

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, May 16, 2007, at the Joint Tribal Complex at 15 North Fork Road in Fort Washakie, Wyoming, following a community dialogue and dinner with reservation/tribal leaders from 5:30 to 7 p.m. at Rocky Mountain Hall.

ATTENDANCE:

Present: Roger Gose
Caroline Mills
Dennis Christensen

Scott Phister
Jim Matson
Charlie Krebs

Absent: Dallas Myers

Administration: Jo Anne McFarland
Jay Nielson
Mohammed Waheed

J.D. Rottweiler
Dane Graham

Attorney: Frank Watkins

Recorder: Linda Bender

Guests: Tom Hernandez
Kyle Nicholoff
Wendy Davis
Ruby Calvert
Camie Dewey
Jeremy Hughes
Keith Domke

Barbette Hernandez
Wayne Montgomery
Mickey Douglas
John Wood
Sterling Hall
Carolyn Aanestad
Mark Nordeen

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 7:41 p.m. A roll call conducted by the board clerk indicated that all board members were present except Mr. Myers. Chair Phister reported that Mr. Myers would not be present at the meeting because of school-related issues. A quorum of the board was declared present to conduct business.

EXECUTIVE SESSION: Chair Phister announced that an executive session would be held at the end of 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: Mr. Christensen moved to approve the agenda as presented. Mr. Matson seconded the motion. Motion carried.

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

Student Senate

Ms. Camie Dewey, President of the Student Senate, introduced Mr. Sterling Hall, incoming President of the Student Senate for the summer. She announced that Vice President of the Senate was Chris Greenwood, and Secretary was Deven Pitt.

Mr. Hall indicated that the improvements to the Student Center are very beneficial to students, and they really like the new scenery. Mr. Christensen stated that he appreciated Ms. Dewey leading everyone in the *Star Spangled Banner* during Commencement. Dr. Gose thanked the senators who participated in the Push for the Playground project. Chair Phister thanked Ms. Dewey for all her work, contributions, and service to the college.

Ms. Dewey submitted a written report which included information that the Student Senate elected new senators Sterling Hall, Chris Greenwood, Christine Chipala, Sara Ervin, Deven Pitt, and Daniel King. Six senators helped with the Push for the Playground project on April 28. Chris Greenwood and Camie Dewey successfully completed Student Senate coursework and will be receiving credit for serving on the Student Senate. Student Senators Sterling Hall, Richard Fleetwood, and Sara Ervin assisted with ushering and other duties at Commencement.

Classified Staff Association

Ms. Barbette Hernandez, President of the Classified Staff Association, invited everyone to the Classified Staff picnic to be held on Friday, May 18, at noon at the CWC picnic grounds.

Ms. Hernandez submitted a written report which included information that the Classified Staff purchased a \$500 *Walk With Us* paver. Members of the Classified Staff who are graduating on May 11 are Kelly Dempster, Brenda Cadwallader, and Taunya Guthrie. Brenda Cadwallader was

inducted into Phi Theta Kappa on March 22. Jody Ray attended Sage Software Training in Boston April 17-20. Shaylene Hancock and Denice Kimball attended an ImageNow user conference. Barbette Hernandez chaperoned the RHS Multicultural Club trip to Denver March 23-25 and the RHS Jazz Band trip May 3-6 to Anaheim, California. Brenda Barlow, Debbie Lucas, and Retha Reinke helped with the Push for the Playground project.

The Faculty

Mr. Wayne Montgomery, President of The Faculty, reported that Martha Davey has been invited to attend the Cisco Networking Academy 10th anniversary celebration in October. Mr. Montgomery passed around a poster to the board which was designed and produced by Lonnie Slack which advertises the "Evening of Short Theatre Performances."

Mr. Montgomery submitted a written report which included information that Robert Hussa conducted the CWC Collegiate Chorale in the Wyoming premier performance of K. Lee Scott's *Requiem* on March 27-28. Sharon Dalton and the CWC Handbell Choir also participated. Kathy Wells has been nominated to represent CWC at the WyDEC Conference as Master Distance Educator. Nita Kehoe-Gadway was elected as employee of the year representing the faculty. Beth Gray was elected as vice president of the faculty and will serve as president in the 2008-2009 school year.

Professional
Personnel
Association

Mr. Jeremy Hughes, President of the Professional Personnel Association, reported that Sam Schrinar and Jacque Burns attended the ImageNow user conference, and Lance Goede attended a town hall meeting on underage drinking.

Mr. Hughes submitted a written report which included information that Lynette Jeffres attended a Sage Software user conference April 17-20. Ty Frohbieter and Kami Patik spent the last month visiting high schools to recruit students. Marilú Duncan attended the Wyoming ASPIRE annual conference. Chontelle Gray has been contacted by the designer for Flamenco guitarist Jesse Cook to do some design consultation on a few of the scenic elements being used in his 2007 tour of Canada. She was also asked to do some design consultation for jazz pianist and singer Diana Krall for the 2007 tour of the U.S. which will open this June and will conclude at the Monterey Jazz Festival. Mickey Douglas attended a Social Services/Human Resource Coordination Workshop on April 24. Patty Trautman took part in the Rotary Read-To-Me program. Chestine Brohm, Jacque Burns, Jeremy Hughes, Lindy Paskett, Sam Schrinar, and

John Wood attended the Datatel User's Group annual conference in early March. Jacque Burns, Paula Hartbank, and Eric Heiser completed their bachelor's degrees during this academic year.

Wyoming Public
Television

Ms. Ruby Calvert, General Manager for Wyoming Public Television, reported that WPTV Producer Geoff O'Gara has been selected for the next Leadership Wyoming class. Dr. Gose asked about the changing the name of Wyoming Public Television to Wyoming PBS. Ms. Calvert explained that the PBS brand is very strong and has a broad umbrella of services. The name Wyoming PBS would give the station a broader context by which to offer these services. The name is difficult to change because it is in state statute, and the WPTV Foundation will also have to change its name.

Chair Phister indicated that this was the first community dialogue where people brought up Wyoming Public Television as an asset. Ms. Calvert indicated that she is hoping to do a show on a Native American virtual museum. Everyone needs to understand the Native American culture.

Ms. Mills stated that a Native American event that could celebrate WPTV's 25th birthday in 2008 would be the celebration in Cody which could be comprised of both tribes and which would be a mutual setting. Ms. Calvert agreed that a Native American event would be included in the 25th birthday celebration.

Ms. Calvert submitted a written report which included information on development, production/programming/outreach/promotion, and engineering activities at WPTV. The 25th anniversary group recommended that the name of Wyoming Public Television be changed to Wyoming PBS to take advantage of a known brand and to reflect the broader range of services of the station. A logo redesign is in progress with a final design due by June 8. A staff workshop/retreat will be held on May 30. WPTV members total 3,912 as of May 11. The June pledge will be held June 4-10.

CWC Foundation

Mr. Dane Graham, Vice President for Institutional Advancement, reported that he and Serol Stauffenberg are still actively soliciting support for the student life endowment. They are visiting three to six businesses a week, and the support is there.

Mr. Graham submitted a written report which included information that donations of \$5,259 have been received since the last board report.

Inquiries have been made by various entities regarding the availability of lots in the Business Park. Some leases in the Business Park are being renegotiated. Lynette Jeffres made a presentation regarding non-profit accounting practices utilized by the CWC Foundation for the Governmental and Non-Profit Accounting class at CWC. The next meeting of the CWC Foundation will be held on June 7, 2007, on the CWC campus. Formal action will be taken on the FY 2008 Budget and on the board calendar. Lynette Jeffres and Jody Ray attended the JMT Consulting Innovate 2007 conference in Boston in mid-April which focused on Sage software packages utilized by the Foundation in its daily operations.

CONSENT
AGENDA

Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the April 25, 2007, regular meeting; the acceptance of bills for April 2007; the board travel budget; and FY 08 adjunct and overload pay adjustment.

ACTION:

Dr. Gose moved to approve the consent agenda as presented. Mr. Matson seconded the motion. Motion carried.

Mr. Montgomery indicated that he appreciated the board addressing the adjunct and overload pay issue. Adjunct faculty are a big part of the college. They often have to develop classes as well as teach them.

Acceptance of Bills The acceptance of bills included payment of the following bills which includes salaries and benefits in the amount of \$1,104,548.62 for the month of April 2007: Operations in the amount of \$1,574,248.53; Student Grants and Loans in the amount of \$29,317.67; and Bank Transfers in the amount of \$639,738.83 for a grand total of all payments in the amount of \$2,243,305.03.

UNFINISHED
BUSINESS:

No unfinished business was conducted at this meeting.

NEW BUSINESS:

Capital

Construction

Legislative Request

Dr. McFarland indicated that the Presidents Council met recently and developed a proposal for three years of capital construction projects through the legislature. CWC's Allied Health and Trades project with requested state funding of \$16.8 million will be taken to the legislature in 2008. CWC's Equine Education Center (Phase I) with requested state funding of \$4.6 million will be taken to the legislature in 2010. It is important for the board to understand that the costs are estimated for the other colleges' projects because all of the figures had to be revised. The plan is for the Presidents Council to recommend to Dr. Rose that this proposal be taken to the WCCC when it meets in June.

Dr. McFarland indicated that Eastern Wyoming College has objected to the recommendation for the Education and Workforce Development Center and will ask that it be replaced by an outreach campus center in Douglas. Dr. McFarland included a copy of a letter from the Eastern Wyoming College Board Chair which is directed toward one of the college presidents for remarks made that were not construed as professional and is regarding the EWC Board's right to prioritize its own capital construction projects.

Dr. McFarland expects there will be more changes to the prioritized list of projects. It is very exciting and important for CWC that the Presidents Council will recommend that CWC's Allied Health and Trades project be number one the next time the legislature meets. CWC's next project will be recommended in 2010. The list was developed according to WCCC capital construction policy. It remains to be seen whether or not the WCCC will rely upon current capital construction policy for inclusion of capital construction projects in the biennial budget request. The biennial budget request is expected to be finalized June 21-22 in Sheridan.

Dr. Gose asked about the earlier recommendation of \$12 million for the Allied Health and Trades project and why the request is now \$16.8 million. Dr. McFarland explained that the difference is the result of the change in local valuation. The current capital construction policy requires a local match of the equivalent of six mills. Because of the 23 percent drop in valuation, the college can't raise as much locally, so the amount for the project had to be increased.

Dr. McFarland recommended that the board approve inclusion of CWC's Allied Health and Trades Project for 2008 legislative funding and of CWC's Equine Education Center (Phase I) for 2010 legislative funding as

a part of a three-year prioritized community college capital construction plan to be recommended to the College Commission in June 2007 and eventually to the Legislature.

ACTION:

Dr. Gose moved to approve inclusion of CWC's Allied Health and Trades Project for 2008 legislative funding and of CWC's Equine Education Center (Phase I) for 2010 legislative funding as a part of a three-year prioritized community college capital construction plan to be recommended to the College Commission in June 2007 and eventually to the Legislature. Mr. Krebs seconded the motion. Motion carried.

Mr. Matson stated that the \$12.5 million estimate for the Jackson Higher Education Center is only a small part of what is really needed. He thought that \$50 million was not out of the question. The center should be big enough so that it could be used for conferences. The college needs to be far-sighted on this project. Dr. McFarland indicated that this is exactly what the Phase II facilities planning should address, and the board will focus on the scope of those needs at their summer retreat.

Wyoming Public
TV 09-10 Biennial
Budget Request

Ms. Ruby Calvert, WPTV General Manager, explained that the WPTV Advisory Council approved the submission of WPTV's proposed 09-10 Biennial Budget Request for submission to the College Commission in June. This request is slightly different than what was presented to the WPTV Advisory Council in that Ms. Calvert did not talk to the council about a raise for employees over the next biennium. The council members were informed of this change.

The 09-10 biennial budget request for WPTV to be submitted to the Wyoming State Legislature in February 2008 would include the standard budget request of \$2,935,441, plus the ongoing salary increases in the amount of \$240,954 funded in the 2007 legislature, for a total of \$3,176,395. The exception budget request included the following:

1. Biennialized funding of \$151,245 for a salary cost-of-living increase (COLA) and \$31,792 for the additional benefits for 23 benefited employees, consistent with other community college salary COLA requests, for a total of \$183,037;
2. Ongoing funding of \$140,000 to fund one full-time person to work as a webmaster/graphics designer for WPTV;
3. One-time funding in the amount of \$808,800, to begin Phase 1 of the upgrade of the production truck to high definition production;

4. One-time funding of \$2.5 million for a production endowment, to be matched by private dollars over a 5 year period; and
5. One-time funding of \$250,000 for 5 foundry switches which would connect 5 community colleges to the WPTV two-way microwave system.

In regard to the request for a full-time webmaster/graphics designer, Ms. Calvert explained that WPTV currently has a part-time contractor to provide these services. This contractor cannot provide the services required to build a highly interactive, functional, engaging website for WPTV. A full-time person could extend the life of their program content through online video and audio streaming.

Funds are also sought to upgrade the production truck to HD which would include HD cameras, lenses, tripod, and cabling in Phase 1. Phase 2 would include a switcher, HD character generator, HD encoders, and remaining equipment necessary to provide HD production from the truck. WPTV is requesting a one-time allocation of \$2.5 million for an endowment match. They would raise private funds to match the endowment over a period of five years. The final matched endowment of \$5 million would generate \$250,000 per year which would provide WPTV the funding necessary to cover local production costs.

When the Hatfield/Dawson engineering study was done in 2003, it established the plan for WPTV's microwave build-out, equipment, and installation costs. Four years later it has been discovered that costs were slightly underestimated based on today's prices, and the state allocation to fund WPTV's microwave network is nearly expended. An additional \$250,000 is needed to complete the DS-3 microwave connections to five community colleges.

Chair Phister asked who dictates what programs are offered in HD. Ms. Calvert replied that WPTV carries what is being fed to them by PBS in HD. They downlink those programs and pass them through. WPTV is not planning on changing any programming.

Dr. McFarland recommended that the board approve the proposed Wyoming Public Television 09-10 Biennial Budget Request for submission to the College Commission in June.

ACTION:

Dr. Gose moved to approve the proposed Wyoming Public Television 09-10 Biennial Budget Request for submission to the College Commission in June. Ms. Mills seconded the motion. Motion carried.

Acceptance of Bid
- Student Center
Repurpose Project

Mr. Nielson explained that the Student Center repurpose project includes remodeling the space vacated by WPTV to a teaching lab for broadcasting. It also includes upgrading the seating area in the Little Theatre and realigning the instructor/presenter area to provide a fully-connected instructional theatre. Theatre performances will still take place in this facility. The seating will be upgraded but will be reduced from 150 seats to 100 seats. This project also includes the remodel of the student lounge into a community multipurpose room which will better accommodate the serving of food.

This project has been in the planning stages most of this school year and is a part of the 06-07 strategic priorities. The funds for the project are from the state appropriation for major maintenance. Mr. Nielson recommended that this project be awarded to SDI of Lander, Wyoming, in the amount of \$401,500. With the current construction climate, Mr. Nielson is very happy with the bid. SDI has satisfactorily completed two other projects for the college. The completion of the project will go into the fall semester, but it is hoped that the broadcasting area and multipurpose room will be done by the start of the semester.

Chair Phister commented that the completion times are very different for the two firms which bid on the project. Mr. Nielson explained that this was discussed, and it was felt that it was better to save the \$67,000 than to have the project completed sooner. Dr. Gose asked about the reduction in seating for the Little Theatre. Mr. Nielson indicated that the seats will be much nicer and larger with a center aisle. Two or three rows were removed from the front so the instructor was not standing on top of the students.

Mr. Christensen asked when the Little Theatre has been filled to capacity. Dr. Rottweiler explained that the current Little Theatre has not been conducive to teaching. This remodel will allow it to be multipurpose. A 100-seat lecture course will never be needed but public groups will need this capacity. Mr. Krebs asked if the difference in bids is because SDI is local and would have less start up costs. Mr. Nielson replied that he was not sure why the price was so different between the two firms.

Dr. McFarland recommended that the board accept the bid for the Student Center repurpose project from SDI of Lander, Wyoming, in the amount of \$401,500.

ACTION:

Mr. Krebs moved to accept the bid for the Student Center repurpose project from SDI of Lander, Wyoming, in the amount of \$401,500. Mr. Matson seconded the motion. Motion carried.

Business Park
Property Tax

Board Attorney Frank Watkins explained that the Fremont County Assessor is proposing to tax CWC Business Park real property based on ownership and use. If the property is used for profit and commercial purposes, they are planning to tax it. Land in the Business Park has had tax-exempt status to date, although improvements by tenants have been taxed. The 2007 assessments even included a vacant lot in the Business Park which produces no income at all. The college has until May 25, 2007, to file a formal appeal regarding these 2007 assessments. An application for tax exemption for all land within the CWC Business Park can also be filed. Mr. Watkins indicated that once the protest is filed, it goes before the county commissioners for a hearing. Their decision can be appealed. He did not recommend a request for an extension to file the protest.

Dr. McFarland stated that for-profit businesses have always paid taxes for the improvements they make in the Business Park, but the land itself has not been taxed. She concurred with the Board Attorney and recommended that the board authorize the filing of a formal appeal of the 2007 property tax assessments for land in the CWC Business Park and the filing of a formal application for tax exemption for all land within the CWC Business Park.

ACTION:

Mr. Matson moved to authorize the filing of a formal appeal regarding 2007 property tax assessments for land in the CWC Business Park. Dr. Gose seconded the motion.

Mr. Watkins explained that only nine lots have received notices. The VA clinic and Head Start have not, so he is looking at ownership and use. The land is owned by the college, and the tenants pay tax on the improvements they have made to the real property. This is an additional tax that the assessor is assessing on the ground. Dr. McFarland noted that most of the leases in the park are 30-year leases, and those leases require the tenants to

pay taxes on the improvements. The leases do not require or even plan that the college would need to require the tenants to pay for tax on the land. For 40 years the land has not been taxed. There was no reason to believe there had to be a special provision for that. Should CWC be required to pay the tax because the college is the landowner, the college will have a situation whereby any revenues from this property will be insufficient to pay the taxes. The college will be required to use substantial resources otherwise dedicated to educational purposes.

Mr. Matson pointed out that the University of Wyoming is building a large convention center and asked if this land will be taxed. Similarly, the airport terminal generates income, so it should be taxed too. The college is right in protesting this.

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

Board Attorney Watkins indicated that the appeal would be filed by the May 25 deadline.

ACTION:

Mr. Matson moved to authorize filing a formal application for tax exemption for all land within the CWC Business Park. Ms. Mills seconded the motion. Motion carried.

Board Retreat
Agenda

Chair Phister stated that the Summer 2007 Board Retreat will be held June 15-16 in Jackson. He asked for any comments on the agenda and schedule. Ms. Mills asked for input from the board at the retreat regarding the Community College Study Commission. This commission will meet again on June 27 in Casper.

Personnel

Human Resources
Board Report

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

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

Benefits Update: The State of Wyoming has granted an insurance rate holiday to all state, community college, and university employees for the months of June and July 2007 because the temporary rate reduction implemented last fall did not reduce reserves enough to meet federal

requirements. As a result, Central Wyoming College will not submit premium payments in May (for June) and June (for July).

There were no Rustler Salute Nominees or Rustler Spirit Awards for May.

Annual service awards and recognition given at the May 11, 2007, staff luncheon (based on years of benefited service for FY 06-07:

Five-year awards

Professional

Mark Nordeen
J.D. Rottweiler

Associate Dean, Arts & Science Division
Vice President for Academic Services

Faculty

Matt Flint
Wayne Montgomery
Jane Warren

Instructor, Art
Instructor, Human Services
Assistant Professor, Communication

Classified

Lisa Cunningham

Commerce, Allied Health, Technology &
Safety Division Assistant

Ten-year awards

Professional

Chontelle Gray

Technical Theater Director

Faculty

Helsha Acuna

Professor, Native American Studies

Classified

Mike Donelson
Denice Kimball

Operations Manager, Equine Center
Records & Transcript Technician

Fifteen-year awards

Professional

Pieter Crow

Systems Analyst/Programmer

Faculty

Sharon Dalton

Instructor, Music

Twenty-year award

Professional

Chestine Brohm
Alice Nicol

Assistant Dean of Enrollment Services
Counselor

Classified

Beverly Cheney

Computer Lab Supervisor

Twenty-five year award

Faculty

Patricia Stalley

Professor, Equine Studies

Retirement

Chestine Brohm
Mary Flohr
Alice Nicol
Ed Hill

Assistant Dean of Enrollment Services (20 years)
Vocational Counselor/Placement Officer (18 years)
Counselor (20 years)
Counselor/Transfer Specialist (23 years)

Rustler Salute Nominees for FY 07

Roy Darnell
Steve Barlow
Kenna Manasco
John Wood
Lance Goede
Sam Schrinar
Chestine Brohm
Paula Hartbank (twice)
Taunya Guthrie
Linda Bender
Ben Peterson
Wayne Robinson
Craig Kucera

Alice Stocks
Michael Manning
Myra Phelps
Marcia Himes
Alice Nicol
Nita Kehoe-Gadway
Wanda Adams
Fred Larsen
Carol Woolery
Bart Reynolds
Linda Becker
Brenda Barlow

Rustler Spirit Award Winners for FY 07

Steve Barlow

Lance Goede
Paula Hartbank (twice)
Linda Bender
Nita Kehoe-Gadway
Wayne Robinson

Outstanding Employee Awards:

Faculty – Nita Kehoe-Gadway
Management/Professional – Chestine Brohm
Classified Staff – Kelly Dempster

Searches in progress/pending included Instructor Business; Instructor Nursing Jackson; Associate Dean Jackson Campus; Director of Marketing; and Director of Nursing.

Resignations/terminations/retirements/requests for release from contract included Lance Goede, Director of Student Life.

New Hires/Appointments/Internal Transfers included Darran Wells, Instructor Outdoor Education and Leadership; Lance Goede, Counselor; Jennifer Kellner, ABE/GED and Mathematics Instructor; Charles Palmer, IT User Support Specialist; Jamie Stevens, Men's Basketball Coach/Fitness Center Supervisor; and Jennifer Amend, WPTV Promotions Manager.

Dr. Rottweiler reported that Jamie Stevens, the new Men's Basketball Coach/Fitness Center Supervisor, would be on campus on Monday, May 21. A welcome to the community is scheduled for 3:30-5:30 p.m. at the college.

Ms. Mills congratulated all of the people who received awards at the staff luncheon. Mr. Matson was tickled to see people of all walks of life at the luncheon. He appreciated all the people who came. Dr. McFarland indicated that Trustee Matson gave some very uplifting and motivating comments to the staff at that luncheon.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Kudos.

- a. Degree Completion by CWC Faculty and Staff. Congratulations to the following CWC faculty and staff members for completing a higher education degree during the last year:

Anne Nez – UW Master’s
Jacque Burns – UW Bachelor's
Paula Hartbank - UW Bachelor's
Eric Heiser – UW Bachelor’s
Marcia Himes – UW Bachelor’s
Brenda Cadwallader – CWC AA General Studies
Kelly Dempster – CWC AA Native American Studies
Taunya Guthrie – CWC AA English

- b. Congratulations on UW Award to Anne Nez. Nursing Faculty member Anne Nez received the Courage to Teach Award at the University of Wyoming nurses’ pinning ceremony on Saturday, May 5. Unfortunately, due to weather, Anne and her family had to turn around and return home on Saturday while en route to Laramie to receive her pin for her Master’s Degree.
- c. Outstanding Employees Recognized at May 11 Staff Luncheon. The following people were recognized as outstanding employees for their respective employee groups as follows:

Faculty – Nita Kehoe-Gadway
Management/Professional – Chestine Brohm
Classified Staff – Kelly Dempster

- d. Collectively, CWC Staff Members Were Recognized for 185 Years of Service at CWC. A listing of those recognized for years of service was included in the Human Resources Board Report.

2. Workforce Development.

- a. Collectively, all of the colleges placed ads to highlight their efforts in workforce development. A copy of CWC’s ad was included in the board packet.
- b. CWC hosted an “Employment Expo” on campus on April 24, 2007. Special thanks to Mary Flohr for coordinating the event. Information was included in the board packet on career clusters and businesses and organizations that participated in this popular event.

3. Community Involvement. CWC staff members are hard at work building a float for the Lander Pioneer Days and Fremont County Fair parades.
4. End-of-Year Activities. The college has been busy over the past month with commencement and other end-of-year activities.
5. State Level Activities. Recent state level events include:
 - a. May 7 – Presidents Council meeting in Casper
 - b. May 14 – Presidents’ presentations to Blue Ribbon Commission in Sheridan
6. News from Sister Colleges. Articles about CWC’s sister colleges in Wyoming and the national scene were included under separate cover in the board meeting packet.

Dean of Student
Services Report

Dr. Waheed reported that he is seeing a turnaround in the enrollment situation. Another 100 students have signed up for fall classes since his report was written. His written report indicated that at the end of the second week of pre-registration, figures for summer are 13 percent higher. For the fall semester, figures are up by over 19 percent. Preliminary figures for the spring 2007 semester show slightly higher numbers than the student count at the end of spring 2006. As of May 2, there were 1518 students with an FTE of 1070.50 compared to 1488 students with an FTE of 1065 during the same period last year.

Dean of
Administrative
Services Report

Mr. Nielson reported that one of the major initiatives this summer is to upgrade and repurpose the Student Center to be more appealing to students and to facilitate college academic programs and other college and community events. Furniture for the food court, student meeting areas, and the community multipurpose room will need to be purchased, and a Request for Proposals has been issued. Proposers can submit proposals on one or all items listed in the RFP, so there is a possibility that one may be over \$100,000. Given the lead time to place orders and to receive, assemble, and move furniture before the beginning of fall semester, the contracts need to be awarded by June 1. A special board meeting may be necessary around June 1 to approve the proposal.

The board agreed that the special meeting could be held by phone with a call-in number which would be available to the board and any other interested parties. If board approval is not needed because the proposal is

under \$100,000, Mr. Nielson will give an update to the board at their June meeting.

Mr. Nielson reported that Dr. Jim Rose, Executive Director of the Wyoming Community College Commission, has suggested a compromise to the new funding formula. This compromise holds the colleges at status quo and could provide adjustments for increases in enrollment, cost of living, one-time requests for equipment, and other needs. It is hoped that a meeting can be scheduled with Dr. Rose so he can go into more detail before the formula is taken to the June 21-22 WCCC meeting in Sheridan.

Dr. Rose suggested an alternate proposal if the colleges do not agree to the compromise. The alternate uses groupings of colleges by size and applies averages to be used uniformly for each grouping in calculating funding by credit. Dr. McFarland's interpretation of this alternate proposal shows considerable loss of funding for some colleges and an enormous increase in funding for one college. Many of the scenarios show CWC losing \$1 million in funding. CWC's legislative salary appropriation was \$1.2 million, and this was for one year. The cut would essentially mean that CWC would have to reduce everyone's raise or eliminate a number of positions. Her concern is that when there are seven colleges that vary in size and all of the costs are averaged, economy of scale has not been taken into consideration. The funding consultants all have indicated that economy of scale is one of the greatest factors accounting for cost differentials among the colleges.

Dr. McFarland stated that her first reading of the proposal is that it is almost a "King Solomon" solution to a very divisive issue.

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

The next regular meeting was scheduled be held on Wednesday, June 20, 2007, beginning at 6:30 p.m. in PTC 115/121. Dr. McFarland expressed concern that a very critical WCCC meeting is being held the day after a board meeting. The board may wish to change its meeting date to June 19 so that board members and college officials have time to travel to the meeting. The Presidents Council often prefers to meet the night before, and Dr. McFarland can't be absent from those meetings. Mr. Christensen indicated his preference to leave the meeting on June 20.

ACTION:

Mr. Matson moved to change the June 2007 meeting from Wednesday, June 20, 2007, to Tuesday, June 19, 2007. Ms. Mills seconded the motion. Motion carried with Mr. Christensen voting no and Chair Phister abstaining from the vote.

Dr. Rottweiler asked that board add the approval of new instructional degree programs to its June agenda because they will be presented to the WCCC for approval at its June 21-22 meeting. The programs are an A.A. in Homeland Security, an A.A.S. in Business Technology: Medical Transcriptionist, two certificates for Medical Transcriptionist, and two certificates for Culinary Arts.

Agenda items for the regular meeting include:

1. Student Profile Monitoring Report
2. Public Hearing – FY 07 Closeout/Transfer of Funds/Budget Reallocation
3. Collection and Extinguishment of Debts
4. New Instructional Degree Programs

Mr. Krebs moved to hold an executive session at 5:30 p.m. on Tuesday, June 19, 2007, in Pro Tech Conference Room 102B to discuss potential litigation and personnel. Mr. Matson seconded the motion. Motion carried.

CWC Foundation

The next meeting of the CWC Foundation will be held on Thursday, June 7, beginning at 9 a.m. at CWC in Riverton.

Association of
Community
College Trustees

The next ACCT event is the Annual Congress to be held September 26-29 in San Diego, California. Chair Phister, Mr. Christensen, Ms. Mills, Mr. Matson, Dr. Gose, Mr. Krebs, and Dr. McFarland are planning to attend.

Mr. Christensen reported that there is a vacancy for a Director-At-Large seat and a vacancy for an ACCT board member for the Western Region. Elections will take place during the regional caucus in San Diego, and nominations must be made by the candidate's board with a letter of support by the full board. The deadline for nominations for the Director-At-Large seat is July 1, and nominations for ACCT board seat can be made from floor during the Leadership Congress.

Wyoming
Association of
Community
College Trustees

The next meeting of the WACCT will be held in conjunction with the June 21-22 WCCC meeting to be held at Sheridan College in Sheridan. Mr. Christensen, Ms. Mills, and Mr. Matson are planning to attend.

Ms. Mills reported that the WACCT met on April 26 in Torrington. They discussed hiring a person to support all seven community colleges at the legislature, and various titles were proposed. The next step is to develop a job description. The trustees met with the college presidents, and Dr. Boggs recommended an executive director to represent the trustees. The trustees recommended it be a year-long position. Casper College needs to take the proposal back to their board. The trustees also met with the WCCC regarding the lobbyist. Dr. Rose indicated that the position could not be paid for with state funds.

Wyoming
Community
College
Commission

The next regular WCCC meeting is scheduled for June 21-22 at Sheridan College in Sheridan. Agenda items include:

1. Approval of CWC program requests for Homeland Security and for Business Technology: Medical Transcriptionist.
2. Anticipated WCCC Approval of New Funding Model and Related Rules
3. Anticipated WCCC Approval of 09-10 Community College Biennial Budget Request (including capital construction requests)

CWC BOCHES

The next meeting of the CWC BOCHES is on Wednesday, June 27, 2007, at 7 p.m. in PTC 115/121.

Teton County
BOCES

The Teton County BOCES met on May 15, 2007. Chair Phister reported that a presentation was made on the culinary arts program, and they are raising the levy from 1/10 mill to 2/10 mill. The next meeting is scheduled for August 21 at 3:30 p.m.

Community College Study Commission Ms. Mills reported that she attended an all-day Community College Study Commission meeting on May 14 in Sheridan. A half hour presentation was made by each community college, and all addressed the same questions. The commission members also heard from people in industry regarding the shortage of a labor pool. Dr. Gose expressed his concern about the rush in terms of workforce development which overlooks the role of community colleges to fulfill the educational goals of students. The colleges try to meet the governor's wishes for workforce development, but it shouldn't be forgotten that the colleges have a greater mission to provide education that will make wider demands than just workforce development.

Dr. McFarland stated that overall the Community College Study Commission is more narrowly focused on training and not education. They have to focus more narrowly given the short amount of time they have to finish the study. The first charge of the Community College Study Commission is mission. If the colleges' mission is viewed as technical training versus a comprehensive community college, then a technical college system may be proposed.

**BOARD
EVALUATION
OF MEETING:**

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

**EXECUTIVE
SESSION:**

ACTION:

Mr. Matson moved to adjourn to executive session with no public action to follow. Dr. Gose seconded the motion. Motion carried.

ADJOURNMENT:

ACTION:

At 9:20 p.m., Mr. Matson moved to adjourn the meeting. Ms. Mills seconded the motion. Motion carried.

Secretary

APPROVAL:

Chair