

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, March 18, 2009, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills Colton Crane Roger Gose Frank Welty III	Scott Phister Charlie Krebs Judy Pedersen
<u>Administration:</u>	Jo Anne McFarland Dane Graham J.D. Rottweiler	Mohammed Waheed Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Martha Davey Sonja Fairfield Carolyn Aanestad Mohammed Waheed Wendy Davis John Wood	Charlotte Donelson Keith Domke Beth Gray Ruby Calvert Mark Nordeen

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 6:38 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.

Chair Phister announced that the meeting was preceded by a 5:30 p.m. board executive session which was held per a formal motion at the board's last regular meeting on February 24, 2009, and in compliance with Wyoming Public Meetings law. Topics included personnel, including the president's contract and other personnel issues.

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.

APPROVAL OF  
AGENDA:

Dr. McFarland indicated that she would be asking for action on item VIII.  
B. FY 10 Budget Prognosis.

**ACTION:**

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

STUDENT,  
EMPLOYEE  
ASSOCIATION,  
AND WYOMING  
PBS REPORTS:

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

Student Senate

Ms. Beth Gray indicated that Mr. Curt Galitz, Student Senate President,  
was on spring break. She reported that on March 10, C.L. Lindsey spoke  
to students in the Arts Center Theatre on Internet issues, and it was a very  
successful presentation.

Mr. Galitz submitted a written report which included information that the  
Senate's main upcoming event is Spring Fling which will include a James  
Bond Casino Night, a hypnotist, and many other fun activities. The Senate  
is looking into purchasing another arcade game. Discussions have been  
held about having a highway cleanup and a campus cleanup toward the  
end of March or in early April. The Senate is also discussing how CWC  
can become more environmentally friendly. Ideas include adding more  
recycle bins and increasing the variety of recyclable items. At the Senate's  
March 6 meeting, it was decided that the Senate will support removing the  
cap on student activity fees.

Classified Staff  
Association

Ms. Sonja Fairfield, President of the Classified Staff Association,  
indicated that she had nothing to add to her written report which included  
information that Retha Reinke and Sonja Fairfield participated in the  
Souper Bowl luncheon by bringing food for the event. Retha Reinke took  
first place for her Circle Quilt in the Celebration of Creativity competition.  
Judy Hubbard taught a recycling class on crocheting rugs using T-shirts.

The Faculty

Ms. Beth Gray, President of The Faculty, indicated that Lonnie Slack did a  
poster for the rodeo team, which she passed around for the board to see.  
She also distributed an article and information on Nita Kehoe's artwork.  
Angel Sparkman is helping to host Aliza Sherman on campus on March  
30. Ms. Sherman will be making a presentation on using social media  
tools to market a business and to publicize events. Ms. Gray distributed  
information to the board on this presentation.

Ms. Gray submitted a written report which included information that the nursing program received a federal appropriation for the purchase of simulation equipment for the Virtual Medical Skills Simulation Lab. Eric Heiser was recently reappointed to serve on a nationally appointed committee for Community and Economic Development. Jeff Hosking reported that on March 3, twelve Wyoming Game and Fish wardens visited the Rural Justice Training Center which is still in process of being remodeled. Matt Flint has accepted an offer for artist representation with Veilleux Fine Arts in Santa Fe, New Mexico. Darran Wells reported that enrollment in the outdoor degree program has doubled over the last two years. Angel Sparkman has been working with the Rodeo Marketing class this semester on several projects. Bill Hitt reported that the United States Fire Administration, National Fire Academy, has added CWC to their list of accredited higher education institutions offering an Associate's Degree. Nita Kehoe currently has a solo exhibition of her paintings and sculpture at LCCC until March 26. Dr. Jewel Dirks has been invited to attend a conference at the University of Colorado. Markus Urbanik and his ceramics students raised over \$5,000 to attend the National Conference for the Education of Ceramic Arts in Phoenix, Arizona, April 8-12. Jane Warren volunteered to help with Wyoming Public Television's fund-raising campaign during the first week of March.

Professional  
Personnel  
Association

Ms. Carolyn Aanestad, Vice President of the Professional Personnel Association, reported that Pulitzer prize-winning author N. Scott Momaday will be visiting the CWC campus on Thursday, April 2. He will visit with students in the afternoon and then make a public presentation that evening in the Arts Center Theatre. On Friday, April 3, he will make presentations at several reservation schools, and an honoring feast will be held for him that evening in Fort Washakie.

Ms. Carol Deering, President of the Professional Personnel Association, submitted a written report which included information that the Professional Personnel Association raised \$707 during the annual Souper Bowl lunch on February 13. A \$2,000 grant was received from the Wyoming Humanities Council for the Scott Momaday visit. Ruby Calvert, Jennifer Amend, and Penny Hotovec honored seven outstanding home child-care providers from Wyoming on February 3. Jason Harris reported that CWC is now a designated school for participation in Student Aid BC (British Columbia). Patty Trautman played an active role in organizing the Equity Initiatives during the recent "Don't Fence Me In" campaign. Bev Koerwitz reported that a CWC distance education student

has been awarded a \$2,000 Women's Opportunity Award by the Cody Soroptimist Club. Lance Goede coordinated the 2009 Wyoming College Counselor Retreat at the Sinks Canyon Center February 28-March 1. Jo Anne Slingerland, Garry Trautman, and Mark Harris took eleven GEAR UP students from Ft. Washakie Charter School to the University of Wyoming on March 4.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, reported that March pledge is finished, and it was significantly down from last year. Many states have signed the Satellite Home Viewer Extension and Reauthorization Act letter. The next step is to get the actual language that will be incorporated into the bill which has to pass by December. One of the high priorities right now is engineering in Jackson. The engineers are up there and are staying until the problem is fixed.

Ms. Calvert submitted a written report which included information on administrative, promotions, engineering, programming/production, and development activities at Wyoming PBS. The next national PBS Board meeting will be in Washington, D.C., March 29-31. The Wyoming PBS Advisory Council will meet sometime in late March to review budget plans and potential cuts. The analog shutdown was completed on February 17. WPBS is now operating with three DTV full service transmitters. A banner ad is being run on the website to advise viewers of the most common problems with switching to digital and how to resolve them. Current membership is 4,379.

CONSENT  
AGENDA:

Board Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the February 24, 2009, regular meeting; the acceptance of bills for February 2009; the board travel budget; and the Adjunct Faculty Appreciation Week Proclamation.

**ACTION:**

Dr. Gose moved to approve the consent agenda as presented. Mr. Welty 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 \$1,361,635.81 for the month of February 2009: Operations in the amount of \$1,675,135.85; Student Grants and Loans in the amount of \$873,472.71; and Bank Transfers in the amount of \$800,368.90 for a grand total of all payments in the amount of \$3,348,977.46.

UNFINISHED

BUSINESS:

Acceptance of  
February 2009  
Community/  
Partnership  
Monitoring Report

Dr. McFarland explained that formal acceptance of the February 2009 Community/Partnership Monitoring Report was inadvertently not done at the last meeting. She recommended that the board accept the February 2009 Community/Partnership Monitoring Report as presented to the board.

**ACTION:**

Mr. Krebs moved to accept the February 2009 Community/Partnership Monitoring Report as presented to the board. Ms. Mills seconded the motion. Motion carried.

NEW BUSINESS:

Legislative Update  
State

Dr. McFarland stated that the Legislature has given the Governor broad and sweeping authority to issue a directive on budget cuts which could happen at any time, even during the fiscal year. The board needs to be aware that the Governor has that authority in order to balance the state budget. Dr. McFarland indicated that this item was presented for information only with no board action required.

Federal

Dr. McFarland reported that the federal economic outlook is uncertain, and it is questionable whether or not the federal economic stimulus funding will apply to CWC's Allied Health and Trades building project. The good news is that Pell Grant funding has been increased, and CWC has received unofficial notification of a federal award of \$618,000 for CWC's Virtual Medical Skills Training Center. Dr. McFarland explained that this item was presented for information only with no board action needed.

FY 10 Budget  
Prognosis

Dr. McFarland asked the board to remember that Governor Freudenthal sent out a letter on February 12 that has been provided in a prior board meeting packet. In this letter, the Governor essentially directed state agency directors to provide specific strategies for reductions of 5% and 10% to FY 2010 general fund authorized budget levels no later than May 5. Such cuts will affect FY 10 and likely will be continued through the upcoming 2011-2012 biennium. She asked the board to consider authorizing the board chair to write a letter to the Governor in response to a comment that Governor Freudenthal made in his February 12 letter which says "while it may not be possible, in these areas, to suggest potential adjustments in the near term, it is certainly appropriate to do so for the 2011-2012 Biennium and beyond." Dr. McFarland provided a draft letter which was included in the board's folders for the meeting. Ms.

Pedersen asked if the letter might be viewed as being too whiny. Dr. McFarland responded that the Governor's letter invites a response because he is saying it may not be possible in these areas to take cuts in the near term. The purpose of the letter would be to say that the college stands ready and willing to make whatever cuts the Governor directs and to give some information about the effect of those cuts at a time when the college is experiencing substantial enrollment growth and expecting additional substantial growth because of the economic downturn. The letter points out that the level of cuts matters. It shows that a 5% cut done strategically will have a negative impact but is manageable. On the other hand, a 10% cut would be more devastating, but even more devastating would be to have to make these cuts after the fiscal year begins. If a 10% cut has to be made in the middle of a fiscal year, it constitutes a 20% cut. This would be disruptive to students, staff, and the communities and businesses served by the college. Dr. McFarland believes that the college has an obligation to send this letter. It is in direct response to the Governor's letter, and it provides information on the level and timing of the cuts.

Mr. Welty suggested taking out the word "first" in the second paragraph, because there is no "second." Dr. McFarland agreed to make this change.

**ACTION:**

Mr. Krebs moved to authorize the board chair to send a letter to Governor Freudenthal with the change as noted. Dr. Crane seconded the motion. Motion carried.

Mr. Nielson stated that the FY 10 budget is being prepared consistent with the Governor's message. He referred to a spreadsheet prepared by the WCCC staff showing that the college block grants will need to be cut \$4,663,749 to achieve a \$5,221,868 overall cut. If other state allocations have a greater proportional cut, the WCCC staff estimates that the block grant cut could be \$3,779,244, or 4.05%. Also included is the latest estimate by the WCCC staff showing the cuts each college would have to make next year based on the proportion of FTE among the seven community colleges. CWC would receive \$333,921 less in state funding for next year. Given the uncertain climate in which next year's budget will be prepared, Mr. Nielson proposed that the FY 2010 budget be prepared with a reduction in state funding of \$333,921. The plan is to set back an incentive fund to meet the 5% budget reduction request and go through strategic planning to try to meet the 10% budget reduction request.

Renewal of  
BOCHES 1/2 Mill  
Levy through  
FY 11

Mr. Nielson stated that in order to levy the 1/2 mill for the CWC BOCHES, the college is required to advertise a public hearing 30 days before the hearing. His recommendation was for the CWC board to ask the administration to issue the required notice of intent so that the public hearing for the CWC BOCHES 1/2 mill levy will be held in conjunction with the board meeting on April 29, 2009. The CWC BOCHES Board recommended the levy of the full 1/2 mill since assessed valuation and associated tax collections in Fremont County are so volatile. Two years ago the assessed valuation was \$1.4 billion, and this year it is \$850 million.

Ms. Pedersen stated that it looks like the CWC BOCHES is doing a really good job. They are contacting and helping a large number of students. Dr. Rottweiler indicated that the next action item will be for the board to ratify the CWC BOCHES budget. The CWC BOCHES takes final action on this budget in June after ratification by all the partners. The BOCHES Board discussed lowering the millage, but the decision was made to continue with the 1/2 mill. A surplus from the 1/2 mill was created, and this was used this year to balance the budget. The request is to levy the 1/2 mill for two years which allows the CWC BOCHES Board to continue with planning.

Dr. McFarland recommended that the board issue its notice of intent to levy a one-half mill within Fremont County Community College District as authorized by Wyoming Statute 21-20-110(h) for up to two years to maintain cooperative post secondary educational programs through authorizing the administration to place the proposed advertisement included in the board meeting packet for an April 29, 2009, public hearing with board action to immediately follow the public hearing.

**ACTION:**

Ms. Mills moved to issue a notice of intent to levy a one-half mill within Fremont County Community College District as authorized by Wyoming Statute 21-20-110(h) for up to two years to maintain cooperative post secondary educational programs through authorizing the administration to place the proposed advertisement included in the board meeting packet for an April 29, 2009, public hearing with board action to immediately follow the public hearing. Ms. Pedersen seconded the motion.

Mr. Welty asked about the April 29 board meeting date, since this change in meeting date had not yet been approved by the board. Mr. Nielson explained that the hearing must be advertised 30 days in advance. The

CWC BOCHES is part of the overall budget so it needs to be approved in advance. Chair Phister noted that the board would be approving the change of meeting date to April 29 later in the meeting.

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

CWC BOCHES  
Fiscal Year 2010  
Budget Ratification

Dr. McFarland recommended that the board ratify the proposed Fiscal Year 2010 CWC BOCHES Budget as presented.

**ACTION:**

Ms. Pedersen moved to ratify the proposed Fiscal Year 2010 CWC BOCHES Budget as presented. Ms. Mills seconded the motion. Motion carried.

09-10 Student  
Activity Fees  
Change

Mr. Nielson recommended that the cap be removed for activity fees, which are not a part of general fees. Activity fees are currently assessed on the credits taken by a student up to 12. This cap applies to Athletics, Activities, Life Enhancement, and Intramurals/Fitness Center. It is estimated that if the cap is removed that revenues will be increased by \$31,180 based on FY 2009 enrollment. Activity fees are used to expand activities and intramurals as well as to keep extended hours and services in the Fitness Center. Part of these fees may pay part of the Director's position. This change is discussed in the Student Senate report to the board this month. They understand that the money is needed to keep providing activities for students.

Dr. McFarland recommended that the board approve the removal of the 12-credit cap on activity fees, effective Fall 2009.

**ACTION:**

Dr. Gose moved to approve the removal of the 12-credit cap on activity fees, effective Fall 2009. Mr. Krebs seconded the motion. Motion carried.

Natural Gas  
Supplier

Mr. Nielson reported that for the upcoming year, Seminole Energy Services is offering the same contract pricing options as this year but increasing the adder from 3.75 to 4.00 cents per therm. This year the college locked in 25 percent of monthly historical average usage at a rate of \$1.00 per therm for the three winter months, and the remaining natural gas was purchased at the first of month CIG market rate plus 3.75 cents. He recommended that the college continue to purchase from Seminole Energy Services with an adder of \$.04/therm added to either the first of

month posted index or at a fixed price based on futures rates posted as part of the CIG index. This will allow the college the flexibility to track market changes and prices and to select a mix to meet college needs.

Dr. McFarland recommended that the board approve continuing to purchase natural gas from Seminole Energy Services for the upcoming year with an adder of \$0.04/therm added to either the first of month posted index or at a fixed price based on future rates posted as part of the CIG index.

**ACTION:**

Mr. Krebs moved to continue to purchase natural gas from Seminole Energy Services for the upcoming year with an adder of \$0.04/therm added to either the first of month posted index or at a fixed price based on future rates posted as part of the CIG index. Dr. Crane seconded the motion. Motion carried.

Personnel

09-10 Faculty/  
Professional  
Letters of Intent  
For Continuing  
Contract  
Employees

Dr. McFarland indicated that no initial continuing contracts were being recommended for FY 10. This has nothing to do with the merits of any faculty or professional members who are eligible and is a function of a very uncertain economy and budget climate.

Dr. McFarland recommended the following individuals for subsequent continuing contracts in 2009-2010:

Dudley Cole, Associate Professor Automotive and Welding  
Sharon Dalton, Instructor Music  
Jewel Dirks, Associate Professor Psychology  
Benjamin Evans, Professor English  
Valerie Harris, Associate Professor Mathematics  
Princess Killebrew, Professor Education  
Wayne Montgomery, Assistant Professor Human Services  
Stacey Stanek, Assistant Professor Nursing  
Jane Warren, Assistant Professor Communications  
Tara Womack, Assistant Professor Biology  
Carolyn Aanestad, Public Information Officer  
Kirk Clark, Maintenance Supervisor  
Pieter Crow, Senior Technician Administrative Computing  
Lonny Fairfield, Wyoming PBS Network Operations Technician  
Joel Kindle, Wyoming PBS Master Control Supervisor  
Kyle Nicholoff, Wyoming PBS Production Services Manager

Richard Smith, Rodeo Coach  
RoJean Thayer, Publications Coordinator

Dr. McFarland stated that the paperwork on a few more individuals has not yet been processed, and these may be presented for approval at the next board meeting.

**ACTION:**

Mr. Krebs moved to approve the subsequent continuing contract recommendations as made by the president. Ms. Mills seconded the motion. Motion carried.

Dr. McFarland advised the board that all contracts and all letters of employment including continuing contracts are issued subject to available funding. That terminology will be given much greater weight in the coming months and years.

Dr. Crane asked for a clarification of the initial continuing contract. Dr. McFarland explained that the initial continuing contract is the first continuing contract the individual would receive. Prior to that time, they would be on provisional contract status. According to policy, granting of an initial continuing contract is neither expected nor implied.

Request for  
Release from  
Contract

Dr. McFarland indicated that Executive Vice President for Academic Services Dr. J.D. Rottweiler has been offered and has accepted the position of President at Cochise College in Arizona. With deep regret and great appreciation for a job well done, Dr. McFarland recommended that the board accept Dr. Rottweiler's resignation and release from contract as Executive Vice President for Academic Services effective June 30, 2009, contingent upon final approval at the April 14 meeting of the governing board at Cochise College.

**ACTION:**

Mr. Krebs moved to accept the resignation and release from contract from Dr. J.D. Rottweiler, Executive Vice President for Academic Services, effective June 30, 2009, contingent upon final approval at the April 14 meeting of the governing board at Cochise College. Dr. Crane seconded the motion.

Dr. Rottweiler stated that he appreciated the opportunity to come back to his home town, and it has been a wonderful seven years. It was a difficult decision to make, but he is excited about the new opportunity. He is

appreciative of Dr. McFarland's leadership and working with a premiere faculty and staff in community colleges. His selection as President of Cochise College is a great reflection on Dr. McFarland and this college.

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

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

The Human Resources Board Report for March included the following information:

The Rustler Spirit Award recipient will be named at the March 23 Open Forum.

Searches in progress/pending included Instructor Nursing Riverton; Instructor Nursing Jackson; Instructor Nursing Assistant; Instructor Equine Studies – Anticipated Opening; Instructor English – Anticipated Opening; Instructor Mathematics – Anticipated Opening; Instructor Accounting; Instructor Environmental Technician; Instructor Health and Safety; Instructor Welding – Anticipated Opening; Administrative Computing Specialist; Director of Library Services; Program Director Environment, Health and Safety; Director of Distance Education – Anticipated Opening; Workforce Training Coordinator; and Maintenance Technician HVAC/Bus Driver.

Resignations/terminations/retirements/requests for release from contract included Erika Fields, Human Resources Office Assistant; Sheila Newlin, ABE/GED Instructor; Bryce Roberts, Student Recruiter; Dr. J.D. Rottweiler, Executive Vice President for Academic Services; and Bridget Taylor, Student Recruiter.

New Hires/Appointments/Internal Transfers included Jason Whitten, Line Server/Food Services Assistant.

Change of April Board Meeting Date Dr. McFarland reported that the April 22 College Commission in Gillette conflicts with the April 22 board meeting. She requested that the board reschedule the April board meeting from April 22 to April 29 to avoid this scheduling conflict. The board study session is scheduled for April 15.

**ACTION:**

Dr. Gose moved to reschedule the April board meeting from April 22 to April 29. Mr. Krebs seconded the motion. Motion carried.

ACCEPTANCE OF  
MONITORING  
REPORTS:

Staff Profile and  
Salary Survey

Ms. Wendy Davis, Human Resources Officer, presented the 2009 Staff Profile and Salary Survey. She reported that CWC has 396 employees per month on average. Of these, 58 percent are female and 89 percent are white, non-Hispanic. There are 232 benefited employees with an average age of 47.6 years. In recruitment, CWC conducted 62 searches during the 2008 school year which included 8 faculty searches, 26 classified staff searches, and 28 professional/management searches. Searches were open for an average of 52 days each with 440 applications processed for all of the searches.

The average years of service for all benefited employees is 12.2 years. Thirty-five percent of faculty, 28 percent of classified staff, 67 percent of administration, and 40 percent of professional/management employees have ten or more years of service. The total percentage of turnover for FY 08 is 14.22, which is significantly below the national average. Ms. Davis pointed out that total compensation in March 2008 went over \$1 million and has been over \$1 million per month for the past 12 months. Overall, employees have seen a significant increase in compensation, which has had a very favorable impact on the comparison of faculty salaries with Mountain States. The Classified Staff is losing ground in comparison to other Wyoming community colleges. The Professional Staff is losing ground in the Mountain States comparator positions because this was the category of employees that received a 10 percent salary increase two years ago versus the other two groups which received much more. More positions have been added that have comparators for Professional Staff, and this gives more strength to that comparator number. For the Administration, the president's position is losing some ground in the Mountain States comparators. Nationwide, CWC is significantly less on average in administrative positions. As any positions in the administrative area are filled, no money will be saved when these individuals leave the institution.

Dr. Crane stated that some positions are local and do not compete with other colleges to be filled, so a more useful comparison would be positions

in the community. Ms. Davis indicated that for the Classified Staff, the goal is to include city, county, and school district employees, but she doesn't have any data at this point. Ms. Mills asked what nurses make. Ms. Davis replied that nursing faculty make about \$43,000 to \$55,000. This figure would be doubled for a nurse working at the hospital.

Dr. Rottweiler stated that nursing faculty members are brought in and trained, then other people want them who have flexibility in what they pay. It was found that an associate's prepared nurse who could not teach in the college's program was making more than the college's master's prepared nursing faculty. It is a continual struggle to keep nursing faculty. There are three openings now, and this is a concern. Consideration is being given to reducing the number of students the college can educate, as well as creative ways to market these positions.

Dr. Gose asked who will be here to teach the nursing students if the college should be so fortunate as to receive funding for the Allied Health and Science Center. The college needs to gear up for that possibility. Dr. McFarland replied that next month there will be a recommendation for impact pay for nursing faculty. The Allied Health and Science Center could be a great attraction for nursing faculty. The college's current facilities are makeshift and cramped. The college does very well in spite of its facilities, but they don't work to enhance the program and to attract faculty.

Ms. Pedersen asked how much nurses are making at the hospital. Dr. Rottweiler replied that they are making \$80,000 for 12 months. These are master's prepared and senior nurses. The college will always see nursing faculty turnover. Some are ready to be instructors, and some are ready to be caregivers. The number of nursing students being educated has not been reduced despite missing three colleagues. Impact pay and signing bonuses are being discussed. Dr. Gose indicated that the hospital is interested and supportive of helping CWC to recruit nursing instructors. They could be of some benefit.

Dr. McFarland recommended that the board accept the Staff Profile and Salary Survey Monitoring Report as presented.

**ACTION:**

Ms. Mills moved to accept the Staff Profile and Salary Survey Monitoring Report as presented. Mr. Krebs seconded the motion. Motion carried.

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

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. CWC student Brittany Barlow, daughter of Steve and Brenda Barlow, has been selected to receive national scholarship recognition by Phi Theta Kappa at the April 4-7 AACCC (American Association of Community Colleges) Conference in Phoenix, Arizona. As part of the All-USA Academic Team competition, Brittany Barlow was named a 2009 New Century Scholar for the State of Wyoming as the highest-scoring student in the state. Her 2009 New Century Scholar recognition comes with a \$2,000 scholarship stipend. In addition, Ms. Barlow also has been selected as a 2009 Coca-Cola Silver Scholar, which includes a silver medallion and a check for \$1,250. She will be featured in the April 6 issue of *USA Today*.
2. Recent selected external events and meetings of the president include:
  - a. Tues., Feb. 24 - Riverton Rotary Board meeting
  - b. Wed., Feb. 25 - KVOW "Chit Chat"
  - c. Thurs., Feb. 26 - Professional Teaching Standards Board meeting (Cheyenne)
  - d. Fri., Feb. 27 - Executive Council conference call
  - e. Mon., Mar. 2-Wed., Mar. 4 - MPR Strategic Planning Site Visit
  - f. Sat., Mar. 7 - CWC Rodeo Booster Banquet
  - g. Mon., Mar. 9 - Presidents Council teleconference
  - h. Tues., Mar. 10 - Riverton Rotary
  - i. Thurs., Mar. 12 - Riverton Memorial Hospital Board meeting
  - j. Thurs., Mar. 12 - CWC Foundation Board meeting
3. Articles about CWC and its sister colleges at the state and national level were included under separate cover in the board meeting packet.

Vice President for  
Administrative  
Services

Mr. Jay Nielson, Vice President for Administrative Services, presented an update on the Intertribal Center. He reported that qualifications for serving as a construction manager have been received from twelve firms who are from the local Riverton area, Wyoming, Colorado, and Utah. A program management firm has been hired to help with the contracts. Four individuals will review the applications, and on-site interviews will be conducted. A recommendation will be brought to the board on April 15,

and construction will begin in July. As a new board member, Ms. Pedersen asked for previous information on the Intertribal Center such as floor plans and funding information. Mr. Nielson agreed to put an Intertribal Center information package together for Ms. Pedersen, Mr. Welty, and Dr. Crane prior to the April 15 special meeting and study session.

Vice President for Student Services

Dr. Mohammed Waheed, Vice President for Student Services, reported that after record enrollment in Fall 2008 with over a 10 percent FTE increase, record enrollment is also being seen for spring. Spring enrollment is the highest ever for a spring semester and is 5.79 percent higher than Spring 2008.

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, April 29, beginning at 6:30 p.m. in SC 103.

Agenda items for the regular meeting include:

1. Budget Monitoring Report
2. FY 10 Preliminary Budget Adoption
3. 10-11 Scholarship Package
4. Perkins Grant Authorization
5. Developmental Education Follow Up

**ACTION:**

Mr. Krebs moved to hold an executive session on April 29, 2009, at 5:30 p.m. in the Student Center Conference Room #SC100, to discuss personnel. Dr. Crane seconded the motion. Motion carried.

A special board meeting and study session will be held on Wednesday, April 15, from 6-8 p.m. in SC 103. The special meeting business will be to Approve RFP for Construction Manager. Immediately following the special meeting, the board will conduct a study session, at which no action will be taken. Topics for the study session are FY 10 Salaries and Benefits and FY 10 Operations Budget.

CWC Foundation

The CWC Foundation met on Thursday, March 12, on the CWC campus. Mr. Welty reported that Foundation board members are wrestling with the financial bad circumstances and how to meet obligations for scholarships. The Foundation has to make some drastic budget recommendations. The funds they are managing are under water. Mr. Graham has been doing a

good job by being out in the public. As soon as there is a turnaround, people will be coming in to donate money.

The annual retreat is scheduled for June 11-12, 2009, in Jackson.

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.

Wyoming  
Association of  
Community  
College Trustees

The next meeting of the WACCT will be held in conjunction with the April 22 meeting of the Wyoming Community College Commission at Gillette College. Dr. McFarland reported that it is her understanding that the April 22 WCCC meeting will start early in the morning. She is hoping that the ABE/GED issue will be on the agenda for the April meeting, and it probably wouldn't hurt to write another letter since nothing has been heard from the first letter. Ms. Mills and Mr. Krebs indicated that they would be attending this meeting. Mr. Krebs reported that the trustees will meet on April 21.

Wyoming  
Community College  
Commission

The next regular meeting of the WCCC will be held April 22 at Gillette College.

CWC BOCHES

The CWC BOCHES met on February 26. The next meeting of the CWC BOCHES is scheduled for June 24, at 7 p.m. in SC 103. Ms. Mills reported that Mr. Greg Jarvis is the CWC BOCHES Chair, Mr. Shane Sanderson is the Vice Chair, and Ms. Mills is the Clerk/Treasurer.

Teton County  
BOCES

The next meeting of the Teton County BOCES is scheduled for Tuesday, May 19, at 4 p.m. in the ICN room.

Other

Board members discussed the new configuration in the Arts Center Theatre. Mr. Nielson indicated that this configuration works for a lot of events, but more work will need to be done on code compliance if it is to be kept that way. Dr. McFarland stated that the theatre consultants recommended that this type of stage be retained. If it is kept, it is possible that the graduates will be seated on stage with the faculty. Chair Phister indicated that a letter was received regarding a sound issue in the Arts Center Theatre, and this situation is being investigated.

Dr. Crane stated that a photo was taken of the Wyoming congressional delegation with all of the board members from Wyoming who attended the

National Legislative Summit, but he hasn't seen it yet. Dr. McFarland indicated that this photo was taken by staffers and that she would follow up on it.

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

EVALUATION

OF MEETING: Board Chair Phister adjourned the meeting at 8:19 p.m.

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Secretary

APPROVAL:

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Chair