

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, March 21, 2007, in PTC 115/121 of the Professional Technical Center on the Central Wyoming College campus.

ATTENDANCE:

|                        |  |   |
|------------------------|--|---|
| <u>Present:</u>        | Charlie Krebs<br>Caroline Mills<br>Jim Matson  | Roger Gose<br>Scott Phister<br>Dennis Christensen   |
| <u>Absent:</u>         | Dallas Myers   |   |
| <u>Administration:</u> | Jo Anne McFarland<br>J.D. Rottweiler<br>Dane Graham  | Mohammed Waheed<br>Jay Nielson  |
| <u>Attorney:</u>       | Frank Watkins  |   |
| <u>Recorder:</u>       | Linda Bender   |   |
| <u>Guests:</u>         | Carolyn Aanestad<br>Keith Domke<br>Wendy Davis<br>Matt Flint<br>Katie St. John<br>Sue Thompson<br>Chontelle Gray<br>Val Harris | Naomi Cross<br>Lynette Jeffres<br>Camie Dewey<br>Darby Thomas<br>Brittany Porter<br>Stacey Stanek<br>Bob Spain<br>John Wood |

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 6:35 p.m. A roll call conducted by the board clerk indicated that all board members were present except Mr. Myers. A quorum of the board was declared present to conduct business.

Chair Phister announced that the meeting was preceded by a 5:30 p.m. board executive session which was held per a formal motion at the board's last regular meeting on February 20 and in compliance with Wyoming Public Meetings law. Topics included potential property acquisition and personnel including 07-08 Faculty/Professional Letters of Intent for Continuing Contract Employees and 07-08 presidential compensation.

EXECUTIVE  
SESSION:

An executive session was not held at this point in the meeting.

WELCOME AND  
INTRODUCTION  
OF GUESTS:

Chair Phister welcomed the guests present and reminded everyone that Community Input Forms were available at the door for visitors to use if they wished to speak to an agenda item.

APPROVAL OF  
AGENDA:

Mr. Matson moved to approve the agenda as presented. Mr. Krebs seconded the motion. Motion carried.

STUDENT,  
EMPLOYEE  
ASSOCIATION,  
WYOMING PUBLIC  
TELEVISION, AND  
CWC FOUNDATION  
REPORTS:

Written reports from student and employee associations were included in the board packet.

Student Senate

Ms. Camie Dewey, Student Senate President, indicated that she had nothing to add to her written report. The results of the student survey were included in the board packet, and overall the outcome was better than expected. Chair Phister noted that students were overwhelmingly in support of the return of men's and women's basketball. Dr. Gose noted that 82 percent of the students surveyed felt that their total student life experience was either good or excellent.

Ms. Dewey's written report included information that the Student Senate has donated its time and effort to Riverton's Push for the Playground. Maroon has been chosen to be the color of the 2007 commencement gown with silver and black tassels. A group photo will be taken of the Student Senate which will be posted on the website.

Classified Staff  
Association

Ms. Susan Thompson, President of the Classified Staff, indicated that she would like to comment on the first item of New Business regarding State Trustee Legislative Representation. She had nothing to add to her written report which included information that Classified Staff members have donated \$313 toward association fees and have collected approximately \$400 for the Classified Staff raffle. The raffle money will be donated to the Foundation Endowment Fund, and the association fees will be used for the all-college annual picnic, the Petroglyph Pathway, and the Sunshine Club. The monthly meeting of the association was held on March 2.

The Faculty

Mr. Matt Flint, President of The Faculty, introduced Nursing Instructor Stacey Stanek and Foundation Assistant Manager Lynette Jeffres who worked with student nurses and quality leaders on the 12th Street Oncology Wig Project. Student nurse Naomi Cross made a brief presentation on the project and was joined by Quality Leaders Darby Thomas, Katie St. John, and Brittany Porter. The Student Nurses Club and the Quality Leaders worked together to provide the patients of the 12th Street Oncology Center with clean, cut, and styled wigs. They also worked to help provide a more pleasing environment for the patients while they receive their treatments.

Speaking as a physician, Dr. Gose indicated that it is difficult enough for a person to cope with being on chemo without having to also cope with losing one's hair. He commended the students for their work and stated that they have done an outstanding job. Chair Phister asked how many clients are served at the oncology center. Ms. Cross replied that three to four patients per hour are served, and they come from all over the county including Dubois and Shoshoni. Volunteers are needed.

Mr. Matt Flint, President of The Faculty, indicated that he had nothing to add to his written report which included information that Janet Harp recently attended the National Council of State Boards of Nursing Conference in Chicago. Valerie Harris, Norm Shinkle, Jennifer Kellner, and Carol Rardin attended the Math Articulation Conference at the University of Wyoming in Laramie February 8-10. Valerie Harris and Norm Shinkle assisted in hosting a regional part of the State Math Contest on February 26 in Jackson. The CWC math department and students hosted another regional State Math Contest in Riverton on February 27. Carol Cooper attended the High School to Higher Education Science Transitions Summit II in Douglas. Ceramics Instructor Markus Urbanik has ceramics workshops planned for several area schools during March and April.

Professional  
Personnel  
Association

Ms. Chontelle Gray, President of the Professional Personnel Association, indicated that she had nothing to add to her written report which included information that Souper Bowl Friday brought in \$565 which will be matched by the state, making a contribution of \$1,130 to the Scholarship Endowment Fund. Chontelle Gray worked with her students to complete the scenery, lights, and props for the theatre department's production of *The Man of La Mancha*. Jeremy Hughes attended the Datatel User's

Group Conference in Washington, D.C., March 11-14. Mickey Douglas attended the Wyoming Community College Conference in Cheyenne on February 22. CWC hosted March Madness on March 6 for high school students interested in attending CWC, and Professional Staff members Jason Harris, Kami Patik, Ty Frohbieter, and Paula Hartbank assisted with this effort. The students and their parents visited faculty, financial aid personnel, and academic advisors.

Chair Phister congratulated Ms. Gray for *The Man of La Mancha*.

Wyoming Public  
Television

Mr. Bob Spain, Director of Engineering for Wyoming Public Television, reported that WPTV has completed a successful pledge drive which exceeded the goal that had been set. They are continuing to build out the statewide network. Ms. Ruby Calvert, General Manager for Wyoming Public Television, submitted a written report which included information on engineering, development, programming/educational services/production, and administrative activities at Wyoming Public Television.

CWC Foundation

Mr. Dane Graham, Vice President for Institutional Advancement, reported that the Foundation Board met on March 8, and the board voted to designate \$5,000 to create an endowment in memory of Senator Robert A. Peck to be matched by the state. Mr. Graham has been in contact with the family and is awaiting word as to how they would like the endowment utilized. The endowment will be made public so that people can donate to it.

Mr. Graham submitted a written report which included information that donations received since the last board report total \$12,345.87. The CWC Foundation Board held its quarterly meeting on March 8 at the Lander Center. The fundraising effort to reinstate the men's and women's basketball program has begun. Board Chair Scott Phister and his business partner Brent Kaufman of Fremont Therapy have pledged \$20,000 to create an endowment to support the college's athletic and student life activities, and these funds will be matched by the State of Wyoming. The dedicated advertising campaign for the Petroglyph Pathway is producing results with several pledges received from the community in response to the ad.

CONSENT  
AGENDA

Chair Phister noted that April 23-27 is being designated as Adjunct Faculty Appreciation Week. He noted that sometimes adjunct faculty go unrecognized for most of the year, and there are over 100 adjunct faculty

members at the college. These are unbenefited positions, and many classes couldn't be offered without them. Dr. McFarland stated that adjunct faculty members are highly qualified. Dr. Rottweiler indicated that the college is indebted to their service to the college. Many are working in the areas in which they teach. The college would not have the breadth of offerings it has without adjunct faculty, and an effort is made to recognize them annually.

Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the February 20, 2007, regular meeting; the acceptance of bills for February 2007; the board travel budget; and the Adjunct Faculty Appreciation Week Proclamation.

Dr. Gose moved to approve the consent agenda as presented. Ms. Mills 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 \$1,060,101.86 for the month of February 2007: Operations in the amount of \$1,505,705.12; Student Grants and Loans in the amount of \$442,700.68; and Bank Transfers in the amount of \$640,833.04 for a grand total of all payments in the amount of \$2,589,238.84.

UNFINISHED  
BUSINESS:

No unfinished business was conducted at this meeting.

NEW BUSINESS:

State Trustee  
Legislative  
Representation

Dr. McFarland reported that a subcommittee of the State Trustees Association is requesting that the college boards consider setting aside \$7,000-\$10,000 in the upcoming fiscal year to fund a professional lobbyist to provide a presence for the community colleges at the Wyoming Legislature and to improve the community colleges' ability to advocate for them to state agencies and to the Wyoming Legislature.

Dr. McFarland has long been an advocate of hiring the services of a professional lobbyist to inform, educate, and advocate for the community colleges. While such a move would not replace the need for continued involvement of trustees and presidents in the legislative process, it would enhance and strengthen the collective efforts of the community colleges.

The board was asked to respond to each of the following questions:

1. Is your college willing to become involved?
2. Would your college be willing to pay between seven to ten thousand dollars a year to finance this system?
3. Would [your board] be willing to assign one of your board members to help put this proposal together in a form which will let us put together a binding proposal?

Dr. McFarland made the following additional suggestions:

1. It might also be helpful to seek the assistance of college presidents in at least reviewing the proposal before it is finalized.
2. The WACCT should determine a timeline for finalizing and implementing the proposal so everyone is on the same page.
3. The board should decide whether its own participation is dependent upon the participation of every one of the seven community colleges.
4. The board should decide if the selected choice for lobbyist must be approved by each participating board or if it wishes to authorize its voting WACCT delegates to make that decision.

If the board decides to proceed with this proposal, Dr. McFarland will be responsible for setting aside up to \$10,000 for it in the board budget.

Mr. Christensen indicated that the idea of hiring a lobbyist has been pursued in the past. The K-12 system and the University of Wyoming have done well with a lobbyist, and the cost of a lobbyist can be more than covered with the additional funding that could be received from the legislature. Mr. Christensen believes there will be 100 percent participation from the colleges.

Chair Phister asked if it will be necessary for the designated representatives from the colleges to go back to their boards to get the hiring of the lobbyist approved or can they just take care of it. Mr. Christensen indicated that this board designates two representatives and trusts them to speak for this board. Mr. Matson stated that Wyoming Community College Commission Executive Director Jim Rose is supposed to be an advocate for the colleges, but he also works for the governor. It is extremely important for the trustees to be able to lobby and to go directly to the legislature to make a pitch to the legislators instead of going through the WCCC. Mr. Christensen reported that Casper College

was not represented at the meeting in Cheyenne but that he was very positive they will join. He feels there is strong support for this activity.

Mr. Matson moved to further explore the possible hiring by the state trustees association of a professional advocate, to designate up to \$10,000 in the FY 08 budget for hiring an advocate, and to designate Dennis Christensen and Caroline Mills to assist in finalizing the proposal which will be approved formally by the board no later than July 1, 2007. Ms. Mills seconded the motion.

Dr. Gose asked if some of the colleges did not participate if the other colleges would be expected to pick up their portion. Mr. Christensen replied that it has to be all seven colleges and that it can't be done without 100 percent participation. He stated that there shouldn't be any kind of dissent. The group did not discuss what to do if all the colleges did not commit. Dr. McFarland stated that this proposal has been made many times over the years. It is preferable to have all seven colleges commit, but it should still go forward if six out of the seven colleges agree to the proposal. The colleges have never had a continuing person in the legislature. She doesn't believe having a professional advocate will alleviate the need for the presidents to be present during the legislature, but it will enhance the process.

Ms. Susan Thompson, President of the Classified Staff Association, indicated that the association supports the president's recommendation. The only question she received was if some colleges exceeded the \$10,000 amount they are expected to pay, would the lobbyist work harder for those colleges. Dr. McFarland indicated that the intent was that each college would put in the same amount. Chair Phister stated that the bottom line is that the person is paid what he or she is worth.

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

Renewal of  
BOCHES 1/2 Mill  
Levy through FY 09  
(notice of intent)

Dr. McFarland recommended that the board issue its notice of intent to levy a one-half mill within Fremont County Community College District through FY 09 to maintain cooperative post secondary educational programs through authorizing the administration to place the proposed advertisement included in the board meeting packet for an April 25, 2007, public hearing. Board action shall be scheduled immediately following the April 25 public hearing.

Speaking as chair of the CWC BOCHES, Mr. Christensen stated that the intent was to come to the CWC Board with less than a one-half mill request because they did not want to build a treasury with that money. The majority of the money is going to students, and the CWC BOCHES is reaching a large number of students in this county. The Supreme Court ruled against Fremont County in the tax protest, and the CWC BOCHES only has \$50,000 in carry forward funds. Levying less than the one-half mill can't be done at this time.

Mr. Christensen moved to issue a notice of intent to levy a one-half mill within Fremont County Community College District through FY 09 to maintain cooperative post secondary educational programs through authorizing the administration to place the proposed advertisement included in the board meeting packet for an April 25, 2007, public hearing, with board action to be scheduled immediately following the April 25 public hearing. Mr. Matson seconded the motion. Motion carried.

CWC BOCHES  
Fiscal Year 2008  
Budget Ratification

Speaking as the chair of CWC BOCHES, Mr. Christensen explained that the CWC BOCHES met in February and approved the FY 08 budget. The value of the one-half mill levied by CWC for BOCHES is estimated to be \$498,585 for 2007-2008. In addition to this amount, the BOCHES board has recommended carrying forward \$51,848 that was not expended from the 2005-2006 academic year which brings the total budget for 2007-2008 to \$550,433. Of that amount, 25 percent (\$139,303) is allocated to operational costs, and 75 percent (\$411,130) is allocated to direct student benefits.

Mr. Christensen noted that the figures in the proposed budget are very similar to those in last year's budget. The most significant changes include allowing a 5 percent increase in enrollment support which anticipates an increase in tuition and fees costs and allocating \$15,000 for Fremont County school district faculty and staff professional development.

Dr. Gose moved to ratify the proposed Fiscal Year 2008 CWC BOCHES Budget as presented. Mr. Krebs seconded the motion. Motion carried.

Natural Gas  
Supplier Services  
Contract

Mr. Nielson reported that for the last four years the college has selected Midwest United Energy, now Seminole Energy Services, as the natural gas supplier for the college. He recommended that the college continue to purchase from Seminole Energy Services with an adder of 3.75 cents. The

purchase arrangement would be an adder of .0375/therm added to either the first of month posted index or at a fixed price based on futures rates posted as part of the CIG index. This will allow the college the flexibility to track market changes and prices to select a mix that will meet college needs. He pointed out that college employees can purchase under the same terms and conditions as the college with an adder of 4.75 cents per therm, a penny higher than the college contract. Employees who select this plan will be subject to the decisions made by the college.

Dr. McFarland recommended that the board approve continuing to purchase natural gas from Seminole Energy Services (formerly Midwest United Energy), for the upcoming year with an adder of .0375 per therm added to either the first of month posted index or at a fixed price based on futures rates posted as part of the CIG index.

Mr. Krebs moved to approve continuing to purchase natural gas from Seminole Energy Services (formerly Midwest United Energy), for the upcoming year with an adder of .0375 per therm added to either the first of month posted index or at a fixed price based on futures rates posted as part of the CIG index. Mr. Christensen seconded the motion. Motion carried.

Acceptance of Bid - Welding/Auto Shop Ventilation System Mr. Nielson explained that the welding/auto shop ventilation project has been high on the college priority list for the last two years. Since it appears the college will not have use of the Career Center, this repair needs to be made. The project was initially estimated to cost well under \$100,000, but the bid submitted by Spriggs Sheetmetal Contractors, Inc., is \$154,200. Mr. Nielson doesn't think the college will receive any lower bids by waiting longer. Contractors are extremely busy and are not interested in bidding. The college will thoroughly explore the possibilities of value engineering, but it is unlikely that the project can be cut very much without greatly impacting the functionality of ventilation system.

Dr. McFarland recommended that the board award the bid for the welding/auto shop ventilation system to Spriggs Sheetmetal Contractors, Inc., in the amount of \$154,200.

Ms. Mills moved to award the bid for the welding/auto shop ventilation system to Spriggs Sheetmetal Contractors, Inc., in the amount of \$154,200. Mr. Matson seconded the motion. Motion carried.

Business Park  
Lease Agreement

Dr. McFarland explained that the CWC Foundation leases and manages the CWC Business Park per agreement with the CWC Board, which requires that the CWC Board consent to Business Park tenancies and leases approved by the CWC Foundation. The CWC Board is being asked consent to a Foundation reassignment of the current pre-paid 30-year lease on Lot 7 and the option for a portion of Lot 10 of the Business Park held by Hi Mountain, LLC. Both the lease and option are being reassigned to Dr. Dennis and Mrs. Jo E. Lewis. The lessee from the Foundation will be changing for this lease but the tenant operating on the premises will not change. Hi Mountain Jerky will continue to be the sub-tenant on the property.

Dr. McFarland recommended that the board consent to the “assignment of lease/option” to assign the current pre-paid 30-year lease on Lot 7 in the CWC Business Park and the option for a portion of Lot 10 held by Hi Mountain, LLC, both of which are being reassigned to Dr. Dennis and Mrs. Jo E. Lewis as approved by the CWC Foundation.

Mr. Matson moved to consent to the “assignment of lease/option” to assign the current pre-paid 30-year lease on Lot 7 in the CWC Business Park and the option for a portion of Lot 10 held by Hi Mountain, LLC, both of which are being reassigned to Dr. Dennis and Mrs. Jo E. Lewis as approved by the CWC Foundation. Mr. Krebs seconded the motion.

Mr. Matson stated that the lease is now with the Lewises, and Hi Mountain is basically a subtenant of them. The board is approving the Lewises as the first party, and the second party is Hi Mountain Jerky which will be leasing from the Lewises. Mr. Graham pointed out that Hi Mountain Jerky is the current physical tenant. The only change is the owner of the lease which will go to the Lewises. Hi Mountain Jerky is selling the building to the Lewises, but they are staying in the building.

Dr. McFarland indicated that the CWC Board consents to Business Park tenancies so the board knows the type of businesses that are occupying college property. Mr. Graham noted that the transaction can't go through without the CWC Board approving it.

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

Personnel

Human Resources  
Board Report

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

Mr. Krebs moved that the monthly Human Resources Board Report be entered into the official board minutes. Ms. Mills seconded the motion. Motion carried.

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

Myra Phelps, Mailroom Office Assistant; Mike Manning, Assistant Professor Criminal Justice; Alice Stocks, Records Specialist; and Fred Larsen, Food Services Manager; were Rustler Salute Nominees for February. The March Rustler Spirit award will be announced on March 22.

Searches in progress/pending included Instructor Biology/Microbiology; Instructor Business; Instructor Nursing Jackson; Instructor Outdoor Leadership and Education; Instructor Rural Health and Safety; Associate Dean for Student Learning and Curriculum Development; Director of Marketing; IT User Support Specialist; Registrar; and Custodian.

Resignations/terminations/retirements/requests for release from contract included Janet Harp, Director of Nursing; and Mary Truchot, Coordinator of Distance Education Jackson.

There were no New Hires/Appointments/Internal Transfers.

07-08 Faculty/  
Professional  
Letters of Intent  
for Continuing  
Contract  
Employees

Dr. McFarland provided a memo to the board from Human Resources Officer Wendy Davis that included the names of those individuals recommended for initial continuing contracts or subsequent continuing contracts. She asked the board to approve these continuing contract recommendations as follows:

Initial Continuing Contract 2007-2008

Wayne Montgomery, Assistant Professor Human Services  
Stacey Stanek, Instructor Nursing

Subsequent Continuing Contract 2008-2009

Faculty

Wesley Connally, Professor English  
Matthew Flint, Instructor Art  
Beth Gray, Professor Business  
David Gray, Associate Professor English  
Robert Hussa, Professor Music  
Donna Olsen, Professor Business Office Systems  
Norman Shinkle, Professor Physics and Mathematics

Management/Professional

Jacquelyn Burns, Director of Financial Aid  
Gwendelyn Davis, Human Resources Officer  
Charlotte Donelson, Associate Dean for Commerce, Allied Health,  
Technology, and Safety  
Mark Nordeen, Associate Dean for Arts and Sciences  
Roy Darnell, IT Enterprise Services Specialist  
Samuel Schrinar, Director of Administrative Computing

Mr. Christensen moved to approve the continuing contract recommendations as made by the president. Dr. Gose seconded the motion. Motion carried.

07-08  
Administrative  
Contracts

Dr. McFarland indicated that she had recommended contract extensions for four administrators at the January board meeting and that she was now recommending a one-year contract extension for WPTV General Manager Ruby Calvert for the 07-08 academic year.

Dr. Gose moved to approve a one-year contract extension for WPTV General Manager Ruby Calvert for the 07-08 academic year. Mr. Christensen seconded the motion. Motion carried.

ACCEPTANCE OF  
MONITORING  
REPORT:

Staff Profile and  
Salary Survey

Ms. Wendy Davis, Human Resources Officer, presented the 2007 Staff Profile and Salary Study. Turnover at the college for FY 06 is now at 16.30 percent. The target for higher education is 10 percent. Turnover is up significantly in all categories for a variety of reasons. Consequently,

the number of searches has increased significantly. The average cost per search will go up considerably this year. There is no significant change in the reasons for separation which included personal reasons; other local/in-state employment or relocation; out of state/country relocation/employment/school; promoted or transferred internally; end of fixed term contract/grant; employer initiated separation; retirement/early retirement; and reduction in force.

Ms. Davis reported that the college is making significant headway in faculty compensation. The average faculty salary for 2006-07 was a little more than 2 percent below the Mountain States average, while two years ago it was more than 7 percent below. In comparison with other Mountain States schools in Wyoming, the average faculty salary was right on target. The average classified staff salary for 2006-07 was right on target with the Western Wyoming community college classified staff salary survey and more than 4 percent higher when compared to the Mountain States salary survey. Administrative salaries are generally lower than average when compared to the Mountain States survey and higher when compared with the CUPA-HR survey. The Vice President for Institutional Advancement's salary is much higher than average when compared with either Mountain States or CUPA-HR, but this is because it was compared to executive directors of foundations rather than positions which have responsibility for external relations.

Dr. McFarland asked that it be explained why primarily state and regional comparators were used and why they would be different than the comparators used by the Wyoming Community College Commission for the legislative salary request. Ms. Davis replied that the college has used the Mountain States comparators for many years, and that the college now has the opportunity to use the CUPA-HR data. The Western Wyoming Community College Classified Staff Salary Survey has also been used for years. When the WCCC asked for salary information comparator data, they talked about using Mountain States and CUPA-HR data, but some individual colleges were asked how they compared to certain data and one institution's data was used for a couple of positions, so it was inconsistent.

Dr. McFarland recommended that the board accept the staff profile and salary survey monitoring report as presented.

Mr. Matson moved to accept the staff profile and salary survey monitoring report as presented. Ms. Mills seconded the motion. Motion carried.

Dr. McFarland reminded the board to complete the monitoring report evaluation form included the board folder.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Thanks to CWC Staff. Dr. McFarland thanked everyone who so graciously stepped forward to assist with the March 12 funeral service for CWC Founder, Senator Robert A. Peck, at the Robert A. Peck Arts Center, followed by a dinner catered by CWC Food Services in the CWC Rustler Gym. It was incredibly meaningful that employees of the college founded by Bob Peck were so intimately involved in the final tribute to him. Dr. McFarland was touched and proud of the dignity and elegance of their efforts. Many faculty members came back from Spring Break to assist; some abandoned Spring Break plans; others set aside clerical and other duties to run a vacuum, wipe down chairs, move flowers, and assist with other needs whether asked or not. The campus and setting looked spectacular. But beyond that the CWC faculty and staff demonstrated a team effort which needed no prodding or managing. The service and efforts both before and after the funeral reaffirmed Dr. McFarland's tremendous pride in what a great bunch of folks there are at CWC.

Dr. McFarland reported that she had received a nice note from State Senator John Barrasso regarding Senator Peck's funeral service. It sums up many of the comments the college has received regarding its role in this important activity.

2. Kudos to Rustler Volleyball Team for Their Academic Prowess. The CWC Rustler Women's Volleyball Team Members are not only highly successful in volleyball competition, but are superb in their academic studies as well. Coach Serol Stauffenberg reported that the CWC Rustler Women's Volleyball Team had the fourth highest GPA in all divisions of NJCAA volleyball and the fifth highest GPA in all sports (all divisions)—and by far the highest in Region IX.

NOTE: In addition, the Rustler Volleyball Team was out in force selling raffle tickets at the March 6 Harlem Ambassadors community playground fundraiser event.

3. Thanks to College Recruiter, Kami Patik. Also on March 6, Kami Patik coordinated a successful “March Madness” event for high school students and their parents from Lander, Riverton, and Thermopolis. Prospective students and their parents learned about CWC programs, housing, and financial aid. Many faculty members also stayed late to assist.
4. Congratulations to Mike Myers and Bob Hussa and the Cast and Crew for a Successful Spring Musical. Those who missed CWC’s spring musical production, *Man of La Mancha*, missed a treat.
5. Check out the Cabin by the Pro Tech Center Being Built by CWC Construction Trades Class. Instructor Jay Rodewald invites everyone to check out the cozy cabin being built by the CWC Construction Trades class.
6. February 16 “Souper Bowl,” Held by the CWC Professional Staff Netted \$565 for the Scholarship Endowment Fund. The total from this group now stands at \$1,130.
7. Legislative Update. The 59<sup>th</sup> Wyoming Legislature was very supportive of the community colleges this year. Highlights are as follows:
  - Salaries. The Legislature approved a \$13 million salary appropriation to provide more competitive salaries to attract and retain qualified faculty and staff in an increasingly competitive market. CWC expects to receive \$1,207,329.
  - Health Insurance. The Legislature approved legislation intended to ensure that community college employees will continue to receive the same state health insurance benefit reimbursement as state employees (85% of family coverage). Note of caution: It is still a concern about whether or not this legislation will be interpreted to apply to federal grant employees, so budget planning is assuming the worst case scenario.
  - Retiree Health Insurance. Community college retirees, also, are ecstatic about the retiree state health insurance supplement, one year funding for which is hoped will be continued into future years. Note of caution: The constitutionality of the appropriation is being questioned, and an Attorney General

- Opinion is expected (the article regarding this was included in the board meeting packet).
  - Capital Construction. Although CWC's capital construction project for Allied Health and Trades was not funded this year, the Legislature committed state matching funds to four of the seven capital construction projects at CWC's sister colleges. It is hoped that remaining capital construction projects at Central Wyoming College, Northwest College, and Casper College will receive state matching funds from the Legislature next year.
  - Additional Endowment Challenge Funds. The appropriation of additional endowment challenge matching funds for those community colleges that have reached the \$4.5 million fundraising goal was appreciated, and it is hoped that remaining colleges will have the same opportunity in future years to expand the matching funds available as CWC, too, reaches that lofty goal.
  - Community College Blue Ribbon Committee Fails. While it was a disappointment that the comprehensive study of community college mission, governance, and funding was not funded, the colleges are committed to working together to provide legislators with the information they need to make informed choices about investing in Wyoming's community colleges, which are the primary providers of workforce training in the state. It is fortunate that legislators recognize that 90% of jobs now require some form of post-secondary education, and Wyoming community colleges are committed to continuing to provide affordable, accessible, and high quality education for Wyoming's citizens and workforce.
  - Other Legislative Supplemental Budget Action. Other Legislative Supplemental Budget action includes the following:
    - ✓ \$824,685 and the addition of an at-will employee for the Even Start program
    - ✓ \$200,000 for the Veteran's Tuition Assistance program
    - ✓ \$120,477 for WPTV salaries
    - ✓ \$159,000 for WPTV production equipment
8. FY 08 Budget Development. The Administrative Cabinet, in consultation with the Management Team and the Compensation Task Force, is making good headway in finalizing the FY 08 Budget for presentation to the Board at the April 18 Board Budget Study Session.

9. Wyoming's Economy and Workforce Development.
  - a. An article from the March 9 issue of the *Chronicle of Higher Education*, entitled "Prospecting for Intellectual Gold," was included in the board meeting packet which deals with Wyoming's economy and higher education priorities and spending.
  - b. A copy of "Key Recommendations Workforce Assessment State of Wyoming," released by the Wyoming Department of Workforce Services in December 2006 was also included in the board meeting packet.
10. State Funding Model. The Executive Council is scheduled to meet on March 29 in Cheyenne to work on the state funding model.
11. Career Center Update. A formal written response has not yet been received from the School District #25 Board of Trustees with regard to the CWC Board Chair's February 20 letter. An article about the District #25 Board's discussion of the issue was included in the board meeting packet. It appears the college should not count on utilizing the Career Center although it still might be possible far in the future.
12. Wyoming Catholic College. An article on the Wyoming Catholic College in Lander was included in the board meeting packet.
13. Recent Presidential Activities.
  - a. February 21-March 1 - Legislative Coverage in Cheyenne
  - b. February 22 - WACCT Legislative Reception
  - c. March 5-6 - Administrative Cabinet Budget Retreat
  - d. March 8 - Riverton Memorial Hospital Board of Trustees Meeting
  - e. March 8 - CWC Foundation Meeting
  - f. March 9 - Meeting with Arapaho Educational Liaison
  - g. March 9 - CWC Spring Musical
  - h. March 12 - Peck Funeral Service
  - i. March 13 - WPTV Pledge Drive
  - j. March 15 - Vacation
  - k. March 20 - Rotary Board Meeting

14. News from Sister Colleges. Articles about CWC's sister colleges in Wyoming and the national scene were included under separate cover in the board meeting packet.

Academic Vice  
President's Report

A written update on the athletic expansion update from Dr. J.D. Rottweiler, Vice President for Academic Services, was included in the board meeting packet. Dr. Rottweiler reported that Board Chair Scott Phister and Mr. Brent Kaufman of Fremont Therapy committed to an endowment of \$20,000 to be matched by the state for a total of \$40,000. A list of names is being compiled of people who might be interested in becoming board members for the booster club to help get it started. A draft job description has been submitted for the Men's Basketball Coach/Fitness Center Supervisor position, and the job announcement will go out tomorrow. A lot of people are asking about this position, and many are from this area. A Women's Basketball Coach position is being discussed and will be looked for internally. Discussions regarding what subregion CWC will be placed in will take place at the Region IX meeting in Denver. An Athlete Expectations Handbook is being drafted which will include behavior guidelines, academic expectations, and expectations within the college and community. Recruiting guidelines for coaches are also being developed. Play is expected to begin in 2008.

Dr. Rottweiler reported that Eastern Wyoming College will add women's basketball next year, which means that all Wyoming community colleges with the exception of LCCC will have women's basketball. This will allow the men's and women's teams to travel together.

Dr. McFarland asked what the benefit is to directing donations for the athletic booster club to the Foundation endowment. Dr. Rottweiler indicated that each donation will be matched by the state, which will double the donation.

Administrative  
Dean's Report

Mr. Jay Nielson, Dean of Administrative Services, submitted a written report on the funding model update. He reported that the Administrative Deans have had several meetings to review the proposed funding formula. They have identified all the key points and have spent a lot of time on details. The formula must be completed in July for next biennium's budget request. The consultants have not been the key players the deans would like them to be, and they are not giving the colleges a lot of information.

One of the best aspects of the formula is that no college should be hurt financially when this model is implemented next biennium. As long as a school is stable, the funding is stable. This is an extremely important point. The administrative deans did not anticipate legislative action to implement the hold harmless provision. To hold harmless colleges that would otherwise lose funding with the new model, the deans discussed requesting an appropriation to hold the colleges harmless for FY 09-10 rather than drawing from the general funding request as determined by the model. The governor expects the new formula to support the next biennium's funding request.

Mr. Nielson also submitted an update on the educational programming and long-term facilities planning for the Lander and Jackson outreach operations. In order to maintain continuity in the process as programs are evaluated and facility needs are defined, Mr. Nielson would like to stay with one of the principal consultants from HGA who helped CWC prepare the physical master plan even though neither are still employed by HGA. Interviews will be conducted with them next week, and a selection will be made.

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, April 25, 2007, beginning at 6:30 p.m. in PTC 115/121. Agenda items for the regular meeting include:

1. Budget Monitoring Report
2. FY 08 Preliminary Budget Adoption
3. 08-09 Scholarship Package
4. Public Hearing and Renewal of BOCHES 1/2 Mill Levy through FY 09
5. Acceptance of Bid for Student Center Repurpose Project
6. Perkins Grant Authorization.

Mr. Matson moved to hold an executive session at 5:30 p.m. on Wednesday, April 25, 2007, in Pro Tech Conference Room 102B to discuss potential litigation, potential property acquisition, and personnel. Mr. Krebs seconded the motion. Motion carried.

CWC Foundation

The CWC Foundation met on Thursday, March 8, at the Lander Center. Mr. Matson indicated that it is important to note that \$3 million from the excellence in higher education endowment fund will have to be returned to the state to be managed by the state treasurer. The Foundation won't have

the benefit of the 1 1/2 percent earnings which helped to fund personnel at the Foundation. Mr. Graham noted that he has learned from the state treasurer that the Foundation is only required to return the corpus, and any earnings will remain with the Foundation.

The next meeting of the CWC Foundation is on Thursday, June 7, beginning at 9 a.m. at CWC in Riverton.

Association of  
Community  
College Trustees

The next ACCT event is the Annual Congress to be held September 26-29 in San Diego, California. Chair Phister, Mr. Christensen, Ms. Mills, Mr. Matson, Dr. Gose, Mr. Krebs, and Dr. McFarland are planning to attend.

Nominations for the 2007 ACCT Regional Awards are invited no later than Monday, May 7, 2007, for the following categories:

- Trustee Leadership
- CEO
- Equity
- Faculty Member
- Professional Board Staff Member

Wyoming  
Association of  
Community  
College Trustees

The last regular meeting of the WACCT was held on February 22 in conjunction with the Community College Conference and WACCT Legislative Reception. Ms. Mills reported that trustees thought they were going to meet with the consultants to learn about the funding model, but Dr. Rose just gave the group a summary. She also reported that Dr. Kevin Drumm of Sheridan College applauded all the college presidents who were at the legislature. Not all of the colleges got their capital construction projects approved, but all of the presidents supported the final outcome.

Dr. Gose asked for a clarification on the percentages on the economy of scale among small, medium, and large schools in the proposed funding model and how those percentages were derived. Mr. Nielson stated that the 2 percent and the 4 percent were the consultants' best guess because economy of scale calculations are not necessarily used in every state. At the last meeting, the three previous bienniums were run that showed there are five smaller schools and two larger schools which had about a 13-14 percent economy of scale which would be applied to all schools. Dr. McFarland stated that at another meeting consultants stated that economy of scale is the major driver of costs. That would point to the need for the

strong consideration of economy of scale differences. It is better to have five colleges that need economy of scale considerations. This is a major consideration of the model.

Mr. Nielson reported that the administrative deans spent a lot of time working on economy of scale and calculation of the safety net. All seven colleges experience enrollment fluctuations, and it is not uncommon to see fluctuations of enrollment being up 5 percent and then down 7 percent. If the formula is adjusted constantly there won't be stability. Stability is needed in the formula, but it is not appropriate to keep funding a school that is in a continuous decline.

Dr. McFarland indicated that one of the dangers of striving for simplicity is a formula which is funded just by adding up all the FTEs. This means there would be differences among the colleges that wouldn't make a difference. There is too much emphasis on simplicity and not enough consideration of factors that may complicate the funding model.

The next meeting of the WACCT will be held in conjunction with the April 26-27 WCCC meeting at Eastern Wyoming College in Torrington.

Wyoming  
Community  
College  
Commission

The next regular WCCC meeting is scheduled for April 26-27 in Torrington at EWC. Mr. Matson, Ms. Mills, and Mr. Christensen indicated that they plan to attend.

The WCCC held a special teleconference meeting on Friday, March 16, for the purpose of approving the Supplemental Budget distribution.

CWC BOCHES

The CWC BOCHES met on February 28.

The next meeting of the CWC BOCHES is on Wednesday, June 27, 2007, at 7 p.m. in PTC 115/121.

Teton County  
BOCES

The next meeting of the Teton County BOCES will be on Tuesday, March 27, 2007, at 3:30 p.m. in CW131.

BOARD  
EVALUATION  
OF MEETING:

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

ADJOURNMENT: At 8:35 p.m., Mr. Matson moved to adjourn the meeting. Ms. Mills seconded the motion. Motion carried.

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Secretary

APPROVAL:

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Chair