

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, April 20, 2011, in Room ITECC 116 of the Intertribal Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Scott Phister
	Frank Welty	Colton Crane
	Judy Pedersen	Roger Gose
<u>Absent:</u>	Charlie Krebs	
<u>Administration:</u>	Jo Anne McFarland	Jason Wood
	Mohammed Waheed	Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Bob Connelly	Ruby Calvert
	Kathryn DeWitt	John Wood
	Jackie Meeker	Joshua Scheer
	Lindy Paskett	Wendy Davis
	Mike Manning	Carolyn Aanestad
	Charlotte Donelson	Eric Heiser
	Mark Nordeen	Kelly Frank
	Martha Davey	

CALL TO ORDER: Board Chair Roger Gose called the meeting to order at 6:32 p.m. A roll call conducted by the board clerk indicated that all board members except Mr. Krebs and Dr. Crane were present. Chair Gose indicated that Mr. Krebs would not be in attendance and that Dr. Crane would be late. A quorum of the board was declared present to conduct business. Chair Gose 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 March 23, and in compliance with Wyoming Public Meetings law. The topic was personnel.

EXECUTIVE SESSION: No executive session was held at this point in the meeting.

WELCOME AND INTRODUCTION OF GUESTS: Chair Gose 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. Welty moved to approve the agenda as presented. Ms. Mills seconded the motion. Motion carried.

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

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

The Faculty

Mr. Eric Heiser, President of The Faculty, indicated that he had nothing to add to his written report. He stated that it was important to note the great attitude that has been adopted by the staff in regard to the renovations in the Classroom Wing. He commended everyone who has been helping with this project.

Mr. Heiser submitted a written report which included information that students of Matt Flint and Lonnie Slack recently completed the poster for the one act plays. Valerie Harris and Michael Bostick attended the International Conference on Technology in Collegiate Mathematics in Denver March 17-20. The CWC Math Department hosted the Wolsborn-Drazovich Memorial Math Contest for junior high and high school students in the region on March 31. Buck Tilton was the keynote speaker at the Ice Age Trail Alliance's annual conference in northern Wisconsin on April 9. CWC Jackson culinary students prepared a few items for Jackson's Major Night held at the Center for the Arts on March 24.

The Faculty Alliance will meet in Riverton May 24-25. The INBRE Undergraduate Research Team, supervised by Steve McAllister, has completed its collection of blood samples for the research study on West Nile virus in Fremont County. The researchers were assisted by Kathy Wells, Jane Johnston, and Debbie McClure. CWC Equine program students taught by Jennifer Cole and Patti Stalley finished their International Certification for Equine Instructors to teach safely and effectively. Bob Hussa, Sharon Dalton, and Steve Traylor recently held the Spring Student Recital at the Arts Center Theatre. Eric Heiser and Hope Sterling were recently selected to attend a Crisis Training and Instructor certification course.

Professional  
Personnel  
Association

Ms. Jackie Meeker, President of the Professional Personnel Association, introduced Ms. Lindy Paskett, incoming president of the Professional Staff, who will take over next month. Ms. Meeker submitted a written report which included information that Paula Hartbank and Lisa Appelhans helped with College Goal Sunday on February 14. Paula Hartbank and Lisa Appelhans presented information to GED students regarding services provided in the CWC Student Success Center on February 15 and February 17. Paula Hartbank and Kathryn DeWitt presented a scholarship workshop on February 22 and February 25. Paula Hartbank presented a Transfer workshop on March 7. Chontelle Gray met with the Fine and Performing Arts Standards Content Committee Parity subcommittee this month.

Lance Goede attended the 4th annual Higher Education Mental Health and Substance Abuse Summit in Laramie March 30-31. Mr. Goede was a panel member at the Lander-Riverton Business Leadership Network "Lunch and Learn" event which was hosted at CWC on April 1. He also presented a session at the annual statewide Wellness Conference in Casper on April 8. Jeremy Paskett and Ty Frohbieter attended a "Hate Crimes Training" conference in Casper in March. Lori Ridgway attended the Economic Enrichment Networks Discovery 9 Opportunity Teams training in Cheyenne February 10-11. Gary Downs attended the annual meeting of the Disability Service Coordinators of Wyoming Colleges on April 15. Jason Harris represents CWC as the primary designated school official for the Student Education and Visitor Information System, which is the international student tracking system for the Department of Homeland Security.

Student Senate

A representative from the Student Senate was not present at the meeting. Ms. Paskett, Student Senate Sponsor, reported that she was very proud of the Senate this year because they have been so active and helpful. Jeremy Gross, Student Senate Secretary, submitted a written report which contained information that senate members organized a treasure hunt on March 16. Spring Fling week was held March 24-March 31, and activities included Origami and Ladies Night, Hula Hooping and an All-Night Movie Marathon in the Little Theatre, a ski trip to White Pines, comedian Nathan Crane, a board game session, YouTube sensation Judson Laipply, Family Feud, and a "Famous Couples Dance." The Senate paid for one ticket per student who wanted to go to the Missoula Children's Theatre production of *Pinocchio*. The Graduation Matters video contest was

allotted \$4,000. The winners have been announced, and these videos will be used soon. April activities include Mission Improvable, Magician Daniel Martin, a mentalist, a campuswide Easter Egg hunt on April 20, and a graduation party on April 27.

Classified Staff  
Association

Mr. Kelly Frank, President of the Classified Staff Association, introduced Ms. Kathryn DeWitt, the new president of the Classified Staff Association, who will take over next month. He stated that he had nothing to add to his written report which included information that officers for next year are as follows:

President – Kathryn DeWitt  
Vice President – Retha Reinke  
Treasurer – Carol Kraft  
Secretary – Suze Kanack

Sonja Fairfield will be helping the science faculty move their offices in preparation for the Classroom Wing remodel. Barbette Hernandez is a member of the CWC Alumni Committee which held a slot tournament at the Wind River Casino on April 2. Suze Kanack attended the PBS Technology Convention in Las Vegas April 6-8. Kelly Dempster, Jan Jensen, and Bev Cheney conducted ACT exams on April 9.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, reported that full funding for FY 11 minus a 2 percent rescission will be received, including money for the RUS program and \$5 million for the Ready to Learn program. CPB digital was funded at \$6 million. SAS reports have been filed. The second payment of \$385,000 for the FY 11 grant will be received. An associate producer, Stefani Smith, has been hired. Ms. Calvert and Chair Gose will attend the PBS meeting in May and therefore will not be at the May board meeting.

Ms. Mills asked about the about the \$12,600 in grant money being returned to the Wyoming Cultural Trust Fund. Ms. Calvert explained that the initial grant came from the trust fund and was to be used to take elders to Washington, D.C., which wasn't done. The money was returned, and WPBS will reapply. Mr. Welty asked about WPBS being one of the stations that have been capped so as not to experience a dues increase. Ms. Calvert replied that the dues for some stations have gone up over the last biennium, and their federal money has declined at the same time. A stopgap measure has been instituted so no one's dues will go up or down

too much. Another station has been sold, which has an impact on all the other stations because another PBS member has been lost.

Ms. Calvert reported on the April 20 Freedom Riders event in Laramie. It included two screenings featuring a clip of the program, followed by a panel discussion designed to engage student feedback. The panel included a student activist, a UW Professor of African American and Diaspora Studies, Representative Byrd, and an actual Freedom Rider. WPBS is also working on the next Ken Burns series which is on prohibition.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotions, and development activities at Wyoming PBS. Ms. Calvert attended the PBS Board meeting April 1-2 in Washington, D.C. The new model for PBS dues has been redrafted, putting less emphasis on population and higher emphasis on non-federal financial support. Wyoming PBS is one of many stations which is capped and would not experience more than a 6 percent increase. Dues for FY 12 will be nearly \$445,000. For the period February 20 through March 22, there was an increase of 16.3 percent in visits to the WPBS website. There was an increase of 24.9 percent in total page views for the same time period. In March, visits to the COVE player increased by 19 percent, and pageviews increased by 7 percent. On the WPBS Facebook page, there was an 18 percent increase in new Likes and a 24 percent increase Monthly Active Users. Current membership is 3,638. The next Wyoming PBS Board of Directors meeting will be held on May 25.

CWC Foundation/  
Institutional  
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, was not present at the meeting, but he submitted a written report which included information that funds received by the CWC Foundation in March 2011 totaled \$3,856. A free seminar on family trusts and estate planning will be held on May 12 from 1:30-3:30 p.m. This seminar will be conducted by CWC Foundation Board member and Jackson Hole lawyer C. David Clauss. The EHS program hosted officials from Chemtrade Logistics for a campus tour and lunch to discuss a possible partnership between the college and their company. The official dedication of the Intertribal Center was held on March 25 and was very well-attended. The CWC Alumni Slot Tournament was held on April 2 with approximately 70 participants. The next CWC Foundation Board meeting will be held on June 13 at the Riverton Holiday Inn.

CONSENT  
AGENDA:

Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the March 23, 2011, regular meeting and the April 6, 2011, special meeting; the acceptance of bills for March 2011; the board travel budget; and Perkins Grant Authorization. The notes from the April 13, 2011, study session were provided for information only.

Chair Gose indicated that at the bottom of page 8 in the March 23, 2011, board meeting minutes, the sentence should read “it is important that the board have the code of conduct not for punitive reasons but to set a standard of behavior.” The next sentence should read “it is important for the board to understand that there are expectations of behavior in a code of conduct.” Mr. Welty stated that in the same minutes, he said that Trustee Pedersen had been accused of using the “F word” and that turned out not to be true. The behavior and professionalism of the retreat facilitator, Dr. Pam Fisher, was egregious. This behavior set a board precedent on how it was handled which led the board to the development of the code of conduct.

In the minutes of the April 6, 2011, special board meeting, Mr. Welty noted that Trustee Pedersen asked Mr. Nielson about the term “debarment” and what it meant. Mr. Nielson said he wasn’t sure, and Board Attorney Frank Watkins gave the board a clear understanding of this term.

**ACTION:**

Mr. Welty moved to approve the consent agenda as amended. Ms. Mills 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 \$1,490,695.39 for the month of March 2011: Operations in the amount of \$1,269,595.47; Student Grants and Loans in the amount of \$249,397.80; and Bank Transfers in the amount of \$855,588.16 for a grand total of all payments in the amount of \$2,374,581.43.

UNFINISHED  
BUSINESS:

No unfinished business was conducted at this meeting.

ACCEPTANCE OF  
MONITORING  
REPORTS:

Budget

Dr. McFarland recommended that the board accept the Budget Monitoring Report as presented at the April 13 board study session.

**ACTION:**

Mr. Phister moved to accept the Budget Monitoring Report as presented at the April 13 board study session. Ms. Mills seconded the motion.

Ms. Pedersen stated that she was looking for where money has been budgeted for maintenance and repair in housing, since Mr. Nielson had indicated there was a need for this. At that time, Ms. Pedersen had asked about getting money budgeted for this area. Mr. Nielson replied that money is budgeted in the operating budget. He will come back to the board next month with a housing plan. Ms. Pedersen asked if by approving this budget, the board is saying that the money is there. Mr. Nielson explained that the housing debt will be paid off, and the money that was used for this debt will be directed toward maintenance and repair. Ms. Pedersen asked if there is a deferred maintenance budget and if there is money to take care of what needs to be done. Mr. Nielson replied that there is money, but not a lot. He is bringing forward a plan to upgrade the three apartment complexes. There has been money in the carry forward accounts.

Ms. Pedersen noted that in end of fiscal year requests, a residential cabin in the amount of \$55,000 and additional dorm construction in the amount of \$145,000 were listed. Mr. Nielson explained that budget managers are asked to submit major maintenance and end of year requests. The only items funded in next year's budget are those in the "FY 12 Budgeted" column. If additional money becomes available later, then the other items are considered. This list is built and maintained so that state funding can be received for these projects.

Ms. Pedersen stated that NOLS is going somewhere else, and the college keeps putting money into the Lander Center. She asked if the college wants to keep putting money into that building since it is not big enough, and there is not enough parking. Mr. Nielson replied that it is what the college has and what it can afford right now. He doesn't want to throw money at it if it isn't big enough.

Mr. Welty noted that the total operations/maintenance budget for FY 12 was less than that for FY 11. He expected this number to increase since the college has a new building. Mr. Nielson replied that the college did not receive coal lease bonus money or major maintenance funds this year, but did receive the \$1.65 million for academic space. The operations budget went down a little because the college didn't receive state funds. Major maintenance money is being saved for emergencies. Mr. Welty stated that the major maintenance budget has continually gone up, and now the college is going to put major maintenance money into the Classroom Wing roof. The Intertribal Center has come on, which means that the college has more facilities to maintain. Mr. Nielson explained that there are some changes this biennium. The college has a lot of earmarked funds, and a lot of that money has been allocated to the Classroom Wing remodel to supplement the federal money.

Dr. Crane asked if any changes had been made to the budget in the last week. Mr. Nielson replied that no action was taken at the April 13 study session and that the budget being presented was the same as was presented last week.

Chair Gose asked for a roll call vote on the motion currently on the floor. Motion carried with Mr. Welty abstaining.

**NEW BUSINESS:**

FY 12 Preliminary  
Budget Adoption

Dr. McFarland recommended that the board approve the proposed FY 12 Preliminary Budget as outlined in the "Summary of Proposed College Budget Fiscal Year 2012 All Funds" document included in the meeting packet, including source and use of funds, compensation plan, and staffing changes as outlined.

Mr. Nielson explained that the FY 12 budget is significantly increased over FY 11 because of the investment in plant fund which is over \$20 million. These funds can only be used for specific projects. One of the concerns in operating funds was that \$725,000 was received in enrollment impact funds. These funds need to be requested every biennium, and they are not automatically guaranteed. The FY 12 proposed budget is doable for the next biennium and will meet objectives in moving the college forward. Projections for the optional mill levy are that the revenues will grow. The auxiliary fund is managed to break even. When budgeting for needed repairs and upgrades in housing, monies will need to be reallocated within the housing budget. Housing rates will be increased, but they are

still competitive. In regard to grants and contracts and Wyoming PBS, federal funding is somewhat tenuous and is a place where there are some concerns. Restricted funds are budgeted and are used only for specific purposes. In regard to the general obligation bond payments, a mill levy assessment of 1.3 mills will begin in November in support of the bond passed last November. The term of the bond is 15 years with the option to pay it off early.

In regard to compensation, Mr. Nielson reported that the college will maintain the integrity of its salary models by granting a step adjustment. A 1 percent base adjustment was also added. Employees have not had a base adjustment in 3 years. New positions and changes include quite a change on the academic side. Some of the positions also are in Student Services, and some are in Administrative Services.

**ACTION:**

Ms. Mills moved to approve the proposed FY 12 Preliminary Budget as outlined in the “Summary of Proposed College Budget Fiscal Year 2012 All Funds” document included in the meeting packet, including source and use of funds, compensation plan, and staffing changes as outlined. Mr. Phister seconded the motion. A roll call vote was taken. Motion carried with Mr. Welty abstaining.

12-13 Scholarship  
Package

Mr. Mike Manning, Chair of the Scholarship Committee, reported that the major responsibility of the Scholarship Committee is to look ahead and to anticipate needs. The committee has tried to bring the package in line with the Strategic Enrollment Management Plan. Specific funds were allocated for new and developing programs. This scholarship package keeps the college competitive with other community colleges and universities in the state and in surrounding areas. Funding was set aside for scholarships for GED students and also for underrepresented students in order to increase diversity at the college. Adequate and appropriate levels of scholarships will help the college recruit and retain high quality students. The operating budget has been kept the same, and the committee is looking to the CWC Foundation for increased funding.

Chair Gose stated that he hoped that the Foundation will be in better shape to give \$55,000 to scholarships. Mr. Manning replied that the committee believes the Foundation will be able to make a more significant contribution.

Dr. McFarland recommended that the board approve the 12-13 (FY 13) Scholarship Package as outlined.

**ACTION:**

Dr. Crane moved to approve the 12-13 (FY 13) Scholarship Package as outlined. Ms. Pedersen seconded the motion. A roll call vote was taken. Motion carried.

Acceptance of Bid  
- WPBS  
Videoserver

Mr. Bob Connelly, WPBS Assistant General Manager, indicated that the low bid for the WPBS digital television play-to-air server was submitted by RIA Corporation in the amount of \$244,397. Heartland Video Systems submitted the apparent low bid of \$238,863.36, but listed NVERZION connection support as a \$7,772.23 option. This option was already included in the RIA Corporation bid. This project is funded by a Department of Commerce, National Telecommunications and Information Agency, Public Television Facilities Program grant (NTIA/PTFP).

Chair Gose asked about Heartland not providing information on ongoing support costs. Mr. Connelly replied that Heartland failed to comply with the requirement to provide information on the ongoing support cost associated with hardware and software support after the initial warranty period of one year. These substantial costs are not grant funded, but impact the operations budget on an annual basis as long as the customer desires support. Heartland provided detailed information about the levels of support available, but their response included no pricing. The RIA response indicated the pricing for each level of support.

Dr. McFarland recommended that the board award the bid for the WPBS Videoserver to RIA Corporation for an Omneon "B" Stock Videoserver in the amount of \$244,397.

**ACTION:**

Ms. Mills moved to award the bid for the WPBS Videoserver to RIA Corporation for an Omneon "B" Stock Videoserver in the amount of \$244,397. Ms. Pedersen seconded the motion. A roll call vote was taken. Motion carried.

ACCT  
Presentation  
Proposal

Dr. McFarland reported that after the November 2010 election, several trustees suggested that the very successful grass roots campaign that was utilized might make a good presentation at the regional or national level. When ACCT released a request for presentation proposals for the fall

Annual Congress in Dallas, Texas, she asked Carolyn Aanestad and Dane Graham to put together a proposal for that conference. Board endorsement is needed to submit the presentation proposal. The proposed presenters include Dr. McFarland, Chair Gose, Carolyn Aanestad, Dane Graham, and Paul Hanley of George K. Baum. Chair Gose and Dr. McFarland had already planned to attend the ACCT Congress. The college will have to cover the costs of other presenters including Ms. Aanestad and Mr. Graham, but Mr. Hanley's costs will be covered by George K. Baum. The due date for the proposal is April 30.

Dr. McFarland recommended that the board endorse submission of the proposal presentation for the October 2011 ACCT Annual Congress.

**ACTION:**

Mr. Phister moved to endorse submission of the proposal presentation for the October 2011 ACCT Annual Congress. Dr. Crane seconded the motion. A roll call vote was taken. Motion carried with Mr. Welty and Ms. Pedersen abstaining from the vote.

Personnel

11-12

Administrative  
Compensation

Chair Gose indicated that the president's compensation offer was made and accepted in the March 23 board executive session. He recommended that the board approve a 3.5 percent compensation increase for 11-12 for President Jo Anne McFarland with her salary set for \$167,776, which is over 5 percent below the national average. It should be noted that Dr. McFarland asked that her salary be frozen for the current year in light of the state aid cut, even though other CWC benefited employees received an experience adjustment.

**ACTION:**

Mr. Welty moved to approve a 3.5 percent compensation increase for 11-12 for President Jo Anne McFarland with her salary set for \$167,776. Mr. Phister seconded the motion. A roll call vote was taken. Motion carried.

Dr. McFarland recommended that the board approve a 3.5 percent increase for Executive Vice President for Administrative Services, Jay Nielson, bringing his salary for next year to \$119,251. This is slightly above regional average and slightly below national average.

**ACTION:**

Dr. Crane moved to approve a 3.5 percent increase for Executive Vice President for Administrative Services, Jay Nielson, bringing his salary for next year to \$119,251. Ms. Mills seconded the motion. A roll call vote was taken. Motion carried.

Dr. McFarland recommended that the board approve a 2.5 percent increase for Vice President for Academic Services, Jason Wood, bringing his salary for next year to \$112,750, with a 1 percent additional base increase upon completion of his doctorate, prorated for the remainder of the 11-12 fiscal year. The total adjusted salary for FY 12 would be \$113,850. This adjusted salary will be close to the regional average, but 6 percent below the national average.

**ACTION:**

Mr. Welty moved to approve a 2.5 percent increase for Vice President for Academic Services, Jason Wood, bringing his salary for next to \$112,750, with a 1 percent additional base increase upon completion of his doctorate, prorated for the remainder of the 11-12 fiscal year, at which time his adjusted salary would be \$113,850. Ms. Pedersen seconded the motion. A roll call vote was taken. Motion carried.

Dr. McFarland recommended that the board approve a 3 percent increase for Vice President for Student Services, Dr. Mohammed Waheed, bringing his salary to \$115,182, which will place him 16 percent over regional average and 11 percent over the national average. This is due to his being in the position for a long time.

**ACTION:**

Dr. Crane moved to approve a 3 percent increase for Vice President for Student Services, Dr. Mohammed Waheed, bringing his salary to \$115,182. Ms. Mills seconded the motion. A roll call vote was taken. Motion carried.

Dr. McFarland indicated that the salary for WPBS General Manager, Ruby Calvert, would be brought to the board next month. The fiscal situation for Wyoming PBS is anything but clear and far from easy.

Request for  
Release from  
Continuing  
Contract

Dr. McFarland reported that Wendy Davis, Human Resources Officer, had accepted a position as Vice President for Human Resources at Cochise College, to be confirmed on May 10 by the Cochise board. Ms. Davis has been in her position for 12 years. Board policy requires that those in continuing contracts seek formal release from their contracts. Ms. Davis is in the third year of a three-year contract and is requesting a release from her continuing contract effective June 17, 2011. Dr. McFarland recommended that the board approve this release from contract.

**ACTION:**

Mr. Phister moved to grant a release from continuing contract for Wendy Davis, Human Resources Officer, effective June 17, 2011. Dr. Crane seconded the motion. A roll call vote was taken. Motion carried.

Professor Emeritus  
Distinction

Dr. McFarland indicated that the faculty has a detailed process for assuring that those retired faculty members nominated by the faculty for the Professor Emeritus distinction have achieved the 2/3 vote of the faculty. Professor Carol Rardin has been nominated for the Professor Emeritus distinction. She has 19 years as an outstanding math professor at the college. She was always very willing to assist students outside of class, and she fully participated in college life and on college committees. The faculty, along with the A&S Division, CATS Division, Professors Emeriti, Professional Staff Association, Classified Staff Association, and the recommendation of Vice President Wood and President McFarland, bring Professor Rardin's recommendation to the board. Dr. McFarland recommended that the board approve Professor Carol Rardin for professor emeritus distinction to be awarded during the upcoming academic year at fall Convocation.

**ACTION:**

Ms. Mills moved to approve Professor Carol Rardin for professor emeritus distinction to be awarded during the upcoming academic year at fall Convocation. Dr. Crane seconded the motion. A roll call vote was taken. Motion carried.

Human Resources  
Board Report

The Human Resources Board Report for April 2011 included the following information:

There were no Rustler Salute nominees for April.

Searches in progress/pending included Instructor Nursing – Anticipated Opening; Instructor Communication/Competitive Speech Advisor – Anticipated Opening; Instructor Accounting; Instructor Business/Business Management; Instructor Film Production/English – Anticipated Opening; Instructor English – Anticipated Opening; Associate Vice President for Administrative Services; WPBS Producer; Assistant Coordinator Athletics and Student Life/Assistant Volleyball Coach; IT Health Simulation Technician – Anticipated Opening; and Men’s Basketball Coach/Sports Information Director.

Separations/transfers/requests for release from contract included Wendy Davis, Human Resources Officer; Tim Knapp, Facilities Attendant; and Jamie Stevens, Men’s Basketball Coach/Institutional Advancement Specialist.

New hires/appointments/internal transfers included Danielle Schermerhorn, Upward Bound Office Assistant; Stefani Smith, Associate Producer WPBS; and Erin Whipple, Outreach Coordinator.

REPORTS:

President’s Report

Dr. McFarland included the following information in her report:

1. Kudos.
  - a. Special kudos to the faculty and IT Department, who flexibly adapted to the need to move out of the Classroom Wing during a very stressful time of the year. These fine folks and many others have donned their work clothes and pitched in on weekends and evenings to pack and tote boxes for moving out of labs, classrooms, and offices to ready the building for the Classroom Wing remodel, which begins the Saturday after Commencement.
  - b. Recognition and deep appreciation is also extended to Board Chair, Dr. Roger Gose, whose April 1 presentation to Dr. Dirks’ *Psychology of Death* class was described by Dr. Dirks as “the most professional and intense of any guest speaker I have ever had in all the history of these courses.”
  - c. Thanks to faculty and staff members who are helping round up employers to participate in the Tuesday, April 19, “Employment Expo,” in the CWC gymnasium. This event was coordinated by Lance Goede, and over 30 employers participated.

- d. Appreciation to Bill Hitt, Assistant Professor of Fire Science, for spending his spring break to host the March 17-19, 2011, Hazardous Materials/WMD Conference at CWC.
  - e. CWC has been invited by the Higher Learning Commission to join the third cohort of the Pathways Demonstration Project, which includes funding to examine and test what students should be expected to know and be able to do once they earn degrees—at any level. The credit goes to Martha Davey, Assistant Dean for Student Learning, who prepared all of the paperwork for this wonderful project.
2. Upcoming Statewide Campus Events
    - a. The Native American Business Expo will be held on campus on May 4, coordinated by Anne Even, Workforce Training Coordinator.
    - b. CWC is hosting the 2011 Wyoming Distance Education Consortium (WyDEC) on campus May 23-25, coordinated by Jackie Meeker.
    - c. The Governor's Workforce Summit will also be held on the CWC campus on June 9-10, coordinated by Lynne McAuliffe.
3. Enrollment Update

Preliminary registration shows that Fall 2011 FTE enrollment is up slightly by .006%, which shows that the college's currently high enrollment is holding steady.

Chair Gose asked about the enrollment. Dr. Waheed reported that compared to the same time last year, updated FTE is now up about 10 percent, and headcount is up about 6 percent. Enrollment will not be official until after the 12th day of the semester. Dr. McFarland reported that according to Jacque Burns, Assistant Dean for Enrollment Services, headcount enrollment for fall 2011 is up 6.4 percent, and FTE is up 10.7 percent. These are preliminary figures. Necessary enrollment growth funding will need to be sought.
  4. Statewide Issues
    - a. The Wyoming Community College Commission (WCCC) statewide facilities study was released in draft form at a meeting in

Casper on March 30 and will be presented at the April 26 WCCC meeting in Powell. This study will be used by the WCCC to prioritize community college capital construction requests for future legislative consideration. College officials fear that the study, in its current form, is unreliable and inaccurate and is not ready to be used by the WCCC for prioritizing cap con projects and for submission to the Legislature for building and funding authorization. This is a major public policy issue for trustee consideration. Another critical area of concern is the staffing implication for the colleges in maintaining the electronic facilities database.

Ms. Mills noted that at the upcoming WCCC meeting in Powell, two areas of concern are the cap con prioritization and staffing implications for maintaining the electronic facilities database. She asked if these issues should be mentioned at the trustees meeting. Mr. Nielson replied that the college has not spent a lot of time on the cap con study. The concern relates to the conclusions that will be drawn. This will be the driver for major maintenance and cap con funding. Dr. McFarland reported that the key action that will be taken is the weighting of criteria. No information was included in the WCCC packet about these criteria, even though she asked for this information in advance. To date, the college does not have this information. The only information the college has is a facilities database with some questions about whether or not the definitions were consistently applied and if corrections were included in the final report. After that report is finalized, the WCCC then draws up various criteria for approving cap con projects and requesting state funding from the legislature. This is definitely a public policy issue for the trustees.

- b. The colleges and the WCCC have worked together to complete a statewide Socioeconomic Impact Study, conducted by EMSI, which it is hoped will be used to better inform Wyoming citizens of the impact of community colleges on the state's economy and quality of life.
- c. Another joint statewide project involving the colleges is the work with the WCCC to develop and submit a "Complete College America" Grant to support greater community college graduation

rates. Martha Davey, Assistant Dean for Student Learning, is CWC's representative on the statewide committee.

Governor Mead has submitted the State of Wyoming's "intent to apply" for a Gates Foundation funded "Completion Innovation Challenge" grant. Governors from all 50 states were invited to submit proposals to win one of ten \$1 million, 18-month implementation grants. Grants will be awarded to states that produce the best plans to develop and deploy innovative, statewide strategies designed to substantially increase college completion. This grant, being managed by Complete College America, would provide for the community colleges in 10 successful states to:

*...inspire and enhance state efforts to significantly boost college completion and close attainment gaps for traditionally underrepresented populations, Complete College America, with funding support from the Bill & Melinda Gates Foundation, has launched the Completion Innovation Challenge.*

5. Articles from sister colleges in the state and across the country were included in a separate file with the board packet.

Dr. McFarland reported that yesterday and today Senator John Barrasso was on campus for the Select Committee on Tribal Relations in the Intertribal Center as well as field hearings in the theatre. This is an example of the major events which have been held here in the Intertribal Center. There is increasing interest in utilizing CWC's facilities as available for conferences and hearings. A key factor is that these events bring people to town.

Vice  
President for  
Academic  
Services

Mr. Jason Wood, Vice President for Academic Services, made a presentation on some of the many academic highlights that are excellent examples of innovative educational opportunities for CWC's students. The college hosted numerous groups this past week, including the U.S. Senate Committee on Indian Affairs which was chaired by Senator Barrasso, the Wyoming Legislature's Select Committee on Tribal Relations, and a Department of Environmental Quality hearing on Pavillion groundwater. Several faculty members including Steve McAllister, Suki Smaglik, and Todd Guenther, are guiding student research projects. At a colloquium on April 13, these faculty members, along with some of their student researchers, presented their ongoing research projects.

Professor Todd Guenther's students presented at the annual Wyoming Association of Professional Archaeologists/Wyoming Archaeological Society Conference April 15-17. The CWC Rural Justice Training Center has been designated by the Bureau of Indian Affairs as one of the agency's regional training centers, which will allow them to provide Indian Police Academy training to over 200 agents in the region. Hotels in Jackson are interested in providing some housing for culinary students. CWC Jackson personnel have been working with one hotel to provide accommodations for students, and others have also expressed interest in partnering with CWC. Technology is being used to communicate with students through the use of online advising. Outdoor Education students are still planning on having housing options at the Sinks Canyon Center in spring 2012.

Mr. Wood shared the winning student-provided video in the Academic Services Graduation Matters contest. This video is available on the CWC website and on YouTube and will be used in recruitment efforts.

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, May 18, beginning at 7:30 p.m. in the Wind River Room (ITECC 116) of the Intertribal Center.

Agenda items for the next regular meeting include:

1. Public Hearing and Renewal of BOCHES 1/2 Mill for FY 12 and FY 13
2. Construction Update

In addition, the CWC Board will host a community dialogue dinner with Reservation leaders prior to the May 18 meeting from 5:30-7 p.m. in ITECC 115. Chair Gose will not be here, so the meeting and the community dialogue dinner will be conducted by Vice Chair Caroline Mills. Because of the community dialogue dinner, an executive session will be held during the meeting, if necessary.

Chair Gose indicated that the board retreat is scheduled for May 20-21 at the Days Inn in Thermopolis. He strongly recommended that the retreat be facilitated by Dr. Pam Fisher, because she has a history with what goes on with the CWC Board. Critiques from last year indicated that the board felt that the facilitation was very productive. He recommended that the board accept Dr. Pam Fisher as facilitator for the May 20-21 board retreat.

**ACTION:**

Mr. Phister moved to accept Dr. Pam Fisher as facilitator for the May 20-21 board retreat. Dr. Crane seconded the motion.

Mr. Welty stated that he would like to try someone else who could handle it more professionally than Ms. Fisher did. Ms. Pedersen stated that she felt the same way. Chair Gose indicated that there was less than a month to the retreat. It would be appropriate for Dr. Fisher to be here to address concerns that came out of the previous retreat.

Chair Gose asked for a roll call vote on the motion currently on the floor. Motion carried with Mr. Welty and Ms. Pedersen voting no.

CWC Foundation The next meeting of the Foundation Board is scheduled for Monday, June 13, at 10 a.m. at the Holiday Inn in Riverton.

Association of  
Community  
College Trustees The next ACCT event will be the Annual Congress which will be held October 12-15, 2011, in Dallas, Texas. All board members have indicated their plans to attend.

Wyoming  
Association of  
Community  
College Trustees The next regular meeting of the WACCT will be held on April 25 in conjunction with the April 26 meeting of the Wyoming Community College Commission at Northwest College. Ms. Mills and Mr. Krebs will attend this meeting.

Wyoming  
Community College  
Commission The next regular meeting of the WCCC will be held on April 26 at Northwest College.

CWC BOCHES The next meeting of the CWC BOCHES is scheduled for June 16.

Teton County  
BOCES The next meeting of the Teton County BOCES is scheduled for May 17.

Other Engagement  
In the Community Ms. Mills reported that she went to Dubois on April 1 for the CWC Open House. Mr. Welty was also in attendance. Ms. Mills also attended and addressed the graduates at the Trio graduation on April 14.

Dr. Crane reported on his trip to San Diego for the Community College Summit. He was very happy to see that Wyoming is much less messed up

than other places in the country. He is happy to be here. CWC is doing well in following the lead of the national initiatives.

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

BOARD  
EVALUATION

OF MEETING: Chair Gose adjourned the meeting at 8:17 p.m.

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Secretary

APPROVAL:

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Chair