

The regular meeting of the Central Wyoming College Board of Trustees was held on Tuesday, February 24, 2009, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Scott Phister
	Colton Crane	Charlie Krebs
	Roger Gose	Judy Pedersen
	Frank Welty III	
<u>Administration:</u>	Jo Anne McFarland	Mohammed Waheed
	Dane Graham	Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Lynne McAuliffe	Charlotte Donelson
	Keith Domke	Beth Gray
	Kathy Vincent	Ruby Calvert
	Sonja Fairfield	Carolyn Aanestad
	Curt Galitz	Wendy Davis
	Carol Deering	Mark Nordeen
	Caryn Throop	Scott Ratliff

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 6:36 p.m. A roll call conducted by the board clerk indicated that all board members were present. A quorum of the board was declared present to conduct business.

EXECUTIVE SESSION: **ACTION:**
At 6:38 p.m., Mr. Krebs moved to recess into executive session to discuss personnel. Dr. Gose seconded the motion. Motion carried.

ACTION:
At 7 p.m., Dr. Gose moved to reconvene the public meeting. Mr. Krebs seconded the motion. Motion carried.

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: Dr. McFarland asked to add "RUS Grant Board Resolution" at the end of New Business as item VIII.E. Information related to this item was included in the board's meeting folders.

ACTION:

Ms. Mills moved to approve the agenda with the addition as noted. Mr. Krebs seconded the motion. Motion carried.

STUDENT,
EMPLOYEE
ASSOCIATION,
AND WYOMING
PBS REPORTS:

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

Student Senate

Mr. Curt Galitz, President of the Student Senate, reported that the Senate will be bringing in a motivational speaker in the near future. They also hope to acquire a new video game. The members of the CWC men's basketball team are subregional champions and will go to tournament play in Sterling, Colorado.

Ms. Mills mentioned that Mr. Galitz was CWC's nominee for the student award at the WACCT Conference.

Mr. Galitz submitted a written report which included information that the week of January 9 was Homecoming at CWC which concluded with a Mardi Gras Dance. The TV is up and running at the new Senate Hub, and a new ping pong table has been added. The Senate sponsored an improvisational group in early February with over 80 people in attendance.

Classified Staff
Association

Ms. Sonja Fairfield, President of the Classified Staff Association, indicated that she had nothing to add to her written report which included information that Ben Peterson and Lonny Fairfield were nominated for the Rustler Spirit Award for their work in broadcasting the basketball games against Northwest College on Rustler TV and on KCWC-FM. Several Classified Staff members are taking classes this semester, and others are teaching classes. Retha Reinke and Judy Hubbard served as judges for the Science Fair on February 4. College Goal Sunday was held on February 8 in Riverton, Lander, and Jackson with 200 students and parents participating.

The Faculty

Ms. Beth Gray, President of The Faculty, reported that Jim Thurman won the WACCT Faculty of the Year award at the WACCT Conference. Lonnie Slack designed the poster for the musical *Carnival!* which Ms. Gray brought to show the board. Ms. Gray submitted a written report which included information that Matt Flint has a solo show of his artwork at Mills Gallery at Central College in Pella, Iowa, and also at the Lyndsay

McCandless Gallery in Jackson Hole, Wyoming. Wes Connally is working with UW to help host a statewide K-16 writing conference which will be held at CWC on April 20. Markus Urbanik will have two of his pieces added to the American Museum of Ceramic Art in Pomona, California. The Allied Health Department presented a colloquium entitled "Think Classroom Clickers Are Just for Entertainment? Think Again! Learn How to Use a Student Response System to Track Learning Outcomes." The Time's-A-Wastin' Big Band, directed by Steve Traylor, performed at the Casper Jazz Festival on February 10.

Professional
Personnel
Association

Ms. Carol Deering, President of the Professional Personnel Association, indicated that she had nothing to add to her written report which included information that Jennifer Amend attended the Wyoming Press Association winter convention on January 16 along with Tom Fischer. Kirk Clark attended the Facilities Management Institute in Tampa, Florida, January 18-22. Lance Goede, Jacque Burns, Bridget Taylor, Lisa Appelhans, Bryce Roberts, and Jason Harris attended a webinar entitled "Effectively Communicating with Parents" on January 28. Lance Goede coordinated the CWC Presidential signing of a proclamation that designates February 12-16 as "Through With Chew" Week Awareness, as well as February 19 as "Through With Tobacco" Day at CWC. Lance Goede has also been appointed by the Riverton Business Leadership Network to serve on their Steering/Advisory Committee, which is a subgroup of the Lander/Riverton Business Leadership Network. Joanne Slingerland reported that GEAR UP hosted 44 high school students from St. Stephens and Riverton for "College for a Day." Jason Harris participated in a demonstration by the Campus EAI Consortium on recruiting international students on January 26. Paula Hartbank coordinated New Student Orientation for the spring semester which involved 34 students. Chontelle Gray attended an articulation meeting in January with other faculty from UW, Sheridan, Western, LCCC, and Casper College to discuss the many changes in the curriculum at UW.

Chair Phister asked about 44 high school students hosted by GEAR UP and if that is more or about the same number of students as usually participate. Dr. Waheed responded that the GEAR UP program invites different students at different times. The number for this event was fairly normal.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, reported that a coalition of stations who are affected by the Satellite Home Viewer Act met on February 10. They are willing to sign letters for an amendment,

and it is on the agenda for the Telecom Committee right now. The analog shutoff has been completed. The FCC extended the deadline to June, but WPBS's analog transmitter is dying, so it was shut off on February 17. They received about 50 calls regarding the shut off.

Mr. Welty indicated that since the board is the licensee of WPBS and has to approve their budget, he would like to have someone explain this budget to him so that he understands what he is approving. Ms. Calvert indicated that she would be happy to explain it to him.

Ms. Calvert submitted a written report which included information on administrative, engineering, promotion, development, and production and programming activities at Wyoming PBS. Current membership is 4,361. The pledge total from the December pledge drive was \$67,741. There will be 17 days of pledge in March with 11 live nights. Even though the analog shutdown period was extended by Congress until June 12, Wyoming PBS filed notice with the FCC that they intended to follow the original February 17 analog shutdown for all three full service TV stations. At the January Wyoming Press Association meeting in Cheyenne, it was found that the Wyoming PBS website was one of the best reviewed. The graphic layout of the Wyoming PBS website will be redesigned with the new look to be rolled out in fall 2009.

**CONSENT
AGENDA:**

Board Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the January 21, 2009, regular meeting; the acceptance of bills for January 2009; and the board travel budget.

ACTION:

Mr. Krebs moved to approve the consent agenda as presented. Dr. Gose seconded the motion. Motion carried.

Acceptance of Bills

The acceptance of bills includes payment of the following bills which includes salaries and benefits in the amount of \$1,247,108.93 for the month of January 2009: Operations in the amount of \$1,490,073.33; Student Grants and Loans in the amount of \$20,476.61; and Bank Transfers in the amount of \$708,748.56 for a grand total of all payments in the amount of \$2,219,298.50.

**UNFINISHED
BUSINESS:**

2009 Board
Retreat

Chair Phister indicated that based upon discussion at the January 28 Quarterly Board Work Session, it appears that the best date for the greatest number of board members for the 2009 Board Summer Retreat is Friday-Saturday, June 12-13, 2009. Dr. McFarland stated that she gathered the board was leaning toward Jackson or Dubois as a location.

ACTION:

Dr. Gose moved to set the date for the 2009 Board Summer Retreat for Friday-Saturday, June 12-13, 2009. Mr. Krebs seconded the motion.

Ms. Pedersen indicated that she may not be at the retreat because of business. Mr. Welty stated that he can't attend meetings in June or July. In looking at the budget constraints the college is under, he has a philosophy that the board should be one of the first to take a responsible position. He suggested meeting an hour and a half earlier in March, April, and May as work sessions to accomplish the work of the retreat, which would save money. The board has just spent a great deal of money attending a conference. Dr. Crane indicated that the retreat is a great thing to do, and it should be held if it accomplishes good things.

Chair Phister explained that for a retreat, the board decides on topics that it wants to discuss in depth. The board meets with Dr. McFarland and one or more of the other administrators. No decisions are made at the retreat. Dr. Gose indicated that the retreat last year was very beneficial. The board was not pressed for time which gave them the luxury of having a dialogue with one another. It was also helpful last year when the board met by itself and covered a variety of issues. This helped each board member to understand each other's position, and it made the board a better board.

The retreat this year would be an appropriate time to look at the board travel budget. Dr. Gose also has a concern about the expenses the board incurs when traveling. The board may want to consider whether all of the board should go on trips or if just one or two members should go and report back. Chair Phister stated that education is not the place to make cuts. The money for trips is well spent. The board retreat is a work session.

Dr. Crane asked at what point the board will know what will be discussed. Dr. McFarland indicated that she could come up with a draft agenda. Board travel would be included, and state and federal issues would be prominent because of policy issues that are coming forth. In prior years the board has spent time with the facilities master planners regarding

building site placement and has visited some of the outreach sites. At one retreat the board went to a complimentary breakfast at Four Seasons in Jackson to hear more about the Culinary Arts program. Chair Phister indicated that the board has also visited the CWC Jackson Outreach Center, the ICN, and the nursing program at St. John's Hospital. Dr. McFarland thought that it might be good for the board to visit Jackson since the college's program there has been expanded.

Mr. Welty stated that he couldn't come to a retreat in June even if it is held in Dubois.

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

March 2009
Board Meeting
Date

Chair Phister stated that based on previous input, the board appeared willing to change the date of its March 2009 board meeting from Wednesday, March 25, to Wednesday, March 18, 2009. The board needs to officially change the date at this meeting.

ACTION:

Dr. Gose moved to change the date of the March 2009 board meeting from Wednesday, March 25, to Wednesday, March 18, 2009. Mr. Krebs seconded the motion. Motion carried.

NEW BUSINESS:

Facilities

Dr. McFarland explained that the board has identified needed facilities to meet the needs of the college's educational programming needs and its growing enrollment, along with projected funding sources. These needs consist of the Allied Health and Trades Project including the Allied Health and Science Center and remodeling and renovation of the Pro Tech Building and Classroom Wing; additional classroom and lab space at the downtown Lander Center and Sinks Canyon Center; the Intertribal Education and Community Center; a 72-bed student residence hall; the Front Door project to improve access and service to students; and a new and expanded Equine Center located on campus. The first four of these projects have already received the requisite authorization from the Wyoming Community College Commission and the Wyoming State Legislature. The funding has not yet been determined for the last two projects, but they are included in the master plan. In formalizing the capital construction process at the state level, facilities must be included in the master plan annually. This is very important, because even if the college received a gift to build a facility, authorization must be given to

build it or no part of the building would ever qualify for state funding. Once legislation is completed, the college will have to go through several levels of planning that will involve the State Facilities Planning Commission. If a project sits idle too long, the college would have to go back and get approval for a higher cost project.

Dr. Gose asked about the Front Door project. Dr. McFarland explained that it is a one-stop shop for counseling, advising, and admissions. The “front door” would better direct students to a concentration of services that they usually need when first visiting the campus.

Allied Health and
Science Center

The board discussed the Allied Health and Science Center at the January community dialogue dinner and at the January 28 work session where they heard from some outside consultants and advisors. The board asked Dr. McFarland for a recommendation as to whether or not to go back to the Fremont County voters for this project. Dr. McFarland recommended that the board pursue all possible sources of funding for the Allied Health and Science Center, while continuing to encourage public awareness of this continuing need as well as the benefits of the center, but to hold off coming again to the voters in the immediate future. She explained that the immediate future is the next year.

Dr. McFarland explained that most immediate to the goal of building the Allied Health and Science Center is the federal economic stimulus funding. This money relates to health and education and includes shovel-ready projects. The final details as to how the college would qualify or apply for that funding are not yet available. The college’s Allied Health and Trades Project was submitted as a shovel-ready project. Part of that project includes renovation and repurposing, and a portion is new construction. “Shovel-ready” is defined as 120 days to digging the hole, but this has been shortened to 90 days. This project has been submitted to Governor Freudenthal and since the project has already been designed, hopefully it will get serious consideration.

The urgent, pressing, and ongoing need for the Allied Health and Science Center needs to be made clear. It needs to stay in the forefront of public awareness. Not only will the construction itself provide a stimulus to the local economy, it will double the number of nurses that can be prepared for jobs that are open. Chair Phister asked if the hospital was interested in this project. Dr. McFarland replied that strong support has been received from Lifepoint. The college has received an ongoing commitment of \$20,000 per year to support CWC’s nursing program that is undesignated.

This financial support is to support nursing but allows the college a great deal of flexibility in its use. It can be used for equipment, for example, or for salaries for the nursing faculty. Dr. Gose indicated that Lifepoint has not been approached specifically about the Allied Health project, but they could do this.

Dr. McFarland indicated that in light of her recommendation, the following steps would be taken:

- a. Continue to monitor the demand for additional nurses and health care workers;
- b. Continue to monitor the economic climate;
- c. Analyze the project for possible reductions and savings;
- d. Take any possible steps to serve additional nursing students within available space and resources;
- e. Continue to inform the public of the continuing need;
- f. Solicit public views about their willingness to help fund the project, including annual benchmark studies, as well as written and telephone polling;
- g. Seek out every possible source of funding the project, including, but not limited to, local, state, federal, and private funding; and
- h. Periodically update the board and public about steps taken to address the need.

Intertribal
Education and
Community
Center

Dr. McFarland explained that the Intertribal Education and Community Center has been in the planning for nine years. Different funding streams have been boldly and successfully identified including state, federal, tribal, University of Wyoming, and private sources. At this point in time, it is recognized that if the college waits any longer to begin construction, there is a risk that costs will increase over time. The college has a window of opportunity right now with a favorable construction climate. The college has had substantial enrollment growth and has a desperate need for additional classroom space. Dr. McFarland requested board authorization to proceed with construction of the Intertribal Center.

Mr. Jay Nielson reviewed the project budget for the Intertribal Center. Federal HUD, University of Wyoming, and some state funds will be somewhat restricted and reimbursed based on expenditures. These funds have been specifically tied to building construction so reimbursement of costs can tie to building pay requests. The construction budget is \$5,297,600, and the total project cost is \$6.3 million based on conceptual numbers and on construction costs of \$280 per foot. This leaves a

shortfall in the construction budget of \$264,030, but there are additional pledge donations that could cover this shortfall.

An architect for the Intertribal Center has been hired, and the college is at the point of hiring the construction manager and moving forward. All of their projects have come in within 40 to 60 percent under budget. That firm or person could be brought on to work with the architect on design, building materials, and subcontractors. Once the building documents are completed, the college, architect, and construction manager would determine the building costs, and then the building would be built within that budget. All contracts and obligations would be brought to the board as the project proceeds. Mr. Nielson anticipates a groundbreaking this summer which will enable the college to occupy the space by the 2010 fall semester.

Mr. Nielson reported that the college was recently awarded a Community Enhancement grant for \$500,000 for the roadway project to convert the existing one-way entrance into a two-way entrance/exit and turnaround in front of the campus. The Intertribal Center project is the match for these state funds, but these funds cannot be used for construction and site work for the Intertribal Center building.

Mr. Scott Ratliff, CWC Tribal Liaison, indicated that it was exciting to hear that the Intertribal Center project is about to happen. He started at the college about 35 years ago and started dreaming about this project about 34 years ago. Indian and non-Indian students want information that this center will deliver.

Mr. Nielson confirmed that pledged and received funds for the Intertribal Center total \$5,033,570. Dr. McFarland stated that at least \$375,000 has been pledged but not received. The funding isn't counted on until it is actually received.

Dr. McFarland recommended that the board authorize the administration to proceed with construction of the Intertribal center as outlined with the understanding that all contracts and obligations will be brought to the board as the project proceeds.

ACTION:

Mr. Krebs moved to authorize the administration to proceed with construction of the Intertribal center as outlined with the understanding

that all contracts and obligations will be brought to the board as the project proceeds. Ms. Mills seconded the motion.

Mr. Welty asked if any the money committed for the project should be reaffirmed with any of the entities. Mr. Nielson replied that state money has been appropriated. He is working with UW to formalize a legal agreement. A little clean-up work still remains to be done. The college went back to these funding entities to make sure the money is still there.

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

Legislative Update
State

Dr. McFarland explained that at the outset of the 2009 legislative session, it was believed that a \$900 million state surplus was available for allocation. That \$900 million has now dwindled to \$60 million, dashing any hopes the colleges had for funding for substantial enrollment increases and other needs. In light of the worsening budget situation, the Governor has called for the colleges to join UW and state agencies in preparing for 5-10 percent budget cuts in state aid for the upcoming 2010 Fiscal Year, with the possibility of such cuts continuing through the next 2011-2012 Biennium. A copy of this letter from the Governor was included in the board packet.

In addition to the Governor's letter, a copy of a letter to the editor from UW President Buchanan was included in the packet in regard to the Governor's budget cutting directive, in which President Buchanan points out that UW receives its funding as a block grant. Dr. McFarland reminded trustees that community colleges also receive state aid in the form of a block grant. She would argue that the locally elected community college boards decide how that block grant is to be spent when they formally approve the next fiscal year budget in April. For that reason, Dr. McFarland does not believe that colleges are required to provide details of proposed budget cuts, as are state agencies.

The board approves the budget at the April 22 board meeting, which is prior to the May 5 deadline set by the Governor. The budget brought to the board in April will show the plan for biennially appropriated funds and what cuts would be made at the 5 percent level and the 10 percent level. The final and official budget is not approved until the third Wednesday in July which is three weeks into the fiscal year.

The other aspect of the state legislative picture has been dominated by House Bill 114, the community college amendments bill. This bill requires a strategic planning process at the state level that will guide community college funding, capital construction, and educational programming. Dr. McFarland called the board's attention to page 13 of the bill which defines the state's interests in the community colleges. This is related to statewide access to transfer programs, career vocational programs, dual enrollment, and so on.

The strategic planning process is well underway. The WCCC oversees that process and has hired MPR Associates, Inc., a consulting firm which facilitated the first meeting of the Strategic Planning Advisory Council on Saturday, February 21. The colleges pushed for and received the provision for site visits of the MPR consulting team, and these are happening quickly. CWC's on-site visit has been scheduled for March 2-4. On Monday, March 2, the consultants are to meet with the CWC board of trustees from 6-7:30 p.m. It is critically important that the MPR consulting team hear from locally elected trustees about the role they play. Future funding, future educational programming, and future facilities are at stake.

It appears that the strategic planning process will result in performance-based funding. Every signal given at the meeting was to move the community college system to a more strengthened state system, to a performance-based funding model, and to a system by which duplication of educational programs would be discouraged. Each college would be designated as a center for excellence for certain specialized programming. The most costly program CWC offers is the nursing program. The nursing program is needed at every community college because of the nursing shortage and also because the clinical facilities are needed in each area. It needs to be demonstrated to the site visit team that CWC has a very important strategic planning process in place with a strong sense of accountability with outside checks provided by regional accreditation and outside audits. It is important to retain locally elected governing boards. The team will be here Monday, Tuesday, and a half day on Wednesday and will participate in visits to Lander, the Honor Farm, and the Reservation.

Dr. McFarland reported that House Bill 114 has gone through the house side. It is now on the senate side and has been referred to the Senate Education Committee and then to the Senate Appropriations Committee. The Senate Appropriations Committee substantially reduced the funding to

implement the bill and reduced the number of state employees to execute the plan. It leaves in what is necessary for the plan for the current budget climate.

Dr. Gose mentioned the email from Sherry Lovercheck, President of the EWC Board of Trustees, which expressed her concern about the comments of Representative Jorgensen at the Strategic Planning Advisory Committee Meeting. He in essence said that Eastern Wyoming College shouldn't even exist. Dr. McFarland stated that Representative Jorgensen said he didn't see a reason for the existence of Eastern Wyoming College because of its close proximity to a Nebraska community college.

Mr. Welty stated that basically it means that in exchange for state funding, the state will take control of strategic planning and what the colleges will teach. What the local boards will do will be very limited. Dr. McFarland indicated that the state hasn't even proposed providing 100 percent state funding. They want the colleges to give all that up for the promise of state capital construction matching funding. Mr. Welty pointed out that the members of the Wyoming Community College Commission are appointed, not elected. The people will not have any say. There will be very limited ability for the local community and locally-elected trustees to have any input.

After discussion about the date for the dinner with the MPR consultants, the board changed the date to Tuesday, March 3, at 6 p.m.

Dr. McFarland explained that as college president, she has been involved in the strategic planning process from the outset and will need to attend all relevant strategic planning meetings, provide updates, and seek advice from the board as needed. She recommended that the board designate her as CWC's district board designee in the statewide strategic planning process.

ACTION:

Dr. Gose moved to designate Dr. McFarland as CWC's district board designee in the statewide strategic planning process. Mr. Welty seconded the motion. Motion carried.

Federal

Dr. Gose indicated that it was reported at the February 17 Teton County BOCES meeting that 80 percent of freshmen students coming to CWC have to take remedial math. The funding for grades 8 through 12 is very deficient. Six out of ten students don't have the tools for college. There

are seven different proposals at the federal level to try to do a better job of funding. Mr. Welty indicated that billions of dollars have been poured into new facilities, and no return on investment is being seen. Dr. McFarland stated that being unprepared for college tends to be associated with disadvantaged students. Roughly half of CWC's students are not prepared. Some of this is associated with students who have been out of school for a time. Students don't take the appropriate and demanding classes that would prepare them for college. Dr. Gose noted that 80 percent of freshmen need remedial math. The data show that grades 8-12 don't get the investment.

Dr. Gose expressed his disappointment in Wyoming's three congressional delegates because they voted against the economic stimulus package. This may be the salvation for the college and the one source of revenue that the college could fall back on. Dr. Crane asked if there was anything that can be done as a community college to improve things for high school students to increase the rate of literacy. Dr. McFarland replied that CWC is doing a lot through the Gear-Up, Upward Bound, and Talent Search grant programs. They follow students from middle school through high school and have mentors and tutors available. This has improved retention and has reduced school dropouts. The goal is to prepare students for college. Dr. Crane asked to be shown hard statistics on these programs. Dr. McFarland indicated that this information will be provided in the student monitoring report which will be presented to the board in July.

Changes in GED Testing Policy

Dr. McFarland gave an overview of the proposed new policies for GED testing. The College Commission staff recently developed new policies for GED testing, which Dr. McFarland believes will be detrimental to the students served by the college. These proposed new policies were presented to the College Commission on February 20 in Cheyenne for information only. The WCCC has rules that are formally promulgated that dictate how they do business, but their rules dictate they should establish policies and procedures for the GED program. The new policies were established with little or no discussion from the colleges or other field providers of GED services. It was announced in September that the GED testing policy was going to be changed and would go into effect within a week's time. The implementation date was delayed but the policies themselves did not involve meaningful input from the vice presidents and presidents of the colleges.

The official GED exam consists of five parts and requires a score of at least 410 on each part and an average of 450 for the entire test. The new

GED testing polices still require a minimum score of 450 for the GED exam, but increases the overall average of the official practice test to 500. In looking at 330 GED graduates over the past three years, if the new higher practice test scores were in effect, one-third or 101 of these students who had already taken and passed the GED would not have passed because they would not have had a corresponding pre-test practice average of 500. Of those 101 students, 52 percent were Native Americans. The change in the GED testing policy disproportionately harms the students served by the college. It creates an admissions exam whereby those students would no longer have an opportunity to sit for the GED exam.

Wyoming's pass rate for the GED exam is now 88.5 percent and is fifth in the nation. The suspected reason for the change is to bring Wyoming to number one in the pass rate. The hallmark of community colleges is open admissions. It is a mistake to believe that GED completers are necessarily behind regular high school graduates. All the colleges are asking is that students have an opportunity to sit for the GED exam when they are ready to do so. Dr. McFarland will recommend that the board authorize the board chair to send a letter to the WCCC and its executive director to express CWC's serious concern about both the process that was used to develop these new policies and the policies themselves in terms of disproportionately harming the minority population served by the college. The letter will ask that the GED testing policy be placed on the agenda of the April WCCC meeting as an action item.

Ms. Kathy Vincent, GED Director, indicated that her basic concern with the new GED testing policy was that it was put into place without discussion, and it limits access to the GED test. A student must score at a high level in order to pass. Students will not be able to score high enough on the practice test. Ms. Caryn Throop, GED Instructor in Lander and on the Reservation, stated that some students take years to get to the point of scoring high enough to pass the test. CWC has a larger minority population than any of the other community colleges. The completion rate will go up if the low scorers are eliminated. These are students who are not good at advocating for themselves.

Mr. Krebs asked what the rush was in implementing the new policy without involving people who could speak to it. Ms. Vincent replied that no reason was given. People who are most affected by the policies are the ABE instructors. Mr. Welty stated that this is a racially discriminatory policy that affects students in Fremont County. A lawsuit could be brought against it because it penalizes minority students in Fremont

County. Dr. McFarland stated that the appeal process is also troubling. The GED director oversees the appeal process in her office which means that a student would appeal to the same office that made the decision. At the very least, the college has a right and responsibility to appeal this to the college commission and demand action on their part.

Ms. Throop indicated that 40 percent of the GED graduate population at CWC every year is Native American. They looked at people who have obtained their GED, and most of them probably couldn't get higher than a 500 practice test score which would effectively exclude most of them. Most of them struggled and worked at it over years. Dr. McFarland stated that this deprives some students of gainful employment. They need a GED, and this opportunity will be taken away if they are not allowed to take the GED exam. Ms. Vincent indicated that it is proposed that if the two-year time limit runs out, the tests that they may have already passed would not count, and they would have to start all over.

Dr. Crane asked what sorts of regulations are in place to determine that students are ready to take a test and how effective these regulations are in predicting if the students are ready. Ms. Vincent replied that they use the practice tests now, and the pass rate is 66 percent. Her program has the lowest completion rate because students were taking the reading-based test first. Most students don't have a problem with this one, and this gave them motivation to finish the other tests. The students then found that the math and writing tests were too hard, and the students disappeared. They now do the math and writing tests first. The casinos tell people they can have a job but they have to get a GED first. The GED office has had an influx of those students since the casino opened.

Dr. Crane asked if there are any formal policies that say once a student attains a certain level on a practice test that they are ready to take the GED test. Ms. Vincent replied that they don't have a written policy, but students need to score between 450 and 500 on the practice test in order to take the GED.

Dr. McFarland recommended that the board authorize the board chair to send a letter expressing CWC's concerns about the new GED testing policy and asking that this be included on the April WCCC meeting agenda as an action item.

ACTION:

Ms. Mills moved to authorize the board chair to send a letter expressing CWC's concerns about the new GED testing policy and asking that this be included on the April WCCC meeting agenda as an action item. Mr. Krebs seconded the motion. Motion carried.

Personnel

Human Resources
Board Report

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

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

Rustler Salute nominees were Ben Peterson, Instructional Technology Specialist; and Lonny Fairfield, WPBS Network Operations Technician.

Searches in progress/pending included Instructor Nursing Riverton; Instructor Nursing Jackson; Instructor Nursing Assistant; Instructor Equine Studies; Instructor English; Instructor Mathematics; Instructor Accounting; Instructor Environmental Technician; Instructor Health and Safety; Instructor Welding; Rural Justice Training Center Director; Administrative Computing Specialist; Director of Library Services; Program Director Environment, Health and Safety; Director of Distance Education; Line Server/Food Service Assistant; and Maintenance Technician HVAC/Bus Driver.

No resignations/terminations/retirements/requests for release from contract were received.

New Hires/Appointments/Internal Transfers included Susan Thulin, Lifelong Learning Coordinator Jackson.

RUS Grant Board
Resolution

Ms. Ruby Calvert, Wyoming PBS General Manager, indicated that special board authorization was needed for the RUS (Rural Utilities Service) grant that has already been submitted. Wyoming PBS has 32 analog translators, and 24 have been changed to digital. They ran out of money, so the grant will assist in the digital transition. The grant specifically requests funding for nine rural translators which will provide HD and SD multicast public television service in rural Wyoming.

Dr. McFarland recommended that the board authorize the board chair to sign the board resolution authorizing submission of the RUS grant on behalf of Wyoming PBS.

ACTION:

Mr. Krebs moved to authorize the board chair to sign the board resolution authorizing submission of the RUS grant on behalf of Wyoming PBS. Dr. Crane seconded the motion. Motion carried.

ACCEPTANCE OF
MONITORING
REPORTS:

Community/
Partnership

Ms. Lynne McAuliffe, Assistant Dean for Workforce and Community Education, presented the Community/Partnership Monitoring Report. She reported that the Dubois office has been relocated to a Main Street location in partnership with the Dubois Cyber Café. Michelle Burdick has been the face of Central Wyoming College in the Dubois Outreach Center for the past 22 years. The move resulted in a new MOU being created with School District #2, which owns and operates the Cyber Café. In Jackson, the office had to be re-staffed this year and now has seven full-time staff and numerous part-time/adjunct employees. The Lander office has seen a decline in non-credit and credit enrollments. Online enrollments may be contributing to this situation. In Riverton, the outreach center has experienced significant changes this past year. CWC took over the city's recreational programming, and this has boosted enrollments for the traditional community education courses. A Senior Academy program was very successful and resulted in over 141 seniors attending a diverse offering of courses. The Electrical Apprenticeship Training program has now developed into a credit program because of high demand.

Online enrollments have doubled in the last two years. Record revenues have been realized in Workforce Development with 744 participants and \$116,329 in revenues. The Construction Trades program offers a one-year certificate program of 33 credits and a credential program of 16 credits. The Bookkeeping/Accounting program was replaced by the Professional Administrative Assistant program. Students in the Dental Assistant program earn 16 credits. In the Information Technology Office Specialist program, students earn 13 credits and a new class was started in Lander in 2008. The Community Partnership Initiative is a partnership with Fremont County to provide a grant to train CNAs. The Commercial Driver's License program was developed in partnership with McMurray Training Center and the Wyoming Contractors Association. Total enrollments for the R Recreation are 1,867. The city and the college brought their resources together to put more money toward programming,

not overhead. One of the goals of the program is to include recreational programming with family-focused activities.

Goals of the community/partnership program for the future are the need for an online course/program champion; increasing physical presence and access in Thermopolis; implementing the new MOU/partnership with NOLS at Sinks Canyon Center; implementing the Customized Safety program in Workforce Development to support the EHS program; continuing the development and expansion of the R Recreation program; continuing to work with the K-12 instructors in the district; and continuing leadership training with state leaders, the Department of Workforce Services, the department of Administration & Information, and Ag Leaders.

Chair Phister indicated that the activities of the community/partnership program certainly meet the board ends. He asked board members to complete the monitoring report evaluation.

REPORTS:

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

1. Kudos
 - a. Congratulations, again, to Dr. Waheed for obtaining a \$1.4 million community-based federal training grant for CWC's Environment, Health, and Safety Program. A national article was included in the board meeting packet.
 - b. Kudos to Wendy Davis, who has been selected to co-present with a colleague (CUPA-HR CEO) a presentation at the April 2009 conference of the American Association of Community Colleges conference in Phoenix. The title of the presentation is: "Is higher education preparing college presidents?"
 - c. Special thanks and compliments to Martha Davey, Assistant Dean for Student Learning, for producing a successful progress report to The Higher Learning Commission on CWC's assessment of student learning.
 - d. More and more good things are being heard about CWC's student-run radio station programming on 88.1FM.

- e. Staff and student reports include numerous outstanding accomplishments.
2. Recent selected external events and meetings of the president include:
- a. Tues., Jan. 20 - Presidents Council Conference Call
 - b. Thurs., Jan. 22 - KVOW-KTAK "Chit Chat" Radio Show
 - c. Fri., Jan. 23 - Executive Council Legislative Conference Call
 - d. Tues., Jan. 27 - Riverton Rotary
 - e. Tues., Jan. 27 - Professional Teaching Standards Board Phone Meeting
 - f. Thurs., Jan. 29 - Meeting with Riverton Mayor re: Job Corps
 - g. Fri., Jan. 30 - Executive Council Legislative Conference Call
 - h. Mon., Feb. 2-Fri., Feb. 6 - Legislative Coverage (Cheyenne)
 - i. Mon., Feb. 16-Fri., Feb. 20 - Legislative Coverage (Cheyenne)
 - j. Sat., Feb. 21 - WCCC Strategic Planning Advisory Council (Cheyenne)
3. Dr. McFarland especially called attention to the following articles of particular relevance to CWC at this critical time which were included in the meeting packet:
- a. "How professional certificates help workers get ahead."
 - b. "Technical education expected to surge ahead."
 - c. "College Endowments Being Sapped By Deepening Economic Recession."
4. Articles about CWC and its sister colleges at the state and national level were included under separate cover with the board meeting packet.

Dr. McFarland reported that Jim Thurman, Political Science Professor, won the Faculty of the Year Award at the 2009 WACCT Conference in Cheyenne recently. CWC student Brittany Barlow has been chosen as Wyoming's 2009 New Century Scholar. She is the state's highest scoring student in the All-USA Academic Team/Coca-Cola All-State team competition and will represent Wyoming at the 2009 annual convention of the American Association of Community Colleges in Phoenix, Arizona, in April. As a New Century Scholar, Ms. Barlow will receive a \$2,000 stipend provided by the Coca-Cola Scholars Foundation and Coca-Cola Foundation.

Wendy Davis, Human Resources Officer, has received an advanced certificate in conducting workplace investigations. The Souper Bowl held by the Professional Personnel Association on Staff Development Day raised over \$700 for scholarships.

The WCCC appointments have been announced as follows: Lois Distad from Casper has been reappointed; Larry Atwell from Cheyenne will continue; Wendy Sweeny from Worland will replace Don Bryant; and Charlene Bodine from Sheridan will replace Jack States. Their terms will begin on March 1.

Vice President for
Student Services

Dr. Mohammed Waheed, Vice President for Student Services, referred to his written report in which he provided information on the latest Fremont County statistics in regard to people and geography. He also reported on the financial aid distributed to BIA students and provided a follow-up on House Bill 33 which would provide \$160,000 to fund pilot programs to address students at risk of dropping out of high school prior to graduation.

Vice President for
Administrative
Services

Mr. Jay Nielson, Vice President for Administrative Services, reported on a new program called WYECIP (Wyoming Energy Conservation Improvement Program) which involves the creation of an energy audit, identification of infrastructure improvements that generate economically feasible energy savings, and a loan to fund the cost of the improvements to be paid back from the energy savings. With the strategic allocation of major maintenance funds and a growing list of facility repair and upgrade needs as the college facilities age, the WTECIP program makes good sense as a way to leverage major maintenance funds and savings in energy costs.

Mr. Nielson submitted a written report which included information that the college has received major maintenance money from the state for the last three biennia. The first year the money was used for an upgrade of the fire suppression system in campus housing. Major renovation of the Student Center is currently in the final stages. The next focus will be either the Classroom Wing or the Arts Center. The college is entering into an Investment Grade Audit and Project Development Contract to move forward with the completion of an energy audit. This audit will be an important part of the college master facilities plan and will be cost effective when the college decides to make some of the improvements. Depending on the findings of the audit there is a possibility that the infrastructure improvements project will be brought back to the board for approval.

Vice President for
Institutional
Advancement

Vice President for Institutional Advancement Dane Graham reported that House Bill 155 relates to the state matching gift program. If passed, it will help CWC in that the program's current expiration date of June 30, 2009, will be eliminated, it will allow the college to retain its original state allotment of \$4.5 million, and it will allow donors up to five years to fulfill their pledges once a memorandum of understanding has been signed.

Mr. Graham submitted a written report which included information that donations received in January totaled \$2,430. The next quarterly meeting of the CWC Foundation Board is scheduled for Thursday, March 12, 2009, at 10 a.m. on the college campus.

NEXT REGULAR
MEETING/
SUGGESTED
AGENDA ITEMS/
ADDITIONAL
TRUSTEE
COMMENTS AND/
OR REPORTS ON
ADVANCEMENT
IN THE
COMMUNITY:

The next regular meeting will be held on Wednesday, March 18, beginning at 6:30 p.m. in SC 103.

Agenda items for the regular meeting include:

1. BOCHES 1/2 Mill Levy (notice of intent)
2. CWC BOCHES Fiscal Year 2010 Budget Ratification
3. Natural Gas Supplier Services Contract
4. 09-10 faculty/Professional Letters of Intent for Continuing Employees
5. Staff Profile and Salary Study Monitoring Report

ACTION:

Dr. Gose moved to hold an executive session on March 18, 2009, at 5:30 p.m. in the Student Center Conference Room #SC100, to discuss the president's contract and other personnel issues. Mr. Krebs seconded the motion. Motion carried.

CWC Foundation

The next meeting of the CWC Foundation is scheduled for Thursday, March 12, on the CWC campus.

Association of
Community
College Trustees

The next ACCT event is the Annual Congress which will be held October 7-10, 2009, in San Francisco, California.

Wyoming
Association of
Community
College Trustees

The WACCT met on February 20 in Cheyenne. Trustee Mills reported that 24 were in attendance. Bob Cox gave a legislative report to the group. Officers were elected as follows:

Chair – John Freeman
Vice Chair – Sherry Lovercheck

Secretary – Walt Wragge
Treasurer – Charlie Krebs

The next regular meeting of the WACCT will be held in conjunction with the April 23-24 WCCC meeting at Gillette College.

Wyoming
Community College
Commission

The next regular meeting of the WCCC will be held April 23-24 at Gillette College.

CWC BOCHES

The next meeting of the CWC BOCHES is scheduled for 7 p.m. on Thursday, February 26, 2009. The budget will be approved at this meeting, and the board will take a formal position on the levy to support the dual enrollment program.

Teton County
BOCES

The Teton County BOCES met on Tuesday, February 17, 2009.

ADJOURNMENT -
BOARD
EVALUATION
OF MEETING:

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

Board Chair Phister adjourned the meeting at 10:03 p.m.

Secretary

APPROVAL:

Chair