

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, December 16, 2009, 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>	April Peregoy Mark Nordeen Kelly Frank Jim Thurman	Carolyn Aanestad Dane Graham Ruby Calvert Wendy Davis

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 7:35 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 Phister announced that the meeting was preceded by a 5:30 p.m. dinner/work session regarding reorganization at The Bull Restaurant in Riverton.

EXECUTIVE SESSION: Board Chair Phister called for a motion to recess the meeting for the purpose of holding an executive session on the topic of litigation and property issues.

**ACTION:**

At 7:36 p.m., Dr. Gose moved to adjourn to executive session to discuss litigation and property issues. Dr. Crane seconded the motion. Motion carried.

At 8:05 p.m., Dr. Gose moved to reconvene the regular public meeting. Mr. Krebs seconded the motion. Motion carried.

WELCOME AND  
INTRODUCTION  
OF GUESTS:

Chair Phister welcomed the guests present and reminded everyone that Community Input Forms were available at the door for visitors to use if they wished to speak to an agenda item. He welcomed April Peregoy, staff writer for *The Ranger*.

APPROVAL OF  
AGENDA:

Chair Phister asked to add an item under New Business regarding Business Park Sub Subtenant.

**ACTION:**

Ms. Mills moved to approve the agenda with the addition as noted. Mr. Welty 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

Ms. Amara Fehring, Student Senate President, was not present at the meeting, but she left word that she had nothing to add to her written report which included information that CWC Unplugged was very successful and another is being planned for spring semester. The Denver Cultural Trip and blood drive were also successful. The Senate will throw a graduation party for those who are graduating in the fall semester, a Winter Dance will be held on December 11, and a Fall Finals Feed will be held on December 16.

Classified Staff  
Association

Mr. Kelly Frank, President of the Classified Staff Association, indicated that he had nothing to add to his written report which included information that the association's new by-laws were passed unanimously and have been implemented. Linda Bender was voted as the Classified Staff Employee of the Year. Other nominees included Rita Duty, Sonja Fairfield, and Barbette Hernandez. Brenda Cadwallader and Kenna Sweglar helped with the Equestrian Club Play Day on November 14 at the CWC Arena. Kelly Dempster supervised ASE testing for mechanics on the November 5, November 10, and November 12, and Praxis testing for instructors on November 14. She will supervise ACT testing for high school students on December 12 with Suze Kanack and Kelly Frank. Kathryn DeWitt and Brenda Barlow have completed work on the new online CWC admissions application. Barbette Hernandez co-sponsors the RHS Multicultural Club which held a green chili dinner on December 1.

She also answered telephones for the Wyoming PBS pledge drive on December 3. Kathryn DeWitt has been posting a blog for CWC which discusses various events and new happenings taking place at the college. Kelly Frank has made a YouTube Channel for CWC Rustler TV which currently has videos for various student projects from the Radio/TV Broadcasting department.

#### The Faculty

Mr. Jim Thurman, President of The Faculty, reported that he had nothing to add to his written report which included information that Jeff Hosking hosted the Riverton High School sociology dual enrollment students at the Rural Justice Training Center on November 23. Bob Husa reported that CWC's vocal jazz choir JAZZMAGIC visited Wind River Middle School last month to participate in a choral music clinic with the 7th and 8th grade choir. Wes Connally has been working on creating his own textbook for English 1020 Composition II which will be finished for classes this spring. Todd Guenther took three students to Washington, D.C., November 11-15 to conduct research in the National Archives.

Lonnie Slack along with RoJean Thayer has completed the posters for *The Wind in the Willows*. Mr. Thurman showed these posters to the board. Sergio Maldonado facilitated a guided tour of the Wind River Reservation during the Humanities Matters Conference October 23-24. Darran Wells hosted the second annual CWC Bouldering Competition on the new climbing wall on December 5. Dudley Cole reported that CWC has just received National Center for Construction Education and Research (NCCER) certification. Matt Flint has artwork in the "Open Hands Open Hearts" Art Auction at the Edge Gallery in Santa Fe, New Mexico. Amanda Nicholoff's Television students are receiving on-the-job training by crewing and directing live pledge drives for Wyoming PBS. Jim Thurman is working with the UW International Studies Department to bring a symposium on the global competition for energy to CWC during the spring semester. The EHS people are confident that they can bring in some oil company people, and UW will bring some people from Laramie.

#### Professional Personnel Association

Ms. Carolyn Aanestad, President of the Professional Personnel Association, reported that she had nothing to add to her written report which included information that Ken Colovich recruited help from students to install the old climbing wall from CWC at Sinks Canyon Center. Ken Colovich is the Professional Staff Association's nominee for the Wyoming Community College Trustees Non-Faculty Award. Kristy Salisbury reports that the college's ETS and GEAR UP programs hosted the *Little Shop of Physics* at Riverton Middle School on November 23 and

at Fort Washakie on November 24. CWC Recruiter Matt Johnson was asked to speak to a Sheridan High School marketing class about how he promotes CWC to prospective students.

Scott Rockhold enhanced the scenic elements created by Chontelle Gray for the CWC production of *The Wind in the Willows*. RoJean Thayer again worked with photography instructor Lonnie Slack in illustrating the show's poster. Lynne McAuliffe attended the ACCT meeting in October in San Francisco with the board of trustees. Lori Ridgway presented a two-day workshop at the National Cathedral in Washington, D.C., for a conference of Episcopal Church Women. Donna Olsen was invited to join the People-to-People Career and Technical Education Delegation to South Africa. Kirk Clark, Wayne Robinson, and Connie Nyberg were involved in researching and writing the \$750,000 grant which CWC received from the Wyoming Business Council to conduct energy efficiency improvements on campus.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, reported that the live pledge drive has been completed. Revenues are down about 10 percent. The total raised was about \$62,000, which is down from \$68,000 raised last year. In regard to the Satellite Home Viewer Act, the House adjourned today. They will extend the current act for 30 more days and will vote when they get back after the holidays.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotion, and development activities at Wyoming PBS. The Governor recommended status quo funding for Wyoming PBS and denied an increase of \$50,175, which was an amount based on the rate of inflation. WPBS staff members worked with Amanda Nicholoff and her students to help produce the Region IX volleyball tournament for Rustler TV and distribution on the microwave system to those schools which had the equipment to pick it up. Current membership is 3,923. The September pledge generated \$17,900.

Dean for  
Institutional  
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, reported that recent major events for the Foundation included the alumni event and the annual appeal. Some significant gifts are in the works this month. He thanked Dr. Crane for his participation in the Investment and Budget Committee meeting. Mr. Graham submitted a written report that included information that funds received by the CWC Foundation during November 2009 total \$8,323. Over 3,300 solicitation letters were sent to constituents seeking resources for unrestricted operational support. The CWC Alumni

Committee will meet again on January 19 to plan an event for the spring and an activity in association with commencement. Discussion will concern a dues-paying structure and the establishment of alumni association by-laws.

CONSENT  
AGENDA:

Board Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the November 18, 2009, regular meeting; the acceptance of bills for November 2009; the board travel budget; the 10-11 Academic Calendar; and the 10-11 Holiday Schedule.

Mr. Welty stated that the amount spent on postage at the college is horrendous. He suggested that the compilation of the board's meeting evaluations be sent by email. Board Clerk Linda Bender explained that a previous board chair had requested that these types of documents be sent through the regular mail. The board decided that it would be all right to send these documents by email in the future.

Dr. McFarland explained that normally in December the academic and non-academic fee schedules would have been included in the consent agenda. This year they are not because the Governor's conditional approval of federal stimulus funding was based on no increase to fees and tuition. The fees will be brought back in January or possibly February after Dr. McFarland can obtain more information.

**ACTION:**

Mr. Krebs moved to approve the consent agenda as presented. Dr. Gose 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 \$1,368,831.75 for the month of November 2009: Operations in the amount of \$821,587.42; Student Grants and Loans in the amount of \$85,244.30; and Bank Transfers in the amount of \$823,767.35 for a grand total of all payments in the amount of \$1,730,599.07.

UNFINISHED  
BUSINESS:

Tax Protest Update Board Attorney Frank Watkins reported that the district court had reversed the assessment of the Business Park real property. On December 2, the assessor appealed this decision. The schedule for the Supreme Court will be available early next year.

NEW BUSINESS:

Reorganization of  
the Board  
Election of  
Officers

Chair Phister stated that board governance policy IV.G.8. requires that at the first December meeting of each year, the board of trustees shall elect its officers and make other appointments as are necessary to conduct regular business. He indicated that the board is committed to annual or bi-annual rotation of the Chairperson to the extent feasible. The selection of the Chairperson will be based on the following factors: desire, ability, availability of time to complete the obligations of the job, experience relative to the goals/opportunities for the college in the ensuing year, and sub-district representation. It is anticipated that the Vice Chairperson will succeed the Chairperson in the following one or two-year term if the criteria for the Chairperson can still be met. Chair Phister stated that the board has not stayed with this plan, but it is the will of the board.

Current officers are as follows:

Chair – Scott Phister  
Vice Chair – Dr. Roger Gose  
Secretary – Dr. Colton Crane  
Treasurer – Charlie Krebs

**ACTION:**

Mr. Welty moved to nominate Dr. Roger Gose as Chair of the Board. Ms. Pedersen seconded the motion. Motion carried.

At this point, the gavel was exchanged, and new Board Chair Roger Gose conducted the remainder of the meeting. Chair Gose indicated that Scott Phister set a high standard to live up to and that he looks forward to the challenge.

**ACTION:**

Mr. Welty moved to nominate Ms. Caroline Mills as Vice Chair of the Board. Mr. Phister seconded the motion. Motion carried.

**ACTION:**

Mr. Welty moved to nominate Dr. Colton Crane as Secretary of the Board. Mr. Krebs seconded the motion. Motion carried.

**ACTION:**

Dr. Crane moved to nominate Mr. Charlie Krebs as Treasurer of the Board. Ms. Pedersen seconded the motion. Motion carried.

Appointment of  
Board  
Representatives

Chair Gose proposed that the recommendations regarding the appointment of representatives to the CWC Foundation Board, the State Trustees Association, the CWC BOCHES Representatives, and the Teton County BOCES Representatives be accepted as presented with the exception of CWC BOCHES Representatives which are changed to include Mr. Welty and Ms. Pedersen.

**ACTION:**

Mr. Krebs moved to accept the recommendations regarding the appointment of representatives to the CWC Foundation Board, the State Trustees Association, the CWC BOCHES Representatives, and the Teton County BOCES Representatives as presented including the CWC BOCHES Representatives which are changed to include Mr. Welty and Ms. Pedersen. Dr. Crane seconded the motion. Motion carried.

CWC Foundation  
Board

Dr. Crane was appointed as the representative to the CWC Foundation.

State Trustees  
Association

Ms. Mills and Mr. Krebs were appointed as representatives to the State Trustees Association.

CWC BOCHES  
Representatives

Mr. Welty and Ms. Pedersen were appointed as representatives to the CWC BOCHES.

Teton County  
BOCES  
Representatives

Mr. Phister and Dr. Gose were appointed as representatives to the Teton County BOCES.

Other  
Appointments/  
Designations

Chair Gose indicated that the recommendations regarding the designation of official depositories and investment agencies, designation of official newspapers, appointment of legal counsel, appointment of audit firm, appointment of assistant treasurer, and appointment of board clerk can be accepted as presented.

Mr. Welty pointed out that the Bank of Jackson Hole had not been included on the list of financial institutions.

**ACTION:**

Mr. Phister moved to accept the recommendations regarding the designation of official depositories and investment agencies, designation of official newspapers, appointment of legal counsel, appointment of audit firm, appointment of assistant treasurer, and appointment of board clerk as

presented with the exception of the designation of official depositories and investment agencies which should include the Bank of Jackson Hole and the First Bank of the Tetons. Ms. Mills seconded the motion. Motion carried.

Designation of Official Depositories and Investment Agencies All financial institutions as specified in the list of depositories with the addition of Bank of Jackson Hole and First Bank of the Tetons are designated as official depositories and investment agencies for the college according to the Depository Authorization Resolution and the Depository Authorization Resolution Public Funds Collateral Pledge.

Designation of Official Newspapers All newspapers in Fremont County are designated as official newspapers for the college.

Appointment of Legal Counsel Mr. Frank B. Watkins is appointed as legal counsel for the college as retained by the Board of Trustees.

Appointment of Audit Firm McGee, Hearne & Paiz, LLP, is named as audit firm for the college.

Appointment of Assistant Treasurer Mr. Jay Nielson, Executive Vice President for Administrative Services, is appointed as assistant treasurer for the Board of Trustees, and the related resolution is to be entered into the minutes.

The resolution is as follows:

WHEREAS, on the 16th day of December 2009, the Board of Trustees of Central Wyoming College (CWC) reorganized the Board during a regular public meeting, and;

WHEREAS, Joseph Jay Nielson, Executive Vice President for Administrative Services, was duly appointed as the Board Assistant Treasurer, and authorized:

1. to accept and release pledges of security types deemed sufficient by the CWC Board for the purpose of collateralizing college bank deposits, and;
2. to invest and redeem investments of college funds when excess cash is identified, according to the

guidelines established by the State of Wyoming,  
Department of Audit, and;

3. to initiate transfers of cash between college bank accounts, and;
4. to stop payment on college drafts, where necessary, and;
5. to sell, assign, and endorse for transfer, certificates representing stocks, bonds, or other securities now registered or acquired hereafter in the name of Fremont County Community College District, d.b.a. Central Wyoming College.

NOW, THEREFORE, BE IT RESOLVED, that Avelinda M. Paskett be designated to act on behalf of Joseph Jay Nielson in his absence or at other times necessary to efficiently discharge the duties of Board Assistant Treasurer.

Appointment of  
Board Clerk

Ms. Linda Bender is appointed as board clerk for the Board of Trustees.

State Legislative  
Update

Dr. McFarland reported on additional developments in regard to the state legislature. On December 7, the Joint Labor, Health, and Social Services Interim Committee met in Cheyenne and agreed to support legislation to extend the sunset date of the Wyoming Investment in Nursing program. CWC has two full-time nursing instructors which are funded by that source. The same committee also endorsed recommending an appropriation for the second year of the biennium which would accommodate the extension of the sunset.

Dr. McFarland noted that at the November 30 Legislative Luncheon a question was asked about the veteran's tuition waiver and if the college supported it. The college does support this. In 2005 the Legislature added the veteran's tuition waiver program which provides tuition and fees to overseas combat veterans. CWC currently has 16 students on this scholarship. The WCCC has notified the colleges that there is a substantial shortfall in legislative funding that will drastically affect the spring scholarships. CWC's shortfall alone will be over \$13,000. The law provides for prorating of the tuition and fees award if funding falls short,

but Dr. McFarland believes strongly that the college should cover that shortfall and try to seek retroactive reimbursement from the legislature during the upcoming session. Other colleges will also be doing this. CWC will do its best to identify funds to cover that shortfall this year. There is no guarantee that this money will be replaced. It is an unfunded mandate.

Mr. Welty asked how this came about and what steps can be taken so that this does not happen again. Dr. McFarland replied that the program for the biennium was funded at \$800,000 which should have been sufficient based on projections of how many would sign up. However, at the state level there was a mandatory \$40,000 cut, and then more combat veterans joined the program than had been projected. The legislature will look very favorably upon the biennial budget request which is to restore the \$40,000 in cuts for this year and will consider an additional \$200,000 in exception funding. The fund will then total \$1 million which should be sufficient. It was not a lack of attention which caused the situation but a budget cut and greater use of the program.

Mr. Welty indicated that it should be conveyed to the Governor and legislators that this should not fall through the cracks. Dr. McFarland replied she will have an opportunity to tell legislators about this at the Riverton Chamber "Meet Your Legislators" session tomorrow. She will carry this message forward for the board. Mr. Nielson reported that the college is seeing many more veterans take advantage of this program. Use of the program is growing faster than the funding.

Personnel  
Human Resources  
Board Report

Ms. Wendy Davis, Human Resources Officer, reported that insurance premiums are increasing. Health insurance will increase by 10.1% effective January 1 (December payroll) and preventative dental will go up by 15.9%. With the increases, the employer contribution will also increase 10.1%. On average, employees will see an increase of about \$10 per month in overall out-of-pocket insurance deductions.

The state offered a wellness program last year that included participating in healthy challenges, completing a health assessment, and getting an annual physical. Those that met the requirements were rewarded with a \$40 per month reduction in their health insurance premium deduction. One-third of eligible CWC employees participated in the program and are reaping the rewards with this month's payroll.

October and November are open enrollment months, where employees can change their deductibles on insurance and drop or add coverage. CWC had 37 employees make changes during open enrollment, with several picking up optional vision coverage.

Ms. Pedersen asked if there is a component of the wellness program for cessation of smoking. Ms. Davis replied that there is not a component for cessation of smoking. Chair Gose indicated that he has a list of things that should be included, as this is an important issue.

The Human Resources Board Report for December 2009 included the following information:

The Rustler Spirit Award for November was awarded to Kristy Hardtke, Library Assistant. Rustler Salute nominees include Kelly Frank, Video Technician; and Mike Donelson, Operations Manager Equine Center.

Searches in progress/pending included Executive Vice President for Academic Services; Instructor Health and Safety Technician; Case Manager; and Office Assistant Environment, Health & Safety/Arts & Sciences.

Resignations/terminations/retirements/transfers/requests for release from contract included Julie McCray, Office Assistant Equine/Arts & Sciences.

New Hires/Appointments/Internal Transfers included Carolyn Kraft, Assistant to the Dean for CATS.

Business Park Sub  
Subtenant

Dr. McFarland reported that just this evening she was notified of the need for board consideration at this evening's meeting of a sub subtenant in the Business Park that relates to Lots 1 and 2 in the third addition to the Business Park where the Brunton building is located. Fiskar Brands Inc., owned Brunton and has sold its business. A portion of that business related to outdoor equipment has been purchased by Fenix Outdoors. IDEA, Inc., owns the building and finances it through the lease to the business that occupies that building. IDEA, Inc., is very interested in ensuring that the building they are financing continues to operate and continues to pay their sublease payment. The CWC Foundation contacted Dr. McFarland and asked for favorable board consideration of Fenix to occupy the Brunton building. They will be required to meet all the terms and conditions of the sublease. Board approval is not of the lease itself, but rather of the sub subtenant.

Dr. McFarland recommended that the board approve the sub subtenancy of Fenix Outdoors conditional upon final review and approval by Board Chair Roger Gose, Board Attorney Frank Watkins, and Executive Vice President Jay Nielson.

**ACTION:**

Mr. Phister moved to approve the sub subtenancy of Fenix Outdoors conditional upon final review and approval by Board Chair Roger Gose, Board Attorney Frank Watkins, and Executive Vice President Jay Nielson. Mr. Krebs seconded the motion. Motion carried.

Mr. Phister suggested that the college look into the possibility of the college becoming a subtenant in that building if they downsize. Mr. Welty asked where the money would come from to lease that space. Dr. McFarland replied that this is yet to be determined. Identification of appropriate funding on a continuing basis would be a factor that will take study and review.

**REPORTS:**

President's Report

Dr. McFarland included the following information in her report:

1. Once again, employee and student association reports show the extent of outstanding achievements and volunteer community and college service on the part of the college's students and employees. CWC is, indeed, blessed to have such an involved and committed student body and staff.
2. CWC nominees for state WACCT awards are as follows:
  - Trustee Leadership Award - Caroline Mills
  - Student Award - Logan LaCross
  - Faculty Award - Steve McAllister
  - Non-Faculty Employee Award - Ken Colovich

NOTE: Because state trustees have combined classified and professional awards, CWC's Classified Staff nominee Linda Bender will be nominated for the ACCT Professional Board Staff Member Award.

3. Compliments to CWC. CWC has an impressive record of providing cultural and recreational opportunities for the community. Compliments have been received for two recent events as follows:

- Compliments to Art Professor Nita Kehoe, Technical Theatre Assistant Alec Henderson, and Arts & Sciences Assistant Taunya Guthrie for their work in hosting the recent Annual Art Show and National Art Show in the Robert A. Peck Arts Center Gallery.
  - Kudos from Northwest College to Amanda Nicholoff and her broadcast students for their outstanding work in broadcasting the Region IX Volleyball Tournament, held in the CWC Rustler Gym to enthusiastic crowds. CWC's women's volleyball team, coached by Tiffany Stauffenberg, took third place in the Region.
4. Congratulations to Jay Nielson, Kirk Clark, Wayne Robinson, and Connie Nyberg for putting together a successful grant application for \$750,000 in federal stimulus funding through the Wyoming Business Council for upgrading energy efficiency at the college.
  5. Some recent presidential events include:
    - a. November 19 - KVOW/KTAK Chit Chat
    - b. November 20 - KOVE Coffee Time
    - c. December 3 - Executive Council Meeting (by phone)
    - d. December 3 - Diversity Luncheon and first of Speaker Series (Rep. Patrick Goggles)
    - e. December 7 - Presidents Council and College Commission meetings (Casper)
    - f. December 8 - Riverton Rotary meeting
    - g. December 10 - Master Planning meeting with architects
  6. News from other colleges.
    - A press release about Sheridan College's President Dr. Kevin Drumm having accepted a presidency at a college in New York, effective January 15 was included in the board packet.
    - 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 noted that this fall the college had a headcount of 2,403 students. She complimented faculty and staff for doing an outstanding job in serving students well with fewer resources. Ms. Pedersen asked when this count was taken. Dr. McFarland replied that it was just done and is the final headcount for fall. Ms. Pedersen asked how many students actually make it to completion in the fall semester. Dr. McFarland

indicated that the college doesn't currently keep those data, but will soon because the statewide strategic plan is based in part on completion. Ms. Pedersen asked about any records which may be kept on classes which, for example, start with 12 students and end up with 3. Dr. McFarland replied that the question is what constitutes completion. Ms. Pedersen explained that she was asking about the logistics of having enough room. Mr. Wood indicated that completion can mean being enrolled at the end of the class, but usually it means successful completion with a successful grade. Generally speaking, the number enrolled at the 12 percent point is the one that is used. Once the 12 percent point is reached, vacancies in classes can't be filled. The college is funded at the 12 percent number. However, the number of students at any point in the semester can be calculated.

Ms. Pedersen stated that a classroom made for 12 students is being taken up with only 3 students left at the end of the semester. This possibly due to students not being screened enough so they entered into a class they weren't ready for, or they didn't like the instructor, or they didn't like the location of the classroom. Mr. Wood indicated that these are persistence and retention measurements. Dr. Waheed reported that overall, 75 percent of students complete a class with a passing grade. The college has a policy that the last day to withdraw is the day before the final week. Faculty bend over backwards to help students complete their classes. Mr. Wood stated that up to the 12 percent date, the student can withdraw without a notation on their transcript. After that there is no refund, and a "W" appears on the transcript.

Executive Vice  
President for  
Administrative  
Services

Mr. Nielson pointed out the list of subcontractors for the Intertribal Center and noted that they did their best to market this project locally. Quite a few local contractors are participating. The steel will be delivered next week, and erection of the steel will begin the week of December 28. The intent is to get the outside structure up and the inside heated. Mr. Welty asked about the wood siding and why a subcontractor had not yet been determined for it. Mr. Nielson replied that there still were a few details that have not yet been decided and are still to be negotiated. The siding can go on later.

Mr. Nielson submitted a written report which included information that the Wyoming Business Council awarded CWC \$750,000 towards energy efficiency retrofit projects. The total cost of the projects submitted is estimated at \$1,087,541, and the annual savings in energy cost is estimated at \$116,500 with the payback in 9.33 years. Construction progress on the Intertribal Center will be very weather dependent for the next several

months. Most of the foundation is in. Substantial completion is set for September 20, 2010. The architectural consultant hired to evaluate housing options and construction processes has recommended the design of a 4 or 5 bedroom unit that can be constructed at the Honor Farm through the CWC Construction Trades program. The modules would then be trucked to campus and assembled. The next step will be to submit a plan to finance the project to the Board of Trustees in either January or February. Information on the cost per student for the community colleges in Wyoming, the University of Wyoming, and K-12 students was included with Mr. Nielson's report.

Vice President for  
Academic Services

Mr. Wood reported on three meetings that he attended recently. One was with the seven vice presidents of the colleges regarding funding. They looked at the ways to become more uniform across the state and discussed funding mechanisms. Another meeting was with the P-16 council which has declared itself a subcommittee to look at concurrent and dual enrollment and which will report to the Joint Education Committee in January. Dr. Karla Leach, President of Western Wyoming Community College, is chair. Funding for dual and concurrent enrollment was discussed. Concerns are being heard about access across the state, funding, and quality. The third meeting was at Gillette College at their new \$38 million Tech Center with 90,000 square feet. Gillette College is working at being the 8th community college in the state. A county can levy 12 property tax mills. Campbell County levies 11 mills, and they levied the additional 12th mill to raise the money for the Tech Center.

Mr. Wood provided a written report which included information that Assistant Dean for Workforce and Community Education Lynne McAuliffe and Riverton Recreation Program Coordinator Mary Axthelm reported to the Riverton City Council on December 1 on the progress of the "R" Recreation program contracted by CWC from the City of Riverton. CWC is now an approved NCCER (National Center for Construction Education and Research) Education Center. A letter has been received from the U.S. Department of Justice thanking CWC for the recent criminal jurisdiction in Indian Country training held in the Rural Justice Training Center. Assistant Professor Steve Traylor has received a Wyoming Music Educators Association Professional Development Grant to attend the Midwest Clinic in December 2009. CWC Professor Dudley Cole has been asked to report on the culminating assessment process he has developed for the CWC welding program and the Carl Perkins grant.

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, January 20, beginning at 6:30 p.m. in the SC 103.

Agenda items for the next regular meeting include:

1. 10-11 Administrative Contracts
2. 10-11 Early Retirement Requests
3. 10-11 Board Calendar
4. 10-11 Academic and Non-Academic Fee Schedule
5. Legislative Update

**ACTION:**

Mr. Phister moved to hold an executive session on January 20, 2010, at 5:30 p.m. in the Student Center Conference Room #SC100, to discuss personnel issues. Mr. Krebs seconded the motion. Motion carried.

The next board community dialogue will be held on Wednesday, January 20, from 11:30 a.m.-1 p.m. at the Riverton Senior Citizen Center. Chair Gose, Mr. Phister, Ms. Mills, and Ms. Pedersen will attend. Dr. McFarland reported that the college will pay for this meal, and CWC's Chef Duane Van Skike may be bringing a special dessert. An open discussion will be held. The feedback received from other meetings at the Senior Center is that they really appreciate a little less structured program and more open conversation.

Mr. Phister noted that it would be a mistake to go there with preconceived ideas or with a proposal of what the college wants to do. Chair Gose indicated that the director of the Senior Center suggested just asking for their ideas and not asking for money.

CWC Foundation

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

A meeting with the Foundation has been scheduled for Friday, January 22, at 3 p.m. in AW 138 to further discuss streamlining of the board lease approval process, as well as master planning as this may affect the Foundation management of the CWC Business Park.

Dr. Crane reported that the Foundation's investments are doing much better. They will probably fund the same amount of scholarships as the previous year. Dr. McFarland indicated that members of the Foundation

were invited to a meeting with the architects regarding the master plan, and they offered their input at this meeting.

Dr. Crane indicated that the Foundation doesn't think the joint meeting at The Bull is very productive. They would rather just sit down and talk rather than meet at The Bull. Dr. McFarland added that they would like more of a discussion of specific issues and would prefer a daytime meeting.

Association of  
Community  
College Trustees

The next ACCT event is the National Legislative Summit February 8-10, 2010, in Washington, D.C. Chair Phister, Ms. Mills, Dr. Gose, Dr. Crane, and Mr. Krebs have indicated their plans to attend.

ACCT has announced openings for its Board of Directors. Dr. Crane has expressed interest in being considered and seeks board endorsement of that endeavor. Dr. McFarland explained that an endorsement from the board is a commitment to covering some of the travel expenses. She recommended that the board formally endorse Dr. Colton Crane's nomination to the ACCT Board of Directors. Dr. Crane noted that he received an email from the Western Regional Director which encouraged him to run for this position.

Ms. Pedersen asked what the college gets out of this and what the return was from Mr. Dennis Christensen being on that board. Dr. McFarland replied that CWC had opportunities to make presentations on a number of occasions at the national conferences and had a lot of national presence. This exposes CWC's employees to many highly placed individuals. A lot was gained in terms of general familiarity with national issues and also personal connections and networking. Board development and education is very important. By serving in those roles, the intimate knowledge of national issues allows one to be successful in changing legislation and in receiving grants. The commitment on the part of the trustee who is willing to do that is at least matched by what the college contributes.

Dr. Crane stated that not many people from the smaller, rural places are on this board. These people have the ear of the Secretary of Education.

**ACTION:**

Mr. Phister moved to endorse Dr. Crane in seeking the position on the ACCT Board of Directors. Mr. Krebs seconded the motion. Motion carried.

Wyoming Association of Community College Trustees

The WACCT met in Casper on December 7, in conjunction with a WCCC meeting, to discuss legislative strategy. Ms. Mills reported that they did not have a quorum. The new executive director is Steve Bahmer.

The next meeting of the WACCT will be held in conjunction with the February 17 meeting of the Wyoming Community College Commission at Laramie County Community College in Cheyenne. The WCCC meeting will be preceded by the Wyoming Community College Conference and Legislative Reception on February 16 at The Historic Plains Hotel. Ms. Mills, Mr. Krebs, and Dr. Gose have indicated their plans to attend.

Wyoming Community College Commission

The next regular meeting of the WCCC is scheduled for February 17 at Laramie County Community College.

CWC BOCHES

The next meeting of the CWC BOCHES is scheduled for February 17, 2010. This meeting date may have to be changed because of the WACCT conference on February 16 and WCCC meeting on February 17 in Cheyenne.

Teton County BOCES

The Teton County BOCES met on December 1. The next meeting of the Teton County BOCES is scheduled for March 23, 2010, at 4 p.m. via the ICN.

ADJOURNMENT - BOARD EVALUATION OF MEETING:

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

Chair Gose adjourned the meeting at 9:39 p.m.

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Secretary

APPROVAL:

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Chair