

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, April 21, 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 Judy Pedersen	Frank Welty Charlie Krebs 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 Carolyn Aanestad Wendy Davis Dane Graham Jane Warren Jim Thurman Mike Martin Mike Manning Lindy Paskett Jacque Burns	Martha Davey Amara Fehring Kelly Frank April Peregoy Mark Nordeen Doug Stanbury Jackie Meeker Ruby Calvert Doug Maulik

CALL TO ORDER: Board Chair Roger Gose called the meeting to order at 6:35 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 March 24, 2010, 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:

Chair Gose indicated that Unfinished Business would include an update on the tax protest.

ACTION:

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

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

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

Student Senate

Ms. Amara Fehring, Student Senate President, indicated that she has kept up with the budget, and it is acceptable to her. Ms. Fehring displayed the “New Century Scholar” award that she received at the AACC conference in Seattle.

Ms. Fehring submitted a written report which included information that Spring Fling was a huge hit. Mission Improvable and the hypnotist were two of the Senate’s most well-attended events of this year. Wild West Night was held on April 15 and included games, a movie, a costume contest, and Wild West pictures. Style nights for the prom dress drive were held April 13-15. Campus Clean Up will be held on April 22 which is Earth Day. Other upcoming events include another Unplugged, Student Senate summer election, and a Graduation Party.

Classified Staff
Association

Mr. Kelly Frank, President of the Classified Staff Association, indicated that the Classified Staff met on the budget. They are happy with the budget and are glad that no more jobs are being cut. Mr. Frank submitted a written report which included information that Kelly Dempster administered Praxis testing on March 13 and ACT testing on April 10. Retha Reinke taught a baking class on March 20. Judy Nethercott and Kathryn DeWitt traveled to the Datatel Users Group Conference March 28-31. Barbette Hernandez chaperoned a cultural trip to the Black Hills with the RHS Multicultural Club March 27-31. Carol Woolery attended a TRiO training April 19-22. Ms. Woolery will be receiving a B.S. in Social Science in May from the University of Wyoming. The TRiO Graduates Recognition Ceremony will be held on April 28 from 3:30-5:30 p.m., and

a Tutor Appreciation Carry-in Luncheon will be held on April 29. Suze Kanack attended a PBS Technology Convention.

The Faculty

Mr. Jim Thurman, President of The Faculty, indicated that the details on the students attending the archaeological conference in Casper were included in his written report. He heard from the head of UW's International Studies that the CWC students who went to the conference outshone everyone there, including the UW graduate students. Mr. Thurman introduced Ms. Jane Warren, Associate Professor of Communications, who is the new Faculty president. Ms. Warren stated that the faculty reaction to the budget was positive. They are grateful for what the board does, and they are glad that no positions are being cut.

Mr. Thurman submitted a written report which included information that Suki Smaglik attended the Arapahoe NASA Explorer School community breakfast on February 24. Steve McAllister and Suki Smaglik have been awarded a \$9,700 supplemental grant by the University of Wyoming INBRE (IDEA Networks for Biomedical Research Excellence) Outreach Core program. Jeff Hosking reported that Shea Rose, who graduated from CWC with an Associate of Science degree in Homeland Security, was recently hired as a uniformed correctional officer for the Wyoming Department of Corrections. Lonnie Slack and Nita Kehoe will be attending the annual Wyoming Art Symposium in Casper April 22-23 to recruit high school students to CWC. Matt Flint will have his artwork featured in the Spring/Summer edition of *Western Art and Architecture* magazine.

Todd Guenther's grant proposal for \$25,000 to fund continuing CWC field school research along the Oregon Trail was approved by the National Park Service. He accompanied five Western American Studies students to Casper April 10-11 to present papers at the Wyoming Association of Professional Archaeologists' Conference. Darran Wells co-hosted the Association for Experiential Education Conference in Lander April 16-18. Lonnie Slack reported that his and Matt Flint's photography and the graphic design of students Cathy Winchester and Anita Duran were used in the design of the Student One Act Plays poster. Patty Trautman thanked the CWC Accounting Department for the free tax calculation provided for wage earners in Lander. Jim Thurman reported that the symposium on the global competition for energy scheduled for April 6 had to be cancelled when bad weather kept UW participants in Laramie that day. The symposium is being rescheduled for the Fall 2010 semester.

Professional
Personnel
Association

Ms. Carolyn Aanestad, President of the Professional Personnel Association, indicated that the Professional Staff's reaction to the budget was that they are all happy to be working. Staff members don't think it hurts that much to be paying into their own retirement accounts. Ms. Aanestad introduced Ms. Jackie Meeker, Director of Distance Education/BOCHES, who is the new president of the Professional Personnel Association.

Ms. Aanestad submitted a written report which included information that Lance Goede and Steve Barlow attended the 3rd Annual Higher Education Mental Health and Substance Abuse Summit in Casper March 25-26. Stacy Nelson reported that there will be 130 GED graduates this year. Lori Ridgway has earned certification as a Certified Workforce Development Professional through the National Association of Workforce Development Professionals. Sarah Daniels attended the Future Business Leaders of America Conference March 17-19 and also went to the Datatel Users Group conference in Washington, D.C., March 28-31. Jackie Meeker and Martha Davey attended the Annual Higher Learning Commission Conference in Chicago April 10-13. Carolyn Aanestad is hosting other public relations and marketing colleagues from community colleges around the state at the Sinks Canyon Center on April 28.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, reported that the State Treasurer requested an Attorney General opinion on the endowment, and the opinion is that the unmatched dollars in the production endowment must be returned to the general fund on June 30. She was told that there should be no problem getting the reverted money back. She hopes to go back and make a special appeal for the unmatched dollars. WPBS is very supportive of what the college has decided to give for an experience adjustment. They will use a \$60,000 stabilization adjustment for a 2.5 percent staff allocation similar to what the college is doing. In regard to the HD truck appropriation from the state legislature, WPBS will expend by June 30 the legislative appropriation of \$384,000 awarded to upgrade the production truck to HD. Last weekend Ms. Calvert went to the National Cowboy Hall of Fame where WPBS received the historical documentary of year award.

Mr. Welty asked if discussions have been held with the Jackson Hole music festival to broadcast concerts. Ms. Calvert replied that WPBS has taped and produced two of them. They are meeting with the music festival's public relations person in May.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotion, and development activities at Wyoming PBS. The Satellite Home Viewer Act was extended to April 28. Wyoming PBS received an “Outstanding Education Services” award from CPB on March 20 for the “Wind Farm” education segments online and for the local “my source” spots. Current membership is 3,916. The Wyoming PBS Foundation Board of Directors meeting is scheduled for May 24.

CWC Foundation/
Institutional
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, reported that he has been in contact with the executor of the estate of Irene Root who left \$20,000 for scholarships for Riverton students. Mr. Welty asked how the Foundation’s investments are doing. Mr. Graham replied that investments are doing much better, but they are still down \$500,000-\$700,000 from when the market collapsed. Next year the Foundation should be in a much better position to offer more scholarships.

Mr. Graham submitted a written report which included information that donations received during the month of March 2010 totaled \$4,561. The total of unmatched endowment gifts is \$94,798. A donation of an arrowhead collection was made by Phyllis LeClair and her family. The CWC Alumni Committee has planned an alumni slot tournament at the Wind River Casino on May 15 from 6-9 p.m. The CWC Foundation Board has changed its annual retreat/quarterly meeting to a one-day retreat/quarterly meeting in Thermopolis at the Stone’s Throw Restaurant.

CONSENT
AGENDA:

Board Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the March 24, 2010, regular meeting and the April 14, 2010, special meeting; the acceptance of bills for March 2010; the board travel budget; and Perkins Grant Authorization. The notes from the April 14, 2010, study session were provided for information only.

ACTION:

Mr. Phister moved to approve the consent agenda as presented. Mr. Krebs seconded the motion.

Mr. Welty asked about the checks which are written to different CWC departments or to “CWC Unrestricted.” Ms. Lindy Paskett, Director of Finance, replied that instead of doing journal entries, checks are written between departments such as when a department will pay IT for a

computer. Sometimes the grants use college services such as facilities, and they will write a check to that department. This method is used as a paper trail. Mr. Nielson indicated that for standard transactions among departments, purchasing documentation is required and a check is cut which transfers funds from one department to pay another. This is how transactions are managed among the different departments.

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 \$1,447,167.23 for the month of March 2010: Operations in the amount of \$1,493,185.09; Student Grants and Loans in the amount of \$309,028.52; and Bank Transfers in the amount of \$870,222.16 for a grand total of all payments in the amount of \$2,662,435.77.

UNFINISHED

BUSINESS:

Tax Protest Update Board Attorney Frank Watkins reported that the Supreme Court has ordered oral arguments for the tax protest on May 11, 2010, at 9 a.m. in Cheyenne. Each side will get a half hour, and then the court takes it from that point. Generally the session is to answer questions from the court and to provide clarification of the evidence. None of the other colleges have joined CWC in this lawsuit.

ACCEPTANCE OF MONITORING REPORTS:

Budget Dr. McFarland stated that the budget monitoring report was presented to the board at the April 14 study session. She recommended that the board approve the budget monitoring report as presented.

ACTION:

Mr. Phister moved to approve the budget monitoring report as presented. Mr. Krebs seconded the motion. Motion carried.

NEW BUSINESS:

FY 11 Preliminary
Budget Adoption Dr. McFarland recommended that the board approve the proposed FY 11 Preliminary Budget as outlined in the "Summary of Proposed College Budget Fiscal Year 2011 All Funds" document included in the board

meeting packet, including source and use of funds; compensation plan, and staffing changes as outlined.

ACTION:

Mr. Krebs moved to approve the proposed FY 11 Preliminary Budget as outlined in the “Summary of Proposed College Budget Fiscal Year 2011 All Funds” document included in the board meeting packet, including source and use of funds; compensation plan; and staffing changes as outlined. Ms. Mills seconded the motion.

Mr. Welty asked where the money is coming from for the recommended increase of \$50,000 for the scholarship package. Mr. Nielson replied that it is coming from enrollment impact funds of \$725,000 which are from one-time federal stimulus funding. Mr. Welty asked if this money will disappear next year. Mr. Nielson indicated that this will have to be revisited next year, and it may have to be adjusted downward. This year the intent was to bring the scholarship budget in line with student needs.

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

11-12 Scholarship Package

Dr. Mohammed Waheed, Vice President for Student Services, indicated that the 11-12 Scholarship Package is for both next year and the year after. The Scholarship Committee asked for \$50,000 more in scholarship funds. The budget the committee is working with is the same as three years ago. When the market picks up, the Foundation will be able to put in a greater share. Mr. Welty asked if there are enough monies to provide a scholarship to all students who apply or if there are some students who are turned down. Dr. Waheed replied that the guaranteed high school scholarship requires a 2.75 minimum GPA, and this scholarship has had the greatest impact. The college is seeing more and more local students. Students can also utilize a number of private scholarships.

Ms. Mills asked how much time is spent going over applications and making sure that the requirements are followed. Dr. Waheed introduced Mr. Mike Manning, Chair of the Scholarship Committee. Mr. Manning explained that March 1 is the cut-off date for scholarship applications. There are twelve members on the committee. Each member is expected to look through all the folders and to rank each applicant. When the final ranking was done, the committee had spent approximately 6 hours going through 500 or so applications. The Financial Aid office makes sure that

applicants meet all the requirements. Mr. Phister asked if any scholarships go unawarded. Mr. Manning replied that sometimes private scholarships are not awarded.

Dr. McFarland recommended that the board approve the Fiscal Year 12 Scholarship Package at the same level as that proposed for Fiscal Year 11, which is a FY 12 current fund expenditure of \$530,630.

ACTION:

Ms. Mills moved to approve the Fiscal Year 12 Scholarship Package at the same level as that proposed for Fiscal Year 11, which is a FY 12 current fund expenditure of \$530,630. Mr. Phister seconded the motion.

Mr. Welty asked if the scholarship package is for FY 11. Dr. McFarland explained that this recommendation is for FY 12, but FY 12 scholarships are actually awarded in FY 11. The recommended action is for the FY 12 scholarship package, since the FY 11 increase was included in the FY 11 budget approved earlier in the meeting. Scholarships awarded next year are for the following year. Dr. Waheed noted that the recruiters go out in September to recruit for the following year.

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

CWC BOCHES
Fiscal Year 2011
Budget Ratification

Ms. Jackie Meeker, Director of Distance Education/ BOCHES, presented the highlights of the CWC BOCHES program. Enrollment figures for 2009-10 showed record enrollment in Jackson Hole and Lander. Projected costs for CWC are \$355,435.30 for 2009-10, and projected costs for Teton County BOCES are \$155,646.00. To date, CWC BOCHES has processed and paid for 836 ACT registrations at a total cost of \$28,879.50. Publicity/ communication includes an assessor/instructor workshop, attendance at fall registrations, ACT flyers, a letter to students, school district board meetings, printed materials, a letter sent to graduating seniors indicating how many credits they have earned, and a "One Year Later" survey. A total of 2,335 students have been served in the CWC service area since Spring 2000. Tuition/fees/textbook cost savings to students in Fremont County is \$1,466,694.63. Forty-eight percent of juniors and seniors in Fremont and Hot Springs Counties are enrolled in one or more concurrent enrollment course.

Dr. McFarland recommended that the board ratify the proposed Fiscal Year 2011 CWC BOCHES budget as presented.

ACTION:

Mr. Welty moved to ratify the proposed Fiscal Year 2011 CWC BOCHES budget as presented. Ms. Mills seconded the motion. Motion carried.

Approval of New
CWC BOCHES
Partners

Mr. John Wood, Vice President for Academic Services, explained that when the CWC BOCHES was first formed, it included four school districts and CWC. Statute requires between five and nine members. Over time, more districts have joined the CWC BOCHES, and it is now at the point where the final two school districts have petitioned to join CWC BOCHES. This would bring it to nine members with a board of ten members, since CWC has two members. If the board has nine or more members, every member gets one vote only. He explained that the CWC Board has two options. One is that CWC can refuse the admission of one or both of the petitioning school districts, and another is to admit both petitioning districts and agree to reduce the CWC membership on the CWC BOCHES board from two members to one member.

Mr. Welty volunteered to withdraw from the BOCHES board. Board Attorney Frank Watkins indicated that Mr. Welty would still need to serve through June 30. The next scheduled meeting date of the CWC BOCHES is June 30, 2010.

Dr. McFarland recommended that the board formally approve inclusion of Fremont County School District No. 1 and Fremont County School District No. 2 in the CWC BOCHES as well as approve the corrected Third Amended Agreement to Establish CWC Board of Cooperative Higher Educational Services.

ACTION:

Mr. Krebs moved to formally approve inclusion of Fremont County School District No. 1 and Fremont County School District No. 2 in the CWC BOCHES and to approve the corrected Third Amended Agreement to Establish CWC Board of Cooperative Higher Educational Services. Mr. Phister seconded the motion. Motion carried.

Dr. McFarland recommended that the board select one board member to serve on the CWC BOCHES effective July 1, 2010, conditional upon the

final approval of the Third Amended Agreement to Establish CWC Board of Cooperative Higher Educational Services.

ACTION:

Mr. Phister moved to select Judy Pedersen to serve as the CWC representative on the CWC BOCHES effective July 1, 2010. Dr. Crane seconded the motion. Motion carried.

Personnel

10-11

Administrative
Compensation

Dr. McFarland stated that a 2 percent adjustment pool has been identified for the incumbent members of the administration. Vice President for Student Services Dr. Mohammed Waheed will receive a 2 percent salary adjustment for 2010-11, bringing his salary to \$111,827. Executive Vice President for Administrative Services Jay Nielson will receive a 2 percent salary adjustment for 2010-11, bringing his salary to \$115,218.

Dr. McFarland indicated that the board is responsible for establishing the president's compensation. Given the budget cuts that the college has had and the fact that there has been a lot of belt-tightening at the local and state level, she asked that the board keep her salary and benefits at the current level for the upcoming year. The college's employees are being required to pay an additional 1.43 percent additional retirement contribution, and the president should pay that employee retirement contribution as well, which will somewhat lower her take-home pay. She asked that the board formally approve this proposal.

ACTION:

Mr. Phister moved to leave the president's salary and benefits as is for the upcoming year. Ms. Mills seconded the motion. Motion carried.

Professor Emeritus
Distinction

Dr. McFarland recommended that Margaret Peart, who retired in 2009 as Professor of Business Technology and who served 26 years, be given the distinction of Professor Emeritus. Dr. McFarland also recommended that Rob Richards, who retired in 2009 as Professor of Accounting and who served 23 years, be given the distinction of Professor Emeritus. Both will be formally conferred at the Fall 2010 Convocation.

ACTION:

Dr. Crane moved to confer upon retired Professor Margaret Peart and Professor Rob Richards the professor emeritus distinction. Ms. Pedersen seconded the motion. Motion carried.

Release from
Continuing
Contract

Dr. McFarland recommended that the board grant Professor Carol Rardin's request for release from continuing contract effective May 14, 2010.

ACTION:

Ms. Mills moved to approve a release from continuing contract for Professor Carol Rardin, effective May 14, 2010. Mr. Krebs seconded the motion. Motion carried.

10-11 Faculty
Initial Continuing
Contract

Dr. McFarland recommended Steven Traylor, Assistant Professor Music/Director Bands/Fine Arts Recruiter for initial continuing contract effective 2010-2011.

ACTION:

Ms. Pedersen moved to approve the initial continuing contract recommendation for Steven Traylor. Mr. Krebs seconded the motion. Motion carried.

Human Resources
Board Report

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

Recent Rustler Salute nominees were Carol Woolery, Student Support Services Data/Project Assistant; and Carolyn Aanestad, Public Information Officer. The Rustler Spirit award recipient for March was Wayne Robinson, Director of Physical Plant; and the Rustler Spirit award recipient for April was Lindy Paskett, Director of Finance.

Searches in progress/pending included Executive Vice President for Academic Services; Instructor Health and Safety Technician; Instructor Nursing Jackson; Instructor Mathematics Anticipated Opening; Instructor Welding Anticipated Opening; and Office Assistant Environment, Health & Safety/Arts & Sciences.

Separations/transfers/requests for release from contract included Susan Lawson, Student Support Services Counselor/Tutor Coordinator; Carole Rardin, Professor Math; Robin Reed, Office Assistant Student Life/Mailroom; and Caryn Throop, ABE/GED Instructor.

There were no new hires/appointments/internal transfers.

Board Meeting
Packets

Dr. McFarland stated that she had given some thought to the utility and potential enhancement or distraction of the use of computers at board meetings. Some portions of the packets are not easily followed on the screen, and the use of the laptops at board meetings is somewhat inhibiting interaction among board members. She suggested that both hard copies and electronic copies of the board packets and only electronic copies of the supplemental articles be provided. She proposed that the laptops not be set up for board meetings and that hard copies be used during the meetings. She thought that the electronic format was not being utilized in a way that enhanced the meetings.

Mr. Welty asked that the only the financial information be sent in a hard copy format. He does not think that the laptops affect eye contact during the meeting. The use of the laptops reduces the expense of mailing and copying. It is just as distracting as flipping through pages. The use of computers works very well for him. Mr. Phister agreed. Mr. Krebs stated that he would also like to see the financials in a hard copy format, but otherwise he appreciates the use of computers. Chair Gose indicated that having a hard copy makes it easier to make notes. Mr. Welty stated that it was just as easy to make a list with page numbers on it. Mr. Phister agreed that as chair, it was very helpful to have a hard copy.

Mr. Wood indicated that this has been a beta test. If the board adopts this more formally there are other tools and software that can be introduced along with more training. The packet could be delivered via the Internet which would eliminate mailing the CDs. Mr. Phister asked that the board be allowed to continue receiving the packet in an electronic format. Dr. Crane stated that he would hate to revert back to paper. He would prefer to receive the packet through email. Mr. Wood indicated that the file was much too large for email protocol and that he would work toward making the packet available as a link on the college's web site.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Kudos.
 - a. As evidenced in the employee and student association reports, CWC faculty, staff, and students are making their imprint in the community and in the educational world.

- Students provide fun and engaging activities outside the classroom, beautify the campus through participation in the April 22 Campus Clean Up, and also provide a community service through their Prom Dress Drive.
 - Faculty members engage their students in research, write grants, perform professionally outside the classroom, provide regional training opportunities, and even perform community service by providing income tax service free of charge.
 - Professional and classified members assist public schools by chaperoning various activities, upgrading their skills at regional and national meetings, and occupying various leadership roles in professional educational organizations.
- b. Nursing faculty, take a bow. CWC nursing graduates achieved the highest scores nationally in seven of the eight content areas on the national licensing exam. That doesn't happen without a lot of outstanding work on the part of CWC nursing faculty. The Wyoming State Board of Nursing has given rave reviews to CWC nursing faculty for creating an exam "blueprint" that is now being used by nursing leaders throughout the state.
- c. CWC Rodeo Rustlers continue their winning tradition. As of early April, both the men's and women's CWC Rodeo Rustlers teams stood second in regional standings. CWC's Ty Breuer currently is first in the region for Bareback Riding.
2. Enrollment continues to grow. For FY 11 budgeting purposes, a conservative enrollment growth figure of 9% for 09-10 was used, but the latest figures from Registration and Records put the 09-10 Spring 2010 FTE enrollment growth as high as 20%.
3. News on the state level.
- a. The WCCC will be directing a study on dual/concurrent enrollment required by 2010 legislation on "Post Secondary Options." The stakeholder study is to identify minimum educational standards statewide for dual/concurrent enrollment. An interesting article was included in the board packet entitled "Idaho Plan Would Pay Student to Finish High School Early," which outlines a plan to give scholarships to high school students who enroll in college early.

This might be an interesting idea for Wyoming to consider when reassessing "Post Secondary Options."

- b. The receipt of one-time federal stimulus funding is requiring substantial consultation with state budget officers and considerable additional paperwork.
 - c. The newly approved Statewide Strategic Plan requires additional consultation and reporting requirements at the college level.
4. Update on federal legislation.
- a. The Pell (financial aid) grant maximum (for low income students) will rise to \$5,975 (from \$5,350).
 - b. Financial aid will move to 100 percent direct lending (away from private sector lenders).
 - c. The recently approved national health care reform will have far-reaching effects on employers. Wendy Davis, Human Resources Officer, is tracking how the changes will impact CWC.
5. CWC attention is focused on finishing the budget and preparing for finals, commencement, selecting the new EVP, and summer school.
6. Recent selected external events and meetings of the president since the last report include:
- a. Thurs., Mar. 11 - CWC Foundation Meeting and meeting re: streamlining Business Park lease approval process.
 - b. Thurs., Mar. 25 - KVOW/KTAK "Chit Chat" Radio Show
 - c. Thurs., Mar. 25 - Riverton Memorial Hospital Board meeting
 - d. Tues., Mar. 30 - Riverton Rotary (CWC program on Environment, Health, and Safety by Lew Barnett)
 - e. Tues., Mar. 30 - Thermopolis Community Dialogue Reception
 - f. Wed., Mar. 31 - Executive Council meeting
 - g. Thurs., Apr. 1 - Meeting with UW representatives regarding shared space in Wind River Development Fund building
 - h. Thurs., Apr. 8 - Riverton Memorial Hospital Board meeting
 - i. Sat., Apr. 17-Mon., April 19 - American Association of Community Colleges Conference (Seattle)

7. Articles about CWC and its sister colleges at the state and national level were included in a separate file with the board packet.

Dr. McFarland reported that the college is being recognized as the Organization/Group Recycler of the Year for Fremont County. The award is being presented by the Fremont County Solid Waste Disposal District and recognizes individuals, businesses and organizations that have helped make a difference through reduction, reuse and/or recycling.

Logan LaCross, CWC Student, was named as a nominee on the All-USA Academic Team. The April 19 issue of *USA Today* was devoted to those outstanding community college students across the country.

Executive Vice
President for
Administrative
Services

Mr. Jay Nielson, Executive Vice President for Administrative Services, submitted a written report which included information on student housing around the state. The key is that CWC is behind as far as FTE per bed. CWC has 6.38 FTE per bed which is the third most FTE per bed compared with the other colleges in Wyoming. Other colleges are moving forward with housing projects. Western has finalized the purchase of a motel. Northwest has built Simpson Hall. CWC is losing ground compared to the other colleges.

In regard to construction projects, CWC has contributed to the local construction climate by bringing in seven projects at a cost of over \$9 million to be completed at the college through grant initiatives and partnerships to improve facilities. These construction projects contribute greatly to the local economy and help local contractors. None of the funding for these projects is from local funds, and the college does not have a current bond issue out. A meeting was held this morning with area contractors who are concerned because of the process that has been undertaken with the student housing project. Some of them indicated they would like to see the project and get involved on a competitive basis. This option was not pursued because of using the Honor Farm labor on an educational basis. The architect will bring the building documents in for review by the contractors. If local contractors can supply these units at a competitive price, their proposal will be considered. The housing project is a unique project.

Mr. Welty stated that the college is almost entirely a tax-supported institution. The board was perhaps remiss in not making sure that contact

was made with the local building industry. The board has a responsibility to the taxpayers to at least give them that opportunity. This has been an educational process for him, and perhaps the economic and political aspect of this issue was overlooked.

Mr. Doug Stanbury, a local modular housing contractor, stated that the meeting this morning was good, and he appreciated the opportunity to revisit the issue. He encouraged the board to give it another shot because a substantial amount of money is involved. Mr. Nielson stated that the architect will have complete and detailed building documents when he comes back, and these will be shared with contractors and suppliers. If significant money can be saved, the project will be brought back to the board for review. Mr. Stanbury expressed concern that if the college continues in a certain direction with an architect who has little experience in modular construction, he may price the college out of what it is trying to achieve.

Mr. Nielson stated that with every construction project, the architect spends a lot of time with the students and the staff regarding what they want. The college is moving forward with a very specific design which may be difficult for a manufactured home builder to build. Mr. Stanbury indicated that substantial monies can be saved. He deals with companies that build college housing. Ms. Pedersen indicated that she has not voted in favor of the housing project because the college should not be in the rental business. She talked to a banker who said that what the college is doing makes it impossible for him to lend money to the contractors because they don't have the work.

Mr. Nielson indicated that the process for all projects is to hire an architect and construction manager and then design the building. The board is then asked for its approval to start the detailed process. This is the approach with all projects. Mr. Welty asked Mr. Stanbury if his engineers could come up with a design if Mr. Nielson gave him the specifications. One of the overriding considerations is that the modular units have to be easily moved to campus. There would be more flexibility if this was not a concern. Mr. Stanbury replied that he can get a price within days, and he is fairly certain that he can get two more units for the same amount of money.

Mr. Mike Martin, a local building supplier, indicated that the meeting with the contractors was very productive. There is some misconception on the

college's part on what Fremont County can provide. The college is going to ask for a big bond issue, and he only gives it a 0-5 percent chance of passing. However, if local contractors are given the work, it probably would pass. Chair Gose indicated that this will be taken under advisement.

Mr. Nielson's written report contained further information on construction projects and impact including the Intertribal Center, the Entryway Project, the Virtual Nursing Skills Lab, the CWC Housing Project, the Energy Efficiency Retrofit Program, and Classroom Wing Upgrade.

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 19, beginning at 7:30 p.m. in the Art Gallery of the Headwaters Arts and Conference Center in Dubois, Wyoming.

Agenda items for the next regular meeting include:

1. Foundation Lease Approval Process
2. Public Hearing and Renewal of Optional Mill Levy through FY 12

The CWC Board will host a community dialogue reception prior to the May 19 meeting from 5:30-7 p.m. in the Dinwoody Room of the Headwaters Arts and Conference Center. Because of the community dialogue reception, an executive session will be held during the meeting.

CWC Foundation

The next meeting of the CWC Foundation will be held in conjunction with the CWC Foundation's annual retreat which is scheduled for June 10 in Thermopolis.

Association of Community College Trustees

The ACCT Community College Leadership Congress will be held October 20-23, 2010, in Toronto, Ontario, Canada. All board members have indicated their plans to attend.

Wyoming Association of Community College Trustees

The next meeting of the WACCT is scheduled for April 26 at Western Wyoming Community College in conjunction with the April 27 WCCC meeting. Ms. Mills and Mr. Krebs will attend.

Wyoming Community College Commission

The next regular meeting of the WCCC is scheduled for April 27 at Western Wyoming Community College in Rock Springs. Ms. Mills and Mr. Krebs have indicated their plans to attend.

CWC BOCHES The next meeting of the CWC BOCHES is scheduled for June 30, 2010.

Teton County
BOCES The next meeting of the Teton County BOCES is scheduled for May 11,
2010.

Other Comments Dr. Crane asked about the contractors discussion and what it means to take it under consideration. This is a sensitive subject. People are incarcerated, perhaps taking tax money, and doing work versus people on the outside who are out of work. Mr. Nielson stated that he will bring information back to the board next month. Dr. Crane asked if authorization was needed to share the plans with other people. He would like to hear back as soon as possible. Mr. Nielson indicated that it will be on the agenda for the next meeting. Mr. Welty asked when the architectural plans will be finalized. Mr. Nielson replied that the architect will be here in two weeks and will bring the final building documents with him.

Dr. McFarland emphasized that in all the construction projects the college has done, all of those have been put out for request for proposal or request for bids. Mr. Nielson outlined about \$9 million in construction projects, all of which were brought to Fremont County without going to the voters for additional taxes. In each case except one, there have been bids. There were some concerns about the construction manager for the Student Center coming from out of state, but there were no other bids. The construction projects at the college have gone out to bid, and the construction climate in the last few years has drastically changed. The estimates on construction costs were not as cognizant of how the construction climate has changed. The college is certainly ready, willing, and able to look at this project to see if there are ways to go out to bid. This project is associated with an educational program. Dr. McFarland does not want anyone to get the idea that the college has not been putting out its construction projects to bid. The meeting this morning with the contractors was productive, and another meeting will be held in a couple of weeks.

Mr. Welty pointed out that if this was three years ago, it would not have made a difference to the local contractors. The economic and political consideration was left out.

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 8:52 p.m.

Secretary

APPROVAL:

Chair