

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, April 27, 2005, in Room PTC 115/121 of the Professional Technical Center on the Central Wyoming College campus. Board Chair Deanna Crofts called the meeting to order at 6:35 p.m.

ATTENDANCE:

<u>Present:</u>	Deanna Crofts	Scott Phister
	Jim Matson	Joe Megeath
	Dennis Christensen	Caroline Mills
	Dallas Myers	
<u>Administration:</u>	Jo Anne McFarland	Mohammed Waheed
	J.D. Rottweiler	Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Lance Goede	Charlotte Donelson
	Martha Davey	Ben Evans
	Carolyn Aanestad	Robbalee Oleson
	Lisa Cunningham	Bob Connelly
	Lindy Paskett	Jason Harris
	Wendy Finch	Val Harris
	Cory Daly	Frank Berch
	Jacque Burns	Jackie Dorothy
	Bruce Tippetts	

WELCOME AND  
INTRODUCTION  
OF GUESTS:

Board Chair Crofts 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 indicated that an executive session was held before the meeting regarding negotiations with the president on her contract. This process will be ongoing through the May board meeting and will come forward for action at that time.

Board Chair Crofts noted that this is Adjunct Faculty Appreciation Week. She expressed her thanks to the Adjunct Faculty for sharing their talents with the students and the community.

APPROVAL OF  
AGENDA:

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

STUDENT,  
EMPLOYEE  
ASSOCIATION,  
WYOMING PUBLIC  
TELEVISION, AND  
CWC FOUNDATION  
REPORTS:

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

Student Senate

Ms. Robbalee Oleson, President of the Student Senate, reported that she would be available to answer any questions on the proposed women's volleyball program. Her written report included information on the spring blood drive, the purchase of student art exhibits for the student lounge area, the funding of equestrian program clinics, the funding of Phi Theta Kappa tassels for graduation, the recommendation of a proposal for renovation of the Fitness Center and the addition of a cardiovascular training room, and the approval of a new "Student Senate Standards of Conduct Agreement." Upcoming events include the summer senate elections, the spring theatre production, the spring music showcase concert, finals feed, Rustler Roundup Rodeo, and commencement.

Classified Staff  
Association

Ms. Lisa Cunningham, President of the Classified Staff Association, reported that this was her last official meeting and that Retha Reinke has been elected as the new president. Her written report included information on the classified staff recipient of the Rustler Spirit Award and the results of the classified staff officer elections.

The Faculty

Mr. Ben Evans, President of The Faculty, indicated that this was his last official meeting. In regard to faculty salaries, he stated that the board can't lose by investing in the faculty. His written report included information on activities of faculty members and comments on the proposed faculty salary schedule.

Board Chair Crofts noted that the Fremont County legislative delegation is owed a debt of gratitude for their work in getting more money for the college.

Professional  
Personnel  
Association

The written report from Mr. Jason Harris, President of the Professional Personnel Association, included information on the activities of the Professional Personnel staff members.

Wyoming Public  
Television Update

The written report from Mr. Dan Schiedel, General Manager of Wyoming Public Television, included information on development, engineering, programming/educational services/production, and administration.

CWC Foundation

The written report from Mr. Bruce Bynum, Foundation Chief Operating and Development Officer, included information on fund-raising efforts for the Intertribal Educational and Community Center and the state endowment challenge match. The CWC Foundation will be hosting the Lander Chamber after-hours event on May 19 at the Sinks Canyon Center.

Higher Learning  
Commission Self-  
Study Update

Ms. Martha Davey, Self-Study Director, provided an overview of the five criteria for institutional accreditation and the cross-cutting themes. At the May board meeting, Ms. Davey will present the challenges and recommendations for Criterion One and Criterion Two. At the June board meeting, Criterion Three and Criterion Four will be reviewed. At the July board meeting, Criterion Five will be presented. At the September board meeting, Ms. Davey will wrap up the whole process. She reviewed the information presented in a booklet from the Higher Learning Commission entitled "Institutional Accreditation: An Overview." Copies of the booklet were provided to the board members.

Dr. McFarland asked about the importance of this process to students. Ms. Davey indicated that if the college was not accredited, its students could not get financial aid. The college would lose all of its state funding. The college wants its courses to transfer and wants its diplomas to mean something. Dr. McFarland stated that it is important for the board to be prepared to hear about the accreditation process. At the September meeting, Dr. McFarland will conduct the session. The board is an integral part of the site visit. A four-member team will interview the board and will want to know if the members invest in and promote the college mission, if they are helping the college prepare for the future, if they are aware of their roles as trustees, if they are engaged in the community, if they conduct their business with integrity, and if they are engaged in their own learning and development as trustees.

Mr. Myers asked if the college can use the team's findings for improvement or if it is pass/fail. Ms. Davey indicated that the three levels are that the college meets the criteria, the college does not meet the criteria, or the college meets the criteria but could use improvement. The team has the opportunity to give the college suggestions, but the college must meet all five criteria in order to receive reaccreditation. If the college

agrees with the team's findings, it will ask that the report be sent to a reader's panel. If the college does not agree with the team's findings, it can ask for it to go through a review process.

COLLEGE  
ADVANCEMENT  
IN THE  
COMMUNITY:

This agenda item is included so that each trustee can report on the specific ways he or she has advanced the college in the community over the past month.

Mr. Phister reported that he has had multiple conversations with students and community members regarding the rodeo team and athletics in general, what people think of reintroducing roundball sports, and issues about the scholarship process.

Mr. Myers reported that he has talked to a lot of potential students. The diploma mills in Wyoming are becoming a serious issue, and students are becoming more educated about what college means. He has also had a lot of conversations with people about dual credit classes and the opportunities available through this college in dual credit. It has been very positive now that 80 percent of the college's mill levy will be used for dual credit.

Ms. Mills attended the WACCT meeting in Torrington March 17-18 and also the Fort Washakie school board meeting on April 12.

Dr. Megeath also attended the WACCT meeting and met the new executive director of the WCCC, Dr. Jim Rose. Dr. Megeath has been trying to find out what the Lander people think of roundball sports. He also attended the Lander school board meeting on April 12 and has been appointed to the state Merit Scholarship Committee. The first meeting will be held on May 25.

Mr. Matson attended the WACCT meeting in Torrington as well. He has also had lots of conversations with people downtown and on the golf course about the college. Most people are glad the college is being a watchdog. He knows that the quality is here at CWC, from custodian up to the president, and he appreciates this.

Board Chair Crofts also attended the WACCT meeting. She congratulated Mr. Myers for coming back to Riverton High School as an employee. On April 19, she attended the Ag Appreciation Banquet where CWC Trustee Dennis Christensen was named Fremont County Ag Man of the Year. She

attended the Higher Learning Commission conference in Chicago April 16-17. She learned what accreditation teams do and what they look at when on a site visit. She also learned that policy governance is important.

In regard to setting up a meeting with Senator Peck regarding the concerns with BOCHES versus the funding for BOCES, there will be no further meeting at this time. Senator Peck visited with Dr. McFarland and Vice President Rottweiler on April 12, and he will let us know if any further information is necessary.

ACCEPTANCE OF  
MONITORING  
REPORT:

Budget

Mr. Jay Nielson presented the Budget monitoring report. He explained that the administrative conclusion is that the proposed FY 06 budget meets board policy budget and planning standards. He reviewed the "Summary of Proposed College Budget Fiscal Year 2006 All Funds." In regard to the Optional Mill Levy Fund, Mr. Nielson reported that he has received a letter from the county treasurer regarding Burlington Resources contesting some of their assessed valuation. The college can expect this to impact it this year and possibly next year. The assessed valuation might be less, but could be more because of volume and prices. In regard to the August recapture money, quite an increase is projected.

The increase in the Auxiliary Fund relates to the Sinks Canyon Center, housing, and food service. The budget for WPTV has increased because the funds have been received for the build-out, and these funds will be brought forward to FY 06. In regard to Retirement of Indebtedness, the budget includes the payment for FY 06. Another payment will be made in FY 07, and the last payment will be made on July 1, 2008. Investment in Plant includes anticipated projects for which the college has received funding. The entire budget for all funds totals \$30,584,336.

Mr. Nielson reviewed the "Summary – Allocation of Resources." This includes \$526,881 in continuing funds and \$526,881 in one-time funds. Early retirement savings total \$62,810. Travel mileage reimbursement will be increased to the IRS rate of 40.5 cents per mile on July 1. The one-time requests include the Pro Tech Wing payment of \$36,000. Board Chair Crofts stated that the college doesn't anticipate any changes related to the current lease of the Pro Tech wing by BOCES unless notified. Mr. Nielson indicated that this is correct. The college has an MOU with

Fremont County BOCES for an annual payment of \$36,000, which is the rent or base payment. If BOCES does move, the college will have to make the payment. The MOU also provides for payment of defined operating expenses.

Mr. Nielson next reviewed the FY 06 Compensation Summary for Faculty, Management/Professional Staff, and Classified Staff. The emphasis is to compensate employees on market analysis and look at their scope of work and service as well as what they provide to the college by position. A model was developed which would compensate current employees and which would also recruit new employees.

Board Chair Crofts asked if the college is losing any employees to reduction in force. Dr. McFarland replied that some temporary positions will be lost, but no positions are being lost because of reduction in force.

Board Chair Crofts asked that board members take a moment to fill out the evaluation of the monitoring report.

CONSENT  
AGENDA:

Board Chair Crofts asked if there were any objections to the consent agenda which included the approval of minutes from the March 16, 2005, regular meeting; the acceptance of bills; and the board travel budget. The notes from the April 20, 2005, study session were provided for information only.

Mr. Christensen moved to approve the consent agenda items including the approval of minutes from the March 16, 2005, regular meeting; the acceptance of bills; and the board travel budget. Mr. Matson 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 \$918,498.16 for the month of March 2005: Operations in the amount of \$1,050,944.92; Student Grants and Loans in the amount of \$153,378.65; and Bank Transfers in the amount of \$564,998.77 for a grand total of all payments in the amount of \$1,769,322.34.

EXECUTIVE  
SESSION:

It was determined that an executive session was not necessary.

UNFINISHED

BUSINESS:

Acceptance of  
Reissued FY 04  
CWC and  
Wyoming Public  
Television Audits

Dr. McFarland stated that the FY 04 CWC and WPTV audits were presented to the board at its January 19, 2005, meeting. The audits were accepted at that time, but the board directed the administration to take action to ensure that the audits for the CWC Foundation and the Wyoming Public Television Foundation were completed as soon as possible. The board indicated its desire to have the qualification put on the college's audit removed, especially since the qualification came about because of action or inaction by boards over which the CWC board had no control. The audits have now been reissued and are unqualified.

Dr. McFarland recommended that the board accept the reissued Fiscal Year 2004 audits for CWC and Wyoming Public Television as presented.

Dr. Megeath moved to accept the reissued Fiscal Year 2004 audits for CWC and Wyoming Public Television as presented. Mr. Phister seconded the motion.

Board Chair Crofts asked what type of action will be taken in the future so that the CWC Foundation and Wyoming Public Television Foundation audits are completed in time to report them in the college's audit. Dr. McFarland replied that the difficulty is that the college audit can be qualified by component units over which the college has no control. The board has a representative on the CWC Foundation Board, but it does not have a representative on the WPTV Foundation Board. The college is now aware of some new standards with which it must comply. Just being aware will help the college keep track of where the component units are in terms of their audits. The board may wish to formally request a voting CWC trustee representative on the WPTV Foundation Board. Deadlines for the component audits will be tracked, and a timeframe will be developed.

Mr. Nielson stated that he has a meeting scheduled on May 25 with college auditor Gerry Marburger to discuss the schedule. Both foundations have said they will do an audit every year, and they will have their audits done well in advance of the college's audit.

Dr. Megeath stated that the trustees are responsible for the budget at this college. The only way this can be controlled is through good independent audits. Mr. Myers commented that since 54 percent of the college's

budget is restricted spending in grants, the college's accountability level is even greater.

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

Dr. McFarland indicated that the board may wish to request a voting CWC trustee representative on the WPTV Foundation Board. Mr. Myers asked how many members are on this board. Dr. McFarland did not know, but the members are appointed and are mainly from Fremont County at this time. The board has no real links to this organization. It makes a lot of sense for a foundation that supports an entity licensed by the college board to have more formal intercommunications by representation on that board. The WPTV Foundation competes with the college's own foundation in fund-raising. The college board should be aware of what an entity is doing for which it holds the license. The college board and the Wyoming Community College Commission approved the original establishment of the WPTV Foundation.

Dr. Megeath stated that at the next meeting he would like to hear more about the makeup of the WPTV Foundation Board and how often they meet. Dr. McFarland clarified that the board wants information on makeup, how members are appointed, by-laws, purpose, mission, and functioning of that group. Mr. Phister would like to know what their perception is of the relationship between the CWC Board and the WPTV Foundation Board. Dr. McFarland indicated that this had been previously discussed by the board. The board can request but not compel. The WPTV Foundation Board is a separate corporation with its own board.

**NEW BUSINESS:**

FY 06 Preliminary  
Budget Adoption

Dr. McFarland recommended that the board approve the proposed FY 06 Preliminary Budget as outlined in the "Summary of Proposed College Budget Fiscal Year 2006 All Funds" document.

Dr. Megeath moved to approve the proposed FY 06 Preliminary Budget on first reading as outlined in the "Summary of Proposed College Budget Fiscal Year 2006 All Funds" document. Mr. Myers seconded the motion.

Dr. McFarland noted that by statute, the final reading will occur on the third Wednesday in July.

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

06-07 Scholarship Package

Scholarship Committee Chair Val Harris presented the proposed 06-07 Scholarship Package. She indicated that the committee is recommending that the board approve the same amount as last year. Dr. Megeath asked how the same amount can be justified when there has been an increase in tuition. Dr. Waheed indicated that the request takes into account the 4 percent annual tuition increase and avoids the overaward factor. There was a slight decline in enrollment which allowed the committee to stay within the same budget. The history is that a certain percentage of students drop grades and scholarships, and a certain percentage do not qualify for second semester. The intent is to cap the overall budget at the same level as last year. Ms. Jacque Burns, Financial Aid Officer, explained that the current year high school graduate scholarships are the only ones that are tied to tuition. The others have a specific dollar amount.

Mr. Matson asked if the committee was being short-sighted about the athletic allocation for scholarships. Dr. Waheed replied that the committee is proposing different sources of funding for athletic scholarships. Pending approval of the women's volleyball program by the board, the Pepsi scholarships will be used for this program.

Dr. McFarland stated that the additional assistance from the college foundation makes a huge difference. The Foundation's commitment to the scholarship fund in 05-06 was increased by \$40,188 and is now at \$110,188. The college still has a great need for additional scholarship assistance. The scholarship package will not satisfy all of the college's scholarship needs.

Dr. McFarland recommended that the board approve the proposed 06-07 scholarship package.

Mr. Myers moved to approve the proposed 06-07 scholarship package. Dr. Megeath seconded the motion.

Board Chair Crofts stated that in regard to the Foundation's \$110,188 contribution, the board is very appreciative to the foundation director and CWC Foundation Board of Directors for their time and effort.

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

Proposed New  
A.A.S. Program in  
Construction Trades

Dr. McFarland indicated that the 04-05 Institutional Strategic Plan lists “instructional programs” as one of the college’s six “strategic planning issues.” Included under “competitive positioning” for instructional programs is the following statement: “Develop strong partnerships with businesses and trades to better prepare students for the workplace and promote economic development. The college will focus on being responsive to the shifting needs for specialized programs and workforce development.” In the 1970s CWC had a construction trades program, which was eliminated when the market demand for trained construction workers fell off in the area. The market demand for such skilled workers is once again on the upswing, and the proposed new program in Construction Trades answers that need.

Vice President Rottweiler stated that the construction trades program has been two years in the making. A lot of building is going on in the state of Wyoming which has created a great need for laborers and skills in the trades. This program request has been approved by the Academic Council and the Curriculum and Academic Policies Committee. Upon the approval by the Board of Trustees, the program proposal will be submitted to the Wyoming Community College Commission for final approval. The program is proposed to officially begin in the Fall of 2006. Discussions are underway with Habitat for Humanity with opportunities in Riverton, Lander, and on the reservation. Vice President Rottweiler recommended the approval of the proposed Construction Trades Program to officially begin in Fall 2006.

Dr. McFarland recommended that the board approve the proposed new Associate of Applied Science program in Construction Trades, for implementation in Fall 2006. Board approval is required at the associate degree level as is the case with the WCCC.

Dr. Megeath moved to approve the proposed new Associate of Applied Science program in Construction Trades, for implementation in Fall 2006. Ms. Mills seconded the motion. Motion carried.

Reintroduction of  
Women's  
Volleyball

Vice President Rottweiler indicated that the recommendation to reintroduce women's volleyball came from various sources. Over the last four or five years the reintroduction of athletics has come out as being important to many groups. It has been discussed in leadership team, management team, and open forum.

Dr. Waheed stated that the main interest has been in analyzing the enrollment patterns. It is projected that unless the college takes some action, its enrollments may decline 8 percent in the next five years. The college's spring enrollment is lagging behind last spring. Recruitment efforts need to be expanded, and the college needs to offer what students want. Almost 2/3 of the student body is under the age of 29, and the majority is under 25. The first question that is asked at recruiting fairs is what kind of activities the school has to offer. Basketball and volleyball at the club level were explored, but none of the other colleges do this. It is strongly recommended that the college invest in this program. It will have huge dividends and will increase interest and team spirit at the institution.

Ms. Robbalee Oleson, President of the Student Senate, stated that the student body was surveyed in November 2004, and 93 percent supported the reintroduction of intercollegiate athletics. Of the respondents, 78 percent voted to levy an additional \$1 per credit student fee to support the program, effective Fall 2005. The sample size was 250. Mr. Phister asked if there were any negative responses. Ms. Oleson replied that some objected to the fee because they would not be here when volleyball is implemented.

Vice President Rottweiler stated that the question of how to address the college's increasingly younger study body needs to be answered. At the board's community dialogue dinner with alumni, many expressed the opinion that some additional form of intercollegiate activity would provide unity to the school and community.

Dr. Waheed stated that the \$1 per credit fee would be instituted this year. If the proposal is approved, play would begin in Fall of 2006.

Dr. Megeath asked what other programs were considered besides women's volleyball and why this program came out on top. Vice President Rottweiler replied that intercollegiate soccer was considered, but only LCCC has this program. They also looked at the cost of travel and wanted to stay within the state and within the region. Women's volleyball came

out on top. Mr. Rottweiler received a petition signed by 67 students saying they wanted women's volleyball. He has received calls at home in strong support of women's volleyball. The college is losing a number of student athletes because it currently does not have this program.

Dr. Waheed indicated that a question on the student survey asked students what sports they would like to have at CWC. There were many answers, but the overall interest was in women's volleyball.

Dr. Megeath stated that he was getting the impression that a few thousand dollars here or there would make a tremendous difference in a program. If these kinds of resources are available, he asked what kind of programs would the college come up with to keep looking toward the future. Volleyball isn't a bad choice, but he sees more potential than this. Dr. Waheed replied that CWC provides a lot of services. Athletic activities which engage students and keep them interested are lacking. Women's volleyball will give an additional activity to students who live in the college's housing facilities. It makes for a well-rounded campus. These will be student-athletes, not athlete-students.

Mr. Matson has talked to people in the community who want athletics at the college. CWC has somewhat of an image as a "suitcase" college. Women's volleyball is a good program, and few dollars are involved at this time. He is in support of the program and believes in it. Mr. Phister asked if anything is being taken from another program. Vice President Rottweiler replied that no money has been taken from other areas, and there was no decrease in any operational budgets. One-third of the money will come from student support, one-third from institutional support, and one-third from the community and vendor scholarships.

Mr. Phister asked if this was the best opportunity to expand the college experience and if this was the best way to accomplish what it is the college is trying to do. Dr. Waheed responded that basketball would require refurbishment of the gym floor. Women's volleyball was the best choice. The team will play in the Wyoming community college conference, and competition is readily available. Dr. Waheed stated that this ties into one of the cross-cutting themes of the self-study which asks if the college is connected. Having some other activity will connect the college to the students and the community. Vice President Rottweiler pointed out that women's volleyball is easily the most feasible to do. All six of the state's sister colleges have intercollegiate women's volleyball programs.

Mr. Myers stated that it is hard to put a value on extracurricular activities. He has a difficult time understanding how recruiting a 12-member volleyball team will affect an 8 percent decrease in enrollment. Dr. Waheed responded that Casper College has shown how effective this kind of recruitment can be. One student brings a friend, and the program generates interest in the traditional age population. Mr. Myers asked if the funding is for the initiation of the program or is it for the long haul. Vice President Rottweiler replied that at some point the college is going to have to do something with the gym regardless of whether or not the program is approved. There is strong community support to do this. Mr. Myers stated that eventually the college would want the program to be competitive and would need more resources. It can't just be dropped when it gets to be too much to handle.

Ms. Mills asked if admission to the games will be charged to support the program. Vice President Rottweiler indicated that this will be discussed in the planning year. The college can be competitive with local athletes, and this could not be done with men's basketball. Women's volleyball athletes are the easiest to manage. Mr. Christensen stated that he was a board member when those programs were eliminated 15 years ago. The argument was the opposite then. In terms of the overall development of a student, athletics are very important. He is not opposed to it. CWC is in the minority when it comes to not having an athletic program. It did not hurt the college the last 15 years, but it may now.

Ms. Lindy Paskett, speaking as a Student Senate Advisor, stated that in club soccer many students came out to watch. A self-appointed group of cheerleaders brought other students and friends. A non-traditional student played on the team. A couple of clubs offered concessions at the games. All of this points out how a team can affect large numbers of other students.

Dr. McFarland recommended in 1990 that women's volleyball, women's basketball, and men's basketball be eliminated. The situation is different now. In 1990 the college was dealing with a severe budget shortfall. This year's budget is well over a million dollars more than the prior year's budget. The board is prudent to recognize that there are additional costs in reintroducing roundball athletics. It is true there will be other needs associated with the program. However, it is believed that the benefits will far outweigh the disadvantages. It is believed that the college will be able

to recruit good, solid students. The college needs more students to stay in housing and participate in the meal program. When what the college needs to provide for a collegiate experience is balanced, Dr. McFarland believes that the balance scale tips in favor of moving to women's volleyball. She would hope to introduce other roundball sports if the demand and resources are there. Women's volleyball is reasonable and resources are sufficient to support it. It adds immeasurably to the support of an institution and to the pride of the student body and community. Many fine student athletes live in the area. The program will present a positive image of the college and will recruit additional students to the college.

Dr. McFarland recommended that the board approve the reintroduction of intercollegiate women's volleyball, with the first season of play to begin Fall 2006.

Ms. Mills moved to approve the reintroduction of intercollegiate women's volleyball, with the first season of play to begin Fall 2006. Mr. Phister seconded the motion.

Mr. Christensen stated that he has discussed this with several people in the county, and they have cautioned him to be very careful and to take it seriously. Many times problems at schools have to do with student athletics. He asked why the college is just doing one sport. He asked how many women athletes can be recruited without doing women's basketball as well. The college is only offering half. Vice President Rottweiler responded that operational expenses increase dramatically with basketball. He has no doubt that the pressure will go up for other sports.

Dr. Megeath stated that it is apparent that the board will go with women's volleyball. He would like to request that the college does not go down the road of trying to disguise how much it costs. He will try to stop this every chance he gets.

Dr. McFarland pointed out the Title IX issue of some balance. The college has men's rodeo and women's rodeo, but the athletes on the men's rodeo team far outnumber athletes on the women's team. The number of men and women athletes will be evened up with women's volleyball. The college has to be mindful of the balance and opportunities that are offered to both men and women in sports.

Mr. Myers asked what sport would be scheduled next for introduction. Vice President Rottweiler replied that this has not been addressed. Mr. Myers believes that women's volleyball can enhance what is going on at CWC. He believes that the morale, spirit, and unity it will create at the college will be significant. He is concerned that the college is not a resident campus which does enhance a person's holistic education. Without sports the college may never get to that point.

Mr. Matson called for the question.

Board Chair Crofts expressed her concern that the college will be competing with the donors who are already generous to this campus. In the scholarship package money has been taken away from the honors scholarships and put into athletics. In the posting of the position for volleyball/recruiting, volleyball is listed first instead of admissions. This give the perception that sports comes first. As a community link the board asks for community dialogues. The community dialogue dinner regarding the reintroduction of collegiate athletics is scheduled for June 15. The board is making a decision tonight. She believes there is something out of sync with this.

Dr. McFarland responded that the board has had a lot of community input on athletics over a long period of time. The possibility of phasing in additional intercollegiate athletic programs has been the topic of board, internal college, and community conversation for at least the last couple of years. This idea was discussed at a public board meeting at which college staff made it clear that this was an idea that was being considered and was planned to be brought forward. Every time this was brought up at a public meeting there was opportunity for public input. This was brought up by a number of alumni who attended the February 17 community dialogue dinner. It is agreed that more input is needed, but the college will have an entire year to recruit the students and to discuss the future of athletics at CWC. There will be an opportunity to learn more about how quickly to move and how to shape the program at the June 15 community dialogue dinner. The college will gain greater visibility and awareness of the program should the board approve it. It appears to be out of sync but it has been discussed for a long time.

Board Chair Crofts called for a vote on the motion currently on the floor. Motion carried with Board Chair Crofts and Dr. Megeath voting no.

BREAK IN MEETING: At 9:39 p.m., Board Chair Crofts called for a break in the meeting. The meeting resumed at 9:45 p.m.

West Parking Lot Pavement Project Dr. Megeath moved to accept the low bid from 71 Construction for paving the west parking lot in the amount of \$165,671, plus an additional road upgrade on Morfeld Drive for \$13,240, for a total of \$178,911. Mr. Christensen seconded the motion. Motion carried.

Mr. Myers asked to discuss calling for the question. He understood that if the question is called to stop the discussion, a vote is taken on the question and then on the motion. This board calls for the question, and a vote is then taken on the motion. Mr. Christensen indicated that in small boards, either way is correct. Interim Board Attorney Frank Watkins agreed, stating that if someone calls for the question and no one objects, it is appropriate to go ahead and take a vote. This procedure is appropriate with small boards.

BOCHES Agreement Dr. McFarland indicated that at the March 9, 2005, special meeting of the board specifically devoted to BOCES/BOCHES, she neglected to request specific board approval of the revised BOCHES agreement which was included in the board packet for that meeting. She recommended that the board approve the revised BOCHES agreement.

Mr. Phister moved to approve the revised BOCHES agreement. Mr. Myers seconded the motion.

Board Chair Crofts asked if this BOCHES agreement is a revision of the BOCHES draft agreement approved by the board at the January 19, 2005, meeting. Dr. McFarland replied that when the board approved the BOCHES agreement in January, the motion was that some changes could be made and that additional legal consultation would be required. The revised BOCHES agreement has been reviewed by the board attorney. Although revised, the agreement still focuses on post-secondary education, and the CWC Board has the responsibility to approve the BOCHES budget.

Mr. Myers encouraged trustees to approve the BOCHES agreement. Area schools are registering students for dual credit classes. Mr. Phister asked if the CWC BOCHES could have been called the Fremont County BOCHES. Dr. McFarland explained that this name was not used in order to avoid confusion with the Fremont County BOCES.

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

Wyoming Public  
Television Bids

Dr. McFarland explained that bids have been advertised and received for Wyoming Public Television's digitization project, to be funded through both state and federal earmarked funds. It should be noted that Mr. Nielson's recommendation for sub-project A (master control facilities) is "contingent upon receiving formal written approval for the equipment change from the grant administrators for the USDA/RUS grant." That formal written approval has since been received and was included in the meeting packet, so Dr. McFarland's recommendation includes no such condition.

Dr. McFarland recommended that the board award bids for the Digital Television Network Control Upgrade to Wyoming Public Television master control facilities to the following four vendors in the amounts listed as follows: (a) RIA - \$196,298; (b) NVERZION - \$274,206; (c) Burst Communications - \$6,983; and (d) EOS Technology Group - \$268; for a total of \$477,755.

Mr. Matson moved to award bids for the Digital Television Network Control Upgrade to Wyoming Public Television master control facilities to the following four vendors in the amounts listed as follows: (a) RIA - \$196,298; (b) NVERZION - \$274,206; (c) Burst Communications - \$6,983; and (d) EOS Technology Group - \$268; for a total of \$477,755. Ms. Mills seconded the motion.

Mr. Bob Connelly, WPTV Transmitter Engineer, noted that this project is all funded through federal grants.

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

Dr. McFarland recommended that the board award the bid for a digital television transmitter for Wyoming Public Television's Limestone Mountain Facility to Harris Corporation in the amount of \$313,816. Mr. Connelly noted that this project is also funded through federal grants.

Mr. Christensen moved to award the bid for a digital television transmitter for Wyoming Public Television's Limestone Mountain Facility to Harris

Corporation in the amount of \$313,816. Dr. Megeath seconded the motion. Motion carried.

Personnel

Human Resources Board Report The Human Resources Board Report for April included the following Information:

Searches in progress/pending included Instructor Construction Trades; Instructor Communication Human Relations; Instructor Nursing; Instructor Political Science/Social Science; Academic Advising Coordinator; Chief Information Officer; Director of Nursing; Instructional Technology Specialist; MHCOP Advisor; Volleyball Coach/Admissions Recruiter; and Human Resources Assistant.

Resignations/terminations/retirements/requests for release from contract included Stephan Edwards, Instructor Political Science; and Debbie Pierce, Academic Advising Coordinator.

New Hires/Appointments/Internal Transfers included Jeremy Paskett, Facilities Attendant.

Salaries of Administrators

Dr. McFarland stated that the budget presentation included a fund that represented the equivalent amount of a 5 percent salary adjustment for administrators for FY 06. In the interest of advising the board of the administrative salary increases for next year, these salaries are as follows:

J.D. Rottweiler, Vice President for Academic Services - \$91,560 (5%)  
Dr. Mohammed Waheed, Dean of Student Services - \$92,990 (5%)  
Jay Nielson, Dean of Administrative Services - \$89,182 (5%)  
Bruce Bynum, Foundation Chief Operating Officer - \$74,263 (3%)  
Dan Schiedel, WPTV General Manager - \$84,703 (4%)

REPORTS:

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

1. Board Kudos
  - a. Congratulations to Dr. Joe Megeath on his appointment by Governor Freudenthal to the seven-member Merit Scholarship Committee. This committee formed by Senate File 122 (passed during the 2005 Wyoming Legislative Session) will be responsible

- b. for creating the ground rules for distribution of the Wyoming Merit Scholarship funds when the \$105 million dollar trust fund for such purposes is completed.
- c. Congratulations, also, to Dallas Myers for his recent appointment as Riverton High School Assistant Principal.

2. Staff Kudos

- a. Dudley Cole, CWC automotive and “power sports” teacher extraordinaire, has been nominated for the Wyoming “Master Distance Educator Award.”
- b. Special appreciation to Customized Training Director Lynne McAuliffe, fresh back from a conference at Oxford University, for facilitating recent customized training events as follows:
  - (1) Conducting extensive training all week (April 8, 9, 10, and 11) with Wyoming.com employees on sales training in PT 115 and twice a week for the next 4 weeks (through mid-May).
  - (2) Conducting sexual harassment training for 100 employees of the Fremont County Sheriff’s Department next Tuesday and Thursday (April 12 and 14).
  - (3) Facilitating a community meeting in Lander with the Joint Powers Board and the Lander Community concerning the development of the old Lander High School property (April 14).
  - (4) Conducting a luncheon meeting on “Give em the pickle” (customer service training) for area businesses for the CWC Business Club on Friday, April 15.
- c. An “atta girl” for Linda Becker for her work in accommodating the Inventors Conference held at CWC. A copy of the thank you letter was included in the board packet.

3. Activities/Events

- a. On May 5, 2005, from 8:30-3:30 p.m., CWC will host the 2005 Fremont County Job Fair.

- b. For the 3 day period of June 15 through 17, the following events will be held on campus:
    - Summer credit courses
    - Gear Up Summer Academy
    - Upward Bound Summer Session
    - State Job's Daughters Convention
  - c. Information about CWC's work in providing adult education assistance in Thermopolis was included in the board packet.
4. State Level Update
- a. CCBenefits, Inc., Statewide Socioeconomic Benefits Study - Plans for all Wyoming community colleges to jointly participate in a statewide CCBenefits study have fallen apart, because a number of colleges have dropped out for a variety of reasons.
  - b. ABE-GED Transfer from Workforce Services to College Commission - The college commission has informed us that the ABE-GED programs will be transferred effective April 30, 2005, from the Department of Workforce Services to the Wyoming Community College Commission (where it resided prior to the DWS reorganization a couple of years ago). The college presidents strongly argued for this transfer in a meeting with DWS officials in Torrington in March, but had been told that such a transfer could take over a year because of required statutory changes. Nevertheless, the transfer will take place right away.
5. National Legislative Issues-Letter from Senator Thomas - A letter from Senator Craig Thomas relating to TRIO programs, Talent Search, and Upward Bound was included in the board packet.
6. Article on Serving Traditional-Age Students – The executive summary of a study relating to community colleges serving traditional age students was included in the board packet.
7. July 22-23 Board Summer Retreat - Any suggestions on the July Board Summer Retreat should be given to Board Chair Crofts or Dr. McFarland. A draft agenda was included in the board packet.

8. Articles about CWC and other colleges. All articles were provided with the board packet under separate cover.

Dr. McFarland indicated that on commencement weekend, the CWC United Tribes Club will be sponsoring a powwow at Rocky Mountain Hall in Fort Washakie. On Saturday, May 14, the community feast will begin at 2 p.m. with the grand entry at 7 p.m. On Sunday, May 15, the grand entry will be at 2 p.m.

On Thursday, May 19, the CWC Foundation is sponsoring the Chamber After Hours Social at the Sinks Canyon Center from 5:30-6:30 p.m.

Dr. McFarland reminded trustees that attendance at commencement on May 13 is a must. Attendance at the nurses pinning on Thursday, May 12, and the GED Graduation on Saturday, May 14, is strongly encouraged. All trustees except Dr. Megeath indicated that they would be in attendance at all three events.

#### Administrative Reports

##### Student Services

Dr. Mohammed Waheed, Dean of Student Services, provided a written report which was included in the board packet. Board Chair Crofts asked if the Gear Up grant is sunsetting. Dr. Waheed indicated that this is the last year for the present Gear Up grant. CWC has submitted a new six-year Gear Up grant proposal for over \$1.5 million, or \$252,000 annually. This year CWC partnered in the statewide Gear Up grant application that was submitted by the University of Wyoming. If successful, CWC's share in the state Gear Up project will be approximately \$400,000 per year.

Dr. Megeath asked if there is any movement to obtain grants to provide every student with a computer. Dr. Waheed replied that a rental or lease program has been discussed, but the problem is viruses.

##### CWC Foundation

The next meeting of the CWC Foundation will take place on Thursday, June 9, 2005, at 5:30 p.m. at the Headwaters Art and Conference Center in Dubois.

##### ACCT

The next major ACCT conference is the ACCT Annual Congress September 9-10, 2005, in Seattle, Washington. Board Chair Crofts, Mr. Christensen, Dr. Megeath, Mr. Phister, Mr. Matson, and Dr. McFarland are planning to attend.

WACCT

The next meeting of the WACCT will be on Thursday, June 16, in conjunction with the June 16-17, 2005, WCCC meeting at Western Wyoming Community College in Rock Springs. Dr. Megeath, Ms. Mills, Mr. Myers, and Mr. Phister are planning to attend.

CWC Fremont  
County BOCES

Mr. Christensen reported that the orientation meeting with Fremont County BOCES Executive Director Sandy Barton scheduled for March 21 was cancelled by Ms. Barton. Dr. McFarland, Vice President Rottweiler, and Mr. Nielson were also planning to attend.

Mr. Christensen stated that Fremont County BOCES minutes show that he asked that a monthly meeting packet be delivered to Dr. McFarland and Mr. Nielson. Neither has received a meeting packet, and the meeting is tomorrow. Board Chair Crofts stated that the college is a member until June 30. That is a legal and binding agreement.

Mr. Christensen noted that the Fremont County BOCES would not accept the resignation of Central Wyoming College. Dr. McFarland indicated that the board has not resigned. The board has given notice of intent to withdraw from funding and membership. Board Chair Crofts stated that the sole means of operation for Fremont County BOCES is the CWC mill levy, and yet CWC is receiving no communication.

Mr. Christensen stated that Fremont County BOCES member Dennis Pince wants an attorney general opinion on statute 110(h). The BOCES board agreed to ask for that opinion, and Senator Peck will do this for them. A letter was sent by e-mail to Mr. Christensen from Ms. Barton regarding this opinion. Mr. Christensen had some concerns and amendments, but he never saw any revisions. The director asked for consensus through e-mail. He does not know what happened to the request for an attorney general opinion. Interim Board Attorney Frank Watkins talked to the BOCES attorney, and this attorney did not know what would be submitted, but he was quite sure that revisions proposed by CWC would not be included.

CWC Teton  
County BOCES

Mr. Phister reported that at April 12 Teton County BOCES meeting, program development was discussed, specifically power sports and culinary arts. Another full-time person may be needed in order to do these programs.

NEXT REGULAR MEETING/  
SUGGESTED AGENDA ITEMS: The next regular meeting of the CWC Board of Trustees will be on Wednesday, May 18, 2005, at 7:30 p.m. at the CWC Lander Center. The meeting will be preceded by a community dialogue dinner with area economic development representatives from 5:30-7 p.m. WCCC Executive Director Dr. Jim Rose will be in attendance.

Agenda items for the regular meeting include:

1. President's 05-06 Compensation
2. BOCHES Half Mill Levy Notice of Intent

An executive session will be needed during the meeting to discuss personnel and possible litigation items.

BOARD SELF-EVALUATION OF MEETING: Board members were to asked to complete an evaluation of the meeting and to turn them in before leaving.

ADJOURNMENT: At 10:43 p.m., Mr. Matson moved to adjourn the meeting. Dr. Megeath seconded the motion. Motion carried.

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Secretary

APPROVAL:

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Chair