

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, December 15, 2004, in PTC 115/121 of the Professional Technical Center on the Central Wyoming College campus. Board Chair Dennis Christensen called the meeting to order at 7:30 p.m.

ATTENDANCE:

<u>Present:</u>	Dennis Christensen	Scott Phister
	Deanna Crofts	Jim Matson
	Ann Grospiron	Dallas Myers
	Caroline Mills	
<u>Administration:</u>	Jo Anne McFarland	Mohammed Waheed
	J.D. Rottweiler	Jay Nielson
<u>Attorney:</u>	Wes Roberts	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Bruce Bynum	Ross Hauck
	Carolyn Aanestad	Dan Schiedel
	Ben Evans	Robbalee Oleson
	Jeff Hosking	Wendy Finch
	Lisa Cunningham	Cory Daly
	Laurie Sain	

WELCOME AND INTRODUCTION OF GUESTS: Board Chair Christensen welcomed the guests present and reminded everyone that Community Input Forms were available at the door for visitors to use if they wished to speak to an agenda item. He indicated that a motion was needed to appoint him as Acting Chair to serve until the board reorganizes later in the meeting.

Ms. Grospiron moved to appoint Mr. Dennis Christensen as Acting Board Chair until the board reorganizes later in the meeting. Mr. Matson seconded the motion. Motion carried.

OATH OF OFFICE FOR NEWLY ELECTED AND RE-ELECTED TRUSTEES: Board Attorney Wes Roberts administered the public ceremonial oath of office to Mr. Dennis Christensen for the Dubois Subdistrict whose term will expire December 1, 2008; to Mr. Jim Matson for the Riverton Subdistrict whose term will expire December 1, 2008; to Ms. Caroline Mills for the Reservation Subdistrict whose term will expire December 1, 2008; and to Mr. Dallas Myers II for the Lander Subdistrict whose term will expire December 1, 2008.

APPROVAL OF AGENDA: Acting Board Chair Christensen asked that an item be added to the agenda, "Trustee Resignation and Appointment Process," right after "Personnel" under New Business.

Ms. Grospron moved to approve the agenda as revised. Mr. Matson seconded the motion. Motion carried.

PRESENTATIONS: Written reports from student and employee associations were included in the board packet. Acting Board Chair Christensen indicated that the president of each association could add oral comments.

Student Senate Ms. Robbalee Oleson, President of the Student Senate, did not have any comments to add to her written report. This report included information on the recent Root Beer Party, the Senate poll on a possible \$1 per credit student fee to support intramural sports at CWC and other student issues, the nomination of Charles Ojaji for the Wyoming Association of Community College Trustees 2004-2005 Student Achievement Award, the construction of a bouldering wall, and a meeting to discuss Food Court concerns.

Classified Staff Association Ms. Lisa Cunningham, President of the Classified Staff Association, did not have any comments to add to her written report. This report included information on the nominees for the Rustler Spirit Award, the nomination of Danielle Hood as the CWC nominee for the Wyoming Association of Community College Trustees 2004-2005 Classified Staff Achievement Award, and the educational activities of Classified Staff employees.

The Faculty Mr. Ben Evans, President of The Faculty, indicated that he did not have any comments to add to his written report. This report included information on the 100 percent pass rate of all the Spring 2003 nursing graduates, the continuing discussion on faculty salaries, and the nominees for the Wyoming Association of Community College Trustees 2004-2005 Faculty Achievement Award. Tara Womack was chosen by the faculty to be their nominee for this award.

Professional Personnel Association Mr. Jeff Hosking, President of the Professional Personnel Association, provided a written report which included information on the State High School Drama Tournament December 2-4 which was attended by Chontelle Gray and information on Deborah Pierce, who was recently appointed as a "biographical candidate to represent Riverton, Wyoming, in

the *Empire Who's Who Among Executive and Professional Women Educators.*" He also reported that Kristy Salisbury was chosen as the nominee for the Wyoming Association of Community College Trustees 2004-2005 Professional Staff Achievement Award.

Wyoming Public
Television

Mr. Dan Schiedel, WPTV General Manager, provided a written report which included information on development/WPTV Foundation news, an engineering update, and information on programming/educational services/production. He also reported that the December membership drive was the largest ever, bringing in over \$86,000. The Star Valley translator was turned on today. Funding is being sought for an audience research project on WPTV, and an expansion of KCWC-FM is being discussed.

CWC Foundation

Mr. Bruce Bynum, CWC Foundation Chief Operating and Development Officer, indicated that he did not have any comments to add to his written report. This report included information on the December 2 annual meeting of the Foundation Board of Directors. The Foundation's audit has yet to be completed and another firm has been engaged to finish the compilation and then a full audit in order to meet the needs of the college.

Ms. Grospiron asked about the major change in the by-laws and if the trustee representative still has a vote. Mr. Bynum indicated that the trustee representative still has a vote.

COLLEGE
ADVANCEMENT
IN THE
COMMUNITY:

This agenda item is included so that each trustee can report on the specific ways he or she has advanced the college in the community over the past month.

Mr. Matson reported that he attended the Foundation Board meeting in Lander on December 2.

Mr. Phister reported that he continues to have lots of conversations with current and potential students. He has the opportunity to encourage students to come to CWC and has had discussions with a few of the rodeo team members.

Acting Board Chair Christensen reported that he attended a performance of the Bar J Wranglers at the college on December 11 and visited with a professor at that time. This showed the value of partnerships with the college.

Ms. Crofts reported that she attended a “Meet Your Legislators” session in Lander on December 3. She works with individuals who are looking for training, and she sends them to CWC. She attended the college holiday party and enjoyed the program.

Mr. Myers reported that he also attended the college holiday party, and it was a good experience. He meets with a lot of people in education and talks to them about CWC and the educational opportunities here.

Ms. Mills reported that she attended the Foundation Board meeting in Lander on December 2 and the “Meet Your Legislators” session in Lander on December 3. She also attended the college holiday party and enjoyed the entertainment.

CONSENT
AGENDA:

Acting Board Chair Christensen asked if there were any objections to the consent agenda which included the approval of minutes from the November 17, 2004, regular meeting; the acceptance of bills for November 2004; the board travel budget; the 05-06 Academic Calendar; the 05-06 Academic Fee Schedule; the 05-06 Non-Academic Fee Schedule; and the 05-06 Holiday Schedule.

Mr. Matson moved to approve the consent agenda as presented. Ms. Gropiron 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 \$894,991.84 for the month of November 2004: Operations in the amount of \$1,017,606.03; Student Grants and Loans in the amount of \$64,344.08; and Bank Transfers in the amount of \$557,856.35 for a grand total of all payments in the amount of \$1,639,806.46.

05-06 Academic Calendar A significant change made to the 05-06 academic calendar included the move of Fall Break to the Wednesday before Thanksgiving. Due to the timing of Labor Day, fall semester will begin prior to Labor Day weekend. Classes will begin Monday, August 29, Convocation is scheduled for Tuesday, September 13, and Commencement is planned for Friday, May 12. Spring Break is scheduled for March 13-17 but is subject to change depending on the dates of the spring breaks of local school districts.

05-06 Academic
Fee Schedule

The 05-06 academic fee schedule includes a 4 percent increase in tuition as approved by the Wyoming Community College Commission. In addition, the Student Senate has recommended and approved a \$1 per credit increase in student fees to support intercollegiate athletics. The highlighted increases in course fees are a direct reflection of increased costs for specific course-related materials, supplies, and/or certification tests.

05-06 Non-
Academic Fee
Schedule

The 05-06 non-academic fee schedule includes an increase in some housing rates, an 8 percent increase in the food service board plan, an option for CWC employees to use a \$25/day per diem reimbursement when traveling on college business, an adjustment to theater technical support fees, and a revision to CWC Field Station fees.

05-06 Holiday
Schedule

The 05-06 holiday schedule is based on the current schedule of 17 holidays.

UNFINISHED
BUSINESS:

No unfinished business was conducted at this meeting.

NEW BUSINESS:
FY 04 Audit
Update

Mr. Nielson reported that due to circumstances beyond the college's control, the Foundation audit was not done in time to include it with the college audit for presentation to the CWC board at this meeting. The Foundation contracted with McKee, Marburger & Fagnant to complete a compilation by December 31, 2004, and to complete an audit later in 2005. If these financial statements are not reviewed by an independent auditing firm, the college's audit would be qualified. It is important to bring forward an unqualified audit, so the CWC audit will not be presented to the board until January 19, 2005. Mr. Nielson has contacted the state, and the college is allowed to get this audit in by the end of January. The WCCC requires that the audit be in to them by January 1, but Mr. Nielson has contacted them and has agreed to work through the specific reporting requirements to adjust to this situation. CWC is only college in the state whose audit will be submitted in January.

Ms. Grospron asked if the college portion of the audit is finished. Mr. Nielson indicated that it is finished as far as it can be taken. The management discussion and analysis reports need to be completed before the final draft can be done.

Date Change for
February Board
Work Session/
Retreat

Dr. McFarland is scheduled to be in Cheyenne to cover the legislative session from January 24 through February 4, and the February 2 quarterly board work session/retreat falls during this period. She requested that the board reschedule its February quarterly work session/retreat from Wednesday, February 2, to Wednesday, February 9.

Ms. Grospiron moved to reschedule the February quarterly work session/retreat from Wednesday, February 2, to Wednesday, February 9. Mr. Matson seconded the motion. Motion carried.

Revised Board
Governance Policies
Chapter III: Board-
President
Relationship,
Policy A:
President's Job
Description

Acting Board Chair Christensen stated that the board will be acting on one proposed addition to the president's job description as follows:

“Show progress toward achievement of annual strategic priorities.”

There was some discussion about changing the word “show” to “demonstrate,” but the board decided to leave it as it is stated. The board also decided to adopt this policy on first and final reading.

Mr. Matson moved to approve the revised Board Policy III:A President's Job Description as proposed on first and final reading. Mr. Phister seconded the motion. Motion carried.

Chapter IV:
Governing
Process, Policy G:
Board Meetings

Mr. Phister moved to approve the revised Board Policy IV:G Board Meetings as proposed on first and final reading. Mr. Matson seconded the motion.

Ms. Grospiron asked where the WPTV and Foundation reports are to be placed since they are not included in Student and Employee Association Reports or in Reports. Acting Board Chair Christensen indicated that they should be placed in section IV, Student and Employee Association Reports.

Ms. Grospiron moved to amend the previous motion to include WPTV and Foundation reports in section IV, Student and Employee Association Reports. Mr. Matson seconded the motion. Motion carried.

Mr. Myers asked if the employee association reports should be listed individually as well. Board Attorney Wes Roberts replied that all three employee associations are implied by using the term “employee associations.”

Acting Board Chair Christensen called for a vote on the motion as amended currently on the floor. Motion carried.

Personnel

Human Resources
Board Report

Mr. Myers moved to enter the December Human Resources Board Report into the minutes. Ms. Mills seconded the motion. Motion carried.

The Human Resources Board Report for December included the following Information:

Searches in progress/pending included Admissions Coordinator, WPTV Microwave Technician, Compensation Specialist, and Maintenance Technician Lander.

There were no resignations/terminations/retirements/requests for release from contract.

New Hires/Appointments/Internal Transfers included Jennifer Jahnke, Customized Training Office Assistant.

Trustee Resignation
and Appointment
Process

Trustee Grospiron read her letter of resignation. Her resignation is effective January 31, 2005. As of February 1, she will no longer be a resident of Lander, and therefore will no longer be eligible to serve as an elected trustee.

Mr. Matson moved to accept the resignation of Ms. Grospiron with regret and with the effective date of January 31, 2005. Mr. Phister seconded the motion.

Mr. Matson indicated that he is disappointed that as a new board member, he will not get the opportunity to work with Ms. Grospiron. Acting Board Chair Christensen stated that it has been a pleasure to serve with Ms. Grospiron and that she has been a great board member.

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

Acting Board Chair Christensen stated that by statute, the board has 30 days to replace Ms. Grospiron. He proposed that the board seek letters of interest by January 7, 2005, verifying residency in the Lander subdistrict

and ability to attend the January 19, 2005, board meeting designated for candidate interviews. After the candidates have been interviewed, the board will recess into executive session to discuss the appointment. The appointee will be sworn in at the end of the meeting, and he or she will not be a voting member until February 1.

Board Attorney Wes Roberts indicated that it needs to be made clear that the board has 30 days from the effective date of resignation to fill this position. The effective resignation date of Trustee Grospiron is January 31, 2005.

Acting Board Chair Christensen stated that the appointee will be filling the unexpired term of Ms. Grospiron which will end on November 30, 2006.

Ms. Crofts moved to approve the timeline to fill the vacancy in the Lander subdistrict created by the resignation of Ms. Grospiron. Ms. Mills seconded the motion. Motion carried.

Reorganization of
the Board
Election of
Officers

Acting Board Chair Christensen stated that board governance policy IV.G.8. requires that at the first December meeting of each year, the board of trustees shall elect its officers and make other appointments as are necessary to conduct regular business.

Chair

Mr. Myers moved to nominate Ms. Deanna Crofts as Chair of the Board. Ms. Mills seconded the motion.

Mr. Matson moved to nominate Mr. Scott Phister as Chair of the Board. Mr. Christensen seconded the motion.

Mr. Phister moved to nominate Mr. Dennis Christensen as Chair of the Board. Mr. Matson seconded the motion. Mr. Christensen declined to accept this nomination.

Mr. Matson moved that nominations cease. Mr. Myers seconded the motion. Motion carried.

Ms. Deanna Crofts was elected as Chair of the Board by secret ballot.

Vice Chair

Mr. Christensen moved to nominate Mr. Scott Phister as Vice Chair of the Board. Mr. Myers seconded the motion. Mr. Christensen moved that

nominations cease and that Mr. Phister be elected by affirmation. Mr. Matson seconded the motion. Motion carried.

Board Chair Crofts noted that according to new board governance policy IV.F., the expectation is that the Vice Chair will succeed the Chair in the next year or two years.

Secretary Mr. Christensen moved to nominate Mr. Dallas Myers as Secretary of the Board. Mr. Phister seconded the motion. Mr. Matson moved that nominations cease and that Mr. Myers be elected by affirmation. Mr. Phister seconded the motion. Motion carried.

Treasurer Ms. Grospron moved to nominate Mr. Dennis Christensen as Treasurer of the Board. Mr. Phister seconded the motion.

Mr. Phister moved to nominate Mr. Jim Matson as Treasurer of the Board. Ms. Mills seconded the motion.

Mr. Myers moved that nominations cease. Ms. Mills seconded the motion. Motion carried.

Mr. Jim Matson was elected as Treasurer of the Board by secret ballot.

Election of
BOCES
Representatives
Fremont County

Mr. Phister moved to nominate Mr. Christensen as representative to the Fremont County BOCES. Mr. Matson seconded the motion. Mr. Matson moved that nominations cease and that Mr. Christensen be elected by affirmation. Ms. Mills seconded the motion. Motion carried.

Teton County Mr. Matson moved to nominate Mr. Phister as representative to the Teton County BOCES. Mr. Christensen seconded the motion. Ms. Mills moved to nominate Mr. Myers as representative to the Teton County BOCES. Mr. Phister seconded the motion. Mr. Matson moved that nominations cease and that Mr. Phister and Mr. Myers be elected by affirmation. Mr. Christensen seconded the motion. Motion carried.

Appointment of
Board
Representatives Mr. Myers moved to give the Chair of the Board the authority to appoint board representatives. Ms. Mills seconded the motion. Motion carried.
Board Chair Crofts made the following appointments:

CWC Foundation Board Mr. Matson was appointed as representative to the CWC Foundation.

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

WCCC Committee of Ten Ms. Crofts was appointed as representative to the WCCC Committee of Ten.

Other Appointments/Designations Mr. Matson moved to accept the president's recommendations regarding designation of official depositories and investment agencies, designation of official newspapers, appointment of legal counsel, appointment of audit firm, appointment of assistant treasurer, and appointment of board clerk. Mr. Phister seconded the motion. Motion carried.

These recommendations are as follows:

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

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

Appointment of Legal Counsel Mr. Wesley A. Roberts is appointed as legal counsel for the college as retained by the Board of Trustees.

Appointment of Audit Firm McKee, Marburger & Fagnant, P.C., is named as audit firm for the college.

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

The resolution is as follows:

WHEREAS, on the 15th day of December 2004, the Board of Trustees of Central Wyoming College (CWC) reorganized the Board during a regular public meeting, and;

WHEREAS, Joseph Jay Nielson, Dean of Administrative Services, was duly appointed as the Board Assistant Treasurer, and authorized:

1. to accept and release pledges of security types deemed sufficient by the CWC Board for the purpose of collateralizing college bank deposits, and;
2. to invest and redeem investments of college funds when excess cash is identified, according the guidelines established by the State of Wyoming, Department of Audit, and;
3. to initiate transfers of cash between college bank accounts, and;
4. to stop payment on college drafts, where necessary, and;
5. to sell, assign, and endorse for transfer, certificates representing stocks, bonds, or other securities now registered or acquired hereafter in the name of Fremont County Community College District, d.b.a. Central Wyoming College.

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

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

REPORTS:

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

1. Community College Supplemental Budget Request

The Governor released his supplemental budget recommendations by December 1 as required by law. The release of the Governor's budget recommendations were followed by budget hearings by the Joint Appropriations Committee (JAC).

Dr. McFarland attended the December 7 JAC hearing in Cheyenne on the community college supplemental request. The incoming College Commission Executive Director, Dr. James Rose, who is a former Wyoming state representative, was also able to attend the JAC hearings and to share his observations of the legislative process with the college presidents. The JAC is scheduled to do their budget "mark up" the week of December 13, so it is not known at this time what the JAC will recommend with respect to the colleges and Wyoming Public Television.

The JAC is scheduled for reorganization January 1, which will involve several members going off and on the JAC, so it is unclear to what extent the incoming JAC members will influence the recommendations of the current JAC. Fremont County state representative Frank Philp is scheduled to become House Co-Chair of the JAC in January, and Fremont County state senator Cale Case will also be placed on the powerful committee.

Overall, the JAC was interested in and cordial to the colleges and its representatives. JAC members showed a clear understanding of the need for continuing and biennialized funding for continuing operating costs, but didn't indicate whether they would support the request in the supplemental budget session.

JAC members had many questions about the colleges' funding model, and they seemed somewhat perplexed by how it works. JAC members asked for additional information as follows:

- A clear and brief description of how the funding model works;
- Information about the competitiveness and parity of Wyoming community college salaries;
- How many faculty positions are unable to be filled at each college, due to low salaries;

- Why colleges have not placed residence hall fire suppression sprinklers at the top of their lists for use of already appropriated major maintenance funding, since lack of sprinklers poses a serious health and safety hazard;
- To what extent Wyoming salaries are competitive; and
- A breakdown of Wyoming community college enrollment patterns over the past five years.

In summary, the Governor recommended the following:

- State Aid: \$5,989,566 (which is the equivalent amount of the equity need the college system identified in system total request of \$8,190,500, the latter which includes both equity and a 3.3% external cost adjustment)

NOTE: The Governor's recommendation will result in colleges not fully funding both equity and external cost adjustments at the colleges. In addition, the Governor's recommendation included the following footnote:

"This [recommended \$5,989,566] represents the amount necessary to fund the request to improve internal funding equity between the colleges. This amount is not intended to be doubled or increased when the standard budget is developed for the 2007-2008 biennium. These funds will be distributed in accordance with the formula developed and contained in the agency's rules.

I am not recommending approval of \$2,200,934 which is the portion of the request that correlates to the external cost adjustment portion of the request. I believe that since comparator colleges are being used to develop the funding model, an external cost adjustment is made a part of the calculation."

- Fire Suppression: \$2,928,402 (The Governor recommended full funding of this request.)
- LCCC--Residence Hall: \$8,218,664 (The Governor recommended support of this construction project that will be built through the use of revenue bonds.)

- WPTV capital construction: \$478,710 (The Governor supported \$478,710 of the original \$750,000 request for an expansion to the CWC campus that was recommended by the State Building Commission. Interim work with the Governor's construction analyst by Jay Nielson has resulted in the Governor's construction analyst agreeing to a modified funding level of \$650,000.)
 - The Governor did not recommend WPTV's request for:
 - ✓ \$1,700,808 for final phase of digitization
 - ✓ \$ 281,300 for state match for federal grant
2. Upcoming Legislative Events
 - a. Mon., Dec. 20 - CWC Board Community Dialogue Luncheon with Area Legislators
Noon-1:30 p.m. (CWC Pro Tech #115/121)
 - b. Thurs., Dec. 23 - Riverton Chamber "Meet Your Legislators" -
3:30 p.m. (Riverton Chamber Office)
 3. President's college-related trips off-campus.
 - a. Fri., Jan. 7 - Executive Council Meeting (Cheyenne)
 - b. Mon., Jan. 24-Fri., Feb. 4 - State Legislative coverage (Cheyenne)
 4. Presidential Leave.
 - a. All administrators, except Jay Nielson, will take some or all of the days of the week of December 20 off as vacation. Mr. Nielson will be in charge of the college during that time.
 - b. Dr. McFarland plans to take a couple of vacation days in mid-January.
 5. Articles about CWC and other colleges.

All articles were provided with the board packet under separate cover.

Administrative Reports

Academic Services J.D. Rottweiler, Vice President for Academic Services, referred to his written report which was included in the board packet. This report included information on employee surveys, Advising Week, the Surgical Technology Program, general education, and the work of the Instructional

Technology Committee. In regard to general education, Vice President Rottweiler noted that the Curriculum Committee has been active in reevaluating general education requirements. A recommendation will be brought forward in the future to be effective Fall 2006. In regard to the Instructional Technology Committee, Ms. Grospiron asked about the status of a series of recommendations made over a year ago by Gartner. Vice President Rottweiler indicated that all of the recommendations made by Gartner were completed. The Instructional Technology Committee only deals with projection systems and other equipment for the classroom. The members analyze priorities and processes so that equipment is placed in the classrooms which need it most.

Student Services

Dr. Mohammed Waheed, Dean of Student Services, referred to his written report which was included in the board packet. This report included information on enrollment numbers, College Goal Sunday, World Aids Day, student activities, day care, the Upward Bound program, and financial aid workshops at local high schools,.

Administrative Services

Mr. Jay Nielson, Dean of Administrative Services, referred to his written report which was included in the board packet. This report included information on the long-term facilities planning and educational program assessment, the FY 2006 budget schedule, the 2005 supplemental budget request, natural gas purchasing, and the college surplus sale.

Mr. Nielson indicated that in regard to the 2005 supplemental budget request, the governor has recommended that the college system receive \$5.9 million of the \$8.2 million it requested. The amount in his recommendation is the equivalent amount of the equity need the college system identified in its request. The original college system request included both equity and a 3.3 percent external cost adjustment. The governor also included a footnote saying his recommended amount is not intended to be doubled or increased when the standard budget is developed for the 2007-08 biennium. If the funding is only for one year, it will create a lot of administrative problems as well as problems for the formula.

Dr. McFarland stated that the college is funded on a biennial basis. If the \$5.9 million or \$8.2 million is not continuing, biennialized money, she believes it to be irresponsible of the college to believe that the money will be there in the next biennium. If that money is not continuing, then she

would recommend that no more than one-half of the FY 06 allocation be spent on on-going, continuing costs. The college's needs are for on-going, continuing costs such as salary enhancements, utilities increases, travel, audit costs, and insurance costs. The board will have little ability to utilize that money for areas that are of greatest importance to the college. It is appropriate and critical that it be emphasized to legislators the importance of receiving the full \$8.2 million in funding, that it be continuing, and that it be biennialized.

CWC is one of the least equitably funded colleges in the system, and it would be hurt if the funding is not biennialized and not funded at the \$8.2 million level. The legislature can appropriate \$8.2 million for the seven community colleges in the upcoming 2006 year. It could be indicated by footnote that it be continuing and biennialized. The college is expected to perform at a high level with a modest amount of funding. Unless the colleges get the full \$8.2 million, CWC will get substantially less than the \$863,000 for equity. CWC will not be equitably funded if the legislature approves the governor's recommendation.

Mr. Nielson reported that the physical plant staff raised over \$1,700 for the endowment challenge by raffling off tickets to win a handcrafted spinning rod made by CWC electrician Earland Thompson. This amount will be doubled by the endowment challenge match.

CWC Foundation

Mr. Christensen reported that Mr. Matson and Ms. Mills attended the December 2 meeting of the Foundation Board with him. Mr. Matson thought that the CWC trustee representative on the Foundation should have voting rights on that board. There is a great potential for raising money in the next 3-5 years. Corky Emmons' term on the Foundation has expired, and Alice Nicholas has resigned. Ms. Mills reported that a presentation was made by Laurie Sain on the Field Station. They are looking at renaming that facility.

ACCT

The next major ACCT conference is the ACCT/AACC National Legislative Summit February 14-16, 2005, in Washington, D.C. Board Chair Crofts, Mr. Christensen, and Mr. Phister are planning to attend. Dr. McFarland reported that she has been appointed by the ACCT Chair to a two-year term on the Joint Federal Relations Commission which meets during the National Legislative Summit.

WACCT

The next WACCT meeting will likely be in conjunction with the next regular WCCC meeting on January 27-28 in Cheyenne. Ms. Mills indicated that she would attend.

The WACCT will meet again on February 7 at the Community College Conference at Little America in Cheyenne. Dr. McFarland reported that Dr. Waheed has been nominated for the Wyoming Association of Community College Trustees 2004-2005 Administrator Achievement Award.

WCCC

The Wyoming Community College Commission held a special meeting by conference call on November 22. At this meeting, the Commission increased tuition by 4 percent for the 05-06 academic year to \$57 per credit hour for up to 12 credit hours and \$684 for 12 or more hours; the non-resident student rate will be \$172 per credit hour up to 12 credit hours and \$2,064 for 12 or more hours. The Commission also approved the appointment of Dr. James Rose as its new Executive Director, effective February 1, 2005.

CWC Fremont
County BOCES

Mr. Christensen reported that he attended a retreat of the Fremont County BOCES on December 6 at The Inn at Lander. The BOCES discussed the needs assessment that was done by the school superintendents. The needs assessment was also done with county school principals. The major item that affects the college is dual enrollment. After the retreat a short board meeting was held in which the board accepted the 2004 audit. Mr. Christensen opposed this acceptance. The next meeting of the Fremont County BOCES is January 13.

Mr. Christensen stated that BOCES is an issue that this board needs to take up. It is being questioned whether BOCES is performing the duties that the board needs them to perform. If there are items that are not post-secondary the CWC board should not be funding them. A proposed agreement as to how the funding should be used has been started. BOCES needs to determine under what statute they are assessing their partners. If public school partners are using the same statute the college uses, then it is post-secondary. There are major issues that need to be discussed.

Board Attorney Wes Roberts stated that BOCES may still be trying to figure out which statute to use, but it has to be 109. Statute 110(a) requires a vote by members of that district. Only Statute 109 does not require a special vote. If BOCES levies under 110(a) they must go to the

voters for approval and only for two mills. The college levies under 110(h) and when it is combined with 110(a), it cannot exceed two mills and is limited to post-secondary education.

Board Chair Crofts asked if there is a target date to revisit and come back together as boards. Dr. McFarland responded that the BOCES Director has provided a budget development timeline. The plan is to reach a conclusion by March. She suggested that the board seek advice from their attorney if it is wise for the CWC Board to maintain its affiliation with BOCES from a legal and liability standpoint. She asked for authorization to proceed in parallel fashion with another way to address post-secondary needs should budget negotiations with BOCES break down. She would like to begin doing this in the new year so that the college is not left without an appropriate alternative. All Fremont County BOCES members agree that there are many appropriate and positive activities taking place. It is a matter of appropriate structure and mechanism to account for those activities. The CWC 1/2 mill must be restricted to post-secondary educational activities. This can be done with lower administrative overhead.

Ms. Grospiron stated that she does not think that BOCES is operating according to state statutes. Dr. McFarland would like authorization from the board to develop and present to the board an alternative structure that would be a Board of Cooperative Higher Educational Services (BOCHES) so that it very clearly would be compatible with the law. This agreement would use the same BOCES statutes under which the college is currently operating.

Mr. Matson moved to authorize the president to look into establishing a Board of Cooperative Higher Educational Services (BOCHES). Mr. Phister seconded the motion.

Mr. Matson stated that the problem needs to be solved. Mr. Phister indicated that if no progress has been made, the board's intent is to go in another direction. The board needs to absolutely move in that direction. Mr. Matson noted that a decision on whether to levy the 1/2 mill again needs to be made. Mr. Phister stated that this has been discussed inside and out. The board doesn't have any options from a legal point of view. He recommended that the administration be allowed to proceed.

Board Attorney Wes Roberts indicated that there are other options. The board could still provide post-secondary educational services through the current BOCES, as long as they do it legally. The board has given notice of possible non-renewal which will expire by its own terms. If the board wants to renew, it must take action to do so. If the board decides it wants to pursue a new BOCES and fund it, it will have to make the decision in time to levy the 1/2 mill. If the board is going to partner with other school boards, an agreement must be developed. The contract would need to be ready in January.

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

CWC Teton
County BOCES

Mr. Phister reported that a meeting of the Teton County BOCES was held on December 14. The tone is significantly different, and they are excited about partnerships with CWC. They are committed to higher education. The grand opening of the Center for the Arts is on January 20, and they are trying to schedule a meeting around that. The payment of dual credit fees was approved.

NEXT REGULAR
MEETING/
SUGGESTED
AGENDA ITEMS:

The next regular meeting will be held on Wednesday, January 19, 2005, beginning at 6:30 p.m. in Pro Tech Room 115/121. The proposed agenda includes the following agenda items:

1. Board Candidate Interviews
2. FY 04 Audit Report
3. Financial Monitoring Report
4. Administrative Contracts
5. Confirmation of Relationship with Higher Learning Commission
6. 05-06 Early Retirement Requests
7. Educational Programming and Facilities Planning Consultant Award

It was decided that because of the addition of the board candidate interviews to the agenda, the community dialogue dinner with CWC alumni would be moved to the February 17 meeting.

Ms. Grospiron indicated that an agenda item for the work session should be to look at ways to evaluate progress toward ends and strategic goals. It is up to the board to revisit the ends and make sure that ends are being reached.

BOARD SELF-EVALUATION: Board members were to complete an evaluation of the meeting and to turn them in before leaving.

ADJOURNMENT: There being no further business, Board Chair Crofts adjourned the meeting at 9:34 p.m.

Secretary

APPROVAL:

Chair