

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, July 16, 2008, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Jim Matson	Caroline Mills
	Dallas Myers	Charlie Krebs
	Roger Gose	Dennis Christensen
	Scott Phister	
<u>Administration:</u>	Jo Anne McFarland	J.D. Rottweiler
	Mohammed Waheed	Jay Nielson
	Dane Graham	
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Sonja Fairfield	Martha Davey
	Carolyn Aanestad	Wendy Davis
	Debbie Martin	Kent Moss
	Lori Ridgway	Ruby Calvert
	Ernie Over	Wayne Montgomery
	Curt Galitz	Carol Deering
	Colton Crane	Keja Whiteman
	Doug Thompson	Lee Martinez
	Mick Wolfe	Gary Michaud
	Eric Heiser	Sandy Barton
	John Vincent	Carter Napier
	Jim Wynn	Donna Jo Sweet

CALL TO ORDER: Board Chair Scott Phister 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.

Chair Phister announced that the meeting was preceded by a 5:30 p.m. board executive session which was held per a formal motion at the board's last regular meeting on June 18, 2008, and in compliance with Wyoming Public Meetings law. Topics included personnel and real estate.

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

- APPROVAL OF AGENDA:**           **ACTION:**  
Dr. Gose moved to approve the agenda as presented. Mr. Matson seconded the motion. Motion carried.
- TRUSTEE SERVICE AWARD:** Chair Phister stated that this was the last regular meeting for Trustee Dallas Myers. His resignation becomes effective July 31, 2008. Mr. Myers represented Lander Subdistrict #4 and ran for election in fall 2004. He served a total of 3 1/2 years on the CWC board and was one of CWC's two trustee representatives on the Teton County BOCES Board from December 2004 to the present. Mr. Myers attended campus events including CWC commencement ceremonies and GED graduation.
- Chair Phister presented a plaque to Mr. Myers and thanked him for his service to the board.
- INTERVIEW OF BOARD CANDIDATES:** Chair Phister explained that interviews would now be conducted for the board position vacated by Mr. Dallas Myers for the Lander subdistrict. Following those interviews, the board will recess into executive session after which the board will make its appointment in public session, and the person selected will be sworn in on August 1, with public ceremonial swearing in at the CWC Board of Trustees special meeting on Wednesday, August 20.
- Dr. Colton Crane and Ms. Debbie Martin were interviewed. A third candidate, Mr. Richard Roller, withdrew due to personal circumstances. Candidates had ten minutes to address the questions previously provided to them. Following this presentation, up to ten minutes was allowed for board questions. This concluded the interviewing of candidates for the Lander subdistrict seat.
- EXECUTIVE SESSION:**           **ACTION:**  
At 7:19 p.m., Mr. Matson moved to recess into executive session. Mr. Krebs seconded the motion. Motion carried.
- ACTION:**  
At 7:40 p.m., Mr. Matson moved to reconvene the public meeting. Mr. Christensen seconded the motion. Motion carried.

SPECIAL  
BUSINESS:

Board Vacancy  
Appointment

**ACTION:**

Mr. Krebs moved to appoint Dr. Colton Crane to the Central Wyoming College Board of Trustees to fill the Lander subdistrict vacancy from August 1, 2008, through November 30, 2008. Motion carried.

Chair Phister indicated that Dr. Crane would be sworn in on August 1.

STUDENT,  
EMPLOYEE  
ASSOCIATION,  
AND WYOMING  
PBS REPORTS:

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

Student Senate

Mr. Curt Galitz, President of the Student Senate, reported that 20-25 people showed up for an outdoor ice cream social held in conjunction with the student/faculty volleyball competition on July 8.

Mr. Galitz provided a written report which included information that the Student Senate is working on activities for Convocation. Photos are being taken of the student senators which will be displayed in the Student Center.

Classified Staff  
Association

Ms. Sonja Fairfield, President of the Classified Staff Association, reported that Kay Keen, former president of the Classified Staff Association, had resigned her job at the college. Ms. Fairfield, vice president for the association, then stepped up as president. Kristy Hardtke was elected as the new vice president.

Ms. Fairfield submitted a written report which included information that Judy Hubbard and Jennifer Jahnke attended a seminar on "How to Become a Better Communicator." Judy Hubbard, Barbette Hernandez, Lance Goede, and Sonja Fairfield worked on the Fremont County Fair Parade float on July 2. A CWC Rustler team has been set up for the Komen Wyoming Race for the Cure on August 9 in Cheyenne.

The Faculty

Mr. Wayne Montgomery indicated that he had nothing to add to Ms. Beth Gray's written report which included information that Matt Flint has artwork in the "Song Catcher Show" at the Lark and Key Gallery in Charlotte, North Carolina. Jim Thurman is currently attending an academic program at Oxford's Refugee Studies Center. All the

participants are people who work with refugees or who have done so in the past.

Professional  
Personnel  
Association

Ms. Carol Deering, President of the Professional Personnel Association, indicated that she had nothing to add to her written report which included information that the CWC Upward Bound 2008 Summer Program began on May 27 for 2008 high school graduates and on June 2 for current high school students. Nineteen students were scheduled to complete the course on July 8. Donna Olsen, Ben Peterson, and Nico Homburg attended InfoComm 08 and EduComm08 in Las Vegas June 16-20. Lynne McAuliffe, Eric Heiser, and Lori Ridgway attended the May 28 Governor's Summit on Workforce Solutions. On June 26 Lynne McAuliffe and Lori Ridgway attended a Wyoming Business Council seminar on Eureka! Winning Ways, a program offered to Wyoming businesses through Manufacturing Works. Lynne McAuliffe and Eric Heiser have completed the Environmental Health and Safety needs assessment. RoJean Thayer and Carolyn Aanestad hosted the Wyoming Community College system's marketing task force at the new conference center at the CWC Sinks Canyon Center. Jacque Burns and Bridget Taylor attended a Retention and Recruitment Conference in Las Vegas June 11-13. Ruby Calvert, Jennifer Amend, Sarah Hagedorn, and Steve Biando attended two Family Museum Day events in celebration of the 25th anniversary of Wyoming PBS. Carol Deering attended the Wyoming Humanities Council Board meeting in Sundance and Hulett at the end of June.

Wyoming PBS

Ms. Ruby Calvert, General Manager for Wyoming PBS, reported that live primary debates will be held in the Little Theatre on August 4. The public is invited to attend. The new partner for the debates is the *Wyoming Business Report*. Representative Barbara Cubin has taken up the satellite issue and is helping to draft legislation to resolve the problem. The bill is moving through the house. Paula Kruger, the president of PBS, will be here on Friday, September 12. Board members will be invited to this event. Over 200 people attended the Cheyenne Depot Museum Days event. Ms. Calvert reported that she has been nominated as a potential PBS board member. This board does all the policy-making for PBS.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotion, and development activities at Wyoming PBS. They are still waiting to hear from Worker's Compensation on three positions. The next meeting of the WPBS

Advisory Council will be on July 18 in Casper. For the 25th anniversary Museum Days, the Jackson event was held at the National Museum of Wildlife Art on June 28 with 250 people in attendance. The event in Cheyenne at the Depot Museum was held on July 12. WPBS will be able to tape/broadcast the Region IX Volleyball Tournament November 7-8. A schedule of presentations regarding the DTV/Analog shutdown is being developed. Current WPBS membership is 4,318. Estate planning seminars were held in Rock Springs on June 11 and in Cheyenne on June 18. Mr. John Woody, Vice President of Union Wireless, is a new board member of the WPBS Foundation. Pledge totals for June are \$20,337.

CONSENT  
AGENDA:

Board Chair Phister asked if there were any objections to the consent agenda which included the approval of the minutes from the June 18, 2008, regular meeting; the acceptance of bills for June 2008; and the board travel budget.

**ACTION:**

Mr. Christensen moved to approve the consent agenda as presented. Mr. Matson 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 \$1,300,961.61 for the month of June 2008: Operations in the amount of \$1,147,383.84; Student Grants and Loans in the amount of \$15,030.52; and Bank Transfers in the amount of \$768,937.89 for a grand total of all payments in the amount of \$1,931,352.25.

UNFINISHED  
BUSINESS:

Public Hearing -  
FY 09 Budget and  
Approval of FY 09  
Budget

Mr. Nielson gave an overview of the FY 09 budget. CWC's future focus continues to be based on the board's goals and ends, annual strategic priorities, and the budget as the means to initiate strategic priorities to achieve the ends. The budget has not been modified or changed since the preliminary budget was accepted by the Board of Trustees at the April 23, 2008, meeting. There were a few changes in funding sources but the total amount remains the same. The board levies 4 mills which are distributed through the formula, an additional optional one mill, and a half mill for BOCHES for a total of 5 1/2 mills. Based on a 14.68 percent increase in enrollment last fall and strong enrollment this spring, tuition revenue was increased \$102,800 plus an additional \$87,717 from the 5 percent increase in the tuition rate. The state appropriations for next biennium are for

compensation and retiree health insurance premiums. The uses for compensation adjustments and FY 09 increases are new positions and adjustments to existing positions, a 1.5 percent salary increase in Fund 10, a step increase, retiree health insurance, and part-time staff for a total of \$543,136. Under operations, \$195,000 will be used for utilities, contract service, insurance, dual enrollment contract services, and diversity activities. In new resources, the funds received from the Higher Education Endowment will be used for instructional programs. Endowment challenge revenues will be used for various scholarships.

Mr. Nielson indicated that Fremont County's assessed valuation dropped more than 28 percent from the previous year, which may require a budget adjustment sometime during the year when the college system taxes are recaptured and redistributed. Sweetwater County's increase should offset CWC's decrease.

Mr. Christensen asked when the increase in FTE is realized through the formula. Mr. Nielson replied that it could be realized as soon as next year, since it is anticipated that a new formula will be used next year. A proposal will be brought forward in July, and it needs to be put in rules in August. Allocation based on the most recent enrollment was discussed. Dr. McFarland indicated that after the legislature approves a biennial budget, the colleges usually know what their funding for the second year, in this case FY 10, will be. However, this year the governor determined that the second year of funding would be redistributed according to as yet undetermined criteria.

Board Chair Phister stated that the FY 09 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 09 Budget. He asked if anyone present wished to comment on the proposed budget. No comments were made. Board Chair Phister asked for the president's recommendation. Dr. McFarland recommended that the board adopt the proposed FY 09 Budget and Resolutions and asked that these resolutions be entered into the minutes of this meeting.

Board Chair Phister called for a motion to adopt the FY 09 Budget as advertised in the "Notice of Public Hearing" on June 29, 2008, 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.

**ACTION:**

Dr. Gose moved to adopt the FY 09 Budget as advertised in the “Notice of Public Hearing” on June 29, 2008, 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. Mr. Krebs seconded the motion. Motion carried.

The resolutions are as follows:

**EXPENDITURE AUTHORITY RESOLUTION**

WHEREAS, on the 16th day of July 2008, 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, 2009; 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 29th day of June 2008; 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, 2009.

BE IT FURTHER RESOLVED, that the following appropriations be made for the 2009 fiscal year ending June 30, 2009, and that the expenditures be limited to the amount appropriated herein.

Dated this 16th day of July 2008.

EXPENDITURE AUTHORITY

CURRENT FUNDS	\$27,491,947
PLANT FUNDS	<u>1,774,061</u>
TOTAL EXPENDITURES	\$29,266,008
DEBT SERVICE (G.O. BONDS)	\$ 0

By:  
Mr. Scott Phister  
CWC Board of Trustees Chair

Attest:  
Mr. Charles Krebs  
CWC Board of Trustees Treasurer

RESOLUTION TO PROVIDE INCOME

WHEREAS, on the 16th day of July 2008, this Board adopted a college budget for the 2009 fiscal year ending June 30, 2009, calling for the following appropriations:

Current Funds	\$27,491,947
Plant Funds	<u>1,774,061</u>
Total Appropriations	\$29,266,008
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, 2009, as shown opposite each fund, amounts to be raised by taxes:

Amounts to be Raised

Current Funds:

Operating Fund	\$4,123,000	4.00 Mills plus other taxes
Optional Mill Levy Fund	\$ 976,383	1.00 Mills plus other taxes
CWC BOCHES	\$ 469,040	.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, 2009.

Dated this 16th day of July 2008.

By:

Mr. Scott Phister  
CWC Board of Trustees Chair

Attest:

Mr. Charles Krebs  
CWC Board of Trustees Treasurer

Board Attorney  
Update on Tax  
Protest

Board Attorney Frank Watkins reported that no decision has been made on the tax protest.

NEW BUSINESS:

Board Appointment  
of Temporary  
Teton County  
BOCES Member

Chair Phister explained that because Mr. Myers is resigning effective July 31, 2008, a representative must be appointed to the Teton County BOCES board to serve until the board reorganizes at its December 10 meeting. The next Teton County BOCES meeting will be on Thursday, August 21. Chair Phister currently serves on this board.

Dr. Gose indicated that he can't make the August 21 meeting, but that he would be willing to serve if this meeting could be rescheduled. Dr. Rottweiler indicated that he will request to make that change.

**ACTION:**

Mr. Matson moved to appoint Dr. Roger Gose to the Teton County BOCES board to serve until the December 10 board reorganizational meeting. Mr. Christensen seconded the motion. Motion carried.

Facilities Update

Possible

Partnership with  
Municipalities

Dr. McFarland indicated that since the board meeting packet was prepared, a number of events had occurred which affected her original recommendation. The municipalities proposed paring combined projects down further from \$34.7 million to come in under \$30 million for the combined CWC/Municipal projects at \$29.525 million, with CWC's Allied Health & Trades project and Lander Expansion (Phase I) at \$11.5 million versus the \$14.41 as referenced in the board meeting packet. On July 10, the Fremont County Association of Governments unanimously approved the \$29.525 million CWC/Municipalities specific purpose 1% sales tax proposal for inclusion on the 2008 General Election ballot.

The next steps include CWC Board approval of the proposed CWC/Municipalities partnership relating to a specific purpose 1% sales tax as included in a draft resolution for placement on the November 2008 General Election ballot; approval of the specific purpose sales tax resolution by four of the six municipalities, including agreement by the City of Riverton to serve as CWC's "sponsoring agency"; and approval by the Fremont County Commission.

CWC has held over 30 public meetings in Fremont County. The response to the facilities needs has been very positive. The concerns heard most consistently were that CWC should seek a sales tax to fund the projects rather than the property tax and that there may be a huge number of competing issues on the ballot. CWC then began having informal discussions with various council members and mayors about the possibility of joining with municipalities as a way of working as partners rather than as competitors.

Dr. McFarland indicated that considerations for the board in approving the joint CWC/Municipalities Partnership for "Building Communities Together" are as follows:

1. Agreement to proceed with a substantially pared down project of \$11.5 million of the total \$20.8 million needed for CWC's Allied Health & Trades Project and Lander Expansion;
2. Initial study indicates that CWC would be able to build \$35,000-37,000 new square feet of the needed new 50,000 square feet facility with \$11.5 million, with repurposing of Pro Tech Center and Classroom Building, addition to the new facility, and Lander expansion likely having to await Phase II;

3. Recognition of the future need to seek funding in the form of state matching funds or a future sales or property tax proposition for the remainder of the project; and
4. Willingness to reserve the right to approve calling for a General Obligation property tax question on the November 2008 General Election ballot at the August 20, 2008, CWC Board special meeting, should the specific purpose sales tax resolution fail to receive the necessary approvals.

Dr. McFarland included information on this issue in the board's folders, including a draft brochure which explains the partnership's goals, a draft timeline for funding the combined projects, and a draft sales and excise tax resolution which includes reference to the various projects and the mechanism agreed upon for distributing the funding and the order for that funding. Smaller projects will be funded first, followed by the City of Riverton and CWC. The CWC board is not legally required to approve the resolution, but Dr. McFarland advised the board to clearly take action to endorse or not endorse the partnership so that it can proceed.

Dr. McFarland recommended that the CWC board agree to:

1. Proceed with a proposed CWC/Municipalities partnership to seek a specific purpose 1% sales tax to fund combined CWC/municipalities projects totaling \$29.525 million, to be placed on the November 2008 General Election ballot;
2. Agree to include in that sales tax partnership a substantially pared down CWC project of \$11.5 million of the total \$20.8 million needed for the Allied Health & Trades Project and Lander Expansion;
3. Agree to seek funding in the form of state matching funds or a future sales or property tax proposition for the remainder of the project; and
4. Willingness to reserve the right to approve calling for a property tax question on the November 2008 General Election ballot at the August 20, 2008, CWC Board Special Meeting, should the specific purpose sales tax resolution fail to receive the necessary approvals.

**ACTION:**

Mr. Matson moved to:

1. Proceed with a proposed CWC/Municipalities partnership to seek a specific purpose 1% sales tax to fund combined CWC/municipalities

- projects totaling \$29.525 million, to be placed on the November 2008 General Election ballot;
2. Agree to include in that sales tax partnership a substantially pared down CWC project of \$11.5 million of the total \$20.8 million needed for the Allied Health & Trades Project and Lander Expansion;
  3. Agree to seek funding in the form of state matching funds or a future sales or property tax proposition for the remainder of the project; and
  4. Willingness to reserve the right to approve calling for a property tax question on the November 2008 General Election ballot at the August 20, 2008, CWC Board Special Meeting, should the specific purpose sales tax resolution fail to receive the necessary approvals.
- Dr. Gose seconded the motion.

Mr. John Vincent, Mayor of Riverton, urged the board to adopt the motion. The six cities and towns have worked together for last several years to develop funding sources for the projects identified in the proposal. The cities have also made cuts in their proposals. Riverton cut \$7 million by taking the events center out which is now included in the Fair Board's proposal. The projects from the other towns are infrastructure projects. Those types of projects are really difficult to fund for a small community outside of a sales tax. With increased costs, the ability of towns to do road projects is drastically undermined. The legislature took away the sales tax on groceries. The smaller communities have a dire need for repairs to water and sewer systems. The City of Riverton's request is for a rec center which has appeared on every community assessment that has been done in the last several years. It is an economic development project. There wasn't any other way to raise this kind of money. If the one cent tax was in place, the city would have the money to take care of street projects or fund the rec center over time.

At last night's Riverton City Council meeting, the City of Riverton declared that it is 100 percent behind this proposal, and Mayor Vincent was authorized to say this. Mayor Vincent urged the CWC board to endorse this joint project. It shows that the city will be the pass through because the city has to accept the sales tax money and pass it through to the college. All of the other mayors are solidly behind this project, and it has the unqualified support of all the municipalities. He hopes the CWC board will vote favorably on this proposal. The city also signed a resolution endorsing the Fair Board to bring forward a sales tax proposal to improve the fairgrounds. This project will benefit Riverton. Both

projects should be adopted. The tax would be in place about 4.7 years for either project. The city would appropriate about \$500,000 per year for the operation of the rec center. About \$8.2 million will be needed to construct a facility that can be supported, and the mayor stated that he hoped that it could be built at the college.

Mr. Mick Wolfe, Mayor of Lander, stated that at their council meeting it was unanimously approved to partner with CWC and the municipalities. He indicated that Fremont County Commissioner Chair Doug Thompson said that the mayors formed this partnership through the back door. CWC came to the mayors and asked them to partner. Mr. Wolfe indicated that they did not backdoor anyone. They unanimously supported the fair board's opportunity to put their project on the ballot. The Lander City Council supports the CWC/Municipalities partnership.

Mr. Doug Thompson, Fremont County Commissioner, indicated that he wanted to discuss the process. The Fremont County Commission is part of this process. In no way does he oppose the joining of the municipalities and the college. In regard to the specific purpose tax, there have been four general purpose sales tax questions in the past, and they have all been rejected by the voters. A specific purpose tax is not to be used for general governmental purposes such as sewer, water, and street improvements. The hospice and library projects were specific, and that is why they passed. There have been many tax protests this year. It will be difficult to succeed, and the projects need to be very specific. Good dollar figures and a purpose statement are needed. He agreed that it was a good idea to keep the Fair Board project entirely separate from the CWC/Municipalities projects proposal.

Ms. Donna Jo Sweet, Fremont County Fair Manager, stated that the Fair Board proposal did not receive a vote last night at the Lander City Council meeting because it was a work session. She has never been involved in conversations with CWC, just with the Fremont County Association of Governments.

Mr. Matson stated that he can support the 1% specific purpose tax because it is of short duration as opposed to a property tax. A specific purpose sales tax hits more people and takes the tax burden off of the property owner. Dr. Rottweiler indicated that this proposal will pare the Allied Health & Trades Project back but will allow for the expansion of the nursing and science programs as well as update the science labs.

Educational programming and safety for students has been the college's highest priority. Paring back the project will lack the trades component and the repurposing of the classroom wing and the pro tech center. Repurposing cannot be done until the science labs are relocated to the new building. The area is in dire need of nurses, and the college has reached its capacity in the nursing program. The Allied Health & Trades project will allow expansion of the nursing program and CNA program. This is the number one priority on campus.

Chair Phister noted that this subject was discussed at length at the board retreat. Given the climate, pursuing a specific purpose 1% sales tax is a way to get going. It does not eliminate seeking out other sources of funding to finish these projects.

Mr. Doug Thompson stated that statute requires an answer as to what will be done with the excess funds. The library/hospice project has extra funds, and it is a requirement that the voters must be told what will be done with these extra funds. The voter must know exactly what needs to be done and must be given adequate information. The projects must be very specific.

Mayor Vincent pointed out that the county has the ability to raise money with a mill levy to fund statutory needs. The cities and towns are at the mercy of the state government to fund their projects. The notion that streets and alleys are not specific doesn't recognize that all of the assets of the city have to be identified. These projects are accurately identified, and they are needed.

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

BREAK IN  
MEETING:

At 9:14 p.m., Chair Phister called for a break in the meeting. The meeting resumed at 9:29 p.m.

Lander Project  
Approval

Dr. McFarland indicated that in addition to the information provided in the board packet, she had included in the board folders a signed and dated copy of Form 303 for the Lander project as well as a cover letter that has been sent to the WCCC for placement on the July 22 WCCC meeting agenda. The board had agreed to pursue funding for expansion and improvement to CWC's educational space in downtown Lander and at the Sinks Canyon Center totaling \$968,400, for inclusion on the November

2008 ballot through a general obligation property tax bond or other funding mechanism. She recommended that the board formally approve the expansion and improvement of CWC's educational space in Lander as outlined. This request requires board approval and WCCC approval but not legislative approval because the project is under \$1 million.

**ACTION:**

Ms. Mills moved to approve the expansion and improvement of CWC's educational space in Lander as outlined. Mr. Krebs seconded the motion.

Mr. Christensen asked if there was a sunset on this approval and how soon the project would have to be completed. Dr. McFarland indicated that there was no specific sunset.

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

08-09 Board Goals Chair Phister indicated that the 08-09 board goals were outlined at the July 11-12 board retreat.

**ACTION:**

Mr. Christensen moved to adopt the revised 08-09 board goals. Mr. Krebs seconded the motion.

The board agreed to take out Goal No. 2 which stated to "actively identify and pursue support and funding for expanded partnerships and facilities for CWC Jackson Outreach offerings and services." Goal No. 3 should be to "actively identify needs and pursue support and funding for expanded partnerships and facilities for our entire service area." Mr. Matson thought that more public opinion surveys should be done as part of Goal No. 6. Chair Phister indicated that the board talked specifically about the opinion that people have of this board, and this is part of Goal No. 6.

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

The proposed 08-09 board goals with the changes as noted are as follows:

1. Actively identify and pursue support and funding for CWC facility expansion and enhancement to meet needs of the Main Campus and Lander Off-Campus.

2. Actively identify needs and pursue support and funding for expanded partnerships and facilities for our entire service area.
3. Strengthen board responsibility for and involvement in community dialogues to better understand college service area needs.
4. Identify and finalize board governance policy changes to clarify respective responsibilities of the board and the college president.
5. Better understand and serve our CWC community, including faculty, staff and students.

July 11-12 Board  
Retreat Report

Board Chair Phister indicated that the board liked the format of the retreat, and it was successful. They met just as a board on Saturday morning and appreciated the direction from the administration on Friday. Notes from the retreat were prepared by Board Attorney Frank Watkins.

Personnel

Human Resources  
Board Report

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

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

Searches in progress/pending included Instructor Spanish; Instructor Nursing; Instructor Arts & Sciences/Transfer & Minority Services Coordinator; Instructor Computer Technology; Associate Dean Jackson Campus; Athletic Trainer/Instructor Exercise Science; WPBS Web Developer/Graphics Designer; Activities Coordinator; Lifelong Learning Coordinator Jackson; Institutional Researcher; WPBS Microwave Technician; Custodian Day Shift; Custodian Night Shift; Grounds Assistant; and Compensation Specialist.

Resignations/terminations/retirements/requests for release from contract included Kay Keen, Compensation Specialist; Dennis Mohrman, Grounds Assistant; and Philip Stafford, Facilities Attendant.

New Hires/Appointments/Internal Transfers included John Gabrielson, Instructor Radio Broadcasting/KCWC FM Station Manager; Michael Dietz, WPBS Director of Content; Scott Rockhold, Web Content/Graphics

Specialist; Nancy Domke, Enrollment Management Assistant; Dennis Mohrman, Grounds Technician; Philip Stafford, Maintenance Technician HVAC/Bus Driver; and Judith Strausberger, Campus Receptionist.

ACCEPTANCE OF  
MONITORING  
REPORT:

Student Profile

Dr. Waheed presented the highlights of the Student Profile Monitoring Report. He indicated that the college grew 18.83 percent in headcount and 15.60 percent in the total FTE during 2007-08 compared to figures for the previous year. The number of full-time students increased by 7.56 percent, and part-time enrollment increased by 5.59 percent. The percentage of male students at the college increased from 32.8 percent last year to 37.46 percent this year. The average student age was 27.6 years, down from 31.0 years in 2001-02. Traditional age students comprised 57 percent of the students, an increase from 54.45 percent during the previous years. Native American students continue to constitute the largest minority group on campus. Native American student enrollments increased from 545 in 2006-07 to 585 in 2007-08. Fremont County residents comprised 66.9 percent of the students enrolled, and 88.5 percent were Wyoming residents. The federal financial aid cohort default rate dropped from 16.1 percent in 2006-07 to 14 percent in 2007-08.

Dr. Waheed reported that according to the *2006-07 Wyoming Community Colleges' Annual Performance Report: Core Indicators of Effectiveness (APR)* report, the persistence rate of fall-to-fall, first-time, first-year, degree-seeking students at CWC increased from 42 percent in 2006-07 to 54.4 percent in 2007-08. The percentage of 2003 cohort of first-time, full-time, degree-seeking students who graduated within 150 percent of the expected time period, was 33 percent, compared to 31.6 percent for the Wyoming community colleges. CWC students who transferred to UW continued to perform equally well in their junior year with those who started at UW.

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

**ACTION:**

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

Chair Phister reminded board members to complete the monitoring report evaluation form which was included in the board folders.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Kudos
  - a. Employee and PBS reports include lots of kudos to go around.
  - b. Once again, CWC is on *Community College Week's* "Top 100" list of associate degrees granted to American Indian students. The list was included in the board meeting packet.
2. Recent external meetings attended since the last report include:
  - Mon., June 16 - Community College Task Force Meeting (Casper)
  - Tues., June 17 - College Commission meeting (Casper)
  - Thurs., June 19 - KVOW "Chit Chat" Radio Show
  - Fri., June 20 - KOVE "Coffee Time" Radio Show
  - Mon., June 23 - Informal meeting with Riverton mayor at CWC
  - Tues., June 24 - Riverton City Council meeting
  - Thurs., June 26 - Informal lunch meeting with mayors of Riverton, Shoshoni, and Hudson at CWC
  - Thurs., June 26 - Teton County BOCES meeting
  - Mon., June 30 - Meeting with mayors (or their reps) and Fremont County Association of Governments Executive Director
  - Wed., July 9 - Conference call with Mayors and FCAG Executive Director
  - Thurs., July 10 - Fremont County Association of Governments (6 p.m. in Desert Café in Shoshoni)
3. Articles of interest. Two articles were included in this section of the packet that Dr. McFarland specifically wanted to call to the board's attention:
  - a. The first article is about the high costs of living in Jackson, which are beginning to negatively impact the college's ability to continue to operate in Jackson at desired levels; and
  - b. The second article is about the change in full-time enrollments at community colleges from across the country.

Additional articles from sister colleges statewide and nationally were included under separate cover.

Vice President for  
Institutional  
Advancement

Vice President for Institutional Advancement Dane Graham indicated that the Foundation is actively engaged with the oil and gas industry to create an environmental health and safety program. An industry leader has stepped forward with a \$300,000 donation, but other industry partners are needed. Both Lynette Jeffres and Jody Ray, Foundation staff members, are creating endowments on behalf of family members. Mr. Graham met with Jim Conrad, CEO of the Wind River Casino, regarding possible support of the Intertribal Center. Mr. Conrad indicated that the funding will come from the casino or the Northern Arapaho Tribe. He will speak with the Northern Arapaho Business Council about matching what the Shoshone Tribe has contributed to the center.

Mr. Graham submitted a written report which included information that donations received by the Central Wyoming College Foundation in the month of June total \$152,547. Notable gifts received/pending include \$300,000 for an Environmental Health and Safety Endowment, \$5,000 for the Culbertson Nursing Endowment, and \$5,000 for a GED Scholarship Endowment.

Executive Vice  
President for  
Academic  
Services

Dr. Rottweiler reported that as of July 1, enrollment is up 10 percent in headcount and 12 percent in FTE. Housing now has 195 students scheduled to arrive in August, and this number may increase to 210. The college is well over capacity in housing. At this time last year, the college had 183 students signed up for housing. Many students are on waiting lists including 11 for Math 1000, 6 in political science, 17 in psychology, and 6 in anatomy/physiology. The basketball program has offered 14 students letters of intent, with 27 committed in housing. Of these 27, 13 are walk-ons. Somewhere around 16-17 students are expected for volleyball. Men and women want to do extracurricular and co-curricular activities. Students want to be engaged within and without the classroom.

**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 17, 2008, beginning at 6:30 p.m. in SC 103 in the Student Center.

Agenda items for the regular meeting include:

1. 08-09 Institutional Strategic Priorities
2. Planning and Institutional Effectiveness Monitoring Report
3. Property and Liability Insurance

A new board member orientation session will be held at 5:30 p.m. on Wednesday, September 17, prior to the board meeting. An executive session, if needed, can be scheduled during the meeting.

Dr. McFarland asked that board members reserve August 20 for a special meeting just in case. Additional action may be required by the board related to the facilities needs.

CWC Foundation The next meeting of the CWC Foundation is scheduled for Thursday, September 11, at 2 p.m. at CWC, followed by a scholarship reception at 7 p.m. in the Arts Center Gallery.

Association of  
Community  
College Trustees The next ACCT event is the Annual Congress to be held October 29- November 1 in New York City. Board Chair Phister, Mr. Matson, Mr. Krebs, Dr. Gose, Ms. Mills, and Mr. Christensen have indicated their plans to attend.

Wyoming  
Association of  
Community  
College Trustees The WACCT is scheduled to meet during the next regular meeting of the WCCC which will be held October 23-24 at Northwest College.

Wyoming  
Community College  
Commission The WCCC will hold a teleconference meeting on July 22 at 8:30 a.m. and a face-to-face meeting on August 18 in Saratoga. The next regular meeting of the WCCC is October 23-24 at Northwest College.

Community College  
Task Force The Community College Task Force is scheduled to meet July 24-25 at the UW Outreach Center in Casper. Ms. Mills, Mr. Christensen, Mr. Krebs, Dr. McFarland, and Mr. Nielson plan to attend.

The task force will discuss the recommendations made by the Wyoming Community College Commission dated July 2008. Dr. McFarland

indicated that one of the recommendations for change is to include the optional 5th mill in the funding model, which may be a legal issue. Mr. Nielson reported that the number one priority is to establish standing for the community college system within the Wyoming constitution. The second priority is to change the one-mill levy, and the third is to establish the state's role in funding community college capital construction. These priorities were discussed at the July 7-8 retreat in Saratoga. The primary agenda item for the July 22 teleconference is to finalize those recommendations.

Mr. Christensen noted that some commissioners are extremely supportive of the college within their district. Others go well out of their way to not recognize a college that is not within 40 minutes of where they live. Dr. McFarland stated that the college commission lacks mission, vision, goals, and ends. The CWC board has policy governance which outlines its authority and responsibility. The WCCC lacks this direction.

CWC BOCHES

The CWC BOCHES met on June 25. The vacancy on that board was filled by Carl Manning who was also elected vice president. Final approval was received on the budget, and a monitoring report was heard on activities for the year.

The next meeting of the CWC BOCHES is scheduled for 7 p.m. on Thursday, February 26, 2009.

Teton County  
BOCES

The Teton County BOCES met on June 26. The FY 09 budget was adopted at that meeting. Dr. McFarland reported that a \$20,000 invoice was received from the Teton County School District for facilities. Chair Phister commented that it is hard for them to see the equal benefit of this partnership. Dr. Rottweiler stated that the Teton County BOCES has gone through four superintendents and many board chairs. The college has strong support on that board except for one or two members. It is a strong partnership, and good things are happening.

The next regular meeting of the Teton County BOCES will be held on Thursday, August 21, at 3:30 p.m. via the ICN. Dr. Rottweiler will ask to change this date in order to accommodate Dr. Gose's schedule.

ADJOURNMENT - Board members were asked to complete an evaluation of the meeting and  
BOARD to turn them in to the Board Clerk.  
EVALUATION  
OF MEETING: Board Chair Phister adjourned the meeting at 10:29 p.m.

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Secretary

APPROVAL:

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Chair