

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, September 15, 2010, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Frank Welty
	Charlie Krebs	Colton Crane
	Judy Pedersen	Roger Gose
<u>Absent:</u>	Scott Phister	
<u>Administration:</u>	Jo Anne McFarland	Jason Wood
	Mohammed Waheed	
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Tim Payne	Charlotte Donelson
	Wayne Robinson	John Wood
	Kelly Frank	Ruby Calvert
	Mark Nordeen	Carolyn Aanestad
	Wendy Davis	Jackie Meeker
	Dane Graham	Connie Nyberg
	Lindy Paskett	Jane Warren
	Joshua Scheer	Steven Miner
	Jeff Hosking	

CALL TO ORDER: Board Chair Roger Gose called the meeting to order at 7 p.m. A roll call conducted by the board clerk indicated that all board members except Mr. Phister were present. A quorum of the board was declared present to conduct business. Chair Gose indicated that Mr. Phister was absent due to health reasons.

EXECUTIVE SESSION: No executive session was held at this point in the meeting.

WELCOME AND INTRODUCTION OF GUESTS: Chair Gose welcomed the guests present and reminded everyone that Community Input Forms were available at the door for visitors to use if they wished to speak to an agenda item.

APPROVAL OF
AGENDA:

ACTION

Mr. Krebs moved to approve the agenda as presented. Dr. Crane 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 Treasurer, indicated that he had nothing to add to the written report submitted by Ms. Chloe Skaggs, Student Senate President. This report included information that the Student Senate co-sponsored a balloon for the 30th Riverton Rendezvous Balloon Rally. The Senate organized a barbecue for faculty, staff, and students on July 29. In August, the Senate prepared for and planned activities for New Student Orientation. In September, Convocation and the Howdy Dance were held on September 9. Other activities planned include a float trip September 11-12, an MTV Video Music Awards party, election for Student Senate September 14-15, a comedian on September 16, a trip to Denver September 25-26, and a magician on September 30. Every Wednesday night will be movie night in the Little Theatre, and the Senate is planning a Sunday Night Study Night.

Chair Gose complimented Ms. Skaggs for her remarks made at Convocation. She spoke well to the bond issue for the Health and Science Center.

Classified Staff
Association

Mr. Kelly Frank, President of the Classified Staff Association, indicated that he looked forward to serving another year. Mr. Frank submitted a written report which included information that Linda Bender attended an information-sharing meeting in Casper on August 3 with the Executive Assistants from the other community colleges. Retha Reinke, Judy Hubbard, and Denise Kimball participated in the Fremont County Fair. Debbie Lucas, Shaylene Hancock, and Retha Reinke marched in the Fremont County Fair parade representing CWC. Barbette Hernandez assisting in taking RHS MultiCultural Club members to a conference in California. Kelly Frank has been working with Jacki Klancher, EHS Chemistry Instructor, over the summer to produce a series of videos that will be included with her web classes, as well as other classes. These

videos were created to make the subject matter more fun and entertaining for the students as well as easy to understand.

The Faculty

Ms. Jane Warren, President of The Faculty, brought a copy of the 2010-2011 Women's Volleyball poster to show the board. This poster was done by Lonnie Slack, and the paperwork required had to go all the way to the Pentagon. It is a controversial poster, but no offense was meant. The faculty is in support of the new schedule for spring 2011. The faculty has been involved in the development of the strategic plan. At in-service everyone participated by talking about ways to implement the strategic plan objectives.

Ms. Warren submitted a written report which included information that Ann Avery is once again participating in Quality Matters course review and is serving as a Subject Matter Expert for a graduate literature course at National University in San Diego. Eric Heiser and Angel Sparkman attended the Innovation Engineering Leadership Institute in Casper August 25-27. Matt Flint has a solo show of his artwork opening September 17 at Legends Santa Fe Gallery in Santa Fe, New Mexico. Jim Thurman recently returned from two months of Air Force active duty at Keesler Air Force Base in Mississippi. Dudley Cole attended an American Welding Society training and certification seminar in August. Equine Studies Instructor Jennifer Cole placed first in the Ladies Open Ranch Horse competition at the Wyoming State Fair in Douglas August 16. Equine professor Patti Stalley is finalizing plans for an annual barbecue for all Equine and Rodeo students and staff.

Nita Kehoe is currently being represented by Global Arts Gallery in Lander, Wyoming. Sergio Maldonado continued dialogue and interaction with Wind River Reservation community members from both the Eastern Shoshone and Northern Arapaho tribes in August. He also has been working with Native artists on ideas and approaches for murals representing tribal cultures with a theme of "Establishing Good Relations." He and Jason Wood took a tour of the Wind River Indian Reservation on August 5. Mr. Maldonado was a planning committee member of the Wyoming Native American Education Conference August 27-28. As an advisor for the United Tribes Club, Mr. Maldonado continues work with the club to raffle off a vehicle on October 11.

Professional
Personnel
Association

Ms. Jackie Meeker, President of the Professional Personnel Association, reported that she had nothing to add to her written report which included information that Student Support Services was successful in renewing their grant, receiving three 100 percent scores on their application. Chontelle Gray met with the Fine and Performing Arts Standards Content Committee twice this summer. Paul Branham attended an online training for Datatel WebAdvisor branding August 14-16. Carolyn Aanestad met with the six other public relations directors from Wyoming community colleges in August. Gear Up sponsored a workshop at CWC for substitute teachers and para-educators entitled *Making Sense of Math* August 16-17. Pieter Crow has been identified as a “presenter of excellence” by the Datatel Users Group. Mickey Douglas attended a Regional Board Meeting in San Francisco for the Mountain Plains Adult Education Association in July.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, indicated that the election debates will occur on October 25 for the gubernatorial candidates and the U.S. House and on October 26 for the Superintendent of Public Instruction and the Secretary of State. Ms. Calvert will be meeting with Jason Wood and the Wyoming Film Office on October 4 to talk about a four-year program which would create an electronic media school here. British Petroleum will fund a \$38,000 grant for an early childhood program. The RUS grant auditor was here this week to audit the three grants WPBS has with them, and they were clean audits. Ms. Calvert showed photos of the takedown of an analog antenna. WPBS will be on the Capital Christmas Tree Tour and will go to Washington as well. This is the first national tree that will come from Wyoming. Seventy-five trees will be on tour.

Ms. Calvert submitted a written report which included information on administrative, production, promotions, engineering, and development activities at Wyoming PBS. The WCCC approved the entire WPBS supplemental budget request at its conference call meeting on August 20. The WPBS Advisory Council will schedule another meeting to review the strategic priorities, mission, and vision in late September/early October. A community college interconnect should be ready for the volleyball games. Except for EWC, video/audio interconnect can be provided between the other community colleges, CWC, and UW. Current membership is 3,832.

CWC Foundation/
Institutional
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, reminded the board that the annual Oktoberfest event will be held on October 8 at the Holiday Inn. The Foundation has agreed to fund the PAC in the amount of \$25,000. About \$6,000 more will need to be raised. Volunteer support is needed, and board members were asked to participate if they can. Dr. McFarland and Chair Gose were acknowledged in making the lead gifts to the PAC. All members of CWC's President's Cabinet are also donors.

Mr. Graham submitted a written report which included information that funds received during the months of July and August 2010 totaled \$895,197.49. The political action committee "Citizens for CWC" in support of the college's Health and Science Center bond initiative was formed on September 2. The CWC Alumni Association hosted a welcome/information booth for students coming to campus the first and second days of classes. Letters were sent to this year's graduates from the CWC Alumni Association Interim President which contained CWC Alumni decals and congratulated them on reaching the status of alumni graduates. CWC Foundation member Monte Paddleford has donated his services in the restoration of the Sacajawea bronze sculpture. The Petroglyph Pathway Honor Wall project was awarded to Riverton's Bott Monuments and is scheduled to be completed in October.

Mr. Welty congratulated Mr. Graham for the rate at which the CWC Alumni Association is moving forward.

CONSENT
AGENDA:

Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the July 21, 2010, regular meeting; the acceptance of bills for July and August 2010; and the board travel budget.

ACTION:

Ms. Mills 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 \$1,447,362.55 for the month of July 2010: Operations in the amount of \$2,507,399.80; Student Grants and Loans in the amount of \$180,710.13; and Bank Transfers in the amount of \$869,585.77 for a grand total of all payments in the amount of \$3,557,695.70.

The acceptance of bills also includes payment of the following bills which includes salaries and benefits in the amount of \$1,306,110.87 for the month of August 2010: Operations in the amount of \$811,166.68; Student Grants and Loans in the amount of \$13,354.73; and Bank Transfers in the amount of \$761,462.99 for a grand total of all payments in the amount of \$1,585,984.40.

UNFINISHED
BUSINESS:

Tax Protest
Update

Board Attorney Frank Watkins indicated that the Wyoming Supreme Court overturned the judgment of the district court and determined that the real property in the CWC Business Park that is used by for-profit tenants is taxable. The court looked at the tie that the tenants have to CWC and what governmental purpose those tenants were furthering for the college. For-profit tenants did not have any link. The for-profit tenants' use was determined to be non-governmental and not necessary for the operation and maintenance of the college. The court gave some guidance as to what the Foundation may want to consider for the future for tenant criteria. These tenants must have a closer link to the college if they are to be tax exempt. The vote was unanimous. The first protest was filed by the college in 2007, and the taxes for this property have been paid under protest since that time.

NEW BUSINESS:

Property and
Liability Insurance

Dr. McFarland indicated that a final estimate on the renewal premium for property and liability insurance was included in the board's folders. One of the recommendations made by her and Mr. Nielson was the inclusion of a rider that would provide accident insurance for board members and volunteers working with the college. The college has liability insurance on board members for negligence or if the college is deemed responsible for an accident, but if a board member has an accident in fulfilling his or her duties, this insurance will cover that accident at a cost of \$1,500. Additional clarification has been provided on earthquake and flood insurance and non-hazardous workers compensation insurance. The quote from Travelers Insurance in the amount of \$189,512 includes flood and earthquake coverage.

Another issue was whether or not to proceed with non-hazardous workers compensation insurance. Non-hazardous workers are not covered, and this causes concern for employees who do hazardous work but are not covered by the state plan. A quote from American Alternative for \$224,714 was

received which included coverage for non-hazardous workers, and this is approximately \$35,000 higher than the quote from Traveler's, plus an additional \$55,000 for non-hazardous coverage, bringing the total for non-hazardous coverage to \$90,000. Because the college has very strong health insurance through the state, lower cost options for long-term disability insurance, and a good claim record, Dr. McFarland believes that it is a risk that the college can manage. To reduce that risk substantially is too costly. The alternative is to buy workers compensation insurance which would cost one-quarter of a million dollars.

Dr. McFarland recommended that the board authorize the administration to work with Tim Moss of HUB International Mountain States Limited to bind coverage to meet college needs with the companies offering the best coverage at the best value to bind property and liability insurance coverage for the college from October 1, 2010, to September 30, 2011, including the addition of an accident policy for the board and volunteers.

ACTION:

Mr. Krebs moved to authorize the administration to work with Tim Moss of HUB International Mountain States Limited to bind coverage to meet college needs with the companies offering the best coverage at the best value to bind property and liability insurance coverage for the college from October 1, 2010, to September 30, 2011, including the addition of an accident policy for the board and volunteers. Mr. Welty seconded the motion.

Mr. Welty asked how many people fall into the risky category at Wyoming PBS. Ms. Calvert replied that all of the production people fall into this category, and there are seven of them. No serious accidents have happened, only a couple of minor injuries. These employees have the option of being covered by health insurance through the state. Ms. Calvert indicated that the college's general liability policy covers these employees if, for example, one of them had a camera fall on them while putting it into the truck. Dr. McFarland stated that in case of a serious accident, hopefully an employee has signed up for disability insurance. It would be impossible for Wyoming PBS to pick up the cost of non-hazardous workers compensation insurance. Mr. Welty asked what would happen if the person was paralyzed. Dr. McFarland replied that each situation would be different, and there may be negligence. If the person had long-term disability insurance, it would take effect. The possibility of a serious accident always exists.

Ms. Lindy Paskett, Director of Finance, noted that because of Ms. Calvert's concerns, they looked at being able to just ensure the non-hazardous workers at Wyoming PBS, but no insurance company was willing to do that.

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

September 10-11
Board Retreat
Report

The board held its annual retreat September 10-11 at Jackson Lake Lodge. Notes from this retreat were included in the board's folders.

10-11 Board Goals

Chair Gose distributed a proposed draft of 10-11 board goals for the board to consider. These goals included:

1. Ask Board Attorney for information on legal relationship between Foundation and CWC
2. Board Policy Review/Revision
 - a. Develop a Code of Conduct (with specifics)
 - b. Schedule Revised Lease Approval Procedures for October 2010 Board consideration
 - c. Begin Presidential evaluation earlier—in October
 - d. Revise board self-assessment tool
 - e. Edit/add to president's evaluation tool(s)
3. Find more venues to focus on "big picture"
 - a. Consider board agenda format to encourage more discussion vs. reports
 - b. Provide board training/education on select issues

The revised lease approval procedures have been an ongoing issue for a long time. The suggestion made at the retreat was that if a lease comes in within two weeks of a board meeting, then it would be considered at the regular meeting. If it is longer than two weeks to the regular meeting, a board special meeting by phone would be held. The consideration of these procedures could be dealt with at the October board meeting.

Ms. Pedersen asked about notification of a board phone meeting. Board Attorney Watkins indicated that a special meeting can be called with two days written notice. This notice is sent to all the media outlets. The agenda for a special meeting is limited to that topic only. Mr. Welty stated

that he was not willing to invest a lot more legal expense and time on this. Mr. Watkins replied that he could have a revised draft for the board to consider at their October meeting.

In regard to developing a Code of Conduct, Chair Gose appointed a board subcommittee to come up with a draft Code of Conduct using information from the retreat and any additional information. The subcommittee members are Dr. Crane, Ms. Mills, and Ms. Pedersen. Three members do not constitute a quorum of the board and cannot make decisions as a board. Email should not be used for any kind of sensitive discussion, so Dr. McFarland recommended that the group meet partly by conference call. Since November 3 has been suggested as an executive session, perhaps something could be ready for board discussion at that time. Chair Gose officially appointed Dr. Crane as chair of the subcommittee. He would like to have some kind of report at the October board meeting, if possible.

The presidential evaluation process will begin earlier this year. Chair Gose indicated that the board wants to look at revising the board's self-assessment tool and also the president's evaluation. Mr. Welty thought that beginning the presidential evaluation earlier and editing/adding to the president's evaluation tool tie together and have priority over revising the board self-assessment tool.

Chair Gose suggested holding a work session after the executive session on November 3. Ms. Wendy Davis, Human Resources Officer, indicated that the request for staff feedback on the president went out today. The completed paperwork will go out to the board early in October. Dr. McFarland stated that she welcomed the opportunity to work with the board to revise the evaluation tool used for her evaluation, but the process for her evaluation has already started. Board policy indicates that the board will take final contract action in November. After this evaluation process is finished, the board can look at revising the president's evaluation tool.

Mr. Welty stated that since the board is looking at extending the president's contract to 2013, it doesn't seem that inappropriate to start changing the president's evaluation now. Mr. Watkins pointed out that the evaluation is set in policy, so the board's policy would also need to be changed. Dr. McFarland stated that November is when the board takes action on the president's contract, and in May the board sets the

president's compensation. Dr. Crane indicated that it was not practical to try to change the evaluation now since the process has already started. Ms. Mills suggested that the process of looking at the evaluation be started. Chair Gose thought this could be done at the work session on November 3.

Ms. Davis indicated that the instrument the staff uses to evaluate the president is not the instrument that the board uses. Changing the form would not impact the staff evaluation. She could gather sample instruments that other institutions are using for the board to consider. She would recommend that it be changed for the next evaluation cycle. Mr. Welty thought the board should set a deadline for when this would be finished, and he would like it to be in early spring. Dr. McFarland indicated that the board's next quarterly work session is in January which could work for a February approval.

Chair Gose asked for a motion to accept these issues as priorities for 10-11 board goals. Ms. Pedersen indicated that she would accept them as long as they can be amended. The board has not heard from Trustee Phister, so she would like to leave the option open to change them.

ACTION:

Mr. Welty moved to accept the proposed 10-11 board goals as a place to start. Dr. Crane seconded the motion.

Dr. Crane stated that the September 10-11 retreat was probably the most effective use of the board's time of which he has ever been a part. Dr. Fisher did an excellent job of facilitation. The proposed goals are not all-inclusive, but they are a good place to start. Chair Gose indicated that it was a productive retreat and served its purpose.

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

Personnel

Human Resources
Board Report

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

The next Rustler Spirit Award will be announced in September 2010.

Searches in progress/pending included Instructor Agriculture Business; ABE/GED Instructor Lander; Academic Coach Lander; Academic Coach

Riverton; Assistant Registrar; ESL Instructor Jackson; Director Upward Bound; and Assistant Jackson Office.

Separations/transfers/requests for release from contract included Lisa Appelhans, Upward Bound Director; Jeremy Hughes, Assistant Registrar; Lloyd Humphrey, Maintenance Assistant Housing; and Jay Nielson, Executive Vice President for Administrative Services.

New hires/appointments/internal transfers included Lisa Appelhans, SSS Counselor/Tutor Coordinator; John Aschenbrenner, Automotive Lab Supervisor; Ken Colovich, Lander/SCC Director; Craig Doty, Resident Director/Assistant Men's Basketball Coach; Bill Finney, Instructor Chemistry and Physics; Jeff Garner, Custodian; Chaisley Gill, Assistant Coordinator Athletics/Activities and Assistant Volleyball Coach; Valorie Hejny, Custodian; Jeremy Hughes, Administrative Computing Technician; Tim Knapp, Facilities Attendant; Ernie Martin, WPBS Producer; Tiffany Stauffenberg, Volleyball Coach/Student Life and Mailroom Coordinator; and Don Steele, Custodian.

Dr. McFarland called special attention to the official notification from Jay Nielson of his impending retirement at the end of the current fiscal year. Mr. Nielson is a valued long-time employee who has made many substantial contributions to the college. His resignation does not require a release from contract. Mr. Nielson indicated his willingness to serve the college in a part-time capacity after he leaves to assist in the completion of the Classroom Wing remodel and federal stimulus money closeout. He would like to function as a consultant or as a part-time employee in a manner that is project specific.

BREAK IN
MEETING:

At 8:28 p.m., the board took a break in the meeting. The meeting was resumed at 8:34 p.m.

ACCEPTANCE OF
MONITORING
REPORT:

Planning and
Institutional
Effectiveness:
10-11 Institutional
Strategic Plan

Dr. McFarland presented the CWC Planning and Institutional Effectiveness monitoring report which is the 10-11 Institutional Strategic Plan. She indicated that the theme of the strategic plan is to carry out board ends and is about transitioning to the future. It focuses on providing access and success to all of CWC's students. The college's enrollment has grown over 40 percent over the past three years. Community colleges are

needed now more than ever for jobs, for training, for the economy, and for a better life.

The 09-10 strategic priorities outcomes were related to expanding space and educational opportunities. For Innovation in Learning, student awareness of the benefits of graduation increased. Community college graduates earn up to 30 percent more than high school graduates. Every dollar invested in community colleges reaps a 16 percent return. The Intertribal Center was completed. In Targeted Growth Management, outcomes included opportunities for growing student enrollment on and off-campus, which were provided through more off-campus and workforce training through Lander Center/Sinks Canyon Center restructure; development of the Agri-Business program; scholarships for GED students; physical presence on the Reservation; and the Facilities Management program which was developed and approved.

In Community Engagement, the outcomes included that the alumni association was established and is growing; the new downtown outreach location in Thermopolis; office and classrooms on the Reservation; and enhanced diversity activities, tours, and engagement with the Reservation community. Changes to the strategic planning process for 10-11 are closer alignment with the Statewide Strategic Plan, better definition of measurable outcomes, tracking progress on an ongoing basis, greater involvement in the trenches, and attention to continued momentum of past strategic priorities.

The 10-11 CWC Strategic Priorities are Increase Access and Success in Learning, Build and Strengthen Stakeholder Relationships, and Transition to the Future. For the strategic priority of Increase Access and Success in Learning, objectives are to support and develop comprehensive ABE/GED and pre-college courses; utilize "Graduation Matters" to increase student retention rate and graduation number and rate; student pathways to educational goals; strengthen programs to meet student and industry demands; and create a formal Strategic Enrollment Management plan.

For the strategic priority of Build and Strengthen Stakeholder Relationships, objectives are to strengthen positive community perceptions; actively promote CWC personnel, student, and alumni achievements; expand and strengthen current and new partnerships; better utilize all citizen educational advisory committees; pass a November 2010

tax initiative; and engage and inform internal stakeholders regarding college efforts.

Objectives for the strategic priority of Transition to the Future include identify and develop future leaders; actively seek out candidates with a diversity of experiences; prepare staff and faculty for rapid changes; address the increased stress and demands on staff; and establish a system for reporting key performance indicators.

Dr. Crane noted that some of the local builders think that the college doesn't use local people enough. He suggested taking out an ad to thank the local people who worked on the Intertribal Center. Dr. McFarland indicated that an ad like that will be coming out soon and will have a high percentage of local contractors listed. In addition, investment opportunities will be available to local investors for the purchase of bonds for the Health and Science Center in increments as small as \$5,000. These bonds will be tax exempt and will allow the community to become vested in this process. Mr. Graham stated that a luncheon with local financial advisors to discuss this process has been scheduled for October 7 in the Intertribal Center.

Dr. McFarland recommended that the board accept the Planning and Institutional Effectiveness Monitoring Report as presented.

ACTION:

Dr. Crane moved to accept the Planning and Institutional Effectiveness Monitoring Report as presented. Ms. Mills seconded the motion. Motion carried.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Fall semester is off to a great start, with enrollment holding strong. Beginning activities included:
 - a. August 16-20 New Employee Orientation, including a reception at the President's home;
 - b. August 23 All-Staff In-Service (and a rousing welcome by the Board Chair);
 - c. August 25-27 New Student Orientation was strong, lively, and well-attended, with Student Senators the star of the show;
 - d. August 30 was the first day of fall classes;

- e. September 9 Fall Convocation with formal assembly, conferral of Professors Emeriti on professors Margaret Peart and Rob Richards, followed by a barbecue, games, and powwow for staff, students, and community members.
2. Kudos to students and staff featured in this month's association reports to the board for their professional, personal, and community achievements.
 - a. Special congratulations for major grant successes to:
 - (1) Lynne McAuliffe, Assistant Dean for Workforce and Community Education, for obtaining a \$658,000 two-year workforce training grant for low-income qualified students through the Department of Workforce Services training in Dental Assistant; Professional Office Specialist; Construction Trades; and Facilities Maintenance Technology.
 - (2) Dr. Mohammed Waheed and Marilu Duncan for obtaining a five-year federal grant renewal totaling over \$2 million to continue CWC's successful Student Support Services program for advising, tutorial, and other services to our students. Add to that the fact that all three grant readers scored CWC's grant application 100%. The first year's award totals \$427,018.
 - b. Special recognition goes to Athletic Director Serol Stauffenberg and his 09-10 women's basketball team for being named among the "Academic Teams of the Year." The 09-10 CWC Women's Basketball team had a cumulative gpa of 3.05.
 - c. 2010 NJCAA Distinguished Academic All-Americans included
 - (1) CWC men's basketball player Marco Iachini;
 - (2) CWC women's basketball and volleyball player, Brooke Tolman;
 - (3) CWC women's basketball player, Jeri Jacobson and CWC volleyball player, Carolina Lobato.
 - d. 2010 NJCAA Academic All-Americans include CWC volleyball player Dixie Warren.
 3. As a follow up to a trustee question at the July 21 meeting, the following is information about the estimated CWC general election costs:
 - a. According to the County Elections Office, the cost to CWC will be based on how much space will be taken on the ballot. That will be known by mid-to-late September.

- b. CWC's cost in 2000 to put the housing issue on the ballot, along with listing the trustees who were running that year, cost a total of \$800 to CWC.
 - c. The Elections Office estimates no more than a \$1,000 cost for CWC's share of the November 2010 General Election, including the Health and Science question and trustee election listings. The board has \$1,260 in its budget for election expense.
4. College revising Spring and Fall 2011 academic calendar to accommodate work on Classroom Wing. The college has received \$1.65 million in one-time federal stimulus funding to do a remodeling of the Classroom Wing that involves re-sizing and updating classrooms. To avoid disruption of classes and expend this one-time money within the required federal timeframe, this work must be done in summer 2011. To get the longest summer construction window possible, the college will have to shorten the academic calendar for Spring and Fall 2011 semesters to accommodate this work. The revised academic calendar will be provided to the board at the October meeting.
5. State revenues higher than expected. With the 2011 Wyoming Legislative Session coming up in January, it's heartening to see the latest CREG (Consensus Revenue Estimating Group) actual General Fund revenues coming in \$125 million higher than earlier projections. The State Budget Reserve is \$212 million higher than projected, and Federal Mineral Royalties are \$183.5 million higher than projected.
6. Statewide socioeconomic impact study of Wyoming community colleges. The colleges are partnering with the College Commission to jointly contract with Economic Modeling LLC (EMSI) of Moscow, Idaho, to conduct a statewide socioeconomic impact study of Wyoming community colleges to assist the WCCC and colleges in better quantifying the colleges' impact on the state's economy and quality of life. CWC did an individual socioeconomic study with the same firm (then known as CCBenefits, LLC), in 2002.

The statewide study will be conducted between mid-November and April 1, 2011. The total cost of the study is expected to be in the range of \$60,000, with the WCCC putting in \$15,000, and six colleges equally sharing the remaining cost, at about \$8,000 each. Details are still being worked out. NOTE: Northern will not have to contribute,

because they completed an individual EMSI study this year, with those results to be included in the statewide study.

7. College presidents will be working with trustees to identify state revenue streams to better support Wyoming community colleges, hopefully for consideration in the upcoming 2011 Wyoming Legislative Session.
8. It's CWC's turn to host the 2011 Legislative Reception and College Conference, with assistance from the WACCT (Wyoming Association of Community College Trustees). The WACCT legislative reception is scheduled for February 1, 2011, in Cheyenne.
9. WPBS Statewide General Election Debates are set for October 25-26, 2010, live from the CWC Little Theatre.
10. Attendance by CWC President at selected events since the July 21 report include:
 - a. Thurs., July 22 - WCCC Phone Meeting
 - b. Mon., Aug. 9 - WACCT Advocacy Meeting (CWC)
 - c. Mon., Aug. 9 - Gubernatorial Candidate Forum and Reception (Hosted by CWC with WACCT)
 - d. Mon., Aug. 9 - WPBS Gubernatorial Primary Debates (CWC)
 - e. Tues.-Wed., Aug. 10-11 - Wyoming Presidents Council Retreat (CWC)
 - f. Tues., Aug. 10 - WPBS Gubernatorial Primary Debates (CWC)
 - g. Wed., Aug. 11 - Wells Fargo Community Board Meeting
 - h. Fri., Aug.13 - Meeting with CWC Foundation President
 - i. Tues., Aug. 17 - Wind River Development Fund lease meeting
 - j. Wed., Aug. 18 - Welcome for Wyoming School Resources Officers Conference
 - k. Thurs., Aug. 19 - Lunch with tribal leaders
 - l. Thurs., Aug. 19 - Hosted New Employee Reception
 - m. Fri., Aug. 20 - WCCC Phone Meeting
 - n. Thurs., Aug. 26 - Presidents Council Meeting (Casper)
 - o. Thurs., Aug. 26 - Executive Council Meeting (Casper)
 - p. Sat., Sept. 4 - Funeral for Tony Masters (former CWC professor and coach)
 - q. Mon., Sept. 13 - Riverton Lions Club (Dr. Gose's presentation on Health and Science Center)

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

Dr. McFarland reported that a Business Leadership Network awards breakfast would be held on Friday, September 24, from 8:30-10:30 a.m. at the Holiday Inn in Riverton. The entire Student Support Services staff has been nominated for an award at this event. Chair Gose indicated that he would attend.

Executive Vice
President for
Administrative
Services

Mr. Jay Nielson, Executive Vice President for Administrative Services, provided a written report which gave an update on construction projects and the FY 10 audit. The college received the Certificate of Occupancy for the Intertribal Education and Community Center on September 2, 2010. The goal is to be able to occupy the building for operations by October 1. The one remaining item to be completed on the entryway project is the external lighting along Circle Drive. The base for the electronic sign has been poured, as well as the base for the Sacajawea statue. The Bell Tower and benches have been set. In regard to the Classroom Building Remodel, it has been decided to compress Spring 2011 semester and Fall 2011 semester to extend the summer break to at least four months. Construction is anticipated to start at the end of April and must be completed before the fall semester begins.

Mr. Nielson recommended the Housing Construction Project be placed on hold until the first of the year. The college is investigating the installation of a large generator to support IT and communication equipment when there is a power outage. The contract with EDA out of Casper to provide electrical and mechanical services for the energy retrofit program is being finalized. The auditors have completed the field work for the FY 2010 audit. A letter describing issues and processes from the auditor to the board was included in the board packet.

Mr. Wayne Robinson, Director of Physical Plant, added that through the work of the CWC Foundation Office, Sacagawea has been refurbished and repainted. Hopefully she will be installed in her new location by the next board meeting.

Vice President for
Academic Services

Mr. Jason Wood, Vice President for Academic Services, showed the board one of the videos that Jacki Klancher, EHS Chemistry Instructor, and Kelly Frank, Video Technician, developed to help students in Ms.

Klancher's science classes. A comprehensive new student orientation has been developed for ABE/GED. Three instructors have begun development of an online GED program which would be the first of its kind in the state of Wyoming. The Facilities Maintenance program is in the final stages of approval and has been nominated by the mayor of Lander for an award for partnerships and service to students. The college has secured external funding to get curriculum development assistance for the film studies program from Valencia Community College in partnership with Wyoming PBS and the Wyoming Department of Tourism and Travel. A technical studies degree is being developed by the Commerce, Allied Health, Technology and Safety Division and will articulate with the University of Wyoming's applied baccalaureate degree. The Academic Council has identified ten programs for which individual recruitment plans will be developed. On October 18, an advisory committee kickoff meeting will be held. An internal leadership institute is being developed.

Mr. Jeff Hosking, Rural Justice Training Center Director, made a short presentation on programs being offered to state and regional law enforcement officers and first responders. Trainings that have been offered include Crisis Management for School Based Incidents, history and dynamics of school shootings, school resource officer training, active shooter training, women's self-defense seminar, criminal jurisdiction in Indian country, leadership, stress, creativity, Hazardous Materials Conference, Simulations scenario instructor and safety certification, Def Tec Less Lethal Technologies, and Active Shooter Instructor Certification. Many trainings are offered to first responders for CWC credit. The first annual Wyoming School Resource Officer Conference was held in August 2010 at CWC. About 400-500 people are trained every year, and the Mobile Training Lab is taken to law enforcement agencies for virtual firearms training.

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, October 13, beginning at 6:30 p.m. in ITECC 116 of the Intertribal Center.

Agenda items for the next regular meeting include:

1. Physical Plant/Facilities Monitoring Report
2. Academic Profile Monitoring Report
3. ACCT Annual Congress Voting Delegate
4. Foundation Lease Approval Process

The Jackson Culinary Arts students will be at CWC for the October 13 meeting and will provide dinner for the board at 5:30 p.m.

ACTION:

Ms. Mills moved to hold an executive session on personnel on November 3 at 5:30 p.m. in the Intertribal Center Conference Room followed by a work session on board goals and code of conduct. Mr. Welty seconded the motion. Motion carried.

CWC Foundation The CWC Foundation met on September 8. The next meeting of the CWC Foundation is scheduled for December 9 at 10 a.m. in Lander. Mr. Welty suggested that a thank you letter be written to the CWC Foundation for the \$25,000 that was donated to the "Citizens for CWC" political action committee.

Association of
Community
College Trustees The ACCT Community College Leadership Congress will be held October 20-23, 2010, in Toronto, Ontario, Canada. All board members have indicated their plans to attend. A voting delegate for the annual congress will be selected at the October 13 board meeting.

Wyoming
Association of
Community
College Trustees The next meeting of the WACCT will be scheduled in conjunction with the next WCCC meeting.

Wyoming
Community College
Commission The WCCC met by teleconference on July 22 and on August 20. Because of the live political debates scheduled for October 25-26, the Presidents Council hopes to set up one-hour meetings with each of the gubernatorial candidates to discuss community college issues before the debates. In addition, the WCCC has agreed to schedule their October meeting at CWC on Tuesday, October 26.

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

Teton County
BOCES The Teton County BOCES met on August 24. The next meeting is scheduled for Tuesday, November 16, at 4 p.m.

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

EVALUATION
OF MEETING:

Chair Gose adjourned the meeting at 9:37 p.m.

Secretary

APPROVAL:

Chair