

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, July 21, 2010, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Frank Welty
	Scott Phister	Colton Crane
	Judy Pedersen	Roger Gose
	Charlie Krebs	
<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>	Martha Davey	Charlotte Donelson
	John Wood	Burl Gies
	Dave Kellogg	Mike McDonald
	Kelly Frank	Lindy Paskett
	Jeremy Gross	Joey Saverine
	Ken Colovich	Lynn Stewart
	Wendy Davis	Jackie Meeker
	Ruby Calvert	Chloé Skaggs
	Brian Rohrbacher	Cory Daly
	Alan Moore	Tam Moore
	Dessie Bebout	Eric Heiser
	Steve Barlow	Dennis Christensen
	Heather Christensen	Linda Barton
	Natalie Hawk	Joe Geraud
	Eli Bebout	Sarah Gantenbein
	Mark Nordeen	Lynne McAuliffe
	Chris Smolik	Ben Quinton
	Mike Martin	Kate Martin
	Mary Margaret Stockton	Cathy Sekula
	Cathy Keene	Lynn McAuley
	Mike Siroky	Steve Moldt
	Howard Miller	Addie Linebaugh
	Barbara Bonds (by speakerphone)	
	Bret Jones (by speakerphone)	
	Paul Hanley (by speakerphone)	

**CALL TO ORDER:** Board Chair Roger Gose called the meeting to order at 6:30 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 noted that “WPBS 2011 Supplemental Budget Request” would be added as the last item under New Business.

**ACTION:**

Mr. Krebs moved to approve the agenda with the addition as noted. Mr. Welty 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, EMPLOYEE ASSOCIATION, WYOMING PBS, AND CWC FOUNDATION REPORTS:**

Student Senate

Ms. Chloé Skaggs, Student Senate President, reported that each of the senators wrote a letter of support for the Health and Science Center project, and each spoke briefly on this subject. Ms. Skaggs stated that the time is now for the Health and Science Center. CWC is a huge part of the Fremont County community, and this is incredibly important. Mr. Joey Saverine, Vice President of the Senate, indicated that the new building is needed and that it is a safety issue because the old labs are so crowded. Mr. Jeremy Gross, Secretary of the Senate, stated that the Health and Science Center is needed because it will help more students succeed in their programs of study, and it will encourage more students to enroll at CWC. Ms. Addie Linebaugh, Student Senator, indicated that every CWC student has to take a science class, and labs must be big enough to accommodate all these students.

Ms. Skaggs submitted a written report which included information that the Senate met on June 9 and June 23. The senate formed a team and

participated in the Relay for Life 24 Hour Walk on June 11. They decided to receive all minutes and other information by email, thus saving paper and other resources. The June 24 barbecue was cancelled so that senators could attend the funeral of Leslie Gabrielsen, wife of CWC Faculty Member John Gabrielsen. The senate co-sponsored a balloon in the Riverton Rendezvous Balloon Rally July 16-18.

Classified Staff  
Association

Mr. Kelly Frank, President of the Classified Staff Association, indicated that the majority of the Classified Staff members support the Health and Science Center. Mr. Frank submitted a written report which included information that Linda Bender has been named to the Vice President for Academic Affairs Honor Roll for Spring 2010 at the University of Wyoming. Pamela Cowling, Mary Tasi, Ron Hammer, Al Lara, Kyle Johnson, David Smith, and Sonja Fairfield helped with sandbagging efforts during the flooding in June. Retha Reinke, Kristy Hardke, and Brenda Cadwallader offered their services at the Red Cross shelter at the Middle School. Pamela Cowling, Barbette Hernandez, and Diana Clark represented CWC at the July 4 parade in Lander.

The Faculty

Mr. Eric Heiser, President-Elect of The Faculty, reported that CWC welding student Brandon Walkinshaw has created some of the new signs for campus. The faculty overwhelmingly support the Health and Science Center.

Ms. Jane Warren, President of The Faculty, submitted a written report which included information that Ann Avery is participating in her third review of Quality Matters, which is a nationally recognized, faculty-centered, peer review process designed to certify the quality of online courses and online components. Suki Smaglik and Steve McAllister were recently published in the magazine *Reflections*, which is a University of Wyoming College of Agriculture and Natural Resources magazine. Matt Flint has accepted gallery representation from the K. Newby Gallery in Tubac, Arizona. Mr. Flint also has a solo show of his artwork at Visions West Gallery in Livingston, Montana.

Eric Heiser recently attended a workshop on the college's Information Management course. Jacki Klancher and Suki Smaglik attended a conference to assist two-year college faculty in preparing and submitting competitive grant proposals to the Transforming Undergraduate Education in Science, Technology, Engineering, and Mathematics program. Steve McAllister and Jacki Klancher submitted a proposal to receive funding to

develop a course for the International Studies Program. Suki Smaglik attended “The Role of Two-Year Colleges in Geoscience Education and in Broadening Participation in the Geosciences: A Planning Workshop” in Washington, D.C. Kathy Wells, Debbie McClure, and Dawn Graves attended a statewide nursing faculty conference in Casper in May. Kathy Wells, Paula Kihn, Jane Johnston, Debbie McClure, Anne Nez, Dawn Graves, and Stacey Stanek attended the 21st Annual Nurse Educators Conference in the Rockies July 14-17.

Professional  
Personnel  
Association

Ms. Jackie Meeker, President of the Professional Personnel Association, reported that the members of the Professional Staff are overwhelmingly in support of the new Health and Science Center. New facilities are needed to support the students.

Ms. Meeker submitted a written report which included information that RoJean Thayer has been reappointed to serve a three-year term on the Fremont County Historical Preservation Commission. Jeremy Hughes attended the Student Services Conference May 23-25. Marilu Duncan also attended this conference and made a presentation on poverty. Lisa Appelhans hosted five high school students at CWC for six weeks in the College Bridge Program. Donna Olsen attended the EDUComm and INFOComm conventions in Las Vegas.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, indicated that she had nothing to add to her written report which included information on administrative, production, engineering, promotions, and development activities at Wyoming PBS. The Wyoming PBS Advisory Council met on July 16 to discuss budgets, mission statement, and the supplemental budget request. In regard to the Satellite Home Viewer Act, DISH Network has filed an injunction to prevent this bill from being enforced because of the HD provisions. They don't want to be mandated to carry all individual PBS stations' HD signature, so the issue of statewide SD carriage is going to get muddled with the HD carriage. The June pledge raised \$19,540 and generated 84 new members. Current membership is 3,961.

CWC Foundation/  
Institutional  
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, submitted a written report which included information that donations received during the month of June 2010 totaled \$10,818.93. The CWC Foundation has received word that the Olive Day Trust assets were ready to be transferred to the Foundation with the estimated net amount of

approximately \$850,000. The Petroglyph Pathway Honor Wall initiative will continue until July 15, 2010. The CWC Alumni Association committee meeting is scheduled for August 10. This association hosted an informational booth at Riverton's *Day in the Park* on July 10. The alumni association is using Facebook to stay connected with its constituents and increase its member base. At its annual retreat and quarterly meeting on June 10, the CWC Foundation discussed possible Foundation financial support of the Health and Science Center initiative and finalized the MOU between the college and the Foundation regarding staffing and future collaboration.

CONSENT  
AGENDA:

Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the June 16, 2010, regular meeting; the acceptance of bills for June 2010; and the board travel budget.

**ACTION:**

Dr. Crane 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 \$1,429,802.14 for the month of June 2010: Operations in the amount of \$1,842,244.55; Student Grants and Loans in the amount of \$13,426.58; and Bank Transfers in the amount of \$850,230.67 for a grand total of all payments in the amount of \$2,705,901.80.

UNFINISHED  
BUSINESS:

Public Hearing –  
FY 11 Budget and  
Approval of FY 11  
Budget

Mr. Nielson gave an overview of the FY 11 budget. He reported that this is the same budget recommendation that was brought forward to the board in April. Salary models have been maintained, and CWC was the only college to choose this route. CWC's employees will be required to pay the 1.44 percent into their retirement accounts. This budget assumes consistent enrollment. An estimate of \$782,000,000 for the assessed valuation in Fremont County was used, and the certified assessed valuation came in at \$764,571,972. Assessed valuation is down 29 percent from \$1,079,448,993. A change in the budget will be proposed after recapture/redistribution is completed in August and the impact on state funding has been calculated.

The source of funding for the energy efficiency project is a grant awarded by the Wyoming Business Council. The funding for the Classroom Wing remodeling is ARRA (American Recovery and Reinvestment Act) funding which is a pass-through to the colleges. Funding for both these projects is one-time. The college budget is over \$34 million. The fifth mill revenue is down. Auxiliary expenditures are just to keep up with enrollment growth, which includes a 10 percent increase in food service. Grants are up significantly.

In regard to the energy efficiency project, Mr. Welty asked if a contractor had been obtained for the electrical work. Mr. Nielson replied that an RFP had been issued, and one bid was received. An engineer needs to be hired. Mr. Welty stated that the City of Riverton has structured their deal so other entities can join, and this will provide economy of scale. Mr. Nielson stated that he will look into this.

Board Chair Gose stated that the FY 11 Budget Hearing had been duly advertised to occur at this time and place and that the board would now hold a public hearing on the FY 11 Budget. He asked if anyone present wished to comment on the proposed budget. No comments were made. Board Chair Gose asked for the president's recommendation. Dr. McFarland recommended that the board adopt the proposed FY 11 Budget and Resolutions, including earned step salary model adjustments as per policy and other staffing changes and compensation as proposed, in the total amount of \$34,116,184 and asked that budget resolutions be entered into the minutes of this meeting.

Board Chair Gose called for a motion to adopt the FY 11 Budget as advertised in the "Notice of Public Hearing" on July 4, 2010, in the *Riverton Ranger* as noted in the budget booklet and according to resolutions published in the budget document. He indicated that the motion should include entering the budget resolutions into the minutes of this meeting and specifically include the Summary of Proposed College Budget, Compensation Plan, and Proposed Staffing Changes.

**ACTION:**

Mr. Phister moved to adopt the FY 11 Budget as advertised in the "Notice of Public Hearing" on July 4, 2010, in the *Riverton Ranger* as noted in the budget booklet and according to resolutions published in the budget document and that the budget resolutions be entered into the minutes of this meeting and specifically include the Summary of Proposed College

Budget, Compensation Plan, and Proposed Staffing Changes. Mr. Krebs seconded the motion. Motion carried with Mr. Welty voting no.

The budget resolutions are as follows:

#### EXPENDITURE AUTHORITY RESOLUTION

WHEREAS, on the 21th day of July 2010, the budget making authority prepared and submitted to the Board of Trustees of Fremont County Community College District, a budget for the fiscal year ending June 30, 2011; and

WHEREAS, such a budget was duly entered at large upon the records of this board and a copy thereof was available for public inspection at the college business office; and

WHEREAS, notice of a public hearing on such budget, together with the summary of said budget, was published in the *Riverton Ranger*, a legal newspaper published and of general circulation in the county on the 4th day of July 2010; and

WHEREAS, a public hearing was held on such budget at the time and place specified in said notice, at which time all interested parties were given an opportunity to be heard; and

WHEREAS, following such public hearing, certain alterations and revisions were made in such proposed budget, all of which more fully appears in the minutes of this board.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fremont County Community College District that the budget as so revised and altered, be adopted as the official college budget for the fiscal year ending June 30, 2011.

BE IT FURTHER RESOLVED, that the following appropriations be made for the 2011 fiscal year ending June 30, 2011, and that the expenditures be limited to the amount appropriated herein.

Dated this 21st day of July 2010.

EXPENDITURE AUTHORITY

CURRENT FUNDS	\$33,555,463
PLANT FUNDS	<u>560,721</u>
TOTAL EXPENDITURES	\$34,116,184
DEBT SERVICE (G.O. BONDS)	\$ 0

By:  
Dr. Roger Gose  
CWC Board of Trustees Chair

Attest:  
Mr. Charles Krebs  
CWC Board of Trustees Treasurer

#### RESOLUTION TO PROVIDE INCOME

WHEREAS, on the 21st day of July 2010, this Board adopted a college budget for the 2011 fiscal year ending June 30, 2011, calling for the following appropriations:

Current Funds	\$33,555,463
Plant Funds	<u>560,721</u>
Total Appropriations	\$34,116,184
Debt Service (G.O. Bonds)	\$ 0

AND WHEREAS, after deducting all other cash and estimated revenue, it is necessary that the following amounts be raised by general taxation and in order to raise such sums of money, it is necessary that levies be made for the fiscal year ending June 30, 2011, as shown opposite each fund, amounts to be raised by taxes:

#### Amounts to be Raised

Current Funds:		
Operating Fund	\$3,481,753	4.00 Mills plus other taxes
Optional Mill Levy Fund	\$ 870,360	1.00 Mills plus other taxes
CWC BOCHES	\$ 443,000	.50 Mills plus other taxes

NOW, BE IT RESOLVED by the Board of Trustees of Central Wyoming College that the foregoing levies be made for the fiscal year ending June 30, 2011.

Dated this 21st day of July 2010.

By:  
Dr. Roger Gose  
CWC Board of Trustees Chair

Attest:  
Mr. Charles Krebs  
CWC Board of Trustees Treasurer

**NEW BUSINESS:**

Health and Science  
Center Ballot  
Question

Dr. McFarland indicated that the board has spent a number of months bringing forward the Health and Science Center for placement on the ballot in November 2010. The formal legal board resolution on the health and Science Center ballot initiative was emailed to the board this afternoon with a hard copy included in the board's folders for this meeting. Information from the phone and written polls indicates that the college and the project enjoy strong support in the community with some concern about the economy and "pocketbook" issues.

Chair Gose asked Board Attorney Frank Watkins if the resolution meets legal requirements. Mr. Watkins replied that the resolution complies with all statutory requirements. Chair Gose called for a motion in support of that resolution. Dr. McFarland indicated that it is for jobs, for up-to-date training, and for addressing the nursing situation.

**ACTION:**

Mr. Krebs moved to approve the proposed board resolution which calls for placing CWC's Health and Science Center question on the November 2, 2010, general election ballot. Mr. Phister seconded the motion.

Mr. Welty asked if the county commissioners can refuse to place the resolution on the ballot. Mr. Watkins replied that once this board acts to put it to the electorate, the county clerk is required to put it forward. Bond Attorney Barbara Bonds indicated that the commissioners don't have anything to do with this under the statute. Once the trustees determine to

put it on the ballot, it is sent to the county clerk, and it goes on the ballot. Ms. Pedersen asked what the cost is to put the resolution on the ballot. Dr. McFarland indicated that the cost is minimal because it is a general election. Ms. Bonds did not know what the cost would be and indicated that this would need to be asked of the county clerk. There is no initial filing fee. The college will pay for notification, the election judges, and preparation of the ballot.

Ms. Pedersen stated that her constituency does not want this on the ballot and that is why she will not vote for it.

Chair Gose indicated that a number of people in the audience had filled out blue community input cards which indicated their wish to speak to this issue. Chair Gose called each person to come to the podium and advised trustees to not engage in dialogue with the speakers so as to move the meeting along. He asked each speaker to give his or her name, occupation or organization, and place of residence.

Mr. Dennis Christensen, former trustee and county commissioner, stated he was speaking for himself only. He thought that people should have a choice. Putting the initiative on the ballot doesn't guarantee a yes vote, but people can decide for themselves. He will support the project. It will add value to the college, the community, and his residence. Education should be a priority. There is a shortage of nurses, and CWC has an excellent reputation in the nursing program. The college's nursing graduates pass their boards. He indicated that the college will have a tough sell.

Senator Eli Bebout stated that he was speaking as a citizen and as a state senator. He was convinced a couple of years ago of the need for this building. This area is always in need of nurses. He encouraged the board to put the resolution on the ballot. Times were hard in the 80s, but one of the reasons Fremont County did as well as it did was because of CWC and its payroll in the community. People in this community need to step up. The decision should be up to the voters, but it will be a tough sell. Everyone needs to be educated on the project's importance. CWC was treated inappropriately in the way buildings were built in this state. If the board puts it on the ballot, then the college has a better chance of getting matching funding from the legislature. He doesn't like more property taxes. A sales tax would be a better way to do it, but this isn't an option since this a project specifically for the college.

Mr. Chris Smolik, CEO at Riverton Memorial Hospital, stated that he is an advocate for the Health and Science Center. A public health issue is the shortage of physicians and nurses. The average age of nurses is 46, and many are leaving the industry. Two issues which are pushing nurses out are advanced technology and health care reform. Three years from now, people will not recognize health care based on the changes and numerous regulations. The federal government is looking at funding for two-year nursing programs because of the nursing shortage. The Health and Science Center is a needed institution so that students can go into the nursing field. People should not expect the same level of health care services five years from now because there won't be enough nurses and practitioners to handle the new patients coming into the system. Each community will have to decide what kind of services they want to provide. People need to support local health care initiatives.

Ms. Pedersen asked Mr. Smolik if he received a letter of invitation to speak at this meeting. Mr. Smolik replied that he did not. Ms. Pedersen asked if people at the meeting received invitations. Dr. McFarland replied that they did receive invitations. Ms. Pedersen left the meeting at this point and returned approximately 20 minutes later.

Mr. Ben Quinton, CEO of Lander Regional Hospital, indicated that there aren't enough doctors and nurses right now. There will be 32 million additional insured people entering the market, and the number one challenge is recruiting enough nurses. He does not have enough nurses to staff the ICU unit at his hospital. The biggest issue this summer is to fill all of the nurse vacancies in the hospital. The baby boomers are going to be retiring, and that is going to cause the "pig in the python" phenomenon where there will be a huge shortage of people to take care of them. On behalf of Lander Regional Hospital, he is fully supportive of this initiative to build the Health and Science Center and encouraged the board to vote in favor of it.

Mr. Burl Gies, manager of the Riverton and Lander workforce centers, stated that they constantly have openings for people in the medical field. Competition in the training field is great, and recruiting will be positively affected by having this facility. It will help to have a state of the art facility. The safety issues have merit. He hoped the board would support putting the initiative on the ballot.

Mr. Dave Kellogg, retired person involved with Lander LEADER and a founding member of the Wyoming Catholic College, encouraged the board to put the resolution on the ballot. The challenge will be how to go about getting this sold in a tough economic time. He encouraged the college to look to the community and the benefits the project will bring to the community. What this college and the nursing program bring to the community is extremely significant and should be strongly supported.

Mr. Joe Geraud, retired person and member of the CWC Foundation since 1964, indicated that his comments are personal and do not represent the CWC Foundation. There is a need for the facility. It is essential that the college have space and equipment to provide the educational experience to give students an entry to work. The demand is rapidly increasing for specialized training in the medical field. To make these opportunities available to Fremont County residents is essential. This project should not be delayed because of the current economic situation. The decision is to be made by Fremont County voters. He urged the board to proceed with the issuance of the bonds to construct the proposed facility. The college will need to inform Fremont County residents of the facility and the job opportunities that are ever-expanding the medical field. It would be a failure of the board to not put this initiative on the ballot.

Mr. Lynn Stewart, a business owner from Dubois, stated that he is in favor of the Health and Science Center. It will benefit everyone. One of the issues is taxation in Dubois. A lot of retirees live there. The college will have to convince voters to be in favor of it. If the college goes to Dubois, it will need to put articles in the *Dubois Frontier*.

Ms. Mary Margaret Stockton, who represents a professional group of doctors and is the chair of the Hospice Home, stated that both places have a need for more nurses. CWC is Fremont County's best asset. Having a facility to train more nurses will increase the ability of the community to recruit new physicians. She urged the board to not be influenced by people who have a negative attitude. There are always cavemen, which means they are citizens who are against virtually everything.

Ms. Cathy Sekula, Chief Nursing Officer at Riverton Memorial Hospital, explained that she needs a pipeline for nurses. A partnership with the hospital and the college is critical. The hospital has a great need to have nurses coming through the system. Ms. Dessie Bebout, a retired person, stated that she is very definitely in favor of the Health and Science Center.

The college needs to get its labs up to par. A definite need for nurses exists. The college has to proceed, go forward, and get this job done.

Mr. Brian Rohrbacher, Vice President of Atlantic City Federal Credit Union and interim president of the CWC Alumni Association, spoke on behalf of the Alumni Association. He urged the board to put this on the ballot in November. He is willing to go out and solicit for funds. It is important for the board to realize that 300 students are enrolling in the nursing program but only 32 can be taught at one time.

Mr. Mike McDonald stated that no federal funds are involved in this project. This means the contractor should have the 5 percent preference. He suggested that if it is possible, the bid documents should indicate that supplies will be purchased from Fremont County vendors in order to keep as much money in the county as possible. Now is the time for the cost angle to be considered. He suggested that the board proceed with this project. To Trustee Pedersen, he said that someone called him to come and speak, and he welcomed the opportunity.

Mr. Alan Moore, local CPA, President of IDEA Inc., and President of the Depot Foundation, indicated that this community must support itself and support its future. These are challenging times but the future must be built. Nurses and nurse practitioners are going to be the only way the gap of retiring nurses and doctors is going to be filled. There are 300 declared nursing majors and only 32 can be accepted at one time. The nurses in this program have a 100 percent pass rate. It is a phenomenal program and should not be shortchanged. Eighty percent of nurses that graduate from this program stay in the area. There are some people who are just stupid and don't realize the opportunities that are there. A diverse economic community needs to be developed. That is the strength of the county's economy. Tomorrow's economy must be more diverse than it is today. He requested that any bid packages go out so that the construction manager, contractors, and subcontractor are from Wyoming or from Fremont County. They won't have the travel or mobilization costs.

Ms. Natalie Hawk, registered nurse, graduated from the nursing program at CWC in 2009. She was one of twenty-five who passed the nursing boards the first time out. She is a nurse today because she went to school in the community in which she lives and works and raises her family. One of the benefits with the new Health and Science Center is that nurses can continue to be trained here. Experienced nurses can use the new building

to gain new skills. Ms. Sarah Gantenbein, registered nurse at Riverton Memorial Hospital, stated that she loves her job. She was able to go to school and raise her family at the same time. Everyone in her class had a job before they even passed their boards. They are four nurses short in her department at the hospital. She is absolutely for the Health and Science Center.

Ms. Cathy Keene, CEO of Wind River Health Systems, graduate of CWC, and former CWC trustee, stated that she has 15 years of experience in the health care field. One hundred percent of the nurses she employs are from the CWC nursing program. One half of the nurses she had at Indian Health Service were CWC graduates. The need for nurses in this community is very high. Providing for the needs of the community is important, and health care is important. Health care reform will affect everyone. Nurses will be needed to be health coaches to help with preventive health care. The Health and Science Center is something that is definitely needed in this community.

Chair Gose thanked everyone for their input.

Mr. Welty stated that he couldn't agree more with Mr. Dennis Christensen about the importance of education, but it has been a failure. The state has put millions of dollars into new schools with no appreciable improvement. When he attended college, he did not attend a class in a building that was less than 100 years old. A new building does not mean a good education. People can teach in the open air and in tents. Educated people are not being made in new buildings. The college has a finite budget. The money needs to be used to effectively educate people. He is concerned that the college has a mantra of building new buildings. He asked why the building located by Smith's can't be used. This board has opportunities to consider and not necessarily put up a new building and ask the taxpayers to pay for it.

Chair Gose asked the Board Clerk to read the motion. After the motion was read, Chair Gose called for a vote on the motion currently on the floor. Motion carried with Ms. Pedersen and Mr. Welty opposed.

Housing Project  
Update

Mr. Jay Nielson reported that the architect for the housing project is back and is in the process of getting documents finalized for the housing project. Mr. Nielson, Ms. Charlotte Donelson, and Mr. Jason Wood met with Ms. Lynn McAuley, Mr. Tony Thornton, and others from the

Wyoming Department of Corrections to give them an update on the project and recent discussions with local contractors. Ms. McAuley stated that she is very interested in moving forward with the construction trades program housed at the Riverton Honor Farm. She attended the July 15 meeting with local contractors and other interested parties to discuss the Department of Corrections plans and how local contractors may participate in this program. She explained that there are 32 participants in the program who take an average of 20 credit hours per inmate. The program helps to reduce the rate of recidivism and costs much less than keeping these men in prison. The impact of the program is a lot more than just education. The contractors would now like to be part of this partnership. There is a possibility that it will continue. The Department of Corrections is committed to keeping the program going. She suggested the contractors go on site and use the inmates. It is a good program that they would like to see continue.

Mr. Welty asked if the inmates who did not go back prison took this specific program and graduated. Ms. McAuley replied that they did take that particular program and graduated. They like to make sure they place anyone who works in the program in construction. Mr. Nielson stated that one of the goals of this project is the educational aspect. The next step is to work with the architect and local contractors and then take it to bid. This will provide a beneficial three-way partnership between the college, the Department of Corrections, and local contractors.

Classroom Wing  
Remodel Design  
Firm Approval

Mr. Nielson reported that a thorough job was done in selecting a firm to provide design services for the remodel of the classroom building. Four firms were interviewed. The project was funded with federal stimulus money and must follow the rules. The major consideration is that this project must be completed by September 30, 2011. It is for the remodel and repurpose of the Classroom Building, and the project will have to be completed while classes are being held. Mr. Nielson recommended that the project be awarded to Cooper Roberts Simonsen Associates of Salt Lake City.

Dr. McFarland recommended that the Classroom Wing remodel project be awarded to Cooper Roberts Simonsen Associates (CRSA) from Salt Lake City, Utah, for architectural and engineering services based on up to 6 percent of project cost, with the total project fee estimated at \$92,100, plus estimated reimbursable expenses of \$22,610.

**ACTION:**

Mr. Phister moved to that the Classroom Wing remodel project be awarded to Cooper Roberts Simonsen Associates (CRSA) from Salt Lake City, Utah, for architectural and engineering services based on up to 6 percent of project cost, with the total project fee estimated at \$92,100, plus estimated reimbursable expenses of \$22,610. Mr. Krebs seconded the motion.

Mr. Welty asked if there was a cap on the estimated reimbursable expenses of \$22,610. Mr. Nielson explained that reimbursable expenses include motel and travel costs. Dr. McFarland stated that it is for specific agreed-upon expenses that are incurred. Architectural firms are usually close in their estimates, and those expenses are approved item by item. Mr. Welty asked if this firm had assured the college that they could meet the deadlines. Mr. Nielson replied that they are very aware of the deadlines and indicated they would meet them. Mr. Welty asked what would happen if the deadlines weren't met. Mr. Nielson indicated that this firm seems to be stable, and they have a history with the college. He has asked for an exception as to when the funds would have to be expended, but so far it has not been granted. If the project isn't completed by September 30, 2011, the money source is done. The college will be reimbursed for what it has submitted by September 30, 2011.

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

Request for  
Program Approval:  
Facilities  
Maintenance  
Technology

Mr. Jason Wood, Vice President for Academic Services, thanked the board for his warm welcome to the college and to the community. He indicated that the Facilities Maintenance program is strongly supported by partners in the area, and he recommended the approval of this program.

Dr. McFarland recommended that the board approve the proposed Facilities Maintenance Technology Associate of Applied Science Degree Program and two related certificates: Facilities Maintenance Technology Credential (12.5 credits) and Facilities Maintenance Technology certificate (37.5 credits), to begin in Spring 2011, conditional upon required state approvals.

**ACTION:**

Mr. Phister moved to approve the proposed Facilities Maintenance Technology Associate of Applied Science Degree Program and two related

certificates: Facilities Maintenance Technology Credential (12.5 credits) and Facilities Maintenance Technology certificate (37.5 credits), to begin in Spring 2011, conditional upon required state approvals. Dr. Crane seconded the motion.

Mr. Welty asked for information on how this will move the college forward into green technology. Mr. Ken Colovich, Sinks Canyon Center Coordinator, indicated that one of courses addresses energy and management techniques for efficiency of buildings. They are pulling from resources on how to run buildings more efficiently, both inside and outside. Mr. Welty asked if other institutions have been visited. Mr. Colovich said no. Ms. Lynne McAuliffe, Assistant Dean for Workforce and Community Education, indicated that they had contacted Chehalis Community College in Washington State. The LEEDS program there has led to lot of changes in construction technology that will change how the new types of buildings are maintained. There will be a new breed of facilities technicians. The program will evolve as the technologies evolve. Mr. Colovich stated that another part of the program is using local products and growing food. Students will be shown how to be green using local energy and local food.

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

Board Election  
Filing Dates

Chair Gose indicated that the board encourages its members up for reelection to publicly announce their intentions prior to the beginning of the filing period. Those whose terms expire December 1, 2010, and who are up for reelection in November 2010 are Scott Phister (Riverton/Shoshoni Sub-District), Roger Gose (Riverton/Shoshoni Sub-District), and Charlie Krebs (Lander/Jeffrey City Sub-District). He asked if any of these trustees wished to publicly declare their intentions with regard to their running for reelection to the CWC board in November. Mr. Phister, Mr. Krebs, and Chair Gose all indicated their intent to run for reelection.

**BREAK IN  
MEETING:**

At 8:34 p.m., the board took a break in the meeting. The meeting was resumed at 8:44 p.m.

Dr. Crane asked to comment on the Health and Science Center ballot question because he wanted it to be known why he voted the way he did. He attended the same institution as Trustee Welty in regard to the importance of faculty and not buildings. This particular institution built a

new building because the old one was not equipped for new technology. For the health care field to prepare nurses, the latest technology will be needed, and this can't be done with the existing facilities. His second reason for commenting was related to Trustee Pedersen. She indicated that she had checked with her constituency. However, her constituency is the same as his constituency. He has heard negative comments, but it is his opinion that it isn't the board's place to decide about the building and that it is up to the people to decide. There is a need for increased technology and increased graduates. Fremont County people should be allowed to speak on this issue.

Board Retreat  
Topics

Chair Gose indicated that the board will not have a regular August meeting, and the September 10-11 board retreat will precede the September 15 regular meeting. Topics for the retreat need to be determined. Suggested topics include:

- Board self-evaluation
- Board role, responsibilities, and expectations
  - ✓ Board ethics and standards of good practice
  - ✓ Board teamwork
  - ✓ Policy governance
  - ✓ Conduct of public meetings
  - ✓ Handling of constituent concerns
  - ✓ Conflict resolution
  - ✓ Individual and board public communication
- Board role in advocacy and fundraising
- Board/President Relations
- Foundation relations
- Review of board policies
- Board goals

The board had talked about getting a facilitator from the ACCT and should move ahead to at least cover the topics listed under the second bullet point with a facilitator. Mr. Phister thought getting a facilitator would be a good investment in the future. Chair Gose stated that the board would move ahead with this and asked Dr. McFarland to find the best person for this role. Mr. Welty thought that board members should be given an opportunity to put items on the agenda. Mr. Phister stated that this topic has come up before and that the board has talked about it. Chair Gose stated that any additional suggestions for the agenda should be emailed to

the board clerk. Dr. McFarland will let the board know as soon as a facilitator is secured.

Personnel

Human Resources  
Board Report

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

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

Searches in progress/pending included Instructor Chemistry and Physics; Instructor Agriculture Business; WPBS Producer; Automotive Lab Supervisor; Assistant Coordinator Athletics and Student Activities/ Assistant Volleyball Coach; Senior Technician for Administrative Computing; Resident Director/Assistant Men's Basketball Coach; and Custodian.

Separations/transfers/requests for release from contract included Damian Cordova, Facilities Attendant; Laura Craig, Jackson Assistant; Matt Herr (internal transfer); and David Smith, Custodian.

New hires/appointments/internal transfers included Michael Bostick, Instructor Mathematics; Michael Cheek, Workforce Training Coordinator Lander; Anne Even, Workforce Training Coordinator Lander; Dawn Graves, Instructor Nursing; Matt Herr, Instructional Technologist for Learning Spaces; and Darryl Steeds, Instructor Welding.

WPBS 2011  
Supplemental  
Budget Request

Ms. Ruby Calvert, Wyoming PBS General Manager, asked that the CWC Board of Trustees approve the WPBS 2011 supplemental budget request which was discussed and approved by the Wyoming PBS Advisory Council at its regular meeting on July 16, 2010. If this supplemental budget request is approved, it is further requested that the request be forwarded to the Wyoming Community College Commission for consideration at its August 20, 2010, meeting. The supplemental request would fund the following three items in order of priority: (1) restore \$577,707 to the Wyoming PBS Production Endowment, which is the amount of money that reverted to the State of Wyoming general fund on June 30, 2010, from the Wyoming PBS production endowment held by the State Treasurer and that the budget footnote include that "Wyoming PBS shall have the period of 5 years within which to match this endowment fund, and these funds will be held by the State Treasurer until matched, or until June 30, 2016"; (2) the purchase of high definition (HD) production

equipment to finish adapting the WPBS digital production truck to high definition production in the amount of \$412,000; and (3) add \$1 million to the Wyoming PBS Production Endowment with the same 5 year window allowing additional time to match the endowment as in #1 above.

Dr. McFarland stated that the CWC Board is the licensee for Wyoming PBS. Without a recommendation to the WCCC, the College Commission won't consider it at their meeting on August 20 which would then put the request outside the process. In order for the request to be considered by the WCCC, this board must approve it. Ms. Calvert is asking to restore money that already had been appropriated. All requests are for one-time funding which has a better chance in a supplemental budget session than continuing funding does.

Senator Eli Bebout stated that the Wyoming PBS supplemental budget request needs to be in the process now to get to the Governor. If the request is outside of the regular budget request, it will be difficult to pass. He believed the request should be moved forward. This is a matching grant and is one-time money. There is a chance of getting those funds back. In regard to the local suppliers and contractors, Senator Bebout stated that this is important. If people are asked to support a bond issue, the college needs to do the best it can for local people.

Mr. Welty asked how the WPBS budget compares to the UW budget for their public radio station. Senator Bebout replied that several years ago UW thought they should have public television. He doesn't know about their budget for public radio, but he will get this information.

Dr. McFarland recommended that the board approve the Wyoming PBS 2011 supplemental budget request for presentation to the WCCC which will make the decision whether or not to include it in the supplemental budget request.

**ACTION:**

Ms. Mills moved to approve the Wyoming PBS 2011 supplemental budget request for presentation to the WCCC for their consideration. Mr. Krebs seconded the motion. Motion carried.

ACCEPTANCE OF  
MONITORING  
REPORT:

Student Profile

Dr. Waheed presented the highlights of the Student Profile Monitoring Report. Student enrollment records set in the previous two years were broken again in 2009-10 with a 16.26 percent annualized full-time equivalent (AFTE) increase and cumulative growth of 40.45 percent in three years. The college enrolled 2,404 students in Fall 2009 with an FTE of 1797.33. Annualized FTE (AFTE) for 2009-10 was 1819.95, which surpassed the goal of reaching 1500 FTE by Fall 2010. Male student population grew by almost 22 percent; the female population was up almost 8 percent. Fifty-five percent of students are 25 and under. Native Americans are the largest minority population with numbers growing from 559 to 644 in the past year.

CWC is a true community college with Wyoming residents comprising 88.09 percent of the student population, and 61.43 percent are from Fremont County. More students graduated with multiple degrees with 31 students earning 73 degrees in 2010. The numbers of students receiving Associate's degrees and certificates and participation in commencement has increased.

Dr. McFarland recommended that the board accept the Student Profile Monitoring Report as presented.

**ACTION:**

Dr. Crane moved to accept the Student Profile Monitoring Report as presented. Ms. Mills seconded the motion. Motion carried.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. The college and the community welcome Jason Wood to CWC and to his new position of Vice President for Academic Services.
2. Employee association reports indicate that it has been a busy summer with numerous conferences, courses, youth camps, and workshops, along with a variety of statewide meetings.
3. College community service activities include:
  - a. Flood control volunteer efforts
  - b. Participation in Lander Pioneer Days Parade
  - c. Involvement with Relay for Life
  - d. Assistance with Balloon Rendezvous

4. The Leadership Team and Strategic Implementation Team have met several times over the summer measuring progress on last year's strategic priorities and on identifying 10-11 strategic priorities, for presentation to the board in September.
5. Statewide topics involving summer work include:
  - a. Dual/concurrent enrollment
  - b. Longitudinal data system to meet ARRA (federal stimulus reporting requirements)
  - c. Development of ideas for statewide funding mechanism for community colleges
  - d. Lumina Grant development to improve Adult Basic Education
  - e. Continued conversations about statewide academic standards for seamless transition from K-12 to higher education
  - f. Strategic implementation of statewide strategic plan
6. The College Commission will approve the Supplemental Budget Request for the colleges via a telephone meeting on August 20.
7. College presidents are having a retreat in conjunction with the August 9-10 WPBS Gubernatorial Live Debates in the CWC Little Theatre. Plans are being made for the colleges to host a reception at CWC for gubernatorial candidates.
8. Attendance by CWC President at various events:
  - a. June 17-KVOW "Chit Chat" Radio Program
  - b. June 18-KOVE "Coffee Time" Radio Program
  - c. June 22-Rotary Gavel Exchange (Lander)
  - d. June 23-WCCC Meeting (Thermopolis)
  - e. June 30-Meeting with Fair Board officials
  - f. July 8-Riverton Memorial Hospital Board meeting
  - g. July 8-Welcome staff BBQ for Jason Wood and family
  - h. July 12-Executive Council meeting
  - i. July 13-Riverton Rotary club, board, and foundation meetings
  - j. July 13-Upward Bound Banquet and Awards Ceremony
  - k. July 14-Meeting with Job Corp officials
  - l. July 15-Meeting with local contractors and DOC officials
  - m. July 15-Hospital accreditation meeting
  - n. July 16-WPBS Advisory Council meeting

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

Executive Vice  
President for  
Administrative  
Services

Mr. Jay Nielson, Executive Vice President for Administrative Services, provided a written construction project update and details on local contractor involvement which was included in the board's folders. He indicated that involvement of local subcontractors has been significant in the building of the Intertribal Center and encouraged the board to look at this history which goes back to the building of Mote Hall in 2003. The college works with local subcontractors as much as it possibly can.

In regard to the building of the Intertribal Center, Mr. Nielson pointed out that the grass in front of the college was intentionally allowed to go dormant, and it will grow back once it is watered again. Substantial completion of the Intertribal Center is scheduled for August 3. It will not be fully occupied and in use until late September. The contractors are working on the entryway project, and it is planned that the entry will be open by August 15.

**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, September 15, beginning at 6:30 p.m. in SC 103.

Agenda items for the next regular meeting include:

1. 10-11 Institutional Strategic Priorities
2. Planning and Institutional Effectiveness Monitoring Report
3. Property and Liability Insurance

The annual board retreat will be held on Friday-Saturday, September 10-11 at Jackson Lake Lodge.

No special meeting on August 18 is currently anticipated.

CWC Foundation

The next regular meeting of the CWC Foundation is scheduled for Wednesday, September 8.

Association of  
Community  
College Trustees

The ACCT Community College Leadership Congress will be held October 20-23, 2010, in Toronto, Ontario, Canada. All board members have indicated their plans to attend.

Wyoming  
Association of  
Community  
College Trustees

The next meeting of the WACCT will be scheduled in conjunction with the October 29 meeting of the WCCC at Northwest College.

The WACCT will sponsor a gubernatorial reception at 2 p.m. on Monday, August 9, in the Fremont Room.

Ms. Mills asked for a CWC board member to serve on the education committee of the WACCT. This committee will identify areas of professional development for trustees. The meetings will be held by phone or by email. Mr. Welty volunteered to serve on this committee.

Wyoming  
Community College  
Commission

The WCCC will meet by teleconference on July 22 and on August 20. The next regular meeting of the WCCC is scheduled for October 29 at Northwest College.

CWC BOCHES

The CWC BOCHES met on June 30, 2010. The next meeting is scheduled for March 9, 2011. Ms. Pedersen will now be the CWC Board's sole representative on the reorganized BOCHES board.

Teton County  
BOCES

The next meeting of the Teton County BOCES is scheduled for August 24, 2010.

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.

Chair Gose adjourned the meeting at 9:34 p.m.

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Secretary

APPROVAL:

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Chair