

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, June 15, 2005, in Room PTC 115/121 of the Professional Technical Center on the Central Wyoming College campus, following a community dialogue and dinner regarding the collegiate athletics from 5:30 to 7 p.m. in the CWC Food Court. Board Chair Deanna Crofts called the meeting to order at 7:30 p.m.

ATTENDANCE:

<u>Present:</u>	Deanna Crofts	Scott Phister
	Jim Matson	Joe Megeath
	Dennis Christensen	Caroline Mills
	Dallas Myers	
<u>Administration:</u>	Jo Anne McFarland	Mohammed Waheed
	J.D. Rottweiler	
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Bruce Bynum	Martha Davey
	Retha Reinke	Cory Daly
	Roena Stone	Tom Nirider
	Carolyn Aanestad	Kami Barnes
	Lance Goede	Dan Schiedel
	Wendy Finch	Jason Harris
	Jackie Dorothy	Lindy Paskett
	Sandy Mossbrook	Frank Berch

WELCOME AND
INTRODUCTION
OF GUESTS:

Board Chair Crofts welcomed the guests present and reminded everyone that Community Input Forms were available at the door for visitors to use if they wished to speak to an agenda item.

APPROVAL OF
AGENDA:

Dr. McFarland asked to add an agenda item to association reports right after the Higher Learning Commission Self-Study Update in regard to the Physical Plant West Parking Lot Reconstruction. Mr. Myers moved to approve the agenda as revised. Ms. Mills seconded the motion. Motion carried.

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

Upward Bound

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

Ms. Roena Stone, Upward Bound Project Director, provided an update to the board on this summer's Upward Bound program. They are halfway through the sixth summer program and will do their city trip next week. Two Upward Bound students reported to the board on their experiences. Two other students gave the board a demonstration on cup stacking, a game which helps to improve dexterity and requires the use of both sides of the brain. Dr. McFarland recognized Ms. Stone for her commitment, dedication, energy, and compassion in creating and growing the Upward Bound program. She indicated that Ms. Stone will be leaving the college as of July 15 to take a counseling position at Northwest College.

Student Senate

Ms. Kami Barnes, President of the Student Senate, indicated that she had nothing to add to her written report which included information on Student Senate events, Student Senate actions, and upcoming events.

Classified Staff
Association

Ms. Retha Reinke, President of the Classified Staff Association, indicated that she had nothing to add to her written report which included information on activities of the members of the classified staff.

The Faculty

A representative from The Faculty was not present at this meeting, and no written report was provided from this group.

Professional
Personnel
Association

Mr. Jason Harris, President of the Professional Personnel Association, indicated that he had nothing to add to the written report, which was submitted by Alice Nicol and which included information on the activities of the members of Professional Personnel Association.

Wyoming Public
Television Update

Mr. Dan Schiedel, General Manager of Wyoming Public Television, submitted a written report which included information on programming, engineering, development, administration, and a history of the WPTV Foundation. Mr. Schiedel also reported that he just found out that the "Washakie" documentary has won two international awards. "Wyoming Visions" has also won two awards. WPTV and public radio are on the federal funding chopping block. There has been a lot of political activity

regarding funding. The lobbyist has asked people to go on the air to voice their support, but Mr. Schiedel has chosen not to do this type of campaign. At this time, public television has the full support of the House and the Senate. They are proposing an amendment to restore the funding.

Mr. Schiedel met with the people who submitted design-build proposals for the WPTV expansion. Two proposals were submitted, and these will be reviewed. In regard to transmitter conversion, the state gave WPTV \$1.7 million for this purpose. However, the Federal Communications Commission has not set the standards for the translators. WPTV still has the money, and Mr. Schiedel hopes that the FCC makes a determination before the next legislative session. Mr. Schiedel recognized Mr. Steve Biando, Executive Director of the Wyoming Public Television Foundation.

CWC Foundation

Mr. Bruce Bynum, Foundation Chief Operating and Development Officer, indicated that he did not have anything to add to his written report which included information on activities of the CWC Foundation.

Higher Learning
Commission Self-
Study Update

Ms. Martha Davey, Self-Study Director, presented a report to the board on the third and fourth criteria of the self-study. Criterion Three states that “Central Wyoming College provides evidence of student learning and teaching effectiveness that demonstrates it is fulfilling its educational mission.” Criterion Four states that “Central Wyoming College promotes a life of learning for its faculty, administration, staff, and students by fostering and supporting inquiry, creativity, practice, and social responsibility in ways consistent with its mission.” Challenges, comments, and recommendations for both criteria included merging course assessment activities into the formal program review process for all programs, changes in CWC structures requires a more formal Faculty Training/Mentoring process, higher response rate in survey process, and more effective use of Advisory Committees.

Physical Plant West
Parking Lot
Reconstruction

Mr. Frank Berch, Physical Plant Director, reported that comments have been received from the community regarding the reconstruction of the west parking lot. His presentation will give board members and others the tools to respond to these comments. This project is costing the college \$274,000. The west parking lot was constructed 23 years ago in 1982. When a pavement management plan was developed in April 1998, Mr. Jim Gores also developed a detailed analysis and priorities for campus pavement management. In 2004, a core sampling of the west parking lot

was done, and it was found that the road base was still in good condition. However, it was recommended to replace it now, even though it seems fine. When the data were examined, it was easy to make the recommendation to redo it. The goal is to save \$375,000 by following the recommendations for this parking lot in the pavement management plan. It may not seem like it needs it, but the plan has been followed and the pavement on campus is in very good shape. Money is being spent, but money will also be saved.

Mr. Matson indicated that the state does an asphalt assessment every year at the airport. The airport board hires a consultant to do this, and the board does not get involved in micromanagement. Dr. McFarland stated that some people still think the arts center is brand new. The parking lot would not have lasted this long if it had not been maintained regularly.

COLLEGE
ADVANCEMENT
IN THE
COMMUNITY:

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

Mr. Matson reported that he attended the Lander Chamber Social sponsored by the CWC Foundation at the Sinks Canyon Center on May 19.

Dr. Megeath reported that he attended the first meeting of the 11-member merit scholarship group. Dr. Tex Boggs is co-chair of the group, and Dr. Jim Rose gave testimony at this meeting.

Ms. Mills attended the Fremont County BOCES meeting on June 2 where she learned that they will be moving to a new location. She also attended the Wyoming Indian school board meeting on June 8 where the CWC BOCHES presentation was made. She also participated in the meth awareness conference in Ethete. A person there indicated that her life had been turned around by CWC.

Mr. Myers reported that he has completed the CWC Arapahoe language course.

Board Chair Crofts reported that she attended a Workplace Readiness Class taught by CWC Vocational Counselor Mary Flohr. She also attended the Wind River Meth Awareness Conference. She learned that in all situations the counties that have a higher number of drug violations are

those counties with colleges. Dr. McFarland pointed out that these are largest populated counties in the state as well. Board Chair Crofts stated that she is proud that CWC is an alcohol-free campus.

Board Chair Crofts commended the administration for stepping in on a concern she passed along regarding housing. Kathy Vincent answered some questions for her about GED and incarcerated individuals in the college's service area. Some individuals also expressed concerns about administrative salaries and asked if they were in line with the community and if they were competitive.

Dr. Megeath reported that Ms. Mills will be on a panel for the Wyoming Council for the Humanities.

CONSENT
AGENDA:

Board Chair Crofts asked if there were any objections to the consent agenda which included the approval of minutes from the May 18, 2005, regular meeting; the acceptance of bills; the board travel budget; and extinguishment of bad debt. She asked that item D, Extinguishment of Bad Debt, be taken off for discussion and clarification.

Mr. Matson moved to approve the consent agenda items including the approval of minutes from the May 18, 2005, regular meeting; the acceptance of bills; and the board travel budget. Mr. Myers 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 \$986,302.45 for the month of May 2005: Operations in the amount of \$459,227.22; Student Grants and Loans in the amount of \$68,575.96; and Bank Transfers in the amount of \$608,843.73 for a grand total of all payments in the amount of \$1,136,646.91.

Extinguishment of Bad Debt Ms. Lindy Paskett, Director of Finance, explained that bills have been sent for all old debts. A debt is considered to be old if more than two semesters have passed. These debts are analyzed for the possibility of students returning or attending other institutions. A Business Office hold is put on students' accounts, and if they need the college's services they have to pay off their old debt first. If nothing the college does to collect these debts works, the board is asked to discharge and extinguish the debts as an account receivable and asset of the college. Although these debts will no longer be carried as accounts receivable, they will continue to be carried

on the student accounts. The debts are not eliminated; they are just made inactive, and they never go away.

Ms. Paskett indicated that the college has collected more and more of these debts in the past several years. Accounts are now billed every month, and old debt is billed twice a semester. Book vouchers are no longer given for incomplete financial aid files, and they are not given on payment plans.

Mr. Matson moved to approve the extinguishment of bad debt. Mr. Phister seconded the motion. Motion carried.

EXECUTIVE
SESSION:

Board Chair Crofts indicated that an executive session was necessary to discuss personnel and legal matters.

At 8:49 p.m., Mr. Phister moved to recess into executive session. Mr. Myers seconded the motion. Motion carried.

At 9:50 p.m., Mr. Phister moved to reconvene the meeting. Mr. Matson seconded the motion. Motion carried.

UNFINISHED
BUSINESS:

No unfinished business was conducted at this meeting.

NEW BUSINESS:

Revised CWC
BOCHES
Agreement

Dr. McFarland reviewed the timeline in reference to the revised CWC BOCHES agreement.

- April 12 – Fort Washakie school board approved the CWC BOCHES agreement
- May 6 – Shoshoni school board heard presentation on CWC BOCHES
- May 24 – Wind River school board approved the CWC BOCHES agreement
- May 24 – Riverton school board heard presentation on CWC BOCHES
- June 8 – Wyoming Indian school board heard presentation on CWC BOCHES
- June 14 – Riverton school board approved the CWC BOCHES agreement

- June 20 – Shoshoni school board expected to take action on CWC BOCHES agreement
- June 23 – State Board of Education will meet at 2:30 p.m. to take action on CWC BOCHES agreement

Dr. McFarland asked that the board approve the revised CWC BOCHES agreement. She asked for authorization for the board chair to sign the agreements that will include various school district members so that by June 23 when the State Board of Education meets, the college will have a signed document that includes all officially approved and accepted school board members as of that point. These will be the charter members. After that point all existing members plus CWC and the BOCHES board must approve any additional members. The State Board of Education wants an executed agreement, and the college wants to take in as many districts as possible.

Dr. McFarland recommended that the board approve the revised CWC BOCHES agreement included in the meeting packet with the understanding and authorization of the board chair to sign the agreement which will include any additional Fremont County school districts that officially join the CWC BOCHES up until such time that the executed agreement is sent to the State Board of Education for approval.

Dr. Megeath moved to approve the revised CWC BOCHES agreement included in the meeting packet with the understanding and authorization of the board chair to sign the agreement which will include any additional Fremont County school districts that officially join the CWC BOCHES up until such time that the executed agreement is sent to the State Board of Education for approval. Mr. Christensen seconded the motion.

Mr. Christensen asked if the college will have the signatures of the three school boards in time to send to the State Board of Education. Dr. McFarland replied that it is possible that she will not have all of them. However, she can continue to get signatures up until the state board meets on June 23. Dr. Rottweiler reported that the board chair at School District #6 is gone until June 17 but that the college should be able to get his signature by the June 23 meeting.

Mr. Matson moved to call for the question. Motion carried.

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

Withdrawal from
Funding of
Fremont County
BOCES

Dr. McFarland recommended that the board, having met the required one-year notice of intent through formal public action on June 22, 2004, now formally withdraw from funding the Fremont County BOCES through the Special Community College District Levy under Wyoming statute 21-20-110(h), effective June 30, 2005.

Mr. Christensen moved to formally withdraw from funding the Fremont County BOCES through the Special Community District Levy under Wyoming statute 21-20-110(h), effective June 30, 2005. Dr. Megeath seconded the motion.

Mr. Christensen asked for a clarification on the Attorney General opinion regarding BOCES. Dr. McFarland reported that she received a copy of the Attorney General opinion dated May 11, 2005, and it was addressed to The Honorable Tex Boggs, Wyoming State Senator. Question #1 asks “are revenues from the up to one-half mill levy approved by community college boards under W.S. 21-20-110(h) to be used exclusively to support the BOCES or BOCHES necessary operating expenses connected to post-secondary education services?” The answer was “Yes, revenues levied pursuant to Wyoming Statute § 21-20-110(h) are to be used exclusively for post-secondary education services.” The discussion indicated that “The language of the statute is clear and unambiguous. Revenues generated from Wyoming Statute § 21-20-110(h) shall be restricted to necessary operating expenses connected with maintaining post secondary educational services.”

Dr. McFarland asked that the board consider amending the motion to make this Attorney General opinion available to anyone from the media who wishes to have a copy.

Mr. Matson moved to amend the previous motion to include the Attorney General’s opinion as part of the documentation for the legal interpretation of Wyoming Statute § 21-20-110(h). Mr. Phister seconded the motion.

Dr. Megeath stated that he would like a separate motion rather than an amendment.

Mr. Christensen pointed out that the Attorney General's opinion could not be released without permission. Interim Board Attorney Frank Watkins indicated that this permission had been given.

Dr. McFarland stated that the original motion could be amended by adding a comma after 2005 and adding the words "as interpreted by the Office of the Attorney General May 11, 2005."

Mr. Matson moved to change his amendment to the original motion to add a comma after 2005 and to add the words "as interpreted by the Office of the Attorney General May 11, 2005." Mr. Phister seconded the motion. Motion carried.

Board Chair Crofts called for a vote on the original motion as amended: to formally withdraw from funding the Fremont County BOCES through the Special Community District Levy under Wyoming statute 21-20-110(h), effective June 30, 2005, as interpreted by the Office of the Attorney General May 11, 2005. Motion carried.

Withdrawal from
Membership in
Fremont County
BOCES

Dr. McFarland recommended that the board, having met the required "one-year notice of intent" through formal public action on June 22, 2004, now formally withdraw membership in the Fremont County BOCES, effective June 30, 2005.

Mr. Matson moved to formally withdraw membership in the Fremont County BOCES, effective June 30, 2005. Mr. Myers seconded the motion.

Dr. McFarland indicated that a question was brought up about the board's March 16 action regarding the Fremont County BOCES. She included this motion in the background information provided on this item. The intent all along was to take action at the end of the one-year notice.

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

BOCES Wing
Lease Update

Dr. McFarland stated that there are some legal matters that need to be cleared up with the anticipated departure of Fremont County BOCES from its wing on campus. Board members were provided with a copy of a draft letter which Dr. McFarland recommended be sent under the board chair's signature to the chair of the Fremont County BOCES. This letter indicated the college's understanding of BOCES intent to not seek

renewal of their lease and to vacate their office suites and multipurpose rooms in the Pro-Tech addition of CWC as of June 30, 2005. This letter also states the requirements under the sublease as to the various steps to be taken to ensure that the departure is legal, orderly, and appropriate. The letter outlines various matters relating to keys, computer hardware, software licensing, BOCES data residing on college servers, and BOCES e-mail accounts. BOCES departure will require a formal walk-through of the facility following removal of BOCES equipment and furnishings. It is a matter of ensuring what the college's expectations are of BOCES.

Mr. Christensen moved to authorize that a letter regarding the details of the departure of Fremont County BOCES from the college campus be sent to the Fremont County BOCES chair under the signature of the board chair. Ms. Mills seconded the motion.

Mr. Christensen stated that board members are obligated to guarantee the assets on this campus, and this lease must be followed to the letter.

Mr. Myers moved to call for the question. Motion carried.

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

Mr. Phister stated that the board has a responsibility for the BOCES carryover funds. A letter would be appropriate which states that the board wants some sort of accountability for the way those funds are going to be spent. The board has a legal responsibility for those funds.

Dr. McFarland recommended that a letter be sent to the BOCES attorney from Interim Board Attorney Frank Watkins with regard to BOCES accounting of expenditures relating to the CWC one-half mill including carryover money with a formal written response within 30 days. The expectation should be communicated that those revenues must be spent on post-secondary educational services.

Mr. Phister moved to direct Interim Board Attorney Frank Watkins to send a letter to the BOCES attorney with regard to BOCES accounting of expenditures relating to the CWC one-half mill including carryover money with a formal written response within 30 days and with the expectation communicated that those revenues must be spent on post-secondary educational services. Mr. Myers seconded the motion. Motion carried.

Half Mill Levy
Notice of Intent for
Postsecondary
Educational
Services

Dr. McFarland recommended that the board issue its notice of intent to levy a one-half mill within Fremont County Community College District as authorized by Wyoming Statute 21-20-110(h) for up to two years to maintain cooperative post secondary educational programs through authorizing the administration to place the proposed advertisement included in the board meeting packet for a July 20, 2005, public hearing. Board action shall be scheduled immediately following the board hearing.

Dr. Megeath moved to issue a notice of intent to levy a one-half mill within Fremont County Community College District as authorized by Wyoming Statute 21-20-110(h) for up to two years to maintain cooperative post secondary educational programs through authorizing the administration to place the proposed advertisement included in the board meeting packet for a July 20, 2005, public hearing with board action to be scheduled immediately following the public hearing. Mr. Matson seconded the motion.

Mr. Matson asked if the board levies this half mill if the money would go through the college to the BOCHES instead of directly to the BOCHES. The level of accountability would be much higher this way. Dr. McFarland replied that the funding agreement specifies that CWC will serve as fiscal agent. The money will have to come to CWC where it will be held separately in a restricted account. The funds will not be co-mingled.

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

Public Hearing –
FY 05 Closeout/
Transfer of Funds/
Budget Reallocation

Mr. Matson moved to recess to public hearing to discuss the FY 05 Closeout/Transfer of Funds/Budget Reallocation as revised on June 15, 2005. Mr. Phister seconded the motion.

Dr. McFarland reported that the revised document represents what is different from what was presented in the board packet. More tax revenues came in than were anticipated. The budget adjustment in revenue totals \$369,500. The college's projection was conservative, but when the actual check came from the county treasurer it was much higher than projected. Mr. Matson noted that the price of oil and gas production is also up. Dr. McFarland indicated that this will give the college a more comfortable carryover and will enable it to have a contingency reserve. She

recommended that the board authorize adjustments to the revised FY 2005 budget as outlined.

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

Mr. Matson moved to authorize adjustments to the revised FY 2005 budget as outlined. Mr. Phister seconded the motion. Motion carried.

Wyoming Public
Television
Foundation

Dr. McFarland indicated that at its April 27, 2005, meeting, the board requested information about the Wyoming Public Television Foundation.

Dr. Megeath stated that these questions came up revolving around the audit from the WPTV Foundation because they are technically part of the college auditing process. A question came up that one of the CWC board of trustees should become a member of the WPTV Foundation because of that relationship. He asked if the WPTV Foundation Board was going to become statewide. Mr. Steve Biando, Executive Director of the WPTV Foundation, replied that the board is statewide and that fund-raising is being done statewide. Dr. Megeath asked how often this board meets. Mr. Biando indicated that the board meets twice per year. An annual meeting is held in May, and a meeting is held in early December to update the board. Conference calls are held with the board as necessary.

Board Chair Crofts stated that the CWC Board is not trying to find fault with the WPTV Foundation. Because of accounting changes, the college got caught on its audit. Mr. Biando replied that the WPTV Foundation Board chose to do a review because they have a small budget, and audits are very expensive. An audit was done perhaps every third year. They were told in February that college's auditor needed an audit from the WPTV Foundation. This was provided to the college in April, and it was clean. Dr. McFarland noted that the WPTV Foundation complied with the request in a very satisfactory manner. She indicated that the college has new reporting requirements, and this was the first time that component units were defined and incorporated.

Mr. Biando stated that the sole purpose of the WPTV Foundation is to help Wyoming Public Television. Dr. McFarland asked if there is any direct competition with the college. Mr. Biando said there was not. He compared his list of donors with Mr. Bynum's, and out of 802 donors they found there were 28 individual donors and 6 corporate donors that were

the same for both entities. The WPTV donor base is an entirely different group demographically with little overlap. When either foundation does well it is beneficial to both. The WPTV Foundation is not part of the state endowment challenge. They are involved in a separate endowment challenge with the Kresge Foundation. Mr. Schiedel reported that WPTV's request for an endowment from the state was not well received. They would like to get money to get radio equipment replaced in order to provide more educational experiences for students. Consequently, they are trying to get one-time funding for this equipment.

Dr. McFarland asked Mr. Biando if he had a sense of whether or not the WPTV Foundation Board would welcome a member of the CWC Board. Mr. Biando indicated that he could not answer this, but he does not see any reason to make this request. The board is appointed, not elected. His view is that board members are expected to support the WPTV Foundation heavily, and they are expected to raise funds. Ms. Sandy Mossbrook, WPTV Foundation board member, stated that the board would like to broaden its base of support throughout the state.

Dr. Megeath noted that per the agreement with Wyoming Public Television, CWC "agrees not to interfere in any way with the operation of the Wyoming Public Television Development Office." Mr. Biando replied that there is a lot of competition, but the WPTV Foundation has not crossed paths with any donors of the college foundation. People that give to the college generally don't give to WPTV. The majority of WPTV's donors are outside of the CWC service area. Dr. McFarland noted that a large number of WPTV employees made contributions to the employee scholar appeal. They have contributed to the CWC Foundation and vice versa. Employees are supportive of both foundations. If the board still wants consideration of a seat on the WPTV Foundation Board, this needs to be requested.

Mr. Phister asked what the direct benefit is for the college to be involved with Wyoming Public Television. Mr. Schiedel replied that WPTV provides educational and instructional opportunities. CWC is promoted through their broadcasts. CWC will benefit when WPTV's coverage is extended into other communities. They have created a statewide network.

Mr. Biando reported that fund-raising has increased on an annual basis. The vast majority of their new money has come from sources outside Fremont County. The benefit to CWC is that WPTV has the opportunity

to promote CWC. Dr. McFarland stated that CWC provides WPTV money in the amount of \$300,000 for services rendered. CWC should have a competitive advantage. Mr. Schiedel replied that WPTV looks at how it can work with the CWC administration and the radio/TV program. The funds brought in help fund new positions. Mr. Biando pointed out that the resources generated would not exist without the WPTV Foundation.

Board Chair Crofts asked if the CWC board has any responsibility for the WPTV Foundation. Interim Board Attorney Frank Watkins indicated that he has not looked into this, but that he can. Ms. Crofts directed Mr. Watkins to look into whether the CWC board has a legal responsibility for the WPTV Foundation.

Date Change for
October Board
Meeting

Dr. McFarland recommended that the board change the date of the October 2005 board meeting from Wednesday, October 19, 2005, to Wednesday, October 26, 2005, so as not to conflict with the Higher Learning Commission site visit.

Mr. Matson moved to change the date of the October 2005 board meeting From Wednesday, October 19, 2005, to Wednesday, October 26, 2005. Mr. Myers seconded the motion. Motion carried.

CWC/Foundation
Joint Dinner
Meeting Date

Dr. McFarland stated that the CWC Foundation has identified two acceptable dates for the CWC/Foundation joint dinner meeting. These dates are Thursday, September 29 or Thursday, October 20. She requested that the board select one of these dates.

Mr. Myers moved to select Thursday, October 20, 2005, as the preferred date for the CWC/Foundation joint dinner meeting. Mr. Phister seconded the motion. Motion carried.

Personnel

On Dr. McFarland's recommendation, Mr. Myers moved that John Wood be granted a release from a first year faculty continuing contract to allow him to officially assume the Chief Information Officer position for which he has been selected. Mr. Phister seconded the motion. Motion carried.

Human Resources
Board Report

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

Rustler Salute Nominees included Cindy Keenan, Accounts Payable Specialist. The next Rustler Spirit award will be in September.

Searches in progress/pending included Instructor Biology/Math; Instructor Construction Trades; Instructor Human Relations/MHCOP Advisor; Instructor Political Science/Social Science; Automotive Lab Supervisor; BOCHES Program Coordinator; Director Instructional Technology; Director of Nursing; Institutional Researcher; Instructional Technology Specialist; WPTV Producer/Writer; Business Office Accounting Technicians; Human Resources Assistant; Records Technician; and WPTV Clerk of the Works.

Resignations/terminations/retirements/requests for release from contract included Les Bishop, Distance Education Coordinator Jackson; Susan Gaudern, Division Assistant Distance Education; Paula Hartbank, Administrative Services Administrative Assistant; Roena Stone, Director of Upward Bound; and John Wood, Chief Information Officer.

New Hires/Appointments/Internal Transfers included Amy Hernandez, Instructor Nursing; Michelle Major, Instructor Nursing; Paula Hartbank, Academic Advising Coordinator; and John Wood, Chief Information Officer.

REPORTS:

President's Report

Dr. McFarland included the following information in her written report:

1. Kudos
 - a. Congratulations to WPTV for winning the coveted National Bronze Telly Award for their documentary on "Adult Protective Services" that was produced in partnership with the Department of Family Services. Good work—Aliza Sherman, Jackie Dorothy, James McGilvry, and everyone else who participated in this outstanding project.
 - b. Electronic Media Professor Dale Smith reports that a CWC electronic media student, Richard Fleetwood, also won a National Bronze Telly Award for a public service video that he produced for the Riverton Police Department.

- c. Credit also goes to Human Resources Officer Wendy Finch for her service on the national Board of Directors of the College and University Professional Association for Human Resources. This is a high honor for both Wendy and for the college.

2. Summer Food Services

Due to the college having granted Sodexo an early release from their food services contract that would have otherwise automatically terminated on August 15, 2005, the college has contracted with Angie Flint of Lander to provide limited food services through July. Summer food services are especially important for a number of large events on campus, including Gear Up and Upward Bound.

3. State Level Issues

- a. The Executive Council is working on the following topics:
 - Development of 07-08 Strategic Plan and generation of preliminary funding model run as basis for *07-08 Biennial Budget Request*. (A first run of the 07-08 Biennium generated through the state funding model is expected to be provided at the June 16 meeting in Rock Springs.)
 - Examination of state statutes related to state supported capital construction at the community colleges.
 - Exploration of the tax-exempt status of college foundation owned property.
 - Resolution of problems related to the desired transfer of ABE-GED from the Department of Workforce Services to the Wyoming Community College Commission. Issues relate to the hiring of new state employees to administer the program, statutory change to authorize the transfer, and funding issues related to TANF (Temporary Aid to Needy Families) to support ABE-GED through the upcoming 07-08 Biennium.
 - Discussion of Hathaway Merit Scholarship Program.

4. National Legislative Update
 - a. The college has received the following support from federal legislators:
 - U.S. Senator Mike Enzi has submitted a request to the Senate Appropriations Committee for \$2 million for the CWC Intertribal Education and Community Center;
 - U.S. Representative Barbara Cubin has submitted a request for \$1 million for the CWC Intertribal Education and Community Center (Representative Cubin and her staff will be visiting the CWC campus this summer to learn more about the Intertribal Center);
 - U.S. Senator Craig Thomas has submitted a \$3.3 million request for CWC's proposed Workforce and Entrepreneur Development Center; and
 - U.S. Representative Barbara Cubin has supported level funding for FY 06 for the Corporation for Public Broadcasting.
 - b. CWC has received a Carl D. Perkins Vocational and Technical Education grant for the upcoming year of \$148,208.
 - c. The college is currently exploring the possibility of applying for a job training grant through the U.S. Department of Labor, which is associated with the "President's Community-Based Job Training Initiative Grant" totaling \$125 million. Grant funds will be awarded to support capacity building and workforce training for high-growth industries through the national system of community and technical colleges.
5. State Board of Education May 24 Conference Call on CWC BOCHES
J.D. Rottweiler and Deanna Crofts participated in the May 24 conference call during which the State Board of Education (SBE) again considered the CWC BOCHES proposal. The Attorney General Assistant who works with the SBE confirmed that the

revised BOCHES agreement (which is an agenda item for the June 15 board meeting) meets legal requirements. SBE will meet later in June or early July to take final action.

6. Board Member CWC E-Mail Accounts
CWC Chief Information Officer John Wood has asked if the board members are interested in having CWC e-mail accounts. This would not involve internet service, but would involve having access to CWC web-mail to access e-mails relating to CWC. Board members indicated that they did not wish to have CWC e-mail accounts.
7. Articles about CWC and other colleges. All articles were provided with the board packet under separate cover.

CWC Foundation

Mr. Matson reported on the June 9 Foundation Board meeting in Dubois. The board added new members at this meeting. The chair of the board thinks there is a problem with the articles of incorporation. The executive director of the Foundation was given authorization to hire another person. The Brunton bids have been opened. Mabel Blakely has given a considerable amount of money to CWC over the years. The CWC Foundation has a three-year contract with McKee, Marburger for their audit.

The next meeting of the CWC Foundation will be the annual summer retreat on Thursday, July 14, 2005, at the CWC Sinks Canyon Center.

ACCT

The next major ACCT conference is the ACCT Annual Congress September 7-10, 2005, in Seattle, Washington. Board Chair Crofts, Mr. Christensen, Dr. Megeath, Mr. Phister, Mr. Matson, and Dr. McFarland are planning to attend.

Mr. Christensen reported that four past ACCT board chairs, including himself, were involved in the presentation of the ACCT Leadership Conference held June 6-7 in San Francisco. He received two handouts at this conference entitled "99 Very Smart Things for Boards to Do" and "CEO Expectations of Trustees," copies of which he shared with the board.

At the ACCT annual congress in September, a pre-conference session will be held that deals with campus facilities. Mr. Christensen indicated that

usually the board chair is the voting member at the senate during this conference, and this should be formally designated by the CWC board.

Mr. Christensen moved that Board Chair Crofts be the voting delegate to the ACCT annual congress in Seattle. Mr. Matson seconded the motion. Motion carried.

WACCT

The next meeting of the WACCT will be on Thursday, June 16, in conjunction with the June 16-17, 2005, WCCC meeting at Western Wyoming Community College in Rock Springs. Dr. Megeath and Ms. Mills are planning to attend, and Dr. Megeath should be designated as a voting delegate since he is not one of the board's delegates.

Mr. Phister moved to designate Dr. Joe Megeath as the second voting member for representation of Central Wyoming College at the WACCT meeting June 16-17, 2005. Mr. Myers seconded the motion. Motion carried.

CWC Teton
County BOCES

Mr. Myers reported that the next meeting of the CWC Teton County BOCES will be held in August. Everyone on this board is positive, and all work toward a common end. Mr. Les Bishop has done an exceptional job. At the June 1 meeting, the culinary arts and power sports programs were discussed. Dual enrollment classes are taking shape.

NEXT REGULAR
MEETING/
SUGGESTED
AGENDA ITEMS:

The next regular meeting of the CWC Board of Trustees will be on Wednesday, July 20, 2005, at 6:30 p.m. in Pro Tech #115/121.

At 5:30 p.m. prior to the meeting, the annual board photographs will be taken.

Agenda items for the regular meeting include:

1. One-Half Mill Levy for Cooperative Postsecondary Educational Services
2. Public Hearing/Adoption of Final Fiscal Year 2006 Budget
3. Student Profile Monitoring Report

BOARD SELF-
EVALUATION OF
MEETING:

Board members were to asked to complete an evaluation of the meeting and to turn them in before leaving.

ADJOURNMENT: At 11:37 p.m., Mr. Myers moved to adjourn the meeting. Mr. Phister seconded the motion. Motion carried.

Secretary

APPROVAL:

Chair