

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, October 17, 2007, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Roger Gose Jim Matson Dennis Christensen	Scott Phister Charlie Krebs
<u>Absent</u>	Caroline Mills	Dallas Myers
<u>Administration:</u>	Jo Anne McFarland Dane Graham Mohammed Waheed	J.D. Rottweiler Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Martha Davey Heather Christensen John Wood Carolyn Aanestad Kay Keen Ruby Calvert Charlotte Donelson	Keith Domke Elaine Patterson Wayne Montgomery Wendy Davis Jeremy Hughes Sterling Hall

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 6:34 p.m. A roll call conducted by the board clerk indicated that all board members except Mr. Myers and Ms. Mills were present. A quorum of the board was declared present to conduct business. Chair Phister noted that Mr. Myers was absent due to work-related travel and that Ms. Mills was out of town for a funeral. Both were excused from the meeting.

Chair Phister announced that the meeting was preceded by a 5:30 p.m. board executive session which was held per a formal motion at its last regular meeting on September 19 and in compliance with Wyoming Public Meetings law. Topics included litigation and potential real estate acquisition.

Chair Phister extended condolences to Mr. Jay Nielson and his wife Lori on the loss of Mr. Nielson's father.

EXECUTIVE SESSION: An executive session was not conducted at this point in the meeting.

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.

TRUSTEE RECOGNITION: Trustee Dennis Christensen is the first ever CWC trustee to have served continuously as a CWC trustee 20 years. He was first appointed to the CWC Board on September 15, 1987, and was sworn in on October 1, 1987. He successfully won subsequent elections to the CWC Board in 1988, 1992, 1996, 2000, and 2004. Dr. McFarland gave a brief presentation on Mr. Christensen's years of service to the board. Chair Phister presented a plaque to Trustee Christensen and congratulated him on behalf of the board.

APPROVAL OF AGENDA: Chair Phister asked that an agenda item concerning the January Board meeting be added as the last item of New Business.

ACTION:

Mr. Matson moved to approve the agenda as presented with the addition as stated. Dr. Gose seconded the motion. Motion carried.

STUDENT, EMPLOYEE ASSOCIATION, WYOMING PUBLIC TELEVISION, AND CWC FOUNDATION REPORTS: Written reports from student and employee associations were included in the board packet.

Student Senate Mr. Sterling Hall, President of the Student Senate, indicated that the Wyoming Student Leadership Conference in Powell was very beneficial to the four senators who attended. They talked with other senators and leaders from community colleges around the state. They discovered that CWC offers more activities than any other college in the state.

Mr. Hall submitted a written report which included information that the Senate will participate in Family Fright Night on October 30. The Senate will assist with the November 8 Blood Drive on campus. A few senators participated in a student panel to talk to Lander Valley High School students about the college experience.

Dr. Gose indicated that the play *Everyman* was a superlative production with great music and choreography.

Classified Staff
Association

Ms. Kay Keen, Vice President of the Classified Staff Association, indicated that the association presidents talked with Dr. McFarland about the 2008 Wyoming Community College Conference. The Classified Staff plans on sending two representatives. The Classified Staff will be doing a fund raiser for Halloween where donations will be made for the best costume.

Ms. Barbette Hernandez, President of the Classified Staff Association, submitted a written report which included information that Kelly Dempster attended a Track-It conference October 8-12, in Orlando, Florida. Retha Reinke donated three cross stitch items to the Foundation to be auctioned off for Oktoberfest. Barbette Hernandez has helped with security at the Riverton High School football games during September.

The Faculty

Mr. Wayne Montgomery, President of The Faculty, reported that The Faculty will also be sending a representative to the 2008 Wyoming Community College Conference.

Mr. Montgomery's written report included information that Debbie McClure, Darran Wells, and Steve McAllister attended the Master Teacher Conference in the Big Horn Mountains in September. Mr. McAllister represented the college at the Idea Networks for Biomedical Research Seminar at the UW Grand Teton National Park Research Station. A newsletter from St. John's Hospital in Jackson includes an article about one of the CWC nursing graduates who is employed by St. John's.

Professional
Personnel
Association

Mr. Jeremy Hughes, President of the Professional Personnel Association, reported that Pieter Crow attended a technical training session in Virginia which was put on by Datatel. This training will help him to provide support to staff members who use the college's data base. CWC has received a \$975,000 grant which, along with a \$200,000 match from CWC, will implement a portal system which will provide students with seamless use of on-campus computing services when they are off campus. This will include remote access to the college's standard software and the ability to retrieve class materials and homework stored on the college's server.

Mr. Hughes also reported that Elaine Patterson won the 2007 Symon Distinguished Service Award for helping students with disabilities. This

award was presented at a luncheon hosted by the Riverton Business Network. Dale Smith and Wendy Davis received Honorable Mention awards. Dr. Waheed reported that the division director from the Department of Vocational Rehabilitation said that CWC offers the best services for disabled students in the state.

Mr. Hughes submitted a written report which contained information that Elaine Patterson has been working to provide training for the tutors in the Student Success Center. Bev Koerwitz attended a workshop on early childhood education in September. On September 27 she met with the UW Extension Service office and a board of community members to develop a community leadership curriculum for a future course to be offered through CWC. On September 28 she did a radio program on "Back to School in the Big Horn Basin." A two credit hour class has been formed to give effective training to substitute teachers. Coralina Daly reported that over 30 people attended the CWC Library's 2007 Fall Author Tea on September 27. Mickey Douglas and Patty Trautman sold Oktoberfest tickets and organized the bus that shuttled Lander people to and from Oktoberfest. Chontelle Gray conducted a workshop on scenic design for the Wyoming Educators in Secondary Theatre Association. Joy Pettit attended the GEAR UP Northwest Regional Conference in Spokane, Washington, September 16-18. Jeremy Hughes conducted a Query Building Training for anyone on campus who was interested in learning how to use Query Builder. Martha Davey, Charlotte Donelson, Matt Herr, Jeremy Hughes, Jackie Meeker, and John Wood attended a webinar on Assessing Learning Spaces on September 26.

Wyoming Public
Television

Ms. Ruby Calvert, General Manager for Wyoming Public Television, reported that copies of the *The War* DVD and Educator's Guide were taken to the school improvement conference in Casper. WPTV is distributing these to the community colleges and the University of Wyoming for use in history classes. Approvals have been received for the towers to go up at Sheridan College and Northwest College for the DS-3 links. WPTV has won a documentary of the year award from the Park County Historical Society.

Ms. Calvert submitted a written report which included information on engineering, development, production, and administrative activities at Wyoming Public Television. The September pledge raised \$9,432. For the 25th anniversary campaign, \$32,000 has been pledged so far. The December pledge will run from November 26 through December 9.

CWC Foundation Mr. Dane Graham, Vice President for Institutional Advancement, reported that Oktoberfest was a record-breaking evening. It is estimated that over \$30,000 was raised. Approximately 180 new people attended who had never attended an Oktoberfest in the past.

Mr. Graham submitted a written report which included information that donations of \$57,767 have been received since the last board report. Notable donations received and pending are \$5,000 from the Bank of the West Scholarship Endowment for developing needs-based criteria and \$50,000 from the Dragicevich Foundation for the Intertribal Education and Community Center construction fund. The amount raised at the October 5 Oktoberfest will be tallied and reported soon. The CWC Foundation Board held its quarterly meeting on September 13, 2007, at CWC. The joint meeting of the CWC Board and CWC Foundation Board will be held on October 18 at 6 p.m. at The Bull Restaurant.

CONSENT AGENDA: Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the September 19, 2007, regular meeting; the acceptance of bills for September 2007; and the board travel budget.

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 \$1,239,900.81 for the month of September 2007: Operations in the amount of \$1,169,783.61; Student Grants and Loans in the amount of \$398,851.33; and Bank Transfers in the amount of \$733,936.56 for a grand total of all payments in the amount of \$2,302,571.50.

UNFINISHED
BUSINESS:

Wyoming Public Broadcasting Service Editorial Mission Policy As discussed at the last meeting, Wyoming Public Television/Wyoming PBS is in need of an editorial policy to guide handling of sensitive program content and to ensure fairness to various points of view. The board approved this policy on first reading at its September 19 meeting.

Dr. McFarland recommended that the board approve the proposed Wyoming PBS "Editorial Mission" policy statement for inclusion in the

CWC Board of Trustees Policy Governance Manual as Policy IV.D.5 on second and final reading to be effective immediately upon board approval.

ACTION:

Mr. Christensen moved to approve the proposed Wyoming PBS “Editorial Mission” policy statement for inclusion in the CWC Board of Trustees Policy Governance Manual as Policy IV.D.5 on second and final reading to be effective immediately upon board approval. Dr. Gose seconded the motion. Motion carried.

Board Attorney
Update on Tax
Protest

Board Attorney Frank Watkins indicated that the tax protest hearing was held on October 9. The Fremont County Board of Equalization took it under advisement and deliberated on it today, but no public decision was made. He expects that the decision will be made public within 30 days of the hearing date, and a written decision should be available by the next board meeting. Mr. Watkins cannot predict what the result will be. He asked the board to consider whether it would want to appeal the decision to the State Board of Equalization. All testimony must be transcribed before an appeal can be filed. After that the State Board of Equalization would issue a scheduling order which indicates what documents would have to be filed by what party on what date. Once the record has been given to the State Board of Equalization, they will issue the scheduling order. Oral arguments possibly could be held next spring. If the board intends to appeal, it is important to know right away so that preparation time is not lost.

Dr. McFarland recommended that the board decide at this meeting regarding an appeal, unless the board is willing to have a special meeting to make this decision. Chair Phister stated that the decision could have far-reaching implications for CWC and other institutions.

Dr. McFarland recommended that should the Fremont County Board of Equalization rule against CWC in the tax protest matter that the board go on record as authorizing the board attorney to proceed with an appeal.

ACTION:

Mr. Krebs moved that should the Fremont County Board of Equalization rule against CWC in the tax protest matter that the board attorney is authorized to proceed with an appeal. Dr. Gose seconded the motion.

Mr. Christensen stated that the board should wait for a determination from the Fremont County Board of Equalization. If it is unfavorable, then a

special meeting should be called and the attorney directed to appeal. Mr. Watkins indicated that he does not know when the decision will be publicly announced. He asked the hearing examiner to let him know when a formal public opinion would be publicized. Once a decision has been publicly made, there is a time limit of 30 days to file an appeal. Some legal work must be done to prepare the appeal, and Mr. Watkins would like as much time as possible in order to do the work correctly.

Dr. McFarland indicated that board policy provides that an emergency meeting can be called with two days written notice, but waivers may be approved by all members in lieu of such notice. Chair Phister asked if it is a problem for the board to publicly state that they will appeal an unfavorable decision by the Fremont County Board of Equalization. Mr. Watkins said it is not a problem. His preference is to have the decision made at this meeting.

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

NEW BUSINESS:

Legislative
Priorities and
Issues

Dr. McFarland reviewed the major issues arising from the Community College Study Commission recommendations which included a \$15 million annual fund for community college workforce training; \$60 million for matching funding for community college housing; a proposal to authorize the College Commission to terminate, transfer, and consolidate college programs; and the requirement for the College Commission to conduct financial audits of the colleges.

In regard to the recommendation to authorize the College Commission to terminate, transfer, and consolidate college programs, Dr. Rottweiler indicated that the WCCC currently only approves new credit programs and certificates. The concern is that the WCCC is becoming very prescriptive as to what the colleges must do to start a new program. The WCCC wants to give the colleges a set form that must be filled out, and wage information must be included. If this information had been required for CWC's railcar repair program, no such information would have been available. Dr. Rottweiler is particularly concerned about the words in Section 3. Approving New Credit Certificate and Degree Programs which say that "In general, any change in degree type, program title, or a change in the number of credit hours or the number of courses in a program equal to or greater than twenty (20) percent of the approved program length will require Commission approval."

Dr. Rottweiler indicated that the college is being asked to submit programs to the WCCC for approval that are not even submitted to the CWC Board of Trustees for approval. The timeline for this is very concerning. Dr. McFarland asked if it would be possible to make one change in one class that would impact a large number of programs and require background work for 15 or 20 programs. Dr. Rottweiler replied that this could happen. The WCCC has proposed statutory changes that would reverse the earlier WCCC agreement to seek statutory changes to eliminate the need for WCCC approval for certificates of fewer than 30 credits. It appears that the WCCC is being given much more control and is becoming much more prescriptive.

Mr. Matson noted that the WCCC is becoming very adversarial to the colleges. The cooperation is not there. Chair Phister asked what their motivation is in taking these actions. Dr. Rottweiler replied that it ebbs and flows with the staff. The WCCC has never in its history not approved a program. Dr. McFarland asked if there are concerns about the required transfer or consolidation of programs. Dr. Rottweiler replied that this may be an attempt to respond to the Governor's Community College Study Commission. Currently under a block funding model, the colleges make the determination of what programs are needed in their communities. He is concerned about the culinary arts program in Jackson and if it is meeting the needs in Jackson or in Cheyenne. Only local boards can address these questions. The college has tried to be as responsive as possible to the requests from the WCCC. Where program approval should reside is an important question.

Dr. McFarland asked if there are any types of systems where it might make sense to transfer or consolidate programs that may differ from the way the colleges are currently organized. Dr. Rottweiler replied that Utah has a state system which is completely funded by the state. They have local trustees who make recommendations to a board of regents, but he can never remember any systems as prescriptive as this.

In regard to the requirement for the College Commission to conduct financial audits of the colleges, Mr. Matson indicated that they don't have the manpower to do all these audits. They would have to hire more people. Dr. McFarland stated that a public policy issue for the board is in regard to its fiduciary responsibility. Elected trustees have statutory tax levy authority, and, hence, must conduct a financial audit for the taxpayers they represent. This tax money represents one half or more of the college

operations. Since the board must be responsible to the taxpayers who elected them, it may even choose to conduct a separate financial audit. If an audit were conducted by a state agency, the board would get a report from the state and may or may not have someone there to answer questions.

Dr. McFarland reported that one of the major issues arising from College Commission staff recommended funding model rules to the College Commission is that the WCCC Rules on the funding model as recommended are silent on important funding model principles. Proposed rules are silent on:

- Stated plan to enact a “2% safety net” for colleges experiencing enrollment decline;
- Stated intent to include hold colleges “harmless” (or base-forward) in the first run of the new funding model for the 09-10 Biennium;
- How the Commission plans to distribute certain funds if funding is less than requested; and
- Stated intent to distribute additional requested \$11 million related to the 2007 legislative salary appropriation directly to the colleges for salaries rather than through the funding model, which is based primarily on enrollment.

Changes to the WCCC proposed rules were recommended by the college presidents and were included in the board meeting packet.

Dr. McFarland reported that the WCCC staff will possibly propose changing statutes in such a way as to include the optional local one mill in the funding model, rather than outside the funding model as state statute currently requires. The question is why a local governing board would levy one mill if it is going to be equalized across the state.

Major 2008 legislative priorities for CWC as are follows:

- Funding of the \$11 million salary appropriation request;
- Full funding of the increased state block grant to implement the new funding model;
- Funding for enrollment growth during the 09-10 Biennium;
- Matching funding for CWC’s capital construction projects for Allied Health & Trades and for CWC’s new 72-Bed Student Residence Hall;
- Approval of additional funding for workforce training; and

- Opposition to any statutory changes that limit authority of local governing boards or that unnecessarily impede college ability to respond quickly and appropriately to local/area industry and community needs.

Dr. McFarland reported that the state trustees association has asked that two trustees be present through the upcoming February 11-March 7 Wyoming Legislative Budget Session. She asked if any trustees were interested in attending the legislative session during the times she will be there, which is February 25-29 and March 6-7. Mr. Matson, Dr. Gose, Mr. Christensen, and Mr. Krebs indicated their interest in doing this.

In regard to the legislative community dialogue, Dr. McFarland indicated that a noon luncheon has worked out better in the past than an evening affair. She proposed that the luncheon be held sometime during the last week in November and asked if the board liked the luncheon format used last year which provided time for both informal discussion at round tables, as well as a formal presentation. Mr. Christensen indicated that he liked the format that was used last year.

Mr. Christensen asked what issues are being taken to the legislature in 2008. Dr. McFarland replied that the college presidents have taken the lead in articulating the legislative priorities. The legislative brochure is being printed by Casper College and should be ready later this month in time for the JEC and JAC hearings. The brochure the presidents have worked on reflects the priorities by the WCCC and represents the biennial budget request as submitted by the WCCC on behalf of the colleges. The presidents included their continuing objection to the WCCC not supporting local approval of certificate programs which require fewer than 30 credits, which requires statutory change. In all other respects, it reflects the system agenda.

Dr. McFarland indicated that she needed board authorization to find a date for the legislative community dialogue luncheon during the last week of November. Chair Phister indicated that Dr. McFarland should get the date set and let the board know.

Personnel

Human Resources Board Report

Dr. McFarland asked that the monthly Human Resources Board Report be entered into the official board minutes.

The Human Resources Board Report for October included the following information:

Rustler Salute Nominees included Cory Daly, Assistant Librarian; and Jody Goodrich, Human Resources Assistant.

Searches in progress/pending included Instructor Nursing; Director of Marketing; Web Developer; WPTV Network Operations Technician; WPTV Director of Content & Education Services; Facilities Attendant; Activities Assistant; and Maintenance Technician HVAC.

Resignations/terminations/retirements/requests for release from contract included John Dorman, WPTV Director/Videographer and Myra Phelps, Student Life and Mailroom Office Assistant.

New Hires/Appointments/Internal Transfers included Dr. Michael Swenson, half-time Chemistry Instructor; Dr. Marilyn Davis, Lifelong Learning Coordinator Jackson; Kenna Manasco, Student Support Services Education Coordinator; Celia Cocke, Jackson Campus Assistant; and Yufna Soldier Wolf, Upward Bound Grandparent/Mentor.

January Board Meeting

Dr. McFarland indicated that she had just learned that the Joint Appropriations Committee budget hearing will be held on January 16, which is the date of the January board meeting. This hearing will be held in Cheyenne. It will be impossible for Dr. McFarland to reschedule the board meeting the following week or the week before that. At the January board meeting, early retirement requests and administrative contracts are considered, and a community dialogue dinner is held before the meeting. Dr. McFarland will likely not be able to attend this meeting. She will come back to the board with a recommendation. Chair Phister asked the board members to keep this in mind, and the board will discuss it at the next meeting.

ACCEPTANCE OF
MONITORING
REPORTS:

Physical Plant/
Facilities
Monitoring
Report

Mr. Nielson presented the Physical Plant/Facilities Monitoring Report. Facilities needs include the Intertribal Education and Community Center, the Allied Health/Trades Building, 72-Bed Housing, the Equine Education Center – Phase I, and Outreach Facilities. In regard to the Intertribal Center, plans are moving forward but funds are short about \$1.7 million of a \$4.4 million budget. The floor plan has been defined, and construction

will be on hold until the remainder of the funding is secured. One of the major issues of the Intertribal Center is what will be done with traffic patterns. The Allied Health/Trades Building has been ranked No. 6 of 8 in the state process, and the 72-bed housing project has been ranked No. 7 of 8 by the state.

Preliminary findings for Outreach Facilities included classrooms, science and computer labs, and student service and student activity areas for the Lander Center. For the Sinks Canyon Center, academic space, housing, and outdoor improvements were included. Some auxiliary funds are being used to repurpose the caretaker's house which will give the site another meeting or conference space. In Jackson and Teton County, academic space including a science lab, culinary arts facilities, technical/vocational, and nursing plus a 50-bed housing facility has been recommended.

Mr. Christensen asked if any facilities are planned for Thermopolis. Mr. Nielson replied that they are not focusing on that area right now. Dr. Rottweiler indicated that the college has an ICN room there. He believes the college currently has the services it needs in Thermopolis. Mr. Christensen asked if headcount and FTE are always a function of each other. Dr. Rottweiler indicated that in 1995-96, the college had a significant number of part-time students. A higher headcount is a reflection of more full-time students. The more full-time students there are, the closer the college comes to economy of scale. Dr. McFarland reported that the college's preliminary enrollment for fall appears to show a substantial enrollment increase, but this is prior to the purge. The greatest increase is being seen in the number of full-time traditional students, and this will lead to an FTE increase.

Mr. Nielson indicated that significant improvements have been made at the college because of major maintenance funds. The largest projects were the upgrade of the Student Center and the Residence Halls. Board Chair Phister asked if the percentage of funding for future major maintenance was going to change. Dr. McFarland reported that at the October 10 meeting of the State Building Commission, action was taken to return to the 1.5 percent multiplier, down from the 2.5 percent allocated last year. This would represent a substantial loss of major maintenance money.

Mr. Nielson reported that the college continues to make its facilities available to the community. Almost 150,000 people attended events at the college last year, and the participants are all non-students. In regard to

insurance, student accident/health coverage is an issue. The culinary, welding, and equine programs should require their students to have some health/accident insurance, and this requirement should possibly be extended to all students.

One of the 2007-2008 Annual Strategic Priorities is Facilities, and the implementing objectives for facilities include:

- Develop and implement the Long-Range Facilities Plan which is driven by educational programming.
- Identify off-campus needs and include these facility needs in development and funding plans.
- Work closely with state agencies to request and secure state funding for a portion of the cost of college facilities, then prepare a capital campaign to ask Fremont County voters to fund the remaining portion of the cost of needed facilities.
- Focus on critical facility needs currently defined as a new allied health classroom building, renovate vocational/technical classroom space, renovate/repurpose existing classroom space, start to relocate equine facilities on the Riverton Campus, and create a front door to the Riverton Campus.
- Work with facility and financial experts to inform and promote on-campus and off-campus needs as part of the college capital campaign and to stay in touch with community needs.
- Complete funding and construct the Intertribal Education and Community Center as soon as funding is secured.
- Develop plans to meet the needs for increasing residential housing on campus and locating alternative housing in the communities served by the college.

Academic Profile
Monitoring
Report

Dr. J.D. Rottweiler presented the Academic Profile Monitoring Report which provided information on the quality of CWC's academic programming. This monitoring report was prepared based on information taken from the Community College Survey of Student Engagement (CCSSE) and the University of Wyoming Transfer Report. In order to have reliable and valid findings and to have the ability to compare the college to other institutions, the State Academic Affairs Committee recommended that all Wyoming community colleges participate in the Community College Survey of Student Engagement (CCSSE) conducted by the Community College Leadership Program at the University of Texas. CCSSE is a tool for improvement which assesses quality,

identifies good educational practices, and identifies areas in which the college can improve.

Research shows that students are more likely to persist and learn if they establish meaningful relationships with faculty and staff; feel connected to the college; navigate through college systems, processes, and procedures; establish meaningful relationships with peers; make a connection between now and their future by setting goals; and are active and engaged learners. The five benchmarks for effective educational practice are active and collaborative learning, student effort, academic challenge, student-faculty interaction, and support for learners. These benchmarks compare CWC to its sister Wyoming colleges and to all participating institutions. Of these five benchmarks, CWC was lower than average in student effort, but higher than average in the other categories and first in active and collaborative learning.

The University of Wyoming Transfer Report showed that a decrease is being seen in the number of students going to UW. This decrease is being seen at all of the community colleges. CWC students do as well or better than native UW students.

Dr. Rottweiler reported that the college has learned that it must remain student-centered, that it must maintain high expectations, that active and collaborative learning is important, that relationships are key, that improvement is a constant journey, and that institutional effectiveness is central to the college's mission.

Dr. McFarland recommended that the board accept the Physical Plant/Facilities Monitoring Report and the Academic Profile Monitoring Report as presented.

ACTION:

Mr. Matson moved to accept the Physical Plant/Facilities Monitoring Report and the Academic Profile Monitoring Report as presented. Mr. Christensen seconded the motion. Motion carried.

Chair Phister reminded the board to complete the monitoring report evaluation forms included in the board folder.

REPORTS:

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

1. Kudos.
 - a. September 29 Presidential Forum. Thanks to CWC facilities scheduler, Linda Becker; CWC physical plant crew; CWC technical theatre director Chontelle Gray; and others who went out of their way to accommodate the September 29 forum for republican presidential candidates on campus.
 - b. October 1 High School Planning Days. Special thanks to recruiters Bridget Taylor and Bryce Roberts, assisted by administrator-led tours and CWC student ambassadors, for making this a memorable and enjoyable day.
 - c. October 5 Oktoberfest. Thanks to students, staff, Foundation, trustees, and community for making the October 5 Oktoberfest a worthwhile and fun event.
 - d. \$1.2 Million Technology Grant Received. Congratulations to John Wood, Chief Information Officer, for obtaining a \$1.2 million technology grant to build a student portal.
 - e. Rustler Rodeo does well. Congratulations to Rustler Rodeo coaches Rick and Lynne Smith and the Rustler Rodeo team for outstanding performance.
2. Fall classes at CWC are in full swing, and the campus is buzzing with lots of activities and energy.
3. Much administrative time is currently being consumed with preparatory work for the upcoming Wyoming legislative budget session, as well as on proposed rules and statutory revisions. The Executive Council is scheduled to meet with Governor Freudenthal on October 31 on the colleges' 09-10 Biennial Budget Request.
4. Recent presidential meetings include:
 - a. Sept. 20 – KVOW “Chit-Chat”
 - b. Sept. 20 - Participation in “Wyoming Perspectives” on College Study Commission recommendations on Wyoming Public Television
 - c. Sept. 21 – KOVE “Coffee Time”
 - d. Sept. 21 - CWC Rustler Rodeo

- e. Sept. 23-25 - Trip to Jackson to meet with Center for Arts Board members, legislators, donors, and others
 - f. Sept. 26-28 - National Trustee Seminar in San Diego
 - g. Sept. 29 - Presidential Forum on campus (gave welcome)
 - h. Oct. 2 - Presidents Council conference call to discuss proposed WCCC rules
 - i. Oct. 3 - Strategic Implementation Team meeting
 - j. Oct. 4 - Volleyball Home Game
 - k. Oct. 5 - Oktoberfest
 - l. Oct. 8 - Meeting with Student Quality Leaders
 - m. Oct. 9 - Tax protest hearing
 - n. Oct. 10 - Dinner with Senator Enzi aide
 - o. Oct. 11-12 - Professional Teaching Standards Board meeting (Laramie)
5. An article entitled “8 Crucial Steps to Increase Diversity” was included in the board packet.
6. A letter from Eastern Wyoming College Board Chair Sherri Lovercheck regarding their next president, Dr. Shari Olson, was included in the board packet.
7. Articles from sister colleges and other articles of interest were included under separate cover in the board packet.

Dr. McFarland reported that the Riverton Community Assessment process is underway. Formal sessions are planned November 5-8 for a number of different sectors across the community. On Wednesday, November 7, a higher education sector discussion will be held from 6:40-7:30 p.m. in SC 103. Trustees from Riverton have been specially invited to attend this session. A session for college students will be held at from 4-4:50 p.m. She encouraged trustees and others to attend those sessions.

Dr. McFarland reported that community complaints have been received about the community recreation path and the deteriorating condition of the tennis courts. College officials are looking into both of these issues. Dr. McFarland will give an update on them at a future meeting.

Vice President for
Administrative
Services Report

Vice President for Administrative Services Jay Nielson provided a written report which included information on the Arts Center fire alarm system upgrade. The project was awarded to Intermountain Electric Service, Inc., in the amount of \$96,550. With the estimated cost of engineering, the

total cost of the project is estimated at \$101,360. The cost of engineering is separate from the cost of the fire alarm system. The project will be funded with Coal Lease Bonus Funds which are designated for emergencies and needed preventive maintenance.

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, November 14, 2007, beginning at 6:30 p.m. in SC 103 in the Student Center.

Agenda items for the regular meeting include:

1. UW Presentation – President Tom Buchanan
2. Statewide Community College Enrollment Monitoring Report
3. Financial Monitoring Report
4. Audit Report
5. College President’s Contract

ACTION:

Mr. Matson moved to hold an executive session at 5:30 p.m. on Wednesday, November 14, 2007, in the Student Center Conference Room #SC 100, to discuss real estate property acquisition, personnel, and litigation. Mr. Krebs seconded the motion. Motion carried.

CWC Foundation The CWC Trustees will meet with the CWC Foundation Board for their annual joint meeting on Thursday, October 18, at 6 p.m. at The Bull Restaurant.

The next meeting of the CWC Foundation is scheduled for Thursday, December 13, in Lander.

Mr. Matson reported that some members of the Foundation attended the tax protest hearing in Lander. The Real Estate Committee has met, and the request for a restaurant in the Business Park has been withdrawn.

Association of Community College Trustees Board members reported briefly on the ACCT Annual Congress which was held September 26-29 in San Diego, California. Dr. Gose indicated that CWC is ahead of the curve. He attended a session on how to initiate a successful bond issue, which he believes is possible here.

The next ACCT event is the National Legislative Summit which will be held February 11-13, 2008, in Washington, D.C. Board members who have indicated they will attend are Board Chair Phister, Dr. Gose, Ms. Mills, Mr. Matson, Mr. Christensen, and Mr. Krebs.

Wyoming
Association of
Community
College Trustees

The next meeting of the WACCT will be held in conjunction with the October 23-24 meeting of the Wyoming Community College Commission. Ms. Mills is planning to attend. Mr. Matson indicated that the WACCT is trying to hire a lobbyist on an interim basis.

Wyoming
Community
College
Commission

The next meeting of the WCCC will be held October 23-24 at Casper College. The schedule for this meeting was included in the board meeting packet.

CWC BOCHES

The next meeting of the CWC BOCHES is on Wednesday, February 27, 2008. Dr. Rottweiler indicated that this meeting will have to be turned over to Dr. McFarland because he will be out of town.

Mr. Matson asked who pays for the BOCHES students in Hot Springs County. Dr. Rottweiler replied that Hot Springs County levied to pay for this, so no Fremont County money is used.

Teton County
BOCES

The next meeting of the Teton County BOCES will be held on Tuesday, November 13, 2007, at 3:30 p.m.

Joint Education
Interim Committee
Meeting

Mr. Christensen asked about the October 22-23 Joint Education Interim Committee Meeting in Casper. Dr. McFarland replied that the community colleges are not formally on the agenda to talk about the biennial budget request, but Dr. Rose is on the agenda. He is addressing the Community College Study Commission recommendations and hopes to get in a word about the biennial budget request and legislative priorities.

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 Phister adjourned the meeting at 9:53 p.m.

Secretary

APPROVAL:

Chair