

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, October 21, 2009, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills Scott Phister Roger Gose	Frank Welty III Judy Pedersen
<u>Absent:</u>	Colton Crane	Charlie Krebs
<u>Administration:</u>	Jo Anne McFarland Jay Nielson	John Wood Mohammed Waheed
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Keith Domke Martha Davey Jim Thurman Kelly Frank Wendy Davis Dane Graham	Charlotte Donelson Carolyn Aanestad Ruby Calvert Amara Fehring Mark Nordeen

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 7:08 p.m. A roll call conducted by the board clerk indicated that all board members except Dr. Crane and Mr. Krebs were present. A quorum of the board was declared present to conduct business.

Chair Phister announced that the meeting was preceded by a 5:30 p.m. board executive session which was held per a formal motion at the board's last regular meeting on September 16, 2009, and in compliance with Wyoming Public Meetings law. The topic was personnel.

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

WELCOME AND INTRODUCTION OF GUESTS: Chair Phister welcomed the guests present and reminded everyone that Community Input Forms were available at the door for visitors to use if they wished to speak to an agenda item.

APPROVAL OF
AGENDA:

Dr. McFarland asked that Dane Graham, Dean for Institutional Advancement, be allowed to give his report right after the WPBS report rather than at the end of the meeting.

ACTION:

Dr. Gose moved to approve the agenda with the change as requested. Mr. Welty seconded the motion. Motion carried.

STUDENT,
EMPLOYEE
ASSOCIATION,
AND WYOMING
PBS REPORTS:

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

Student Senate

Ms. Amara Fehring, Student Senate President, reported that she had nothing to add to her written report which included information that the returning members to the Senate are Lily Schamp, Claren Copp-LaRoque, and Reva DeVeny. The new members are Jeremy Gross, Chantell Gomez, and Steven Minor. The Senate recently approved many clubs on campus, including a new organization called The Conservation Club. They have started to plan *CWC Unplugged*, where students will play acoustic music by themselves or with a band. The Senate is also working with the Outdoor Club to sponsor a campuswide Rock Climbing Competition. They are planning a dinner for the rodeo team and participating in Safety Awareness Week. The Senate also provided an Opening Night Gala for the *Dark of the Moon* cast to meet and greet the audience.

Classified Staff
Association

Mr. Kelly Frank, President of the Classified Staff Association, indicated that he had nothing to add to his written report which included information that a rough draft of the Classified Staff's new by-laws has been drawn up and is currently in review with the Classified Staff officers. It is hoped that this project will be completed within the next few weeks. Barbette Hernandez answered the phones for the WPBS Pledge Drive on September 19, and she is a co-sponsor for the RHS Multicultural Club. Judy Hubbard taught a Crocheted Rug Class for Riverton Community Service in September and attended the Wyoming Lifelong Learning Conference in Casper October 7-8.

The Faculty

Mr. Jim Thurman, President of The Faculty, reported that he had nothing to add to his written report which included information that the Rural Justice Training Center hosted a meeting of School Resource Officers on September 16. Nita Kehoe was a panelist at Revisioning the (w)hole III September 29-October 1 at the University of Wyoming. Amanda

Nicholoff reported that Radio/TV Broadcasting partnered with Wyoming PBS to broadcast the CWC volleyball games. Val Harris will present how she integrates Geology into her problem solving Math 1000 class at the American Mathematics Association of Two Year Colleges convention in Las Vegas November 12-15. Buck Tilton's new book *How to Die in the Outdoors: From Bad Bears to Toxic Toads, 100 Grisly Ways to Croak* recently appeared in bookstores across the nation. Mr. Tilton has been a columnist for *Backpacker* magazine for twenty years.

Paula Kihn completed a webinar on *Myth and Facts: Suicide in Adolescents*. Darran Wells was the keynote speaker at the annual Wyoming Parks and Recreation Conference this year. Suki Smaglik will be attending the Geological Society of America Annual Meeting in Portland, Oregon, October 16-22. Steve McAllister reported that the CWC INBRE (IDEA Networks for Biomedical Research Excellence) program hosted a visit from Dr. Naomi Ward's University of Wyoming Microbial Physiology class October 3-4. The CWC INBRE has received notification from the University of Wyoming that it has been awarded a \$35,000 grant to support biomedical research for the 2009-2010 fiscal year. Dudley Cole attended and is participating in the Automotive Perkins Assessment development which will eventually be given to all students who are completers in automotive programs. Jim Thurman attended and co-chaired the first ever articulation of community college International Studies programs in Wyoming in Casper on October 17. Debbie McClure arranged for the staff of Presbyterian St. Luke's Medical Center to come to CWC and teach sophomore nursing students a course called STABLE, which is for stabilizing sick newborns in preparation for transport to a medical center.

Mr. Thurman showed the board a poster created for *Dark of the Moon*. The photography was done by Lonnie Slack. Dr. Gose commended Mike Myers for his summer spent in Katmandu teaching English which was very significant since he did it on his own time and expense. He also commended Steve McAllister for the \$35,000 grant which is part of a \$16.9 million grant recently awarded to UW for cardiovascular, obesity, and diabetes research.

Mr. Thurman commented on the articulation of community college International Studies programs in Wyoming on October 17 which will create some kind of standard across the state for International Studies. The next articulation meeting will be held at CWC in the spring.

Professional
Personnel
Association

Ms. Carolyn Aanestad, President of the Professional Personnel Association, reported that she had nothing to add to her written report which included information that the Lander/Riverton Business Leadership Network presented the staff of the CWC Sinks Canyon Center with the 2009 Employer of the Year Award. The award was presented to Lynda German, Frank Berch, and Ken Colovich. The Business Leadership Network also presented Lance Goede with the Spirit of the Business Leadership Network award. Pat Trautman has been appointed to the Fremont County Museum Board. Pat Trautman, Mickey Douglas, and Judy Hubbard attended the Wyoming Lifelong Learning Conference in Casper October 7-8.

Kristy Salisbury, Marcia Himes, Tami Shultz, Gary Trautman, Joy Pettit, and Joanne Slingerland planned and coordinated the Women in Science Conference on October 2 on the CWC campus. Carolyn Aanestad, Scott Rockhold, and RoJean Thayer promoted the event and created the program. Coralina Daly held a research seminar for the participants in the Wind River Development Fund's Strengthening and Growing Entrepreneurs Business Planning class on September 13. Lynne McAuliffe and Lori Ridgway delivered Wyoming Introductory Supervisor Education training programs for 21 area supervisors September 15-17. Lynne McAuliffe and Maygen Yeates delivered Generations and Leadership training to the State Fire Marshal's Office on September 16. Lynne McAuliffe delivered Educator Training to 90 teachers from the Fort Washakie schools on September 25. She is one of two people in Wyoming to earn certification from the National Association of Workforce Development Professionals as a certified Workforce Development Professional. Marilu Duncan conducted a workshop on "Understanding Poverty" for the Shoshoni School District on October 12. Lance Goede organized activities for Domestic Violence Awareness Month. Steve Barlow's Student Life Department presented a self-defense workshop. Carolyn Aanestad and Dane Graham are organizing a CWC Speakers Bureau to facilitate the sharing of a wide range of educational information to area businesses, schools, civic and church groups, and other organizations.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, reported that Wyoming PBS was just awarded a PTFP (Public Telecommunications Facilities Program) grant for \$128,000 to construct a new digital Channel 8 transmitter on Casper Mountain. Wyoming PBS also just received an RUS grant (Rural Utilities Services) grant for \$304,000 to build nine new digital translators to serve audiences in Park, Teton, Carbon, Sheridan, and

and Johnson counties. With the help of the Wyoming PBS Foundation, Wyoming PBS will have deposited an additional \$307,000 by October 30 into its state production endowment which will bring total deposits to \$560,879. With the state match, WPBS will now have \$1,121,758 in its local production endowment fund. The new weekly series *Wyoming Chronicle* has been launched and is featured on the front cover of the October program guide.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotion, and development activities at Wyoming PBS. Ms. Calvert attended a PBS board meeting and retreat October 18-20 in Washington, D.C. Agenda items included the PBS dues review, the CSG review, and a new strategic plan for PBS. The redesign of the WPBS general website and roll-out was completed on September 1. Current membership is 4,028.

Dean for
Institutional
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, submitted a written report that included information that funds received by the CWC Foundation during September 2009 total \$16,939. The annual CWC Foundation Scholarship Reception was held on September 24 in the Robert A. Peck Arts Center Gallery. A joint meeting of the Foundation Board and CWC Board of Trustees will be held on October 22 at The Bull Restaurant. The CWC Alumni Committee will hold an Alumni Appreciation Night on November 14 from 4-5:30 p.m. in conjunction with the Bailey's Tip-Off Classic basketball tournament. The Foundation's annual scholarship fundraiser, Oktoberfest, was held on October 9 and was well-attended. A full report will be provided at the next meeting.

Dr. Gose complimented Mr. Graham on the Oktoberfest event. It was a much more intimate experience this year, and the auction items were presented more effectively. Mr. Welty commented that he listened to an ad on Rustler Radio about the alumni association, and he is looking forward to hearing about the results of the advertising campaign.

CONSENT
AGENDA:

Board Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the September 16, 2009, regular meeting; the acceptance of bills for September 2009; and the board travel budget.

ACTION:

Dr. Gose moved to approve the consent agenda as presented. Mr. Welty seconded the motion.

Mr. Welty asked for an explanation on the processing of the bills and approving them. He asked if the bills the board approves have been paid and if this is just a formality. Mr. Nielson replied that the bills that are presented to the board have been paid. They have gone through the college's purchasing process. The president does not look at them, but Ms. Lindy Paskett, Director of Finance, looks at every purchase order and checks them against the checks that are written. Mr. Welty asked who to contact if he has questions about individual bills. Chair Phister indicated that he should call Mr. Nielson directly.

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

Acceptance of Bills The acceptance of bills includes payment of the following bills which includes salaries and benefits in the amount of \$1,358,334.20 for the month of September 2009: Operations in the amount of \$1,703,799.33; Student Grants and Loans in the amount of \$914,792.54; and Bank Transfers in the amount of \$809,042.00 for a grand total of all payments in the amount of \$3,427,633.87.

UNFINISHED
BUSINESS:

No unfinished business was conducted at this meeting.

NEW BUSINESS:

State Issues Update Dr. McFarland reported that one of the main issues relating to community colleges on the state level is future funding. All colleges are showing substantial growth, with CWC's past two-year enrollment growth of 25.52 percent far outstripping growth at the other six colleges, all seven of which average 9.67 percent for the past two years' enrollment growth. The College Commission has requested enrollment growth funding of \$8.8 million for past enrollment growth for the seven colleges in the upcoming biennium, but the colleges have been told by state and legislative officials to expect a budget cut.

Another main issue is the future revenue picture. The October CREG (Consensus Revenue Estimating Group) estimate projected a \$380 million shortfall in the upcoming fiscal year. Legislative officials have been quoted as saying that, despite the revenue shortfall, revenues should be sufficient to fund the standard budget. Dr. McFarland reported that she is still somewhat optimistic about the possibility of limited new funding, although capital construction and other special funding would be rare or

non-existent. The final main issue relating to community colleges on the state level is the 2010 Wyoming Legislative Session. Dr. McFarland is tentatively scheduled to attend the legislature the week of February 15-19.

Dr. Gose asked what it is that provides hope that some additional funding will be provided to the colleges. Dr. McFarland replied that a meeting between the Governor and the college presidents may be held, and there may be some assistance in the form of some enrollment growth funding. It will require very careful and diligent work on the part of trustees and others in educating the legislators. The community colleges have had frozen budgets for the last four years in anticipation of the completion of the statewide strategic plan and the work of the Community College Task Force. Community colleges have only been funded for enrollment through the academic year 04-05. By the end of the next biennium, the colleges will have gone seven plus years without any additional funding for substantial enrollment growth.

Mr. Welty indicated that he will get a copy of the speech from the concluding speaker at the ACCT conference to pass on to board members, the other colleges, and the Governor regarding the amount of money that is given to two-year colleges compared to what is given to four-year colleges.

Statewide Strategic
Plan

Dr. McFarland indicated that the final draft of the statewide strategic plan shows substantial improvement over earlier iterations and includes most of the changes requested by the CWC Board and by the Presidents Council. It is very key that the strategic plan emphasizes that the foremost state interest is the education of its citizenry. This is important because that statement implies an understanding of the broad mission of the comprehensive community college that engages in career-technical programs and training and community interests but also academic transfer. Other positive changes are that the final draft:

- Includes a section on statutory governing duties of local governing boards, including statutory reference
- Deletes reference to boards that “manage” college districts and inserts reference to boards that “govern” their districts
- Includes prominent reference to the *Wyoming Community College Commission Policy on Consultation*
- Includes most up-to-date college enrollment data (through 2008-2009), subject to WCCC acceptance of the statewide enrollment report on October 29, 2009

- Substitutes “career and technical” instead of “non academic” programs throughout
- Eliminates “faculty support” criterion from program approval criteria (viewed by colleges as too intrusive into internal academic and regional accreditation matters at the college)

Dr. McFarland suggested further study to improve program approval and capital construction approval criteria for more compatibility with the comprehensive community college mission of providing an “educated citizenry.” Her recommendations are:

- Recommend that program approval criteria for “diversified economy,” “workforce development,” and “labor needs” only apply to career technical programs approval and review.
- Recommend that capital construction approval criteria for “diversified economy” and “workforce development” only apply to career technical facility approval.

Dr. McFarland recommended that the board approve the final draft of the *Wyoming Community College Commission Strategic Plan* and authorize the Board Chair to send a letter to the WCCC which outlines the positive changes noted and suggested areas for further improvement.

Dr. Gose noted that Strategic Objective 3 deals with distance learning, and CWC is out front in this area. He asked if every course at CWC is available through distance learning. Mr. Wood replied that every “appropriate” course will be available through distance learning. The percentage of online classes is growing and is currently at 20 percent. Dr. Gose thought this was important because of the housing and flu issues.

ACTION:

Ms. Mills moved to approve the final draft of the *Wyoming Community College Commission Strategic Plan* and to authorize the Board Chair to send a letter to the WCCC which outlines the positive changes noted and suggested areas for further improvement. Dr. Gose seconded the motion. Motion carried.

Recapture/
Redistribution

Mr. Nielson indicated that the recapture and redistribution of state aid is calculated every August to balance the allocation to each college based on the certified assessed valuation and associated 4 mills collected in each of the seven community college districts. In August 2009, every college district reported an increase in projected tax revenues compared to the

formula projection, which resulted in an increase of \$7,476,736 into the college system. In order to maintain CWC's proportional allocation of 8.42 percent, the college lost \$133,621 in state aid to offset the \$838,267 projected increase in local tax revenues, which resulted in a net increase of \$704,646. Fremont County's assessed valuation increased from \$848,481,111 to \$1,079,448,990 because it was based on last year's mineral tax revenues. Next year the assessed valuation will be down because it will be based on this year's mineral tax revenues.

The increase in the Fund 10 budget is \$704,646, and the expenditure items are primarily related to the impact of increased enrollment and other opportunities that need to be addressed now. These items include:

- \$60,000 – Two college vehicles—an off road vehicle for sciences, outdoor leadership, and western culture academic programs and an over-the-road vehicle for all staff
- \$15,000 – Equine Center faculty office building and increase student work study budget
- \$10,000 – Thermopolis facility remodel to expand college offerings
- \$5,000 – Additional student work study hours to expand the open hours for the library
- \$40,000 – Replace the damaged electronic sign at the front of campus
- \$15,000 – A small utility pickup for physical plant needs
- \$25,000 – Nationwide Executive Vice President search
- \$534,646 – Contingency reserve for expenditures this fiscal year or to carry forward into next fiscal year to meet potential funding shortfalls from a decrease in local tax revenues and state funding

The money for the electronic sign will be added to the insurance money to upgrade it to a more modern one. Mr. Welty asked how CWC's proportional allocation of 8.42 percent is figured. Mr. Nielson replied that it is a formula calculation. The WCCC administers the formula, and it is fixed for the biennium but may change at the beginning of the next biennium. In regard to the \$60,000 being spent on new vehicles, Mr. Welty asked what happens to the vehicles when they are not in use. Mr. Nielson replied that they are parked on campus on the old tennis court. In order for the vehicles to be used, a formal procedure is followed. Mr. Welty asked if there is a camera included in the sign purchase in order to record anything that happens to it. Mr. Nielson replied that the shots did

not come from the highway. It appears they came from Circle Drive. He will consider installing a camera.

Dr. Gose asked about the mineral tax revenue for next year. Mr. Nielson indicated that it will be based on the prices for natural gas. Natural gas is between 50 and 60 percent of assessed valuation. Dr. McFarland stated that local revenues have to be projected for the upcoming biennium as essentially flat even though it is known that they will be down. Mr. Welty asked if the assessor's office has made any projections. Mr. Nielson replied that they are projecting that the county will be back in the \$800 million range. It will be a major correction.

Dr. McFarland recommended that the board increase the FY 2010 budget by \$704,646, based on the recapture/redistribution calculation and allocate the increase among the expenditure items presented, retaining \$534,646 in a contingency reserve.

ACTION:

Dr. Gose moved to increase the FY 2010 budget by \$704,646, based on the recapture/redistribution calculation and allocate the increase among the expenditure items presented, retaining \$534,646 in a contingency reserve. Ms. Mills seconded the motion. Motion carried.

Personnel

Human Resources
Board Report

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

The Human Resources Board Report for October 2009 included the following information:

The Rustler Spirit Award for September was awarded to Sonja Fairfield, WPBS Administrative Assistant. A recent Rustler Salute Nominee is Steve McAllister, Instructor Biology/Microbiology. The next Rustler Spirit Award will be presented at the October 28 open forum.

Searches in progress/pending included Executive Vice President for Academic Services and Academic Advising Coordinator.

Resignations/terminations/retirements/transfers/requests for release from contract included Paula Hartbank who transferred from Academic Advising to Student Support Services.

New Hires/Appointments/Internal Transfers included Jennifer Cole, Instructor Equine Science; Amy Madera, Program Director/Instructor Culinary Arts/Hotel and Restaurant Management; Tiffany Stauffenberg, Instructor Physical Education/Volleyball Coach; Buck Tilton, Instructor English; Mark Harris, ETS/Gear Up Curriculum Coordinator/Technology; Paula Hartbank, Student Support Services Education/Retention Coordinator; Marcia Himes, ETS/Gear Up Curriculum Coordinator/Data Specialist; Melissa Johnson, Outreach Coordinator Thermopolis; Virginia Moore, Wyoming PBS Associate Producer; and JuliAn Rew-Davis, Assistant Librarian/Coordinator of Testing Services.

ACCEPTANCE OF
MONITORING
REPORTS:

Physical Plant/
Facilities
Monitoring Report

Mr. Nielson presented the Physical Plant/Facilities Monitoring Report. He reviewed the facilities implementing objectives for the FY 09 Strategic Plan and indicated that the college's facilities are maxed out. Funding for facilities is going to be a factor in order to meet objectives. In regard to the Intertribal Center, Mr. Nielson reported that the documents were finalized today. The budget includes a little over \$150,000 in contingency, and the substantial completion date is September 20. Ninety days were lost in doing the value engineering process. In housing, students picked the residence hall, the oldest facility, as the one they preferred. It has a big open living room into which their bedrooms open. Mr. Nielson has met with the Department of Corrections. The program which CWC partnered with them was one of the most successful programs they have ever had.

The space needs analysis summary is based on national standards and guidelines and shows that CWC is way behind in assignable square feet. The challenges are increasing enrollment with a Fall 09 projection of 1650 FTE and 2200 headcount, limited funding, state funding and governance, and aging facilities where 50 percent of CWC's buildings are 31-40 years old. The college is about 100,000 square feet short of the space needed to support the current student population. Fall enrollment analysis shows that enrollment is steadily going up. The trend line has changed in a significant way. In major maintenance, the Intertribal Center was leveraged with federal money and private donations. Other ways were found to complete important projects on campus. Mr. Nielson displayed photos of completed projects on campus including the gym, the fitness center, the Rural Justice Training Center, and the new compressor for the Student Center. He also showed before-and-after photos of student

housing and the Orchard House at the Sinks Canyon Center. These photos showed that the results are facilities that meet college needs.

Classroom and academic space facilities needs consist of the Intertribal Education and Community Center, the Allied Health & Science Center, the Allied Health & Trades Project, Classroom Wing upgrades, Robert A. Peck Arts Center upgrades, and the Equine Education Center – Phase I. Facilities needs also include a 72-bed housing facility, student activities/gymnasium, and outreach facilities.

Mr. Nielson stated that the college's facilities are working because there is a plan that brings it all to a focus. The college will have fewer resources and more demands on its facilities, so the priorities must be the focus. The college is at the point where there are no other facilities to expand. The heroes are the people who have gone out and found other money for facilities. It is a collegewide effort to modify and grow the college's facilities to meet its needs.

Academic Profile
Monitoring Report

Mr. Wood presented the Academic Profile Monitoring Report which included the results of a Community College Survey of Student Engagement (CCSSE) survey and the University of Wyoming's transfer report. The reason that CWC participates in the CCSSE survey is because student engagement is critical to student success. CCSSE is a tool for improvement which allows the college to assess the quality of its programs. The first CCSSE survey was done in 2007, and this survey provides a comparison to the first one. When the survey is done again in 2011, a trend analysis can be done.

The five CCSSE benchmarks for effective education practice include active and collaborative learning, student effort, academic challenge, student-faculty interaction, and support for learners. CWC is at average or above average in all five benchmark measures, and above all of Wyoming's six other community colleges. CWC scored significantly above in some of the sub-scores of the report and below on none. However, CWC scores declined from 2007 as did all other Wyoming community colleges. Work needs to be done to ensure student engagement as more students come to CWC. Students indicated that the most important services to them and the services they use the most are academic advising and planning, computer lab, and financial aid advising.

In regard to CWC transfers to UW, CWC graduates and those students transferring to UW with more than 60 credits did as well as UW native

students and surpassed out-of-state transfers to UW in GPAs. However, CWC transfers with less than the junior level status are down. Many students are not transferring to UW. They are going somewhere else.

The GPA of new transfer students is a concern because it went down. This is the first time it has gone down, and it went down for all community colleges in Wyoming and all the transfers from out of state. Dr. McFarland asked if it is known if the students completing graduation and then transferring do better than those who don't graduate. Mr. Wood replied that those students who graduate do better. A possible reason for the GPA being down is that there are large enrollment increases. Some students may not be as academically prepared.

The 2009 UW transfer report indicates that overall, students transfer successfully to the University of Wyoming. First UW Semester GPAs are down for CWC transfers, Wyoming Community College transfers, and all transfers, but students transferring with more hours at a community college improve to equal UW native students and surpass out-of-state transfers. CWC transfer students persist for further studies and graduate at similar rates to other Wyoming community college transfers.

Mr. Wood believes that CWC students who graduate with applied degrees are successful in the workplace, but the data to support this belief is anecdotal and consists of discussions with students after they graduate, advisory committee input, Perkins reports, and community dialogues with the board. CWC and the other community colleges have been unsuccessful in getting graduate surveys returned. However, it may be possible in future years to obtain better data.

ACTION:

Ms. Mills moved to accept the Physical Plant/Facilities Monitoring Report and the Academic Profile Monitoring Report as presented. Ms. Pedersen seconded the motion. Motion carried.

Board Chair Phister asked board members to complete the monitoring report evaluation forms.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Kudos. Faculty and staff are putting in lots of extra effort to accommodate the college's substantially increased enrollment. In

addition to meeting enrollment growth needs, both students and staff (as indicated in association reports) continue to provide outstanding service to the community, while garnering impressive national and regional recognition.

2. CWC 2009 nursing grads obtain 100% pass rate on state nursing certification exams. Kathy Wells, Director of Nursing, reports that CWC's 25 nursing grads this year obtained a 100% pass rate—all on the first try.
3. CWC HR Officer Wendy Davis earns certification. CWC's Human Resources Officer Wendy Davis has earned a certificate of completion in Strategic Approaches to Workforce Planning and Employment, which counts toward her work to earn official designation as a "Senior Professional in Human Resources."
4. Sod from Circle Drive donated to District #25 Aspen Park Elementary School. Sod removed for the Intertribal Center construction has been given to District #25 for the new Aspen Park Elementary School.
5. Women in Science Conference at CWC. CWC hosted a Women in Science Conference at CWC on October 2, attended by over 300 middle and high school students from across the state. The conference planner referred to the conference as an "unequivocal" success. Special thanks to faculty and staff members who gave up attending Staff Development Day to help put on the conference.

Dr. Gose indicated that the Women in Science Conference speaks to a section of the statewide strategic plan. Wyoming is dead last in the nation in the disparity between male and female earning power. The recommendation is to get more females into science and technology professions.

6. CWC High School Planning Days. New CWC recruiters Matt Johnson and Sarah Daniels recently conducted High School Planning Days on campus on October 8, with over 400 students participating from 12 area high schools.
7. CWC's Gear Up Program featured in statewide publication. CWC's Gear Up program was featured in *Gear Up Wyoming Matters*, a copy of which was included in the board packet.

8. CWC Library use skyrockets. CWC Director of Library Services, Cory Daly, reported that CWC Library September 2009 gate count records (kept since 2000) recorded 12,941 visits, a 51% increase in traffic, despite 4 days when the counter did not record.
9. H1N1 Update. As part of the college's Emergency Management Plan, the college is tracking weekly attendance of both staff and students so that absenteeism due to the H1N1 virus can be monitored. As of October 13, 10 students and 6 employees are out, due to suspected or confirmed cases of H1N1. Any students or employees exhibiting signs of the virus are sent home.
10. Selected national articles of interest. Selected articles of special interest to the CWC board were included in this section of the board packet.
11. Articles about CWC and its sister colleges at the state and national level were included in a separate file with the board packet.

NEXT SPECIAL
AND REGULAR
MEETING/
SUGGESTED
AGENDA ITEMS/
ADDITIONAL
TRUSTEE
COMMENTS AND/
OR REPORTS ON
ADVANCEMENT
IN THE
COMMUNITY:

The next regular meeting will be held on Wednesday, November 18, beginning at 6:30 p.m. in the Little Theatre.

Agenda items for the next regular meeting include:

1. Statewide Community College Enrollment Monitoring Report
2. Financial Monitoring Report
3. Audit Report
4. College President's Contract

ACTION:

Dr. Gose moved to hold an executive session on November 18, 2009, at 5:30 p.m. in the Student Center Conference Room #SC100, to discuss personnel issues. Ms. Mills seconded the motion. Motion carried.

CWC Foundation

The CWC Foundation Board will hold its next regular meeting on December 10, at 10 a.m. at the Lander Center.

The CWC Trustees will meet with the CWC Foundation Board for their annual joint meeting on October 22, at 6 p.m. at The Bull Restaurant.

Association of
Community
College Trustees

The ACCT Annual Congress was held October 7-10, 2009, in San Francisco, California. Chair Phister, Dr. Crane, Mr. Krebs, and Mr. Welty attended the conference.

The next ACCT event is the National Legislative Summit February 8-10, 2010, in Washington, D.C. Chair Phister, Ms. Mills, and Dr. Gose indicated their interest in attending this conference.

Chair Phister proposed that Dr. McFarland be nominated by the board for the chief executive award as part of the 2010 ACCT Association Awards that will be presented in Toronto next year.

Chair Phister stated that at the recent ACCT Annual Congress, he enjoyed the session on student learning outcomes and the difficulty of measuring those outcomes. It is difficult to get the right measurement to show that what a school is doing is making a difference. Everyone on the board who can go should go to these conferences. Making connections with other colleges is very valuable. Mr. Welty indicated that a number of colleges made presentations on LEEDS green building programs. CWC would benefit greatly from programs such as this.

Dr. McFarland included a federal legislative update from the ACCT conference in the board's folders. Increasing the graduation level is a national initiative. CWC's institutional priorities are right in line with the goal for community colleges to graduate five million more students by 2020.

Wyoming
Association of
Community
College Trustees

The next meeting of the WACCT will be held in conjunction with the October 29 meeting of the WCCC at Western Wyoming College. Trustees Mills and Krebs will attend.

Wyoming
Community College
Commission

The next regular meeting of the WCCC is scheduled for October 29 at Western Wyoming College.

CWC BOCHES

The next meeting of the CWC BOCHES is scheduled for February 2010.

Teton County
BOCES

The next meeting of the Teton County BOCES has been scheduled for December 1 at 4 p.m.

Dr. Gose reported that there is some grumbling about dual enrollment, and there may be some initiative from the legislature and UW in regard to this. The smaller schools represented by certain legislators don't feel they are getting a fair shake. Mr. Wood indicated that the stated reason from UW is that students coming in with college credits received while in high school are not performing as well. However, it has been shown that this is not the case. The students that take dual enrollment classes and come here do as well or better as the native students. It is an ongoing discussion.

Dr. McFarland indicated that a report commissioned by the Community College Task Force will be presented at the November 5-6 meeting in Casper. It is her understanding that this study is based on perceptions and experience of dual/concurrent enrollment at the high school level. Mr. Wood stated that CWC's partners in its service area are pleased with the efforts of the CWC BOCHES, and Teton County is pleased with the efforts of Teton County BOCES. All students now have equal opportunities for dual enrollment throughout the state.

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 Phister adjourned the meeting at 9:27 p.m.

Secretary

APPROVAL:

Chair