

The regular meeting of the Central Wyoming College Board of Trustees was held on Thursday, January 19, 2006, in PTC 115/121 of the Professional Technical Center on the Central Wyoming College campus, following a community dialogue and dinner with students from 5:30 to 7 p.m. in the CWC Food Court.. Board Chair Deanna Crofts called the meeting to order at 7:30 p.m.

ATTENDANCE:

<u>Present:</u>	Dennis Christensen	Scott Phister
	Deanna Crofts	Jim Matson
	Joe Megeath	Caroline Mills
<u>Absent:</u>	Dallas Myers	
<u>Administration:</u>	Jo Anne McFarland	Mohammed Waheed
	J.D. Rottweiler	
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Dan Schiedel	Retha Reinke
	Jackie Meeker	Jackie Dorothy
	Lindy Paskett	Kami Jo Barnes
	Margaret Peart	Bart Reynolds
	Tom Hernandez	Barbette Hernandez
	Wendy Davis	Jeff Hosking
	Jason Harris	

CALL TO ORDER: Board Chair Crofts indicated that the meeting had been appropriately advertised as required by state statute.

A roll call conducted by the board clerk indicated that Board Chair Crofts, Mr. Matson, Ms. Mills, Mr. Christensen, Mr. Phister, and Dr. Megeath were present and that Mr. Myers was absent. Board Chair Crofts announced that a quorum of the board was present. She indicated that Mr. Myers had a work obligation and would not be able to attend the meeting.

Board Chair Crofts announced that the meeting would begin with an executive session to discuss personnel issues, including 06-07 administrative contracts, a request for release from contract, and 06-07 early retirement requests, plus other legally appropriate issues that may be designated. Dr. Megeath asked if there were any other legally appropriate issues that may be designated. Dr. McFarland replied that there were not

any. Dr. Megeath indicated that this item should then be removed from the executive session agenda.

EXECUTIVE  
SESSION:

At 7:31 p.m., Dr. Megeath moved to recess into executive session for the purpose of discussion of personnel issues, including 06-07 administrative contracts, a request for release from contract, and 06-07 early retirement requests. Mr. Phister seconded the motion. Motion carried.

At 8:07 p.m., Mr. Phister moved to reconvene the regular public meeting. Ms. Mills seconded the motion. Motion carried.

WELCOME AND  
INTRODUCTION  
OF GUESTS:

Board Chair Crofts 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:

Mr. Christensen moved to approve the agenda as presented. Mr. Matson seconded the motion. Motion carried.

STUDENT,  
EMPLOYEE  
ASSOCIATION,  
WYOMING PUBLIC  
TELEVISION, AND  
CWC FOUNDATION  
REPORTS:

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

Student Senate

Board Chair Crofts thanked all the students who attended the community dialogue dinner held prior to the board meeting. Students had indicated that CWC is for students because of the staff. She thanked everyone for doing the jobs they do.

Ms. Kami Barnes, President of the Student Senate, indicated that she had nothing to add to her written report. This report included information that Olena Boroday has replaced a senator who left at the end of the fall semester. Senators have helped with the New Student Orientation for spring semester. Senators met with Paulien & Associates on January 10 to give input on the facilities planning process. Upcoming events include the Better Late Than Never New Year's Dance on January 20, the Information Fair on January 25, and the Living Legends Dance Ensemble on January 28.

Classified Staff  
Association

Ms. Retha Reinke, President of the Classified Staff Association, indicated that she had nothing to add to her written report. This report included information that Bev Cheney, Instructional Computer Lab Supervisor, was the recipient of the Rustler Spirit award for December 2005. Several Classified Staff employees are taking classes at Central Wyoming College and/or through the University of Wyoming. Denny Mohrman and Roy Kennedy attended the annual Wyoming Groundskeepers Conference in January 11-13. Ron Hammer will attend the annual ProGreen conference in Denver January 23-27. Earland Thompson is teaching two non-credit electrical apprentice courses.

Dr. McFarland complimented Ms. Reinke for being extended a compliment by students at the community dialogue dinner for being a friendly person as the CWC Cashier.

The Faculty

Ms. Margaret Peart, President of The Faculty, indicated that she had nothing to add to her written report. This report included information that Nita Kehoe-Gadway received notification that the Arts Center Gallery was awarded a \$10,000 NEA grant to bring in an exhibit called "Trappings: Women, Power, and Clothing." Kelly Dehnert reported that the Central Wyoming Brass will be presenting school concerts on January 27 and 30 and for the Lander Community Concerts Association on January 31. Wes Connally did research on Hawaiian mythology and folklore over the Christmas break while vacationing in Hawaii. Beth Gray has returned to her teaching responsibilities after being out during the fall semester for a family medical situation.

Professional  
Personnel  
Association

Mr. Jason Harris, President of the Professional Personnel Association, submitted a written report which included information on Souper Bowl Friday, a fund raiser which will be held on February 17, staff development day. All proceeds will go to the Foundation's Scholarship Endowment Fund. Mickey Douglas has been nominated for the Rustler Spirit Award. Sheri Wiechmann and John Wood have developed a system for selling older computer hardware in the bookstore rather than once a year at the surplus sale. Mr. Harris referred to a handout provided to the board on Diversity Week which will be held February 21-24.

Wyoming Public  
Television Update

Mr. Dan Schiedel, General Manager of Wyoming Public Television, indicated that he had nothing to add to his written report. This report included information on upcoming activities, programming, engineering, development, and administration. Mr. Christensen asked if the Park

County Commissioners have signed a resolution to sign over translator licenses in Park County to WPTV. Mr. Schiedel replied that a resolution was received from them today. Mr. Christensen asked about the number of counties that receive WPTV on satellite dish. He had heard that five counties are able to receive WPTV on satellite dish and that eighteen are not able to receive it. Mr. Schiedel replied that he is meeting with Wyoming's congressional delegation regarding this issue in February. The Governor has sent a letter to DISH Network. Strategic planning will be done on this issue. People have switched over to DISH Network, and the local channels are not what they thought they would be.

CWC Foundation

Mr. Bruce Bynum, Foundation Chief Operating and Development Officer, was not present. Ms. Lynette Jeffres, Assistant Manager of the CWC Foundation, submitted a written report on Mr. Bynum's behalf. This report included information on the fall direct mail campaign and the status of matching funds from the Community College Endowment Challenge Grant. New scholarship endowments created last quarter included the George & Margaret Reynolds Endowment, the Heather Lynn Paul Memorial Scholarship, the Andrew Boulette Endowment, and the Joseph R. Geraud Endowment. At the December 16, 2005, meeting of the CWC Foundation Board of Directors, the resignations of board member Marilyn Lavoie and Chief Operating Office Bruce Bynum were accepted.

COLLEGE  
ADVANCEMENT  
IN THE  
COMMUNITY:

This agenda item is included so that each trustee can report on the specific ways he or she has advanced the college in the community over the past month.

Mr. Matson reported that he attended the CWC Foundation meeting in Lander on December 16. Right after Christmas he took his grandchildren to the WPTV studios for a tour. He attended in-service activities on January 9.

Dr. Megeath reported that he attended a facilities planning session at the Lander Center and noted that the parking signs were very confusing.

Mr. Christensen reported that a farewell reception will be held for Bruce Bynum on Thursday, January 26, at 3 p.m. following the executive committee meeting of the CWC Foundation. Mr. Christensen attended in-service on January 9. It was refreshing to have a university person who actually knew something about community colleges. He will attend the National Legislative Summit February 5-8 in Washington, D.C. The next

CWC BOCHES meeting will be held on Wednesday, February 22. He visited with a constituent who suggested that a railing be placed down the middle of the aisles in the Arts Center Theatre.

Ms. Mills attended the holiday party on December 16 and the work session on January 11. She assisted a GED graduate in starting at CWC this semester. Yesterday she met with a UW professor of social work who is trying to start partnerships with people on the reservation.

Mr. Phister attended the work session January 11. He has agreed to teach a non-credit class for CWC. The next meeting of the Teton County BOCES is scheduled for Tuesday, February 21.

Ms. Mills noted that the legislative appointments at the National Legislative Summit are scheduled on Tuesday, February 7, and Wednesday, February 8. The appointments on February 8 are at 11:45 a.m. and 2:30 p.m. which some of the trustees will have to miss because of their flight times. Dr. McFarland hoped that the trustees make it clearly known that these appointment times are not acceptable. They are the sole purpose she is going to the conference and are the most critical part of the trip.

CONSENT  
AGENDA:

Board Chair Crofts asked if there were any objections to the consent agenda which included the approval of minutes from the December 14, 2005, regular meeting; the acceptance of bills for December 2005; and the board travel budget.

Mr. Matson moved to approve the consent agenda as presented. Mr. Phister 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 \$1,011,583.22 for the month of December 2005: Operations in the amount of \$1,266,136.61; Student Grants and Loans in the amount of \$41,034.84; and Bank Transfers in the amount of \$601,719.47 for a grand total of all payments in the amount of \$1,908,890.92.

UNFINISHED  
BUSINESS:

No unfinished business was conducted at this meeting.

NEW BUSINESS:

CWC BOCHES  
Presentation

Ms. Jackie Meeker, CWC BOCHES Program Coordinator, updated the board on CWC BOCHES student statistics, publicity/communication, and future enrollment projections for board information. Ms. Meeker indicated that she expects 294 enrollments this spring from the seven county school districts. Dual enrolled students are expected to account for more than 970 credits this spring at a projected cost of \$90,675.60. This amount includes books, tuition, and fees.

At its November meeting, the CWC BOCHES agreed to pay tuition and fees up front for every student who is eligible to take dual credit courses. This eliminated the need for some parents to pay the expenses at the beginning of the semester and then wait for reimbursement from BOCHES. It equalizes access to a college education since some school districts paid the tuition for their students to take dual credit courses, and other districts required parents or the student to pay the costs up front. Even though the tuition was eventually paid by BOCHES upon the successful completion of the course, it can be a burden for parents to come up with the initial tuition costs.

Also at its November meeting, the CWC BOCHES agreed to cover the costs of one ACT test for county high school juniors and seniors. This will enhance the ability for students to apply for the Hathaway scholarship, which requires an ACT score and a minimum grade point average.

Mr. Matson asked about the dollar amounts expended so far and how they have compared to what Fremont County BOCES spent on students in spring 2005. Dr. Rottweiler responded that in the last year the total expended out of the CWC mill levy was less than \$40,000, which is nothing near what is now being expended on students. Mr. Matson asked how much of the mill levy is being used toward administrative costs. Dr. Rottweiler indicated that the only administrative costs are the salaries of the two staff members and \$15,000 in travel costs.

Mr. Matson asked for an accounting of the total expenditures for the dual credit program including all administrative costs prior to July 1. He would like to know how much of the mill levy the CWC BOCHES will have expended this budget year. The college has budgeted 1/2 mill for the CWC BOCHES, and he wants to know how much of this has been expended. If it is less than 1/2 mill, then perhaps the full 1/2 mill isn't needed. Dr. Rottweiler indicated that the initial budget was \$380,000.

This amount will be increased because of the cost of the ACT tests. Dr. McFarland reminded the board that the board has approved the 1/2 mill levy for two years, through FY 2007.

Mr. Christensen asked if high school credit or college credit is being taught when the classroom instruction is done in the high school. Ms. Meeker indicated that it depends on the class. Mr. Christensen asked how it is known what is being taught at what level. Ms. Meeker replied that sometimes the instructor requires more work of the college level students. The same book is used for both classes. Mr. Christensen asked why the number of students in Riverton was down compared to last fall. Ms. Meeker indicated that part of this can be attributed to the size of the classes coming up.

Dr. Megeath asked about the projected increase in dual enrollment. Ms. Meeker replied that there is interest in broadening the offerings, and perhaps Internet courses will be implemented. Offerings within the schools may be increased as well. Dr. Megeath asked what percentage of students sign up for dual credit in a junior class. Dr. Rottweiler indicated that it is a significant number, especially in the smaller school districts.

Board Chair Crofts asked what a parent is told who doesn't want a high school teacher teaching a college class. Ms. Meeker replied that she can speak to the quality of education that is occurring. Instructors must have 18 graduate credits in the discipline or a master's degree.

06-07 Board  
Calendar

Dr. McFarland indicated that the proposed 06-07 board calendar is patterned from the current schedule which includes alternating monitoring reports and community dialogues, as well as quarterly work sessions and the summer board retreat. Scheduling conflicts have been avoided with the national ACCT conferences in October and February. As in the past, a regular board meeting has not been scheduled in August, but a date has been set aside for a special board meeting if needed.

Dr. McFarland strongly suggested that the board identify the date of the summer board retreat so a consultant can be arranged if necessary and facilities can be located. The board also needs to identify community dialogue topics. Both of these items can be discussed at the February 1 work session.

Mr. Matson moved to approve the proposed 06-07 CWC Board Calendar, as may be revised from time to time by the board with additional details to be discussed at the February 1 work session including community dialogue topics and a date for the summer board retreat. Mr. Phister seconded the motion. Motion carried.

June 9-10 was the only date that worked for all board members but not for Board Attorney Frank Watkins.

Wyoming Public  
Television Bid  
Awards

Mr. Schiedel recommended that bids for the upgrade of the Wyoming Public Television Network Control Center be awarded to RIA Corporation for items 1-8 of the project in the amount of \$90,327 and to Burst Communications for items 9-16 of the project in the amount of \$23,889. Funding for this project will come from the Rural Utilities Service (RUS) \$2 million federal grant.

Dr. McFarland recommended that the board award the bid for the Wyoming Public Television Network Control Center to Burst Communications for items 9-16 of the project in the amount of \$23,889.

Mr. Christensen moved to award the bid for the Wyoming Public Television Network Control Center to Burst Communications for items 9-16 of the project in the amount of \$23,889. Ms. Mills seconded the motion. Motion carried.

Dr. McFarland recommended that the board award the bid for the Wyoming Public Television Network Control Center for items 1-8 of the project to RIA Corporation in the amount of \$90,327.

Ms. Mills moved to award the bid for the Wyoming Public Television Network Control Center for items 1-8 of the project to RIA Corporation in the amount of \$90,327. Mr. Christensen seconded the motion. Motion carried.

Dr. McFarland complimented Mr. Schiedel for the superb job he did in presenting the Wyoming Public Television budget to the Joint Appropriations Committee.

Gymnasium Floor  
and Bleachers  
Acceptance of  
Proposals

Dr. Rottweiler reported that on December 28, 2005, CWC advertised for proposals to remove and dispose of the existing bleachers and to install a hardwood floor and telescoping bleachers. The apparent low proposal for the flooring system was submitted by Big Sky Supplies, Inc., in the amount of \$90,525. However, with the 5 percent in-state preference,

Shoshone Valley Hardwood Flooring of Cody, Wyoming, would have been the selected proposal based on the price of the project. Inspection of the certificate of residency for Shoshone Valley Hardwood Flooring showed that their certificate expired on August 8, 2005. The Wyoming Department of Labor does not have a current certificate on file for this company. Because of this, Dr. Rottweiler recommended awarding the hardwood floor installation project to Big Sky Supplies, Inc., in the amount of \$90, 525, plus the cost of specific art work, which is estimated to be \$10,000.

The apparent low proposal for telescoping bleachers was submitted by Hasco, Inc., but their proposal did not meet one of the requirements to install approximately 700 seats with a 12 inch rise. The bleacher system proposed by Montana School Equipment met the scope of project requirements in the proposal documents, so Dr. Rottweiler recommended awarding the telescoping bleacher system to Montana School Equipment, Alternate 2, in the amount of \$63,109. Their system will provide seating for 640 in 13 rows with 26" spacing, a 12" rise, 3 aisles instead of 4, with ends and scoring table. All equipment is ADA compliant.

A local vendor will remove the current bleachers for \$500, and the wood may be reused through a recycling process. This will result in a significant savings for the college. Board Attorney Frank Watkins has reviewed this proposal.

Mr. Christensen asked about the proposal process versus the bid process. Dr. Rottweiler explained that a bid is used when all specifications of the project are known. In this case, a proposal method was used so that the college could work with the selected vendor to install the system that best met the needs of CWC and not be limited to just one make or one style. General specifications were provided so that vendors could use their expertise to recommend the best system for the college's needs. Many of the vendors toured the college's facility.

Board Attorney Frank Watkins indicated that the advertisement process is the same for bids and proposals. The difference is the information that is received from the vendors. Dr. McFarland stated that it is important for trustees to recognize that the college is looking for the lowest qualified proposal or bid that best meets the needs of the college in terms of quality, service, seating capacity, and durability. The college is not locked into the

low proposal or bid. It is the lowest qualified bid or proposal that is in the best interest of the college.

Board Attorney Frank Watkins stated that the statute talks about a responsible, certified resident as getting the preference. Dr. McFarland indicated that the college has to rely on the legal process of certifying residency. The requirements of the law must be followed in terms of how residency is determined.

Board Chair Crofts read a statement from the board's policy governance manual in the Executive Limitations section, Financial Condition and Activity, which states that the president may not "fail to have fair and equitable purchasing practices that take into account the following criteria: competitive price, quality, use of state vendors, [and] best interest of the college." She asked Dr. McFarland if the recommended vendors meet all those criteria. Dr. McFarland stated that she believed they meet all those criteria. She recommended that the board award the gym floor project to Big Sky Supplies, Inc., in the amount of \$90,525, plus the cost of specific art work, which is estimated to be \$10,000.

Mr. Phister moved to award the gym floor project to Big Sky Supplies, Inc., in the amount of \$90,525, plus the cost of specific art work estimated to be \$10,000. Mr. Matson seconded the motion.

Dr. Megeath asked why the board is approving this proposal when policy says the board only gets involved in making purchases greater than \$100,000. Dr. Rottweiler replied that the two projects added together total more than \$100,000.

Board Chair Crofts called for a vote on the motion currently on the floor. Motion carried with Dr. Megeath abstaining from the vote.

Dr. McFarland indicated that companies submitting proposals for the project were given the opportunity to bundle both the floor and bleachers together or to present proposals for the floor and bleachers separately. Therefore, she believed it was appropriate to bring the second component of the project before the board. She recommended that the board award the bleachers project to Montana School Equipment in the amount of \$63,109 for Alternate #2 which excludes the removal and disposal of the existing bleachers.

Mr. Phister moved to award the bleachers project to Montana School Equipment in the amount of \$63,109 for Alternate #2 which excludes the removal and disposal of the existing bleachers. Mr. Christensen seconded the motion. Motion carried with Mr. Matson voting no and Dr. Megeath abstaining from the vote.

Personnel

06-07

Administrative  
Contracts

On Dr. McFarland's recommendation, Mr. Matson moved to offer an administrative contract to Dr. J. D. Rottweiler, Vice President for Academic Services, for two years through June 30, 2008, with salary and benefits to be determined in conjunction with the development and approval of the FY 07 budget for the college. Ms. Mills seconded the motion. Motion carried.

On Dr. McFarland's recommendation, Ms. Mills moved to extend the current contract of Dr. Mohammed Waheed, Dean of Student Services, by one year through June 30, 2008, with salary and benefits for the upcoming fiscal year to be determined at a later date. Mr. Phister seconded the motion. Motion carried.

On Dr. McFarland's recommendation, Mr. Christensen moved to extend the current contract of Joseph Jay Nielson, Dean of Administrative Services, by one year through June 30, 2008, with salary and benefits for the upcoming fiscal year to be determined at a later date. Mr. Matson seconded the motion. Motion carried.

On Dr. McFarland's recommendation Mr. Matson moved to offer a new administrative contract to Dan Schiedel, Wyoming Public Television General Manager, for one year through June 30, 2007, with salary and benefits to be determined at a later date. Mr. Christensen seconded the motion. Motion carried.

Request for  
Release from  
Contract

On Dr. McFarland's recommendation, Mr. Phister moved to approve a release from contract for Bruce Bynum, CWC Foundation Chief Operating and Development Officer, effective January 31, 2006. Dr. Megeath seconded the motion. Motion carried.

06-07 Early  
Retirement  
Requests

Dr. McFarland reported that no early retirement requests had been received so no action was required by the board.

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

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

Searches in progress/pending included Instructor Music; Instructor Culinary Arts/Hospitality; Director of Campus Safety and Security; Disabilities Coordinator; Gear Up Curriculum Coordinator/Community Liaison; Sinks Canyon Center Caretaker; Talent Search Curriculum Coordinator; and Human Resources Assistant.

Resignations/terminations/retirements/requests for release from contract included Bruce Bynum, Chief Operating and Development Officer CWC Foundation; Katie Cooper, Human Resources Assistant; and Sharon McGurn, Distance Education Technician.

New Hires/Appointments/Internal Transfers included Jeannie Cottenoir, GED Examiner/Data Entry Manager; Joanne Slingerland, CWC Gear Up Curriculum Coordinator/Community Liaison; and Julie McCray, Office Assistant Equine Center/Arts & Sciences.

Board Chair Crofts asked about the culinary arts position. Dr. Rottweiler reported that the position was advertised, and applications were received and reviewed by the committee. The decision was made to readvertise. An increased salary or housing allowance will be provided. A signed MOU from Four Seasons will be forthcoming.

In response to a question from Dr. Megeath, Ms. Wendy Davis explained the difference between the Sinks Canyon Coordinator and the Sinks Canyon Center Caretaker position currently being advertised.

REPORTS:

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

1. Kudos!
  - a. Kudos to Jackson nursing clinical instructor Amy Clarke (and Jackson nursing students) for retaining 100% of their students from the fall into the spring semester. That's a 0% attrition rate.

- b. Congratulations to Customized Training Director Lynne McAuliffe for her work in establishing the Railcar Repair program, in partnership with BTI. A railcar has been placed on the north side of the Pro Tech Center on 66 feet of track. This 6-week course starts in mid-February.
2. Community use of facilities. The Annual Mid-Winter Fire School was held on the CWC campus January 6-8 for 450 firefighters from across the nation. CWC is exploring the possibility of establishing a Fire Science program.
3. U.S. postage rate increased January 8. The cost of U.S. postage first class mail increased from 37 cents to 39 cents on January 8, 2006. The cost of other classifications of U.S. mail also increased. This rate increase will impact CWC's budget.
4. Community college information from January 9 in-service keynoter was included as a separate insert with the board packet. Trustees Crofts, Christensen, and Matson attended the keynote address.
5. CWC's 40th anniversary celebration is slated for Fall 2006, in conjunction with convocation and hopefully in conjunction with the Intertribal Center groundbreaking and dedication of Wyoming Public Television's expanded facility. Eric Heiser is chairing the committee. Activities will occur September 9 through September 15. A kick-off event will be held on Saturday, September 9 with a well-known band. This will be an open air concert which will be free to the public. Convocation will be Tuesday, September 12, and may include a dinner instead of a picnic for the community at large. This celebration is being coordinated with Riverton's centennial celebration. The committee is hoping to attract alumni. Celebrations and activities will also be held in the outreach areas.
6. State level issues.
  - a. Governor Freudenthal has recommended a 3.5% salary increase for each year of the FY 07-08 biennium for state, UW, and community college employees. The only catch is that the amount recommended by the Governor for community colleges is only about 62% of each college's total payroll, requiring CWC to

come up with over \$250,000 next year alone from other sources. With requested increased state aid at about \$450,000, CWC would have only \$200,000 left for operational needs, including increased costs of insurance, energy, travel, postage, and the estimated \$150,000 annual cost for CWC to implement the Hathaway Scholarship program. The colleges have requested, but the Governor has failed to include, a requested \$3.9 million to fund the 3.5% salary increase for all benefited community college employees in the upcoming biennium. The Governor has also withheld his recommendation for \$14 million in one-time biennial funding for instructional equipment for the college.

- b. On the positive side, CWC is optimistic about receiving a \$1 million federal grant toward the proposed \$4.2 million CWC Intertribal Education and Community Center. Although the Governor has not recommended any funding for the five community college capital construction requests (including the Intertribal Center, which was ranked #2 of the five projects by the Wyoming Community College Commission), CWC is hoping that the State Legislature will approve the request for half the construction cost (or \$2.1 million), leaving \$1.1 million from local and/or private sources. Dr. McFarland remains hopeful that the Intertribal Center funding will be in place in time for groundbreaking in Fall 2006, in conjunction with CWC's 40<sup>th</sup> anniversary celebration.
- c. The college presidents attended the Joint Appropriations Committee hearing on the 07-08 Community College Biennial Budget Request on January 18, 2006, in Cheyenne. Dr. McFarland reported that the colleges were well-received by the JAC. She spoke on behalf of the Intertribal Center and met with tribal liaisons the night before. They have indicated their support for the Intertribal Center.
- d. Dr. McFarland will be in Cheyenne February 20 through March 1 for her week at the Legislature, plus the Community College Conference, the College Commission meeting, a meeting of the WPTV Advisory Committee, and a meeting of the Professional Teachers Standards Board (to which she was appointed by the State Department of Education). Dr. Rottweiler will be in charge during her absence.

- e. Dr. McFarland thanked trustees and the other administrators who attended the “Meet Your Legislator” events and represented the college so well.
7. Presidential travels and events
- a. In addition to the February 20-March 1 stint in Cheyenne, Dr. McFarland will be in Chicago on January 23 for a Review Committee hearing of the Higher Learning Commission, in association with her duties as an accreditation site team chair.
  - b. Dr. McFarland and the other administrators accompanied facilities and educational planning consultants to a meeting of the Riverton City Council on January 10.
  - c. In addition, Dr. McFarland attended the January 10 meeting of the Fremont County Youth Alliance meeting, as well as the January 11 First Lady Nancy Freudenthal dinner on how to prevent underage drinking.
  - d. Dr. McFarland also had the pleasure of meeting potential recruits to the CWC volleyball program on Saturday, January 7, and another group on Monday, January 9.
  - e. Dr. McFarland attended the January 12 meeting of the Riverton Memorial Hospital Board of Trustees, of which she is a member.
  - f. Dr. McFarland will be writing a letter of support for the proposed community day care center to be established through IDEA, Inc., efforts.
8. Articles about CWC and other colleges were included in the board packet.

Wyoming  
Community College  
Commission/State  
Level Issues

The following information was included about Wyoming Community College Commission/State Level issues:

- 1. 2006 State Legislative Issues/Events:

- a. Wednesday, January 18 - Joint Appropriations Committee hearing in Cheyenne on colleges' biennial budget request.
- b. Monday, February 27 - Wyoming Trustees Association Legislative Reception and Awards Ceremony at the Hitching Post Inn in Cheyenne.

2. Wyoming Community College Commission

The next regular meeting of the Wyoming Community College Commission will be held on February 28-March 1 at LCCC in Cheyenne, immediately following the February 27 Wyoming Community College Conference at the Hitching Post in Cheyenne.

Dean of Student  
Services Report

Dean of Student Services, Dr. Mohammed Waheed, provided a written report in the meeting packet which included information on preliminary enrollments for spring 2006, the Hathaway Scholarship proposed legislation, the new Gear-Up program, and the WIRED grant proposal. Dr. Waheed also provided a federal legislation briefing paper as a separate insert in the board meeting packet for the February 5-8 National Legislative Seminar in Washington, D.C. In regard to the Hathaway Scholarship, Dr. McFarland reported that a director will be hired in the near future and a number of task forces will be set up. It is hoped that questions will be answered through that process.

NEXT REGULAR  
MEETING/  
SUGGESTED  
AGENDA ITEMS:

The next regular meeting will be held on Wednesday, February 15, 2006, beginning at 5:30 p.m. in Pro Tech Room 115/121. The proposed agenda includes the following agenda items:

1. 06-07 Sabbaticals
2. Community/Partnership Monitoring Report
3. Wyoming Public Television Naming Opportunities

Board Chair Crofts indicated that contract negotiations with the president would begin at this meeting during the executive session. She would like to have the materials on contract negotiations on February 1.

A board work session is scheduled for Wednesday, February 1, 2006, from 5:30-8:30 p.m. in the Food Court Dining Room. No action will be taken at the work session. The topic is a legal seminar by Board Attorney Frank

Watkins. Mr. Watkins distributed information on electronic communication and athletic program liability to board members for the February 1 work session.

Board Chair Crofts stated that the board will also discuss community dialogue topics and board retreat topics in more depth at the work session. In addition, it was agreed that Dr. Waheed would present the highlights of the federal briefing paper at the February 1 work session in preparation for the National Legislative Summit in Washington, D.C., February 5-8.

Dr. McFarland suggested that it might be appropriate to review the endowment challenge and also for the board to discuss naming opportunities for Wyoming Public Television so they will be prepared to decide these issues at the February board meeting.

Mr. Matson indicated that he would like to talk about and clarify the board's policy of approving purchases greater than \$100,000. The board made four motions at this meeting that did not involve \$100,000. The policy needs to be followed consistently. Board Chair Crofts stated that direction needs to be given to the administration on bids and proposals. Mr. Phister stated that the administration needs to do what they need to do, and the board doesn't need to discuss it.

The board agreed to do its self-evaluation at the annual retreat.

BOARD  
EVALUATION  
OF MEETING:

Board members were asked to complete an evaluation of the meeting and turn them in before leaving.

ADJOURNMENT:

At 10:26 p.m., Mr. Phister moved to adjourn the meeting. Mr. Matson seconded the motion. Motion carried.

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Secretary

APPROVAL:

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Chair