

The regular meeting of the Central Wyoming College Board of Trustees was held on Wednesday, November 17, 2010, in Room ITECC 116 of the Intertribal Center on the Central Wyoming College campus.

ATTENDANCE:

<u>Present:</u>	Caroline Mills	Frank Welty
	Charlie Krebs	Colton Crane
	Judy Pedersen	Roger Gose
	Scott Phister	
<u>Administration:</u>	Jo Anne McFarland	Jason Wood
	Mohammed Waheed	Jay Nielson
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Charlotte Donelson	Jackie Meeker
	Retha Reinke	Jane Warren
	John Wood	RoJean Thayer
	Ruby Calvert	Ben Peterson
	Wayne Herr	Lindy Paskett
	Mark Nordeen	Dane Graham
	Tiffany Stauffenberg	Wendy Davis
	Steve Barlow	Courtney Patterson
	Jaci Egley	Leticia Guimaraes
	Chaisley Gill	Andrea Molen
	Nicole Kallas	Kelli Mann
	Nikki Meline	Erin Thornley
	Jahndy Muliagatele-Marinias	Joshua Scheer

CALL TO ORDER: Board Chair Roger Gose called the meeting to order at 6:32 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 Gose announced that the meeting was preceded by a 5:30 p.m. board executive session which was held per a formal motion at the board's last regular meeting on October 13, 2010, and in compliance with Wyoming Public Meetings law. The topic was personnel including the president's evaluation.

Chair Gose congratulated Dr. Crane on his election to the ACCT Board of Directors.

EXECUTIVE
SESSION:

No executive session was held at this point in the meeting.

WELCOME AND
INTRODUCTION
OF GUESTS:

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

APPROVAL OF
AGENDA:

ACTION:

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

STUDENT,
EMPLOYEE
ASSOCIATION,
WYOMING
PBS, AND CWC
FOUNDATION
REPORTS:

Written reports from student and employee associations, Wyoming PBS, and CWC Foundation/Institutional Advancement were included in the board packet.

Student Senate

Ms. Tiffany Stauffenberg, Head Volleyball Coach, reported that the team finished the season last Saturday, November 6. She had each of the players introduce themselves to the board. At the Region IX tournament, they ended up in third place and were the only team that went into the tournament at a lower seed and finished higher. They had nine players all season with no injuries or health issues. The last four years, CWC has been an academic team of the year, and Ms. Stauffenberg expects that trend to continue this year.

Ms. Chloé Skaggs, Student Senate President, submitted a written report which included information that the Senate hosted the annual Step Up for Kids event on October 5. Senate photos for the website were taken on October 20. Senate members visited with Shoshoni seniors about the Health and Science Center on October 22. Family Fright Night was held October 28. On October 29, the Senate sent a group of students to Lander to assist with the Trick or Treat Main Street event plus had a group in Riverton as well. The Undertakers Ball was held the same night. On October 30, the Senate hosted an internationally recognized ghost hunter. A huge celebration was held for CWC's victory at the polls on November 2. The Senate hosted the third Unplugged event on November 4.

Classified Staff
Association

Ms. Retha Reinke, Vice President of the Classified Staff Association, indicated that she had nothing to add to the written report submitted by Mr. Kelly Frank, President of the Classified Staff Association.

The three staff associations presented a special award to Chair Gose for his efforts on the Health and Science Center bond issue.

Mr. Frank submitted a written report which included information that Suze Kanack attended the BBC Showcase in New Orleans and attended meetings with other PBS programmers. Ms. Kanack assisted Kelly Dempster with ASE testing on November 9, 16, and 18 and ACT testing on December 11. Kelly Dempster is also doing Praxis testing on November 13. Kelly Frank created and worked on-air graphics for broadcast volleyball games on September 28, October 1, and October 8, and worked on October 12 and 14 to broadcast the away games. Judy Hubbard has been teaching a non-credit sewing class and will also be teaching a candy-making class on November 13. Sonja Fairfield volunteered on October 30 and November 6 to help out with breakfasts in Lander and Riverton to benefit nursing scholarships.

The Faculty

Ms. Jane Warren, President of The Faculty, congratulated Dr. Crane on his election to the ACCT Board of Directors. She showed the board the poster from the CWC production of *You Can't Take It With You* which was done by Lonnie Slack.

Ms. Warren submitted a written report which included information that research conducted by Suki Smaglik and two students was presented at the 2010 annual meeting of the Geological Society of America October 31-November 3. Wes Connally and Buck Tilton represented CWC at the annual English articulation meeting at Casper College on October 1. Jeff Hosking and Eric Heiser recently attended a conference with Department of Homeland Security Secretary Janet Napolitano. Equine Studies Instructor Jennifer Cole was awarded a registered colt by the CSSHA for winning the Bridle Horse Summer Series. Patti Stalley taught a Breakaway Roping Clinic October 22-24 and a Barrel Racing and Pole Bending Clinic October 30-31. Ben Rux attended a UW College of Agriculture articulation conference on October 28 and an Agrifuture Conference October 13-15. Amy Madera of Jackson reported that 42 culinary students from Riverton High School came to Jackson for a tour of the Four Seasons and CWC's culinary class. Jane Warren attended the annual communication articulation conference on October 8 at Northwest

College. Ms. Warren also made a statewide faculty report to the Wyoming Community College Commission on October 26. Lonnie Slack has completed the promotional poster for the CWC Theatre production of *You Can't Take It With You*. Suki Smaglik and Steve McAllister accompanied CWC students who presented their research at the 2010 INBRE retreat. Steve McAllister and a CWC INBRE research student attended a seminar on DNA sequence analysis at UW.

Professional
Personnel
Association

Ms. Jackie Meeker, President of the Professional Personnel Association, indicated that she had nothing to add to her written report which included information that CWC GEAR UP and Education Talent Search programs have teamed up with the United Tribes Club of CWC to provide an on campus mentoring experience for students at three Wind River Reservation high schools. Lance Goede helped coordinate two events on campus for Domestic Violence Awareness Week including a panel discussion on October 5 and a video presentation on October 6. Mr. Goede coordinated the annual High School Counselor Visit Day on campus November 1. Jennifer Amend and Penny Hotovec participated in the annual Wyoming Women's Expo in Casper. Jeremy Hughes attended Datatel training October 18-22 in Fairfax, Virginia. Jackie Meeker hosted the annual fall meeting of the Wyoming Distance Education Consortium on October 13. Joy Pettit and Tina Wilkinson attended the GEAR UP West 2010 Regional Conference October 24-26 in Vancouver, Washington. Jackie Meeker attended the third of three statewide consensus group meetings on concurrent/dual enrollment in Casper October 5-6.

Wyoming PBS

Ms. Ruby Calvert, Wyoming PBS General Manager, submitted a written report which included information on administrative, production, engineering, promotions, and development activities at Wyoming PBS. Ms. Calvert went to Cheyenne October 28 to meet with the Governor and community college presidents to support the WPBS supplemental budget request of \$1,989,707. The CWC/film project meeting was held on October 4 to discuss the potential for a 4-year program at CWC for a digital/electronic media BA degree. Current membership is 3,707. Seventeen days of pledge are planned for November 27 through December 12.

Mr. Welty asked how the decision was made to put money with the Wyoming Community Foundation. Ms. Calvert replied that this initiative was started in 2001 by her predecessor and the WPBS Foundation

Executive Director. If \$600,000 was raised, they would match \$200,000. The fund is now back up to almost \$800,000.

CWC Foundation/
Institutional
Advancement

Mr. Dane Graham, Dean for Institutional Advancement, reported that a \$50,000 donation was received from the Hirschfields toward the Intertribal Center. The honor wall on the outside of the building has been completed.

Ms. Pedersen commended the Foundation for the Scholarship Reception on November 11.

Mr. Graham submitted a written report which included information that funds received during October 2010 totaled \$215,329. The unmatched endowment gift total for future state match is \$135,031. The CWC Foundation's annual scholarship fundraiser Oktoberfest netted approximately \$23,000. The CWC Foundation's annual Scholarship Reception was held on November 11. The next CWC Foundation Board quarterly meeting will be held on December 9 at 10 a.m. at the Lander Center.

CONSENT
AGENDA:

Chair Gose asked if there were any objections to the consent agenda which included the approval of the minutes from the October 13, 2010, regular meeting; the acceptance of bills for October 2010; and the board travel budget.

ACTION:

Mr. Krebs moved to approve the consent agenda as presented. Mr. Welty 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 \$1,393,030.99 for the month of October 2010: Operations in the amount of \$1,642,150.14; Student Grants and Loans in the amount of \$739,905.77; and Bank Transfers in the amount of \$814,011.54 for a grand total of all payments in the amount of \$3,196,067.45.

UNFINISHED
BUSINESS:

No unfinished business was conducted at this meeting.

NEW BUSINESS:

Financial
Monitoring Report
Acceptance of FY
10 College Audit

Acceptance of FY
10 Wyoming PBS
Audit

Mr. Wayne Herr of the audit firm McGee, Hearne & Paiz reviewed the FY 10 college audit report. He indicated that his firm audits four Wyoming community colleges and the University of Wyoming. Final copies of the audit were distributed to the board at this meeting. Also provided to the board were copies of the audit comment letters which would let the board know if there were any problems doing the audit. The audit firm was provided with the information they requested, and management was cooperative. Last year the WCCC did not quite understand some of the issues in the audits, so Mr. Herr met with them to explain the audits. Having funding with federal awards is very common, and having items to work on is not a failure. The WCCC staff members were not quite sure how to explain the audit reports to the commissioners themselves, so Mr. Herr helped them learn how to explain audit results.

Several years ago, auditors were required to report internal control issues because auditors were creating information versus verifying information. Four items of internal control issues were reported the first year McGee, Hearne & Paiz started auditing CWC. In comparison, no internal control issues were reported this year. The auditors are now verifying information, not creating it for the client which was a problem in the past.

Mr. Herr pointed out the major programs which receive federal awards. These include Student Financial Aid, Public Television Station Digital Transition Grant Program, Adult Education – Basic Grants to States, Health Care and Other Facilities, Community Based Job Training Grants, Economic Development Initiative – Special Project, and Neighborhood Initiative and Miscellaneous Grants. McGee, Hearne & Paiz audits more programs at CWC than at any of the other community colleges they audit. There were no internal control issues and no findings this year.

Every three years Mr. Herr must go through a peer review process. He has not yet received the final peer review opinion, but he chose CWC as the job for them to review. The peer review committee commented that the management discussion analysis was supposed to include one more year of activity so there is discussion for three years. This was a minor finding. The other issue was on the federal audit portion. This issue came from the previous auditor, so Mr. Herr did not get written up for it. The firm was told they will receive an unqualified peer review opinion.

Mr. Herr indicated that McGee, Hearne & Paiz is here to protect CWC's interests. Student financial aid is a very complex operation. All of his staff receive 40 hours of continuing education each year so they are qualified to do audits each year. He indicated that they also do a separate audit for Wyoming PBS because they have to report it to the Corporation for Public Broadcasting. No information will be sent until the board has approved the audit.

Mr. Welty noted that CWC has extra audit risk because of all the grants, but he appreciates the work that Dr. Waheed is doing in this area. He asked that in the future if the "preliminary draft" message stamped across the middle of each page could be placed in a different area of the page so that it could be read more easily. He asked what is being done about the issue regarding disbursements that came up with the WCCC last February. Mr. Herr replied that this issue was included in the schedule of prior year findings and that it is resolved. This year there was only one isolated incident, and it was not reportable. There were no problems for FY 10. What the findings mean and their seriousness are the issues Mr. Herr has been discussing with the WCCC. He does not know why the WCCC is even getting involved. This is between the college and the federal government. This is federal money and not their money. The federal government decides what findings on which they want further follow up. The WCCC does not decide what is significant on the federal funds.

Dr. McFarland noted that in regard to the findings discussed at the WCCC, the terminology for those findings utilized the term "significant." Mr. Herr replied that there is significance to be reported and significance regarding whether the program should be continued. The college is not even close to that. The FY 10 audit is unqualified, which is good.

Mr. Welty asked about auxiliary enterprises and scholarship money. Mr. Nielson explained that this refers to the scholarship money given to students which is subtracted from the revenue for the Food Court and housing. The auxiliary enterprises are managed to be self-supporting. When the scholarship allowance is subtracted out, it makes them look like they are operating in the red. However, if these revenues are included, the auxiliary enterprises are breaking even or better.

Mr. Welty stated that KCWC-TV is basically owned and operated by the college, but he thought it was licensed to the trustees. Dr. McFarland explained that the practical result is the same. The license is to the

college, and the trustees are the officers of the college. Mr. Herr noted that the assets and liabilities of WPBS are assets and liabilities of the college. They must be pulled out separately because they have to be reported to the Corporation for Public Broadcasting. Mr. Welty stated that it somewhat distorts the college's budget. He asked if the board decided they no longer wanted to be involved with WPBS if they could turn it over to another entity. It would be operated at the college but still be separate. Mr. Herr replied that one college outsourced their bookstore which meant it no longer had any of the assets and liabilities from it. This is the same example. If all the assets and liabilities are taken out, the entity has none of the revenues or expenses. Dr. McFarland noted that another reason that a distinction is made between the internal operating budget for college-related expenses and the entire budget, which often includes many areas such as WPBS, is that the college has grant-funded programs which serve other populations. The college's operating budget is \$14 million, but the overall budget is close to \$30 million. Federal financial aid also bumps it up, but these monies go directly to the students.

Mr. Nielson explained that this audit contains all of the college's operations. Capital appropriations have been \$1,100,000, \$1,337,422, and \$164,068 for fiscal years 2010, 2009, and 2008, respectively. The \$1.1 million was the last amount of money for the Intertribal Center. The \$1.337 million was major maintenance money. The \$164,068 in 2008 was coal lease bonus money. These three amounts were totally unrelated. These reports have to be taken in the context in which they are presented. The intent of this report is so it is compared to a corporate model as a whole. It does not focus on the details. Four years ago the college was given new audit requirements. Different kinds of financial reports had to be prepared. There were no findings this year which means that the staff is doing a great job. CWC staff is very good and very competent, and they keep trying to do better.

Mr. Welty stated that the staff does a superb job. He acknowledged and congratulated them for the job they have done.

ACTION:

On Dr. McFarland's recommendation, Mr. Krebs moved to accept the financial monitoring report as presented in the form of management discussion and analysis. Dr. Crane seconded the motion. Motion carried.

ACTION:

On Dr. McFarland's recommendation, Mr. Krebs moved to accept the FY 10 College Audit as presented. Mr. Phister seconded the motion. Motion carried.

ACTION:

On Dr. McFarland's recommendation, Mr. Phister moved to accept the FY 10 Wyoming Public Television Audit as presented. Ms. Mills seconded the motion. Motion carried.

Auditor Selection
Process for FY 11,
FY 12, and FY 13

Mr. Nielson reported that with the completion of the FY 10 audit, CWC's three-year contract with McGee, Hearne & Paiz will end. Typically an RFP would be done, but an option to negotiate with McGee, Hearne & Paiz exists for another three-year extension. For the last three years, audits have continued to be much more detailed and complex, requiring more time and effort of the auditors and more time and effort of college staff. It has been found that it is much more efficient to work with an auditor that is familiar with the college operations and staff.

Mr. Nielson noted that not many firms are doing audits for community colleges. A Salt Lake City firm audits Western Wyoming Community College, a Casper firm audits Casper College and Sheridan College, and McGee, Hearne & Paiz audits the four remaining community colleges and the University of Wyoming. Training another auditor takes a lot of time and follow-up to get the report done. College administration would like to know if the board would accept a recommendation to continue with the current auditor or if the board would prefer to have the administration advertise a request for proposals. The Lander firm which used to do the college audits declined to submit a proposal three years ago. McGee, Hearne & Paiz is very interested in continuing to audit the college.

Mr. Welty indicated that he is more comfortable with an RFP to see what comes out and then maybe go with McGee, Hearne & Paiz. He thought that it should be put out to bid. Dr. Crane noted that perhaps a new set of eyes would find new problems. Mr. Phister thought there would be an advantage to having McGee, Hearne & Paiz doing the audit over the last three years. They know the staff and there should be room for negotiation with a more efficient process. Mr. Nielson noted that the colleges they audit are similar yet different. CWC is different from the other colleges because of WPTV and the grants. Dr. McFarland indicated that CWC has a very complex budget in comparison to the other colleges in the state.

There is quite a learning curve required on the part of the auditor. It requires a firm which specializes in these types of audits.

ACTION:

Mr. Phister moved to authorize Mr. Nielson to negotiate a contract with the current auditor. Mr. Krebs seconded the motion.

Board Attorney Frank Watkins indicated that the college is under no obligation to put this contract out to bid. Ms. Pedersen indicated that Mr. Nielson would be authorized to negotiate but not to settle the contract. Mr. Nielson replied that he would come back in December with the details for approval by the board. If it doesn't work out, the college can put out an RFP. Part of the reorganization of the board is approval of the auditor, but this can be postponed if necessary.

Chair Gose called for a vote on the motion currently on the floor. Motion carried with Mr. Welty voting no.

Health and Science
Center Construction
Schedule

Mr. Nielson indicated that the Health and Science Center construction schedule was laid out on Monday at the legislative luncheon. The RFP process for architects will begin immediately. Architects will be interviewed in January. The Construction Manager will be selected in the summer. A 14-month build time is projected with a Fall 2013 building occupancy. This building will set the stage for future building on campus. It is planned to be built in the main parking lot, but an alternate location is by the Classroom Wing. More time will be spent on the master plan.

The projected WCCC request to the legislature for state matching funds will be for the 13-14 Biennial Budget during FY 12. CWC, with the help of area legislators, wants to request matching funds in 2011. It will be more difficult to expand the Health and Science Center if state money is received a year later. It will help to talk to the Governor, the WCCC, and legislators. Chair Gose noted that county legislators will do what they can to move this project forward.

Chair Gose asked about the state matching funds being directed to a separate construction plan. Mr. Nielson explained that when the architect is hired, they will design a 35,000 square foot building with \$10.5 million. If the college knew it would get the matching funds, the whole 50,000 square foot building could be designed and constructed. If the state match is not received, the college will proceed as scheduled and go to the

legislature in February 2012. It will be another construction project for the second phase which will require a contractor and an architect to get it up to speed. Mr. Welty thought it might be best to tell the architect to design the 50,000 square foot building and then stop the process later if necessary. Mr. Nielson agreed that this work could be anticipated.

Legislative Issues

Chair Gose indicated that the legislative issues outlined in the board packet were the same as those presented at the November 15 legislative luncheon.

December Board Meeting Date

Dr. McFarland explained that the scheduled date of the next board meeting falls during the time that the legislature is holding budget hearings. Since CWC's hearing usually falls toward the middle or end of that week, it is safer to schedule the board meeting a day earlier on Tuesday, December 14. The December meeting is the annual reorganizational meeting.

The board discussed the length and location of the reorganizational dinner which is held before the December meeting, and it was decided that it would be held on campus at 6 p.m., with the meeting beginning at 7 p.m.

ACTION:

Mr. Phister moved to change the date of the December board meeting to Tuesday, December 14, at 7 p.m. with a 6 p.m. reorganizational dinner at CWC preceding. Dr. Crane seconded the motion. Motion carried.

January 19 Community Dialogue Dinner Target Group

Chair Gose asked for input from board members regarding a January 19 community dialogue dinner target group. Mr. Krebs suggested students and/or alumni since the board has not met with them in a while. Mr. Phister indicated that he was in favor of this suggestion. Mr. Welty stated that if alumni from Dubois are invited, they probably won't be able to come. Most of them will probably come from the Riverton-Lander area. Mr. Phister stated that the invitation should be extended anyway. Chair Gose indicated that the January 19 community dialogue dinner should be a joint alumni/student dialogue.

January 26 Quarterly Work Session/Retreat Agenda

Dr. McFarland asked for direction from the board as to topics for discussion at the January 26, 2010, Board Quarterly Work Session/Retreat. She suggested consideration of board code of conduct, a revision of board meetings to focus on big picture items, a revision of board/president evaluation tools, and the improvement of Foundation relations. Chair Gose indicated that the board needs to move ahead on the board code of

conduct. The topics could be left open and then expanded to fit the time permitting. Dr. McFarland suggested that the board finalize the board code of conduct and select no more than one additional item. Mr. Phister suggested the board code of conduct and the revision of board meetings to focus on big picture items. Ms. Pedersen stated that she would like to see a revision of the monitoring report evaluation form.

The board agreed to discuss the board code of conduct and a revision of board meetings to focus on big picture items as the topics of discussion for the January 26 quarterly work session/retreat.

Personnel

College
President's
Contract

ACTION:

On Chair Gose's recommendation, Mr. Phister moved that Dr. McFarland's contract be extended by one year through June 30, 2013, with salary, benefits, and contract terms set by the board no later than May 31, 2011. Mr. Krebs seconded the motion. Motion carried.

Mr. Welty indicated that the board had talked about whether trustees should attend the next Governance Leadership Institute. Chair Gose thought that the next session was going to be held in March in Las Vegas. This is a very important meeting for new trustees, and he would like those trustees who have not had that experience to attend. Mr. Phister added that the president should also attend this meeting with board members.

As the board's travel budget will be expended after the National Legislative Summit in February, Dr. McFarland suggested that the board start developing a whole year plan for travel. Four trustees will be going to NLS, and three trustees went to the Governance Leadership Institute. Chair Gose pointed out that the four trustees who are going to NLS did not go to the Governance Leadership Institute. Those four would just be getting back from NLS and then would have to travel again. He thought that the board should hold back on this for now.

Human Resources
Board Report

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

Rustler Salute Nominees were John Wood, CIO; Bart Reynolds, Facilities Attendant; Wayne Robinson, Director of Physical Plant; Brittany Yeates, Activities Coordinator; and Chontelle Gray, Technical Theatre Director.

RoJean Thayer, Publications Coordinator, was the Rustler Spirit Award recipient for October.

Searches in progress/pending included Vice President for Administrative Services; Assistant Coordinator Lander/Sinks Canyon Center; Case Manager; WPBS Producer; ABE/GED Lander Grant Funded; and Enrollment Services Assistant.

Separations/transfers/requests for release from contract included Lew Barnett, Program Director EHS; Nancy Domke, Enrollment Management Assistant; and Connie Nyberg, Budget Analyst.

New hires/appointments/internal transfers included John Harmelink, Carpenter/Maintenance Technician Housing; Shaun Nicklas, Director of Upward Bound; and Connie Nyberg, Assistant Register.

ACCEPTANCE OF
MONITORING
REPORT:

Statewide
Community College
Enrollment
Monitoring Report

Mr. Jason Wood presented the Statewide Community College Enrollment Monitoring Report. A summary of this report indicated that CWC has experienced strong enrollment growth over the last two years and has made significant progress toward the 2020 target of 2020 AFTEs. CWC is among the highest five and ten year AFTE enrollment growth Wyoming community colleges at 33.92 percent and 42.98 percent respectively. CWC maintained enrollments of traditional aged students less than 25 years old and increased the percentage of male students. CWC continues to have the most diverse student population in the state with 19.36 percent of the student population classified as non-white. This is the highest percentage of all the Wyoming colleges. The college's Native American population is 11.9 percent.

Enrollment trends and innovations identified include possible changes to the Interactive Classroom Network, continued growth in online learning, additional housing for students, the new Health and Science Center, Math Lab scholarships, and innovations for small businesses. Mr. Wood and Dr. Waheed are actively pursuing a National Endowment for the Humanities Grant to improve Native American academic programming and experiential learning. They are also collaborating on enrollment management to help with numbers of students and working to transition

ABE/GED graduates into college with scholarships, curriculum, new student orientations, and wrap-around services.

Dr. Crane attended a session at the ACCT conference in Toronto on what can be done to fix the educational problem in America. Smoothing the transition from GED to the community college and from the community college to the university is an important process. Mr. Phister noted that the emphasis on graduation needs to continue, and this will make transitions smoother. He asked if scholarships are given for GED. Mr. Wood replied that scholarships are given for GED students to go to college. He is looking at charging a modest fee for GED so students have an investment in the class. This will help the loan default rates as students learn how to budget for what they need.

Mr. Welty stated that the whole emphasis should not be put on getting a degree if a person wants to come to this college. Some students need skills but do not necessarily need a degree. A balance needs to be kept between the two. Chair Gose indicated that one of the marks of a first class college is a low student to faculty ratio. It is remarkable that this ratio has remained at 18:1 with all of the enrollment growth that has occurred.

ACTION:

Mr. Phister moved to accept the Statewide Community College Enrollment Monitoring Report as presented. Mr. Krebs seconded the motion. Motion carried.

REPORTS:

President's Report

Dr. McFarland included the following information in her report:

- A. Kudos. In addition to the successes and honors noted in association president reports, hats off to:
1. CWC Trustee, Dr. Colton Crane, who has been elected to the Board of Directors of the American Association of Community Colleges, representing the western region;
 2. CWC student Robert Snyder, who has been awarded a scholarship from the Wyoming Lifelong Learning Association by WLLA President-Elect Judy Hubbard. The association is recognizing students who began their college education after earning a GED. Snyder has been studying art at CWC, and he plans to graduate following the spring semester;

3. CWC Counselor Lance Goede for being awarded the “Outstanding Service Award” by the Wyoming Counseling Association;
 4. CWC Rustler Rodeo teams for the women’s team taking first place and the men’s team in fourth for fall season competition;
 5. CWC Rustler Women’s Volleyball Team, which garnered third place in the region;
 6. WPBS General Manager Ruby Calvert and her capable and talented crew, for their outstanding job of producing and broadcasting both the primary and general election debates; and
 7. CWC Diversity Coordinator and faculty member, Sergio Maldonado, for being named by the White House Liaison to serve on the BIA Advisory Board for Exceptional Children.
- B. College events of note are as follows:
1. The October 18 Citizen Advisory Committee “Kick Off” Event with 61 people in attendance organized by Academic VP Jason Wood and company;
 2. Some great things are going on at CWC’s Jackson Center, most recently the November 11 “Major Night,” featuring career advising, as well as “Saturday U: The Free One-Day College Education at the National Museum of Wildlife Art” on Saturday, November 13; and
 3. November 3-30, visitors to the Intertribal Center will be treated to a viewing of the St. Stephens Indian School buffalo hide tipi, with a special luncheon and blessing by tribal elders on November 5.
- C. Various recent events attended by the President are as follows:
- Thurs., Oct. 14 - KVOW-KTAK “Chit Chat” radio show
 - Thurs., Oct. 14 - Fremont County Association of Governments
 - Fri., Oct. 15 - KOVE-KDLY “Coffee Time” radio show in Lander
 - Mon., Oct. 18 - Advisory Committee Kickoff Event
 - Tues., Oct. 19 - Riverton Rotary
 - Mon., Oct. 25 - Executive Council meeting, meeting with gubernatorial candidate Leslie Petersen, and WPBS Gubernatorial Debates
 - Tues., Oct. 26 - WCCC meeting and WPBS Public Superintendant Debates
 - Wed., Oct. 27 - KVOW-KTAK “Chit Chat” radio show
 - Wed., Oct. 27 - Riverton Senior Citizen Center
 - Thurs., Oct. 28 - College Presidents’ meeting with Governor (Cheyenne)

- Thurs., Oct. 28 - Presidents Council meeting with UW officials (Cheyenne)
- Tues., Nov. 2 - Election and Celebration!
- Wed., Nov. 3 - TV interview
- Thurs., Nov. 4 - Meeting with architects
- Fri., Nov. 5 - CWC Music Dinner Show
- Thurs., Nov. 11 - Riverton Memorial Hospital Board Meeting

D. Articles of particular interest were included in the board packet, in addition to articles about CWC and our sister colleges at the state and national level which were included in a separate file with the board packet.

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 Tuesday, December 14, beginning at 7 p.m. in ITECC 116 of the Intertribal Center.

Agenda items for the next regular meeting include:

1. Public Oath of Office for Re-Elected Trustees
2. Board Reorganization (election of officers)
3. 11-12 Academic and Non-Academic Fee Schedule
4. 11-12 Academic Calendar
5. 11-12 Holiday Schedule
6. Recapture/Redistribution

The annual board reorganization dinner will take place prior to the board meeting at 6 p.m. in the Intertribal Center Conference Room #121.

An executive session, if needed, will be called by board motion at the appropriate place during the meeting.

CWC Foundation

The next meeting of the CWC Foundation is scheduled for December 9 at 10 a.m. in Lander.

Association of Community College Trustees

The National Legislative Summit will be held February 13-16, 2011, in Washington, D.C. Ms. Mills, Mr. Krebs, Mr. Phister, and Dr. Crane are planning to attend.

In regard to the recent ACCT Community College Leadership Conference, Ms. Mills reported that she attended a session on obtaining housing with tax credits. Dr. McFarland indicated that the college is looking at this

possibility right now. Ms. Pedersen attended a session on getting a grant for trustee education films. Mr. Welty attended a session on a small community college which was very successful at offering night classes because many outstanding schools don't offer classes at these times. These classes were offered for working people. He also attended a session on a school which was successful in raising money during a downturn. Mr. Krebs attended a session on a college in Illinois which expanded its nursing program to 320 and developed a health care center and outpatient clinic on campus which offered both health and dental services.

Wyoming
Association of
Community
College Trustees

The next meeting of the WACCT will be held in conjunction with the Community College Conference on February 1 in Cheyenne.

In regard to the October 25 meeting of the WACCT, Ms. Mills reported that Executive Director Steve Bahmer gave trustees the opportunity to meet with college presidents. They discussed the legislative agenda.

Wyoming
Community College
Commission

The WCCC will hold a teleconference meeting on December 8. The next regular meeting of the WCCC will be held on February 2 in Cheyenne.

CWC BOCHES

The next meeting of the CWC BOCHES is scheduled for March 9, 2011.

Teton County
BOCES

The Teton County BOCES met on November 16. Chair Gose reported that he was impressed with Jackie Meeker, Director of Distance Ed/BOCHES, and how she interfaces with this program.

Other

Ms. Mills congratulated Chair Gose, Mr. Phister, and Mr. Krebs on their reelection to the board of trustees.

ADJOURNMENT -
BOARD
EVALUATION
OF MEETING:

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

Chair Gose adjourned the meeting at 9:10 p.m.

Secretary

APPROVAL:

Chair