

## Eastern Wyoming College Board of Trustees

June 9, 2015

### Dolores Kaufman Boardroom

#### Work Session Minutes

The Eastern Wyoming College Board of Trustees met for a work session on June 9, 2015 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members present were Angie Chavez, Marilyn Fisher, John Patrick, Lowell Kautz, Mike Varney, and George Nash. Trustee Kilty was the only member absent.

The work session was held to discuss the revised Campus Crime and Security Board Policy 2.2 and to inform the Board of the need for the creation of a new administrative rule speaking to the required changes to the Clery Act and the Violence Against Women Act (VAWA). VAWA amended the Clery Act by adding provisions to improve campus safety. The College is required to update their policy to adhere with these amendments. The amendments include domestic violence, dating violence, and stalking to reportable statistics, adoption of certain disciplinary procedures, and adoption of institutional policies to address and prevent campus sexual violence. Ellen Creagar and Heidi Edmunds discussed the need for the administrative rule. Once completed the administrative rule will be brought to the Board for review.

Dr. Cogdill also indicated the college will be contracting with a firm for software entitled "Not Anymore" that students will be asked to complete online.

Ellen Creagar and several students from her North American Indians history class provided the Board with a presentation on their trip through Colorado and New Mexico.

Dr. Cogdill also introduced Jordan Rice, trainer from the Orthopaedic Center of the Rockies, who provided the Board with a report on the athletic training year.

The work session was closed at 5:10 p.m.

#### Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on June 9, 2015 at 5:45 p.m. in the Dolores Kaufman Boardroom. Trustee Kilty was the only member absent.

Those members present were Angie Chavez, Marilyn Fisher, John Patrick, Lowell Kautz, Mike Varney, and George Nash.

**ACTION:** The Board was requested to approve the agenda with the removal of two items; namely appointment of the chemistry instructor and the resolution regarding collateral for the Wyoming Business Council Business Ready Community loan. Mr. Varney moved to approve the agenda as amended; second by Mr. Kautz. Motion carried unanimously.

Dr. Patterson reported that summer classes are in progress and summer hours are going well. He noted the Joint Appropriations Committee meeting is coming up as well as the WACCT meetings and the Wyoming Community College Commission meeting. Dr. Patterson noted CTEC plans are progressing. He indicated he had visited with Patrick Korell regarding the relationship with the Foundation and the development director position, spent the day at the Tour 23 planning meeting, visited with Shawn Reece the CEO of the Wyoming Business Council, and discussed the College's application for the ATEC. In addition, President Patterson indicated the moving of the softball field lights is proceeding.

**ACTION:** The Board was requested to approve the consent agenda, which included the minutes from the May 11, 2015 meeting and executive session, the renewal of the MOA between EWC and the EWC Foundation, the North Campus lease renewal, the renewal lease agreement for the Hinkley Property, the renewal of the FY-16 Goshen County Fair Association facility usage contract, the renewal of the Goshen Community Theatre agreement for FY-16, the Memorandum of Understanding between EWC and Memorial Hospital of Converse County, the renewal of the MOU between EWC and the Wyoming Medium Correctional Institution, and the resignation of HR Director Stuart Nelson. Mr. Varney moved and Ms. Fisher seconded the motion to approve the consent agenda, as presented. Motion carried unanimously.

**ACTION:** The financial report was considered for approval. A motion was made by Mr. Kautz to approve the financial report; seconded by Ms. Fisher. Motion carried unanimously.

**ACTION:** The Board was informed that the Curriculum and Learning Council unanimously recommended Dr. Lorna Pehl be granted Emeritus Status. Mr. Patrick moved to approve granting Emeritus Status to Dr. Pehl, as presented. Mr. Nash seconded. Motion carried unanimously.

**ACTION:** In addition, the Board was informed the President's Leadership Team unanimously recommended Dr. Dee Ludwig be granted Emeritus Status. Ms. Fisher moved and Mr. Varney seconded the motion to approve granting Dr. Ludwig Emeritus Status, as presented. Motion carried unanimously.

**ACTION:** Dr. Patterson informed the Board of Trustees that EWC does not currently have an overall policy on addressing animal care. He noted the policy is designed to fill that gap. It gives a general statement of position and compliance, defines terms, and outlines responsibilities and procedures for all employees involved in animal care and use. In addition, the policy establishes and defines EWC's IACUC. Dr. Patterson reviewed the proposed policy with the Trustees and requested they approve the policy on first reading. Mr. Patrick moved to approve on first reading the proposed Animal Care Policy 6.10, as presented. Mr. Kautz seconded and the motion passed unanimously.

**ACTION:** Dr. Cogdill reviewed the revisions to the policy on Campus Crime and Security and requested the Board approve the policy on first reading. The revisions relate to the discussion during the work session on the amendments to the Clery Act. Mr. Patrick moved and Mr. Nash seconded the motion to approve on first reading the revisions to the Campus Crime and Security Board Policy 2.2, as presented. Motion carried unanimously.

**ACTION:** The Board was requested to approve the resolution that outlines a plan requiring Wyoming Community College Endowment Challenge funds be expended to provide endowment matching funds, as authorized by the Legislature during the 2015 General Session, on disciplines directly related to Wyoming's economy. This resolution will comply with the footnote added by the Legislature. Mr. Patrick moved to approve the resolution; second by Mr. Varney. Motion carried unanimously.

Updates were provided by the Human Resources Office, Learning Office, Student Services, College Relations, and Staff Alliance. The Faculty Senate will not be meeting over the summer months.

The Instructional Program Reviews were presented by the Division Chairs. The program reviews included Interdisciplinary Studies, Cosmetology, Agriculture Cluster, Certified Nursing, Math Cluster, English, Foreign Language, Education Cluster, Art, Criminal Justice and Veterinary Technology.

Dr. Patterson reviewed the AVMA Evaluation Report and discussed the items needing action.

**ACTION:** The Trustees discussed whether they wished to move forward with requesting the Converse County Commissioners appoint an advisory member to the Board of Trustees to represent Converse County. The advisory member would be allowed to attend meetings but would not be allowed to vote or attend executive sessions. A motion was made by Mr. Patrick and seconded by Mr. Nash to approve contacting the Converse County Commissioners and requesting they appoint an advisory member. Motion carried unanimously.

Under trustee topics, Mr. Patrick requested an update on the development director position. Dr. Patterson indicated he had met with Patrick Korell to discuss the position and the relationship with the Foundation. He noted the position will be posted soon.

Mr. Patrick also indicated he thought it would be a good idea to hold a strategic planning session on the agriculture program in the near future.

**ACTION:** Mr. Nash moved to adjourn to executive session at 7:40 p.m. Mr. Varney seconded and the motion was unanimously passed.

The executive session closed at 8:50 p.m. and the regular meeting was adjourned.

Submitted by:

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Holly L. Branham

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Angie Chavez, President

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Marilyn Fisher, Secretary