

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, December 10, 2008, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Scott Phister
	Colton Crane	Charlie Krebs
	Roger Gose	Judy Pedersen
	Frank Welty III	
<u>Administration:</u>	Jo Anne McFarland	J.D. Rottweiler
	Dane Graham	Jay Nielson
	Mohammed Waheed	
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Keith Domke	Carolyn Aanestad
	Lori Ridgway	Sonja Fairfield
	Wendy Davis	Kenna Kline
	Carol Deering	Mark Nordeen
	Beth Gray	Curt Galitz
	Ruby Calvert	

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 7:30 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 dinner/work session regarding board reorganization at The Bull Restaurant.

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.

**PUBLIC OATH OF OFFICE FOR NEWLY ELECTED AND RE-ELECTED TRUSTEES:** Board Attorney Frank Watkins administered the public ceremonial oath of office to Dr. Colton Crane for the Lander Subdistrict whose term will expire December 1, 2012; to Ms. Judy Pedersen for the Riverton Subdistrict whose term will expire December 1, 2012; to Mr. Frank Welty III for the Dubois Subdistrict whose term will expire December 1, 2012; and to Ms. Caroline Mills for the Reservation Subdistrict whose term will expire December 1, 2012.

**APPROVAL OF AGENDA:** Dr. McFarland asked to add "New Trustee Orientation" as the last item under New Business.

**ACTION:**

Mr. Krebs moved to approve the agenda with the addition as noted. Ms. Mills 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

Mr. Curt Galitz, President of the Student Senate, reported that he had nothing to add to his written report which included information that upcoming activities include a winter semi formal dance on December 4 and a skiing and snowboarding trip to Pinedale on December 6. The Senate will be running the concession stand for the home basketball games for the rest of the season. The new hub next to the climbing wall will offer free food and weekly prizes during the spring semester. The Senate is planning on putting up a new TV by the hub along with some new video games.

Classified Staff Association

Ms. Sonja Fairfield, President of the Classified Staff Association, indicated that she had nothing to add to her written report. She welcomed new board members Judy Pedersen and Frank Welty and introduced Kenna Kline, the Classified Staff nominee for the WACCT Non-Faculty Award.

Ms. Fairfield provided a written report which included information that Retha Reinke and Judy Hubbard volunteered to answer phones for Wyoming PBS on November 20. Judy Hubbard is teaching a non-credit Christmas Crafts class on December 13. Cindy Keenan attended a Datatel training workshop in Fairfax, Virginia, November 11-12. Sonja Fairfield attended a webinar on Building Conflict Competent Teams on November

6. Brenda Cadwallader and Kenna Kline helped put on a Fun Day/ Gymkana at the Equine Center on November 15. Kenna Kline chaperoned 12 students to Lexington, Kentucky, for the National Certified Horsemanship Association conference October 29-November 3. The three nominees from the Classified Staff for the Wyoming Association of Community College Trustees 2008-2009 non-faculty employee of the year award were Barbette Hernandez, Office Assistant BOCHES; Kenna Kline, Physical Plant Assistant; and Lisa Cunningham, Assistant to the Associate Dean CATS.

The Faculty

Ms. Beth Gray, President of The Faculty, welcomed the new board members. She indicated that the faculty are 100 percent behind the proposed 09-10 academic calendar. The benefit dinner for Leslie Gabrielsen raised \$3,291.56. After subtracting the cost of the food, \$2,691.56 will be given to the Gabrielsens to help with their expenses. The faculty nominated Curt Galitz for the WACCT Student of the Year Award. The Student Senate gave their 100 percent approval of this nomination. Mr. Galitz epitomizes student engagement.

Ms. Gray submitted a written report which included information that Jeff Hosking and members of the Homeland Security, Law and Justice Club attended a showing of *Body of Lies*. On Friday, November 21, several Lander police officers including the police chief utilized the FATS training system. The Rural Justice Training Center has scheduled several trainings for December and January. Jim Thurman hosted five students and their instructor from Wyoming Indian High School for a visit to the American and Wyoming Government class on November 25. The students are seniors enrolled in Pam St. Clair's dual enrollment American and Wyoming Government course at Wyoming Indian High School. Paula Kihn's clinical group participated in the Poverty Simulation the week before Thanksgiving put on by the Wyoming Education Association. Robert Hussa and Sharon Dalton will direct the CWC Choirs and Handbell Choir at the annual Christmas Concert on December 7. The Business Department of the CATS Division sponsored a chuckwagon benefit supper on December 3 for John Gabrielsen and his wife, Leslie, who is very ill.

Professional  
Personnel  
Association

Ms. Carol Deering, President of the Professional Personnel Association, reported that the Professional Staff had five nominees for the WACCT Non-Faculty Award including Cory Daly, Kathy Vincent, Matt Herr, Steve Barlow, and Lori Ridgway. She introduced Lori Ridgway who was selected to serve as the nominee for the state non-faculty award.

Ms. Deering submitted a written report which included information that Jacque Burns, Bridget Taylor, Carolyn Aanestad, RoJean Thayer, Scott Rockhold, Nico Homburg, and Paul Branham attended Datatel training November 4-5 on the Active Admissions/Active Campus Website Content Management System to be launched in early February. Susana Lawson, Kenna Manasco, and Marilu Duncan attended a webinar on On-Site Monitoring of TRIO Projects on November 18. Marilu Duncan reported that Student Support Services successfully submitted their TRIO annual performance report over the break.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, welcomed the new board members. She indicated that investments in the WPBS Foundation have taken a hit. She will be having dinner with Ken Burns in Yellowstone on January 23.

Ms. Calvert submitted a written report which included information on administrative, programming and local content, promotion, development, engineering, and operation and grant activities at Wyoming PBS. The WPBS Advisory Council welcomed new members Dr. Kevin Drumm and Clint Rodeman to the November 10 conference call meeting. Ms. Calvert attended her first national PBS board meeting November 2-4. She also attended the Corporation for Public Broadcasting General Manager "Round Robin" meeting November 6-7 with approximately 50 general managers from around the United States. The first meeting with UW on the four-year BA degree in broadcasting was on November 25. Pledge will be held November 29 through December 15, and the goal is \$75,000. Current membership is 4,057.

CONSENT  
AGENDA:

Board Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the November 20, 2008, regular meeting; the acceptance of bills for November 2008; the board travel budget; the 09-10 Academic Calendar; the 09-10 Academic and Non-Academic Fee Schedule; the 09-10 WPBS Rate Schedule; and the 09-10 Holiday Schedule.

**ACTION:**

Dr. Gose moved to approve the consent agenda as presented. Mr. Krebs 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 \$1,337,922.11 for the

month of November 2008: Operations in the amount of \$1,347,479.14; Student Grants and Loans in the amount of \$29,618.60; and Bank Transfers in the amount of \$781,898.14 for a grand total of all payments in the amount of \$2,158,995.88.

UNFINISHED  
BUSINESS:

Additional  
Insurance  
Coverage

Chair Phister indicated that at board direction, a less expensive option for earthquake insurance coverage was obtained for board consideration. Quotes for nonhazardous workers compensation coverage as well as student athletic secondary coverage are still being sought. By not carrying earthquake coverage, property damage due to earthquake is specifically excluded, but earthquake injury is covered by the college's liability insurance.

Board Attorney Frank Watkins stated that the Wyoming Governmental Claims Act provides further protection for the board, and CWC would fall under this. As long as the board is doing business as a board, it is granted immunity for its acts. The college has insurance and would be responsible if there was any liability, not individual board members. Chair Phister stated that the college is well insured in the areas that are most important.

Dr. McFarland recommended that the board forego earthquake coverage.

**ACTION:**

Dr. Crane moved to forego earthquake coverage. Dr. Gose seconded the motion.

Mr. Welty indicated that \$5,380 is a small amount when considering that Wyoming has high seismic activity, and earthquakes have occurred in the past. Given the cost of repair and replacement, this is a small amount to pay for earthquake coverage.

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

January 21  
Community  
Dialogue

At the last board meeting, the board agreed that the topic of the January 21 Community Dialogue would be analysis of the failure of Proposition #2 to assist the board in analyzing other possible options. It is important to invite a broad section of community members so as to include those who voted for and against the referendum. Each trustee was asked to bring in a list of ten members to invite to the January 21 Community Dialogue. The

lists are to be given to the Board Clerk. Mr. Welty indicated that he needed a little more lead time in getting his list together. It wasn't clear if addresses were to be provided. Chair Phister indicated that although addresses are helpful, they were not necessary.

The Community Dialogue dinner will be held from 5:30-7 p.m. on January 21 with board meeting to follow at 7:30 p.m. in the Little Theatre.

**NEW BUSINESS:**

Reorganization of  
the Board  
Election of  
Officers

Chair Phister stated that board governance policy IV.G.8. requires that at the first December meeting of each year, the board of trustees shall elect its officers and make other appointments as are necessary to conduct regular business.

Current officers are as follows:

Chair – Scott Phister  
Vice Chair – Vacant  
Secretary – Roger Gose  
Treasurer – Charlie Krebs

**ACTION:**

Ms. Mills moved to nominate Scott Phister as Chair of the Board. Mr. Welty seconded the motion. Motion carried.

Mr. Krebs moved to nominate Roger Gose as Vice Chair of the Board. Dr. Crane seconded the motion. Motion carried.

Mr. Welty moved to nominate Colton Crane as Secretary of the Board. Ms. Mills seconded the motion. Motion carried.

Mr. Welty moved to nominate Charlie Krebs as Treasurer of the Board. Dr. Gose seconded the motion. Motion carried.

Appointment of  
Board  
Representatives

CWC Foundation **ACTION:**  
Board

Ms. Pedersen moved to nominate Mr. Welty as representative to the CWC Foundation. Dr. Gose seconded the motion. Motion carried.

State Trustees  
Association

**ACTION:**

Mr. Welty moved to nominate Ms. Mills and Mr. Krebs as representatives to the State Trustees association. Dr. Gose seconded the motion. Motion carried.

CWC BOCHES  
Representatives

**ACTION:**

Mr. Krebs moved to appoint Ms. Mills and Ms. Pedersen as representatives to the CWC BOCHES. Mr. Welty seconded the motion. Motion carried.

Teton County  
BOCES  
Representatives

**ACTION:**

Mr. Krebs moved to appoint Chair Phister and Dr. Gose as representatives to the Teton County BOCES. Dr. Crane seconded the motion. Motion carried.

Other  
Appointments/  
Designations

Chair Phister indicated that the recommendations regarding the designation of official depositories and investment agencies, designation of official newspapers, appointment of legal counsel, appointment of audit firm, appointment of assistant treasurer, and appointment of board clerk are accepted as presented with the exception of the Designation of Official Depositories and Investment Agencies.

Designation of  
Official  
Depositories and  
Investment  
Agencies

**ACTION:**

Dr. Gose moved that all financial institutions as specified in the list of depositories with the addition of the Bank of Jackson Hole and the notation that Jackson State Bank is now Wells Fargo Bank are designated as official depositories and investment agencies for college funds according to the Depository Authorization Resolution and the Depository Authorization Resolution Public Funds Collateral Pledge. Mr. Krebs seconded the motion. Motion carried.

Designation of  
Official  
Newspapers

All newspapers in Fremont County are designated as official newspapers for the college.

Appointment of  
Legal Counsel

Mr. Frank B. Watkins is appointed as legal counsel for the college as retained by the Board of Trustees.

Appointment of  
Audit Firm

McGee, Hearne & Paiz, LLP, is named as audit firm for the college.

Appointment of Mr. Jay Nielson, Vice President for Administrative Services, is appointed  
Assistant as assistant treasurer for the Board of Trustees, and the related resolution  
Treasurer is to be entered into the minutes.

The resolution is as follows:

WHEREAS, on the 10th day of December 2008, the Board of Trustees of Central Wyoming College (CWC) reorganized the Board during a regular public meeting, and;

WHEREAS, Joseph Jay Nielson, Vice President for Administrative Services, was duly appointed as the Board Assistant Treasurer, and authorized:

1. to accept and release pledges of security types deemed sufficient by the CWC Board for the purpose of collateralizing college bank deposits, and;
2. to invest and redeem investments of college funds when excess cash is identified, according to the guidelines established by the State of Wyoming, Department of Audit, and;
3. to initiate transfers of cash between college bank accounts, and;
4. to stop payment on college drafts, where necessary, and;
5. to sell, assign, and endorse for transfer, certificates representing stocks, bonds, or other securities now registered or acquired hereafter in the name of Fremont County Community College District, d.b.a. Central Wyoming College.

NOW, THEREFORE, BE IT RESOLVED, that Avelinda M. Paskett be designated to act on behalf of Joseph Jay Nielson in his absence or at other times necessary to efficiently discharge the duties of Board Assistant Treasurer.

Appointment of Board Clerk Ms. Linda Bender is appointed as board clerk for the Board of Trustees.

State Legislative Update Dr. McFarland gave an update on the activities associated with the opening of the legislative session. She referred to the Governor's budget letter which said that the Governor would anticipate the necessity for agency directors to prepare for the contingency of reducing budgeting levels from those authorized in the 2009-2010 Biennial Budget or the upcoming 2010 Supplemental Budget. A huge amount of activity is going on right now, but the college is far from an understanding of what will be expected. The extent or probability of these budget cuts is in flux and uncertain at this time. Confirmation was received today that the anticipated need for a budget cut in the current fiscal year is off the table. The Governor is expected to ask state agencies to prepare a plan due by January 1 for a 5 percent cut in the upcoming fiscal year. For the Community College Commission and all of the community colleges, the total amount of the reduction would be about \$6 million in the upcoming fiscal year. For CWC, it would be about \$400,000. It is important to understand that this is a contingency. Dr. McFarland is very grateful that the college is not looking at an immediate budget rescission in the current year.

Institutionally the college has begun to tighten its belt and is scrutinizing the filling of new positions, travel requests, and any purchases. It will be helpful to have some additional funds that could be applied to a budget reduction in the next fiscal year. Apart from those specifically earmarked state funds, the state aid that comes to each individual college comes as a block grant. The CWC Board will ultimately make those decisions in conjunction with the development of the FY 10 budget. It appears that the plan will be due January 1. The college won't be expected to provide the level of detail that would be expected for a detailed budget approved by the board.

The supplemental budget submitted by the Governor includes about \$500 million in new funding. The source is carryover reserve from the prior year. He has reserved \$64 million for legislatively determined projects. The Governor is not comfortable with the Consensus Revenue Estimating Group (CREG) projections because the last ones were in October. Since then there has been a softening of the market. Dr. McFarland directed the board to a document called *Wyoming Insight* which was included in the board folders and which provides information on fluctuations in taxes and energy prices. The Governor recommended that the additional \$400

million surplus that had been projected in October cannot be counted on. The Governor participated in the Wyoming Business Report Conference and pointed out that Wyoming's unemployment is less than half the rate of most states, foreclosures are up a little but better than other states, there are no significant layoffs, and many citizens experienced losses in the stock market, but overall Wyoming is doing quite well. The executive and legislative branches are to be aware that there are concerns about dropping energy prices and how the national and global economy could affect the state.

The board doesn't meet again until January 21. Under board policy, staff are required to develop a budget to bring forward. The best that could be done by January 1 would be to indicate that whatever cuts that are required will be done. The board can then determine the final outcome of that. If the college were to take a \$400,000 cut in a single year, it would be of significant magnitude. Dr. McFarland does not believe it will be required, but that kind of cut could affect 10 percent of the college's full-time faculty. She knows that lower local revenues and the legislature considering potential property tax relief will also have an effect. Any 501(c)3 foundation has experienced a substantial reduction in their portfolios. As a consequence, a loss of \$100,000 in scholarships from the CWC Foundation is anticipated. The college has an all-time record high enrollment. Last year was close to an 18 percent increase in enrollment, and this fall another 7 percent increase was seen. Headcount for early spring is up another 15 percent. It is difficult to serve a growing number of students with less money. It is critical for the board to attend the trustees conference in February, to attend legislative gatherings, and to participate in the process. Budget cuts are a contingency at this point, but they are taken very seriously.

Dr. Crane asked about the Governor's budget message which says that "community colleges receive increased General Fund recommendations based on higher utility costs, as well as additional funding for the ongoing strategic planning process." This tells him that the community colleges will receive increases. Dr. McFarland replied that it is difficult to understand something that is contradictory. There is \$500 million in new spending and yet contingency plans must be developed for budget cuts. The legislature will accept or reject any or all increases in funding. They may, in fact, decrease the colleges' budget. The utilities budget is \$800,000 for all colleges based on reimbursement. This is money the state won't have to spend if utility costs don't go up.

Ms. Pedersen asked about the impact of the Community College Task Force recommendations. Dr. McFarland indicated that a copy of the Task Force recommendations were included in the board packet. Last year the legislature said they weren't happy with where the Blue Ribbon Task Force went. As a consequence, during last year's session the funding model increase, the enrollment increase, and the workforce development money were rejected. With few exceptions, the colleges were frozen. Dr. McFarland thought that when the Governor said the work of the Community College Task Force is "stalled," it means that the colleges are stalled or frozen for another year. The frustrating part of all the studying and waiting is that the colleges are not receiving funding that other public education sectors are receiving. Everything is hinging on the strategic plan that the WCCC is required to complete by November 9, 2009, which is after the next biennial budget is submitted by the WCCC. The WCCC will have no ability to submit a budget for FY 11 and FY 12 except on the basis of a strategic plan that won't be ready. It is a complicated issue, but overall the message from area legislators is a bit more optimistic. The Joint Appropriations Committee meeting is tomorrow, and the college budget request will be considered at that hearing. When the new JAC meets in January, they will hear it again. It is very preliminary to draw any conclusions.

Mr. Welty indicated that he disagreed with what the Governor is saying and what the legislature is doing. A national economic downturn will impact Wyoming sooner or later. The effect of this is a lot of people who can't find jobs will go back to school. If the federal government is giving out money for this, it will put more pressure on the community colleges and the university. It is short-sighted of the Governor because the colleges will not be able to service the increased number of people who will want to go to college. This is not the time to cut education because that is what will get people through the hard times.

Ms. Mills asked if CWC is on the list for capital construction. Dr. McFarland replied that CWC is not on the list. The \$20 million was not in the budget. The Community College Task Force has repeatedly said that any capital construction products would hinge upon the strategic plan. The only college that is named with money attached is Casper College because their bond issue passed.

Mr. Keith Domke, Editor of *The Ranger*, asked if a plan for budget cutting would be put together before the end of the year. Dr. McFarland responded that some contingency plans would be developed, and cost-

saving measures would be implemented immediately. However, she did not anticipate any college providing a solid plan because of the holidays and the necessity for board action. It appears that the cuts will not apply to the current year. She believes this plan will be brought forward in April with discussion moving up to April. Any cuts that may be required will be brought forward at that time.

Personnel

Request for  
Release from  
Continuing  
Contract

Dr. McFarland reported that Ms. Carol Deering, Director of Library, has submitted a letter of request that she be released from her continuing contract effective June 30, 2009. Board policy requires approval for this release from contract. Dr. McFarland recommended that the board approve the request for release from contract for Carol Deering with regret and appreciation for everything she has done. Her contributions to CWC have been many.

**ACTION:**

Dr. Gose moved to approve the request for release from contract for Carol Deering with regret. Mr. Krebs seconded the motion. Motion carried.

Human Resources  
Board Report

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

**ACTION:**

Mr. Krebs moved to have the monthly Human Resources Board Report entered into the official board minutes. Dr. Crane seconded the motion. Motion carried.

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

Searches in progress/pending included Instructor Nursing Riverton; Instructor Nursing Jackson; WPBS Web Developer/Graphics Designer; Rural Justice Training Center Director; and Case Manager.

Resignations/terminations/retirements/requests for release from contract included Amy Clarke, Instructor Nursing; Carol Deering, Director of Library; and Freda Hegwood, Line Server/Food Services Assistant.

New Hires/Appointments/Internal Transfers included Xiaoying Lui, Institutional Researcher; and Kate Poff, Custodian.

New Trustee  
Orientation

A new trustee orientation was proposed for January 13, 2009. This orientation would involve a campus tour from 4-5:30 p.m. with the college president and administrators and a 5:30-7:30 orientation dinner to discuss policy governance with the trustees. This date did not work for everyone involved, so an acceptable date will be identified and brought back to the board.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Kudos.
  - a. The student and employee reports at the beginning of the meeting are replete with indications of substantial student and staff engagement in educational and development activities, visits of high school students to campus, workforce development training, music concerts, charity benefits, and wide-ranging activity on the part of WPBS. These reports are indicative that the college's strategic planning efforts to further engage students, staff, and community are paying off.
  - b. On November 26, at 3:00 a.m., with the entire complex process requiring an internet outage of only 8 seconds, CWC IT staff brought a redundant pair of security appliances online to better protect CWC's IT network. These appliances are critically important to the mission of the college because more and more business of the college happens through internet communications. It is these appliances – more than any of the other infrastructure pieces – that secure the college against the threats the college faces thousands of times daily from being connected to the Internet. Special thanks to Ross Johnson, Craig Kucera, and Ben Peterson (and to John Wood and Matt Herr for their leadership).
  - c. Prior to Thanksgiving, CWC staff generously donated and delivered food to people throughout the area to make Thanksgiving special for those in need. Thanks to Carol Deering for shepherding this effort.
2. The College Commission will be meeting on Tuesday, December 16, at 10:30 a.m. by phone conference to approve 09-10 tuition increases, to consider the legislatively-required strategic planning process, and to consider CWC's new proposed programs in Environment, Health, and Safety, as well as LCCC's proposed new program in Technical

Studies. Preliminary indications are that college commissioners may have some concerns about approving CWC's proposed new programs. Work is being done to resolve these issues ahead of time.

3. Mileage reimbursement change. The college utilizes the IRS business mileage rate for mileage reimbursement. Effective January 1, 2009, that rate will be \$.55/mile.
4. Recent selected meetings the president attended since her last report to the board are as follows:
  - a. Tues., Nov. 18 - Riverton Rotary and Board meeting
  - b. Wed., Nov. 19 - Community College Task Force meeting (Casper)
  - c. Thurs., Nov. 20 - Presidents Council meeting (by phone)
  - d. Fri., Nov. 21 - KVOW "Chit Chat" (Riverton) and KOVE "Coffee Time" (Lander)
  - e. Fri., Nov. 21 - *Grapes of Wrath*
  - f. Wed., Dec. 3 - Benefit Dinner
  - g. Thurs., Dec. 4 - Presidents Council Meeting (by phone)
5. Articles of special interest. Articles about CWC and its sister colleges at the state and national level were included under separate cover with the board packet.

Dr. McFarland noted that CWC hosted the State High School Drama Festival December 4-6. About 600 high school students, coaches, and teachers were on campus.

CWC has been recommended for a \$500,000 grant by the Wyoming Business Council for improving access to the Intertribal Center. Additionally under the Business Ready Community Grant proposal, the state would provide IDEA Inc., with \$1.5 million for purchase of the Alco building. The Riverton Cares group received a planning grant for \$22,500 for a nursing home study, and the Town of Dubois received a recommendation for approval for a nearly \$750,000 grant for water and sewer improvements for healthcare-related businesses. All of the projects recommended for approval by council directors need final authorization from the State Loan and Investment Board.

Dr. Gose asked about CWC graduation statistics by age, and these were provided in the board folders.

Executive Vice  
President for  
Academic Services

Dr. J.D. Rottweiler, Executive Vice President for Academic Services, gave an update on athletics. He reported that the women's volleyball team finished the year with a 28-14 record and tied for second in the Region IX North Division. Coach Tiffany Stauffenberg was selected as the Wyoming Community College Conference Coach of the Year, and the team had a Setter of the Year and a Freshman Player of the Year. CWC will host the Region IX North volleyball tournament next year. In women's basketball, the team is currently 6-10 with seven of the losses to nationally ranked teams. Five of the players come from Fremont County. The men's basketball team is 9-6 with five of the losses to nationally ranked teams. The season began with nearly 30 student athletes, most as walk-on players.

The men's rodeo team is currently in first place, and the women's team is in third place in the region. The college has become more diverse as a result of athletics with two athletes from Australia, two from Brazil, two from Serbia, three from Canada, and other players from Russia, Germany, and Italy.

Chair Phister asked about the volleyball GPA this year. Dr. Rottweiler indicated that those numbers will come out in late spring, and he expects that they will continue at a high level. Ms. Pedersen asked about the costs associated with athletics. Dr. Rottweiler replied that men's and women's basketball have a \$25,000 travel budget and \$25,000 in scholarships. Rodeo has a \$35,000 travel budget. Ms. Pedersen asked about the number of staff in athletics. Dr. Rottweiler indicated that athletics staff includes a Director of Athletics/Womens' Basketball Coach, a Men's Basketball Coach/Fitness Center Supervisor, and part-time men's and women's rodeo coaches. Ms. Pedersen asked about the buses and travel. Dr. Rottweiler replied that the buses were purchased for all activities, not just athletics. They include one large bus and two smaller buses. The purchase of the buses was related to insurance, because the 15-passenger vans were no longer covered by insurance. The buses are used for field trips and cultural events. Ms. Pedersen asked about the drivers for the buses. Dr. Rottweiler indicated that they have one part-time contract driver and one Physical Plant employee who drives as needed. The large bus requires a Commercial Driver's License, but the smaller buses do not.

Dr. Rottweiler reported that CWC participates with the City of Riverton in the Recreation for Riverton program. Early numbers show a large number of participants.

Dr. Gose stated that the whole mantra of the ACCT Annual Congress in New York was poverty and how to get those students into a community college. The goal of the Gates Foundation is completion. A lot of students don't get a certificate or degree. The Gates Foundation has contributed money to double the number of community college graduates by the year 2025. Community colleges can produce 250,000 students a year which puts them in the workplace and gets them out of poverty. At a time when community colleges have higher enrollment, funding is being cut yet the colleges are to generate a workforce. Some colleges have a problem with getting students to graduate with a certificate or diploma. Dr. Gose asked if there is a way to track the percentage of students who graduate here. Dr. Waheed indicated that the Gates Foundation will contribute \$3 billion over five years, but the final plans aren't known yet. He will provide the information that Dr. Gose has requested.

Vice President for  
Student Services

Dr. Mohammed Waheed, Vice President for Student Services, reported that at the end of the third week of spring registration, spring enrollment is up 15 percent in headcount and 11 percent in FTE compared to the same time last year. These numbers are preliminary.

Dr. Waheed submitted a written report which included information that with most of the student purges completed for non-payment of tuition/fees or no-shows, fall enrollment stands at 2138 headcount and 1553.92 FTE. This is an increase of 5.42 percent and 8.22 percent respectively.

Vice President for  
Institutional  
Advancement

Vice President for Institutional Advancement Dane Graham reported that a nice gift has been received from Alice Stump for \$31,000 for the Charles N. Stump, Sr., Memorial Scholarship Endowment. The hospital has committed to a \$20,000 annual pledge. They want to give the college leeway in using these funds. They realize it is hard to attract and maintain nursing faculty and also that the nursing program has material needs. All 501(c)3 organizations in the country have been hit really hard, and this will be discussed tomorrow in the quarterly Foundation meeting. Some decisions will need to be made.

Mr. Graham submitted a written report which included information that donations received in November totaled \$2,968. In November, the CWC Foundation sent over 3,400 annual appeal letters to friends of the college seeking support for areas such as general scholarships, Student Life, Arts, Nursing, and various other endowment funds. The CWC Foundation will hold its quarterly board meeting on Thursday, December 11, 2008, at the downtown CWC Lander Center.

NEXT REGULAR MEETING/ SUGGESTED AGENDA ITEMS/ ADDITIONAL TRUSTEE COMMENTS AND/OR REPORTS ON ADVANCEMENT IN THE COMMUNITY: The next regular meeting will be held on Wednesday, January 21, beginning at 7:30 p.m. in the Little Theatre in the Student Center.

AGENDA ITEMS/ ADDITIONAL TRUSTEE COMMENTS AND/OR REPORTS ON ADVANCEMENT IN THE COMMUNITY: Agenda items for the regular meeting include:

1. 09-10 Administrative Contracts
2. 09-10 Early Retirement Requests
3. 09-10 Board Calendar
4. Legislative Update
5. 09-10 Holiday Schedule

In addition, the CWC Board will host a community dialogue dinner for Fremont County citizens regarding Proposition #2 prior to the January 21 meeting from 5:30-7 p.m. in the Fremont Room (SC 103) of the Student Center on the CWC campus.

An executive session, if needed, will be called by board motion at the appropriate place during the meeting.

CWC Foundation The next meeting of the CWC Foundation is scheduled for Thursday, December 11, at 10 a.m. at the CWC Lander Center.

Association of Community College Trustees The next ACCT event is the National Legislative Summit which will be held February 9-11, 2009, in Washington, D.C. All board members have indicated that they will attend.

Dr. Crane has been appointed to serve as an Associate Committee Member on the ACCT Public Policy Committee for 2009. His term will begin on January 1, 2009, and will expire at the end of the 2009 Annual Community College Leadership Congress in San Francisco, California.

Wyoming Association of Community College Trustees The next regular meeting of the WACCT will be held in conjunction with the February 20 meeting of the Wyoming Community College at Laramie County Community College in Cheyenne. The WCCC meeting will be preceded by the Wyoming Community College Conference on February 19 at Little America in Cheyenne. Trustees Mills, Pedersen, Gose, and Krebs indicated they would attend. Dr. McFarland reported that the trustees are planning a trip to the Capitol because they want a more visible presence.

Wyoming  
Community College  
Commission      The WCCC will hold a meeting by phone which is officially set for Tuesday, December 16, 2008, at 10:30 a.m.

The next regular meeting of the WCCC will be held on February 20 at Laramie County Community College, preceded by the February 19 WACCT Community College Conference and Legislative Reception in Cheyenne.

Joint Education  
Committee      The next meeting of the Joint Education Committee is scheduled for December 17-18 in at the Capitol Building in Cheyenne.

CWC BOCHES      The next meeting of the CWC BOCHES is scheduled for 7 p.m. on Thursday, February 26, 2009. The budget will be approved at this meeting.

Teton County  
BOCES      The next meeting of the Teton County BOCES is scheduled for Tuesday, February 17, 2009, at 4 p.m. via the ICN.

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 9:08 p.m.

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Secretary

APPROVAL:

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Chair