

Eastern Wyoming College Board of Trustees
September 13, 2016
Dolores Kaufman Boardroom

Board Work Session Minutes

The Eastern Wyoming College Board of Trustees met for a work session on September 13, 2016 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Lowell Kautz, Marilyn Fisher, Angie Chavez, John Patrick, Jim Willox, Mike Varney, and George Nash. The only member absent was Julie Kilty.

Kyle Rice, director of Residence Life introduced the Resident Assistants. The Resident Assistants shared their experiences related to their participation in leadership training.

Mai Lee Olsen, Admissions counselor provided the Board with information relating to Orientation.

Andy Espinoza provided the results of the Skills USA national competition and an update on the Welding Program.

The Board held a discussion regarding trustee training to be held around November 16-18. It was agreed Narcisa Polonio with ACCT will be contacted to provide the information gathered for the Wyoming Governance Institute in June relating to the self-assessments completed by the Trustees. In addition, trustee orientation will be held on the same date.

The work session closed at 5:00 p.m. and the Trustees proceeded to dinner.

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met for a work session on September 13, 2016 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Lowell Kautz, Marilyn Fisher, Angie Chavez, John Patrick, Jim Willox, Mike Varney, and George Nash. The only member absent was Julie Kilty.

A public hearing was held at 5:45 p.m. to hear comments from the audience relating to two revised policies; namely, Board Policy 2.3 Crisis Management and Board Policy 3.12 Sexual Harassment. There being no comments from the audience the regular meeting was opened.

Julie Sherbeyn, Student Senate sponsor and Senate officers were on hand to provide an update on current activities of Student Senate. Officers for the 2016-17 academic year are Jessica Rossi, president; Chelsea Baars, secretary; Emma Rogers, treasurer; Chelsea Law, vice president; and Eric Lovell, parliamentarian.

The following new employees were introduced to the Board of Trustees: Christine Chesser, Cosmetology Instructor; Jeremy Christensen, Communications Instructor; Xi Feng, Data Analyst; Matt Hickman, Custodian; Dinesh Kasti, Math Instructor; and John Marrin, Business Instructor.

In addition, members of the Women's Rodeo Team were introduced.

Kriss Hovis, candidate for the Board of Trustees was also introduced.

ACTION: The agenda was considered by the Board. Mr. Varney moved to approve the agenda, as presented. Mr. Nash seconded and the motion was unanimously passed.

In addition to his written update, Dr. Patterson shared the EDA grant to help with the construction of the ATEC facility has unofficially been approved. He indicated he had met with Todd Peterson and discussed moving forward with the fundraising for the ATEC. Dr. Patterson indicated he will bring to the Trustees a request to the Foundation to assist the College in a formal fundraising campaign beginning later this Fall with a groundbreaking for the building sometime in 2017. In addition, Dr. Patterson met with the Douglas Advisory Council regarding their role and the official makeup of the Council. Once they have figured this out he will request the Board officially recognize the Douglas Advisory Council. Dr. Patterson also informed the Board that enrollment is up, the EWC Volleyball Team is nationally ranked at 18th, and that he is teaching a Criminal Justice class this semester.

ACTION: The consent agenda was brought before the Board for consideration. Mr. Patrick moved and Mr. Varney seconded the motion to approve the consent agenda, which included

the minutes from the August 3, 2016 meeting and executive session, the Swank Motion Pictures Contract, the Education Affiliation Agreement with Banner Health, ratified the creation of a temporary Academic Coordinator position, and ratified the appointment of Amy Smith to the temporary position of Academic Coordinator, as presented. Motion carried unanimously.

ACTION: Mr. Laher presented the financial report. Mr. Patrick moved to approve the financial report, as presented. Ms. Fisher seconded. Motion passed unanimously.

ACTION: The Board was requested to approve on final reading the revisions to the Crisis Management Policy. The proposed changes updated the policy and removed outdated verbiage. In addition, it establishes a time when the plan is to be reviewed and updated on an annual basis. A motion was made by Mrs. Chavez and seconded by Mr. Varney to approve on final reading the revisions to Board Policy 2.3 Crisis Management Policy, as presented. Motion carried unanimously.

ACTION: Mr. Meyer requested the Board adopt the updates to the Sexual Harassment Policy. The proposed changes align the College's verbiage with that used by the US Department of Labor and Education. It also establishes an Administrative Rule for that portion of the current policy which is implementation oriented versus broad, overarching policy. Ms. Fisher moved and Mrs. Chavez seconded the motion to approve on final reading the revisions to Board Policy 3.12 Sexual Harassment, as presented. Motion was unanimously passed.

ACTION: At the ACCT Annual Leadership Congress, EWC is entitled to one voting delegate. The Board was requested to appoint Trustee Patrick as EWC's delegate as he is the only trustee planning to attend ACCT. Mr. Varney moved to appoint John Patrick as EWC's voting delegate at the ACCT Annual Leadership Congress; second by Ms. Fisher. Motion carried unanimously.

Updates from the offices of Academic Services, College Relations, Faculty Senate, Institutional Development, Staff Alliance, and Student Services were presented. In addition, an update was provided relating to our current construction projects.

Dr. Landa presented the Day 1 Enrollment Comparison Summary which indicated EWC's Fall 2016 headcount increased by 37 students (6.1%). Full-Time enrollment increased by 38 students (90%), and Part-Time enrollment decreased by 1 student (-0.6%). Day 1 Full Time Equivalency (FTE) compared to Fall 2015 increased by 6.0%.

Dr. Landa also shared the 10 Day Enrollment Comparison Summary. The Fall 2016 headcount increased by 28 students (4.6%). Full-Time enrollment increased by 37 students (8.8%), and Part-Time enrollment decreased by 9 students (-4.8%). The 10 Day headcount for Outreach decreased by 4 students (-5.9%), Douglas increased by 16 students (20.5%), and Goshen County increased by 16 students (3.5%). The 10 Day FTE for Outreach increased by 13.16 FTE (44.0%), Douglas increased by 10.33 FTE (17.4%) and Goshen County increased by 11.84 FTE (2.2%). The 10 Day total FTE is 5.5%.

Under Trustee Topics, Mr. Patrick was recognized for receiving the ACCT Western Region Trustee Leadership Award.

The Policy Manual was discussed. Mr. Kautz and Mr. Varney requested copies of the Policy Manual. Ms. Branham reminded the Trustees that the most up to date version of the Policy Manual can be found on the website.

ACTION: At 7:35 p.m., Mr. Varney moved and Mr. Nash seconded to adjourn to executive session to discuss personnel. Motion was unanimously passed.

The regular meeting reconvened at 8:05 p.m. There being no further business the meeting was adjourned.

Submitted by:

Holly L. Branham

Lowell Kautz, President

Marilyn Fisher, Secretary