

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, July 17, 2013, in Room ITECC 116 of the Intertribal Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Charlie Krebs Nicole Schoening Heather Christensen	Carlton Underwood Colton Crane Roger Gose
<u>Absent:</u>	Scott Phister	
<u>Administration:</u>	Jo Anne McFarland Jason Wood	Ron Granger
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Carolyn Aanestad Bob Connelly Lynette Jeffres Rory Ashdown Steve McAllister Connie Nyberg Lynne McAuliffe Amanda Peterson Katie Roenigk	Barbara Bonds Cory Daly Joshua Scheer Bill Finney Matt Herr Steve Barlow Charlotte Donelson Mark Nordeen

CALL TO ORDER: Board Chair Charlie Krebs called the meeting to order at 6:33 p.m. A roll call conducted by the board clerk indicated that all board members were present except Mr. Phister who had indicated earlier that he would be absent from the meeting. A quorum of the board was declared present to conduct business. This meeting was preceded by a 5 p.m. tour of the Health and Science Center followed by a light supper in the Intertribal Center Conference Room.

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

WELCOME AND INTRODUCTION OF GUESTS: Chair Krebs 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 the board add "Foundation Lease Assignment" as the third item under New Business after "Bond Issuance Board Resolution."

ACTION:

Dr. Crane moved to approve the agenda with the addition as noted. Ms. Christensen seconded the motion. Motion carried.

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

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

CWC Foundation

Ms. Lynette Jeffres, Manager of the CWC Foundation, indicated that a \$40,000 donation was received from Lowell and Mary Morfeld's daughter. The raffle for the 1964 Ford Thunderbird is going well with about 400 tickets sold to date. The drawing for the car will be held on October 10 during the annual Oktoberfest event. Ms. Jeffres submitted a written report which included information that funds received by the Foundation during the month of June 2013 totaled \$57,761.

Classified Staff
Association

Ms. Amanda Peterson, President of the Classified Staff Association, indicated that she had nothing to add to her written report which contained information that Mike Donelson and the Equine Center Staff hosted a four-day training clinic for Law Enforcement Officers and their horses June 7-10. Suze Kanack made cookies for the military boxes that Trinity Lutheran Church will send out at the end of June. She also helped with the PAWS garage sale on June 15. Jan Jensen completed a week-long Cultural Institute class taught by Sergio Maldonado. Jan Jansen and Kelly Dempster attended the 2013 annual meeting of the Wyoming College Testing Association June 20-21. On June 8, ACT testing was done by Suze Kanack and Jan Jensen, and ETS testing was done by Kelly Dempster. On June 10, LSAT testing was done by Kelly Dempster and Bev Cheney. Ben Peterson and Kelly Frank will be emcees for the Fremont County Fair Parade on July 27. Retha Reinke and Judy Hubbard are the CWC parade chairs.

The Faculty

Mr. Matt Herr, President of The Faculty, thanked members of the CWC administration for the work being done to improve the Sinks Canyon

Center and the plans for a new Lander Center. He reported that the employee associations will be trying something new in the fall. In August they will host a silent auction during in-service, proceeds of which will go toward student scholarships, student emergency funds, and other student aid. Mr. Herr introduced Dr. Bill Finney, Assistant Professor of Chemistry and Physics, who made a short presentation to the board which introduced some of the classes he teaches and the plans for future activities in his department.

Mr. Herr submitted a written report which contained information that Matt Flint will be showing new paintings at Visions West Gallery in Livingston, Montana. Dudley Cole attended a four-day hybrid and electric drive training seminar. He also traveled to Princeton, Minnesota, to a company called E-Ride regarding a possible relationship between them and CWC through the Entrepreneurship program and the Automotive Department. Michael Bostick attended a four-day course in statistical computer programming in Boulder, Colorado, June 16-19. Chontelle Gray attended both the Core Concepts and Intermediate Concepts classes for Vectorworks June 17-21. She also hosted the Theatre Teachers Intensive Training Class at CWC. Bob Husa did a few sessions on Sound, and David Gray taught acting and directing. Amy Madera attended the National Restaurant Show in Chicago. Culinary students are making food for the Art Association's Art Fair in Jackson July 19-21.

Professional
Personnel
Association

Ms. Connie Nyberg, President of the Professional Personnel Association, indicated that she had nothing to add to the written report submitted by President-Elect Jonathan Rasbach which included information that progress continues in major housing renovations with completion scheduled in Mote Hall for August 2013. All units in the West Apartments will be fully renovated and completed by mid-September. The East apartments will be completed in time for Spring 2014. Carolyn Aanestad has created print and electronic media to advertise available housing, and Ben Peterson and Kelly Frank will be interviewing Jonathan Rasbach on Rustler Radio regarding the benefits of campus housing. Living-Learning Communities will commence this fall with New Student, Outdoor, and Visual/Performing Arts LLCs. Joanne Slingerland reported that a Solar Panel Installation Class installed a panel on the Orchard House in June. Students in the Facilities Maintenance Technology program taught by Andy Eckart completed the construction of a Coffee Hut. The Summer Youth program is led by Frank Berch, and students will complete

courses in Grounds Maintenance, Facilities Maintenance, Team Building, and Communications and Employability.

Lori Ridgway, Lynne McAuliffe, Dana Nicholls, Anne Even, and Michael Cheek taught classes for a five-day entrepreneurial camp in mid-June. Gary Downs attended the Disability Coordinators meeting on June 27 in Laramie. Jason Harris recently attended a webinar hosted by College Week Live on what influences international students.

Ms. Christensen asked about summer housing numbers. Mr. Steve Barlow, Assistant Dean for Student Services, replied that they started with 30 which was not as many as they had hoped for, but several of these students are staying for the fall semester.

Student Senate

Mr. Rory Ashdown, President of the Student Senate, indicated that the Senate has chosen officers for the summer semester. Shay Stanek was elected Vice President, and Miranda Hosking was elected as both Secretary and Treasurer. The Senate is revising the constitution and making a detailed budget for next year. The GPA requirement to join the Senate has been changed to 3.0 and to 3.2 for an officer. The Senate is planning a water rafting trip for new students on August 31.

Wyoming PBS

Mr. Bob Connelly, WPBS Assistant General Manager, indicated that the CWC Board approved the WPBS standard budget and exception request at their last meeting. On July 15, the request for support for that budget was presented to the Select Committee on Tribal Relations, and they approved it unanimously. Ms. Ruby Calvert, WPBS General Manager, submitted a written report which included information on administrative, production, engineering, promotions, and development activities at Wyoming PBS. The Wyoming PBS Advisory Council held a meeting and strategic planning session on June 5. Modifying the mission and vision statements was discussed, and goals for the next strategic plan were adopted. A new website and program guide are planned for this fall. Current, active members number 3,509 which includes 39 new members from the July pledge. June pledge netted \$21,102 against a goal of \$20,000 and includes \$2,700 from the fly fishing auction.

CONSENT
AGENDA:

Chair Krebs asked if there were any objections to the consent agenda which included the approval of the minutes from the June 19, 2013, regular meeting; the acceptance of bills for June 2013; and the board travel budget.

ACTION:

Dr. Gose moved to approve the consent agenda items including the approval of the minutes from the June 19, 2013, regular meeting; the acceptance of bills for June 2013; and the board travel budget. Dr. Crane 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 \$1,569,525.92 for the month of June 2013: Operations in the amount of \$2,943,751.10; Student Grants and Loans in the amount of \$11,115.95; and Bank Transfers in the amount of \$877,892.79 for a grand total of all payments in the amount of \$3,832,759.84.

UNFINISHED
BUSINESS:

Public Hearing -
FY 14 Budget

Mr. Ron Granger, Vice President for Administrative Services, reported that the final FY 14 budget included a few minor changes in salaries from when it was presented at the May meeting. The college was still able to carry forward some funds for FY 15-16, but information was received today regarding cuts of up to \$268,000 per year in the next biennium. He presented corrected pages 3-5 from the budget book and explained that these pages don't change anything in the budget.

Approval of FY 14
Budget

Chair Krebs stated that the FY 14 Budget Hearing had been duly advertised to occur at this time and place and that the board would now hold a public hearing on the FY 14 Budget. He asked if anyone present wished to comment on the proposed budget. No comments were made. Chair Krebs asked for the president's recommendation. Dr. McFarland recommended that the board adopt on final reading the FY 14 Budget and Resolutions, including earned step salary model adjustments as per policy and other staffing changes and compensation as proposed including reduction in force, in the total annual budget amount of \$42,013,131 and asked that budget resolutions be entered into the minutes.

ACTION:

Ms. Schoening moved to adopt on second and final reading the FY 14 Budget and Resolutions, including earned step salary model adjustments as per policy and other staffing changes and compensation as proposed including reduction in force, in the total annual budget amount of \$42,013,131 and asked that budget resolutions be entered into the minutes. Dr. Gose seconded the motion. Motion carried.

The budget resolutions are as follows:

EXPENDITURE AUTHORITY RESOLUTION

WHEREAS, on the 17th day of July 2013, the budget making authority prepared and submitted to the Board of Trustees of Fremont County Community College District, a budget for the fiscal year ending June 30, 2014; and

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

WHEREAS, notice of a public hearing on such budget, together with the summary of said budget, was published in the *Riverton Ranger*, a legal newspaper published and of general circulation in the county on the 10th day of July 2013; and

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fremont County Community College District that the budget as so revised and altered, be adopted as the official college budget for the fiscal year ending June 30, 2014.

BE IT FURTHER RESOLVED, that the following appropriations be made for the 2014 fiscal year ending June 30, 2014, and that the expenditures be limited to the amount appropriated herein.

Dated this 17th day of July 2013.

EXPENDITURE AUTHORITY	
CURRENT FUNDS	\$32,708,132
PLANT FUNDS	<u>8,254,474</u>

TOTAL EXPENDITURES	\$40,962,606
DEBT SERVICE (G.O. BONDS)	\$ 1,050,525

By:
Mr. Charles Krebs
CWC Board of Trustees Chair

Attest:
Mr. Scott Phister
CWC Board of Trustees Treasurer

RESOLUTION TO PROVIDE INCOME

WHEREAS, on the 17th day of July 2013, this Board adopted a college budget for the 2014 fiscal year ending June 30, 2014, calling for the following appropriations:

Current Funds	\$32,708,132
Plant Funds	<u>8,254,474</u>
Total Appropriations	\$40,962,606
Debt Service (G.O. Bonds)	\$ 1,050,525

AND WHEREAS, after deducting all other cash and estimated revenue, it is necessary that the following amounts be raised by general taxation and in order to raise such sums of money, it is necessary that levies be made for the fiscal year ending June 30, 2014, as shown opposite each fund, amounts to be raised by taxes:

Amounts to be Raised

Current Funds:		
Operating Fund	\$3,981,975	4.00 Mills plus other taxes
Optional Mill Levy Fund	\$1,050,525	1.00 Mills plus other taxes
CWC BOCHES	\$ 650,407	.50 Mills plus other taxes

NOW, BE IT RESOLVED by the Board of Trustees of Central Wyoming College that the foregoing levies be made for the fiscal year ending June 30, 2014.

Dated this 17th day of July 2013.

By:
Mr. Charles Krebs
CWC Board of Trustees Chair

Attest:
Mr. Scott Phister
CWC Board of Trustees Treasurer

NEW BUSINESS:

Acceptance of
Planning and
Institutional
Effectiveness
Monitoring Report

Dr. McFarland presented the Planning and Institutional Effectiveness Monitoring Report. She indicated that the strategic planning schedule has been revised to coincide with the development and approval of the upcoming year's budget. As a result, the planning monitoring report is presented in July in conjunction with the budget. The budget accounts for the strategic priorities for this fiscal year. It is all about student success and moving the college's mission forward toward that success. The big challenge is to increase completion rates of community college credentials by 50 percent by 2020 while preserving access, enhancing quality, and eradicating attainment gaps. It also includes dramatically improving college readiness by 2020, reducing by half the number of students entering college unprepared for rigorous college-level work, and doubling the rate of students who complete developmental education. To attain that goal, the 13-14 priorities include a charge to radically revise and/or eventually eliminate developmental coursework. The college's challenge is to move to access and success; expected time limits; clear, coherent educational pathways; a culture of evidence; a focus on learning; funding tied to institutional performance and student success; and specific learning metrics and analytics.

CWC's 13-14 strategic priorities are to enhance learning to increase completion and student success without compromising access; to improve resource development and allocation; and to strengthen partnerships with key stakeholders. The student loan default rate will be a big focus. Steps to enhance completion and student success without compromising access include reducing the loan default rate and/or eliminating federal student loans altogether, radically revising and/or eventually eliminating developmental coursework, and reducing time to degree completion. Steps to improve resource development and allocation include

streamlining college operations, developing new funding mechanisms and resources, assessing sustainability and suitability of grants, and strengthening the alumni base. Steps to strengthen partnerships with key stakeholders include completing transitional alignment/college readiness through CWC/K-12 “Transitional Alignment Task Force,” developing a relationship with the new Job Corps, working closely with Jackson to grow and expand the CWC presence in Jackson, improving or changing partnerships with CWC Foundation, and increasing engagement with the Wind River Reservation community.

Dr. Gose asked about a timeline for revising and/or eliminating developmental coursework. Dr. Crane noted that 72 percent of students take developmental courses and asked how reducing or eliminating these courses could be achieved. Dr. Jason Wood stated that reducing the number of students who enter college unprepared for rigorous college-level work starts with the curriculum in high school. He will be getting high school math and English teachers together this fall, and they will come up with a timeframe on how to get it done. The college will also build in two-week refresher courses for math and English. In addition, the Transitional Alignment Task Force, a group of CWC and K-12 administrators and teachers, is working on college readiness. There isn’t an actual timeline, but the potential is there. Dr. Wood is committed to writing a grant to the Gates Foundation on behalf of the task force, and the model here in Fremont County could be held up as a standard for the state.

Dr. Gose asked if the college is moving ahead in competency-based learning. Dr. McFarland replied that nursing is the college’s very best model of competency-based learning. Chair Krebs commented that the implementation of student loan default prevention measures won’t eliminate loan default but it may slow it down. Ms. Christensen asked what will happen to the students who wish to explore a career path before making a decision on a program. Dr. McFarland replied that the college has between 75 and 90 different majors which have provided too many choices for students. With good academic advising, clusters of disciplines can be identified that interest students. The general studies major is not a defensible major. Plans have been made to strengthen advising.

ACTION:

Ms. Christensen moved to accept the Planning and Institutional Effectiveness Monitoring Report as presented. Dr. Crane seconded the motion. Motion carried.

Bond Issuance
Board Resolution

Mr. Granger reported that he has worked with Ms. Barbara Bonds of George K. Baum & Company on the bonds for the remodel of the Classroom Wing; remodel and expansion of the Professional Technical Center; the new Lander Center; and the remodel of the campus apartments in Riverton and the Sinks Canyon Residence Hall Project. A draft copy of the resolution was provided to board members. Ms. Bonds explained that the resolution is a parameters resolution because rates won't be set by the bank until final closing. These are draw-down bonds. One is a capital facilities bond for \$2.2 million with a 2.3 percent interest rate, and it appears that it will stay at this interest rate. This bond is set up for 7 years of interest and principal and 1.5 years of interest only during the draw-down period. The \$3.5 million bond for housing will be for 21.5 years at 3.15 percent. These bonds are set up for 20 years of interest and principal and 1.5 years of interest only. Adoption of these bonds will authorize Mr. Granger to move forward, with the first draw taking place after July 25.

Dr. Gose asked how the length of the bonds is determined and why this particular timeframe was set. Ms. Bonds replied that this was the timeline chosen by the college. Dr. Crane asked about the revenue streams that will be used to pay off the bonds. Mr. Granger replied that Fund 11, which is the one mill fund, and Fund 12 will be used plus revenues from housing on campus and in Sinks Canyon. Ms. Christensen asked about the mandatory sinking fund redemption. Ms. Bonds explained that the bank can't put together a final repayment schedule because it then ends up being a term bond. The bank will give a proposed repayment schedule, but it has to be set up on sinking fund payments. They are mandatory so at maturity the college will have to pay back the bond. Only the revenues allowed by state law have been pledged for repayment. Statute requires a maintenance fund which is 7 percent of the principal amount of each of the bond issues. Annual payments are due October 1.

Dr. McFarland recommended that the board formally adopt the bond resolution as presented.

ACTION:

Dr. Crane moved to adopt the bond resolution as presented. Dr. Gose seconded the motion. Motion carried.

Foundation Lease
Assignment

Dr. McFarland indicated that she had discussed the Foundation lease assignment request with the board attorney. She recommended that the board approve and consent to the assignment of the January 1, 2008, lease

and subtenancy of Lot 5 of the CWC Business Park from Wind River Development Co. to Pertech Industries, Inc., subject to all lease covenants, terms, and conditions.

ACTION:

Ms. Christensen moved to approve and consent to the assignment of the January 1, 2008, lease and subtenancy of Lot 5 of the CWC Business Park from Wind River Development Co. to Pertech Industries, Inc., subject to all lease covenants, terms, and conditions. Dr. Gose seconded the motion.

Ms. Christensen asked if Pertech is taking over the sublease even though they are the current resident. Dr. McFarland indicated that Pertech is taking over the sublease, and the tenancy does not change. Pertech was originally created by the Wind River Development Company which is why there have been a number of different tenants. The Consent to Subtenancy is to formalize the lease assignment for Pertech. Wind River Development will then be out of it.

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

October Board Meeting Date

Dr. McFarland reported that the date of the WACCT Annual Summit is October 17 in Laramie. Those who attend the Summit will need to travel the day before which conflicts with the scheduled board meeting on October 16. The WCCC may be changing its October meeting date to Friday, October 18, in conjunction with the Summit, also to be held in Laramie. She recommended that the board change its October meeting date to Tuesday, October 15, 2013.

ACTION:

Dr. Crane moved to change the October meeting date to Tuesday, October 15. Ms. Schoening seconded the motion. Motion carried.

Personnel

Human Resources Board Report

The Human Resources Board Report for July 2013 included the following information:

There were no new Rustler Salute nominees. The next Rustler Spirit Award recipient will be named in September.

Searches in progress/pending included Instructor Health Information Technology; Instructor Start-Up Institute; Case Manager Healthcare Solutions Grant; WPBS Senior Production Specialist; Workforce Training Coordinator Jackson; Coordinator Community Services; IT User Support Specialist; IT Web Developer; Assistant Librarian/Coordinator of Testing Services; Resident Supervisor Sinks Canyon; Custodian; Financial Aid Technician II; and Administrative Assistant II BOCHES.

Transfers included Kathryn Primrose, Assistant Coordinator Outreach Lander. Separations included Jean Piana, Custodian; and Casey Sedlack, Coordinator Community Services Dubois. New Hires/Appointments included Cezanne Kelli Thayer, Accounting Technician I Cash Receipts/Accounts Receivable; and Tyler Page, Custodian.

Reductions in Force update: Denice Kimball, Records and Transcript Technician, retired on June 30, 2013; Laura LeMasters, Administrative Assistant II, transferred to the Athletic Coordinator position effective July 1, 2013; Scott Rockhold, Web Content/Graphics Specialist, obtained employment with a school district in Cheyenne; Stefani Smith, WPBS Associate Producer, transferred to WPBS Producer Pledge effective July 1, 2013; Tracy Thomas, WPBS Editor, is relocating out of state; Taunya Vogelsang, Administrative Assistant II Liberal Arts, ended employment on June 30, 2013; and Erin Whipple, Outreach Coordinator Thermopolis, obtained employment in Cody, Wyoming. Dr. McFarland indicated that nearly every employee affected by RIF has found employment elsewhere or has been employed by the college.

Discussion/
Information Topics

Construction
Update

Mr. Granger reported that the construction on the Health and Science Center is in the final stages of completion. Staff will be working in the classrooms, offices, and labs throughout July to get the AV equipment set up and to move existing equipment and furniture into the building. The Classroom Wing and Pro Tech remodels are on schedule. Windows in the Classroom Wing are being replaced which will save 20-25 percent on electricity. Both remodels will be done by August 15 so that equipment and furniture can be replaced.

The remodel of the student residence halls in Riverton will start the middle of July and will be completed a year from this fall. In regard to the Lander project, Mr. Granger indicated that *The Ranger* reported accurately that the

college has secured property for the new facility in Lander. A proposal was submitted and accepted, and the college won't hear until October or so if it has been approved. Construction is planned to begin no later than June 30, 2014. The land is approximately 3 acres and is located just south of the state school on the same side of the highway and will be leased. Dr. McFarland indicated that Dennis Egge from the Wyoming Construction Management Division was authorized to give out this information at the last board meeting.

Some options for housing in Jackson are still being considered. There is a possibility to lease apartments for students, and several different entities have been approached about additional classroom space. The remodel of the Food Court started on May 13 with an expected completion date of August 15.

Security Lock
System Upgrade

Mr. Granger reported that an upgrade to the security lock system has been included in the budgets for the Health and Science Center, the Classroom Wing remodel, and the Pro Tech remodel. A change is being made from the current DSX system to the more functional S2 system which is web-based. It is planned that the rest of the campus and the Lander Center will be upgraded to the S2 system. The total cost to upgrade the rest of the Riverton campus to the S2 system will be approximately \$100,000 and will be paid from Coal Lease Bonus money.

ACCEPTANCE OF
MONITORING
REPORT:

Student Profile

Ms. Cory Daly, Associate Vice President for Student Services, presented the highlights of the 2013 Student Profile Monitoring Report. She indicated that in prior years the emphasis has been on the data. This year student experiences have been provided in the report by using CCSSE (Community College Survey of Student Engagement) data and the exit survey for graduates. Themes in the report are relationships, transitions, support, and experiences.

In relationships, student feedback has shown the value of relationships; students reported that academic and financial advising are both key; and support networks have been established for at-risk students. Transitions include academic preparedness; the K-12 Alignment Task Force; and the UW Transfer Council. Support aspects in place include scholarships, tutoring, advising, counseling, disability services, Student of Concern,

emergency loans, case management, and student educational plans. A big part of eliminating developmental courses is support. Experiences include co-curricular learning, undergraduate research, the Sinks Canyon Center, hot topics, student employment, and Quality Leaders.

In regard to student loan default, CWC is contrary to national trends in a few areas. One is that students who live in housing are not less likely to default. Nationally they are less likely to default. Another is that students who register late are not a factor in the college's data. If the FAFSA (Free Application for Federal Student Aid) is filed late, the student may default. Students are not eligible for student loans until all aid has come through. On average, students are left with an unmet need of around \$4,000.

The profile of a CWC student loan defaulter includes the following factors: earned a GED or graduated from a Fremont County high school was less than a 2.5 GPA; non-traditional, independent student earning less than \$20,000; filed the FAFSA late (after August 1); required remediation; earned less than 24 credit hours or more than 85 credit hours; enrolled for less than five terms or more than 15 terms; total indebtedness is \$6,000 or less; pursued a General Studies degree objective; and failed to graduate. The next steps to help lower the student default rate are individual counseling, three disbursements, financial aid workshops, and financial literacy as a general education course. For the first time this year, the number of loans taken out and the amount went down.

Ms. Schoening agreed that the need for good advising is very great. The idea of what a community college is has changed, and the traditional educational experience is seeing a lot of change. Some students have to be educated on manners and how to relate to one another. Dr. Crane also noted that students really need advising, and good computer labs seem to be needed.

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

ACTION:

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

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

A. Good news

1. On June 24, CWC received a generous donation from Harmon and Mary Watt of Riverton that included a valuable first cast bronze model of Harry Jackson's bronze sculpture Sacagawea and some historically significant Native American photographic portraits that were taken in conjunction with the 1898 Cheyenne Frontier Days. These gifts were made to the CWC Foundation for use by the college.
2. CWC will have a presence in the upcoming July 27 Fremont County Fair Parade, thanks to Retha Reinke, Judy Hubbard, and other fine folks at CWC.

B. CWC presence on the national scene

1. Based upon a competitive submission process, Trustee Dr. Roger Gose, Dr. Jason Wood, Ron Granger, Charles Palmer, and Kathy Wells have been selected to present a program at the October 2-5 ACCT (Association of Community College Trustees) Annual Conference in Seattle on the collaborative design and development of the innovative learning spaces in CWC's new Health and Science Center.
2. Board Chair Charlie Krebs and Dr. McFarland have been invited to participate in a panel discussion at the October ACCT Conference. The panel discussion is on the subject of "Board/CEO Relations" and will take the form of some introductory scenarios for discussion and then Q & A from the attendees.
3. Executive Vice President Dr. Jason Wood has been invited to write Chapter 1 of a new community college book focusing on student learning, credentials, and quality in community colleges entitled the "Evolving Role of Community Colleges." Dr. Wood will give an historical overview of role of community colleges in the U.S. system of higher education and discuss how student learning has become central to the vitality of community colleges. He tells me that "CWC will be in the first line of my bio!"
4. CWC has made the national *Community College Week* "Top 50" List of Associate Degrees by Discipline for Parks, Recreation,

Leisure, & Fitness Studies.” This recognition indicates the distinctiveness of CWC’s popular Outdoor Leadership program.

C. CWC on the local scene

Ken Colovich, Director of the Sinks Canyon Center, reports that the SCC Orchard House’s new SCC solar system is on line and producing more energy than is being consumed.

D. State Level Issues

1. The Wyoming roster for the July 29-31 Complete College America (CCA) Completion Academy in Portland has been finalized at last, with approval to increase the size of the state’s team to thirteen members as follows:

Kathy Dolan	Dr. Jackie Freeze
Sherrri Lovercheck	Dr. Jason Wood
John Freeman	Dr. Tim Wright
Dr. Tom Armstrong	Steve Bahmer
Dr. Patrice Noel	Mary Kay Hill
Bruce Brown	Dr. Joe McCann
Dr. Mark Englert	

The Wyoming CCA Team will primarily focus on advising, developmental classes, persistence, retention, and transitions.

2. Faculty qualifications and college credit course equivalency issues related to concurrent enrollment are heating up across the state among the community colleges. Most recently, CWC’s sister colleges have been complaining that high school students are not prepared for college level courses, because colleges focus on writing and high schools focus on literature. Dr. Jason Wood reports as follows:

Last year we had every single high school course offered for English 1010 and English 1020 credits through concurrent enrollment reviewed by a college faculty member. Our college faculty assessors met with the high school instructors, reviewed the curriculum, and examined all student learning assessments. Several of our English professors also visited

and observed the high school classes in person. Our faculty and the high school teachers even established a common requirement that all essays be submitted to Turn It In for review and required the students to document the edits they made based on those reviews. At the end of the process, the college English professors independently verified that the content taught in the high schools met the established student learning outcomes and are indeed equivalent courses, in content and competencies. I will note that this was not an inexpensive undertaking. We have local funding that provides for some of the cost to do this but we also provide a significant investment from our general fund.

3. CWC recently received a report on the recent WCCC (Wyoming Community College Commission) audit of enrollment and level of instruction at CWC, with no significant findings or recommendations.
4. State legislative issues include the recent release of the “Legislative Management Audit Report of Wyoming Boards and Commissions,” which includes educational boards, including the WCCC. Please see especially the Governor's letter (included in the packet), which supports eliminating WEPCCC (Wyoming Educational Planning and Coordinating Council) which is in statute and "formalizing the efforts to create a seamless education system in Wyoming." This is the audit report that some believe may be used to support creating a unified formal state educational "system," which may or may not include establishing a State Board of Regents and State Educational Chancellor. In any case, it is important to be familiar with this report and participate in the political process going forward.

E. Accreditation Issues

1. The Accreditation Council for Nursing Education (ACEN) panel voted unanimously to approve the accreditation recommendations for CWC's nursing program indicated by the site visitors. The recommendation remains “Continuing accreditation for 8 years with conditions for non-compliance in Standard II: Faculty. Follow Up Report will be due in 2 years (spring of 2015)”.

The third and final step will be a review and decision by the Board of Commissioners, which meets in July and has 30 days to send an official letter with the decision, so the final decision is expected sometime in August.

2. A letter has been received from the Higher Learning Commission (the regional accreditation authority for the college) in response to CWC's explanation of and response to CWC's high default rate and ratio of full-time faculty to degree programs. CWC's report was accepted, and no further action is needed at this time.
- F. In addition to articles included separately with the meeting materials relating to CWC's sister colleges in the state and across the nation, two articles are included that deserve special attention as follows:
1. "2-Year Colleges Are at Risk of 'Separate and Unequal' Future, Report Says;" and
 2. "Federal Report Warns Aid Proposal Could Hurt Low-Income and Minority Students."

An addendum to the president's report included the following information:

1. Dr. Jason Wood of CWC has been invited by Lumina to submit a national grant on behalf of the Community College Consortium of 20 community and technical colleges located in four accrediting regions and representing rural, suburban and urban institutions from across the country. CWC will serve as lead college to oversee this \$750,000 to \$1 million grant over three years, beginning in October 2013. The purpose of the grant is to assess "Degree Qualification Profiles" Associate of Applied Science outcomes to the knowledge and skill sets sought by employers. The grant focuses on competency-based outcomes of college technical and career programs needed in the workforce. The grant process is expected to be finalized over the next two months.
2. The August 8-9 4th Annual Wyoming Tribal Children's Triad/Conference at CWC will be attended by U.S. Secretary of Education, Arne Duncan.
3. Recent news at the state level:

- a. The Wyoming Community College Commission has informed the colleges that that fiscal-year 2014 cuts to State Aid should be biennialized, as was discussed during the June 27 JAC meeting in Riverton. The net effects to Preliminary Standard Budget appropriations are expected to be as follows:
 - The cut to State Aid will increase from \$5,611,876 to \$11,223,752; and
 - The cut to the Increased Retirement Contributions Reimbursement Pool will increase from \$44,762 to \$89,524.
 - b. College presidents are working with administrative VPs to develop a formal position paper on desired minor revisions to the current state funding model.
 - c. The Wyoming Association of Community College Trustees (WACCT) is opening its new office at 2005 Warren Avenue, Southwest Suite, in Cheyenne. The new phone number is 307.634.2478, and the newly hired WACCT administrative assistant is Heather LaCroix (who happens to be a community college alumna).
 - d. The Wyoming Community College Commission (WCCC) is also moving from its current offices on Carey Avenue about three blocks from the Capitol to the Hathaway Building at the Capitol in Cheyenne.
4. Reminder to trustees from Nicole Budge in the CWC Jackson Center that trustee donations to the “Dollar for a Scholar” are encouraged for the upcoming Old Bill’s Fun Run Campaign for CWC Jackson. Money raised by CWC Jackson is matched by donors to the Community Foundation of JH by about 40-50% and will go to scholarships to Jackson CWC students. Jackson students, from GED graduates to single parents, all have a dream for improving their lives through education. They need assistance through the Jackson scholarship fund. Trustees are asked to donate any amount to this fund so as to achieve 100% participation by the Board of Trustees, the Jackson faculty, and the Jackson Advisory Board to encourage broader community support. Now through September 13, trustees can go to the CFJH website <http://www.cfjacksonhole.org/old-bills-fun-run/donate->

through-old-bills, select CWC Jackson, enter the amount to be donated and proceed to check out. Achieving 100% trustee contributions by July 19 will be appreciated.

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, September 18, beginning at 6:30 p.m. in the Wind River Room (ITECC 116) of the Intertribal Center.

Agenda items for the next regular meeting include:

1. Construction Update
2. Property and Liability Insurance

An executive session, if needed, can be held during the meeting by motion of the board.

At this time there appears to be no need for a special board meeting in August. If necessary, the meeting would be held on August 14.

CWC Foundation The next meeting of the CWC Foundation is scheduled for September 12.

Association of Community College Trustees The next ACCT event is the Annual Congress which will be held October 2-5 in Seattle, Washington. All board members will be in attendance.

Wyoming Association of Community College Trustees The next meeting of the WACCT will be held on July 25 in conjunction with the July 26 WCCC meeting at Eastern Wyoming College. Chair Krebs and Ms. Christensen will be in attendance.

Wyoming Community College Commission The next WCCC meeting is scheduled for July 26 at Eastern Wyoming College.

CWC BOCHES The next meeting of the CWC BOCHES is scheduled for August 1 via conference call.

Teton County BOCES The next Teton County BOCES meeting will be held on July 23 via conference call.

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 Krebs adjourned the meeting at 8:48 p.m.

Secretary

APPROVAL:

Chair