

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, February 24, 2010, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills Scott Phister Roger Gose Charlie Krebs	Frank Welty Judy Pedersen Colton Crane
<u>Administration:</u>	Jo Anne McFarland Jay Nielson	John Wood Mohammed Waheed
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Charlotte Donelson Jim Thurman Dane Graham April Peregoy Ruby Calvert Mary Axthelm BriAnna Winter	Lindy Paskett Carolyn Aanestad Lynne McAuliffe Kelly Frank Lori Ridgway Maygen Yeates

CALL TO ORDER: Board Chair Roger Gose called the meeting to order at 6:30 p.m. A roll call conducted by the board clerk indicated that all board members were present. 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 January 20, 2010, and in compliance with Wyoming Public Meetings law. The topics were personnel and matters confidential by law.

EXECUTIVE SESSION: An executive session was not held at this point during 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:

Chair Gose requested that “Major Maintenance Federal Stimulus Projects” be added as the second item under New Business, right after “Legislative Update,” as per Dr. McFarland’s email of February 23.

**ACTION:**

Mr. Krebs moved to approve the agenda with the addition as noted. Mr. Phister seconded the motion. Motion carried.

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

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

Student Senate

A representative of the Student Senate was not present at the meeting, but Ms. Amara Fehring, Student Senate President, submitted a written report which included information that recent Student Senate activities included Famous Couples Day and The Black/Jew Dialogues. Future activities include Wild West Night, Human Clue, Spring Fling Week, and another Unplugged night. Four senators are on the CWC branding committee, and the Senate is meeting with Cory Daly about making changes to the Library.

Chair Gose commented that four CWC students attended the Wyoming Community Conference. Two of them, Reva Deveny and Chantell Gomez, attended the session on the strategic plan, and Chair Gose was very proud of the way they conducted themselves.

Classified Staff  
Association

Mr. Kelly Frank, President of the Classified Staff Association, thanked trustees for the opportunity for him to attend the Wyoming Community College Conference. Mr. Frank submitted a written report which included information that Retha Reinke and Sonja Fairfield answered phones for the Wyoming PBS live call in show *One on One with Governor Freudenthal*. Judy Hubbard is teaching an Office Systems and Procedures Class to Professional Administrative Assistant grant students. Barbette Hernandez was nominated for a Rustler Spirit Award this month. Kelly Frank created and ran all the graphics that appeared for the Rustler basketball games that aired live on Rustler TV on January 20 and January 29. Robin Reed and Kelly Frank attended the WACCT conference in Cheyenne on February 16.

The Faculty

Mr. Jim Thurman, President of The Faculty, distributed the poster for the CWC production of *Fiddler on the Roof*. Mr. Thurman submitted a written report which included information that one of Jeff Hosking's students, Tiffany Whinery, recently completed the Wyoming Department of Corrections training academy with high academic achievement and is employed in Torrington at the newly constructed medium security penitentiary. John Gabrielsen reports that KCWC radio has been upgrading equipment, and the renovation is complete. Amy Madera reports that the Culinary students in Jackson participated in cooking a steak and lobster dinner as a fundraiser for the Red Cross. Buck Tilton spent three hours signing books at the Outdoor Retailers Show in Salt Lake City.

Matt Flint has artwork in a show called *Tokyo to Wyoming* at Western Wyoming College. Bob Hussa reports that students from CWC JAZZMAGIC joined collegiate singers from five other community colleges and the University of Wyoming to perform in the 2010 Wyoming Intercollegiate Choral Festival which was held in Cheyenne January 16-17. The South Dakota Historical Society just announced that Todd Guenther's article, "Lucretia Marchbanks: A Black Woman in the Black Hills," has been selected for inclusion in a new book called *Beyond Mount Rushmore: Other Black Hills Faces*. Lonnie Slack has completed another fine theater poster for the upcoming *Fiddler on the Roof* production. Jim Thurman is chairing Wyoming's Title VI Course Development Committee which will choose recipients of funding for the development of internationally-themed courses. He reported that all community colleges in the state will participate. Mark Jenkins, writer for *National Geographic*, will speak at CWC on February 26 on the fate of Africa's mountain gorilla.

Professional  
Personnel  
Association

Ms. Carolyn Aanestad, President of the Professional Personnel Association, reported that CWC will be taking over the Wyoming Community College Conference for next year. Ms. Aanestad submitted a written report which included information that Donna Olsen, Martha Davey, and Jackie Meeker attended the Envision Sessions at the Holiday Inn in Riverton to plan the future of Wyoming's Center for Distance Education. Lance Goede coordinated the local census representatives on campus for Fremont County and the Wind River Indian Reservation to recruit census takers. Lance Goede co-sponsored a Human Papilloma Virus Vaccination Clinic on campus with the Wyoming Department of Health. CWC recruiters Sarah Daniels and Mat Johnson organized Scholarship/Senior Day on February 5 and participated in College Goal

Sunday on January 31. Pat Trautman reported that enrollment in spring classes at the Lander Center has been so high that they are using a classroom at the junior high to handle the overflow.

Paula Hartbank will be attending a one-week training session regarding TRiO-SSS program rules and regulations, procedures, budget management, and best practices. Marilu Duncan reports that 43 students are on a waiting list for academic support provided by the TRiO grant. Student Support Services has six enrichment workshops scheduled for the spring semester. Carolyn Aanestad and RoJean Thayer recently published the Winter 2010 issue of *Connect* magazine. Cory Daly, Matt Herr, and Paula Hartbank headed up the Professional Staff's annual Souper Bowl Friday during Staff Development Day on February 12. Proceeds went to the People of Courage fund which provides financial assistance to students who encounter unforeseen expenses.

Chair Gose complimented Ms. Aanestad and Ms. Thayer for the recent *Connect* magazine.

#### Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, reported that 71 calls from 26 towns were received during the one-on-one show with the Governor. Ms. Calvert distributed a proof of performance packet to the board which included information on highlights for the past year and information on major productions that are underway or coming out in 2010. WPBS has contributed \$687,000 toward the production endowment and now has \$1.2 million on deposit. The satellite bill was attached to the jobs bill, and then got stripped off.

Mr. Welty asked if WPBS was going to continue with the analog channels. Ms. Calvert replied that the analog translators are dying, and they won't be replaced. Analog transmission is allowed to continue until 2013. Ms. Pedersen asked if there were any problems with playing music on some of the shows. Ms. Calvert replied that WPBS can broadcast any published music because of a congressional statute which allows this.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotion, and development activities at Wyoming PBS. Dr. Gens Johnson and Bob Connelly completed another PTFP (Public Telecommunications Facilities Program) grant for \$435,000 to fund a new server, an HD upgrade to the promotions edit suite, and several HD record machines. Pledge will be held March 1-

17 with eleven live nights. A total of \$65,017 was pledged during December. Current membership is 3,898.

CWC Foundation/  
Institutional  
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, reported that Foundation personnel from the community colleges met in Cheyenne during the community college conference on February 16. They talked about the creation of expenditure policies that conform to new legislation, conflict of interest policies and forms, and alumni organization. Mr. Graham has been working with Conoco Phillips regarding the EHS program. They intend to donate \$5,200 in scholarships and will make this an annual gift to the program.

Mr. Welty asked Mr. Graham if he was ready to comment on the question from last month about how long the college has to fulfill the endowment match. Mr. Graham replied that he is still waiting on a major gift about which he is not allowed to talk. This gift will be matched, but not fully. House Bill 110 will allow UW and the community colleges to count all gifts that have not been matched until a later time when funds potentially become available, at which time they would be funded.

Mr. Graham submitted a written report which included information that donations received during the month of January 2010 totaled \$14,503. The Foundation Real Estate Committee met on February 4 to discuss matters including current and future lease agreements in the Business Park and other properties, traffic flow, and budget. The Alumni Committee met on February 9 and discussed future events and activities, organizational and membership structures, committee expansion, and the newly created bylaws draft. The Investment and Budget Committee met on February 9 to review financials, discuss scholarship allocations, and prepare the next fiscal year's budget. The next quarterly meeting of the Foundation Board will be held on March 11 at 10 a.m. at the college.

CONSENT  
AGENDA:

Board Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the January 20, 2010, regular meeting; the acceptance of bills for January 2010; and the board travel budget. Mr. Welty asked that a correction be made to the minutes on page 18 which referred to Chair Phister and should have been Chair Gose.

**ACTION:**

Mr. Krebs moved to approve the minutes from the January 20, 2010, meeting, with the correction as noted. Ms. Mills seconded the motion. Motion carried.

**MOTION:**

Ms. Pedersen moved to approve the acceptance of bills for January 2010 and the board travel budget. Mr. Krebs seconded the motion.

Ms. Mills asked about airline and registration refunds from the cancelled National Legislative Summit. Board Clerk Linda Bender reported that full credit had been granted for both the airline tickets and registrations for this conference.

**ACTION:**

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

Acceptance of Bills The acceptance of bills includes payment of the following bills which includes salaries and benefits in the amount of \$1,277,612.79 for the month of January 2010: Operations in the amount of \$1,864,137.11; Student Grants and Loans in the amount of \$18,604.75; and Bank Transfers in the amount of \$731,406.67 for a grand total of all payments in the amount of \$2,614,148.53.

UNFINISHED BUSINESS: No unfinished business was conducted at this meeting.

NEW BUSINESS:

Legislative Update Dr. McFarland reported that the budget bill is being heard this week at the Legislature. It has passed second reading on the House side and is moving to third reading on the Senate side. Any differences will be worked out in a joint conference committee. SF 72, State Retirement, requires an employee contribution and is expected to move on through. SF 39, Post Secondary Options Program, has moved through the Senate and is now in the House Education Committee. The college presidents have proposed a couple of additional amendments. SF 32, Wyoming Investment in Nursing, has gone through the Senate and is now in the House. The sunset date has been extended from 2011 to 2016. HB 131, Community College Statewide Levy, failed to be introduced, but it may come back next session in some form.

Major Maintenance  
Federal Stimulus  
Projects

Dr. McFarland indicated that the list of CWC's major maintenance projects to be funded with SFSF (State Fiscal Stabilization Fund) funds was provided to board members in an earlier email and was also included in the board's folders. This list was developed on very short notice. Mr. Nielson reported that CWC would receive \$1,650,000 in SFSF funds, and this money would have to be committed by June 30, 2011. On Monday, February 22, the WCCC needed the list of major maintenance projects that will be funded by this money. Priority 1 will be a classroom building upgrade which will most likely be remodeled during the summer of 2011. Since the WCCC is allowing major maintenance money to be carried forward, the college can use existing major maintenance funds for emergencies until that time. In summer of 2012, the remaining funds would be used either to repurpose the science labs into classrooms or to upgrade the science labs. The Priority 2 project is the Robert A. Peck Arts Center Gallery and Auditorium Remodel. Priority 3 is a functional update of the campus library, and Priority 4 is an update of the Lander Center.

Dr. McFarland indicated that the WCCC will be approving the major maintenance federal stimulus projects at a special meeting on March 18. Federal stimulus funding could be available as early as March and will be distributed to the colleges on a reimbursement basis. This funding involves substantial reporting and monitoring requirements. Every invoice will have to be submitted to the state construction office. The projects requested came directly from the educational and facilities plan which the board approved in 2006. These projects are very much in line with the campus plan. She asked that the board give authorization to move these projects forward.

**MOTION:**

Mr. Phister moved to approve the list of major maintenance federal stimulus projects as presented. Ms. Mills seconded the motion.

Mr. Welty asked how the \$1.65 million would be spent, since the Priority 1 projects total \$1.35 million. Mr. Nielson replied that \$1.95 million was based on a rough initial estimate and is for Phase 1 and either Phase 2A or 2B of Priority 1. CWC will receive \$1.65 million, which is its allocation. The college was asked to submit more than its limit, so more was submitted than would be received. The college will have time to refine the projects, and the numbers will also be refined. Mr. Krebs asked if the other priorities were submitted in case the college doesn't get Priority 1. Mr. Nielson replied that the stage was set so the college could start

planning and address the other priorities. This will be the eighth year the college will have had major maintenance money. The next building to be addressed is either the Classroom Wing or the Arts Center.

Dr. Crane indicated that there was no sense in upgrading if the Health and Science Center is built. He asked if this is why there are priorities placed on the different projects. Dr. McFarland indicated that this was the case. Mr. Krebs noted that these are federal stimulus funds, but other than the construction part of the remodeling, the projects will not create new jobs other than construction jobs. Mr. Nielson explained that SFSF funds are for education and do not require the creation of jobs as do the ARRA funds. Ms. Mills asked if the college has funds that can be utilized to start the project and then be reimbursed. Mr. Nielson replied that the college does have funds that can be utilized because the federal government rarely fronts the money.

Mr. Welty asked if it is certain that the college will get the \$1.65 million. Mr. Nielson replied that the contract has been signed, which is based on the state's contract with the federal government. Dr. McFarland indicated that the projects must be academic space and may not be new construction. No new space can be added. Spaces can be modernized, but the money can't be used for housing or auxiliary space. Mr. Nielson does not think the purchase of furniture will be allowed. Mr. Krebs asked if CWC refuses its \$1.65 million portion if the other colleges will get it. Mr. Nielson replied that if CWC's portion is not committed by June 30, 2011, it would go to the other colleges.

Dr. Crane asked what is being agreed to in accepting this money, such as no tuition increases. Mr. Nielson replied that the money must be spent on renovating or repurposing educational space. Dr. McFarland indicated that the money can't be used for housing. The contract states that it can only be used for academic space. Dr. Crane asked if there is concern about the regulations and agreements the college will have to accept. Dr. McFarland replied that the concern is not about the regulations and agreements, but rather about the short window of time and reporting requirements. She stated that the money is well worth it.

**ACTION:**

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

Health and Science  
Center

Dr. McFarland reported that the Health and Science Center project was discussed in some detail at the board work session on January 27. She would like authorization from the board to proceed with an informational and awareness effort to acquaint Fremont County voters with the proposed project and to conduct a scientific poll to gauge the level of voter support for bringing the Health and Science Center to the voters in November 2010. The board can make its final decision and officially notify the County Clerk no later than August 24, 2010, in order to be placed on the November 2, 2010, ballot. Dr. McFarland stated that George K. Baum will charge for some of the direct printing for the information effort, but not for their services. Mr. Nielson pointed out that they would charge the college for the survey.

Dr. McFarland recommended board authorization for the administration to proceed with an informational and awareness effort to acquaint Fremont County voters with the proposed project and to conduct a scientific poll to gauge the level of likely voter support for bringing the Health and Science Center to the voters in November 2010.

**MOTION:**

Mr. Welty moved to authorize the administration to proceed with an informational and awareness effort to acquaint Fremont County voters with the proposed project and to conduct a scientific poll to gauge the level of likely voter support for bringing the Health and Science Center to the voters in November 2010. Dr. Crane seconded the motion.

Mr. Welty asked how much this would actually cost the college if it is approved. Mr. Nielson replied that George K. Baum has submitted a budget of \$35,000 just for this phase. The survey is estimated at \$12,000, and the remainder is for printing costs. The cost will probably be closer to \$20,000 since a lot of the work was done in earlier years. Mr. Welty confirmed that the worst case is \$35,000, but it will probably be in the neighborhood of \$20,000. Mr. Nielson indicated that this was correct.

**ACTION:**

Chair Gose called for a vote on the motion currently on the floor. Motion carried with Mr. Welty voting no.

Housing Project  
Update

Mr. Nielson indicated that he had hoped to be further along on the housing project, but the architect he had been working with, Lew Moran, passed away in an accident. Responses were received from four firms on the RFP

for architectural services. A bond attorney has been contracted to provide options for funding this project. A proposal to fund this project will need board approval as it is expected to be \$800,000 plus the amount needed to refinance the existing revenue bond issue. The plan is to refinance the existing debt with either a revenue bond, which is being used to finance Mote Hall, or a long-term lease similar to the financing structure used to build the annex at the Professional-Technical Center. The college is paying about \$131,000 in principal and interest per year, and this would be refinanced as part of the debt. About \$57,000 would be brought in to fund this debt which would be more than adequate.

Mr. Nielson indicated that a line item detail of housing revenues and expenditures since 2000 was included in the board's folders. Most years the college operated in the black. The college transfers revenue into housing when needed, such as for remodeling and furniture purchases. This has been done on occasion to make housing nicer and more of what the students expect. Ms. Pedersen noted that custodial expenses are not included and asked if there were expenses which were not shown. Mr. Nielson replied that custodial and maintenance were not included because these services are pulled in when necessary. The physical plant changed its model in the early 2000s so that employees were not tied to a particular facility at the college but rather to their specialty. Ms. Pedersen indicated that this did not give a true picture of housing costs.

Mr. Welty asked if there was a sinking fund for major repairs. Mr. Nielson replied that there is a sinking fund for Mote Hall. Ms. Pedersen asked about grounds maintenance. Mr. Nielson replied that a grounds person has never been assigned to housing. Ms. Pedersen stated that these costs weren't included, so it is not true that housing has been operated in the black and the document is not accurate. Ms. Mills suggested that Ms. Pedersen and Mr. Welty set up a time to discuss this in more detail with Mr. Nielson so that the meeting could move on. Ms. Pedersen stated that it is difficult to make a decision on housing if she doesn't have a base knowledge of how housing is run.

Mr. Nielson stated that occupancy in housing has increased significantly, and the operation of housing has changed quite a bit as a result in order to provide for a more efficient allocation of custodial and maintenance staff. Overall the college has a better trained maintenance staff when they are not assigned to certain buildings and areas, and this has resulted in a more efficient method of operation for the college.

School District  
#25 Property

Mr. Nielson explained that when Jefferson Elementary School was torn down, the land was transferred from School District #25 to the fire district. This left the school district with a lot across the street which was transferred to Fremont County BOCES and then was reverted back to the school district because it was not used within a specific period of time. Mr. Nielson indicated that the college passed on this lot once. He personally has inspected the lot and does not see any reason why the college would want to acquire this property.

Dr. McFarland recommended that the board authorize the board chair to notify School District #25 that CWC is not interested in acquiring this property.

**ACTION:**

Mr. Welty moved to authorize the board chair to notify School District #25 that CWC is not interested in acquiring this property. Mr. Krebs seconded the motion. Motion carried.

2010 Board Retreat

Chair Gose indicated that at the January 27 board work session, the board informally decided to set its 2010 board retreat for Friday-Saturday, September 10-11, 2010, at Jackson Lake Lodge. The board needs to formally set the date, so that the board calendar can be revised accordingly.

Dr. McFarland recommended that the board formally set its 2010 board retreat for Friday-Saturday, September 10-11, 2010, for incorporation into the official board calendar.

**ACTION:**

Ms. Mills moved to set the 2010 board retreat for Friday-Saturday, September 10-11, 2010, for incorporation into the official board calendar. Mr. Phister seconded the motion. Motion carried.

Personnel

10-11 Sabbaticals

No requests for sabbaticals were received for FY 2011.

Human Resources  
Board Report

**ACTION:**

Mr. Phister moved that the Human Resources Board Report be entered into the minutes. Mr. Krebs seconded the motion. Motion carried.

The Human Resources Board Report for February 2010 included the following information:

Recent Rustler Salute nominees include Lindy Paskett, Director of Finance; Barbette Hernandez, Office Assistant BOCHES; Mickey Douglas, Assistant Coordinator Outreach Lander; and Steve Barlow, Director of Student Life & Campus Safety. The Rustler Spirit award recipient for January was Kelly Frank, Video Technician.

Searches in progress/pending included Executive Vice President for Academic Services; and Instructor Health and Safety Technician.

Separations/transfers/requests for release from contract included Dorothy Noone, Nursing Instructor Jackson.

New hires/appointments/internal transfers included Megan Cole, temporary WPBS Master Control/Traffic Assistant; and Mindy Meyers, Office Assistant EHS/A&S.

ACCEPTANCE OF  
MONITORING  
REPORTS:

Community/  
Partnership

Ms. Lynne McAuliffe, Assistant Dean for Workforce and Community Education, presented the Community/Partnership Monitoring Report. She introduced Lori Ridgway, Workforce Development Trainer; Maygen Yeates, Workforce Training Coordinator; Mary Axthelm, Recreation Activities Coordinator; and BriAnna Winter, Recreation Assistant Coordinator. CWC produced 11.43 percent of all continuing education and community service students in the state, compared to CWC's 8.90 percent credit count. The state enrollment figures do not include the numbers of participants served through R Recreation because it is offered through a contract for services with the city. In the first nine months of operation at CWC, R Recreation served 5,241 enrollments, which far surpassed the number of participants prior to the college taking over the service. Riverton has doubled its non-credit enrollments, 19 percent of which are senior citizens. Co-marketing efforts and expanded hours of operation have benefited both R Recreation and Riverton Outreach.

The Dubois Outreach Center serves the greatest number of non-credit enrollments in the college's service area. Over the past year, the Dubois Outreach Center has relocated from City Hall to the Cyber Café, which is a

Main Street location. The Ed2Go program has been stepped up, which provides online non-credit offerings and benefits teachers needing PTSB credit. The Thermopolis Outreach Center has a new location on Main Street at the stoplight which offers expanded offerings in credit and non-credit classes. The new location also has expanded hours and a new outreach coordinator, Melissa Johnson, who was raised in the community and who has workforce training experience. The furniture for the new location was donated, and CWC construction trades students helped with the remodeling. The facility has a classroom for 25 students, and a computer lab which holds 12 students. ABE/GED has its own room. An open house was held on February 16.

Enrollment at the Lander Center has also grown, which has required the college to use classrooms at Lander schools. The Sinks Canyon Center continues to grow and has become a training center for CWC's outdoor education program, for management and leadership retreats, for local K-12 students, and for students enrolled in National Outdoor Leadership School and Wilderness Medicine Institute courses. Sinks Canyon Center Coordinator Ken Colovich is developing a Facilities Maintenance program which would serve local high school students who have a vocational interest and aptitude. The proposed program has received some grant funding that will provide tuition, fees, and supplies. WCCC approval of the program will be sought by the college.

Workforce development classes experienced a 26 percent increase in enrollments this year. The credit workforce programs had 474 enrollments for 88.59 FTEs. Grant awards totaled \$645,051 which included \$331,662 for DWS/ETSS grants; \$82,500 for Commercial Driver's License; \$32,800 for Community Partnership Initiative; \$145,000 for City of Riverton R Recreation; \$35,000 for District #25 Recreation Board; and \$18,089 for Work Keys Readiness. A new state energy grant award of \$302,000 was received for EHS training and the Facilities Maintenance program.

A \$1.4 million grant was received for the Environment, Health & Safety program to train 360 participants over a 3-year period. In the first year, CWC trained 431 of the 600 participants seeking ENCOSHA training statewide. Dental Assisting continues to be a strong program and has a strong dental advisory board. A new operatory has been set up, and new equipment was donated from A-Dec Corporation.

The department accounts for 11,815 enrollments from the outreach centers and workforce development programs. Over 275 organizations have been served. In the future, stimulus funding will be used to launch new workforce programs in health-related jobs and green building/energy positions. Workforce, vocational, and non-credit offerings will be increased in Thermopolis. A five-year strategic plan for the Sinks Canyon Center will be developed and implemented, including the planning for a facilities maintenance program. Offerings in the Customized Environment and Safety program will be expanded. The department will partner with Wind River Development Fund on the new Fort Washakie center and program offerings. Leadership training for K-12 instructors in the district, state leaders, DWS leaders, A&I leaders, and Ag leaders will continue.

Mr. Wood pointed out that a significant challenge for Ms. McAuliffe is that she could do more, but she is bound by facilities. She gets requests for more training but doesn't have the facilities to do it. Mr. Phister stated that this is the crown jewel for the college. This takes in a large percentage of the population of the community. It really serves the community by developing programs and giving opportunities to people that no one else does. The money and time in this program are well-invested. With 19 percent of the people involved being over 60, it is reaching out to every age group. This information is helpful for him to explain what the college does for the community.

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

**ACTION:**

Mr. Welty moved to accept the Community/Partnership Monitoring Report as presented. Dr. Crane seconded the motion. Motion carried.

**REPORTS:**

President's Report

Dr. McFarland included the following information in her report:

1. The college was closed on Friday, February 12, for Staff Development Day, with the theme of "It Takes All of Us."
2. The new Thermopolis Outreach Center at 601 Broadway, Suite E, celebrated its open house on February 16. The board will have an opportunity to see the new facility in Thermopolis on March 30.

3. A *Casper-Star Tribune* article on increasing enrollment at all of Wyoming's community colleges was included in the packet.
4. The following excerpt from the February 2010 issue of the *Wyoming Business Brief* gave an indication of the state's economy:
  - 2010 Wyoming's economy . . . improving, hopefully. More stable natural gas prices; construction moderate at best; budget cuts in state and local government.
  - Wyoming Jobless Rate—7.5% in December. Year losses—20,600 jobs overall. Construction, 6,800 (25%); Minerals and Mining, 5,800 (19%). Highest unemployment counties—Big Horn (8.8%), Lincoln (8.8%), Fremont (8.6%); Lowest—Sublette (4.5%), Albany (4.6%) and Goshen (5.9%). Natrona and Laramie each 8.2%
5. Articles about CWC and its sister colleges at the state and national level were included in a separate file with the board packet.

Mr. Wood reported on the State Board of Nursing site visit. The local state board of licensure for nursing reviewed CWC's nursing program carefully and recommended full accreditation.

Executive Vice  
President for  
Administrative  
Services

Mr. Jay Nielson, Executive Vice President for Administrative Services, reported that the Intertribal Center is 33 percent through construction. Substantial completion is set for September 20. Interior floor slabs are being poured, and the building will be ready for a tour next month.

Vice President for  
Academic Services

Mr. John Wood, Vice President for Academic Services, indicated that he had nothing to add to his written report which included information on the issue of concurrently enrolled students in high school and their success the following year in college. He is looking forward to the P-16 data base which will provide a good indicator that the program is successful. Ms. Pedersen suggested that Dr. Crane's concerns from last month might be with an individual instructor. Dr. Crane indicated that he relayed the information he was given back to the people who had approached him, and they seemed appeased.

Mr. Welty asked if the actual instructors for dual enrollment courses are from the college or from the high schools. Mr. Wood replied that concurrent enrollment courses are taught in high school facilities by

qualified adjunct instructors during the high school day. For dual enrollment, lots of 16-year old students take classes here in college facilities and online. If that student wants high school credit for that course, the high school will grant credit for it. The college can't charge tuition for those students, and it requires careful coordination of them. This county has eight school districts while most counties only have one.

Mr. Welty asked if high school teachers receive any training and if they are teaching to the college's standard. Mr. Wood replied that the teachers are selected to meet the college's adjunct instructor requirements. They are assigned a college assessor who assigns grades and awards credit on the college transcript.

Vice President for  
Student Services

Dr. Mohammed Waheed, Vice President for Student Services, submitted a written report on "Graduation Matters" which detailed the specific initiatives which are being undertaken by the various departments. Dr. McFarland indicated that "Graduation Matters" is a major awareness campaign at the college to inform and encourage students to complete a degree which can make a huge difference in their lives. Students who complete a college degree experience a 30 percent increase in earnings over a high school diploma.

Mr. Phister asked if transfer scholarships are still in effect. Dr. Waheed replied that there is a president's scholarship and a community college scholarship. The recipients of these scholarships are announced during commencement and are based on GPA.

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

The next regular meeting will be held on Wednesday, March 24, beginning at 6:30 p.m. in SC 103.

Agenda items for the next regular meeting include:

1. Optional One Mill Levy (notice of intent)
2. CWC BOCHES Fiscal Year 2011 Budget Ratification
3. Natural Gas Supplier Services Contract
4. New Program: Facility Maintenance
5. Housing Project Authorization
6. 10-11 Faculty/Professional Letters of Intent for Continuing Employees
7. Staff Profile and Salary Study Monitoring Report

Chair Gose indicated that an executive session was needed to be scheduled to discuss personnel.

**ACTION:**

Mr. Krebs moved to hold an executive session on March 24, 2010, at 5:30 p.m. in the Student Center Conference Room #SC100, to discuss personnel issues. Mr. Phister seconded the motion. Motion carried.

The board will tour the Intertribal Center at 5 p.m. prior to the 5:30 p.m. executive session on March 24.

May 19 Dubois  
Community  
Dialogue

The board decided to hold a reception rather than a sit down dinner for the community dialogue in Dubois on May 19.

CWC Foundation

The next regular meeting of the CWC Foundation Board is scheduled for Thursday, March 11, at 10 a.m. at CWC.

Association of  
Community  
College Trustees

The ACCT National Legislative Summit to be held February 8-10, 2010, in Washington, D.C., was cancelled due to a major snowstorm. The rescheduled conference takes place March 10-12, 2010. No CWC trustees will attend the rescheduled conference.

The ACCT Governance Leadership Institute will be held March 4-6, 2010, in Phoenix, Arizona. Chair Gose, Ms. Pedersen, and Mr. Welty have indicated their plans to attend.

Wyoming  
Association of  
Community  
College Trustees

The WACCT met on February 16 in Cheyenne in conjunction with the Wyoming Community College Conference. The next meeting of the WACCT is scheduled for Monday, April 26, at 2 p.m. at Western Wyoming Community College in Rock Springs.

Ms. Mills reported that Trustee Krebs has been elected treasurer of the WACCT for another year. Ms. Mills attended the Datatel session that CWC put on at the Wyoming Community College Conference. It was interesting to see that the other colleges were impressed with what CWC is doing. Mr. Krebs attended the strategic planning session. They were told by two former legislators that the reason the colleges continue to struggle is because legislators hear seven different things from the "gang of seven." The colleges should come with one unified voice. The legislators listen to Rick Miller of UW because he is a good lobbyist. They were impressed

with Steve Bahmer. Mr. Welty was very upset that the legislators were saying the colleges had to have a lobbyist. UW has had the same person as their lobbyist for 16 years, and it works.

Wyoming  
Community College  
Commission      The WCCC met on February 17 at Laramie County Community College. The next regular meeting of the WCCC is scheduled for April 27 at Western Wyoming Community College. A special meeting will be held on March 18 to approve the major maintenance federal stimulus projects.

CWC BOCHES      The next meeting of the CWC BOCHES is scheduled for March 3, 2010.

Teton County  
BOCES      The next meeting of the Teton County BOCES is scheduled for March 23, 2010, at 4 p.m. via the ICN.

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

EVALUATION  
OF MEETING:      Chair Gose adjourned the meeting at 8:43 p.m.

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Secretary

APPROVAL:

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Chair