

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, July 15, 2009, in Room SC 103 of the Student Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Frank Welty III
	Scott Phister	Charlie Krebs
	Roger Gose	Judy Pedersen
<u>Absent:</u>	Colton Crane	
<u>Administration:</u>	Jo Anne McFarland	John Wood
	Jay Nielson	Mohammed Waheed
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Mark Nordeen	Jim Thurman
	Logan LaCross	Wendy Davis
	Kelly Frank	Ruby Calvert
	Carolyn Aanestad	Wendy Davis
	Charlotte Donelson	Keith Domke
	Lindy Paskett	

CALL TO ORDER: Board Chair Scott Phister called the meeting to order at 5:42 p.m. A roll call conducted by the board clerk indicated that all board members except Dr. Crane and Mr. Welty were present. A quorum of the board was declared present to conduct business. Mr. Welty joined the meeting during the executive session. Dr. Crane indicated earlier that he was not able to attend the meeting because of a family matter.

EXECUTIVE SESSION: Board Chair Phister called for a motion to recess the meeting for the purpose of holding an executive session to discuss personnel and matters confidential by law.

ACTION:

At 5:43 p.m., Mr. Krebs moved to adjourn to executive session to discuss personnel and matters confidential by law. Dr. Gose seconded the motion. Motion carried.

ACTION:

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

WELCOME AND
INTRODUCTION
OF GUESTS:

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

APPROVAL OF
AGENDA:

ACTION:

Mr. Welty moved to approve the agenda as presented. Mr. Krebs seconded the motion. Motion carried.

STUDENT,
EMPLOYEE
ASSOCIATION,
AND WYOMING
PBS REPORTS:

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

Student Senate

Mr. Logan LaCross, Student Senate Vice President, reported that he had nothing to add to the written report submitted by Ms. Amara Fehring. This report included information that the Senate participated with a team at the Relay for Life event. Chloe Skaggs was appointed to fill a vacant summer Senate position. The Senate is providing a one-half sponsorship for a balloon at the Balloon Rally on July 17 and is planning a trip to Thermopolis. For fall, the Senate has been brainstorming ideas for Convocation, planning to do a skit at New Student Orientation, and working out the details for the Denver Elitches trip.

Classified Staff
Association

Mr. Kelly Frank, President of the Classified Staff Association, indicated that he had nothing to add to his written report which included information that Linda Bender has been named to the University of Wyoming's Vice President for Academic Affairs Honor Roll for Spring 2009. Pamela Cowling and Kathryn DeWitt are spearheading the Rustler Team in the Komen Wyoming Race for the Cure on August 8. Julie McCray just completed three years of service on the St. Margaret's Parish Council. Retha Reinke reports that CWC will not have a float in the Fremont County Fair Parade on July 25, but she is working on organizing walkers and a driver for the recruitment vehicle so that the college will have a presence.

The Faculty

Mr. Jim Thurman, President of The Faculty, reported that he had nothing to add to his written report which included information that local artists

have been featured this summer in the Arts Center Gallery. Nita Kehoe has organized these exhibits, and Lonnie Slack was the judge for this year's Riverton Art Guild national show. Debbie McClure and Stacey Stanek recently completed SimMan/SimBaby training in Pittsburgh. Kathy Wells is working on grant completion so that construction can get underway for the Virtual Medical Skills Center. Matt Flint has a show of his work at Lyndsay McCandless Contemporary in Jackson Hole through the month of July. Carol Rardin and Ann Avery are among many of the faculty who are working to convert WebCT classes for use with the new Angel Learning Management System. The faculty are working hard to improve the quality of their offerings in the coming semesters.

Professional
Personnel
Association

Ms. Carolyn Aanestad, President of the Professional Personnel Association, reported that she had nothing to add to her written report which included information that Foundation Assistant Director Lynette Jeffres was recently installed as the 2009-11 state president of the Wyoming Federated Garden Clubs, Inc. Carol Deering attended a network meeting of Wyoming Libraries Database (WYLD) and a community college library directors' meeting recently in Dubois. Cory Daly-Schmidt participated in a federal documents session at the WYLD meeting and was an observer at the Directors' meeting. Lance Goede wrote and received a \$7,000 grant from the Wyoming Department of Health for a continuation of suicide prevention efforts on the CWC campus. Lori Ridgway presented customer service training at the Headwaters Center in Dubois on June 24. Lori Ridgway and Lynne McAuliffe attended two days of interactive training focused on selling in tough times and value-added customer service, which was co-sponsored by the Customized Training Department and Manufacturing Works.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, reported that she is scheduling another trip to the Utah Education Network in Salt Lake City to observe and learn about their K-12 services. Ms. Calvert also included a copy of the article called "Why can't I get Wyoming PBS," which was published in the July 2009 issues of the *WREN* magazine. Mr. Welty asked why it is so difficult to get satellite services to carry PBS. Ms. Calvert replied that agreements are in place with DISH Network and Direct TV, but they only require one digital station and won't carry HD. The satellite carriers don't want to carry more stations. The technology is there for the satellite companies to add WPBS to the signal.

WPBS is looking into the possibility of having an on-campus event featuring the National Parks Celebration from Central Park on September 23 at 6 p.m. This will be a closed circuit feed because it can't be broadcast. They will also do the same from Jackson.

Ms. Calvert submitted a written report which included information on administrative, production, engineering, promotions, and development activities at Wyoming PBS. Ms. Calvert attended a PBS Board meeting in Washington, D.C., June 15-16. CWC has requested that Wyoming PBS provide technical support and transport services so that CWC home and away sporting events at other participating community colleges can be available to cable TV viewers throughout the state on local cable access channels. Ms. Calvert will work on an MOU with all the colleges so that everyone is aware of costs, possibilities, and expectations. Current WPBS membership is 4,072.

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 17, 2009, regular meeting; the acceptance of bills for June 2009; and the board travel budget.

ACTION:

Dr. Gose 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 \$1,453,440.19 for the month of June 2009: Operations in the amount of \$1,464,740.98; Student Grants and Loans in the amount of \$18,513.37; and Bank Transfers in the amount of \$873,921.36 for a grand total of all payments in the amount of \$2,357,175.71.

UNFINISHED
BUSINESS:

Public Hearing –
FY 10 Budget and
Approval of FY 10
Budget

Mr. Nielson gave an overview of the FY 10 budget. He reported that when the FY 10 budget was presented to the board in April, a \$757,000 cut in state appropriations was anticipated. This budget includes an \$841,731 reduction in state appropriations. It also includes the reduction of \$164,067 in Fund 70 to reflect the loss of Coal Lease Bonus Funds. The CWC BOCHES budget has been slightly revised based on updated carry-forward projections and a change in staffing. The compensation

plan has not been changed and anticipates approximately a 2.5 percent salary adjustment either as a step increase or experience adjustment depending on the salary model. The three lecturer positions have been eliminated at a cost of \$145,484, and \$60,752 has been added to adjunct faculty to balance the budget. This expenditure adjustment is consistent to provide 96 credits of instruction with adjunct instructors versus lecturers. The total budget is \$30,099,521.

Mr. Nielson reported that it has been discovered that the cuts to ABE/GED will be different. In early June, it was a 10 percent cut, but now it appears that it will be closer to a 20-25 percent cut. State mineral valuation is up, and the college could receive recapture/redistribution funds in August, but the assessed valuation is expected to drop over the next two years. Mr. Nielson stated that this budget meets all the standards set by board policy governance and recommended that the board be asked to approve the FY 10 budget as presented.

Dr. McFarland pointed out that the amount of the college's operating budget is \$16,514,663. The operating budget is used to operate the college, and everything else is earmarked. When CWC board members meet with trustees from other states who ask about the college's budget, they are usually asked about the operating budget. This budget has been cut from FY 09 despite a 23 percent enrollment increase. This is why the budget is viewed as extremely tight. The college is meeting the needs of an increasing number of students.

Ms. Pedersen asked if the way tuition is charged is a factor in the increase in the number of students. CWC does not charge tuition over 12 credits. Dr. McFarland replied that this is being discussed at the state level. UW is on a linear tuition model, but she doesn't see this as having much effect on CWC if it were changed. Some colleges have talked about using fees in lieu of tuition, but this could be counterproductive for CWC. Ms. Pedersen asked if the WCCC can change this. Dr. McFarland stated that the WCCC is mandated to establish tuition. The College Commission is expected to discuss this at their October meeting.

Mr. Krebs stated that the \$16.5 million operating budget is just under 55 percent of the total budget. He asked if this was the norm. Mr. Nielson replied that it is low, but CWC has other programs such as grants and WPBS which are fairly significant and which none of the other colleges have. Mr. Welty asked where the college would be if WPBS were taken

out of the budget. Mr. Nielson indicated that WPBS is approximately 12 percent of the budget. In addition, CWC's grants and contracts are significantly more than other colleges. If those were taken out, CWC's operating budget percentage would be more consistent with the other colleges.

Board Chair Phister stated that the FY 10 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 10 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 10 Budget and Resolutions in the total amount of \$30,099,521 and asked that budget resolutions be entered into the minutes of this meeting.

Board Chair Phister called for a motion to adopt the FY 10 Budget as advertised in the "Notice of Public Hearing" on July 3, 2009, 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:

Mr. Krebs moved to adopt the FY 10 Budget as advertised in the "Notice of Public Hearing" on July 3, 2009, 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. Dr. Gose seconded the motion. Motion carried with Mr. Welty and Ms. Pedersen abstaining.

Chair Phister asked Board Attorney Frank Watkins if board members are allowed to abstain from a vote. Mr. Watkins indicated that a board member can abstain from a vote if he or she has a personal or financial conflict with an issue. If not, it is the obligation of publicly elected board members to vote in order to let the public know what their opinion is on an issue. The chair has no ability to make people vote, but people want to know how publicly elected officials stand on an issue. Mr. Welty replied that according to *Robert's Rules of Order*, anyone has the right to abstain and the board member does not need to explain why. No one can force him to vote. The discussion of the particular issue is over when the vote is taken, so he does not need to give a reason.

PLANT FUNDS	<u>917,187</u>
TOTAL EXPENDITURES	\$30,099,521
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 15th day of July 2009, this Board adopted a college budget for the 2010 fiscal year ending June 30, 2010, calling for the following appropriations:

Current Funds	\$29,182,334
Plant Funds	<u>917,187</u>
Total Appropriations	\$30,099,521
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, 2010, as shown opposite each fund, amounts to be raised by taxes:

Amounts to be Raised

Current Funds:		
Operating Fund	\$3,776,298	4.00 Mills plus other taxes
Optional Mill Levy Fund	\$1,084,000	1.00 Mills plus other taxes
CWC BOCHES	\$ 542,000	.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, 2010.

Dated this 15th day of July 2009.

By:
Mr. Scott Phister
CWC Board of Trustees Chair

Attest:
Mr. Charles Krebs
CWC Board of Trustees Treasurer

NEW BUSINESS:

State Issues Update

Dr. McFarland reported that there are three main issues which can substantially impact future community college funding and programs as well as the degree of local control currently exercised by community college boards. The first issue is the statewide strategic plan, the final draft of which will be presented to the Community College Task Force and the Joint Education Committee at a July 23-24 meeting in Casper. The statewide strategic plan will specify the state's interests in Wyoming's community colleges; determine which programs may be offered by the colleges; and define facilities, programs, and services which may be eligible for state funding. State interests include an educated citizenry, a diversified economy, workforce development, efficient and effective systems, and accountability and improvement.

Dr. McFarland stated that the strategic plan establishes criteria for the standards by which the state will determine whether or not the programs the colleges offer are eligible for state funding. The strategic plan is to determine what qualifies for state funding in terms of college programs, buildings, and equipment. It will also determine those areas by which the WCCC can request additional funding through exception budget requests, which will be based on quantifiable requests. More and more it is being seen that the colleges' funding will be based on some outcomes measurement at the state level. The funding will be much more variable than it is now.

After the strategic plan is presented to the Community College Task Force and the Joint Education Committee, it will go back to the Strategic Plan

Advisory Council which will take any comments into consideration and then make further revisions. The final strategic plan is due November 1. The final draft of the plan will determine the FY 11-12 biennial budget request. The colleges will base their budget requests for three years from now on a strategic plan that has not yet been completed.

Mr. Welty stated that just because a course is not approved doesn't mean that the college can't teach it. He asked if a list of courses will have to be submitted if the college wants state funding. Dr. McFarland replied that if the college can demonstrate that the programs meet the state's interests, are efficient and effective, do not duplicate programs from other colleges, and are not outlandishly high in cost, then state funding will probably be received. The case will have to be made to the WCCC.

The second issue is the new state funding model. State statute dictates that a study by the WCCC will determine fixed versus variable costs for the colleges. Mr. Nielson presented information to further explain the fixed and variable cost study. Preliminary analysis shows little difference among the colleges in fixed costs, which demonstrates the lack of any economy of scale factors. Fixed costs are considered essential, stable, and ongoing costs. Variable costs vary with enrollment increases and decreases and form the basis for exception budget requests. The new funding model will be the basis of the FY 11-12 Biennium Budget Request.

Dr. McFarland explained that a large proportion of instructional costs in the new formula are variable. The fixed percentage for instruction has been set at 35 percent, and the variable percentage has been set at 65 percent. The theory behind this is that faculty members can be let go when enrollment is down. The consultant thought it wouldn't be a problem to increase or decrease faculty with the ups and downs of enrollment because most of the faculty he is familiar with are adjunct. The set, functional percentages that are the same for every college do not account for economy of scale. Nearly every program at small colleges has a single faculty member program. For smaller colleges, the instructional costs fixed percentage should be closer to 90 percent.

Mr. Welty asked if a college has one teacher teaching a particular subject and that teacher is let go, would the student have to go somewhere else to get that subject. Mr. Wood replied that instruction is the mission of the institution. Students can't be taught if the fixed and variable percentages

remain as they were presented. This is a direct threat to the mission of the institution. In addition to teaching, faculty also do curriculum development. A full-time faculty member is needed in every program to do curriculum development. Dr. McFarland indicated that the consultant did not choose the fixed/variable approach to the formula. The fixed/variable cost study was dictated in session law by the legislature and was intended to take care of the economy of scale differences. The counterargument is that if a college is really growing and the state has a lot of money and is willing to approve an exception budget, a college could get more money. It could work both ways. For smaller colleges to have the same across-the-board percentage as a college two or three times their size does not make sense.

Dr. McFarland stated that the new funding model is expected to be approved and promulgated in rules at the August 18 College Commission meeting in Riverton. The CWC board has an opportunity to meet informally with the WCCC on August 17 at 6 p.m. Concerns about the new funding model could be shared at that time. Ms. Mills explained that this gives commissioners the chance to ask about the college and what is happening. They can focus on one college instead of meeting with a lot of trustees from all the colleges.

Dr. McFarland explained that the variable costs will be distributed based on the number of credits that CWC teaches in comparison with the other colleges. If a college is not growing as fast as another college, it could lose. The fixed side will adjust in the future based on an inflation adjustment. This is how a college would see an increase in the fixed side of the formula. This process will move fast because the college budget must go to the state by September 1.

The third issue is the Community College Task Force, which along with the P-16 Council, has shown an interest in studying and possibly changing dual/concurrent enrollment to achieve greater uniformity among districts and to possibly eliminate “double-dipping” by school districts and the colleges. The P-16 Council has also shown an interest in studying and possibly changing distance education to achieve greater uniformity, perhaps by establishing a statewide entity and/or delivery system for delivering distance education P-16 offerings. CWC would have very little motivation to continue with dual enrollment if it didn’t receive the FTE from this program.

Intertribal Center
Update
Award Contract
for CMAR

Dr. McFarland reported that in June 2008, the board authorized the administration to hire an architectural firm to proceed with the design of the Intertribal Center. In April 2009, the board hired a Construction Manager for the project. The design on the Intertribal Center is now 95 percent toward completion of final construction documents which are expected July 16, 2009. Competitive bids are just about ready to be released. The plan was to come to the board with a recommendation on the guaranteed maximum price (GMP), but the cost estimates from the architects and the construction manager were too far apart. Until the competitive bids come in, not enough information is available to make a reasonable recommendation on the GMP. The GMP cannot exceed the earmarked revenues that are specifically for this project. As a result, the establishment by the board of the GMP will have to be delayed to a mid-August special telephone board meeting, suggested for Thursday, August 13, at a time acceptable to the board. Formal board action will be taken at this meeting, and a call-in number will be published.

The board decided that the meeting would take place at 5:30 p.m. on Thursday, August 13. Chair Phister will be out of town, but he will try to call in. Dr. McFarland stated that it should be a simple case of setting the GMP which will be incorporated into the contract with the construction manager. The information for this meeting will be provided to board members in advance. Mr. Welty asked if the board will know if the trustees at UW will approve this as well as approve the lease. The board will need to know that all the hurdles have been cleared. Dr. McFarland replied that she should have final confirmation of all the funding sources by the August 13 special board meeting as well as confirmation that the lease has been accepted. Mr. Nielson stated that he could possibly mail the initial review and analysis early.

ACTION:

Mr. Krebs moved to delay setting the guaranteed maximum price for the Intertribal Center until a special board phone meeting on Thursday, August 13, 2009, at 5:30 p.m. Ms. Mills seconded the motion. Motion carried.

Approval of
Facility Lease
with UW

Dr. McFarland indicated that the proposed UW lease has received legal approval by the UW attorney and will be acted upon by UW in a July 16 conference call. Mr. Nielson explained that the reason for the lease is because the college does not want to get into a co-ownership situation on campus. UW will pay \$1.1 million during the construction

phase of the building, and they will pay their share of all the operating expenses during the remainder of the lease. The lease and facility meet both parties' needs. Dr. McFarland indicated that this is a very desirable partnership. She welcomes the presence of UW on this campus and believes that the college will have opportunities to share some staffing and have a good dialogue between CWC faculty and UW faculty. CWC's students will have greater access and opportunities to complete bachelor's degrees on this campus.

Ms. Pedersen asked if this was a good document. Board Attorney Frank Watkins replied that it is a legally binding document on both parties and has been negotiated by both parties.

Dr. McFarland recommended that the board approve the proposed UW lease of the Intertribal Center, subject to approval by the UW Board of Trustees and final execution of the document.

ACTION:

Mr. Krebs moved to approve the proposed UW lease of the Intertribal Center, subject to approval by the UW Board of Trustees and final execution of the document. Ms. Mills seconded the motion. Motion carried with Mr. Welty opposed.

State and Federal
Funding
Administrative
Notice to Proceed

Dr. McFarland reported that the HUD funding has been approved, pending a 30-day comment period ending August 10, 2009. State funding has already been approved by the state legislature, but awaits transfer from the State Treasurer to CWC. CWC has been working with the WCCC staff to facilitate this transfer.

Dr. McFarland recommended that the board authorize the administration to utilize state and federal funding for the project as authorized by the board, when the guaranteed maximum price has been set by the board and other pertinent funding documents have been executed.

ACTION:

Dr. Gose moved to authorize the administration to utilize state and federal funding for the project as authorized by the board, when the guaranteed maximum price has been set by the board and other pertinent funding documents have been executed. Mr. Krebs seconded the motion. Motion carried.

Future Community Dialogues

Board Chair Phister indicated that at its summer retreat, the board expressed an interest in utilizing community dialogues to better understand college service area needs by exploring holding community dialogues in Dubois and Thermopolis, inviting senior citizens to a community dialogue, and inviting only necessary college personnel to attend. According to the proposed schedule, a community dialogue with senior citizens could be held on Wednesday, January 20, 2010, at CWC; a community dialogue could be held in Dubois on Wednesday, May 19, 2010; and a community dialogue could be held possibly in late March in Thermopolis on a day separate from the regular board meeting. The community dialogue in Dubois could be held at the Headwaters Art & Conference Center.

Dr. McFarland recommended that the board approve the proposed schedule of community dialogues as presented.

ACTION:

Dr. Gose moved to approve the proposed schedule of community dialogues as presented. Ms. Pedersen seconded the motion. Motion carried.

Board Member Appointment to CWC Foundation

Board Chair Phister indicated that the board recognizes the current board member's inability to attend Foundation meetings because of work commitments and suggested the possibility of naming a different board member as trustee liaison to the CWC Foundation Board of Directors. Chair Phister talked with Jay Reddon, Vice President of the CWC Foundation, about making a change in the trustee liaison to the Foundation Board. Mr. Reddon indicated that they just want someone who can make the meetings. They can't change the time of the meetings to the evening because their staff members can't attend then. The board needs to consider making another appointment to the Foundation Board.

Dr. McFarland spoke with Dr. Crane earlier, and he indicated that if the board wanted him to serve, he would be interested. However, he thought there were other board members who had more financial experience than he did. Dr. Crane would be available for committee meetings and quarterly meetings, but could not attend any meetings on short notice.

ACTION:

Ms. Pedersen moved to appoint Dr. Colton Crane to represent the CWC Board on the CWC Foundation Board of Directors. Dr. Gose seconded the motion. Motion carried.

Personnel

Release from
Continuing
Contract

Dr. McFarland recommended that the board grant a release from continuing contract to Beverly Koerwitz, Outreach Coordinator for Thermopolis, who has served the college for many years. Her annual contract expired effective May 14, and she has indicated that she will not be continuing.

ACTION:

Dr. Gose moved to grant a release from continuing contract to Beverly Koerwitz. Mr. Krebs seconded the motion.

Mr. Welty asked if there will be any problem finding someone to take over this position in Thermopolis and if there will be a big gap if it is not filled. Dr. McFarland replied that the position is moving to a 12-month contract. Mr. Wood indicated that he does not see a long delay in filling the position. The position will be filled with a qualified applicant.

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

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:

The next Rustler Spirit Award will be presented in September 2009.

Searches in progress/pending included Instructor Nursing Jackson; Instructor Equine Studies – Anticipated Opening; Instructor English – Anticipated Opening; Workforce Training Coordinator; Workforce and Community Education Coordinator Internal; Gear Up/ETS Curriculum Coordinator/Community Liaison/Technology; Wyoming PBS Associate Producer; Recreation Activities Coordinator; Recreation Assistant; and Outreach Coordinator Thermopolis.

Resignations/terminations/retirements/requests for release from contract included Beverly Koerwitz, Outreach Coordinator Thermopolis.

New Hires/Appointments/Internal Transfers included Markus Wesaw, Instructor Health and Safety; Jaquelyn Klancher, Instructor Environmental

Technician; Lew Barnett, Environment, Health, and Safety Program Director; Cory Daly, Director of Library Services; Sarah Daniels, Student Recruiter; Matthew Johnson, Student Recruiter; and Stacy Nelson, ABE/GED Instructor.

ACCEPTANCE OF
MONITORING
REPORT:

Student Profile

Dr. Waheed presented the highlights of the Student Profile Monitoring Report. He reported that after a substantial enrollment growth of 18.83 percent in 2007-08, CWC grew another 7.95 percent in headcount and 8.36 percent in FTE in 2008-09. CWC surpassed the goal of reaching 1500 FTE by Fall 2010, achieving an FTE of 1581 in Fall 2008. This was followed by another record enrollment for spring semester. The total annual headcount for 2008-09 was 8.06 percent higher than the previous year, and the total FTE was up 8.36 percent. Reasons for this continued growth are the college's increased efforts in student retention, recruitment, scholarships, public information/marketing, and reintroduction of volleyball and men's and women's basketball.

The student body is getting younger as 58 percent of the students were of traditional age, an increase from 54.45 percent during the previous year. High school graduate scholarship recipients increased by 21 percent, and Hathaway scholarship recipients increased over 12 percent. Native American students are the largest minority, but the number of Native American student enrollments slightly decreased from a total of 585 in 2007-08 to 559 in 2008-09. Dr. McFarland asked if the Native American population is growing or if there are fewer high school completers. Dr. Waheed did not have this information, but will provide it at the next meeting.

In 2008-09, 90 percent of CWC students were Wyoming residents. Mr. Welty asked how many students in CWC's service area go to a community college other than CWC. Dr. Waheed will get this information. CWC has a good capture rate, but all counties have students who prefer to go to some other community college. Sixty percent of CWC's students are from Fremont County, and 30 percent are from other counties. Mr. Wood indicated that this information will be presented in another academic monitoring report in the fall.

Student persistence rate at CWC increased from 42 percent in 2006-07 to 43.4 percent in 2008-09. This is due to the efforts of the Retention Committee, 100 percent faculty participation in monitoring student engagement, and collegewide staff involvement. Dr. McFarland noted that the college only measures retention from fall to fall. One of the college's strategic priorities for this upcoming year is to be sure strategies are in place to help students complete their educational goals, including graduation.

Thirty percent of the 2004 cohort of first-time, full-time, degree seeking students graduated with a two-year degree within 150 percent of the expected time period, compared to 32.1 percent for the Wyoming community colleges. Over 30 percent of students attend CWC to earn a certificate. The number of students transferring to UW increased from 45 in 2006-07 to 75 in 2007-08. The total number of community college transfers to UW increased from 678 to 738 over the same time period. CWC students who transferred to UW continued to perform equally well in their junior year as those who started at UW.

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

ACTION:

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

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

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

1. Employee reports are replete with professional successes and community service that bring credit to CWC.
2. Once again, CWC is listed as one of the nation's "Top 100 Associate Degree Producers for American Indians."
3. Two articles of particular interest to the board were included in the board packet:

- i. "Colorado promotes associate degrees in high school;" and
- ii. "Wind River tribes look carefully to tourism."

Both of these articles give food for thought for future college initiatives.

4. The monthly report from Dane Graham, Dean for Institutional Advancement, included information that funds received by the Central Wyoming College Foundation in the month of June 2009 totaled \$47,451. The Annual Scholarship Reception will be held on September 24 at 6:30 p.m. in the Arts Center Gallery. The Foundation's annual scholarship fundraiser, Oktoberfest, will be held October 9, 2009, from 6-11 p.m. at the Riverton Armory.
5. Articles about CWC and its sister colleges at the state and national level were provided in a separate section of the board packet.

Dr. McFarland indicated that she had sent the board a link to an article entitled "Can Community Colleges Save the U.S. Economy?" which was published in the July 20 issue of *Time* magazine. She also included information in the board's meeting folders about President Obama's \$12 million program to increase graduate rates at community colleges and to accommodate an increasing number of students with fewer resources.

Mr. Welty stated that the concern about dual/concurrent enrollment and double-dipping is just what President Obama wants community colleges to do. Dr. McFarland replied that it was Dr. McBride who mentioned the issue. It has more to do with consistency among the colleges and high schools. Mr. Wood stated that the concern is that there are students who have access to dual and concurrent enrollment and others who do not. This access should be the same across the state.

Vice President for
Academic Services

Mr. Wood reported on the status of the Wind River Job Corps project. This is an estimated \$40 million project with a design that contains about ten buildings, 146,000 square feet, and includes a gym, recreation center, theatre, and a specialized energy training field. Groundbreaking is anticipated for fall 2010 with completion in summer 2011. The facility is intended to house 300 students, both male and female.

Mr. Welty asked how CWC will be involved in this project. Mr. Wood replied that CWC should see a major initiative to bring students here or to send programs there. CWC should be a significant provider.

Mr. Wood reported that at the June 25 WCCC meeting, CWC's new programs in Photography and Athletic Training were approved. CWC's new Rural Justice Training Center will be presenting an 8-hour course on Crisis Management for School-Based Incidents on August 4. This summer Assistant Professor Todd Guenther instructed CWC's first Archaeology Field School as a part of CWC's Western American Studies Program. In looking at numbers, it appears that CWC will have a 30 percent increase in enrollment this fall. Mr. Welty asked what the impact will be on housing. Mr. Wood replied that the college has a disproportionate increase in online classes which do not affect housing. Classrooms are very tight. A new Allied Health Center is needed. Currently it is easier for students to find housing in Riverton than it has been in the past. Housing will be full this fall, but off-campus housing will be available.

The new ActiveAdmissions CWC homepage was launched on June 17. Mr. Wood gave a brief review of the new web site. This is a marketing website for prospective students.

NEXT SPECIAL
AND 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 16, beginning at 7 p.m. in SC 103, preceded by a 5:30 p.m. work session in SC 100 and a board photo session at 6:30 p.m.

Agenda items for the regular meeting include:

1. 09-10 Institutional Strategic Priorities
2. Planning and Institutional Effectiveness Monitoring Report
3. Property and Liability Insurance

A special board meeting by phone will be held on Thursday, August 13, 2009, at 5:30 p.m. for the purpose of approving the guaranteed maximum price of the Intertribal Center.

CWC Foundation

The CWC Foundation Board will hold its next regular meeting on Thursday, September 10, at 2 p.m. on the CWC campus. The scholarship reception is scheduled for Thursday, September 24, at 7 p.m. in the Arts

Center Gallery, and Oktoberfest will be held on Friday, October 9, at 6 p.m. at the Riverton Armory.

Association of
Community
College Trustees

The next ACCT event is the Annual Congress which will be held October 7-10, 2009, in San Francisco, California. Chair Phister, Dr. Crane, Mr. Krebs, Ms. Pedersen, and Mr. Welty are planning to attend.

Wyoming
Association of
Community
College Trustees

The WACCT met on June 24. Ms. Mills reported that the colleges would like a financial report for their quarterly meetings. Trustees discussed the funding model and want an equitable and consistent funding source. The next meeting of the WACCT will be held in conjunction with the October 29 meeting of the WCCC at Western Wyoming College. The February 2010 WACCT nomination packet was included the board packet. The board decided to nominate Caroline Mills for this award.

Wyoming
Community College
Commission

A budget meeting of the WCCC will held on Tuesday, August 18, from 8 a.m. to 12 noon at CWC. Members of the WCCC have agreed to meet with the CWC board on Monday, August 17, at 6 p.m. The next regular meeting of the WCCC is scheduled for October 29 at Western Wyoming Community College.

CWC BOCHES

The CWC BOCHES met on June 23. The next meeting of the CWC BOCHES is scheduled for February 2010.

Teton County
BOCES

The next meeting of the Teton County BOCES is tentatively scheduled for the end of September or the first of October. A possible date of September 22 has been suggested.

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 Phister adjourned the meeting at 9:37 p.m.

Secretary

APPROVAL:

Chair