

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, July 20, 2011, in Room ITECC 116 of the Intertribal Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Scott Phister
	Roger Gose	Colton Crane
	Charlie Krebs	Frank Welty
	Judy Pedersen	
<u>Administration:</u>	Jo Anne McFarland	Jay Nielson
	Jason Wood	Mohammed Waheed
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Bob Connelly	Martha Davey
	Charlotte Donelson	Carolyn Aanestad
	John Wood	Kathryn DeWitt
	Curtis Condie	Dane Graham
	Lindy Paskett	Joshua Scheer
	Beth Gray	Mikki Moriarity

**CALL TO ORDER:** Board Chair Roger Gose called the meeting to order at 6:32 p.m. A roll call conducted by the board clerk indicated that all board members except Mr. Welty were present. A quorum of the board was declared present to conduct business. Chair Gose 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 June 15 and in compliance with Wyoming Public Meetings law. The topic was personnel.

**EXECUTIVE SESSION:** No executive session was held at this point in the meeting.

**WELCOME AND INTRODUCTION OF GUESTS:** Chair Gose 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:** **ACTION:** Mr. Krebs moved to approve the agenda as presented. Ms. Mills seconded the motion. Motion carried.

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

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

Special  
Presentation:  
Sports Information  
Director

Mr. Curtis Condie, Sports Information Director, reported on the academic honors earned by CWC athletic teams and individuals for the 2010-11 academic year. He indicated that the National Junior College Athletic Association announced that CWC's volleyball team finished third in the nation. The women's basketball team finished tenth in the nation. Volleyball player Nicole Kallas earned Academic All-American honors and also the Pinnacle Award for Academic Excellence from the NJCAA for her 4.0 GPA. Jaci Egley earned Academic All-American honors and the Superior Academic Achievement Award with a 3.92 GPA. Volleyball players earning Academic All-Region IX and Academic All-Wyoming Conference were Nicole Kallas, Jaci Egley, Andrea Molen, Kelli Mann, Erin Thornley, and Nichole Meline. Women's basketball players included Jaci Egley, Cassidy Creel, Bryn Foster, Brynlie Nielsen, and Danette Brinkerhoff. Men's basketball was represented by Jace Short. Joining the Academic All-Wyoming Conference team are Women's Basketball teammates Amanda Larsen and Randi Prosenick.

Student Senate

Ms. Mikki Moriarity, Student Senate President, submitted a written report which contained information that the Senate conducted meetings on June 15 and June 29 and held a student/staff luncheon on June 23. Three committees were created to look into possible events for the rest of the summer session. The Senate sponsored half a balloon for the balloon rally July 16-17. July Senate meetings are scheduled for July 13 and July 27.

Classified Staff  
Association

Ms. Kathryn DeWitt, President of the Classified Staff Association, reported that CWC will have a walking float in the Fremont County Fair parade on July 30. Ms. Dewitt submitted a written report which contained information that the Classified Staff sponsored picnic was organized by Retha Reinke and Judy Hubbard. Pam Cowling and her husband are delivering a camper trailer to Minot, North Dakota, to help with the housing shortage there due to recent flooding. Suze Kanack and others distributed recruiting materials and general information about CWC during Day in the Park on July 9. "Team Central," the Susan G. Komen walk

team, has raised a total of \$2,410 to benefit the Wyoming Susan G. Komen Race for the Cure and is now first in the state in the rankings.

The Faculty

Ms. Beth Gray, Faculty Member, indicated that she had nothing to add to the written report submitted by Mr. Eric Heiser, President of The Faculty. This report included information that Jane Warren hosted a Faculty Alliance meeting on May 25. She will serve as Secretary-Treasurer for the 2012-2013 term. Matt Flint has a show of his artwork at RARE Gallery in Jackson Hole which opened on July 15. His work will also be shown at Visions West Gallery in Livingston, Montana, with an opening scheduled for July 22. Jane Warren and Michael Manning attended a Higher Learning Commission workshop in Chicago, Illinois, June 15-17. They will pilot the new Pathways Demonstration Project in their respective degree areas. Bill Hitt has been battling the wildfires in Texas and Arizona for the past two months. Jeff Hosking reported that the Rural Justice Training Center hosted the Wyoming State School Resource Officer conference on campus in June.

Professional  
Personnel  
Association

Ms. Lindy Paskett, President of the Professional Personnel Association, reported that the Talent Search grant was awarded to CWC by the U.S. Department of Education for five years with a fiscal year 2011-12 award of \$230,000. Kristy Salisbury and Marcia Himes reported that all three readers who evaluated the application scored it at a perfect 100. CWC is the only institution in Wyoming to receive this grant.

Ms. Paskett submitted a written report which included information that John Wood, Jeremy Hughes, and Pieter Crow attended the Rocky Mountain Users Group conference June 20-21. Jackie Meeker was appointed by the Fremont County Commissioners to serve a 3-year term on the Fremont County Library Board. Juli Davis and Michael Cheek facilitated Advanced Connections training June 24. Ty Frohbieter and Jeremy Paskett attended a 16-hour self-defense course for law enforcement. The athletic department had a combined 3.07 GPA in volleyball, women's basketball, and men's basketball. Volleyball had a team GPA of 3.53 for third in the nation, and women's basketball had a team GPA of 3.34 for tenth in the nation. Rustler Volleyball Camp was held June 20-23 with 91 girls in grades 6-12 from all around Wyoming on campus. Jennifer Kellner and Stacey Nelson report that GED students will actually enroll as official CWC students this year. Upward Bound completed the Summer Bridge and Pre-Bridge programs with a banquet on July 7.

Dane Graham and Carolyn Aanestad will present a proposal on CWC's successful Health and Science Center bond campaign at the 2011 ACCT Leadership Congress in Dallas, Texas, in October along with Board Chair Roger Gose, President Jo Anne McFarland, and George K. Baum Senior Vice President Paul Hanley. President McFarland, Jason Wood, and Dane Graham visited Jackson for two days to ascertain the needs of the Jackson community that can be met by the college. The Jackson Center is holding a series of ten focus groups and doing a survey regarding the needs of the Jackson community.

Wyoming PBS

Mr. Bob Connelly, Wyoming PBS Assistant General Manager, thanked the board for approving the WPBS storage facility project. The contractor has received the notice of award, and the building will be ready in November. It will be located at the intersection of Rose Lane and Day Drive, next to Absaroka Head Start. The breach of the Wyoming PBS website on June 25 has been handled. Other than names, mailing addresses, and email addresses, no other secure information was accessed.

Ms. Ruby Calvert, Wyoming PBS General Manager, submitted a written report which included information on administrative, production, engineering, promotions, and development activities at Wyoming PBS. Ms. Calvert attended the PBS Board meeting June 23-24 and was nominated to stand for reelection to the Board of Directors. WPBS has received three additional Telly awards including a Bronze Telly in the documentary category, a Bronze Telly in the editing category, and a Bronze Telly in the performance category. The final outcome for June pledge was \$30,000 with 93 percent collected. Current membership is 3,592.

CWC Foundation/  
Institutional  
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, reported that the recent trip to Jackson yielded a pledge of \$25,000 for the operations and programming endowment for the Intertribal Center. This brings the total of this fund to just under \$1 million. Mr. Graham is working on a sizable gift of six figures, and he may be able to share more details at the next meeting.

Mr. Graham submitted a written report which contained information that funds received in June 2011 totaled \$16,638. The unmatched endowment gift total for future state match is \$183,791. President McFarland traveled to Jackson June 20-21 to conduct visits to further advance the institution.

Accompanying her on the visits were Dane Graham, C. David Clauss, Jason Wood, Susan Thulin, and Amy Madera. The CWC Alumni Association committee met on July 19. The Oktoberfest scholarship fundraiser will be held on October 6 at 6 p.m. at the Riverton Holiday Inn. The next CWC Foundation quarterly board meeting is scheduled for September 15 on the Riverton campus.

**CONSENT  
AGENDA:**

Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the June 15, 2011, regular meeting and the July 13, 2011, special meeting; the acceptance of bills for June 2011; and the board travel budget.

**ACTION:**

Mr. Phister moved to approve the consent agenda as presented. Ms. Pedersen 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 \$1,273,051.24 for the month of June 2011: Operations in the amount of \$1,532,862.46; Student Grants and Loans in the amount of \$14,420.51; and Bank Transfers in the amount of \$885,152.32 for a grand total of all payments in the amount of \$2,432,435.29.

**UNFINISHED  
BUSINESS:**

Public Hearing –  
FY 12 Budget and  
Approval of FY 12  
Budget

Mr. Nielson gave an overview of the FY 12 budget. He indicated that the budget being presented for approval is the same budget that was presented to the board in April. An estimate for certified assessed valuation of \$879,524,000 was used for the budget, and the actual certified assessed valuation came in at \$952,152,044. The other college districts are also reporting an increase in assessed valuation. A change in the budget will be seen based on recapture/redistribution. Mr. Nielson recommended that this adjustment be presented to the board after the recapture/redistribution because the actual revenues will be known, and there will be time to assess where the additional funds can be allocated to be consistent with the strategic priorities and pressing needs for FY 12. The main difference in the budget is the increase in capital construction from \$30 million to \$50 million.

Mr. Welty joined the meeting at this point.

Chair Gose stated that the FY 12 Budget Hearing had been duly advertised to occur at this time and place and that the board would now hold a public hearing on the FY 12 Budget. He asked if anyone present wished to comment on the proposed budget. No comments were made. Chair Gose asked for the president's recommendation. Dr. McFarland recommended that the board adopt the proposed FY 12 Budget and Resolutions, including earned step salary model adjustment as per policy and other staffing changes and compensation as proposed, in the total annual budget amount of \$55,745,460 and asked that budget resolutions be entered into the minutes.

Board Chair Gose called for a motion to adopt the FY 11 Budget as advertised in the "Notice of Public Hearing" on July 10, 2011, in the *Riverton Ranger* as noted in the budget booklet and according to resolutions published in the budget document. He indicated that the motion should include entering the budget resolutions into the minutes of this meeting and specifically include the Summary of Proposed College Budget, Compensation Plan, and Proposed Staffing Changes.

**ACTION:**

Mr. Krebs moved to adopt the FY 12 Budget as advertised in the "Notice of Public Hearing" on July 10, 2011, in the *Riverton Ranger* as noted in the budget booklet and according to resolutions published in the budget document and that the budget resolutions be entered into the minutes of this meeting and specifically include the Summary of Proposed College Budget, Compensation Plan, and Proposed Staffing Changes. Dr. Crane seconded the motion. A roll call vote was taken. Motion carried.

The budget resolutions are as follows:

**EXPENDITURE AUTHORITY RESOLUTION**

WHEREAS, on the 20th day of July 2011, the budget making authority prepared and submitted to the Board of Trustees of Fremont County Community College District, a budget for the fiscal year ending June 30, 2012; and

WHEREAS, such a budget was duly entered at large upon the records of this board and a copy thereof was available for public inspection at the college business office; and

WHEREAS, notice of a public hearing on such budget, together with the summary of said budget, was published in the *Riverton Ranger*, a legal newspaper published and of general circulation in the county on the 10th day of July 2011; and

WHEREAS, a public hearing was held on such budget at the time and place specified in said notice, at which time all interested parties were given an opportunity to be heard; and

WHEREAS, following such public hearing, certain alterations and revisions were made in such proposed budget, all of which more fully appears in the minutes of this board.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fremont County Community College District that the budget as so revised and altered, be adopted as the official college budget for the fiscal year ending June 30, 2012.

BE IT FURTHER RESOLVED, that the following appropriations be made for the 2012 fiscal year ending June 30, 2012, and that the expenditures be limited to the amount appropriated herein.

Dated this 20th day of July 2011.

EXPENDITURE AUTHORITY

CURRENT FUNDS	\$33,876,552
PLANT FUNDS	<u>20,864,819</u>
TOTAL EXPENDITURES	\$54,741,371
DEBT SERVICE (G.O. BONDS)	\$ 1,004,089

By:  
Dr. Roger Gose  
CWC Board of Trustees Chair

Attest:  
Mr. Charles Krebs  
CWC Board of Trustees Treasurer

RESOLUTION TO PROVIDE INCOME

WHEREAS, on the 20th day of July 2011, this Board adopted a college budget for the 2012 fiscal year ending June 30, 2012, calling for the following appropriations:

Current Funds	\$33,876,552
Plant Funds	<u>20,864,819</u>
Total Appropriations	\$54,741,371
Debt Service (G.O. Bonds)	\$ 1,004,089

AND WHEREAS, after deducting all other cash and estimated revenue, it is necessary that the following amounts be raised by general taxation and in order to raise such sums of money, it is necessary that levies be made for the fiscal year ending June 30, 2012, as shown opposite each fund, amounts to be raised by taxes:

Amounts to be Raised

Current Funds:		
Operating Fund	\$3,480,440	4.00 Mills plus other taxes
Optional Mill Levy Fund	\$ 980,934	1.00 Mills plus other taxes
CWC BOCHES	\$ 576,155	.50 Mills plus other taxes

NOW, BE IT RESOLVED by the Board of Trustees of Central Wyoming College that the foregoing levies be made for the fiscal year ending June 30, 2012.

Dated this 20th day of July 2011.

By:  
Dr. Roger Gose  
CWC Board of Trustees Chair

Attest:  
Mr. Charles Krebs  
CWC Board of Trustees Treasurer

NEW BUSINESS:

Economic Impact  
Study

Ms. Martha Davey, Assistant Dean for Student Learning, presented information on the statewide economic impact study. This was a joint effort by the seven community colleges and the WCCC to provide information which will be used to better inform Wyoming citizens and policymakers about the social economic impact of each of the colleges individually on their respective service areas, as well as on the state as a whole. The firm which prepared the study, Economic Modeling Specialists, Inc. (EMSI), has done this for more than 900 colleges across the country.

The study consisted of an investment analysis and an economic growth analysis. The investment analysis was done from a student perspective, a social perspective, and a taxpayer perspective. From the student perspective, the benefits included the present value of increased future income. The costs included tuition and fees, books and supplies, and opportunity cost of time. The benefits totaled \$149.8 million, and the costs totaled \$27.1 million, for a 5.5 percent benefit/cost ratio. The return on investment from the student perspective was 19.2 percent. The average income in the CWC service area at career midpoint was \$38,300 for an associate's degree.

In regard to the social perspective, added income included higher earnings and increased property income. Social savings included reduced medical costs, lower crime rates, and reduced income assistance. Annual added income totaled \$15.1 million, and annual social savings totaled \$0.5 million. From a taxpayer perspective, benefits included added tax revenue and avoided costs to government, and costs included state and local government funding. Benefits to state and local taxpayers totaled \$24.9 million, and costs totaled \$20.2 million, for a benefit/cost ratio of 1.2 percent. The return on investment from a taxpayer perspective was 4.3 percent.

The economic growth analysis included college operations, student spending, and student productivity. The college operations effect included direct income of faculty and staff, associated multiplier effects, and adjustment for alternative uses of funds. The net contribution to regional income was \$16.8 million. The student spending effect included spending by students from outside the region and associated multiplier effects. The net contribution to regional income is \$4.5 million. The student productivity effect included higher income of former students who are still

active in the regional workforce and associated multiplier effects. The net contribution to regional income is \$63 million. The grand total of added income from all categories is \$84,246,000, or 2.6 percent of the total service area economy. In conclusion, Central Wyoming College enriches the lives of students, increases students' lifetime income, generates government revenue, reduces the demand for social services, and contributes to the growth of the economy.

Ms. Mills asked if all the other colleges are in similar situations. Ms. Davey indicated that statewide, the impact of all the colleges totaled \$866.1 million. Mr. Welty asked about the basic assumptions of the study. Ms. Davey replied that she will make the entire document available on the college's website. Mr. Welty asked about the methodology for the spending effect of college operations. Ms. Davey indicated that she will have this information sent to the board.

Dr. Crane asked about the motivating force for doing this study. Ms. Davey replied that the Wyoming Business Council did not have a model that fit. The WCCC staff decided that it was a viable way to go. Mr. Krebs noted that this firm has credibility and asked if the WCCC has this report. Ms. Davey indicated that they do have the report, plus there is a composite report for all of the colleges. Mr. Phister stated that it does not make sense to make cuts in education. The report adds a lot of credibility to take back to the legislators. Ms. Mills asked how many years this information can be used. Ms. Davey replied that the model doesn't change, so the new numbers can be fed in each year.

Construction  
Update

Mr. Nielson reported that the design team for the Health and Science Center will be here next week to present the final schematic design. At the request of the college, Anderson Mason Dale (AMD) hired the Estime Group, a firm that specializes in lab design and construction. The college is working with the state of Wyoming on the process to select a construction manager. Both CWC and Northern Wyoming Community College District in Sheridan are working with the state to ensure compliance with new statutory requirements and to keep the projects moving forward. The RFQ is out for a construction manager, and most of the applicants so far are Wyoming residents. Interviews are scheduled for August 8. The special board meeting to select the construction manager is scheduled for August 17.

The Classroom Wing remodel project is on schedule, and no additional days have been requested. The substantial completion date is August 18. An inspection of the Arts Center roof revealed that the roofing membrane has failed. It is a warranty issue, and the manufacturer has indicated that they will reroof the Arts Center. The completion of the WPBS storage building is set for November 4.

CWC originally submitted two capital construction requests. One was for academic space improvements, and the other was for construction of a new Equine Center. An option was given to the college to redo the requests because they had to be done by location. Separate projects were subsequently submitted for academic space improvements, Sinks Canyon Center improvements/expansion, Lander Center improvements/expansion, and a new Equine Center. The various projects will then be prioritized by the WCCC staff, and this list will be presented to the WCCC for consideration at their meeting on August 19. One major change was that the college was allowed to ask for more in state funding. The projects must be started in the biennium that they are awarded. The state matching request on the academic space requests was 85 percent state and 15 percent college. The money can be raised within two years. If the project has to start in two years, enough money must be requested from the state so the project doesn't impair the college. The state matching request on the equine center was 80 percent state and 20 percent college, which is consistent with what the other colleges did.

The contract for housing will be finalized in August. Mr. Nielson met with the Honor Farm and is keeping that discussion alive. The project will continue to be developed, and it will be taken to the contractors. He will put together a three-year plan to modernize all of the apartments. In regard to the energy retrofit, the lights have been installed on campus and are a great improvement. The boiler is being bid out.

Mr. Welty asked if any of the construction manager applicants are from Fremont County. Mr. Nielson replied that they are from around the state. Mr. Welty asked if there is any danger of leakage in the Classroom Wing since the roof has not yet been completed. Mr. Nielson replied that the bid for the roof was put out later and is a separate contract. They are behind schedule because of the rain. The contractor only takes off the portion of the roofing that he can replace that day, so it will not affect the Classroom Wing.

Ms. Mills asked if any additional ARRA funds had been received. Mr. Nielson indicated that no additional ARRA funds had been received yet. The project is structured so that if ARRA funding is received by the state, it can be allocated to CWC's project. Some funding may be received, but this will not be known until August or September.

Jackson Facility  
Planning Grant

Dr. McFarland reported that Central Wyoming College's Jackson campus has experienced a 122 percent increase in credit enrollment since 05-06. In addition to current offerings, interest is growing in Jackson for additional offerings in such areas as workforce training, allied health, customer service, business, green construction, and additional full degree programs, based upon informal community assessment and meetings between college officials and various groups of community members, students, and officials from school, city, county, and legislators. CWC still lacks a centralized educational presence, as well as a science lab, a commercial teaching kitchen, and student housing, among other critical space needs. A series of ten focus groups are scheduled throughout the summer to try to get a better handle on programming needs in the Jackson area.

College officials visited Jackson June 20-21 to meet with various community, governmental, business, and legislative officials to assess CWC Jackson's programming and faculty needs, as well as to identify possible land or facilities that may be available. The possibility of pursuing a planning grant to explore programming, land, potential partners, and facility needs for CWC Jackson was discussed with Senator Leland Christensen and Representative Ruth Ann Petroff. They have encouraged the college to explore a possible planning grant through the community college capital construction process. A planning grant has not ever been granted to a community college simply because no one has asked. Exploring what the amount would be and if it would be an appropriate time to make such a request is being discussed. Senator Christensen and Representative Petroff were very interested in the college trying to get a statewide coalition formed before deciding for sure to make that request.

Dr. McFarland recommended that the board approve administrative pursuit of a possible request for a planning grant for CWC Jackson to identify needed educational programming and space needs for submission to the WCCC for consideration at its August 19 meeting and possible inclusion in the 13-14 Biennial Budget Request.

**ACTION:**

Mr. Phister moved to approve administrative pursuit of a possible request for a planning grant for CWC Jackson to identify needed educational programming and space needs for submission to the WCCC for consideration at its August 19 meeting and possible inclusion in the 13-14 Biennial Budget Request. Dr. Crane seconded the motion.

Mr. Phister asked what level of presence CWC would need in Teton County to tap into that funding. Mr. Nielson replied that the college is looking at a very broad programming plan to take to community members to see what is needed. They would then look at other options. Mr. Phister asked if there was any way to receive money from the county if the college had a structure in Jackson. Dr. McFarland explained that there is a special purpose excise tax in Teton County, but this is preliminary. Those taxes are committed four years out. A Level I planning grant would be preliminary to a future request in the 15-16 biennial budget for a Level II planning grant or a special capital construction request to serve a growing number of students in Jackson. There are no guidelines, and CWC would be the first. Planning grants were addressed in 2009 state statute.

Dr. Rose, Executive Director of the Community College Commission, indicated that it sounded like a good idea. Some of the other colleges are concerned about whether or not the idea of a planning grant would somehow jeopardize the construction requests that are coming up from all of the colleges. Dr. McFarland's concern is that if the college doesn't ask, it won't get the grant. If the college asks now and finds it doesn't have the state support needed, it can ask that the request be withdrawn. This might prompt the WCCC to move forward on the criteria. A Level I planning grant is needed for Jackson because it is not the same as having land and hiring an architect to develop a conceptual plan. In Jackson, land is unavailable, in extremely short supply, or very costly. Just finding a space or to expand the current space will require substantial partnerships with other entities in order to get it accomplished. The Jackson economic, political, and social climate is different than Fremont County. Some help will be needed to get all the information that will be needed to ask for state assistance.

Mr. Phister stated that that people of Teton County would appreciate the opportunity to be educated there. Dr. McFarland noted that ten different focus groups have been set up. Growing interest exists on the part of

Jackson residents for more programs. Mr. Welty indicated that the board needs to understand the financing before anything concrete is done. From a legal point of view he asked to have it clarified about Fremont County taxpayer money going to Teton County. Mr. Nielson explained that the college can't spend Fremont County tax money out of county, but state money can be used. Most outreach centers have a BOCES or BOCHES to help fund programs. Dr. McFarland explained that one of the major emphases of this planning grant would be to explore those funding options. Teton County will need a source of funding for capital construction. There is a provision for state matching funds.

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

**BREAK IN  
MEETING:**

At 8 p.m., a break was taken in the meeting. The meeting resumed at 8:08 p.m.

City of Riverton  
Easement

The City of Riverton has requested a utility easement for enhanced water capacity and delivery. This easement will provide the pathway for the city to connect a new water tank near the Job Corps site on the airport property to the water treatment plant located just northwest of the college. Chair Gose asked where the easement would be located. Mr. Nielson replied that it is on a little strip of land going north behind the water treatment plant. It runs directly north along the west side of CWC property. It will provide additional capacity and water pressure for the college. Mr. Welty asked how this easement will benefit the college. Mr. Nielson replied that the pipeline will be built up to the Job Corps site which will provide capacity and pressure for those below it. Mr. Welty asked what the easement will do to the college's fee structure and if users of that improvement will have to pay for it. Mr. Nielson indicated that they will not create an improvement district. Job Corps will pay for the project.

Dr. McFarland recommended that the board approve a utility easement to the City of Riverton as described in the board packet.

**ACTION:**

Mr. Krebs moved to approve a utility easement to the City of Riverton as described in the board packet. Mr. Phister seconded the motion. Motion carried.

Personnel

Human Resources  
Board Report

The Human Resources Board Report for July 2011 included the following information:

There were no Rustler Salute nominees for July. The next Rustler Spirit award recipient will be named in September.

Searches in progress/pending included Instructor Nursing; Instructor Accounting; WPBS Producer; Executive Director for Human Resources; and Maintenance Technician Carpenter.

Separations/transfers/requests for release from contract included Britt Ready, Activities Assistant/Physical Education Instructor.

New hires/appointments/internal transfers included Buck Tilton, Instructor English; Paul Werner, Instructor Business/Business Management; Andy Peeks, Instructor Instrumental Music/Director of Bands; Liz Butters, Facilities Scheduler/Event Coordinator; and Alan Hall, Facilities Attendant.

ACCEPTANCE OF  
MONITORING  
REPORT:

Student Profile

Dr. Waheed presented the highlights of the 2011 Student Profile Monitoring Report. He indicated that the college enrolled 2431 students in Fall 2010, with an FTE of 1824. Annualized FTE (AFTE) for 2010-11 was 1824.95, which far surpassed the goal of reaching 1500 FTE by Fall 2010. Fifty-one percent of students are 24 and under. The average age of students is 29 years. One hundred seventy-seven seniors (over 60 years of age) are enrolled. Seven percent more males were enrolled over last year's numbers. Native American students are the largest minority population. Duplicated numbers decreased from 644 to 600 in the past year. Ninety percent of CWC students are Wyoming residents, with 59.38 percent coming from Fremont County.

The fall-to-fall persistence rate increased from 43.4 percent in 2008-09 to 52.9 percent in 2009-10. More students graduated in 2011 than in 2010. The number of students receiving an Associate's degree increased to 235 in 2010-11 from 199 in 2009-10. The number of credentials/certificates awarded increased to 127 in 2011 compared to 103 in 2010.

Mr. Krebs indicated that it was reported that 90 percent of CWC students are from Wyoming and asked how this compared with the other schools. Ms. Davey stated that 90 percent is a reasonable number statewide. Mr.

Phister asked how residency is defined and how it can be achieved. Dr. Waheed replied that an individual can be classified as a Wyoming resident for tuition purposes if he or she has lived in Wyoming continuously for one year prior to enrolling or who can provide written verification from an employer that he or she will be employed in Wyoming for a period of not less than seven months. Ms. Mills asked if CWC BOCHES can help the students who have to take developmental classes. Mr. Wood replied that they are working right now with Wind River High School on an opportunity for math classes.

Chair Gose asked why CWC has the highest default rate in the state. Dr. Waheed replied that CWC serves low socio-economic students. Students are out of work. Students are considered to be in default if they miss one payment. With the cost of education, students take out both subsidized and unsubsidized loans. CWC's rate is high because of the type of students it serves. Financial aid counseling is provided. The college is required to give money to anyone who applies and who is not in default elsewhere. Chair Gose noted that the institution itself is at risk, and the situation needs to be addressed. Dr. Waheed noted that the rate has gone up and down in the past. A school which exceeds 20 percent could be put on probation.

Ms. Pedersen asked what the college could do to collect on the loans. Dr. Waheed replied that the college can't do anything to collect directly. A hold is put on the student's programs and services, and they can't re-enroll at any college until they pay. Mr. Phister asked if this information is reported to the credit agencies. Dr. Waheed indicated that only institutional charges are reported to the credit agencies. The others are federal charges. Mr. Phister stated that it is not a college issue. The college is not doing anything wrong. Chair Gose pointed out that the implications of it are very real.

Mr. Welty asked if an out-of-state student is eligible for Hathaway if the student lives here for seven months. Dr. Waheed replied that in order to qualify for a Hathaway scholarship, a student must graduate from a Wyoming high school or get a GED. Mr. Krebs asked if the college services the loans. Dr. Waheed indicated that the federal government services the loans. Dr. Crane noted that the administration keeps up on national trends. He commended the work being done at Wind River High School on developmental math classes. This type of program makes the

transition to college smoother and is what was discussed at the community college summit.

Mr. Krebs noted that there has been a significant jump in mental health needs. Dr. Waheed replied that there are more students and economic pressures. Mr. Krebs asked how many mental health counselors are on staff. Dr. McFarland replied that the college does not have any mental health counselors. Students are provided short-term counseling and then are referred to outside agencies. Chair Gose commented that mental health care is the most underserved area in this state.

Dr. McFarland recommended that the board accept the Student Profile Monitoring Report as presented.

**ACTION:**

Ms. Mills moved to accept the Student Profile Monitoring Report as presented. Dr. Crane seconded the motion. Motion carried.

**REPORTS:**

President's Report

Dr. McFarland included the following information in her report:

A. Kudos.

1. As evidenced in the employee association reports, CWC faculty and staff have continued their record of successes and service to students and the community throughout the summer. Such successes include:
  - Student efforts to provide student activities in off-campus centers;
  - Staff acts of kindness to assist flood victims in North Dakota and to support cancer research;
  - Another successful conference of school resource officers through the Rural Justice Training Center;
  - Jackie Meeker's appointment to the Fremont County Library Board;
  - CWC athletes for their academic success as reported by Sports Director Curtis Condie, and
  - A stunning variety of offerings to a growing number of participants through R-Rec.
2. Special appreciation, also, to Board Chair Dr. Roger Gose and wife Barbara for helping with the CWC booth at the July 9 City of Riverton "Day in the Park" and to trustee Caroline Mills for

addressing Upward Bound students at the July 7 Awards Ceremony.

3. CWC 2011 graduate Chloe Skaggs has been invited by Senator Enzi to be a U.S. Senate intern in the fall.
4. Congratulations to Dr. Mohammed Waheed on 5-year approval of the popular and effective Talent Search grant, at \$230,000 per year.
5. Dr. McFarland reported that the college is working on the Wyoming State Board of Nursing 2010-2011 Annual Report. As the board is well aware, CWC has implemented comprehensive strategies to increase its student retention rate without affecting its NCLEX pass rates. Here is where the college stands:

Academic Year	Retention Rate (combined 1 <sup>st</sup> and 2 <sup>nd</sup> year students in academic year)	NCLEX Pass Rate (for graduates of that academic year)
2007-2008	62%	81% (the worst pass rate in CWC history)
2008-2009	71%	100%
2009-2010	72%	96%
<b>2010-2011</b>	<b>82%</b>	<b>100% (with one graduate left to test)</b>

If the last graduate doesn't pass, worst case scenario = NCLEX pass rate of 95%.

An article entitled "Where the Jobs Were" was included in this section that indicates increasing demand for health professionals and related training.

- B. Most time over the past month has continued to focus on summer classes and camps, preparation and scheduling for fall, audit work, cap con submissions to the WCCC, summer construction projects, and continued and exciting work on planning for the Health and Science Center.
- C. Articles about CWC and its sister colleges at the state and national level were included in a separate file with the board packet.

Dr. McFarland referred to a copy of an article included in the board's folders which was written by Director of Nursing Kathy Wells regarding work in clinical simulation. Mr. Wood reported that CWC hosted a lunch

for the Wyoming Film Office recently, and he received a thank you note from Nancy Haecker, a Location Manager – Scout, which stated that “you folks inspired us.” The show *Modern Family* will shoot next season’s episodes in Jackson.

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 Tuesday, September 20, 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. Construction Update
2. 11-12 Institutional Strategic Priorities
3. Planning and Institutional Effectiveness Monitoring Report
4. Property and Liability Insurance

**ACTION:**

Mr. Phister moved to hold an executive session regarding personnel at 5:30 p.m. in ITECC 121, the Intertribal Center Conference Room, prior to the September 20 board meeting. Mr. Krebs seconded the motion. Motion carried.

The board will hold a special meeting by phone on Wednesday, August 17, 2011, at 5:30 p.m. The topics for the special meeting are boiler plant bid and construction manager selection.

CWC Foundation

The next meeting of the CWC Foundation is scheduled for September 15 on the CWC campus.

Association of Community College Trustees

The next ACCT event will be the Annual Congress which will be held October 12-15, 2011, in Dallas, Texas. All board members have indicated their plans to attend. The board retreat will be held on Saturday, October 15, from 12:30-5 p.m. in Dallas immediately following the conclusion of the conference.

Wyoming Association of Community College Trustees

The WACCT met on June 23 in Casper. The minutes from the June 23 meeting were included in the board packet. The next meeting of the WACCT will be held on August 18 in conjunction with the August 19 meeting of the WCCC. Mr. Krebs and Ms. Mills will attend this meeting.

Wyoming                      The next regular meeting of the WCCC will be held August 19 at  
Community College Northern Wyoming Community College District in Sheridan.  
Commission

CWC BOCHES                The CWC BOCHES met on June 15.

Teton County                The next meeting of the Teton County BOCES has not yet been scheduled.  
BOCES

Other                              Ms. Pedersen mentioned that a member of the community has requested  
that the green highway department sign be moved so that the college's  
electronic sign can be read. She also indicated that there still is interest in  
televising the board meetings.

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:                      Chair Gose adjourned the meeting at 8:54 p.m.

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Secretary

APPROVAL:

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Chair