

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, May 17, 2006, in PTC 115/121 of the Professional Technical Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Dennis Christensen Deanna Crofts Dallas Myers Scott Phister	Joe Megeath Jim Matson Caroline Mills
<u>Administration:</u>	Jo Anne McFarland J.D. Rottweiler	Mohammed Waheed Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Richard Fleetwood John Wood Krisan Osterby Norm Shinkle Ruby Calvert Carolyn Aanestad Wendy Davis	Matt Flint Kami Barnes Bob Novak Dan Schiedel Jeremy Hughes Jackie Dorothy Jim Wynn

CALL TO ORDER: Board Chair Crofts called the meeting to order at 6:40 p.m. She reported that the board held an executive session prior to the meeting which was approved by a motion made at the April 26 meeting. As announced, the items discussed included presidential compensation; potential litigation; real estate, including business park management lease extension and potential real estate acquisition; personnel; and legal.

A roll call conducted by the board clerk indicated that all board members were present.

WELCOME AND INTRODUCTION OF GUESTS: Board Chair Crofts welcomed the guests present and reminded everyone that Community Input Forms were available at the door for visitors to use if they wished to speak to an agenda item.

APPROVAL OF AGENDA: Dr. McFarland asked to add an agenda item entitled Potential Purchase of Property under New Business right before Personnel.

Mr. Myers moved to approve the agenda as presented with the addition of Potential Purchase of Property under New Business right before Personnel. Ms. Mills seconded the motion. Motion carried.

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

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

Student Senate

Ms. Kami Barnes, President of the Student Senate, reported that the Senate has elected new officers for the summer. They are:

President – Richard Fleetwood
Vice President – Camie Dewey
Secretary/Treasurer – Kate Skates

Ms. Barnes submitted a written report which included information that the Student Senate will be looking into donating to the Intertribal Education and Community Center Walk With Us campaign. Events being considered for the summer are creating a team for the American Cancer Society's Relay for Life event in Lander, holding an Ice Cream Social or two in June and July, and helping with the 40th Anniversary events planned for September.

Classified Staff
Association

Ms. Susan Thompson, President of the Classified Staff, indicated that she had nothing to add to her written report which included information that Julie McCray and Shaylene Hancock received associate's degrees at 2006 Commencement. Clerk of the Works Deborah White has been accepted to the University of Wyoming Graduate School for completion of her MBA degree. Barbette Hernandez chaperoned the Riverton High School Concert Band on their trip to Colorado Springs April 20-23. Suze Kanack attended the PBS Traffic and Operations Convention in Las Vegas March 19-22. Steve Barlow, Director of Campus Safety and Security, spoke to the Classified Staff at their recent meeting. The College Associations Responding to Emergencies for Students (CARES) project has been presented to the Administrative Cabinet for discussion. This fund will be used to help students in need of a physician and/or medication who do not have the means to pay. The Classified Staff Shirt Committee collected

\$157.40 from their recent sale and has donated the money to the CWC Foundation Classified Staff Development Endowment Fund.

Board Chair Crofts congratulated Ms. Thompson on her selection as outstanding employee of the year for the Classified Staff Association. Dr. McFarland noted that John Wood was selected as outstanding employee of the year for the Professional Personnel Association, and Nita Kehoe-Gadway was selected as outstanding employee of the year for The Faculty.

The Faculty

Mr. Matt Flint, President of The Faculty, reported that English Professor Wes Connally completed an Associate of Arts in Music and that Nursing Instructor Stacy Stanek completed her Master's in Nursing. In response to a question from Board Chair Crofts, Dr. Rottweiler indicated that Ms Stanek was part of the Wyoming Investment in Nursing program offered by the state.

Mr. Flint submitted a written report which included information that Dr. Jewel Dirks was selected by the CWC chapter of Phi Theta Kappa as Teacher of the Year, which is the second year in a row that Dr. Dirks has received this honor. Ben Evans attended the American Society of Authors, Composers, and Publishers Expo May 20-22 in Hollywood, California. Matt Flint recently completed artwork for the off Broadway production of *KREGO*. Mr. Flint also has artwork in shows at the Nicolaysen Museum of Art in Casper and the Center for the Arts in Jackson. Nita Kehoe-Gadway was selected to paint a panel for the Nicolaysen Museum's Window on Wyoming project. The CWC Education Association has elected Valerie Harris as President, Donna Olsen as Vice President, and Carol Deering as Secretary. Lonnie Slack is working with the Public Information Office on their new image campaign that will kick off with this fall's publications entitled *We're Turning Heads*. Suki Smaglik attended the Wyoming NASA Space Grant Consortium Board Meeting on April 28 in Laramie. Tara Womack took a group of three students to the University of Wyoming for the UW Undergraduate Research Day.

Professional
Personnel
Association

Mr. Jeremy Hughes, President-Elect of the Professional Personnel Association, indicated that he had nothing to add to his written report which included information from Mary Truchot that the Jackson Outreach Center participated in an open house on April 29 in the Center for the Arts Building in Jackson. Thomas Nirider attended the ASPIRE training for

TRIO in Boston April 20-22. Sheri Wiechmann was quoted in the April/May issue of the *Official Publication of the National Association of College Bookstores: Bookstore Magazine*. Steve Barlow, Marilú Duncan, Paula Hartbank, Jason Harris, Jeremy Hughes, Susana Lawson, Alice Nicol, and Tami Shultz attended an audio conference entitled *Conflict Resolution and Change Management Solutions*.

Wyoming Public
Television

Mr. Dan Schiedel, General Manager for Wyoming Public Television, thanked the board for their long-term support of Wyoming Public Television. This was Mr. Schiedel's last board meeting as he is leaving the college to take a position in Oklahoma. Ms. Ruby Calvert will be Acting General Manager until a replacement for Mr. Schiedel is found.

Mr. Schiedel made a brief presentation which provided a summary of the station's digital build-out in Wyoming.

Mr. Schiedel submitted a written report which included information on *Wyoming Perspectives*, the *Families First* series, and the *Riverton Centennial* documentary. National operations such as PBS are going through their budget planning. Membership dues and the cost of services will increase from 5 to 13 percent. Ruby Calvert, Bob Spain, and Dan Schiedel have been discussing satellite carriage issues with aides from Congress along with PBS legal counsel to gain statewide carriage of WPTV. Mr. Schiedel's last day is May 26.

CWC Foundation

Ms. Lynette Jeffres, Assistant Manager for the CWC Foundation, submitted a written report which included information on donations received since the last board report. The "Walk With Us" campaign has received over \$5,500 in donations. Ms. Jeffres gave a presentation to a class regarding non-profit accounting practices utilized by the CWC Foundation. On-site interviews for the new Vice President of Institutional Advancement have been scheduled for the latter part of May. The CWC Foundation Board of Directors meeting will be held June 16 in Jackson which will include a small donor reception in the evening.

COLLEGE
ADVANCEMENT
IN THE
COMMUNITY:

This agenda item is included so that each trustee can report on the specific ways he or she has advanced the college in the community over the past month.

Mr. Matson reported that the CWC Foundation is doing a number of different things with leases and lease agreements. The search process for the Vice President for Institutional Advancement has taken up a lot of

time. Mr. Matson attended the nurses pinning, commencement, and GED graduation.

Dr. Megeath reported that the music position has been well received in the Lander area. He noted that more people are attending the WACCT meetings on a regular basis. There isn't much control over what the trustees want to get involved in, and formula funding is becoming a very emotional issue. Board Chair Crofts asked if there has been any talk about current by-laws. She has not received a copy of them yet. Dr. Megeath indicated that he would ask about it.

Mr. Matson stated that the commissioners have questions on some issues such as capital construction. Dr. Rottweiler indicated that there is a movement toward a system where the state will control the approval of programs, every course, what counts for FTE, and what doesn't. Some recent rules changes have necessitated an attorney general's opinion in which the deans had no part in asking the questions.

Mr. Christensen reported that he attended several sessions on campus. He was struck by the number of families that graduated together at commencement. He is proud to be a part of this campus.

Ms. Mills attended several activities including the Hats Off luncheon on May 2, the special board meeting on May 10, the luncheon for Native American and Latino graduates, and the all-staff luncheon. She appreciated Mr. Schiedel's speech at GED graduation.

Mr. Myers attended commencement and noticed that some students were graduating from CWC in one year because of dual credit classes. He also noted the persistence that students exhibit when they are only able to take one or two classes a semester. The college is good at sustaining students.

Mr. Phister indicated that he also enjoyed commencement. He attended the Hats Off luncheon on May 2 and nurses pinning on May 11. He noted that Professor Nancy Larson is mentioned more than anyone at graduation.

CWC Foundation

The next meeting of the CWC Foundation is scheduled for Friday, June 16, in Jackson.

Association of Community College Trustees (ACCT) The ACCT Annual Congress will be held October 11-14 in Orlando, Florida. All board members except Board Chair Crofts are planning to attend.

The ACCT 2006 Governance Leadership Institute will be held June 25-27 in Washington, D.C. Board Chair Crofts and Vice Chair Phister are planning to attend.

Wyoming Association of Community College Trustees (WACCT) The next WACCT meetings will be held June 22-23, in conjunction with the next Wyoming Community College Commission meeting in Riverton.

Wyoming Community College Commission Meeting CWC will host the June 22-23 College Commission meeting in Riverton.

CWC BOCHES The next CWC BOCHES meeting will be held on Wednesday, June 28, 2006, at 7 p.m. in CWC Pro Tech Rooms 115/121.

Teton County BOCES The next meeting of the Teton County BOCES has not yet been scheduled. Dr. Rottweiler is working to have a Teton County BOCES meeting during the board retreat July 14-15.

CONSENT AGENDA Board Chair Crofts asked if there were any objections to the consent agenda which included the approval of the minutes from the April 26, 2006, regular meeting; the approval of the minutes from the May 10, 2006, special meeting; the acceptance of bills for April 2006; the Board travel budget; and fee increase for GED testing.

Mr. Phister moved to approve the consent agenda as presented. Mr. Myers 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 \$1,018,408.50 for the month of April, 2006: Operations in the amount of \$893,496.29; Student Grants and Loans in the amount of \$33,584.11; and Bank Transfers in the amount of \$610,359.88 for a grand total of all payments in the amount of \$1,537,440.28.

UNFINISHED
BUSINESS:

No unfinished business was conducted at this meeting.

NEW BUSINESS:

Educational
Programming and
Facilities Plan -
Phase I

Mr. Nielson reported that over a year ago the college entered into an agreement with HGA to provide consulting services. HGA has had several meetings with the board since that time. Krisan Osterby has been the lead planner on this project from HGA. She has overseen the project and led numerous discussions with various constituent groups to assess current uses and expectations. Bob Novak, an architect at HGA, completed an extensive examination of the facilities at the Riverton campus both from a physical condition and from a functional use perspective. Frank Markley from Paulien and Associates was hired to examine all the current and future program and course offerings to determine facility utilization. The final step of the first part of the long-term educational and facilities plan is the presentation of the initial findings and recommendations to the board.

Ms. Krisan Osterby and Mr. Bob Novak of HGA presented the Campus Master Plan to the board. The purpose was to develop a report to guide the college as funding and planning are put in place to construct, repurpose, or update facilities. Multiple day work sessions were held with the Administrative Cabinet, campus constituents, and community representatives to discuss the academic program assessment, facilities analysis, campus assessment, space needs analysis, options, recommendations, and next steps. The physical and functional condition of 24 buildings on the Riverton, Lander, and Sinks Canyon campuses was evaluated. Future facility options that include both remodeling current facilities and construction of new facilities were discussed.

The consultants recommended the college renovate and reconfigure the Classroom Wing and Library to better support instruction, study, and testing. The recommendations included a site in the northern area of the campus for an Equine center, as well as moving the science labs out of the Classroom Wing. The Physical Plant could use space in the Pro Tech Center if the James H. Moore Career Center is used by the college for vocational and technical programs. The Career Center has the right size and the flexibility in terms of how the walls are configured, but it does not have the mechanical and electrical systems that would be needed by college programs.

The next steps in the process are to complete the master plan report, fine-tune and prioritize recommendations, assess outreach sites, complete conceptual planning and design for renovations and additions, develop project cost estimates, and explore funding options.

Board Chair Crofts asked about storm water basins and how to make these visually appealing so that cattails aren't growing in them after several years. Ms. Osterby explained that these can be created as areas of lawn or other vegetation which competes with cattails can be planted. Other options are putting a structure around them, using rocks, or making a sculpted pond. These areas would only be wet when needed.

Mr. Matson asked about the large irrigation ditch on Morfeld Drive and the irrigation ditches that run through campus. Ms. Osterby replied that nothing would change how these run through campus, so they would either be left as is or they could be covered or put underground.

Board Chair Crofts noted that the college bore the cost of a fire suppression system which included a big pump for Mote Hall and asked if another one of these would be needed. Mr. Nielson indicated that a booster pump was installed to meet fire protection needs at present. The way water is pumped to the hydrants needs to be changed and a better network developed as facilities are expanded.

Dr. McFarland recommended that the board accept the educational and facilities plan as presented which does not imply official board approval of the recommendations, but signifies understanding of and receipt of the report for future board deliberations.

Mr. Matson moved to accept the educational and facilities plan as presented which does not imply official board approval of the recommendations, but signifies understanding of and receipt of the report for future board deliberations. Mr. Phister seconded the motion. Motion carried.

Board Retreat
Agenda

Board Chair Crofts stated that the board summer retreat is scheduled for July 14-15 in Jackson. Suggested possible agenda items are Teton County BOCES, a review of the board policy governance manual, Wyoming Community College Interim Studies, board self-evaluation, development of CWC board 06-07 goals, educational programming and long-range facilities plan, and a report on the ACCT Governance Leadership Institute.

Board Chair Crofts suggested that the board could discuss community dialogue issues and orientation for potential individuals interested in becoming board members. No other items were suggested.

Dr. McFarland indicated that in the past the board has had an outside facilitator. It appears from the topics that the July 2006 retreat really is more of an internal discussion which would not require an outside facilitator. In regard to facilities planning and the Wyoming community college interim studies mandated by the state legislature, Dr. McFarland would like the administrative cabinet to attend a portion of the retreat to provide more detailed information on those two topics. The board agreed to this.

Acceptance of
Wyoming Public
Television Bids
Limestone
Mountain
Transmitter
Equipment

Dr. McFarland reported that this bid is for equipment totaling \$68,545 for Wyoming Public Television's Limestone Mountain transmitter, paid for through a federal grant. Current bid procedure requires that all "sole source" vendor awards over \$10,000 be approved by the board of trustees. She recommended that the board approve the purchase of equipment in the amount of \$68,545.10 for Wyoming Public Television's Limestone Mountain transmitter from Harris Corporation as a sole source vendor.

Mr. Phister moved to approve the purchase of equipment in the amount of \$68,545.10 for Wyoming Public Television's Limestone Mountain transmitter from Harris Corporation as a sole source vendor. Mr. Christensen seconded the motion.

Board Chair Crofts asked what kind of documentation is needed for a sole source vendor. Board Attorney Frank Watkins responded that the college's internal policy is referenced for sole source bids over \$10,000. He does not know of any other documentation that is needed if the board is satisfied with the rationale.

Mr. Matson called for the question. Motion carried.

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

Digital
Microwave
System

Dr. McFarland recommended that the board accept the bid for purchase and installation of DS3 equipment from Alcatel USA in the amount of \$1,805,524.00.

Mr. Phister moved to accept the bid for purchase and installation of DS3 equipment from Alcatel USA in the amount of \$1,805,524.00. Mr. Matson seconded the motion.

Mr. Schiedel pointed out that in the summary of bid proposals, the actual bid from Alcatel was \$1,609,762.00, but with some options included, the total amount came to \$1,805,424.00. Dr. McFarland pointed out that even with the options added, Alcatel was still the low bidder.

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

Purchase of
Computer Switch

Dr. McFarland recommended that the board accept the bid from Wyoming.com in the amount of \$36,910.07 as a sole source vendor for purchase and first year support of an FI800-PREM multi-layer switch chassis configured to meet specifications for the ResNet hub device.

Dr. Megeath moved to accept the bid from Wyoming.com in the amount of \$36,910.07 as a sole source vendor for purchase and first year support of an FI800-PREM multi-layer switch chassis configured to meet specifications for the ResNet hub device. Ms. Mills seconded the motion.

Dr. McFarland reported that the existing function of this purchase will be to provide Internet connectivity to the entire residence area of the college. Today's students do not see Internet connectivity as a luxury but as a necessity. It is extremely important for the college to move ahead with this project. Mr. Matson stated that it is unique that a local vendor can provide these services.

Board Chair Crofts asked if the college is required to ask for bids from other Foundry suppliers, since Wyoming.com is an authorized reseller of Foundry. Mr. John Wood, Chief Information Officer, responded that if the college didn't buy Foundry equipment, a second piece of software would be required. Competing bids were solicited from other suppliers of Foundry equipment, but Foundry franchises its sales, and Wyoming.com is the only authorized reseller of Foundry equipment for this area. Other vendors declined to make a quote because they can't service this area.

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

Purchase of Cabin

Dr. McFarland stated that a kit to build an ADA compliant and more spacious cabin at the Sinks Canyon Center needs to be purchased in order to serve growing needs at this facility. The staff at the Sinks Canyon Center will build the cabin. Because of cost, ease of construction, and the need for a consistent look with current cabins, Dr. McFarland recommended that the board authorize the college to utilize the same vendor as was used for the original cabins built by Fremont County high school classes. A big factor in recommending Prairie Craft was the college's familiarity in putting that cabin together and also the shipping costs. This particular cabin will continue with the common look of the adjacent cabins. Substantial amounts of money will be saved by the staff putting this kit together. Sole source vendor purchases require board approval if the amount is greater than \$10,000. Dr. McFarland recommended that the board approve the purchase of a cabin kit from Prairie Craft Specialties as a sole source vendor at a cost of \$39,912.93 which includes shipping.

Mr. Phister moved to approve the purchase of a cabin kit from Prairie Craft Specialties as a sole source vendor at a cost of \$39,912.93 which includes shipping. Ms. Mills seconded the motion.

Board Chair Crofts asked if quotes from other manufacturers were more expensive. Mr. Nielson replied that they were more expensive, and the construction of their kits was more difficult. These cabins would have looked substantially different than the existing cabins. Board Chair Crofts asked about the spiral staircase. Mr. Nielson explained that the main floor is handicap accessible, but in order to save space the loft is made accessible by the spiral staircase.

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

CWC Business
Park Management
Lease Extension

Dr. McFarland reported that at the September 21, 2005, board meeting, the board authorized her as college president to work with the board attorney to review current management leases that the college board has with the CWC Foundation to manage the Business Park. At that time, the board approved a common term date of 2096. The four current management

leases need to be combined together to ensure the board-approved common termination date, which has been done. Dr. McFarland recommended that the board approve the proposed amendment of lease agreements which includes four management leases with the CWC Foundation to reflect a common termination date of 2096 as reviewed by the board attorney. The board chair is specifically authorized to sign the amendment of lease agreements.

Mr. Myers moved to approve the proposed amendment of lease agreements which includes four management leases with the CWC Foundation to reflect a common termination date of 2096 as reviewed by the board attorney. Dr. Megeath seconded the motion.

Mr. Phister asked how this would affect the current leases. Dr. McFarland indicated there would be no direct effect on the subleases. It is more of a management issue. The wording in the subleases has not changed. Dr. McFarland stated that the CWC Board of Trustees does not manage the Business Park. The CWC Board approves the leases and in essence approves the subtenants. The CWC Board has charged the CWC Foundation with managing the park and negotiating the terms of the subleases. Mr. Phister asked what he should do if a sublessor approaches him regarding a problem or concern. Dr. McFarland replied that they should be sent to the college Foundation. Otherwise the board is micromanaging the Foundation.

Mr. Matson reported that the leases with IDEA, Inc., involve two properties which are Brunton and Great Valley Child Care Center. A problem is that the agreement with the CWC Foundation and the college was not completed. Brunton needed to know that the Foundation was going to be there in the future. The approval of the amendment of leases gives this assurance.

Board Attorney Frank Watkins stated that the CWC Board has the broad power to review the terms and conditions of subleases. The Foundation creates the terms and conditions of the subleases and brings them to the CWC Board to approve or disapprove. Mr. Phister indicated that the CWC Foundation needs to give the CWC Board the subleases before they are executed. Problems can be avoided if the issues are discussed beforehand. Mr. Matson indicated that the Foundation is going to send a letter to all of the tenants to let them know if they are subleasing that the

Foundation needs to know ahead of time in order to extend approval. The letter will explain the process.

Dr. McFarland explained that this is one of the reasons why the Foundation is interested in hiring a Vice President for Institutional Advancement who is experienced and a professional fund-raiser and who could take the responsibility for the management of the Business Park. The process could be greatly improved.

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

Potential Purchase
Of Property

Mr. Phister moved to authorize President McFarland or her designee to entered into negotiations for the potential purchase of property for the college. Mr. Matson seconded the motion. Motion carried with Dr. Megeath voting no.

Personnel

Human Resources
Board Report

Dr. McFarland requested 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:

No new Rustler Salute nominations have been received. The next Rustler Spirit Award will be given in September.

The following employees were recognized as outstanding employees:

Nita Kehoe-Gadway – Outstanding Faculty
John Wood – Outstanding Professional
Sue Thompson – Outstanding Classified

In addition, many employees were recognized for years of service to the college:

Five-year awards
Professional

Alec Henderson
Steve McAllister
Lynne McAuliffe

Technical Theater Assistant
ABE/GED Instructor
Director Customized Training

Sheila Newlin
Dan Schiedel
Tami Shultz
Caryn Throop
Garry Trautman
John Wood

ABE/GED Instructor
WPTV General Manager
Admissions Officer
ABE/GED Instructor
Director Upward Bound
Chief Information Officer

Faculty

Valerie Harris
Lonnie Slack
Tara Womack

Assistant Professor Mathematics
Instructor Photography
Instructor Biology

Classified

Brenda Barlow
Kelly Frank
Marcia Himes
Danielle Hood
Babs Kruse
Beverly Moore
Retha Reinke
Alice Stocks

Admissions Office Assistant
Video Technician
Talent Search Specialist
Financial Aid Assistant
Library Assistant
Custodian
Distance Education Technician
Records Specialist

Ten-year awards

Professional

Roy Darnell

IT Enterprise Services Specialist

Faculty

Princess Killebrew

Associate Professor Education

Fifteen-year awards

Professional

Kirk Clark
Sherry Shelley
Patricia Trautman

Maintenance Supervisor
Riverton Community Services Coordinator
Lander Distance Education Coordinator

Faculty

Carol Rardin

Professor Mathematics

Twenty-year award

Faculty

Rob Richards

Professor Accounting

Twenty-five year award

Administration:

Dr. Mohammed Waheed Dean of Student Services

Faculty

Dr. Donna Olsen Professor Office Business Systems

Retiring

Larry Farson Safety and Security Officer (11 years [7+ in
current position])

Nancy Larson Professor Anatomy, Physiology, and
Microbiology (19 years)

Searches in progress/pending included Vice President for Institutional Advancement; Instructor Anthropology, Sociology, and History; Instructor Communication/Human Services; Director of Bands/Fine Arts Recruiter; Instructor Nursing; Instructor Culinary Arts/Hospitality; Associate Dean of Assessment, Planning and Research; Student Recruiter; WPTV Production Coordinator; WPTV Producer; and WPTV Director/Videographer.

Resignations/terminations/retirements/requests for release from contract included Jenna Estvold, Accounting Technician for WPTV; Brenda Grant, Accounting Technician Cashier; Nancy Larson, Professor Anatomy, Physiology, and Microbiology; and Tami Shultz, Director of Admissions.

New hires/Appointments/Internal Transfers included Tami Shultz, WYO Gear Up Project Coordinator; and Debbie Lucas, Accounting Technician Cashier.

Board Chair Crofts asked for an update on the Instructor of Culinary Arts. Dr. Rottweiler reported that after an initial search, a decision was made to reevaluate the position. A formal MOU with Four Seasons restaurant was discussed. Four Seasons welcomes the college in their facilities once a final decision on the position is made by the college.

President's 06-07
Compensation

Board Chair Crofts reported that in November the board moved to extend the contract of Dr. Jo Anne McFarland by one year with salary and benefits to be determined at a later date and with such discussions to be concluded by May 31, 2006. The offer of a contract extension states a two-year term through June 30, 2008.

Board Chair Crofts stated that Central Wyoming College has had only six college presidents in its 39-year history. Dr. McFarland began her career at CWC as a part-time instructor in 1970 and became a full-time instructor in 1974. She served as a division chair and dean of the college before becoming college president in 1989. Dr. McFarland is responsible for a budget of \$30 million. She is also responsible for and takes pride in the successes of the college's students. Over 260 students graduated from the college this year, and there were over 100 ABE/GED graduates. Annually the college has seen nearly 2000 credit students, 500 ABE/GED students, and 1400 non-credit/community students. This indicates the college is effectively serving community interests. Dr. McFarland's opinion is respected by other community college presidents both statewide and nationwide. She is familiar with policy issues at the federal and local levels. She has developed a good rapport with the national legislative delegation as well as the local legislative delegation. Dr. McFarland has recognized and promoted the importance of diversity for the college. The people of the Wind River Indian Reservation are very grateful for the work Dr. McFarland has done concerning the Intertribal Community Center. Dr. McFarland's most recent achievement with the staff was to receive 10-year accreditation status from the Higher Learning Commission.

Board Chair Crofts indicated that the board believes that CWC enhances the quality of life through innovation and excellence in education. That ability begins with a great leader and follows through with a great staff. The board has confidence that President McFarland is able to carry out the policies set forth by the board through its policy governance document and that she will continue to lead the institution into the future.

Mr. Christensen moved to approve the employment contract for President McFarland as set forth by the Board Chair. Ms. Mills seconded the motion.

Board Chair Crofts stated that the president would receive a 5 percent pay raise on her base salary to bring it to \$136,500 for July 1, 2006, through June 30, 2007, subject to available funding. Salary and benefits for the second part of the contract of July 1, 2007, through June 30, 2008, will be determined no later than May 31, 2007. The president's compensation will include a 3 1/2 percent increase in car, housing, and Internet allowances. The contract will be for a two-year term from July 1, 2006, through June 30, 2008.

Board Chair Crofts called for a vote on the motion currently on the floor. Motion carried with Dr. Megeath voting no.

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

1. Kudos
 - a. Kudos to Employees for Long and Faithful Service. CWC service awards were presented to 29 college employees representing over 250 years of service to CWC at the May 12 All-Staff Luncheon. Accounting Professor Rob Richards was honored for 20 years of service to the college, and both Dr. Donna Olsen and Dr. Mohammed Waheed were each honored for 25 years of service to CWC. The complete list of service awards was included in the board packet.
 - b. Congratulations to Employee Association Honorees. The following employees were selected as the outstanding employee of the year by their respective employee associations: Sue Thompson (Classified Staff); John Wood (Professional Staff); and Nita Kehoe-Gadway (Faculty). These honorees were also recognized at the May 12 All-Staff Luncheon.
 - c. Four College Employees Complete College Degrees. Congratulations to Nursing Instructor Stacy Stanek, who completed her Master's in Nursing; English Professor Wes Connally, who completed his Associate of Arts in Music; Shaylene Hancock, who earned her Associate of Applied Science in Business Management; and Julie McCray, who is graduating with an Associate of Applied Science in Human Services. All four recent graduates were honored at a "Learning by Degrees" Celebration at the college on May 4. Julie McCray is one of CWC's valedictorians this year.
2. Dr. McFarland distributed a scrapbook of photos which will be sent to Berte and Alan Hirschfield in appreciation for their \$500,000 donation. She asked board members to write a short note of thanks on the pages and to sign their names. The scrapbook already includes the names and notes of thanks from many students and college employees.

3. Dr. McFarland reported that the Governor's 2006 Summit on Workforce Development included an awards banquet. The Workforce Partnership Award was presented for a project that has demonstrated a unique collaboration between businesses and community organizations that include but are not limited to the workforce system, economic development, and education that results in addressing a workforce issue. The BTI Railcar Repair program developed collaboratively between CWC and BTI received this award.

BTI will hold an open house in honor of the new railcar facility on Friday, June 2, from 10 a.m. to noon in Shoshoni.

4. Articles about CWC and other colleges were included in the meeting packet.

NEXT REGULAR
MEETING/
SUGGESTED
AGENDA ITEMS:

The next regular meeting will be held on Wednesday, June 21, 2006, beginning at 7:30 p.m. at the CWC Lander Center. Agenda items for the regular meeting include:

1. Student Profile Monitoring Report
2. Public Hearing/Transfer of Funds
3. Collection and Extinguishment of Debts

The board will host a community dialogue dinner for public officials prior to the June 21 meeting from 5:30-7 p.m. in the Wind River Room of the Best Western Inn at Lander.

Dr. Megeath indicated that he will absent at the June 21 meeting.

BOARD SELF-
EVALUATION OF
MEETING:

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

ADJOURNMENT:

At 9:15 p.m., Mr. Phister moved to adjourn the meeting. Mr. Myers seconded the motion. The motion carried.

Secretary

APPROVAL: _____