

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, September 20, 2011, in Room ITECC 116 of the Intertribal Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Scott Phister
	Roger Gose	Colton Crane
	Judy Pedersen	Frank Welty
<u>Absent:</u>	Charlie Krebs	
<u>Administration:</u>	Jo Anne McFarland	Jay Nielson
	Jason Wood	Mohammed Waheed
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Charlotte Donelson	Tom Buchanan
	Mike Massie	Amy McClure
	Kathryn DeWitt	John Wood
	Ruby Calvert	Cory Daly
	Martha Davey	Dane Graham
	David Gray	Lynne McAuliffe
	Lindy Paskett	Mikki Moriarity
	Wayne Robinson	David Pfeifer
	Mark Nordeen	Anne Even
	Melinda Whiteman	Jacque Burns

CALL TO ORDER: Board Chair Roger Gose called the meeting to order at 6:31 p.m. A roll call conducted by the board clerk indicated that all board members except Mr. Krebs were present. A quorum of the board was declared present to conduct business. Chair Gose announced that the meeting was preceded by a 5:30 p.m. board executive session which was held per a formal motion at the board's last regular meeting on July 20 and in compliance with Wyoming Public Meetings law. The topics were personnel and legal issues.

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 stated that discussion of a Wind River Virtual Museum would follow item IX.E. Lincoln School Building in New Business.

ACTION:

Mr. Welty moved to approve the agenda with the addition as noted. Mr. Phister seconded the motion. Motion carried.

SPECIAL
PRESENTATION:

University of
Wyoming
President, Dr. Tom
Buchanan

Dr. Tom Buchanan, President of the University of Wyoming, made a presentation to the board. He explained that he visits the community colleges to fill them in on how students from the community colleges do when they transfer to UW. In the last five years, the number of students transferring to UW from CWC has increased by 42 percent. This fall, UW has 65 transfer students from CWC. The trend in enrollments over the last 8-10 years has been at 52 students. Until five years ago, the numbers of students transferring from CWC to UW were considerably lower. The numbers increased dramatically in 2006-2007 and have increased since then due to the Hathaway scholarship program. Most of these students move into the College of Arts & Sciences and the College of Health Sciences.

A 2010-11 summary was prepared for each of the community colleges which provided GPA and graduation rates for the last ten years. A CD was also included with this summary which has all of the raw data for all of the community colleges. There are 468 students at UW from Fremont County, with 350 of these students living on campus, and 120 who are outreach students. In Fremont County, 9 Bachelor's degrees, 13 Master's degrees, 10 certificate programs, and a Ph.D. in educational leadership are offered. For these 468 students, UW is providing \$3.4 million in financial aid.

Community college transfer students to UW perform as well or better than students who start at UW. Students who complete an associate's degree at CWC and transfer to UW do very well with no academic issues at all. On Wednesday, the Academic Vice Presidents and the Student Affairs Vice Presidents are meeting in Laramie for one of two yearly meetings.

During their last two or three board meetings, the UW trustees had discussions about admissions at the university. Their focus is on student retention and student graduation. There is no proposal to change admissions standards in a way that would diminish the number of students taken in at UW. They have paid close attention to student remediation and student retention, and several issues have become clear which include course selection during high school, high school GPA, and ACT test scores. For students who enroll at UW with a high school GPA below 3.0 or ACT below 21, the success rate and retention rate drop precipitously. The UW board is discussing how to treat students who are currently being accepted who fall below that mark. They want to be sure they are doing what they can to help students to succeed. They are directing these students into a particular sequence of courses, and the students will receive aggressive tutoring and mentoring. This results in a significant difference in the success rates of these students. Focused student support services are directed to them right from the start. Students who need an extra measure of support need to be identified. It is not to deny access to students. They are concerned about retention and graduation rates. UW has a responsibility to help students who need support when they join UW.

Dr. Buchanan stated that there is no intention of changing transfer requirements for any of the community colleges. The change in requirements is for students who are just out of high school. The UW board will talk about this further. It is likely that the lead time for these changes would be a minimum of a couple of years of advance notice.

Ms. Mills asked about the requirement for two years of foreign language and if this includes tribal language. Dr. Buchanan replied that admissions requirements for high school graduates will be 4 years of English, 3 years of math and science, 3 years of social science, 2 years of a foreign language which includes the Arapaho and Shoshone languages, a 3.0 GPA, and a 21 ACT score. Chair Gose asked if UW's admissions requirements will move up to the Hathaway success curriculum which includes 4 years of English, 4 years of math, 4 years of science, 3 years of social studies, and 2 years of a foreign language. Dr. Buchanan indicated that this is the intent and that he would forward an updated version of the proposed standards.

Mr. Welty asked if UW has considered telling students who have had problems with their academic program that they might not make it at UW,

but perhaps they could consider their local community college which can help with a trade. Dr. Buchanan replied that referring these students to a community college is something they will promote. The more credit hours taken at a community college the more likely these students will graduate from their institution. It is clear that for many students in Wyoming, a year or two at a community college is a great alternative.

Chair Gose pointed out that out of a total 24,056 total community college enrollments among the seven community colleges, only 622 transfer to UW. He asked how that number can be improved. Dr. Buchanan replied that the message is clear that UW needs to work with the community colleges to move more of those students on to continuing education. Many students attend community colleges for other reasons. He would need a better understanding of the students' goals when they come to a community college. The largest numbers of transfers come from the colleges with the largest enrollments. Perhaps UW is not aggressive enough in the scholarships area for transfer students. The average undergraduate student is receiving equal to 140 percent of tuition and fees. Mixed in with these are non-traditional students, and UW is trying to put together better scholarship packages for them. The fastest growing part of the university is non-traditional students, and they are usually site-bound or site-limited.

Chair Gose asked what UW is lacking in terms of implementation of the next steps. Dr. Buchanan indicated that the implementation will be within a minimum of two years. This will give students entering high school enough notice to make sure they know the university's requirements. Mr. Welty asked what percentage of those graduating with degrees are able to find employment within the state. Dr. Buchanan replied that some students want to leave the state. If the cost of attendance is considered, on average the state of Wyoming pays better than 80 cents on the dollar for the cost of education. Hathaway picks up a lot of the 15 percent that a student pays. Most public universities receive 25 percent from the state, but in Wyoming it is 45 percent which is why tuition is so low. This has allowed UW to go multiple years without any tuition increases. It is hard to track students after they graduate. Only twenty percent of undergraduates choose to go on to graduate school. Finding a job in the state also depends on the student's major. Some areas have jobs, and others don't. Students who work hard and are willing to relocate are far more successful. UW is starting to be part of Colorado's net loss in students.

Dr. Crane attended a summit on completion in San Diego. A lot of people are saying that colleges will have a lot fewer graduates. This generation will be less educated, and colleges will lose their competitive advantage. He asked if this was true for Wyoming and if the forecast is as bad as it was portrayed. Dr. Buchanan replied that nationally, Wyoming is the best state in the nation to be in the higher education business. Wyoming is not suffering from the huge budget reductions similar to other states. States are cutting back, and one of the places to cut is higher education. The state economy is strong. Only 50 percent of high school graduates move on to higher education, and this needs to be improved. Some educational opportunities need to be made more attractive. A United States higher education is still the gold standard.

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.

Special
Presentation: Dean
for Workforce and
Community
Education

Ms. Lynne McAuliffe, Dean for Workforce and Community Education, presented a plaque from the Wyoming Workforce Development Council and Wyoming Workforce Services for the Governor's Summit held earlier this year on the CWC campus. The event musicians, the members of the Event Planning Management class, and the culinary students were listed on the plaque, as were advisors Lynne McAuliffe, Anne Even, and Maygen Cassity. The purpose in hosting this event was to provide a learning experience for students and to showcase what students and staff can do at CWC.

Student Senate

Ms. Mikki Moriarity, Student Senate President, reported that new senators are Aaron King, Garrett VonKrosigk, Kelli Neimeyer, Kye Funk, Shai Becker, and Taren Watson. The Senate is meeting tomorrow and will hold officer elections. Ms. Moriarity submitted a written report which contained information that the Senate has been busy with back-to-school activities including a welcome table on August 30, Convocation on August 31, a balloon volleyball game and slip and slide kickball on September 1 and 2, and free root beer floats on September 6. Fall Student Senate Elections were held on September 13 and 14.

Classified Staff
Association

Ms. Kathryn DeWitt, President of the Classified Staff Association, reported that Danielle Hood and Wanda Adams were selected to receive the Mayor's Leadership Award for their efforts in support of the Business Leadership Network. Ms. Dewitt submitted a written report which contained information that Retha Reinke, Denice Kimball, and Judy Hubbard entered items in the Fremont County Fair. Debbie Lucas, Danielle Schermerhorn, Diana Clark, Barbette Hernandez, and Retha Reinke represented CWC in the Fremont County Fair Parade on July 30. Kathryn DeWitt and others participated in the Susan Komen Wyoming Race for a Cure event on August 13. Team Central raised over \$4,400 and ranked third in the state in funds raised. Mikal Dalley attended the SAT Enrollment Planner Conference August 19-20 in Chicago. Kelly Dempster administered an ETS/Praxis test session for instructors on September 17.

The Faculty

Mr. David Gray, President-Elect of The Faculty, brought copies of the poster for the women's volleyball team and for the rodeo team. He also brought posters for the production of *4 (or more) in 24* and the book *Best of College Photography 2011* in which the work of one of Lonnie Slack's students is featured. Mr. Eric Heiser, President of The Faculty, submitted a written report which included information that Jane Warren was number two in individual fundraising for the state of Wyoming in the 16th annual Komen Wyoming Race for the Cure on August 13. Buck Tilton submitted his forty-third book manuscript entitled *The Outward Bound Handbook of Ropes, Knots & Hitches*. Jim Thurman reported that CWC will host a China Forum event, International Studies articulation meeting, and Model UN training session October 21-22. Eric Heiser reported that the RJTC hosted a four-day Law Enforcement in-service presented by the FBI which was attended by over 50 local and regional law enforcement officers.

Professional
Personnel
Association

Ms. Lindy Paskett, President of the Professional Personnel Association, reported that she had nothing to add to her written report which included information that R' Recreation received the District 25 Recreation Board's "Outstanding Community Supporter Award." Two hundred sixty-four new students attended Fall New Student Orientation. CWC's Workforce and Community Education Team completed their second Youth Summer Employment Leadership Training program. Chanel Day and Hope Sterling attended the Independent Affiliate Trainer Program in Warrington, Virginia. Lori Ridgway facilitated 11 Community Input Sessions in 9 Wyoming communities from June 29 to August 8 for the Department of Workforce Services. Mickey Douglas is the latest new

member of the Lander Rotary Club. The Jackson ESL Department completed its first Summer Intensive Program in July. Jessica Flammang collaborated with the National Park Service to provide the first ever ESL field trip to Yellowstone National Park on August 27. Jason Harris attended a webinar on August 9 on how to use College Source's Transfer Evaluation System. CWC-GEAR UP Wyoming has been involved in helping Riverton High School implement a new mentoring program called "Ignition." CWC Public Information has collaborated with Admissions to create an EHS/Agriculture/Radio/TV-Film-Communication poster, designed by RoJean Thayer. Lonnie Slack and RoJean Thayer created several new posters including the 2011 rodeo team, volleyball squad, and the 4 (or more) in 24 theatre poster.

Wyoming PBS

Ms. Ruby Calvert, WPBS General Manager, reported that about \$9,000 was raised during the last pledge, which will go directly to the endowment. The total cost of the WPBS storage building is \$170,000, which is under the authorized amount of \$172,000. Plans are to have it enclosed by the end of October, and there is enough money to put fencing around the lot. WPBS has a signed agreement with the Foundation. WPBS will carry quite a bit of programming from the all-Native American channel which is starting in January. Service is being provided to Newcastle for the first time. BP gave a grant of \$41,500 for early childhood education. The new program *Migrations* aired on Sunday night.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotions, and development activities at Wyoming PBS. With state matching funds, WPBS has a total of \$2,033,818.38 in its production endowment. Ms. Calvert was reelected to the PBS board for a three-year term. September pledge will be an experiment with no pledge thank you gifts and shorter breaks. The purpose is for the production endowment challenge only. The total raised during the June pledge was \$30,404 with no cancelled pledges. Credit card pledges comprised 75 percent of the total pledges.

CWC Foundation/
Institutional
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, reported that \$200,000 was received by Susan Hill to create the Sally E. Hill Memorial Scholarship Endowment to benefit non-traditional female students.

Mr. Graham submitted a written report which contained information that funds received in July and August 2011 totaled \$231,643. CWC's 2011

Legislative Endowment Match appropriation of \$500,000 has been exhausted. The unmatched endowment gift total for future state match is \$54,902. The CWC Foundation's Oktoberfest scholarship fundraiser will be held on Thursday, October 6, 2011, at the Holiday Inn in Riverton at 6 p.m. The CWC Foundation Board met on September 15. A main component of the meeting was the audit presentation conducted by McGee, Hearne & Paiz, LLP. The college is working closely with the CWC Foundation Fundraising Committee and the Foundation staff to enhance the organization's Annual Fund program to help provide unrestricted resources for the Foundation to use for special projects and operations. The CWC Alumni Association held board meetings in July and August and also will have a presence at the CWC Welcome Booth September 6-7, the CWC Rodeo on September 17, a CWC volleyball game on October 11, and the CWC men's and women's basketball games on December 7.

**CONSENT
AGENDA:**

Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the July 20, 2011, regular meeting and the August 17, 2011, special meeting; the acceptance of bills for July and August 2011; and the board travel budget.

Mr. Welty asked that the votes on each side be recorded when a roll call vote is taken.

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 \$1,315,413.87 for the month of July 2011: Operations in the amount of \$1,095,810.05; Student Grants and Loans in the amount of \$185,925.32; and Bank Transfers in the amount of \$916,661.44 for a grand total of all payments in the amount of \$2,198,396.81.

The acceptance of bills also includes payment of the following bills which includes salaries and benefits in the amount of \$1,482,701.09 for the month of August 2011: Operations in the amount of \$2,901,684.54; Student Grants and Loans in the amount of \$17,327.08; and Bank Transfers in the amount of \$825,804.73 for a grand total of all payments in the amount of \$3,744,816.35.

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

NEW BUSINESS:

Health and Science
Center Design
Development

Mr. David Pfeifer, principal architect with AndersonMasonDale, presented the proposed final design of the Health and Science Center. One of the drawings showed the new parking lots in relationship to the building. A total of 388 spaces will be available, which is an increase from the 280 spaces in the existing lot. Dr. Crane asked why the windows are so high. Mr. Pfeifer indicated that people will be able to see out to the north and to the south and that more windows could be added. Ms. Pedersen stated that every window that is put in causes a loss in energy efficiency. Good shades will be needed for the west windows. Mr. Pfeifer replied that the west windows are high performance double glaze with low E glaze, and they will consider using triple glaze. The windows will have a deep aluminum cap which will act as a sun shade. The upper levels will have generous overhangs on the roof to shade the sun for most of the day.

Mr. Welty noted that this building has a massive roof with a huge area where snow will come off the roof. He asked what will be done with the snow that will fall off the roof in the area between the two buildings. Mr. Pfeifer replied that they are studying moving the access driveway to keep vehicles out of this area. They are also trying to keep the walkway out of the shadow line to allow the sun to get to it.

Ms. Pedersen asked about the flat part of the middle roof. Mr. Pfeifer explained that it is the location for the air handlers. It is a protected space which visually screens all of the mechanical equipment. This is a membrane roof which is expected to last about twenty years. The architects wanted to build a building that looks like the other buildings on campus. One of the challenges on science buildings is what to do with all of the equipment and how to screen it. This design provides a screen for future equipment. The metal roofs are more durable but they are more expensive. Ms. Pedersen asked about the roof drain. Mr. Pfeifer replied that the large roof drain will drain into the building which will go into a storm sewer line.

Chair Gose asked about the braces shown on the south side of the building. Mr. Pfeifer replied that these are braces for the deep roof overhang. They are metal and painted to match the other metal. They will

use aluminum sun shades to limit the amount of sunlight that comes in the lab classrooms. Mr. Phister noted that the building is beautiful, but it must have proper drainage. Mr. Pfeifer stated that the architects have specifically revised the design to take all of the concerns into account. They have changed the service access on the north side of the building and the doorway on the east going to the Student Center.

Ms. Pedersen asked about the east door to be used by the faculty. She noted that students will use this door. Mr. Pfeifer replied that it is a vestibule with double doors and is intended to be a public entrance. Ms. Pedersen asked about storage. Mr. Pfeifer indicated that for nursing there is a large space on the second floor for storage. On the first level, much of the science storage will be accommodated in their prep space.

**BREAK IN
MEETING:**

At 8:17 p.m., Chair Gose called for a break in the meeting. The meeting resumed at 8:25 p.m.

Dr. McFarland recommended that the board accept the Design Development of the Health and Science Center as presented.

ACTION:

Mr. Phister moved to accept the Design Development of the Health and Science Center as presented. Ms. Mills seconded the motion. A roll call vote was taken. Motion carried with Mr. Welty, Dr. Crane, Ms. Pedersen, Ms. Mills, Mr. Phister, and Chair Gose voting yes.

Ms. Pedersen asked if this design was set in stone. Mr. Pfeifer replied that everything discussed will be taken into consideration. Mr. Nielson stated that with the classroom remodel, the need for storage was recognized, so storage was added in the Health and Science Center. The north-facing sidewalks and entryways were also recognized, and they have worked hard to manage this to make sure to get some sun on the north side of that building.

Construction
Update

Mr. Nielson reported that a final punchdown inspection was done today on the Classroom Wing, and he hopes to finish the paperwork tomorrow. Wayne Robinson, Physical Plant Director, did an excellent job of coordinating the project. Mr. Welty asked about the additional ARRA funds. Mr. Nielson replied that these funds were used for the Classroom Wing roof in anticipation of receiving the ARRA money, and he will bring a budget to the board.

The WCCC approved the CapCon projects as submitted by the WCCC staff. The request for state funding will be \$85,041,549. The next step in the process is to seek approval of the projects at the state building commission meeting on October 19, 2011. The college is in desperate need of student housing. At this time a meeting is being scheduled with the architect to review the building plans in anticipation of building the units off site. The purpose of this meeting will be to make sure the floor plan and design meet the needs of the college and the students. The next step will be to make adjustments in the construction documents so a request for bids or a request for proposals can be advertised. The project schedule is to work through the planning and bidding process so that construction could start in the spring or summer of 2012.

Recapture/
Redistribution

Mr. Nielson explained that every August the certified assessed valuations and the four mills collected in each college district are brought together and run through the funding formula. Local money is recaptured and redistributed. CWC's share of these funds resulted in an increase of \$284,578. A budget increase for this year's budget is being proposed to the board for the following budget adjustments: (1) increase the Fund 10 operating budget by \$482,568 to allocate additional revenues from the state formula recapture/redistribution calculation, including \$163,123 for a transfer from Fund 11, Additional Mill Fund, to the Operating Fund, and other adjustments, (2) increase the Fund 10 operating budget by \$74,000 to account for purchases authorized last fiscal year but which will be purchased this year, and (3) increase the Fund 22 CWC BOCHES budget by \$1,242 to accurately reflect the Hot Springs County tax revenues available for that operation consistent with the budget adopted by the CWC BOCHES Board.

Chair Gose asked why the college had funds for compensation in Fund 11. Mr. Nielson replied that Fund 11 is used where it is needed. It is a way to balance the budget.

Dr. McFarland recommended that the board approve the FY 12 budget adjustments as outlined by Jay Nielson.

ACTION:

Mr. Welty moved to approve the FY 12 budget adjustments as outlined by Jay Nielson. Dr. Crane seconded the motion. A roll call vote was taken

with Mr. Welty, Dr. Crane, Ms. Pedersen, Ms. Mills, Mr. Phister, and Chair Gose voting yes.

Property and
Liability Insurance

Mr. Nielson distributed a summary of estimated renewal premiums. Mr. Welty asked why earthquake insurance coverage was included when it had been decided that the college did not need it. Mr. Nielson replied that last year the college went with Travelers, and they included it for no extra premium. If there is an extra premium for this insurance the next time it is bid, it will be pulled out and discussed. It was pointed out that there were two line items listed for Fine Arts for \$411,117. Mr. Nielson will check on this. Ms. Mills asked why flood insurance would be considered. Mr. Nielson indicated that this was recommended by the insurance agent. An insurance consultant will be hired next year to do a detailed analysis. Mr. Welty asked if there was any danger of flooding at Sinks Canyon Center. Mr. Nielson replied that there were no access problems this year even with the high water.

The cost of property and liability insurance is estimated at \$189,013. The cost of insurance is still down from the college's high of \$218,404 in FY 2007. A more detailed description of insurance coverage, property and equipment detailed descriptions, and cost of insurance histories are included in the facilities monitoring report scheduled to be presented to the board at the October meeting. Chair Gose asked if any claim had been filed under broadcasters liability. Mr. Nielson replied that there hadn't been any claims. If there are any changes or modifications, these will be brought back to the board in October. Catastrophic insurance for athletes is being considered because it is difficult to provide medical care for them, and the college has to sign and agree to pay. In addition, international students have insurance but it is not recognized in the United States. This will help with recruitment and retention of those students.

Dr. McFarland recommended that the board authorize the administration to work with Tim Moss of HUB International Mountain States Limited to bind coverage to meet college needs with the companies offering the best coverage the best value to bind property and liability insurance coverage for the college from October 1, 2011, to September 30, 2012.

ACTION:

Mr. Welty moved to authorize the administration to work with Tim Moss of HUB International Mountain States Limited to bind coverage to meet college needs with the companies offering the best coverage the best value

to bind property and liability insurance coverage for the college from October 1, 2011, to September 30, 2012. Ms. Pedersen seconded the motion. A roll call vote was taken. Motion carried with Mr. Welty, Dr. Crane, Ms. Pedersen, Ms. Mills, Mr. Phister, and Chair Gose voting yes.

Lincoln School
Building

Dr. McFarland reported that the Lincoln School Building has been abandoned by Fremont County School District #25. By statute, School District #25 is required to seek proposals for Lincoln School's proposed acquisition by governmental entities, including CWC. School District #25 requires a formal resolution from CWC as to whether or not the college is interested in obtaining Lincoln School. It has been concluded internally that acquiring the entire building does not fit into the college's building plans nor can the college maintain the facility. The City of Riverton is currently investigating the possible acquisition of the building. CWC schedules activities in Lincoln School through R Recreation and uses it for a variety of non-credit community service offerings as well as using the school for "active shooter" classes through CWC's Rural Justice Training Center. Because of these uses that serve Riverton community members and the City's own recreational program, it is hoped that the City will welcome the college's continued use of this facility. For these reasons, the college supports the City's possible acquisition of Lincoln School.

Dr. McFarland recommended that the board approve the formal resolution in the meeting packet for transmission to both District #25 and the City of Riverton.

ACTION:

Mr. Phister moved to approve the formal resolution in the meeting packet for transmission to both District #25 and the City of Riverton. Ms. Mills seconded the motion.

Mr. Welty asked if this resolution will commit the college to paying fees to help maintain the building. Dr. McFarland replied that the resolution refers to such intermittent use of the Lincoln School Building as being with or without consideration. It does not in any way bind the college. It merely expresses an interest. Mr. Welty asked about the "nominal usage fee." Dr. McFarland indicated that it would be the college's practice to agree to a facility use schedule. Cost is always a consideration. It has been made clear that the college has no interest in acquiring or maintaining this building. There is nothing in the agreement to bind the college. Mr. Welty asked to strike the phrase "for a nominal usage fee" in Dr.

McFarland's background information. Dr. McFarland explained that a number of partial modifiers have already been included. It has been made amply clear that paying fees would be subject to a number of "ifs." It will be important for the city to understand that the college might consider some consideration for that use but have no use for acquiring and maintaining the building. Mr. Welty noted that there is nothing in the resolution about a nominal usage fee, but it is still in the official record.

Chair Gose called for a vote on the motion currently on the floor. A roll call vote was taken. Motion carried with Dr. Crane, Ms. Pedersen, Ms. Mills, Mr. Phister, and Chair Gose voting yes and with Mr. Welty voting no.

Wind River Virtual
Museum Project

Ms. Calvert explained that only two proposals were received for the Wind River Virtual Museum Project. The lowest qualified and responsible proposal was from Alpheus Media for \$109,020. The main reasons for selecting Alpheus are their past experience in producing long-form, award-winning documentaries; their working relationships with world-class museums and other partnerships; and because they are willing to hire a local associate producer who will assist them with tribal relationships, planning, and execution. The proposal is within the range of the \$100,000 private grant for this production, and the difference can be made up with funding from the production endowment. The project will create a digital archive of local Eastern Shoshone and Northern Arapaho antiquities with the help of local elders. The process will be filmed, and an HD documentary will be developed. The project will begin in January and must be completed by September 1, 2012.

Dr. McFarland recommended that the board approve the proposal from Alpheus Media to produce the Wind River Virtual Museum Project for \$109,020 as recommended by WPBS General Manager Ruby Calvert.

ACTION:

Mr. Welty moved to approve the proposal from Alpheus Media to produce the Wind River Virtual Museum Project for \$109,020 as recommended by WPBS General Manager Ruby Calvert. Ms. Pedersen seconded the motion. A roll call vote was taken. Motion carried with Mr. Welty, Dr. Crane, Ms. Pedersen, Ms. Mills, Mr. Phister, and Chair Gose voting yes.

Change of February Board Meeting Date Chair Gose indicated that the Wyoming Community College Conference will be held on Thursday, February 23, in Cheyenne, followed by the WCCC meeting on Friday, February 24. Board and staff members will need to travel to Cheyenne on Wednesday, February 22.

Dr. McFarland requested that the board reschedule the February board meeting from February 22 to February 21 to avoid this scheduling conflict.

ACTION:

Ms. Mills moved to reschedule the February board meeting from February 22 to February 21 to avoid a scheduling conflict with the Wyoming Community College Conference. Dr. Crane seconded the motion. A roll call vote was taken. Motion carried with Mr. Welty, Dr. Crane, Ms. Pedersen, Ms. Mills, Mr. Phister, and Chair Gose voting yes.

ACCT Annual Congress Voting Delegate

Chair Gose stated that the board is required to designate its official voting delegate, plus an alternate, for the October 12-15 ACCT Annual Community College Leadership Congress.

ACTION:

Ms. Mills moved that Colton Crane be designated as the CWC Board's official voting delegate for the October 12-15, ACCT Annual Community College Leadership Congress, with Scott Phister as alternate. Dr. Crane seconded the motion. Motion carried.

Personnel

Human Resources Board Report

The Human Resources Board Report for August/September 2011 included the following information:

There were no Rustler Salute nominees. The next Rustler Spirit award recipient will be named on September 28.

Searches in progress/pending included WPBS Producer/Public Affairs; WPBS Producer; and Administrative Assistant II Student Life & Campus Safety/Mailroom.

Separations/transfers/requests for release from contract included Duane Van Skike, Head Chef.

New hires/appointments/internal transfers included Willie Noseep, Instructor Accounting; Amy Hernandez, Instructor Nursing; Hunter

Roseberry, Maintenance Technician Carpenter; Ron Granger, Associate Vice President for Administrative Services; and Jennifer Rey, Executive Director for Human Resources.

ACCEPTANCE OF
MONITORING
REPORT:

Planning and
Institutional
Effectiveness

Dr. McFarland presented the Planning and Institutional Effectiveness Monitoring Report, which is the 11-12 Strategic Plan. The college's enrollment has grown, but its resources are not growing. The college can't afford to allow its commitment to excellence suffer. A college education is no longer nice to have, but critical to survive. Failing to get a college education condemns students to a life of poverty. In 1973, more than 72 percent of jobs were available to high school graduates. In 2018, it will be less than 37 percent. The remaining 63 percent will require a post-secondary degree or certificate.

The 11-12 strategic priorities are (1) increase access and success in learning, (2) transition to the future, and (3) commitment to excellence. One of the objectives for the strategic priority to increase access and success in learning is to increase and protect student access and success by reducing the federal loan default rate. In 2008, CWC had the highest default rate in the state at 17 percent. The 2009 report lists CWC at 14.7 percent with EWC having the highest default rate in the state at 21.7 percent. The main step to take in reducing the student loan default rate is to analyze defaulter characteristics. Other steps to take include studying CWC procedures and policies (i.e., petitions), instituting intrusive financial advising, and possibly getting out of loans altogether.

Mr. Welty asked if those students getting loans receive a lecture to explain the repercussions to them. Ms. Jacque Burns, Assistant Dean for Enrollment Services, replied that since 2005, the college has required an entrance financial aid counseling session for anyone who gets a loan at CWC. The student is required to fill out a four-page questionnaire, and their class attendance is verified. Tuition is not collected until one month after the semester starts. Mr. Phister asked what the most is that one student can borrow. Ms. Burns replied that it is \$9,500 for a freshman and \$10,500 for a sophomore for one year. The majority of CWC's students are getting \$5,000 a year. Dr. McFarland noted that many of CWC's students are supporting a family so that debt is added to the rent, car payments, and other living expenses.

Ms. Pedersen asked how accountable students are now compared to ten or twenty years ago, and if they feel a loan is an entitlement. Ms. Burns replied that the real problem is financial literacy. The students are not budgeting, plus the non-traditional students come in with debt. They feel accountable but their ability to pay is in question. Ms. Mills stated that some students have to take developmental classes. She asked if these students are advised that they won't count on their transcript. Ms. Burns replied that students are advised that the Department of Education approves up to 24 hours of financial aid for developmental classes.

Chair Gose asked if the loan document spells out all the details. Ms. Burns indicated that the student receives a ten-page loan document, but they are convinced that if they take the money now and get an education that they will be in a better place upon graduation. Mr. Welty stated that the student has no obligation to pay the money back until they graduate or leave the college. Ms. Burns stated that the student has six months after they are no longer enrolled before the loan must be paid back. They are given a payment schedule. The annual monthly payments should not be more than 18 percent of their starting wage.

Mr. Phister asked where this trend is headed at CWC. Dr. McFarland replied that the percentage is higher than it should be, but it is moving down. Mr. Phister asked if the measures being taken are helping. Dr. McFarland stated that student demographics will provide more information, and there are additional steps that can be taken.

Dr. McFarland recommended that the board accept the Planning and Institutional Effectiveness Monitoring Report as presented.

ACTION:

Mr. Phister moved to accept the Planning and Institutional Effectiveness Monitoring Report as presented. Dr. Crane seconded the motion. Motion carried.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

A. Kudos!

1. In the words of a future student and military vet, pleased with CWC's admissions and veterans services:

“I’ll be out next year and doing residency at the school and I can’t wait! 7 years of proud service, but I’m very ready to hang up the combat boots and start moving along. And your school has been great in helping make that transition possible. Thank you so much!!!”

2. Congratulations to Dr. Waheed and his excellent staff on renewal or extension of the following grants:
 - Student Support Services grant at \$414,000/year through 2016.
 - Upward Bound at \$284,000 through August 2012.
3. Congratulations to Ruby Calvert, WPBS Manager, on her re-election to the national PBS Board.
4. CWC’s Rural Justice Training Center has been nominated for the prestigious 2012 Bellwether Award.

This prestigious award recognizes outstanding and innovative programs and practices that are successfully leading community colleges. The awards are presented annually at the Community College Futures Assembly. The 2012 Assembly--themed *Leading through Innovation*-- will be held January 28-31 in Orlando, Florida. Finalists will be competitively selected and invited to present at the Assembly.

5. CWC Film Production/Broadcasting faculty are producing the November 2, 2011, Wyoming Community College Summit video for the Wyoming Association of Community College Trustees. The video highlights student vignettes from all Wyoming community colleges, under the direction of John Little, new Assistant Professor of Film Production/Math, with the assistance of Amanda Nicholoff, Assistant Professor of Television Broadcasting/Communication.
- B. Signs of growing enrollment. Preliminary Fall enrollment figures reflect a 5% increase in headcount and 4% increase in FTE. This is not counting dual enrollment and other later-starting classes.
- C. State level key legislative priorities for the Wyoming Community College Biennial Budget Request to Legislature are as follows:

1. \$22 million-Enrollment growth funding for variable costs
2. 2% ECA (External Cost Adjustments) for fixed costs
3. 1.7% ECA for variable costs
4. \$85 million in one-time state matching funding for 14 community college capital construction projects totaling \$132 million

NOTE: Wyoming is listed in *Community College Week (July 11, 2011)* as the number #1 state in the country for the highest percentage of students enrolled in two-year colleges at 70%, followed by California at 63%, Arizona at 60%, New Mexico at 55%, and both Mississippi and Illinois at 53%.

- D. Both national and state news focuses on “College Readiness,” with:
1. UW’s proposed plan for “College Readiness and Completion” proposing higher admissions standards; and
 2. On the national scene, from “ACT Takers Make Marginal Gains in College Readiness, but Achievement Gaps Remain” by Molly Reddon reporting that:
 - Twenty-five percent of the class of 2011 met readiness benchmarks in math, science, English, and reading, but another quarter did not meet any benchmarks.
 - The number of high-school graduates who took the ACT and met all four of its college-readiness benchmarks has risen for the third year in a row.
 - The gains, though, were marginal: 24 percent of all class of 2010 test-takers met the four benchmarks last year.
 - But not all the test takers plan to attend college, as more states have started to test all of their high school students with the ACT.

Dr. McFarland reported that at the recent Rustler Rodeo, the women’s team placed first, and the men’s team placed fifth. The women’s team is in second place regionally, and the men’s team is in sixth place regionally. Two public input sessions on the Health and Science Center will be held on Wednesday, September 21, at 4 p.m. and at 5 p.m. On October 14, Mikhail Gorbachev will be speaking at the University of Wyoming. Students are planning to take a bus to that event.

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, October 19, beginning at 6:30 p.m. in the Wind River Room (ITECC 116) of the Intertribal Center.

Agenda items for the next regular meeting include:

1. Construction Update
2. Update Master Plan
3. Physical Plant/Facilities Monitoring Report
4. Academic Profile Monitoring Report

ACTION:

Mr. Phister moved to hold an executive session regarding personnel at 5:30 p.m. in ITECC 121, the Intertribal Center Conference Room, prior to the October 19 board meeting. Dr. Crane seconded the motion. Motion carried.

CWC Foundation The CWC Foundation Board met on September 15.

Association of Community College Trustees The next ACCT event will be the Annual Congress which will be held October 12-15, 2011, in Dallas, Texas. All board members except Welty and Ms. Pedersen will be attending. The board retreat will be held on Saturday, October 15, from 2-6 p.m. in Dallas immediately following the conclusion of the conference.

Wyoming Association of Community College Trustees The WACCT met on August 18 in Sheridan. The next meeting of the WACCT will be held on October 27 in conjunction with the October 28 meeting of the WCCC.
The Wyoming Summit on Community Colleges will be held on November 2 at Little America.

Wyoming Community College Commission The next regular meeting of the WCCC will be held October 28 at Eastern Wyoming College in Torrington.

CWC BOCHES The next meeting of the CWC BOCHES is scheduled for March 22, 2012.

Teton County
BOCES

The Teton County BOCES met on September 20. Mr. Phister reported that the budget was reviewed. There is a concern about tracking students who go through dual credit programs and then go to another school. They want to track the success of these students. The next meeting is scheduled for January 24, 2012.

September 16
Donor Event

Ms. Mills reported that the Eustace Day mural which was unveiled at the September 16 donor event is beautiful. Chair Gose indicated that the whole ceremony was very impressive and very well done.

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 9:57 p.m.

Secretary

APPROVAL:

Chair