor bids were received for the Student Center reroof project. The recommendation is to hire Big Horn Roofing even though their bid was not the lowest. The lowest bidder was not going to start until January which could cause problems with the adhesives in a few years because the sealant doesn't stick as well in cold temperatures. Big Horn Roofing will start the project in October so that all the adhesives can seal before the temperatures start changing. The funding for this project is state major maintenance money. All bids came in about \$100,000 less than estimated.

Dr. McFarland recommended that the board accept the bid from Big Horn Roofing, Inc., of Laramie, Wyoming, for re-roofing the Student Center in the amount of \$228,365.

ACTION:

Mr. Phister moved to accept the bid from Big Horn Roofing, Inc., of Laramie, Wyoming, for re-roofing the Student Center in the amount of \$228,365. Mr. Krebs seconded the motion.

Mr. Phister asked if the same interview committee was used as the one for the student housing architect. Mr. Granger replied that this was a different project, so a different committee was used. Mr. Granger, Mr. Wayne Robinson, and Mr. Mike Quinn from Lander made up this committee. Mr. Welty asked when the last time was that the Student Center was re-roofed. Mr. Wayne Robinson, Director of Physical Plant, replied that it was re-roofed in 1996. Ms. Pedersen asked what kind of warranty would be included. Mr. Robinson replied that the warranty will be a minimum of 15 years.

Chair Mills called for a roll call vote on the motion currently on the floor. Motion carried.

Webcasting of
Board Meetings

Dr. McFarland reported that the board has been webcasting its meetings since January. The board decided to ask John Wood to track the viewership and to return in September to decide whether or not to continue the live webcasts of the board meetings. The CWC Board has a strong history of conducting its public business in a transparent fashion, with detailed board packets made available to media sources and staff several days before scheduled meetings, plus opportunities for community and staff input at public board meetings. A lot of information is available online. Board minutes are posted on the CWC website. Annual reports are also widely distributed through media sources and are now available online on the CWC website, as is the annual college strategic plan. The board has a good track record of providing access to information about the college.

Staff members are aware that the live webcasting of board meetings is a very low tech form of broadcasting. A good sound system is lacking. Dr. McFarland has been advised that in order to continue, it would be wise to invest in a better sound system, and necessary staffing would need to be hired to ensure that the webcasting can be done on a regular basis, rather than depending on the voluntary services of college management. If the board sees it as a priority to continue the live webcasts, which are not recorded, the resources can be identified to make minimal improvements. The quality will not be high. The decision is up to the board. It is a good

idea, but the timing is not great because of the many important initiatives that are underway with a million dollar budget cut.

ACTION:

Mr. Phister moved to discontinue webcasting of board meetings and to visit this again in the future if the college has resources to do it. Dr. Crane seconded the motion.

Mr. Welty stated that with CWC's reputation of being one of the most technologically advanced colleges in the country, it is incredible that the money can't be spent to communicate with the college's constituents. The college is an entity that is in the business of communicating and educating people. The younger generation doesn't read newspapers. The money for improving the system could be saved by trustees not going to conferences. Dr. McFarland stated that dollar range for improving the sound system is \$10,000 to several hundred thousand dollars, but the college is not in a position to go to the high end. Resources below the threshold that needs to come to the board could be identified, but it won't be of the high quality level for which the college has received awards.

Mr. Krebs stated that Mr. Welty's points were well taken. It is not just Lander and Riverton. With ten viewers or less, it is a good idea but no one is listening. He pointed out that County 10 is available to all county residents. He doesn't see spending money on something that doesn't give the college the best quality. Mr. Welty stated that if the word hasn't been put out, then people are not going to tune in. Dr. Gose indicated that Public Information Officer Carolyn Aanestad released information to all Fremont County media. Articles appeared in the paper and on County 10. Mr. Phister stated that the issue is that people are not watching the webcasts. People who want information about the board can find it. It is not worth spending money on it.

Ms. Pedersen indicated that she would like to see webcasting continue. It is important to do. It was a less than satisfactory method. She finds it interesting that the college can broadcast basketball games but not a board meeting. She understands there are complications but finds it dismaying that there is a discrepancy in what is important to people. It may be that no one cares. Tonight's newspaper contained an article on what happened over a month ago. She would like to see webcasting continue, but she doesn't like the quality.

Chair Mills stated that she prefers talking to people in person. If someone wants to give an opinion or ask a question, they can call her.

Chair Mills called for a roll call vote on the motion currently on the floor. Motion carried with Dr. Crane, Dr. Gose, Mr. Krebs, Mr. Phister, and Chair Mills voting yes and with Ms. Pedersen and Mr. Welty voting not.

ACCT Annual
Congress Voting
Delegate

Dr. McFarland indicated that the board is required to designate its official voting delegate, plus an alternate, for the October 10-13 ACCT Annual Community College Leadership Congress. Dr. Crane is a member of the ACCT board of directors. Dr. Crane indicated that he is a regional chair, and he doesn't believe he can be a voting delegate.

ACTION:

Mr. Phister moved that Charlie Krebs be designated as the CWC Board's official voting delegate for the October 10-13 ACCT Annual Community College Leadership Conference, with Scott Phister as the alternate. Dr. Crane seconded the motion. Motion carried.

Board Calendar
Board Retreat

Dr. McFarland stated that following discussion at the January 25 work session, the board confirmed plans at its February 8 board meeting to schedule its annual retreat to be conducted by Dr. Narcisa Polonio, ACCT facilitator, immediately following the ACCT Annual Congress in Boston, which all trustees are attending. In early August, trustees Frank Welty and Judy Pedersen notified Board Clerk Linda Bender that they would be returning from ACCT on Friday, October 12, and so wouldn't be able to attend the CWC Board Retreat, scheduled for Saturday, October 13. For that and other reasons including that the board chair will be stepping down from the board, three other seats are up for election, and this is very close to the December reorganization, Dr. McFarland recommended that the board postpone the annual board retreat scheduled for October 13, immediately following the ACCT Annual Congress, and reschedule the retreat with Narcisa Polonio as facilitator following the December board reorganization.

ACTION:

Dr. Crane moved to postpone the annual board retreat, scheduled for Saturday, October 13, immediately following the ACCT Annual Congress, and reschedule the retreat with Narcisa Polonio as facilitator following the December board reorganization. Dr. Gose seconded the motion.

Dr. Gose asked Mr. Welty and Ms. Pedersen why they decided at such a late date to come back on Friday. Mr. Welty replied that his mother died a year ago, and he had scheduled a ceremonial and invited people to it. Mr. Phister stated that board needs to be in concert on this. The board decided to do it, and it affects a lot of people. The board has a signed contract. When the board makes a decision, it needs to follow through on it. Ms. Pedersen indicated that she did not have a response to the question. Chair Mills stated that depending on the elections in November, it is something the board will need to consider and to set a date.

Chair Mills called for a vote on the motion currently on the floor. Motion carried.

Dr. McFarland will inform Dr. Narcisa Polonio of the board's decision and will reschedule the retreat following the board's reorganization in December.

Legislative
Candidate Meeting

Dr. McFarland stated that Steve Bahmer, WACCT Executive Director, has asked for dates in late September/October for the CWC Board to host a meeting facilitated by him with state legislative candidates from the college's service area. One of the dates suggested is on a board meeting day. If that date is selected, the board could hold that meeting as a dinner and then it wouldn't interfere with the board meeting. Mr. Bahmer asked for several dates because he is scheduling seven of these meetings. The appropriate action would be to identify the acceptable dates. The meeting could be held as a luncheon or dinner.

The board decided that a 5:30-7 p.m. dinner on Wednesday, October 17, board meeting day, was their first choice for this meeting. An October 23 luncheon was also a possibility.

Revised Schedule
for 12-13 Board
Monitoring
Reports

Dr. McFarland reported that moving two monitoring reports to a month later than past schedules will provide the opportunity for more input and more complete information. She recommended that the "12-13 CWC Board Meetings, Monitoring Reports, Community Dialogues, and Work Sessions" be revised as presented.

ACTION:

Mr. Phister moved that the “12-13 CWC Board Meetings, Monitoring Reports, Community Dialogues, and Work Sessions” be revised as presented. Dr. Crane seconded the motion. Motion carried.

November Work
Session

Dr. McFarland indicated that the 12-13 annual board calendar includes an annual retreat, one quarterly work session/retreat in January, and a budget study session in April. She suggested that the board consider adding a work session in November for the purpose of reviewing legislative issues and other topics as needed. She proposed that the work session be held on November 28 from 6-8 p.m. to study and review legislative issues. Legislative committee meetings start in December, and the session starts in January. The board will have at least one new trustee, and this could tie in with new trustee orientation.

Dr. Crane indicated that he was opposed to any extra meetings and suggested holding this work session in conjunction with the November 14 board meeting. Mr. Phister stated that if there is a pressing issue the work session should be scheduled, but otherwise he agreed with Dr. Crane. Mr. Welty indicated that he would need to see an agenda. The work session primarily relates to legislative issues. If there are issues that the college has, the board should be informed of those issues before the October 17 or October 23 meeting with legislators. Mr. Welty agreed that the discussion could be held prior to the November 14 board meeting.

Board Policy
Revisions

II.C.4.b. Treatment
of Staff

III.D. Acting
President

Dr. McFarland indicated that recent staff reorganization and title changes necessitate minor “clean up” changes to board policies. II.C.4.b.

Treatment of Staff proposed changes reflect the elimination of one administrative position and resulting administrative title changes; and III.D. Acting President proposes revisions to reflect new titles and positions resulting from the recent staff reorganization.

Dr. McFarland recommended that the board approve on first reading minor “clean up” changes to board policies II.C.4.b. Treatment of Staff and III.D. Acting President as proposed. If the board considers the changes to be minor, the board may choose to approve the proposed changes on “first and final” reading. She recommended that the board approve the proposed changes on first reading. The policies would then be taken to open forum and come back to the board for second reading in October.

ACTION:

Mr. Krebs moved to approve on first reading minor “clean up” changes to board policies II.C.4.b. Treatment of Staff and III.D. Acting President as proposed. Dr. Gose seconded the motion.

Dr. Crane indicated that he would agree to a second reading in October if there is no more elaboration. Mr. Phister stated that is important to take the policies through the process.

Chair Mills called for a vote on the motion currently on the floor. Motion carried.

Personnel

Human Resources
Board Report

The Human Resources Board Report for September 2012 included the following information:

Rustler Salute nominees included Pam Roberts, Budget Analyst. The next Rustler Spirit award recipient will be named in September.

Searches in progress/pending included Assistant Librarian/Coordinator for Testing Services; Instructional Technologist for Learning Spaces; Resident Life Coordinator; Workforce Training Coordinator; Workforce Development Instructor/Trainer Grant Funded; Workforce Specialist Half-time Grant Funded; Case Manager Second Wind Grant Funded; Campus Safety Coordinator; Maintenance Technician HVAC; and Payroll and Benefits Specialist.

Separations/transfers/requests for release from contract included Clint Acres, Maintenance Technician HVAC; and Ty Frohbieter, Resident Life Coordinator.

New hires/appointments included Cory Daly, Associate Vice President for Student Services; Kathy Wells, Dean for Health and Sciences; Stacey Stanek, Associate Professor Nursing/Assistant Director Nursing; Maygen Cassity, Instructor Communication; Matt Herr, Instructor Microcomputer Applications and Social Media; Josh House, Instructor Communication/Director of Forensics; Jason Ogg, Instructor Music/Director of Bands; Jeremy Nielsen, Instructor Film, Movies and Digital Content; Colleen Bartlett, Instructor Education; Andrew Schrock, Rodeo Coach; Nicole Pouget, Director of Library Services; Laura LeMasters, Administrative Assistant II Athletics & Student Life; Dee Ann Isenhardt, Accounting

Technician I CR/AR; Nicole Budge, Administrative Assistant II Jackson Outreach Center; Debbie Lively, Financial Aid Technician II; Kelleen Minor, Program Director Healthcare Solutions Grant; Matt Myers, Case Manager Second Wind Grant; Janet Webb, Case Manager Healthcare Solutions Grant; Mandy Tate, Case Manager Healthcare Solutions Grant; and Erick Dierking, Workforce Specialist.

Ms. Jennifer Rey, Executive Director for Human Resources, reported that since August 1, the college has hired 148 people. This number includes adjuncts, students, community education, and full-time employees. For 2011, the college issued 815 W2s.

Discussion/
Information Topics

Recapture/

Redistribution/

Enrollment

Growth Funding

Update

Mr. Granger reported that he will have the final figures to present to the board in October for recapture/redistribution and local funding. Presently it appears that the college may have a \$272,000 reduction in state funding for FY 13, but that amount will be offset by an increase in local funding and an addition to state funding of \$39,047 for the final recapture and redistribution for FY 2012. Enrollment growth funding of \$824,830 has been received and will cover this biennium.

Mr. Welty commented that the state of Wyoming has lost about \$700 million in Abandoned Mine Lands funding and asked if this will impact community colleges. Dr. McFarland replied that it can't help but impact the community colleges. Wyoming has cleaned up its mining sites and now has the ability to spend those monies wherever it chooses. It is a lot of money to make up and is yet another reason that the legislators are being conservative about the budget. State revenues appear to be coming back up a little bit. Many legislators and the Governor may still want to go up to an 8 percent cut or there may not be cuts as great as 8 percent, but the college is prepared either way.

Construction
Update

Mr. Granger reported that the steel on the Health and Science Center is 90 percent complete. The plan is that the building will be completely enclosed by the end of November except for windows. A national call for entries for public art has been issued by the Wyoming Arts Council for the Health and Science Center. Close to \$100,000 has been allocated for this project by the 1% for Art in Public Buildings legislation. Entries are due by November 30, 2012. The state has the final say on what art is used, but

several CWC staff members are on the committee which will review and make the final selections.

In regard to the Classroom Wing and Pro Tech remodels, Mr. Granger reported that the state hires the architect and contractors because it is a state of Wyoming capital construction project. Plan One/Architects from Cody has been hired as the architect for the project. CWC staff will meet with them over the next couple of months to finalize the plans for these projects. Much of the remodel is planned for the summer of 2013 so the disruption to students will be minimized.

Mr. Granger indicated that the biggest problem with the Lander Center project is finding a place to put the facility. It would cost the college more to retrofit a building than it would to build a new building. Chair Mills asked about the timeline for the project. Mr. Granger replied that the college has to start the project before the two-year period is over. He hopes to start in spring 2013.

Board Value of
Community
Building

Chair Mills asked board members to comment briefly on the board value of community building. These comments should address what community building means and how the board can demonstrate community building. Dr. Gose indicated that board policy defines community building as “expand lifelong learning opportunities through economic development and promoting and building partnerships.”

Mr. Welty indicated that he did not want to take time at a meeting to discuss these questions. Dr. Crane stated that he likes the definition, but he didn't have a lot of thoughts about it. Ms. Pedersen indicated that she didn't have any good comments or contributions. Chair Mills stated that community building could include highlighting a different program every month with an article and student interviews. Knowing where CWC's graduates are working is important. Local graduates from her tribe are acknowledged in the *Wind River News*. It is important to know what the college's students are doing and how they are using their education. Mr. Krebs indicated that economic development includes partnering with local entities such as hospice and the nursing program. Dr. Gose stated that the two local hospitals train the college's nurses. They contribute to the local economy and local society. Encana and the EHS program is another example. WPBS is also an example of community building because it is a marvelous teaching tool and a learning experience. The partnership between NOLS and the college is a form of lifelong learning. Mr. Phister

indicated that he was impressed with what the college does in a community contribution standpoint. The college has a responsibility to continue to expand workforce development in order to provide an educated workforce and to build individuals within the community.

REPORTS:

President's Report Dr. McFarland included the following information in her report:

A. Campus news.

1. Fall semester is in full swing, with a whole new flock of students to serve, 190 of whom attended New Student Orientation August 29-31. The August 30 Fall Convocation, with keynote speaker Native American Olympic gold medalist, Billy Mills, bringing down the house to a packed audience including new college students, faculty in academic regalia, and several hundred high school and middle school students, received rave reviews.

Regular fall classes began on September 4 (right after Labor Day weekend). Despite an initial beginning enrollment decline, additional enrollments in workforce training and dual/concurrent enrollment are expected to bring enrollment up to nearly recent historically high enrollment levels. Even though the Health and Science Center has caused some disruption in traffic flows to the front of campus, everyone seems excited about the college's growth and potential.

Staff reorganization is taking root, and some exciting new ideas and interdepartmental interactions are emerging. There are 14 new employees, too, with more yet to be hired, many of whom will be associated with big new job training grants written by Lynne McAuliffe. CWC is a college on the move, with many changes in the works.

2. Outreach news. At the CWC Jackson campus, CWC Hospitality Management/Culinary Arts Director, Amy Madera, has been scrambling to find a commercial teaching kitchen for CWC's growing culinary arts program, after Four Seasons Resort could no longer accommodate the college's program. After talks with other hotels failed to yield results, the Jackson Elks Lodge offered its

commercial kitchen for CWC's use, thanks to Amy's persistent and tireless efforts.

Momentum is building for expansion of facilities in Jackson, with architect David Pfeifer scheduled to facilitate a follow up programming and facilities master planning session October 24-25, which will come to the CWC Board as an addendum to the CWC Master Plan, which the board approved in July. The college should be well-positioned to request legislative planning funding to flesh out CWC's facility needs in Jackson.

3. Loan default update. The promised update on CWC's high student loan default will come to the board in October.
 4. CWC 11-12 Annual Report. For the first time ever, CWC's annual report is available online at <http://www.cwc.edu/report>.
- B. WCCC (College Commission) happenings. On the state level, various staff members have been working with College Commission councils to:
- revise capital construction criteria for approving and prioritizing college capital constructions requests;
 - develop common data sets for producing the growing number of state reports and eventually for use in a statewide longitudinal data system;
 - prepare for full participation in the national "Complete College America" efforts;
 - provide input into the College Commission strategic plan update, including attendance at the September 17 College Commission Strategic Planning meeting in Casper; and
 - create accurate and meaningful data to support legislative requests.
- C. Update on state budget situation. Included in the board packet are two articles on the impending legislative 8% state aid budget cut for FY14, which CWC accounted for in the FY13 and FY14 budgets approved by the board in July. Although state revenues are improving, the funding situation is still in flux, leading the Governor to anticipate holding to the 8% cut just to be prepared (and to control government spending for projected future declines), though cuts could possibly be less. In any case, CWC is well prepared.

D. News from sister colleges. Western Wyoming Community College has lost its National League for Nursing (NLN) accreditation for its ADN (Associate Degree Nursing) program, articles about which have been included in the board packet. Also included is an article about the loss of NLN accreditation by a college in New Mexico. Other articles about sister colleges in Wyoming and throughout the nation were included in a separate packet with the board packet.

Dr. McFarland reported that a WCCC strategic planning session was held on September 17 and was primarily focused on completion and on what is required in the state's interests with regard to developing an educated citizenry. This session dovetailed perfectly with the trustees' summit the next day.

Mr. Curtis Condie, Men's Basketball Coach/Sports Information Director, reported on his students' experience with summer boot camp which was held in mid-July. Three of his students participated in the session, which offered remedial classes. The families of these young men were very thankful.

Mr. Welty noted that he was astounded that Western Wyoming Community College lost its nursing accreditation. He asked how that happened and about the repercussions for them and for the rest of the community colleges. Dr. McFarland replied that many health care facilities and institutions will not consider hiring or accepting graduates that are not from a fully accredited National League for Nursing (NLN) program. NLN provides several warnings at regular accreditation site visits before accreditation is pulled. It would be unusual if not unlikely to lose accreditation based on only one criterion such as faculty qualifications. Generally the loss is associated with other issues such as student performance or clinical settings. Loss of accreditation does not occur without notice. Those who lost the most are the students in that program, particularly because they were not promptly informed of the possibility of loss of accreditation. Western was notified in March. Students did not receive notification until two months after graduation. It is a good wake-up call for all of the colleges. The colleges have an obligation to the students in their programs. In the past, CWC had to eliminate the physical therapy assistant program, and students were given ample notice. Dr. McFarland will ask the Dean for Health and Sciences, Kathy Wells, to attend the next meeting to give a brief update. Mr. Welty asked what effect this has on the people who have already graduated prior

to Western losing its accreditation. Dr. McFarland replied that it would not affect them directly.

NEXT 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 17, beginning at 6:30 p.m. in the Wind River Room (ITECC 116) of the Intertribal Center.

Agenda items for the next regular meeting include:

1. 12-13- Institutional Strategic Priorities
2. Planning and Institutional Effectiveness Monitoring Report
3. Physical Plant/Facilities Monitoring Report
4. Construction Update
5. Loan Default Prevention Plan Update
6. UW Presentation on Wy INBRE

CWC Foundation

The CWC Foundation met on September 13.

Association of Community College Trustees

The next ACCT event is the Annual Congress which will be held October 10-13 in Boston, Massachusetts.

Trustees Phister and Krebs attended the ACCT Governance Leadership Institute August 1-3, 2012, in Washington, D.C. Mr. Phister indicated that this was the second time he has attended this type of conference, and it was as valuable as any meeting he has ever attended. It was a great opportunity for trustees to talk about issues and ask questions. It was a gauge for what the college is doing and what it is doing well. It made him feel fortunate to live in Wyoming and to feel good that the college is moving in the right direction. CWC is well-established in Fremont County.

Wyoming Association of Community College Trustees

The WACCT met on August 1 in Douglas. Ms. Pedersen reported that WACCT Executive Director Steve Bahmer is working on getting a presence in Cheyenne. They did not have a quorum, so no decisions were made. Mr. Bahmer is looking at a house that could be used as an office.

The next meeting of the WACCT will be held in conjunction with the October 19 meeting of the WCCC at Northwest College in Powell. Ms. Pedersen will attend this meeting

The second annual Wyoming Summit on Community Colleges was held on September 18 in Casper. Ms. Pedersen complimented the staff members at CWC who were at the meeting. They were very professional. Martha Davey made an excellent presentation. The college can benefit from some of the suggestions from the College America people. Dr. Gose noted that the whole concept of the Summit was completion. What correlates with completion is structure, and less choice is better. Students need a degree path, and once the degree path is determined, that is what the student follows. A strong predictor of not completing is not going to college right after high school. This was an excellent meeting which was well done.

Chair Mills noted that completion is what is needed to have successful students. Dr. McFarland reported that a number of legislators were at the Summit, and their presence was felt. Interest in this event will increase as time goes on.

Wyoming
Community College
Commission

The next meeting of the WCCC is scheduled for October 19 at Northwest College in Powell.

CWC BOCHES

The next regular meeting of the CWC BOCHES for March 11, 2013.

Teton County
BOCES

The Teton County BOCES met on September 18, 2012. Mr. Phister indicated that he had nothing to report. Jackie Meeker was well-prepared.

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 Mills adjourned the meeting at 9:17 p.m.

Secretary

APPROVAL:

Chair