

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, May 21, 2008, in Room 113 of the Central Wyoming College Lander Center at 427 Main Street in Lander, Wyoming, following a community dialogue and dinner with Lander key influencers from 5:30 to 7 p.m. at the Best Western Inn at Lander.

ATTENDANCE:

<u>Present:</u>	Scott Phister Jim Matson Dennis Christensen	Caroline Mills Charlie Krebs
<u>Absent:</u>	Roger Gose	Dallas Myers
<u>Administration:</u>	Jo Anne McFarland Mohammed Waheed Dane Graham	J.D. Rottweiler Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Keith Domke Sterling Hall Patty Trautman Beth Gray Kay Keen Ruby Calvert John Wood	Carolyn Aanestad Curt Galitz Mickey Douglas Carol Deering Martha Davey Jack States

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 7:48 p.m. A roll call conducted by the board clerk indicated that all board members were present except Dr. Gose and Mr. Myers. Dr. Gose indicated that he would not be at the meeting because of a death in the family. A quorum of the board was declared present to conduct business.

EXECUTIVE SESSION: **ACTION:**
At 7:50 p.m. Mr. Matson moved to adjourn to executive session to discuss potential real estate and personnel items. Mr. Krebs seconded the motion. Motion carried.

The regular meeting was reconvened at 8:25 p.m.

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. He welcomed Dr. Jack States of the Wyoming Community College Commission.

APPROVAL OF
AGENDA:

Dr. McFarland asked to add "June Board Work Session" immediately after Item C under New Business.

ACTION:

Mr. Matson moved to approve the agenda as amended. Ms. Mills 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, reported that he had nothing to add to his written report and introduced Mr. Curt Galitz, new President of the Student Senate.

Mr. Hall provided a written report which included information that senators graduating this spring are Sterling Hall, Kolby Condos, Nane Hokofonu, Darby Thomas, and Sara Ervin. The six new senators for the summer are Amara Fehring, Curt Galitz, Sami Sanders, Josiah Sifuentes, Cedric Bennet, and Reva Devaney. Officers are Curt Galitz, President; Amara Fehring, Vice President; and Reva Devaney, Secretary/Treasurer.

Classified Staff
Association

Ms. Kay Keen, President of the Classified Staff Association, reported that the Classified Staff held their annual picnic on May 16. Retha Reinke and Judy Hubbard cooked 65-70 hamburgers and hot dogs.

Ms. Keen submitted a written report which included information that Carol Woolery attended a Design and Web Layout Seminar in April. Brenda Barlow, Diana Clark, Kelly Dempster, Kenna Kline, and Robin Reed are attending an Administrative Assistant Seminar in May. Rita Duty will be attending a Total Computing Workshop in May. Suze Kanack attended a PBS Conference in April. Barbette Hernandez chaperoned the RHS Concert Band on a trip to Colorado Springs in May. Brenda Cadwallader and Kenna Kline have assisted with two 4-H

Horsemanship Clinics at the CWC Arena. Kelly Dempster and Jody Goodrich have each spent time working in the Jackson Outreach Office.

The Faculty

Ms. Beth Gray, President of The Faculty, indicated that she had nothing to add to her written report which included information that Beth Gray, Rob Richards, Margaret Peart, and Angel Sparkman attended a Business Advisory Committee Meeting on May 8. Dr. Norm Shinkle will collaborate with the University of Wyoming Science and Mathematics teaching center this summer to train middle and high school teachers in the area of Quantitative Reasoning in Science, Technology, Engineering, and Mathematics. Susana Lawson planned and facilitated a reception on April 29 which honored CWC's 50 Native American and 14 Latino graduates. Matt Flint has a solo show at Lyndsay McCandless Contemporary Gallery in Jackson Hole. Val Harris has arranged a workshop for faculty during fall in-service which is focused on preventing crisis in the classroom. Beth Gray and Donna Olsen visited Idaho State University to visit with their IT staff about their use of Moodle, a possible Learning Management System to replace WebCT. Steve Traylor and Robert Husa will take the Jazz Touring Ensembles to perform in southwest Wyoming and Utah, and then will travel to Las Vegas. Steve McAllister, Suki Smaglik, and nine CWC students participated in UW's Undergraduate Research Day.

Professional
Personnel
Association

Ms. Carol Deering, President of the Professional Personnel Association, indicated that she had nothing to add to her written report which included information that Mickey Douglas attended the City of Lander Assessment Review Team Meeting in April. Paula Hartbank, Sheila Newlin, Elaine Patterson, and Carol Deering participated in the Adult Spelling Bee on April 17. Ms. Deering took third place in the competition. Lance Goede and Elaine Patterson wrote and were awarded a \$9,500 grant from the Wyoming Department of Health, Mental Health and Substance Abuse Division for suicide prevention efforts on the CWC campus. Carol Deering attended the Academic Library Directors annual meeting in Cheyenne in May. Cory Daly Schmidt attended the Colorado Library Consortium's Interlibrary Loan Conference in May. Carolyn Aanestad, Lance Goede, and RoJean Thayer attended the Student of the Year luncheon.

Jeremy Hughes conducted a Query Builder Training on campus. Henry Cittone and his students met with chefs from some of the finest restaurants in the region at the Four Seasons Hotel in Jackson. Lynne McAuliffe and Eric Heiser continue to meet in focus groups regarding Environmental

Health and Safety. Ken Colovich and Frank Berch recently acquired Drinking Water Level I Certification. Jason Harris and Paula Hartbank presented an advising workshop to Gear Up high school students in May. Bridget Taylor and Bryce Roberts traveled to high schools in Fremont County and Hot Springs County to register graduating high school students.

Wyoming PBS

Ms. Ruby Calvert, General Manager for Wyoming PBS, asked Board Attorney Frank Watkins to report briefly on the worker's compensation issue. Mr. Watkins indicated that worker's compensation had declined coverage on some WPBS employees for which CWC had been paying premiums. They indicated that they will be covering some of the more maintenance-oriented positions, so at least some of the positions will be covered. Ms. Calvert stated that they would make it clear what the production people are doing so they can be covered as well. Geoff O'Gara and Kyle Nicholoff went to Washington, D.C., last week and received an interview with Senator Ted Kennedy about a day before his seizure. The president of PBS will be here September 10-13, and a schedule is being built for this visit. Ms. Calvert thanked *Ranger* editor Keith Domke for the feature story on the 25th anniversary celebration.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotion, and development activities at Wyoming PBS. Presentations are being done on the DTV/analog shutdown. An article will be done on the transition, and a presentation will be made during fall in-service. Current membership at Wyoming PBS is 4,273. Estate planning seminars have been scheduled in communities throughout the state through November.

SPECIAL GUEST
COMMENTS:
COMMUNITY
COLLEGE TASK
FORCE

Dr. Jack States –
Wyoming
Community
College
Commission

Dr. Jack States, a member of the Wyoming Community College Commission, reported on what is going on at the WCCC and its interaction with the Community College Task Force. The Community College Task Force was established by session law. This group is charged with reviewing and evaluating the entire community college system, and they are to do this with the WCCC. The task force shall review and evaluate the existing community college system. They will study efforts

on three components of the community college system including governance, funding, and capital construction. The task force shall report its findings and recommendations to the Joint Appropriations Interim Committee and the Joint Education Interim Committee by November 1, 2008. The Joint Education Interim Committee shall forward any legislation necessary to implement task force recommendations in the 2009 legislative session. The co-chairs of the task force are Representative Del McOmie and Senator Hank Coe. This puts pressure on the WCCC to make sure they are up to speed as they go forward with their planning process. The recommendations of the task force could possibly change the entire system. The WCCC will provide as much input as possible to the task force. The WCCC represents Governor Freudenthal and the colleges in providing advocacy and accountability and development of statewide educational priorities.

At its last meeting, the WCCC decided to coordinate meeting dates with the task force in case input is needed from them. The WCCC is going to develop a strategic plan because it was mandated to do this as part of the session laws. This strategic plan will be looked at in terms of the focus of the task force. The task force will focus on the governance of the college system, local and state funding, and capital construction. The WCCC is looking at these areas as well. In order to develop a strategic plan, the WCCC sent a questionnaire to their stakeholders regarding the performance of the WCCC. They agreed to send out a letter to the college presidents and to ask for their input. An opportunity has been arranged to provide verbal input to the WCCC as well. The goal is to get as much input from partners as possible. The strategic plan will be built on that input. A day and a half session will be set aside to work on the funding model. The WCCC did not know that the Governor was not in favor of the funding model. Had the WCCC known of this, they would have had time to negotiate it. The Governor wanted to delay working on the model until the legislative task force could provide some input.

The 2007 Governor's Blue Ribbon Task Force recommended changes in the oversight of the WCCC itself. The Governor agreed that the first year of the biennial appropriation could be released under the previous model. The WCCC is hopeful that recommendations from the task force will help with the new funding model and that the Governor may see the benefits. Throughout the process the need was seen for everyone to speak with one voice. Because of diversions by some to express their own positions, the legislators became suspicious of the presentations being made. This

process will help everyone come together as a system. When there are differences and individual legislators entertain these differences, it leads to difficulties. They will be looking at the need for greater equity in funding, especially at the local level. The task force would like some input from the colleges on this.

In regard to capital construction, the WCCC is looking for guidance from the legislators and the Governor. Capital construction money was requested and received the first year, and this year capital construction money was requested and nothing was received. The WCCC is scheduled to meet in June and will work on the funding model at their retreat. Dr. States complimented CWC on the program given this evening. He indicated that he is strongly supportive.

CONSENT
AGENDA:

Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the April 23, 2008, regular meeting; the acceptance of bills for April 2008; the board travel budget; Extinguishment of Bad Debt; and Additional Course Fees.

ACTION:

Mr. Krebs moved to approve the consent agenda as presented. Mr. Christensen 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 \$1,289,229.84 for the month of April 2008: Operations in the amount of \$1,823,969.48; Student Grants and Loans in the amount of \$51,015.35; and Bank Transfers in the amount of \$762,787.26 for a grand total of all payments in the amount of \$2,637,772.09.

UNFINISHED
BUSINESS:

Board Attorney
Update on Tax
Protest

Board Attorney Frank Watkins reported that progress has been made on the tax protest, but there has been no resolution. Oral arguments were heard yesterday, and they were taken under advisement. A written decision is expected by the June 18 board meeting.

NEW BUSINESS:

Public Hearing -
FY 08 Closeout/
Transfer of Funds/
Budget
Reallocation

Mr. Nielson stated that the board must authorize adjustments to the FY 08 budget to ensure that revenues and expenditures are aligned. At the end of the year it is a requirement that budget authority is approved by the board and this includes revenues, expenditures, and projections. This is a request for an adjustment of budget based on projected changes in revenues and reallocation of expenditure budget. As the books are closed by June 30, 2008, the budget is managed so actual expenditures will not exceed actual revenues. Additionally, the budget will be managed to build a reserve given the uncertain funding allocation through the state funding formula for the next biennium. Reserves will be built as much as possible.

Mr. Nielson indicated that the significant increase in the current operating fund was because a budget adjustment was not made for recapture/redistribution last October. Expenditure budgets have been increased to include the year-end expenditures that were presented to the board as part of the FY 09 budget plan and an additional \$75,000 for contract services associated with instructional costs for dual enrollment. In the additional one-mill fund, it is expected that \$785,053 will be carried over. The budget objective is to build reserves in anticipation of master facilities plan implementation and funding uncertainties in next biennium. In the auxiliary fund, Food Service is expected to be over budget by \$123,496. Fees will be increased next year. The college has a first-rate food service operation, but this is a tough operation to bring in line. Food costs have risen 12 percent in the last four months, so prices will have to be increased another 3-5 percent. Staffing is difficult, but the schedule is more predictable with good benefits, so the workforce is stable.

Housing is essentially at breakeven, but the budget is being adjusted to account for the furniture budgeted last year and purchased this fiscal year and the purchase of commercial washers and dryers. The bookstore, motor pool, and copiers are strong operations. Carry forward funds were used to purchase the 32-passenger bus, two cars, and copiers. Overall, auxiliaries are operating profitably.

In the restricted fund which is where all of the grants are managed, the recommendation is to increase funds by \$1,700,000. The increase in the CWC BOCHES fund is consistent with the recommendation presented to the BOCHES board on February 27, 2008, and the estimate of local tax collections. Wyoming Public Television is winding down a major infrastructure build out. The request for additional budget authority is

because much of the funding from the state and federal grants has been received for work that has been or is currently underway, so these adjustments are to use the carry forward funds to pay for current expenditures. In the plant fund, the budget objective will be to tackle projects that need major and preventative maintenance in anticipation of receiving a new biennial allocation starting July 1, 2008. Carry forward is allowed in the plant fund. The WCCC staff has recognized that the colleges have planning cycles. Technically it doesn't factor into the carry forward, but the WCCC has given some leniency in planning from biennium to biennium.

Chair Phister stated that the board would now proceed to a public hearing on the proposed Fiscal Year 2008 Closeout, Transfer of Funds, and Budget Reallocation as duly advertised. He asked if anyone present wished to comment on the proposed reallocation. No comments were made.

Chair Phister stated that having conducted the required public hearing on the proposed Fiscal Year 2008 Closeout, Transfer of Funds, and Budget Reallocation, the president's recommendation would be accepted.

Dr. McFarland recommended that the board authorize adjustments to the Fiscal Year 2008 budget as outlined.

ACTION:

Mr. Christensen moved to authorize adjustments to the Fiscal Year 2008 budget as outlined. Mr. Matson seconded the motion. Motion carried.

Proposed
Educational
Programming
and Facilities:
Next Step

Dr. McFarland stated that over three and one-half years ago, the college began the process of engaging in long-range planning to meet projected and emerging educational and workforce training needs of the communities the college serves. This process included identifying needed educational and training programs to better serve the college's constituents in future years, as well as identification of changes to or expansion of facilities to serve these programs and constituents. The process resulted in an assessment of physical facilities, completed in July 2005, and a long-range Master Plan for the college, including off-campus, which was adopted by the board in September 2006.

Steps in this process included:

- Future enrollment projections;

- Identification of high growth/high demand present and future programs;
- Facility space utilization study;
- Assessment of the physical condition of current facilities (including structural integrity, interior systems, accessibility, HVAC, electrical, plumbing, energy efficiency, security, and infrastructure);
- Building and land use;
- Parking and circulation;
- Assessment of functional condition of facilities;
- Assessment of present and future space needs; and
- Projected new and/or upgraded facilities to meet identified needs.

The identified needs were addressed this evening at the community dialogue dinner. It has been determined that the highest priority needs are Allied Health & Trades and a modest expansion to the Lander facilities. Those two high priority projects total \$20.8 million. The preferred funding mechanism for Allied Health & Trades facilities and a modest expansion of Lander facilities is a general obligation bond in the projected amount of \$20.8 million, proposed to be presented to the Fremont County electorate in November 2008. In order to prepare for the prospect of a November 2008 bond election, Dr. McFarland seeks board authorization to begin the process. This includes sending out informational letters, a draft of which was included in the board's folders. This will allow the college to begin surveying the electorate.

Dr. McFarland emphasized that college staff members have met with over 30 different groups and organizations from throughout Fremont County and have given information about facility needs to over 500 community leaders in the county. Board authorization to begin the process is a preliminary step in moving toward a November 2008 bond election. Actual board authorization to proceed with the November 2008 bond election must take place no later than August 22, 2008. This official board action will take place at a special board meeting on or before Wednesday, August 20, 2008. Dr. McFarland recommended that the board authorize the administration to proceed with preparations as outlined for a November 2008 General Obligation Bond Election for Allied Health & Trades facilities on the CWC main campus, plus a modest expansion to Lander facilities, for an estimated total cost of \$20.8 million. Formal board authorization for a November 2008 bond election would take place on or before a special board meeting on August 20, 2008.

ACTION:

Mr. Matson moved to authorize the administration to proceed with preparations as outlined for a November 2008 General Obligation Bond Election for Allied Health & Trades facilities on the CWC main campus, plus a modest expansion to Lander facilities, for an estimated total cost of \$20.8 million with formal board authorization for a November 2008 bond election to take place on or before a special board meeting on August 20, 2008. Mr. Krebs seconded the motion.

Mr. Christensen asked if any analysis had been done on whether the preferred mode would be a general obligation bond or 5 mills over 4 years. Dr. McFarland indicated that the next phase begins the process of segmenting and identifying those thresholds. The tax impact to a homeowner is estimated to be between \$1.38 and \$1.63 per \$100,000 of a home's market value, depending on whether a 15- or 20-year bond is pursued. In the survey stage, the college will be checking with voters about the various funding mechanisms. Dr. McFarland believes the college has gotten the information out about the projects. A survey and polling will follow the letter. A considerable amount of information will be available to the board prior to making a final decision.

Mr. Christensen stated that legislators this year allowed the option of going 5 mills over 4 years. With increased valuation it would be prudent to look at the 4-year plan rather than a 20-year plan. Dr. McFarland replied that the survey results will indicate if the length of time is of less concern or if people may be more interested in what their yearly additional cost will be instead. The 15-year cost was a little over 2 mills. At this point the electorate needs to know that the college is seriously considering bringing proposals forward and that feedback is being obtained on those facilities and what the voter threshold may be. The voter threshold is what they are willing to pay and how long they are willing to pay for it.

Mr. Christensen indicated that timing is key. He is worried because many other projects may be on the ballot. In looking at his own tax bill, the college is going to have to be careful and really sell the project. Dr. McFarland replied that the college has had a substantial head start on the other projects. They have been working on it for three and a half years. Mr. Christensen stated that the college has a good product to sell. It is very specific and can be sold to an informed public.

Ms. Mills expressed interest in the information given to the public before August and the percentage of people on the reservation who will be included in receiving this information. In regard to other projects that may be included on the ballot, Dr. Rottweiler stated that the college is conducting the surveys and moving forward which may cause those other groups to do something or maybe not. Mr. Krebs stated that he has heard there are many possibilities, so if the college comes out early, the others may back off. Dr. McFarland stated that the college needs to tell its story and let people know what is planned, what the spaces will accommodate educationally, what needs those programs satisfy, and how they relate to Fremont County. A strong and detailed case will be presented. These are very long-range programs. The last time the college went to the voters was in 1992 when the campus was transformed. Staff members have been talking to people throughout Fremont County who have expressed a strong interest in the projects. Only those projects that are deemed most urgent and important will be brought to the Fremont County electorate.

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

February 2009
Board Meeting
Date Change

Dr. McFarland indicated that after the board adopted its 08-09 meeting schedule, other dates of importance to the trustees have created a conflict with the February 2009 board meeting date. The original date set for the February 2009 board meeting of Wednesday, February 18, takes place the evening before the February 19-20 Wyoming Community College Conference, WACCT Legislative Reception, and College Commission meeting in Cheyenne. In order to allow sufficient travel time for trustees and college staff attending these important events in Cheyenne, Dr. McFarland recommended that the board change the February board meeting from Wednesday, February 18, 2009, to Wednesday, February 25, 2009.

ACTION:

Mr. Christensen moved to change the February board meeting from Wednesday, February 18, 2009, to Wednesday, February 25, 2009. Ms. Mills seconded the motion. Motion carried.

June Board Work
Session

Dr. McFarland indicated that there was a need to have a brief board work session that should take place before the June board meeting. A date no later than June 10 must be identified. This will be a one-hour dinner meeting/work session to obtain guidance on matters to be brought forward

to the board at the June 18 meeting. The board agreed to hold the work session on Wednesday, June 4, from 6-7 p.m.

Approval of
New Programs

A.A.S. – Hotel and
Restaurant
Management

Dr. Rottweiler explained that A.A.S. in Hotel and Restaurant Management is a 68 credit hour degree with 4 new courses and which will be conducted in the Jackson facility. No new staffing is needed. The Hotel and Restaurant Management program has been brought forth by the Jackson Campus with strong support. It is a program that would feed into a hotel/motel management degree. Mr. John Wood, Interim Associate Dean of the Jackson Campus, indicated that he is working on an articulation agreement with UNLV. Dr. McFarland recommended approval of the proposed new program for an Associate of Applied Science Degree in Hotel and Restaurant Management.

ACTION:

Mr. Matson moved to approve the proposed new program for an Associate of Applied Science Degree in Hotel and Restaurant Management to begin in Fall 2008. Ms. Mills seconded the motion. Motion carried.

A.A.S. –
Professional
Studio Art

Dr. Rottweiler explained that the A.A.S. in Professional Studio Art will allow students with a Hathaway scholarship at the career level to take art. The career Hathaway component is only available at the community colleges. The Associate of Applied Science in Professional Studio Art is designed to provide training for students who want a career as a working artist. Students in the program will have the opportunity to gain practical experience in the processes, techniques, and visual language connected to their chosen medium. The program will cover studio art business topics including marketing, budgeting, organization, and studio management. Dr. McFarland recommended approval of the proposed A.A.S. degree in Professional Studio Art to begin Fall 2008.

ACTION:

Mr. Krebs moved to approve the proposed new program for an Associate of Applied Science Degree in Professional Studio Art to begin in Fall 2008. Mr. Matson seconded the motion. Motion carried.

CWC Foundation
Land Sale

Dr. McFarland reported that this agenda item has to do with the sale of a strip of land owned by the CWC Foundation and leased to the college. The college uses this land for the Equine Center operation. The proposed sale of land to IDEA, Inc., is 234 x 40 feet. At the board's December 12,

2007, meeting, approval was given for the negotiation of the sale with some considerations on the part of the college. Those considerations have been met. Dr. McFarland recommended that the board approve and enter into a partial surrender of CWC's land lease with the CWC Foundation as outlined for a strip of CWC property for sale to IDEA, Inc., with the understanding that the college will provide input into the type of fencing along the new property line and that the college can submit suggestions to the Foundation for additional improvements to the Equine Center property with the proceeds.

ACTION:

Mr. Christensen moved to approve and enter into a partial surrender of CWC's land lease with the CWC Foundation as outlined for a strip of CWC property for sale to IDEA, Inc., with the understanding that the college will provide input into the type of fencing along the new property line and that the college can submit suggestions to the Foundation for additional improvements to the Equine Center property with the proceeds. Mr. Krebs seconded the motion. Motion carried.

Dr. McFarland noted that IDEA, Inc., is partnering with the Smart Start Academy which is expanding its business and taking advantage of a state grant for this building project.

Approval of
Business Park
Tenant

Dr. McFarland recommended that the board approve Child Development Services as a tenant in the CWC Business Park in a portion of Lot #10 and Lot #8 as outlined.

ACTION:

Mr. Matson moved to approve Child Development Services as a tenant in the CWC Business Park in a portion of Lot #10 and Lot #8 as outlined. Mr. Christensen seconded the motion. Motion carried.

Approval of
Reassignment
of Lease

Dr. McFarland explained that the CWC Foundation is requesting that the board approve a reassignment of lease to a business with a different name than currently reflected on the lease, but which will involve essentially the same tenants. She recommended that the board approve reassignment of the current prepaid 30-year lease on Lot #7 and the option for a portion of Lot #10 of the Business Park held by Hi Mountain, LLC (Spencer and Clark). The lease and option are being reassigned to Hans Hummel and Hi Mountain Jerky.

ACTION:

Mr. Krebs moved to approve reassignment of the current prepaid 30-year lease on Lot #7 and the option for a portion of Lot #10 of the Business Park held by Hi Mountain, LLC (Spencer and Clark) to Hans Hummel and Hi Mountain Jerky. Ms. Mills seconded the motion. Motion carried.

Personnel

Human Resources
Board Report

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

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

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

Annual service awards and recognition given at the May 9, 2008, staff luncheon:

Five-Year Awards

Professional

Dean King	Wyoming PBS Promotions Producer
Britt Ready	Activities Coordinator
Jennifer Amend	Wyoming PBS Promotions Manager
Robert Haight	Wyoming PBS Production Technician

Faculty

Mike Manning	Assistant Professor, Criminal Justice
Anne Nez	Assistant Professor, Nursing
Stacey Stanek	Assistant Professor, Nursing

Classified

Carol Woolery	Student Support Services Data/Project Assistant
Taunya Guthrie	Assistant, Arts & Sciences
Mike McLean	Campus Services Foreman
Dennis Mohrman	Grounds Assistant
Shaylene Hancock	Business Office Operations Assistant

Ten-Year Awards

Professional

Mike Nielsen	Wyoming PBS Senior Microwave Technician
Lonny Fairfield	Wyoming PBS Network Operations Technician
Jay Nielson	Vice President for Administrative Services
Mickey Douglas	Assistant Coordinator Outreach Lander

Faculty

David Gray	Professor, English
Jeff Hosking	Assistant Professor, Criminal Justice
Ben Evans	Professor, English

Classified

Brenda Cadwallader	Registration and Records Assistant
Kelly Dempster	Assistant to the CIO
Robilyn Stalder	Wyoming PBS Master Control Operator

Fifteen-Year Awards

Professional

Frank Berch	Sinks Canyon Center Assistant Coordinator
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Twenty-Year Award

Professional

Michele Burdick	Outreach Coordinator Dubois
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Twenty-Five-Year Award

Professional

Ruby Calvert	Wyoming PBS General Manager
Bob Connelly	Wyoming PBS Assistant General Manager/ Transmitter Engineer
Charlotte Donelson	Associate Dean CATs
Jacque Burns	Director of Financial Aid
Bev Koerwitz	Outreach Coordinator Thermopolis

Faculty

Margaret Peart	Professor, Business Technology
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Classified

Debi Belville	Nursing Department Assistant
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Thirty-Five-Award

Professional

Jo Anne McFarland President

Staff Leaving

Elaine Patterson	Disabilities Services Coordinator
Linda Becker	Facilities Coordinator
Charles Palmer	IT Enterprise Support Specialist
Sandy Eisenman	Registrar
Nancy Mills	Lead Custodial Foreman

Rustler Salute Nominees

Kay Keen	Dane Graham	Bev Koerwitz
Suzie Koehn	Lynette Jeffres	Markus Urbanik
Rita Duty	Jody Ray	Craig Kucera
Cory Daly	Nico Hamburg	Lisa Cunningham
Jody Goodrich	Kelly Frank	Jeremy Hughes
Duane Van Skike	Charlotte Donelson	Brian Sprague
Martha Davey		

Rustler Spirit Award Winners

Suzie Koehn	Rita Duty	Craig Kucera
Jody Goodrich	Markus Urbanik	Cory Daly
Jeremy Hughes	Kay Keen	

Outstanding Employee Awards 2008

Faculty – Jim Thurman
Management/Professional – Lynne McAuliffe
Classified Staff – Retha Reinke

Searches in progress/pending included Instructor Spanish; Instructor Nursing; Computer Networking Technology Instructor; Director of Marketing; WPTV Director of Content & Education Services; Associate Dean Jackson Campus; Athletic Trainer/Instructor Exercise Science; WPBS Network Operations Technician; Disabilities Services Coordinator;

Assistant Registrar; Maintenance Technician HVAC; Enrollment Management Assistant; Custodian Day Shift; and Custodian Night Shift.

Resignations/terminations/retirements/requests for release from contract included Jacque Burns, Director of Financial Aid; Sandy Eisenman, Registrar; and Jennifer O'Connor, Gear Up/Talent Search Curriculum Coordinator/Community Liaison.

New Hires/Appointments/Internal Transfers included Jacque Burns, Assistant Dean for Enrollment Services.

Request for
Release from
Continuing
Contract

Dr. McFarland indicated that a request for release from continuing contract has been received from Jacque Burns as a result of her appointment at the college as Assistant Dean for Enrollment Management Services. She recommended that the request for release from continuing contract be granted as requested.

ACTION:

Mr. Christensen moved to approve the request for release from continuing contract from Jacque Burns. Mr. Krebs seconded the motion. Motion carried.

Position
Elimination

Dr. McFarland requested approval from the board for the elimination of the grant-funded benefited position of Gear Up/Talent Search Curriculum Coordinator/Community Liaison effective August 31, 2008. This request is being made due to financial constraints and lack of resources within the grants to cover state insurance costs. This is technically a RIF and requires board action. This person will be moving into a 19-hour non-benefited position.

ACTION:

Mr. Matson moved to eliminate the grant-funded benefited position of Gear Up/Talent Search Curriculum Coordinator/Community Liaison effective August 31, 2008, due to financial constraints of grants to pick up insurance costs. Mr. Krebs seconded the motion.

Mr. Christensen indicated that he hoped this is not a trend that the state will only fund 62 percent of the insurance costs for current fund employees. Dr. McFarland believes that it is a trend.

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

REPORTS:

President's Report Dr. McFarland included the following information in her report:

1. Kudos.
 - a. Kudos to CWC instructor Darran Wells for his wonderful work with students in CWC's Outdoor Education program. A letter from a grateful parent was included in the board packet (which arrived with a \$500 contribution to the Outdoor Education program).
 - b. Special thanks to Professor of Chemistry and Geology, Suki Smaglik, for her assistance with the Wyoming State Science Fair.
 - c. Congratulations to Dr. Mohammed Waheed and company for obtaining FY 10 and FY 11 grants for Upward Bound totaling \$586,324.
 - d. Congratulations to CWC faculty and staff members Jim Thurman, Jennifer Kellner, Eric Heiser, Craig Kucera, and Wes Connally for completing degrees, recognized at CWC's May 7 "Learning by Degrees" recognition ceremony, which included presentations from the first three recent graduates on their graduate work. Degrees earned are as follows:
 - Jim Thurman – Master's Degree in Humanities
 - Jennifer Kellner – Master's Degree in Education/Secondary Mathematics
 - Eric Heiser – Master's Degree in Adult and Post Secondary Education
 - Craig Kucera – Bachelor's Degree in Information Technology
 - Wes Connally – Doctor of Arts in English
 - e. Special commendation to Dr. Rottweiler for his outstanding representation of the college and for speaking so eloquently at the following two events:

- (1) The Wyoming Department of Corrections Graduation and Ribbon Cutting Ceremonies for the Honor Farm completion of homes through CWC's Construction Trades program, one of the state's premier correctional industries programs. A letter from Bill Carter, State Industries Manager, said as follows:

"Thank you for all your support and comments during the activities at the Wyoming Honor Farm this week. You did an outstanding job speaking at both events. I received many comments regarding the workmanship of the homes, thanks to the hard work of Jay [Rodewald]."
 - (2) May 12 Jackson Nurses Pinning Ceremony - Dr. Rottweiler addressed the nursing graduates to a packed house at the Center for the Arts in Jackson. Next year's event will have to be housed in the Center for the Arts Theatre.
- f. Thanks to Robin Reed and Duane VanSkike and crew for assisting with the May 5 Finals Feed in the Food Court. In addition, thirty faculty and staff members, plus trustees Caroline Mills and Jim Matson, slung hash and waited tables for students preparing for their finals.
 - g. Congratulations to CWC alumnus and former CWC Student Senate President, John Kindle, for being named UW's 2008 "Outstanding Graduating Man."
 - h. A commendation was received from U.S. Senator John Barrasso, who congratulated CWC student, Matt Huxtable, on being named the Wyoming Association of Community College Trustees 2007-2008 "Student of the Year" Award.
 - i. Congratulations to CWC Rustler Rodeo Team for its first place regional standing for men and its second place regional standing for women.
 - j. Fremont County legislator, the Honorable Representative Del McOmie, was awarded the "2008 Von Dahl Champion of Education Award" by the Wyoming Association of School Administrators.

2. Summer enrollment on the rise. Outgoing Registrar Sandy Eisenman reports that preliminary summer enrollments (as of the second week of registration) is up 5%. Fall enrollment, so far, is maintaining the record enrollment level experienced this past fall.
3. Jackson housing costs add to CWC challenges in serving Jackson. Even though CWC has substantially increased resources dedicated to serving Jackson over the past several years, the college continues to face runaway housing costs, affecting the college's ability to attract and retain staffing in this outreach area. According to the *Jackson Hole News & Guide* article included in the board packet, the median single-family home price in Jackson is \$1.95 million. Rental costs are also reportedly going up.
4. Legislatively-created Community College Task Force studies community colleges in a series of meetings.
 - a. Upcoming Task Force meetings
 - Mon., June 16 (Casper)
 - Thurs.-Fri., July 24-25 (Casper)
 - August TBA
 - September TBA
 - b. Article of interest including an overview of Task Force purposes and membership, plus an article quoting a Wyoming Community College Commissioner were included in the board meeting packet
 - c. Two additional national articles were included as food for thought:
 - Florida moves to allow more 4-year programs at community colleges
 - Indiana proposes free tuition for community colleges
5. Recent presidential meetings.
 - a. April 17-18 - Community College Commission meetings (CWC)
 - b. April 21 - Fremont County Library Volunteers Luncheon
 - c. April 22 - Meeting with Wyoming Business Council official
 - d. April 22 - Community Leader Presentation (Pavillion)
 - e. April 29 - Rotary exchange student dinner
 - f. April 30 - Honor Farm Ribbon-Cutting
 - g. May 1 - Meeting with tribal official
 - h. May 5 - Professional Teaching Standards Board meeting
 - i. May 6 - Riverton Rotary

- j. May 8 - Community College Task Force meeting (Casper)
- k. May 12 - Meeting with Riverton city officials

6. Articles of interest. Articles from sister colleges statewide and nationally were included under separate cover.

Executive Vice
President for
Academic Services

Executive Vice President for Academic Services Dr. J.D. Rottweiler reported that CWC is the only institution in the country that has both a men's and women's team competing at the College National Finals Rodeo. These teams have a chance to become national champions. The men's team was crowned the Central Rocky Mountain Regional Champions for the seventh time since 2000. The women's team finished the year with a second place finish in the region. The CWC Women's Volleyball Team placed 2nd in Region IX North this past year and had the 5th highest GPA in the nation for all NJCAA team sports. On May 9, CWC celebrated its 38th commencement with 298 students receiving 350 degrees, certificates, or credentials. A special commencement was held on April 29 at the Honor Farm for 19 students who completed a Construction Trades Certificate. These students have built two homes which were funded through WCDA.

Vice President for
Institutional
Advancement

Vice President for Institutional Advancement Dane Graham indicated that he had nothing to add to his written report which included information that donations received by the CWC Foundation since the last board report total \$10,307. Notable donations included \$6,000 to the Corinne Kennedy/SJMC Nursing Scholarship; and \$2,000 from School District #25 for two Petroglyph Pathway pavers. The CWC Foundation will hold its quarterly board meeting, summer retreat, and an evening social June 12-13 at the Hotel Terra in Teton Village. Mr. Graham attended the public listening sessions held by the City of Lander April 14-16 for the five-year follow-up community assessment. The CWC Volunteer Income Tax Assistance Program donated \$270 in support of CWC Foundation endowments.

Ms. Mills asked if Income Tax Assistance Program could be taken to the reservation. Mr. Graham indicated that he would follow up on this request.

Vice President for
Administrative
Services

Vice President for Administrative Services Jay Nielson reported that he attended the Community College Task Force meeting in Casper May 8-9. The general tone of the discussion was not to rework the operations or the focus of the Wyoming community colleges, but to define what the state's expectations are and then to empower a mechanism to direct and fund state initiatives and to monitor accountability. Commissioner Jack Russell presented on behalf of the colleges and identified three problems that need to be addressed which include capital construction, funding, and the fact that community colleges are not included in the constitution so they do not have the same standing as the University of Wyoming and K-12 schools.

Mr. Nielson reported that the last firm was interviewed today for an architect for the Intertribal Center, and a recommendation will be brought to the board at the June 18 meeting. Mr. Nielson also reported that he has been working with commercial insurers on non-hazardous worker's compensation coverage. He has found that the industry may not be interested in covering Wyoming workers.

Vice President for
Student Services

Vice President for Student Services Dr. Mohammed Waheed indicated that he did not have anything to add to his written report which included information that this year CWC had 298 graduates receiving 336 degrees. Of these graduates, 16.5 percent were Native American and 5 percent were Hispanic. The graduates ranged in age from 18 to 67, with an average age of 28.7 years. CWC graduated a current high school student an A.A. degree in General Studies who took all of her classes as dual credits. In the GED program, 141 students graduated with their high school equivalency diploma. This year, 39 CWC graduates were former GED graduates, one of whom was a class valedictorian.

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, June 18, 2008, beginning at 6:30 p.m. in SC 103 in the Student Center.

Agenda items for the regular meeting include:

1. Public Hearing and Renewal of Optional One Mill Levy through FY 10
2. Acceptance of Request for Qualifications – Architect for Intertribal Center
3. Board Retreat Agenda

ACTION:

Mr. Krebs moved to hold an executive session at 5:30 p.m. on Wednesday, June 18, 2008, in the Student Center Conference Room #SC 100, to discuss litigation, personnel, and real estate. Mr. Matson seconded the motion. Motion carried.

CWC Foundation

The next meeting of the CWC Foundation will be its annual retreat, scheduled for Thursday-Friday, June 12-13, at the Hotel Terra in Teton Village.

Association of
Community
College Trustees

The next ACCT event is the Annual Congress to be held October 29-November 1 in New York City. Board Chair Phister, Mr. Matson, Mr. Krebs, Dr. Gose, Ms. Mills, and Mr. Christensen have indicated their plans to attend.

A CWC program on “Innovative Solutions for Combating Poverty” will be presented at the ACCT Annual Congress. This program was submitted by Lori Ridgway at the request of trustee Dennis Christensen.

Wyoming
Association of
Community
College Trustees

The WACCT is tentatively scheduled to meet the evening of June 16, following the Community College Task Force meeting, in conjunction with the June 17 WCCC meeting at Casper College. Ms. Mills and Mr. Krebs indicated that they will be attending this meeting.

Wyoming
Community
College
Commission

The next meeting of the WCCC will be held June 17 at Casper College.

Community
College Task
Force

Dr. McFarland indicated that the Community College Task Force has requested input from the community college presidents. This must be completed and received by May 30, so the board will not have an opportunity to officially endorse the response. Dr. McFarland will respond as college president.

Mr. Christensen indicated that he would like to have input on Question #1 which deals with governance. Dr. McFarland stated that it is her sense that the board supports retaining local governing authority and that the overall structure of the system is fine. It may be that the WCCC is not carrying out its responsibilities for advocacy and accountability, and the existing structure may need to be changed. Mr. Christensen stated that the governance issue is the crux of the whole problem. Everything else will

fall into place after that. The task force brought up the "Washington" model which they said is a centralized system without trustees, but it is actually a system very similar to Wyoming's. Mr. Christensen will forward this information to Representative McOmie.

CWC BOCHES

The next meeting of the CWC BOCHES is scheduled for Wednesday, June 25, 2008.

Teton County
BOCES

The Teton County BOCES met on May 13.

The next meeting of the Teton County BOCES will be held on Tuesday, June 10, 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 10:30 p.m.

Secretary

APPROVAL:

Chair