

The regular meeting of the Central Wyoming College Board of Trustees was held on Tuesday, February 19, 2008, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Scott Phister Jim Matson Roger Gose	Caroline Mills Charlie Krebs
<u>Absent:</u>	Dennis Christensen	Dallas Myers
<u>Administration:</u>	Jo Anne McFarland Mohammed Waheed Dane Graham	J.D. Rottweiler Jay Nielson
<u>Attorney:</u>	Absent	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Jackie Meeker Keith Domke Carolyn Aanestad John Wood Ruby Calvert Lynne McAuliffe	Barbette Hernandez Wendy Davis Wayne Montgomery Martha Davey Charlotte Donelson Jeremy Hughes

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 6:30 p.m. A roll call conducted by the board clerk indicated that all board members were present except Mr. Christensen and Mr. Myers. A quorum of the board was declared present to conduct business. Board Attorney Frank Watkins was also absent due to his attendance at a higher education legal conference.

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 January 17, 2008, and in compliance with Wyoming Public Meetings law. Topics included personnel, property acquisition, and litigation.

EXECUTIVE SESSION: An executive session was not conducted 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:

ACTION:

Mr. Matson moved to approve the agenda as presented. Mr. Krebs seconded the motion. Motion carried.

STUDENT,
EMPLOYEE
ASSOCIATION,
AND WYOMING
PBS REPORTS:

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

Student Senate

Mr. Sterling Hall, President of the Student Senate, was not present at the meeting. Mr. Hall provided a written report which included information that the new Vice President of the Senate is Curt Galitz and that senators helped with Fine Arts Day on February 8.

Classified Staff
Association

Ms. Barbette Hernandez, President of the Classified Staff Association, reported that the high school culinary competition was held in Jackson last week and that the students in the CWC culinary program prepared the dinner, which was fabulous.

Ms. Hernandez submitted a written report which included information that the Classified Staff held a meeting on February 7 and discussed the upcoming 50/50 raffle during Staff Development Day on February 15. Linda Bender has been named to the Vice President for Academic Affairs Honor Roll for Fall 2007. Judy Hubbard, Sue Thompson, and Retha Reinke answered phones for Wyoming PBS during the One on One live call-in with Governor Dave Freudenthal on January 29.

The Faculty

Mr. Wayne Montgomery, President of The Faculty, indicated that he had nothing to add to his written report which included information that Robert Husa and the members of the CWC Jazz Magic participated in the biannual Wyoming Intercollegiate Choral Festival held in Sheridan in January. Britt Ready and Lance Goede collaborated on a Feeling Fit Awareness Week during the first week of February. Kathy Wells will be doing a webinar program to discuss the issues facing a rural nursing program. She will address how podcasting has created a more flexible learning environment for CWC nursing students.

Professional
Personnel
Association

Mr. Jeremy Hughes, President of the Professional Personnel Association, indicated that he had nothing to add to his written report which included information that Lance Goede attended the Community Mobilizing for Change Training in January. Kenna Manasco attended UNLV's TRiO Training Institute in Las Vegas in January which covered College Admissions and Financial Aid Counseling. The Student Support Services staff members have put together activities to foster awareness and celebration of diversity during the month of February. Wyoming PBS hosted two 25th anniversary/logo unveiling receptions at the college on January 24 and January 30. Educational Talent Search hosted College Goal Sunday on February 10.

Mickey Douglas attended an Interagency Community Coalition meeting on January 30 in Lander. Jason Harris gave a presentation on academic advising information which covered career planning for programs that CWC offers, the role of transcripts, and what qualifies as transferrable college credit. Bryce Roberts and Jason Harris participated in a webinar on January 30 on The Relevance of Social Networking in the Recruitment Process. Paula Hartbank coordinated New Student Orientation which was held January 9-11. Ken Colovich and Frank Berch passed the test in fall 2007 to acquire a Level I Wastewater System Operator certification. Michele Burdick presented a Humanities Council Forum on February 7.

Wyoming PBS

Ms. Ruby Calvert, General Manager for Wyoming PBS, reported that she received a good response on her trip to Washington, D.C. The Wyoming PBS legislative reception was held on February 11 in Cheyenne with about 60 legislators in attendance. A gift of \$100,000 has been received from the Dragicevich Foundation for the Wind River Virtual Museum. The Joint Appropriations Committee has approved \$404,000 for the truck HD upgrade. Alcatel did not get finished with the Casper Mountain tower because they had to shut down for the winter. Bresnan is feeding the signal from Casper and Cheyenne but there are problems with lip sync.

Chair Phister mentioned that trustees from Torrington told him they are not getting Wyoming PBS. Ms. Calvert replied that they should be getting it if they are on cable. If they are on satellite it is a different issue. It is difficult to pass an amendment that would exempt Wyoming PBS from the satellite carriage bill passed in 1999.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, development, and promotions activities at Wyoming PBS. Ms. Calvert was in Washington, D.C., on February 7 to discuss the satellite issue and to attend PBS meetings. She will attend an Executive Summit meeting in New York March 5-8 with Dr. Jim McBride to try to start a new education initiative to provide video and streaming service to the K-12 system. Wyoming PBS broadcast the State of the State message on February 11. Steve Biando is working to set a schedule of estate planning seminars for 2008. Events for the 25th anniversary are planned throughout the year.

CONSENT
AGENDA:

Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the January 17, 2008, regular meeting; the acceptance of bills for January 2008; and the board travel budget.

ACTION:

Dr. Gose moved to approve the consent agenda as presented. Mr. Matson 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 \$1,179,477.02 for the month of January 2008: Operations in the amount of \$2,048,062.46; Student Grants and Loans in the amount of \$430,791.51; and Bank Transfers in the amount of \$679,878.63 for a grand total of all payments in the amount of \$3,158,732.60.

UNFINISHED
BUSINESS:

2008 Board
Summer Retreat

Board Chair Phister indicated that the date of the board summer retreat will be July 11-12, 2008.

Dr. McFarland recommended that the board officially designate July 11-12, 2008, for the summer board retreat, to be incorporated into the 08-09 Board Calendar.

ACTION:

Mr. Matson moved to officially designate July 11-12, 2008, for the summer board retreat, to be incorporated into the 08-09 Board Calendar. Mr. Krebs seconded the motion. Motion carried.

Dr. McFarland noted that the board expressed a desire for a true retreat type setting that would get the board away from the usual routine. Such a location is being sought, and it will be in the college's service area.

Board Attorney
Update on Tax
Protest

Board Chair Phister indicated that he had a discussion with Board Attorney Frank Watkins on the tax protest. The briefing schedule has not been set in stone, and oral argument has been set for May 19, 2008. A Motion to Continue has been submitted for this date.

NEW BUSINESS:

State Legislative
Update

Dr. McFarland indicated that a number of bills related to community colleges have been presented. House Bill 17, Community College Commission Duties, which includes recommendations from the governor's blue-ribbon commission related to execution of a statewide strategic plan, auditing provisions, and related commission responsibilities and authority, seems to be moving through the House and is expected to move through the Senate as well. House Bill 28, Workforce Training Appropriation, which would have established a 7-member workforce training advisory group to advise the WCCC in expending the \$15 million appropriation for workforce training facilities and equipment, failed introduction. For a budget session, any non-general appropriations bill requires a 2/3 vote just to be introduced. Last Friday was the last day to introduce bills. Many bills failed the 2/3 vote or the legislators didn't get to them.

House Bill 34, Tuition-dependents of disabled firefighters and EMTs, was received for introduction but was not considered for introduction. House Bill 67, Intertribal Education and Community Center, requests \$1.1 million to fund an intertribal education and community center at CWC. This bill, sponsored by the Select Committee on Tribal Relations, has been carried forward by Representatives Patrick Goggles and Del McOmie. Last Friday, Dr. McFarland, Caroline Mills, and Jay Nielson testified before the House Education Committee, and the bill is now in general file. It is hoped that this bill will be approved by the House and then the Senate. Representative Goggles is working this bill through and is assisted by Representative David Miller and other members of the Tribal Relations Committee.

Dr. McFarland reported that this legislative session has been characterized by a general sense of diminished resources. The state surplus is about half of what it was projected to be at one time. The mood is to hold tight on

any spending for both continuing operating expenses and also for capital construction. It very well may be that none of the proposed community college capital construction projects will be funded. CWC is fortunate that the Intertribal Center is viewed as finishing out a project to which the legislature had previously committed.

Senate File 82, community colleges-capital construction-2, is being carried by Senators Coe, Bebout, and Jennings. This bill was to fund the three capital construction projects from last year including CWC's Allied Health and Trades Building, Northwest College's Science and Technology Center, and Casper College's Workforce Development Center. The bill appears to be dead unless amendments are made to other bills or to the general appropriations bill. Senate File 01 and House Bill 01 are the biennial budget bill. Neither the Governor nor the Joint Appropriations Committee has recommended anything other than what the Governor had already included for state employee salary adjustments, which is roughly 2 1/2 percent for community college employees.

The Joint Appropriations Committee (JAC) denied funding for the state aid block grant adjustment in the amount of \$15.4 million, the enrollment growth pool in the amount of \$5.7 million, and the workforce development fund in the amount of \$4 million. The JAC adjusted Wyoming PBS's budget request and restored the webmaster in the amount of \$140,000, recommended HD equipment in the amount of \$404,000, and recommended an endowment in the amount of \$1.5 million.

The ongoing budget and capital construction bills are not faring well at this point. There are efforts afoot by a number of legislators to bring forward amendments to the general appropriations bill. An essential amendment is legislative authorization for the 14 total capital construction projects requested by the colleges. Some of these projects didn't request state funding, but they still need legislative authorization. Dr. McFarland hopes that the legislature will see the critical importance of the Allied Health and Trades project. CWC is seeing huge demands for workforce training. The college's trades programs need appropriate space to operate and to train employees for the workforce. A huge nursing shortage is still being experienced, and the college needs more capacity to train more nurses. It is very important to thank legislators for the work they have done for the college. The community colleges can't wait for an entire year for an interim study to be undertaken to address all the questions about the funding model and governance. Missing a year could put the colleges

several years behind. It is important that the legislators not punish the colleges for a complex process that is moving very slowly. It is important for them to understand that the colleges are accountable and are serving the communities' needs.

House Bill 129, property tax-college foundation, was intended to strengthen and clarify current statute so the college would not have to be involved in another tax protest, but this bill failed introduction.

Mr. Nielson indicated that CWC received approval from the legislature last year for the Allied Health and Trades project and the housing project. Legislative approval for the Intertribal Center was received in 2002. House Bill 81 clarifies this. If the budget for the Intertribal Center is more than 10 percent beyond the legislatively approved amount, the college might have to go back to the WCCC for approval.

Wyoming PBS
Grant Application
Authorizations

Ms. Ruby Calvert, Wyoming PBS General Manager, indicated that she received late notice on submitting these grants. They are not able to get the Public Telecommunications Facilities Program (PTFP) grant done, so she will not be asking for authorization for it. The Rural Utilities Service (RUS) grant is due March 28, 2008, and may be submitted for either the remainder of the HD production truck equipment and/or DTV transmission equipment.

Dr. McFarland recommended that the board approve the proposed board resolution to authorize Wyoming PBS General Manager Ruby Calvert to apply for an RUS grant.

ACTION:

Mr. Matson moved to approve the proposed board resolution to authorize Wyoming PBS General Manager Ruby Calvert to apply for an RUS grant. Ms. Mills seconded the motion. Motion carried.

Personnel

08-09 Sabbaticals

Dr. McFarland reported that she received one sabbatical request for next year from Associate Professor of English Ben Evans who has requested to take a sabbatical for one semester in fall 2008. Dr. Rottweiler indicated that he met with Dr. Mark Nordeen, Associate Dean for Arts and Sciences, regarding this sabbatical application. Dr. Nordeen believes that Mr. Evans' courses can be covered for the one semester. Dr. Rottweiler recommended that Associate Professor Evans be granted a sabbatical for

fall semester 2008 if it can be fit into the budget in light of what is happening in the legislature.

Dr. McFarland indicated that she concurred with the recommendation to grant a sabbatical to Associate Professor Ben Evans and that final approval is to be contingent upon its inclusion in the formal adoption of the FY 09 budget.

ACTION:

Mr. Krebs moved to grant a sabbatical to Associate Professor Ben Evans with final approval to be contingent upon its inclusion in the formal adoption of the FY 09 budget. Dr. Gose seconded the motion.

Ms. Mills asked if Professor Evans will still teach the Creative Writing course while he is on sabbatical. Dr. Rottweiler replied that he will do that.

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

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 February included the following information:

The January Rustler Spirit Award recipient was Kay Keen, Human Resources Compensation Specialist.

Searches in progress/pending included Director of Marketing; WPTV Director of Content & Education Services; Wyoming PBS Editor; Activities Assistant; Maintenance Technician HVAC; Office Assistant Upward Bound; and Assistant to Associate Dean Arts & Sciences.

Resignations/terminations/retirements/requests for release from contract included Allen Crowder, Facilities Coordinator; Charles Palmer, IT User Support Specialist; and Elaine Patterson, Disabilities Services Coordinator.

New Hires/Appointments/Internal Transfers included Kathy Bond, Accounting Technician for Wyoming PBS; Matt Bush, Chef/Cook; and Freda Hegwood, Line Server/Food Services Assistant.

ACCEPTANCE OF
MONITORING
REPORTS:

Community/
Partnership

Dr. Rottweiler reported that CWC strives to provide needed learning opportunities throughout the service area. CWC produced 12.3 percent of all continuing education and community service students in the state during academic year 2006-2007. On the credit side, CWC produces about 8 percent of all credit offerings in the state. Dr. Rottweiler introduced Ms. Lynne McAuliffe, Assistant Dean for Workforce and Community Education, who made a presentation on efforts to train a local workforce and on the partnership with Wyoming Workforce Services. She reviewed the college's staffing in workforce and community education and the outreach center enrollments for summer 2006 through spring 2007. The largest decline in enrollment numbers has been seen in Jackson due to lack of direction and focus with staff in Jackson. The opportunity is still there to see a substantial increase in Jackson. A decline in Riverton was due to the electrical apprentice program being moved to a credit offering this year because of growing enrollments.

Ms. McAuliffe reported that with more than \$350,000 in grants from the state, CWC has developed training programs in construction trades, dental assisting, bookkeeping/accounting, railcar repair, law enforcement, commercial driver's licensing, and IT support that provide full scholarships for qualified students. In construction trades, tools for the job are also provided to the students which can be taken to use on the job. In the dental assisting program, every one of the students in the program has been employed except for two who are going into a dental hygienist program. The program will be offered again this summer.

In regard to the Railcar Repair program, Ms. McAuliffe reported that the program has been suspended because the operation in Shoshoni has been suspended, and the employees were terminated. There were about 30 employees at the facility, and they have been assisted in finding other jobs. Almost all found immediate employment because of their welding skills gained through the Railcar Repair program. The program will be modified to meet the needs of the welding community.

Ms. McAuliffe reported that 121 employers have hired ETSS students. In summary, workforce development has generated enrollments of 381 in credit courses; 91 full-time equivalent students; 853 students enrolled in

non-credit workforce development offerings, awarded \$260,930 in DWS grants; awarded \$39,658 for CPI grant; awarded \$49,999 for pre-hire DWC grant; and awarded over \$17,000 in Workforce Training grants for businesses. Future plans include increasing emphasis on CEU, workforce development/customized training and credit offerings in the outreach areas; transitioning appropriate non-credit courses to credit offerings (i.e., electrical apprentice); increasing summer offerings; strengthening the partnership with NOLS at Sinks Canyon Center; exploring the need for an Environmental Health & Safety Program; and expanding training for the Natural Resources Industry.

Board Chair Phister inquired about the length of the dental assisting program and where the students are trained. Ms. McAuliffe replied that the program is 16 weeks long. The students meet three times a week at night and all day on Fridays. Four different dental offices were used. If more space was available, the amount of students in the program could be doubled. Dr. Rottweiler indicated that the local dentists have been wonderful about providing training space, but the college does not want to wear out its welcome. Space could be made available in the new Allied Health building when it is constructed. If the college had appropriate facilities it would have an open entry, open exit dental assisting program. Many dentists are advertising for dental assistants and have asked the college to run the program again. These students start at \$8 per hour and after training will make \$10 per hour. At the higher end, they make \$14 per hour.

Board Chair Phister asked how many students would attend the dental assisting program without the grant. Ms. McAuliffe indicated that without the grant, the program is still viable. There is a high enough demand. The grant money helps the needy families to move to the next level. Dr. Rottweiler indicated that although the need for short-term training is recognized, stretching a program to a year could make it eligible for federal financial aid. Many students want to get in and out of the program and not spend a year.

Board Chair Phister asked how many CNA students can be accommodated. Ms. McAuliffe replied that many students are nursing prep students. Clinical space is limited. Dr. Rottweiler thought there is a huge training market for a CNA plus program, but the college is hindered in offering this program because of a lack of training space. These are

CNAs with the ability to administer medication and are only employed in long-term care facilities.

In environmental health and safety, Dr. Rottweiler reported that discussions have been started with Encana. They asked for a grant proposal. Environmental health and safety is one of the 30 hottest jobs in America and is a combination of science and environment and safety and regulations. Ms. McAuliffe reported that industry is interested in the two-year component of this program. Dr. Waheed indicated that in the next two years, more will be learned about environmental health and training. Federal appropriations will be sought.

Dr. McFarland recommended that the board accept the Community/Partnership Monitoring Report as presented.

ACTION:

Ms. Mills moved to accept the Community/Partnership Monitoring Report as presented. Mr. Matson seconded the motion. Motion carried.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Kudos.
 - a. Nursing accreditation. The NLNAC has granted continued accreditation to the CWC Nursing Program until the next scheduled site visit in 2013. Congratulations to Kathy Wells, Director of Nursing, and to the entire CWC nursing staff.
 - b. Kudos to Kathy Wells. Special congratulations to CWC Director of Nursing Kathy Wells for being selected to present a national webcast on "coursecasting" nursing via distance education. CWC is a leader in this area. This is further testament to the quality of CWC's nursing program.
 - c. Phi Theta Kappa wins Pinnacle Award. CWC's academic honorary chapter has received the 2007 Pinnacle Award for its increasing membership.
 - d. Congratulations to CWC rodeo standouts. As of February 2, CWC Rustler Rodeo Team member, Seth Glause, is at the top of World Champion standings, currently in 1st place in Men's All-Around (bull riding/saddle bronc riding), 2nd place in Bull Riding, and 19th place in Saddle Bronc Riding. Ty Hamaker is in 37th place in Bull Riding in World Champions status.

- e. CWC Culinary Arts Program in Jackson Growing. Director Henry Cittone's February 8 "Hospitality News" publication for news on exciting developments about CWC's growing Culinary Arts program in Jackson was included in the board packet.
2. Upcoming campus events
 - a. March 4 Employment Expo. CWC will be hosting the 2008 Employment Expo on March 4, 2008, in the CWC Rustler Gym. Thanks to Mary Flohr for coordinating this event to provide career information to CWC students.
 - b. March 24 Campus Visit by U.S. Surgeon General. The U.S. Surgeon General will be on campus to address drug and alcohol issues. Special thanks to CWC Counselor Lance Goede for working with the Fremont Counseling Center to bring this event to the CWC campus.
 3. Journal articles meriting close review. Articles that show that CWC is on the leading edge are shown in the following articles from *Community College Times* which were included in the board meeting packet:
 - a. "Cooking up new culinary careers;"
 - b. "Colleges are main firefighting training;" and
 - c. "Md. College tackles area health care shortages."
 4. Community Involvement.
 - a. In conjunction with CWC's Community Leader Program, coordinated by Lori Ridgway and launched at the board's January 17 Community Dialogue Dinner, a number of meetings with various community leaders throughout Fremont County have been scheduled over the next two months to get feedback on CWC's educational and facility plans for the future. Dr. McFarland has thus far given programs at the following community events:
 - January 18 - Leadership Fremont County
 - February 5 - Riverton Rotary
 - February 7 - Riverton Kiwanis
 - b. Other recent community-related events include:
 - January 31 - Luncheon with potential donor
 - January 31 - Speech and reception for "Focus the Nation" in Lander
 - February 7 - Hospital board meeting

5. Other articles from sister colleges statewide and nationally were included under separate cover.

Dr. McFarland indicated that information on Staff Development Day and College Goal Sunday was included in the board folders.

Executive Vice
President for
Academic Services

Dr. Rottweiler introduced Ms. Jackie Meeker, BOCHES Program Coordinator, who made a presentation on the status of dual credit at CWC for the 2007-2008 academic year. In the area of enrollment, Dubois, Thermopolis, Wind River, and Jackson experienced a lot of growth. Riverton experienced a little dip. In Wind River, 89 percent of their juniors and seniors are taking dual credit classes. The projected cost for books, tuition, and fees for Fremont and Hot Springs Counties BOCHES for 2007-2008 is \$382,849.58. For Teton County BOCES, projected costs are \$78,893. To date, CWC BOCHES has processed and paid for 452 ACT registrations for a total cost of \$14,981.

Publicity and communication efforts for CWC BOCHES included an assessor/instructor workshop, attendance at fall registrations at Riverton High School and Lander Valley High School, ACT postcard/flyers, fall advertising, a letter to students, school district board meetings, printed materials, a “mock” degree audit to be sent to graduating seniors in late March, and a success survey sent to 2006 graduates in May 2007 which will be sent again in May 2008.

Ms. Meeker distributed information to the board which included a History of All CWC Dual Enrollment by Academic Year, the Percentage of Dual Enrolled Fremont County Juniors and Seniors for Academic Year 2007-2008, and a dual credit survey which was conducted on June 10, 2007. At several schools in the area, there are students who have earned a lot of dual credits. One student at Riverton High School has earned 64 credits and will receive an associate’s degree along with a high school diploma. There are many dual-enrolled students in CWC’s service area.

Mr. Matson noted that there are a higher number of students taking the ACT in Lander than in Riverton. Dr. Rottweiler indicated that Lander Valley High School pushed dual credit from the beginning. Their counselors, administration, and principals are very supportive.

Dr. Rottweiler noted that not all school districts are voting members of the CWC BOCHES Board. Lander and Dubois are not members, but the CWC BOCHES agreement provides that “any revenues from any mill levy approved by the CWC Board of Trustees to support the CWC BOCHES shall provide equal right of access, benefit, and use of any CWC BOCHES services or offerings by any school district in Fremont County.” Current members of the CWC BOCHES are Wind River, Fort Washakie, Shoshoni, Riverton, Wyoming Indian, and Thermopolis.

Ms. Mills asked if the number of students will exceed the budget at some point. Dr. Rottweiler indicated that the budget is very close. Any substantial expansion of the CWC BOCHES will require an evaluation of the budget. An increase in enrollment or decrease in assessed valuation will affect the CWC BOCHES.

Vice President for
Institutional
Advancement

Vice President for Institutional Advancement Dane Graham asked board members to mark their calendars for April 26 when the CWC Foundation will host the first donor recognition dinner at CWC. Major donors, the CWC Foundation Board, and college board members will be invited. The event will showcase students and offerings. Culinary Arts students will demonstrate their craft. They will work with Food Services Manager Duane Van Skike to create the menu and to present the food.

Mr. Graham submitted a written report which included information that donations received by the CWC Foundation since the last board report total \$82,567. Notable donations received and pending include the Dragicevich Foundation in the amount of \$50,000 and Encana in the amount of \$16,100. Since the creation of the state’s matching gift program in July 2004, the CWC Foundation has created 42 new endowments with 17 of them being established in 2007.

Vice President for
Administrative
Services

Vice President for Administrative Services Jay Nielson reported that there are several funding issues included in the standard budget going forward to the legislature that will impact the college budget. A 4 percent salary and benefit increase is included for next biennium, but the budget includes only 61.59 percent of this need. Additional funding will be needed in order to provide a 4 percent increase for operating funded employees. At the current time, both the governor and the JAC have recommended not funding the \$15.364 million block grant which means there may not be new money to address the increasing cost of operations.

Health insurance premium reimbursement for the next biennium has been significantly increased to account for the increase in premiums. Starting next biennium, employees that are not fully or partially funded with state funds will not be eligible for the state reimbursement. This will have a significant negative financial impact on grant funded employees and programs. Tuition revenues could be up if the current school year enrollment continues. Local tax revenues continue to be up in the air, but tax collections should be at least consistent with this year's collections.

Mr. Nielson reported that this month a request was made to purchase a fire alarm panel in the amount of \$14,335 from a vendor that has supplied and maintained other fire alarm panels on campus. Based on current board policy, this purchase does not need to be presented to the board for authorization to award the sole source contract. Mr. Nielson asked the board to consider establishing a purchase threshold in board policy for sole source vendor purchases.

Included with Mr. Nielson's written report were copies of letters from Shelly Andrews of the WCCC staff summarizing her review of the FY 2007 CWC and WPBS audits. All of the colleges met with the college auditors to discuss changes in audit requirements, expectations of the colleges, and reporting. Also included with Mr. Nielson's report was a memo from Shelly Andrews to the WCCC members summarizing new audit standards and how the colleges will work with their respective auditors to meet these financial reporting requirements. A copy of the systemwide audit report was also included, and this report will be presented at the WCCC meeting on Friday.

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, March 26, 2008, beginning at 6:30 p.m. in SC 103 in the Student Center.

Agenda items for the regular meeting include:

1. Optional One Mill Levy (notice of intent)
2. CWC BOCHES Fiscal Year 2009 Budget Ratification
3. Natural Gas Supplier Services Contract
4. 08-09 Faculty/Professional Letters of Intent for Continuing Employees
5. Staff Profile and Salary Study Monitoring Report
6. Approval of New Program – A.A. International Studies

ACTION:

Mr. Matson moved to hold an executive session at 5:30 p.m. on Wednesday, March 26, 2008, in the Student Center Conference Room #SC 100, to discuss litigation, personnel, and real estate. Mr. Krebs seconded the motion. Motion carried.

CWC Foundation

The next meeting of the CWC Foundation is scheduled for Thursday, March 13, in Riverton. Mr. Matson reported that there is no contract yet on the 40 x 180 strip of land at the Equine Center, and an RFP has gone out for audits.

Association of
Community
College Trustees

The National Legislative Summit was held February 11-13, 2008, in Washington, D.C. Chair Phister, Dr. Gose, Ms. Mills, Mr. Matson, Mr. Christensen, Mr. Krebs, President McFarland, and Vice President Graham were in attendance. Chair Phister indicated that the visits to Capitol Hill were effective and worthwhile.

Dr. Gose reported that former Governor Roemer talked about a national initiative involving K-12. Of the 30 nations ranked at 8th grade or 15 year old level in math and science, the United States ranked 24th out of 30 in math and 21st out of 30 in science. The number one nation is Finland. Mr. Matson reported that another speaker indicated that community colleges need to be thinking in terms of standards and performance assessments. Dr. Gose indicated that a national standard is needed so that all United States students are equivalent.

Mr. Krebs noted that former Governor Roemer set the tone for the conference. The underlying issue is education. With good education the country can be effective in the war, the economy, and health care. The other countries are moving up faster than the United States. Dr. Gose stated that students who are ready for college much earlier need to be identified earlier, and they need to be accelerated.

Ms. Mills reported that United States Representative Barbara Cubin and United States Senator Enzi have both joined the Community College Caucus. United States Senator John Barrasso may also join.

Wyoming
Association of
Community
College Trustees

The next meeting of the WACCT will be held in conjunction with the February 22 meeting of the Wyoming Community College Commission at Laramie County Community College in Cheyenne. The WCCC meeting will be preceded by the Wyoming Community College Conference at

Little America. Ms. Mills, Mr. Matson, Dr. Gose, and Mr. Krebs indicated that they would attend the conference.

Board Chair Phister indicated that Sherry Lovercheck, board chair at Eastern Wyoming College, will try to hold a panel on policy governance at the community college conference. They need two people from the CWC board to sit on that panel, which will be a question and answer session. Mr. Matson and Ms. Mills indicated that they would participate on the panel.

Wyoming
Community
College
Commission

The next meeting of the WCCC will be held on February 22 at Laramie County Community College in Cheyenne.

CWC BOCHES

The next meeting of the CWC BOCHES is scheduled for Wednesday, February 27, 2008.

Teton County
BOCES

The next meeting of the Teton County BOCES is scheduled for Tuesday, March 11, 2008, at 3:30 p.m.

ADJOURNMENT -
BOARD
EVALUATION
OF MEETING:

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

Chair Phister adjourned the meeting at 8:43 p.m.

Secretary

APPROVAL:

Chair