

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, February 23, 2011, in Room ITECC 116 of the Intertribal Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Scott Phister
	Charlie Krebs	Colton Crane
	Judy Pedersen	Roger Gose
	Frank Welty	
<u>Administration:</u>	Jo Anne McFarland	Jason Wood
	Mohammed Waheed	Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Lynne McAuliffe	Jane Warren
	Charlotte Donelson	Lori Ridgway
	Todd Guenther	Dane Graham
	Ruby Calvert	Jennifer Metcalf
	Joshua Scheer	Carolyn Aanestad
	Kelly Frank	Judy Hubbard
	Crystal Reynolds	Gale Brow
	Bill Elder	Billy Hovendick
	Jim Stewart	Jackie Meeker
	John Wood	Wendy Davis
	Steven Miner	Jeremy Paskett
	Sergio Cabada	Angelo Flores
	Bret Jones	Barbara Bonds
	Martha Davey	Geraldine Monroe
	Nichole Wood	

CALL TO ORDER: Board Chair Roger Gose called the meeting to order at 6:56 p.m. A roll call conducted by the board clerk indicated that all board members were present. A quorum of the board was declared present to conduct business. Chair Gose announced that the meeting was preceded by a 5:30 p.m. board executive session which was held per a formal motion at the board's last regular meeting on January 19, 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. Assistant Professor of Anthropology and History Todd Guenther and his students from the Western American Studies program presented a Volunteer Service Award to adjunct professor Jim Stewart for selflessly volunteering his time and knowledge to CWC students. Mr. Stewart was critically important to the development of this program, and he is the reason it is so successful.

APPROVAL OF
AGENDA:

ACTION:

Dr. Crane moved to approve the agenda as presented. Mr. Phister seconded the motion. Motion carried.

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

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

Student Senate

Mr. Steven Miner, Student Senate Vice President, indicated that he had nothing to add the written report submitted by Student Senate President Chloé Skaggs. Ms. Pedersen suggested that the Student Senate consider attending the legislature as part of the annual Denver Cultural Trip. Mr. Welty officially acknowledged and congratulated Ms. Skaggs for the award she received in Cheyenne as WACCT Student of the Year.

Ms. Skaggs submitted a written report which included information that Charlie Baldes was elected as the newest Senator. Chloé Skaggs attended the Wyoming Association of Community College Trustees Leadership Awards Ceremony on February 1. She was awarded Student of the Year along with Professional Staff Member of the Year Lance Goede and Trustee of the Year Dr. Roger Gose. A Sweetheart's Ball was held on February 10, an Anti-Valentine's Day/Singles Awareness Movie Marathon on February 13, and a Valentine's Day Fair on February 14. Clubs approved recently include the Equine Club and the Outdoor Club. Newest clubs on campus are the Gay-Straight Alliance and the Latter-Day Saints Student Association. This year's Student Marshal for Commencement is Professor Beth Gray. The annual Denver Cultural Trip will be March 12-13. A CWC Unplugged event is planned for March 15. Plans for an open-mic night in the Library are currently in the works.

Classified Staff
Association

Mr. Kelly Frank, President of the Classified Staff Association, stated that the Classified Staff was excited about the matching capital construction funds from the legislature. He submitted a written report which included information that the Classified Staff Wage and Job Analysis project is moving along with the company in the process of reviewing and possibly rewriting some job descriptions. Kelly Dempster and Kenna Sweglar attended the WACCT conference in Cheyenne on February 1. Ms. Dempster was nominated by the Classified Staff for Classified Staff Employee of the Year. Retha Reinke and Judy Hubbard helped to judge a science fair on campus on February 2. Barbette Hernandez and Brenda Barlow were recognized by student athletes during the Staff Appreciation Game on February 4 as staff members who made a difference in the students' lives.

The Faculty

Ms. Jane Warren, President of The Faculty, showed the board the poster from *South Pacific*. She congratulated Chair Gose for being the winner of the WACCT Trustee Leadership Award. She congratulated the board on the matching funds and recognized Dr. McFarland as being the leader in this initiative. Chair Gose congratulated Ms. Warren on being selected as CWC's nominee for the WACCT Faculty Member Award.

Mr. Eric Heiser, Vice President of The Faculty, submitted a written report which included information that Patti Stalley and her students are holding Jack Pot series events during February. Buck Tilton accepted an invitation from Medical Student Missions, Inc., and the Albert Schweitzer Hospital in Haiti to train members of the staff of the hospital in the transport of patients from remote villages in the central region of the country. Matt Flint and Lonnie Slack have been working with their Graphic Design class on a logo/brand redesign for the company Automation-X. The Graphic Design students are also working on a logo for the CWC EHS program. The Mobile Training Lab of the Rural Justice Training Center was involved in a number of recent accomplishments. Jim Thurman reported that the spring edition of the International Studies Speakers Series, an activity of the Title VI International Studies grant, was a great success.

Jane Warren and Steve McAllister went to Cheyenne recently to meet with representatives from the other Wyoming community colleges for the inaugural meeting to resurrect the statewide Faculty Alliance. Ms. Warren was elected Secretary/Treasurer through 2011-2012. Michael Bostick and Val Harris have been preparing for the annual Wyoming Mathematics-

Statistics-Science Articulation Conference scheduled for February 18-19. Jackson culinary students participated in the Third Annual Red Cross Surf n' Turf dinner at the Elks Lodge on January 22. Amy Madera traveled to the Wyoming Lodging Restaurant Association Governor's Conference with three students from the culinary arts and hospitality programs January 30 through February 2. Lonnie Slack recently finished the poster for *South Pacific*. Darran Wells will chair a committee for Lander Parks and Recreation which will determine the design of a new skateboard park in Lander.

Dr. Crane commented that he was impressed with the faculty and the amazing things they are doing, including Buck Tilton going to Haiti. Chair Gose thanked Ms. Warren for her role in getting the Faculty Alliance going statewide. The WCCC really wanted to see that happen. Mr. Welty asked if Buck Tilton will still teach classes as CWC loses its relationship with NOLS. Dr. McFarland replied that Mr. Tilton teaches both English and Outdoor Education classes for CWC. CWC has a strong relationship with NOLS and is very supportive of their move to gain their own facilities. It is anticipated that CWC will continue very strongly in the Outdoor Education program.

Professional
Personnel
Association

Ms. Jackie Meeker, President of the Professional Personnel Association, congratulated Chair Gose, Lance Goede, and Chloé Skaggs on their statewide WACCT wins. She is delighted that the matching funding passed in the Legislature. Ms. Meeker indicated that she had nothing to add to her written report which included information that Kristy Salisbury attended the Northern Arapaho Tribal Education meeting on January 20. Ms. Salisbury is working on hosting College Goal Sunday on February 13. Jeremy Hughes completed two online trainings during January with Datatel. Jennifer Amend has been asked to serve a three-year term on the PBS Communications Advisory Council. Ruby Calvert, Penny Hotovec, and Jennifer Amend attended a CPB/PBS sponsored seminar at PBS headquarters in Crystal City, Virginia. Jason Harris was recognized at a recent CWC basketball game for his contribution to Holden Jasper's academic success. Ruby Calvert and Jennifer Amend attended the National Educational Telecommunications Association Conference in Nashville, Tennessee, January 10-13. Anne Even attended a Special Event conference the last week of January in Phoenix, Arizona. John Wood instructed a Robert's Rules Lunch and Learn workshop on January 13 which will be repeated on February 10 and March 24. Lynne McAuliffe attended the Healthcare Worker Summit January 19-20 in Cheyenne.

Coralina Daly attended presentations by candidates for Fremont County Library Director on January 17, a legislative reception at the Wyoming State Library on January 27, and a meeting with representatives from the U.S. Government Printing Office on January 28. Jason Harris conducted advising training in February. Lance Goede was named Professional Staff Member of the Year at the Wyoming Association of Community College Trustees annual award ceremony on February 1.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, expressed her congratulations on the match. House Bill 001 Appropriations extended the endowment past June 30, 2012, through 2014. Funding was approved to finish taking the truck to HD. In regard to federal funding, a resolution contained amendments to zero out funding for WPBS for FY 12. Grants for FY 11 will be spent in FY 12, which will give WPBS a year to figure out what to do. WPBS receives \$720,000 in federal funding which is 30 percent of their budget. This would mean drastic cuts. It looks like the continuing resolution will pass which may have some short-term cuts. A strategy is to contact the public by putting an article in the program guide and including the information on the website. They have a special website on what is going on in Washington. A lot of stations are running on-air messages, but WPBS is not doing this.

Ms. Pedersen commented that if WPBS loses federal funding, then they wouldn't have to go by their rules. Ms. Calvert replied that they really don't have many strings attached to their money. WPBS pays PBS to buy programs. WPBS can't produce everything locally because staff will have to be cut. There is no way to fill program hours with local production. Ms. Pedersen stated that a community member asked about televising board meetings. Ms. Calvert didn't know if the board meeting room was wired for cameras. Mr. Welty asked about the National Museum of Wildlife Art in Jackson adding a new voiceover to their spots and then not renewing. Ms. Calvert explained that a quarterly spot had just been finished, and they didn't renew for next year. The PBS board discussed inviting board chairs to the annual meeting in May in Orlando, Florida. The travel costs would be funded by the WPBS Foundation.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotions, and development activities at Wyoming PBS. March pledge is being planned for March 2-17 with 10 live nights. WPBS homepage hits have increased 35 percent from

January 2010 to January 2011. The TV schedules page also increased by 55 percent. Current membership is 3,672.

CWC Foundation/
Institutional
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, reported that the outlook is bright for receiving additional matching funds for the endowment challenge program. If approved, \$3.5 million will be appropriated to the community college endowment challenge fund, with \$500,000 for each college.

Mr. Graham submitted a written report which included information that funds received during January 2011 totaled \$12,899.98. Jack Rosenthal of Casper donated three historic Hayden party expedition maps to the CWC Foundation for use by the college. The next scheduled CWC Alumni Association event is the annual slot tournament on April 2. The Wyoming community college foundation directors met on February 1 at LCCC to discuss statewide issues, local happenings, and a planned giving strategy which would involve all foundations.

CONSENT
AGENDA:

Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the January 19, 2011, regular meeting and the February 3, 2011, special meeting; the acceptance of bills for January 2011; and the board travel budget.

Chair Gose asked if the board travel budget was current. Board Clerk Linda Bender indicated that the expenses for the National Legislative Summit had just been received and that the report would reflect this information next month.

ACTION:

Ms. Pedersen moved to approve the consent agenda as presented. Mr. Krebs 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 \$1,377,996.38 for the month of January 2011: Operations in the amount of \$762,617.39; Student Grants and Loans in the amount of \$17,453.15; and Bank Transfers in the amount of \$762,573.00 for a grand total of all payments in the amount of \$1,542,643.54.

UNFINISHED
BUSINESS:

No unfinished business was conducted at this meeting.

NEW BUSINESS:

Legislative Update

Dr. McFarland indicated that the supplemental budget bill has been approved on third reading. The latest iteration of the open meetings act would require audio recordings of executive sessions. House Bill 214 would allow students to utilize the Hathaway scholarship up to eight semesters at a community college.

Chair Gose asked for comments from trustees who attended the National Legislative Summit. Ms. Mills indicated that Wyoming isn't doing so bad compared to all the other states that are suffering. Mr. Krebs stated that in the meeting on Capitol Hill with the three representatives and in David Gregory's speech, the mood is to not ask for money and to stop the spending. Mr. Phister reported that Senator Enzi made it clear that there would be cuts to Pell grants. Dr. Crane indicated that Senator Enzi asked how many of CWC's students were using the summer Pell.

2011 Board
Retreat

At its January 27 Quarterly Work Session/Retreat, trustees tentatively identified Friday-Saturday, May 20-21, as the date for its 2011 Board Retreat, with location to be determined. A list of possible locations was provided for the board. Dr. McFarland indicated that she had no recommendation at this time. The board needed to take the setting into account. Any of the locations noted might work, and there wasn't a huge difference in overall costs. However, having to cater food makes the retreat more complicated. There wasn't a huge difference in overall costs among the locations listed. It is a decision of the board. Mr. Welty stated that it might be good to adopt a policy to rotate this event around the college's service area. He prefers Thermopolis this year.

Dr. McFarland recommended that the board officially set the date of its 2011 Board Retreat for Friday-Saturday, May 20-21, at a location to be determined, to be incorporated into the board calendar.

ACTION:

Mr. Krebs moved to officially set the date of its 2011 Board Retreat for Friday-Saturday, May 20-21, at a location to be determined, to be incorporated into the board calendar. Mr. Welty seconded the motion. Motion carried.

Board members agreed that it would be good to go somewhere that food would not have to be catered.

ACTION:

Mr. Welty moved to select the Days Inn in Thermopolis for the May 20-21 board retreat. Dr. Crane seconded the motion. Motion carried.

January 27
Quarterly Work
Session Update

Chair Gose reported that the agenda for the January 27 Quarterly Work Session/Retreat focused on the Board Code of Conduct and the 2011 Board Retreat.

Board Policy
Revisions

New Policy:
IV.D.2 Board
Code of Conduct

Ms. Pedersen noted that she was unable to attend the January 27 Quarterly Work Session/Retreat. She was not particularly enthralled with the Code of Conduct as it is written. It is too subjective in nature, and certain points usurp her freedom of speech. Chair Gose reminded Ms. Pedersen that she was on the subcommittee to develop the Code of Conduct. She replied that the policy changed a lot from when they first worked on it. Dr. Crane, chair of the subcommittee, indicated that they took several different codes of conduct from several schools. Board Attorney Frank Watkins made a few changes, but the policy is essentially in the same as when the subcommittee first worked on it.

Board Attorney Frank Watkins stated that there is nothing in the policy which restricts a board member's free and open discussion and debate in public meetings. This is a code of conduct that encourages respect for one another and how to carry on civil debate. Dr. Crane asked Mr. Watkins to address numbers 7 and 8 specifically. Number 7 is to "support the board decision even if our vote was in opposition," and number 8 is to "never actively campaign against an item that the board has passed." Mr. Watkins indicated that once the board has made a decision, it should move on to other business and support that decision. This does not restrict conversation in public meetings.

Mr. Welty stated that a board member doesn't have to support the board decision. The majority rules, and that is the decision. Numbers 7 and 8 fly in the face of the first amendment. The minority should be able to voice their opinions and campaign against the issue. Mr. Welty has spoken with an attorney who does not believe that the code would stand up in court. Mr. Watkins indicated that there is ample opportunity for a board member to have his or her feelings known. Mr. Welty replied that he can still say as an individual that he has an opinion about a decision of the board, and he shouldn't be kicked off the board for expressing this

opinion. Chair Gose indicated that both of these issues are dealt with in the code of ethics that is already in policy governance. Mr. Welty compared this to Congress in that congressmen can campaign against fellow legislators' actions and often speak out against the decisions which are made.

ACTION:

Mr. Krebs moved to pass on first reading the proposed new Board Policy IV.D.2. Code of Conduct for inclusion in the CWC Board of Trustees Policy Governance Manual. Mr. Phister seconded the motion. Motion carried with Ms. Pedersen and Mr. Welty voting no.

Mr. Welty asked for further discussion on this matter. Dr. Crane stated that he would like to see the board reach consensus if possible. Statements like this were included in every code of conduct that he has read, so they need to be included. Board Retreat Facilitator Pam Fisher told them that these statements should be included. Chair Gose asked if the board should have a separate session before it goes to second reading to discuss the issue further. Mr. Phister replied that the board has read this through and through over several months. Dr. Crane asked if there was anything that the board could do legally to make sure there would be no problems if it were taken to court. Mr. Phister replied that it would be impossible to guarantee that. Board Attorney Frank Watkins indicated that he will look into it further. Mr. Phister stated that board members should be prepared to discuss this on second reading at the next board meeting.

Ms. Pedersen indicated that she could do some further research and talk to Pam Fisher. She is open to resolving the issue. Mr. Welty stated that there are terms that are not defined. If he votes in opposition to something, he has to support the board decision. He asked what is meant by "support" and how it is defined. He is concerned about his first amendment rights. Ms. Mills suggested changing the word "support" in number 7 to "accept." Chair Gose stated that a board member could say he or she was opposed to the decision. The board debates, votes, and goes forward even if the decision is not unanimous. He asked Board Attorney Frank Watkins to provide more background at the March 23 board meeting. Statements such as numbers 7 and 8 are a part of virtually every code of conduct he has read.

Ms. Pedersen stated that number 8, which states that members of the board of trustees shall "never actively campaign against an item that the board

has passed,” doesn’t make sense. Mr. Phister replied that the bond issue is a good example. A board member can say that he or she disagreed, didn’t vote for it, and then explain the reasoning. This reasoning should be made public in the meeting during the debate. Mr. Welty disagreed and stated that once a bill passes in Congress, people can campaign against it. Chair Gose stated that Congress does not operate under policy governance. Once the board makes a decision, the members who were opposed to it should go forward and support it.

Revised Clean-up Policies

Chair Gose noted that policies numbered IV.G. in the agenda should have been numbered IV.D. He explained that Standards of Good Practice, Nepotism, College Employment, and WPBS Editorial Mission Policy were policy number/location changes only. Policy IV.F.2 Duties of the Chairperson of the Board and Policy IV.D.2.g Standards of Good Practice contained minor wording changes.

ACTION:

Mr. Phister moved to pass on first reading the proposed revised clean-up policy language for first reading for inclusion in the CWC Board of Trustees Policy Governance Manual. Ms. Mills seconded the motion.

Mr. Welty stated that in regard to the Nepotism policy, something should say that family members of board members are not eligible for scholarships. It is not seemly for board members’ families to receive scholarships. The College Employment policy indicates that board members shall not be employed by the college. Dr. Crane suggested that just the proposed changes be considered at this meeting and that Mr. Welty’s concerns could be discussed at another time.

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

BREAK IN MEETING:

A break in the meeting was called at 8:10 p.m. The meeting resumed at 8:18 p.m.

Natural Gas Supplier For FY 12

Mr. Nielson reported that for the last eight years the college has selected Seminole Energy Services as the natural gas supplier for the college. Pricing has been based on a market index for the last seven years. Eight years ago, the college selected a fixed price. Natural gas prices have been down the last couple of years. However, the sooner decisions are made the better, because prices are going up. Having flexibility is an important way

to go because the market is volatile and somewhat unpredictable. The price needs to be locked in so that the budget can be managed.

Dr. McFarland recommended that the board approve continuing to purchase natural gas from Seminole Energy Services for the upcoming year with the purchase arrangement being an adder of \$0.04/therm added to either the first of month posted index or at a fixed price based on future rates posted as part of the CIG index.

ACTION:

Mr. Phister moved to approve continuing to purchase natural gas from Seminole Energy Services for the upcoming year with the purchase arrangement being an adder of \$0.04/therm added to either the first of month posted index or at a fixed price based on future rates posted as part of the CIG index. Mr. Krebs seconded the motion.

Mr. Welty asked when prices are locked in. Mr. Nielson replied that this program gives him the flexibility to lock in any portion of up to 90 percent of five-year usage figures, and he checks this monthly. If the market is moving, he will lock in within a week or two. The college must lock in at the beginning of any month, and this can't be changed once it is locked in. Mr. Nielson will be monitoring the market.

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

General Obligation
Bonds Issuance
Update

Mr. Nielson introduced Mr. Bret Jones, bond underwriter for George K. Baum & Company, and Ms. Barbara Bonds, bond counsel for the college. Mr. Jones reported that the call with Standard & Poor's to establish a bond rating will be held on February 24. Standard & Poor's has received a copy of the college's credit presentation, and they will want to hear specifically from college staff who will tell the college's story to them. Following that call, a rating decision should be made by March 4. A pre-pricing call will be held on March 21, the bond sale will occur on March 22, the board will take official action to adopt the bond resolution, bond purchase agreement, and other board documents on March 23, and the closing and transfer of bonds will occur on March 30. Mr. Jones anticipates that the rating will be an "A," but he is optimistic that the college will do better than that. A higher rating translates into interest savings for the college and taxpayers. He expects a 4 1/2 percent debt service over the life of the bonds.

For the March 21 conference call, Mr. Jones explained that Dr. McFarland, Mr. Nielson, and Chair Gose would need to participate. However, anyone who wants to sit in on these conversations would be welcome to do so. The bonds have not been underwritten at this point. George K. Baum is essentially the underwriter of the bonds. The college has requested that a local selling group be able to sell as many of them locally as possible. The college is not allowed to sell bonds at a discount.

Ms. Barbara Bonds explained that the Preliminary Official Statement has been prepared, and it was reviewed by CWC Administration. Mr. Nielson will deem final the Preliminary Official Statement (POS) before it is sent to the printer. The POS is used to market the bonds. Once the board signs the bond purchase agreement, it will be put into final form and printed. Closing documents will be reviewed by the board attorney and administration. The closing will be done over the phone on March 30. A provision for not less than 7 percent of the proceeds needs to be put into operations and maintenance. The board will see explicit provisions in the bond documents as to the use of those funds. The college will need to show that 2 percent is used for capital items. Ms. Bonds will bring the closing documents and the bonds for Chair Gose and Dr. Crane to sign on March 23 at the board meeting.

Personnel

11-12 Sabbaticals

Dr. McFarland recommended that the board approve the sabbatical leave proposal submitted by Dr. Jewel Dirks and approved by Vice President Jason Wood and President McFarland. This sabbatical will be taken during the fall 2011 semester and relates to Dr. Dirks' additional research in Psycho Biology that will better prepare the college's students to transfer to UW and other universities that have embraced that field of study. There have been questions about whether or not Dr. Dirks' absence might be problematic for students who might be harmed by this absence or slowed down in their progress. Mr. Jason Wood stated that Dr. Dirks has worked closely with adjunct instructors and a family counselor, and they will assume her classes. Students will not be negatively impacted. Mr. Wood commends Dr. Dirks on her sabbatical request.

ACTION:

Mr. Phister moved to approve the sabbatical leave proposal submitted by Dr. Jewel Dirks, Professor of Psychology, for fall semester 2011. Dr. Crane seconded the motion. Motion carried.

Human Resources Board Report The Human Resources Board Report for February 2011 included the following information:

Rustler Spirit Award Recipients included Bart Reynolds, Wayne Robinson, and John Wood for January 2011 and Mary Tasi for February 2011.

Searches in progress/pending included Associate Vice President for Administrative Services; Outreach Coordinator Thermopolis; WPBS Associate Producer; WPBS Producer; Construction Trades/Facilities Maintenance Technology Instructor; Custodian, and Payroll/Benefits Specialist.

Separations/transfers/requests for release from contract included Chaisley Gill, Assistant Volleyball Coach/Student Activities and Athletics Assistant Coordinator; and Melissa Johnson, Outreach Coordinator Thermopolis.

New hires/appointments/internal transfers included Amanda Peterson, Business Office Accounting Technician for WPBS.

ACCEPTANCE OF
MONITORING
REPORTS:
REPORTS:

Community/
Partnership

Ms. Lynne McAuliffe, Assistant Dean for Workforce and Community Education, presented the Community/Partnership Monitoring Report. She showed a brief video which was put together by Jennifer Metcalf, Workforce and Community Education Specialist. This video introduced the staff and the Profiles of Success students. These students included Geraldine Monroe, Sergio Cabada, Nicole Wood, and Jennifer Metcalf.

A recap of workforce and community education included that non-credit enrollments met a decline the past two years; \$1.4 million in grant funding is in place for the next three years; Jackson increased credit enrollments by 88 percent; Lander increased credit enrollments by 42 percent; workforce enrollments were up 92 percent (1,814); visitors/students to the Sinks Canyon Center topped 3,080; and total enrollments of workforce and outreach centers reached 13,655, which is an 18 percent increase overall. Trends for the future include healthcare training to meet growing demands in nursing, an emphasis on revitalizing manufacturing, and Environment, Health and Safety continues to be a priority.

Lander/Sinks Canyon initiatives include that the staff reorganization/restructure has been completed; workforce coordination/case management has been expanded to Lander/Sinks Canyon Center; credit course offerings and grant programs in Facilities Maintenance and Construction Trades Shop/Classroom at Sinks Canyon Center in Spring 2011; building a new FMT/Construction Trades Shop/Classroom at Sinks Canyon Center in Spring 2011; and preparing for the expansion of Outdoor Education to move to Sinks Canyon Center and for NOLS to phase out.

Wind River Development Fund presence and partnership includes staffing of WRDF building beginning February 2011; contract training in development; Wind River Business Expo being hosted at CWC on May 4; and workforce and community education staff scheduled on the reservation weekly. Workforce Training and Development opportunities include implementing the Innovation Institute; further development of leadership/management for healthcare, state agencies, manufacturers, etc.; assisting in developing the CWC Leadership Academy; expansion of WFDV programs into Thermopolis, Lander, Sinks Canyon Center, and Jackson; completion of marketing materials; and hosting the June 9-10 Governor's Summit on Workforce Solutions at CWC.

About 300 people are expected for the Governor's Summit on Workforce Solutions in June. This will be the first time the conference has been held on a college campus. Ms. McAuliffe is trying to involve students at all levels of hosting the conference. CWC was selected as the site for this event because of the strong relationship the college has with the Department of Workforce Services. There are things that can be done on a college campus that can't be done at a place like Snow King. Mr. John Wood accompanied the team which made the site visit here. The team was impressed beyond their expectations with the physical facilities, the grounds, and IT capabilities. CWC's team also includes a chef. The theme will be "Navigating the Rivers of Opportunity." Brunton will provide compasses for the event. They are currently exploring an opportunity to bring jobs back from China and Japan.

Ms. Mills noted that at the National Legislative Summit, they heard about the importance of industry partnerships. A lot of statistics show how training people for these industries is so important. Mr. Phister stated that this is all about results and putting people to work. They see what needs to be done and anticipate the needs of the community.

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

ACTION:

Mr. Krebs moved to accept the Community/Partnership Monitoring Report as presented. Ms. Mills seconded the motion. Motion carried.

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

1. Kudos
 - a. Student and employee reports demonstrate the energy, talent, and compassion of both students and staff—in outstanding academic efforts; in student life; in community involvement; and in international outreach.
 - b. Congratulations to Rural Justice Trainer, Mark Stone, who was praised by Basin Chief of Police for giving the “most professional class I have ever been a part of in my 32 years in Law Enforcement.”
 - c. Special congratulations to all of CWC WACCT nominees who were recognized at the February 1 Awards Ceremony in Cheyenne, of which three also were named state winners.
 - *Chloe Skaggs-CWC Student of the Year
 - Kelly Dempster-CWC Classified Employee of the Year
 - Dessie Bebout-CWC Foundation/Volunteer of the Year
 - Jane Warren-CWC Faculty of the Year
 - *Lance Goede-CWC Professional Employee of the Year
 - *Dr. Roger Gose-CWC Trustee of the Year*State winners
 - d. Special thanks, also, to Carolyn Aanestad and Wendy Davis for their coordination of the WACCT awards ceremony and legislative reception.
 - e. Recognition is due to CWC trustee, Dr. Colton Crane, whose Gentle Dental Practice won Lander Chamber's Community Beautification Award.
2. Every aspect of the college is running in high gear right now, with:
 - a. Faculty taking on development of new programs, creating a new math lab, writing grants for and delivering new workforce training, and strengthening learning opportunities for our large student population, all within a condensed semester;

- b. Student services focusing on development of a “strategic enrollment management” plan with academic services, plus processing of registrations, recruitment, financial aid, and commencement;
 - c. Numerous screening committees working to fill staff vacancies;
 - d. Physical plant responding to cold weather emergencies;
 - e. IT responding to outages and blips;
 - f. Keeping up with goings on at the Legislature; and
 - g. Many offices working to respond to a record number of requests for information and reports from the WCCC, including the economic impact study; statewide facilities usage study; federal stimulus funding reporting; and responses to legislators. Many staff hours have been consumed in responding to specific requests numerous times because initial requests lack specifics of the information sought, so much so that staff members often have to neglect their regular duties to attend to reporting requirements. Eventually, more staff may be required to devote to growing reporting and compliance issues.
3. Various recent events attended by the president:
- a. Thurs., Jan. 20 - KVOW/KTAK Chit Chat
 - b. Fri., Jan. 21 - KOVE/KDLY Coffee Time
 - c. Fri., Jan. 21 - WCCC and WACCT legislative conference calls
 - d. Tues., Jan. 25 - Riverton Rotary board and club meetings
 - e. Thurs., Jan. 27 - Bid opening for Classroom Wing remodel
 - f. Thurs., Jan. 27 - Quarterly Board Work Session
 - g. Fri., Jan. 28 - WACCT conference call
 - h. Sat., Jan. 29 - CWC Alumni “Hoops and Hot Dogs” and basketball games
 - i. Mon., Jan. 31-Fri., Feb. 5 - Legislative coverage, college conference, and WCCC meeting (Cheyenne)
 - j. Tues., Feb. 8 - Riverton Rotary
 - k. Tues., Feb. 8 -Last home basketball games
 - l. Wed., Feb. 9 - Welcome to Joint Tribal Business Council
 - m. Fri., Feb. 11 - WCCC legislative conference call
 - n. Mon., Feb. 14 - Wed., Feb. 16-Legislative Coverage (Cheyenne)
4. Articles from CWC’s sister colleges in the state and across the country were included in a separate file with the board packet.

Executive Vice
President for
Administrative
Services

Mr. Jay Nielson, Executive Vice President for Administrative Services, included information in his written report about a program in which student athletes acknowledge their favorite CWC faculty or staff members. In regard to the Classroom Wing Remodel, Mr. Nielson reported that he has met with Sletten Construction of Wyoming, Inc. It was thought that most of the asbestos had been removed from this building during the 1993 building project, but it has been discovered that most of the building has asbestos in the flooring. In addition, some of the walls originally constructed in 1968 have asbestos in the drywall mud. The engineer's estimate for asbestos abatement is about \$100,000.

In regard to the Health and Science Center architect selection, Mr. Nielson reported that there has been unbelievable interest in this building. He may have to ask for a special meeting at the end of March for architect selection. He does not anticipate a change in the schedule which calls for starting construction in March 2012 and taking occupancy by fall of 2013.

A water line supporting the sprinkler system in the Residence Hall broke on February 1. The initial cost of the damage is over \$100,000 and will be covered by insurance. Although it appears that this damage was caused by the minus 20 degree temperatures, it further reinforces the fact that existing college housing is in need of major renovation. More and more problems are being found in the apartments. Major remodels are being done at a cost of \$15,000 per unit and include redoing the plumbing, flooring, and windows. Mr. Nielson is working on a proposal to find a way to remodel the apartment complexes and to build suite style housing with the Honor Farm or private contractors. Housing is a major issue with CWC students.

Chair Gose asked about students who were displaced because of the waterline break. Mr. Nielson indicated that he had a few apartments and some suites in Mote Hall for these students, so he was able to keep them in college housing. Most of the damage was in the day rooms in the Residence Hall, not in student rooms.

Mr. Welty noted that the timeline on the Classroom Wing remodel is tight and asked what the asbestos issue will do to that. Mr. Nielson replied that it will take an additional eight days of work to do the asbestos. The Classroom Wing may be vacated two weeks before the end of the semester. If the project is coordinated and started early, it can be

managed. Everyone is being held to the August 18 deadline for substantial completion.

Ms. Pedersen asked about the placement of the Health and Science Center. Mr. Nielson replied that the master plan was updated and has the Health and Science Center in the Student Center parking lot facing west. Because of the size of this building, it is important to talk about where this building will be placed. In the Request for Qualifications, the team has to be able to look at the master plan and consider the implications of the building's placement. Ms. Pedersen stated that there was an overabundance of glass in the design of the building's west side which will create a lot of energy consumption.

Ms. Pedersen asked about the water line break in the Residence Hall. Mr. Nielson explained that the line separated as a draft of cold air blew over it underneath the ceiling. The pipe was directly under this ceiling. Ms. Pedersen asked if the board failed to allocate money for replacing faucets and sinks in housing. Mr. Nielson stated that there have been leaks and other degradation, and the college does not have enough maintenance people or money to take care of everything. Ms. Pedersen asked how new buildings can be maintained if the college cannot maintain the housing that it has currently. She would rather see the college upgrade what it has rather than build more housing. Mr. Nielson indicated that major maintenance money has been restricted for use on housing. The ARRA funds can be used for academic spaces only. College housing has been close to capacity during the last two years. At the current time, reserves carried in the housing auxiliary are being used to make necessary upgrades, but this will not cover all the work that needs to be done. A long-term plan is being developed to fund needed repairs in all of the housing units and to construct additional housing. The college does not want to be in a position where students do not attend CWC because of the lack of housing or the poor condition of housing accommodations.

Ms. Pedersen asked about reserves. Mr. Nielson replied that up to 10 percent is in Fund 10 and also in the fifth mill fund. Some money is available to help with maintenance, but not enough for 44 apartments. Ms. Pedersen asked if the college should continue to build housing since education delivery is going online and the numbers of high school graduates are declining. Mr. Nielson replied that students like to be here. Ms. Pedersen stated that money needs to be put back for maintenance.

Dr. McFarland pointed out that in an analysis of enrollment patterns, it has been noted that a major share of the college's online learners are on-site. They are taking one or two online classes for scheduling flexibility. Ms. Martha Davey, Assistant Dean for Student Learning and Curriculum, stated that two-thirds of online courses are taken by students who are taking classes on campus. The major growth in enrollment has been on campus. Twenty to twenty-five percent of FTE is online.

Mr. Welty asked if maintenance and adequate funding for housing will be in the budget this year. Mr. Nielson replied that the college needs to take a more proactive approach and remodel the apartments two or three at a time.

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, March 23, beginning at 6:30 p.m. in the Wind River Room (ITECC 116) of the Intertribal Center.

Agenda items for the next regular meeting include:

1. Bond Resolution and Bond Purchase Agreement
2. BOCHES ½ Mill Levy (notice of intent)
3. CWC BOCHES Fiscal Year 2012 Budget Ratification
4. 11-12 Faculty/Professional Letters of Intent for Continuing Employees
5. Staff Profile and Salary Study Monitoring Report

Chair Gose indicated that an executive session would need to be scheduled to discuss personnel.

ACTION:

Mr. Krebs moved to hold an executive session on March 23, 2011, at 5:30 p.m. in the Intertribal Center Conference Room #ITECC 121, to discuss personnel issues. Mr. Welty seconded the motion. Motion carried.

CWC Foundation

The next meeting of the CWC Foundation Board will be held on March 10, 2011, at CWC.

Association of
Community
College Trustees

The National Legislative Summit was held February 13-16, 2011, in Washington, D.C.

The next ACCT event will be the Annual Congress which will be held October 12-15, 2011, in Dallas, Texas. Registration for this event is now open.

Wyoming
Association of
Community
College Trustees

The next regular meeting of the WACCT will be held in conjunction with the April 26 meeting of the Wyoming Community College Commission at Northwest College.

Dr. McFarland indicated that the WACCT will be hosting a statewide web-based interactive institute through ACCT called "Effective Trusteeship for Wyoming's Community Colleges." This will be held from 4-7 p.m. on March 14 in the Intertribal Center Conference Room.

Ms. Mills reported that 11 trustees were in attendance at the February 1 meeting of the WACCT. Casper College was absent. New officers are Sherri Lovercheck, President; John Kaiser, Vice President; Caroline Mills, Secretary; and Norleen Healy, Treasurer.

Wyoming
Community College
Commission

The next regular meeting of the WCCC will be held on April 26 at Northwest College.

CWC BOCHES

The next meeting of the CWC BOCHES is scheduled for March 9, 2011.

Teton County
BOCES

The Teton County BOCES met on February 15. The next meeting of the Teton County BOCES is scheduled for May 17.

Other

Mr. Welty asked about students carrying guns on campus. If students in Virginia had guns, it is possible that so many of them would not have been killed. Dr. McFarland stated that she can provide more detail next month. There is substantial case detail that leads to the conclusion that educational institutions can establish policies irrespective of statutes in the state. She feels fairly comfortable that the college will still be able to do that. If the law in Texas passes, it will go through the court system and that may be changing with further case law.

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 10 p.m.

Secretary

APPROVAL:

Chair