

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, October 13, 2010, in Room ITECC 116 of the Intertribal Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Frank Welty
	Charlie Krebs	Colton Crane
	Judy Pedersen	Roger Gose
	Scott Phister	
<u>Administration:</u>	Jo Anne McFarland	Jason Wood
	Mohammed Waheed	Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	John Wood	Carolyn Aanestad
	Jennifer Amend	Charlotte Donelson
	Jackie Meeker	Dane Graham
	Mark Nordeen	Chloé Skaggs
	Kelly Frank	Joshua Scheer
	Jane Warren	Kate Martin
	Wendy Davis	

CALL TO ORDER: Board Chair Roger Gose called the meeting to order at 7:08 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: No executive session was held at this point in the meeting.

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

APPROVAL OF AGENDA: Chair Gose indicated that “Rocky Mountain Power Easement” would be added as the last item under New Business. In addition, under the Consent Agenda, Chair Gose indicated that he would ask Vice President Jason Wood to comment on the Revised 2010-2011 Academic Calendar before approval is requested.

**ACTION:**

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

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

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

Student Senate

Ms. Chloé Skaggs, Student Senate President, indicated that the Student Senate is in full support of the revised 2011 Spring Semester calendar. Ms. Skaggs submitted a written report which included information that Senate elections were held September 14-15. New senators are Frad Basitov, Ben Gale, Malissa Knoll, DeJay Miller, Mikki Moriarity, Kyle Poplin, and Molly Thornton. The Senate met on September 17. Vice President Jason Wood attended this meeting to discuss the possible schedule changes to the spring semester. Although there were some students who were upset by the proposal, the Senate as a whole believes that rescheduling the 2011 spring semester is a wonderful idea because facilities will be updated and learning environments will be made more functional. The Senate bought in a nationally known comedian to perform on September 16. In October, the Senate is helping with the National Step Up for Kids event which will be held on campus October 5. The CWC Unplugged event will be held on October 14. For Halloween, the Senate has hired a ghost hunter to explore the town in search of the supernatural, and students will be encouraged to accompany him.

Classified Staff  
Association

Mr. Kelly Frank, President of the Classified Staff Association, indicated that the Classified Staff overall is in support of the revised 2011 Spring Semester calendar. Mr. Frank submitted a written report which included information that Suze Kanack and Kelly Dempster administered Praxis testing here on campus for instructors on September 18. Kelly Frank created and ran on-air graphics for the first broadcast volleyball game on September 21 and also on September 24. Carolyn Kraft received the Rustler Spirit Award at open forum on September 29.

The Faculty

Ms. Jane Warren, President of The Faculty, showed the rodeo poster to the board and also read a letter from a high school student from Encampment

which thanked several CWC rodeo students for their help when the student had car trouble. Ms. Warren also showed the board the poster for *David and Lisa*.

Ms. Warren submitted a written report which included information that Darran Wells and the CWC Outdoor Education and Leadership students co-hosted an "Outdoor Education Day" for Lander fourth graders at Sinks Canyon Center on September 24. Patti Stalley hosted the annual Equine Studies barbecue in September. Jim Thurman reported that the Global Competition for Energy Symposium was held on September 8 and was well-attended by both CWC and local community participants. Buck Tilton began his 22nd year as a contributing editor and columnist for *Backpacker* magazine. Matt Flint has artwork in a show entitled "Waxy Works" at Visions West Gallery in Denver. Robert Husa attended the Voice Care Network Impact Course at St. John's University in Minnesota this summer. Lonnie Slack recently photographed the Rodeo team at the Jay Jackson place in Riverton and also took the promotional photo for the play *David and Lisa*. Amy Madera baked 250 cupcakes for the "In Celebration of the Center for the Arts 5th Anniversary" in Jackson. CWC Jackson Culinary students handed out apples for the Old Bill's Fun Run charity event. Amy Madera will bring two culinary students to Riverton to prepare a three course meal for the CWC Board prior to the October 13 board meeting. Sergio Maldonado has been involved with the Health and Science Center initiative on the Wind River Indian Reservation. Mr. Maldonado will travel to the National Indian Education Association October 6-10.

Professional  
Personnel  
Association

Ms. Jackie Meeker, President of the Professional Personnel Association, reported that the Professional Personnel Association was in favor of the changed spring schedule. Ms. Meeker submitted a written report which included information that Lindy Paskett and Connie Nyberg are co-chairs for the CWC Campaign Riverton group. Marilu Duncan will attend the ASPIRE Conference October 12-13 in Cheyenne and while there will conduct a workshop on understanding poverty and how poverty affects the college's students. The members of the 2009-2010 staff of the Student Success Center were recognized on September 24 at the Riverton-Business Leadership Network's 2010 Symon Awards ceremony with the Spirit of the BLN Award. Jamie Stevens reported that several members of the men's basketball team recently spent a morning reading to the students at Jackson Elementary School. Chontelle Gray attended the Wyoming Educators in Secondary Theatre fall conference in Afton, Wyoming.

Jeremy Hughes recently attended Colleague Studio: Programming Fundamentals in Fairfax, Virginia. Martha Davey and Jackie Meeker recently attended the Wyoming Statewide Academic and Affairs Conference in Laramie.

Wyoming PBS

Ms. Jennifer Amend, Promotions Manager at WPBS, reported that the December pledge drive will begin on November 27. Wyoming PBS has denied a request from supporters of gubernatorial write-in candidate Taylor Haynes to have him included in the gubernatorial debate scheduled for October 25 since he is not a qualified candidate. The participants must be legally certified by the Wyoming Secretary of State to appear on the statewide ballot for the office. Ms. Ruby Calvert, Wyoming PBS General Manager, submitted a written report which included information on administrative, production, engineering, promotions, and development activities at Wyoming PBS. December pledge will continue through December 14. WPBS will be accepting a new grant for \$346,000 from NTIA/PTFP for a new video server. The new HD cameras have been installed in the production truck. Current membership is 3,711.

CWC Foundation/  
Institutional  
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, reported that a pledge payment in the amount of \$100,000 was received from Encana. This fulfills their total pledge of \$300,000, which was paid over three years. This amount will be matched by the state for a total of \$600,000. Oktoberfest was a great success. A detailed report will be made next month. The amount raised is probably slightly less than last year because the food had to be purchased. The bond campaign is going very well. Some engaging activities that involve students, faculty, staff, and the community are planned in the next couple of weeks. Mr. Graham is very optimistic that it will pass. He indicated that if there are concerns or compliments to pass them on to him.

Chair Gose stated that he is chair of the bond campaign steering committee. The grassroots efforts are very impressive. All over the county there is a sense of support. Four resolutions of support have been received from the communities of Riverton, Shoshoni, Hudson, and Lander. The Dubois City Council is meeting tonight, and the remaining community is Pavillion.

Mr. Graham submitted a written report which included information that funds received during September 2010 totaled \$12,317.52. The CWC Foundation Board's quarterly meeting was held September 8 and included

an audit presentation by Wayne Herr of McGee, Hearne & Paiz, discussion on support for *Citizens for CWC*, and discussion on the Intertribal Center budget. The CWC Foundation's refurbished *Sacajawea* bronze sculpture was placed near the Intertribal Center on September 28. That same day, a bell from South Pass City, donated by Hewitt G. Youtz, was placed in a tower that was created by CWC welding student Brandon Walkinshaw. The next CWC Alumni Association committee meeting is scheduled for October 11. The *Petroglyph Pathway Honor Wall* is being created and will be installed in time for the Intertribal Center's dedication ceremony. The *Citizens for CWC* political action committee has done well in generating financial support, although more is needed from county residents and the medical community.

CONSENT  
AGENDA:

Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the September 15, 2010, regular meeting; the acceptance of bills for September 2010; the board travel budget; and the revised 2010-2011 Academic Calendar.

Mr. Jason Wood, Vice President for Academic Services, indicated that many meetings have been held with various groups regarding the revision of the spring 2011 schedule so that the Classroom Wing remodeling can be completed on time. All constituencies are in support of the revised calendar which has been submitted to the board for their approval. Some students are inconvenienced, but these issues are being addressed. The number one priority is to maintain academic integrity in the classroom. The revised spring schedule will give the contractors about two extra weeks up front.

Dr. Crane expressed his concern that students will take a full week for spring break instead of the two days that have been scheduled. Mr. Jason Wood replied that he recognized there will be situations that will require academic patience. The faculty have unanimously supported this proposal and will work with the students on an individual basis. Ms. Jane Warren, President of The Faculty, indicated she has talked to her students, and the majority of them like getting done early on April 29. Mr. Jason Wood pointed out that it is similar to the Thanksgiving holiday when some students take off the whole week instead of the allotted three days. The professors adjust accordingly.

**ACTION:**

Mr. Phister 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 \$1,393,030.99 for the month of September 2010: Operations in the amount of \$2,820,174.93; Student Grants and Loans in the amount of \$584,581.65; and Bank Transfers in the amount of \$805,464.56 for a grand total of all payments in the amount of \$4,210,221.14.

UNFINISHED  
BUSINESS: No unfinished business was conducted at this meeting.

NEW BUSINESS:

Health and Science  
Center Update Chair Gose indicated that there are about 20 days left until the November 2 general election. He is optimistic about the outcome and will have a celebration party at his home the evening of November 2. Mr. Krebs asked about the competing issues on the ballot. Chair Gose replied that there is more than one initiative on the ballot, and each one will have to stand on its own merit. All three have merit. The most common comment is that it is not a good time. The college's project is about good paying jobs. It is for every student that requires a lab science which is about 81 percent of the college's students. Being able to increase the capacity of the nursing program will meet the county's need for nurses. Lander's ICU can only keep two beds open because they don't have enough nurses. With this new space, the number of nurses in the program can be doubled. The project will cost approximately \$12 per year for a \$100,000 home. This is an investment that will pay dividends for the next 30 or 40 years.

Dr. Crane indicated that the second video is very good. He saw it today at Rotary in Lander, along with Mr. Krebs and Mr. John Wood. Mr. John Wood indicated that this video was done in-house by the college's own instructors. Dr. Crane stated that at the Lander City Council meeting, every council member took about 30 seconds to a minute to say why they thought it was a good project. Chair Gose indicated that health care doesn't wait, and the need for good-paying jobs won't wait.

Board Goals Update Chair Gose stated that the board will hold a work session on November 3 for further work on board goals. A subcommittee has been appointed to develop a Board Code of Conduct. Dr. Crane, head of the subcommittee,

reported that the subcommittee met on September 29 in Lander. They gathered all the information and went through it to select the best ideas. These will be reworded and typed up. The Board Policy Governance Manual indicates that a trustee can be released for cause or lack of attendance. Dr. Crane asked if the board can establish what “for cause” means and if it will really work. He wants it to mean something. Mr. Phister asked if this wouldn’t be something the board would agree to and vote on. Dr. Crane asked if it were taken to court if it would be something that would be upheld. He saw no sense in doing it if it can’t be used. Ms. Pedersen stated that in the Wyoming statutes, she found that causes can include malfeasance and fiduciary responsibility. Board Attorney Frank Watkins stated that he would look into it further.

Chair Gose indicated that the president’s evaluation, board goals, and Board Code of Conduct will be discussed on November 3.

Mr. Welty asked if the board attorney had prepared any information on the legal relationship between the Foundation and CWC. Board Attorney Frank Watkins will have something on this for the work session on November 3.

ACCT Annual  
Congress Voting  
Delegate

**ACTION:**

Mr. Krebs moved that Frank Welty be designated as the CWC Board’s official voting delegate for the October 20-23 ACCT Annual Community College Leadership Congress, with Scott Phister as the alternate.

CWC Foundation  
Change in Use of  
Business Park  
Property

Approval of New  
Tenant in Business  
Park

Dr. McFarland reported that two requests had been received from the CWC Foundation Real Estate Committee. The first was a request to approve land use of Lot 5 for retail and office space which differs slightly from some of the other tenants in the Business Park. A formal zoning change is not required. The Business Park has some tenants who do limited retail, but this business will be strictly retail. The second request was to approve a potential subtenant who is interested in building and operating a small carryout sandwich deli, grocery, and snack bar on Lot 5 in the Business Park. The Real Estate Committee has prohibited the sale and/or consumption of alcohol and tobacco in the Business Park. The CWC Board will have the opportunity to approve the actual sublease which would come back to them at a later date. Approving the land use and the potential subtenant opens the way for the Real Estate Committee to see if it warrants doing the work in finalizing this proposal.

Ms. Kate Martin, Chair of CWC Foundation Real Estate Committee, explained that the location of the carryout deli on Lot 5 will take into account the possible future extension of Sunset Drive through a portion of that property. The committee felt that a carryout deli was a good idea because not everyone has a car to run to town, and it would enhance services for people on campus and in the Business Park. If the request is approved, they will come back to the board with an actual footprint of the building.

Mr. Phister asked about parking. Ms. Martin indicated that there will be off-street parking. Dr. Crane asked if the business would go broke within six months and then be boarded up and if it would affect the college's Food Court business. Mr. Nielson stated that it would add a nice amenity for CWC's students when the college's Food Court is closed. He did not think it would have a negative effect. Mr. Krebs asked if a feasibility study would be done for the deli. Ms. Martin replied that they will look very closely at the financial ability of the tenant to meet their obligations.

Mr. Phister stated that the CWC Foundation would not want an empty building any more than the CWC Board. There is a shortage of office space in Riverton. He doesn't see a problem if the business closed since it could then be converted to office space. Ms. Martin indicated that the CWC Foundation does not want a defaulting tenant either. The requesting party has the financial ability to meet his obligations. At this point, the Real Estate Committee is just asking for permission to proceed.

Dr. McFarland asked if this represents a subdivision. Ms. Martin replied that it is not a subdivision but a leasehold interest. The way this is being leased involves just the college and the Foundation. Funding would be available to help bury the Armstrong ditch. They are hoping to get water down to Brunton so they won't have to keep using city water for irrigation. Ms. Pedersen thought the proposal was doable.

**ACTION:**

Mr. Phister moved to recommend that the board approve land use in Lot 5 of the CWC Business Park for retail and office space, with the sale and/or consumption of alcohol and tobacco strictly prohibited; and that the board approve Mark Sehnert as a potential tenant to build and operate a small carryout deli offering sandwiches made to order, groceries, drinks, and

snacks, with the sale and/or consumption of alcohol and tobacco strictly prohibited. Mr. Krebs seconded the motion.

Mr. Krebs asked if the board passes this motion if it is approving the concept of a small deli. In other words, if it is approved and the deli concept falls through, the Foundation won't put in a shoe store. Ms. Martin replied that he was correct.

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

Foundation Lease  
Approval Process

Dr. McFarland explained that in October 2009, the CWC Foundation President formally requested that the board expedite the process for its approval of leases in the CWC Business Park, which is managed by the Foundation. Several drafts were written, and suggestions for changes were made at the September 2010 board retreat. The major change from earlier drafts indicates that requests coming in less than two weeks prior to the next regular board meeting will be on the agenda at the next regular meeting, while those requests coming more than two weeks prior to the next regular board meeting will be acted upon in a special meeting for that purpose, thus guaranteeing no more than a two-week turnaround. The board attorney drafted these revisions.

Mr. Phister noted that this is a good faith effort to expedite the lease approval process. He asked if the Foundation is pleased with this effort. Ms. Kate Martin indicated anything that can be done to streamline the process is appreciated.

Dr. McFarland recommended that the board approve the proposed MOU for the Business Park Lease Approval Process for consideration by the CWC Foundation.

**ACTION:**

Ms. Pedersen moved to approve the proposed MOU for the Business Park Lease Approval Process for consideration by the CWC Foundation. Dr. Crane seconded the motion. Motion carried.

Personnel

Human Resources  
Board Report

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

A Rustler Salute Nominee was Lynda German, Facilities Attendant Lander/Sinks Canyon Center. Carolyn Kraft, Assistant to the Dean for CATS, was the Rustler Spirit Award recipient for September.

Searches in progress/pending included Vice President for Administrative Services; Assistant Registrar; Director Upward Bound; Assistant Coordinator Lander/Sinks Canyon Center; and Carpenter/Maintenance Technician Housing.

Separations/transfers/requests for release from contract included Rebecca Biles, ABE/GED Instructor Lander; and Jay Rodewald, Temporary Housing Construction Supervisor.

New hires/appointments/internal transfers included Danette Douglas, WYO Gear Up Academic Coordinator; Lisa Hillmer, ABE/GED Instructor; Tanya Lopez, WYO Gear Up Academic Coordinator; Douglas Miller, Assistant Jackson Office; Jean Piana, Custodian; Benjamin Rux, Instructor Agriculture Business; and Jacqueline Schultz, ESL Instructor Jackson.

Dr. McFarland noted that Executive Vice President for Administrative Services Jay Nielson will be leaving CWC at the end of June 2011 and that his position has been posted. Review of the applications will begin the first part of the year, and it is hoped that an offer can be made by March 31 in order to have someone on the job by July 1.

Rocky Mountain  
Power Easement

Mr. Nielson explained that a power easement from Rocky Mountain Power is required to activate the new digital sign at the east entrance to the campus. Dr. McFarland recommended that the board authorize the execution of the easement at the entrance of the college to Rocky Mountain Power to connect the power to the digital sign and that the easement not be executed until after review by the board attorney.

**ACTION:**

Mr. Krebs moved to authorize the execution of the easement at the entrance of the college to Rocky Mountain Power to connect the power to the digital sign and that the easement not be executed until after review by the board attorney. Dr. Crane seconded the motion. Motion carried.

ACCEPTANCE OF  
MONITORING  
REPORT:

Physical Plant/  
Facilities

Mr. Nielson presented the Physical Plant/Facilities Monitoring Report. He pointed out that fall enrollment is down about 3 percent and the base for the funding formula is from 2004-2005. The college has seen significant growth since that time. CWC has old buildings relative to the other community colleges in the state. Fifty percent of CWC buildings are 31-40 years old. CWC has the largest proportion of older facilities among Wyoming community colleges, some of which are becoming functionally obsolete. He recognized some of the wonderful partners in the construction of the Intertribal Center including UW, Eagle Bronze, FCI, 71 Construction, Rocky Mountain Power, and Intermountain Electric. He also recognized the CWC physical plant and grounds crew who worked so hard to get the building and the outside ready for use. A CWC welding student constructed the bell tower and the benches near it.

In regard to the Classroom Wing remodel, the final design will depend on the results of the election. Dr. McFarland indicated that some people may question why the college is asking for new science labs if the federal stimulus funding could be applied to that purpose. Mr. Nielson stated that hallways will be taken out of the Classroom Wing, and the labs will be expanded. The college will receive \$1.65 million for this remodeling, but to really update the classrooms to today's standards would require \$150 to \$200 per square foot. The remodel is totally focusing on the instructional areas with a \$50 per square foot budget, and the classrooms will be sized to handle more students. The 35-year old restrooms are not part of this project, and the roof still needs to be redone. Even with the new classrooms in the Intertribal Center, the college is still significantly short of instructional space.

In regard to the Health and Science Center, work will begin on November 3. This is part of the college's long-term plan which has been approved by the legislature. The infrastructure in Housing must be fixed. The college needs competitive housing, since every one of the other colleges has built housing since Mote Hall was built. Major maintenance and coal lease bonus monies cannot be used on housing.

In facilities use, attendees dropped to 185,000, but there was an increase in events to 3800. Safety and security changes included an updated and revised policies and procedures manual, a lock/unlock schedule that

conforms to the facilities use schedule, a restructured Housing Manager/ Resident Life Coordinator position, an added Resident Director position, a mass communication system, and Rustler Alerts.

### Academic Profile

Mr. Jason Wood presented the Academic Profile Monitoring Report. Demographic statistics included were that 68 percent of CWC transfers are female which is the highest in the state, 47 percent of CWC transfers attend part-time which is the highest in the state, the average age of CWC transfers is 27.9 which is the highest in the state, and 54.4 percent of CWC transfers have an associate degree. CWC students who transfer to the University of Wyoming do better than other Wyoming community college transfers and out-of-state transfers, but their 2.87 average GPA is slightly lower than UW native students who average a 2.90 GPA.

Enrollment has grown 16 percent in the last year with the most significant enrollment growth by percentage in computer networking, human services, welding, Native American Studies, outdoor education, and music. The most substantial growth using annualized FTE figures was seen in social sciences, science, safety, college English, and communication. Programs with declining growth included construction trades, education, and computer science. CWC has experienced a 45 percent increase in AFTE over the past five years with enrollments on the main campus up 30 percent, distance education up 90 percent, dual and concurrent enrollment up 108 percent, and outreach up 9 percent.

The graduation report included information that since 2000-01, CWC has awarded 2,606 degrees and 912 certificates. In 2009-10, CWC awarded 302 degrees and 103 certificates compared to 300 degrees and 126 certificates awarded in 2008-09. The Associate's of Arts in General Studies is the most popular degree with 418 awarded since 2000-01 and 61 awarded last year. Areas of focus for the future include that CWC needs to better facilitate job and transfer placement for its graduates, CWC needs to better assess employer satisfaction with recent graduates of AAS programs, CWC should continue to focus on Graduation Matters, and CWC should continue to develop relevant academic programs to meet student demand and employer needs.

Conclusions of the report included that overall, CWC students successfully transfer to the University of Wyoming; based on graduation rates and GPAs, CWC students perform at comparable or higher levels as their counterparts from other Wyoming community colleges; the Wyoming

Community College Core Indicator of Effectiveness Report will improve academic monitoring; collaboration with the Wyoming Department of Labor will better inform progress towards accomplishing board ends; and enrollment growth and graduation trends point to the importance of Strategic Enrollment Management playing an ever-increasing role in institutional and academic decisions.

Mr. Phister asked about the percentage of students who transfer without an associate's degree and how this can be changed. Dr. McFarland explained that the college is focusing on Graduation Matters so students understand the benefits of transferring with a degree. Mr. Jason Wood indicated that articulating pathways for student success is important. Many of CWC's students are close to a degree.

Ms. Mills asked what the state is doing that might affect the college's dual credit program. Mr. Jason Wood replied that the P-16 Council has tasked a group to look at dual and concurrent enrollment and then give their recommendation to the legislature. As of today the recommendation is to have CWC's program continue as is because the council likes what is being done. Mr. Phister asked how unique BOCHES is in comparison to BOCES. Dr. McFarland replied that CWC's and Casper's programs have been particularly noted as being very strong programs. Mr. John Wood indicated that a significant difference is that the Natrona County BOCHES limits students to 9 credits because of budget, but CWC's program is unlimited.

Mr. Welty asked how excellence in education is defined when the average GPA is 2.79 for all transfers. He thought it should at least be 3.0. Mr. Jason Wood replied that in looking at students transferring, there would be a number of ways of improving the GPA. It is a concern when dual credit is considered. He will look into it further and do an analysis on what might be an acceptable range. Dr. McFarland stated that ways to measure success are actively being sought. Ms. Mills indicated that she was interested in knowing the GPA of students who have Hathaway scholarships.

**ACTION:**

Mr. Phister moved to accept the Physical Plant/Facilities and Academic Profile Monitoring Reports as presented. Mr. Krebs seconded the motion. Motion carried.

REPORTS:

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

1. Kudos to students and staff for another month of stellar achievements, as noted in reports at the beginning of the meeting.
  - a. Special congratulations to Marilu Duncan and her CWC Student Success Center staff for their recent award by the Business Leadership Network for their efforts in working with students with disabilities. Board Chair Dr. Roger Gose was in attendance.
  - b. In Lander, CWC Lander Outreach Coordinator Ken Colovich was presented with the Lander Mayor's Leadership Award on September 24 for his work with special education students.
  - c. Lynne McAuliffe is congratulated for obtaining a \$106,000 grant, including \$44,000 for an Event Planning and Management program for 8 students at the Sinks Canyon Center/Lander this spring, as well as \$61,000 for a GED Transition to Work Program that includes a full semester of college and a \$500 book/supply allowance.
  - d. CWC Rustler Rodeo Team continues its competitive excellence, with both CWC Men's and Women's rodeo teams standing in second place regionally as of September 20.
2. Outreach to high school students. An Orientation to College class was conducted on campus for Wyoming Indian High School students on September 17.
3. State Level Efforts
  - a. The various councils continue to work with the College Commission to implement the State Strategic Plan, including identifying priorities and needed resources.
  - b. College CIOs are working to identify means to produce longitudinal data, necessary to satisfy requirements of federal stimulus funding, along with gearing up for a possible state RFP for a (possibly) new administrative computing system for the colleges.
  - c. Administrative Services VPs are working on capital construction processes and data gathering, including a space inventory and master planning.
  - d. The college presidents have established the 2011 Legislative Session coverage, with Dr. McFarland's scheduled week in Cheyenne being January 31-February 4.

- e. Trustees are working on developing more effective and coordinated advocacy efforts.
  - f. A WCCC enrollment audit for CWC was conducted in September, with only minor corrections required.
4. National Issues
- a. Regional accreditation is coming under fire by the U.S. Department of Education, particularly with regard to the role of accrediting agencies in assessing federal compliance.
  - b. Changes in federal financial aid are underway.
5. Local College Issues
- a. College Audit Nearly Completed.
    - (1) Field work on the FY10 Financial Audit has been completed.
    - (2) The FY10 Audit will be presented to the board in November.
  - b. Some exciting new instructional programs are in the works.
  - c. Classes are underway in the Intertribal Center, even though final details for finishing the project are still underway.
  - d. Work continues on the Health and Science Center.
  - e. The college is addressing its smoking policy on campus.
6. Attendance by CWC President at Various Selected Events.
- a. Thurs., Sept. 16 - KVOW/KTAK "Chit Chat" (Riverton)
  - b. Fri., Sept. 17 - KOVE/KDLY "Coffee Time" (Lander)
  - c. Fri., Sept. 17 - CWC Rustler Rodeo
  - d. Tues., Sept. 21 - Rotary Board and Club meetings
  - e. Tues., Sept. 21 - Rotary Social Event
  - f. Wed., Sept. 22 - CWC Tour for Sen. Mike Massie
  - g. Tues., Sept. 28 - Rotary District Governor Visit and Tour
  - h. Wed., Sept. 29 - Administrative Services Council and Executive Council meetings (Casper)
  - i. Sun., Oct. 3-Wed., Oct. 6 - Accreditation Site Visit (South Dakota)
  - j. Fri., Oct. 8 - CWC Foundation Oktoberfest
7. Articles about CWC and its sister colleges at the state and national level were included in a separate file with the board packet.

Dr. McFarland mentioned a letter which was received from Lander Valley High School which commended Brenda Barlow, the Admissions Office, Jackie Meeker, and CWC BOCHES for hosting 220 Lander Valley High School juniors and seniors who spent the day at CWC.

Vice President  
for Student  
Services

Dr. Mohammed Waheed, Vice President for Student Services, reported that Planning Days was held on campus which included all the Reservation schools. The Men in Science Conference was held on campus October 8. Of the 312 students in this program, 280 students participated in the conference. Dr. Waheed submitted a written report which included information that preliminary Fall 2010 enrollment figures indicate a slight decline compared to the same time period last year. A Strategic Enrollment Management Plan is being developed which will provide a campuswide approach to student recruitment. A grant proposal is being written for the new Talent Search grant cycle. The Upward Bound grant program is recruiting new applicants and updating information on current students while the college searches for a new program director. The 2009-2010 Student Support Services staff members were recognized at the Riverton-Business Leadership Network's 2010 Symon Awards ceremonies and received the "Spirit of the BLN Award." CWC has begun hosting a Department of Workforce Services representative on campus to offer expanded employment services to students.

Vice President for  
Academic Services

Mr. Jason Wood, Vice President for Academic Services, reported that CWC is exploring the opportunity to offer an associate's degree in film production which will tie into current CWC offerings in radio and TV broadcasting. On October 4, the college hosted a conference which included the Wyoming Film Office, WPBS, Jackson Hole Wildlife Film Festival, International Film Academy, several producers, representatives from Workforce Services, and the Wyoming Business Council. The intent is to seek program approval for incorporating a film production component into the existing Radio/TV Broadcasting degree.

**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, November 17, beginning at 6:30 p.m. in ITECC 116 of the Intertribal Center.

Agenda items for the next regular meeting include:

1. Statewide Community College Enrollment Monitoring Report
2. Financial Monitoring Report
3. Audit Report
4. College President's Contract
5. Recapture/Redistribution

**ACTION:**

Mr. Welty moved to hold an executive session on personnel including the President's evaluation on November 17 at 5:30 p.m. in the Intertribal Center Conference Room. Mr. Krebs seconded the motion. Motion carried.

An executive session to discuss personnel including the President's evaluation, will also be held on Wednesday, November 3, 2010, at 5:30 p.m. in the Intertribal Center Conference Room (ITECC 121) followed by a work session on board goals and code of conduct.

The Legislative Community Dialogue Luncheon will be held on Monday, November 15, 2010, from 12 noon to 1:30 p.m. in the Intertribal Center, Room ITECC 116.

CWC Foundation The next meeting of the CWC Foundation is scheduled for December 9 at 10 a.m. in Lander.

Association of  
Community  
College Trustees The ACCT Community College Leadership Congress will be held October 20-23, 2010, in Toronto, Ontario, Canada. All board members are attending.

The National Legislative Summit will be held February 13-16, 2011, in Washington, D.C. Registration for this event opens on October 18. Ms. Mills, Mr. Krebs, Mr. Phister, and Dr. Crane indicated their plans to attend.

Wyoming  
Association of  
Community  
College Trustees The next meeting of the WACCT will be held on Monday, October 25, at 12 noon at CWC, followed by a Joint Advocacy meeting with college presidents from 1-2 p.m.

Wyoming  
Community College  
Commission The next regular meeting of the WCCC will be on October 26 at CWC.

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

Teton County  
BOCES The next meeting of the Teton County BOCES is scheduled for Tuesday, November 16, at 4 p.m.

ADJOURNMENT - Board members were asked to complete an evaluation of the meeting and  
BOARD to turn them in to the Board Clerk.  
EVALUATION  
OF MEETING: Chair Gose adjourned the meeting at 9:35 p.m.

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Secretary

APPROVAL:

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Chair