

Eastern Wyoming College Board of Trustees
August 13, 2013
Dolores Kaufman Boardroom

Work Session Minutes

The Eastern Wyoming College Board of Trustees met for a work session at 4:00 p.m. on August 13, 2013 in the Dolores Kaufman Boardroom.

Those members attending were John Patrick, Angie Chavez, George Nash, Mike Varney, Lowell Kautz. Those members unable to attend were Gary Olson and Julie Kilty.

The work session was held to discuss four topics; namely, Complete College America Academy, EWC Active Shooter drill, EWC In-service activities, and update on the Motel 6 agreement.

Dr. Armstrong reported on the Complete College America Academy in Portland, Oregon. The Board was provided with several handouts with information related to completion initiatives. In addition, the trustees were provided with a book entitled, *“Access, Success, and Completion: A Primer for Community College Faculty, Administrators, Staff, and Trustees.”* Dr. Armstrong stated this publication provides a gentle counterpoint to Stan Jones and CCA. In addition, the presidents will be preparing a white paper which reflects the ideas discussed at CCA and at the Executive Council retreat. The white paper will be authored by Dr. Armstrong, Steve Bahmer, and Joe McCann.

Dr. Cogdill provided the Trustees with the details for EWC’s active shooter drill to be held on August 20th. Tami Afdahl provided details regarding the communication portion of the drill.

Dr. Ludwig provided the Board with an update on the week long in-service activities.

An update regarding the Motel 6 Agreement was provided to the Board by Dr. Rex Cogdill. Dr. Cogdill noted that at this point in time, thirty-three students will be assigned to Motel 6. Of those students, twenty-one are female and seven are sophomores. Dr. Cogdill indicated he is working with the Fire Marshal on securing the second floor.

The work session was adjourned at 5:00 p.m.

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session at 5:45 p.m. on August 13, 2013 in the Dolores Kaufman Boardroom.

Those members attending were John Patrick, Angie Chavez, George Nash, Mike Varney, Lowell Kautz. Those members unable to attend were Gary Olson and Julie Kilty.

A public hearing was held at 5:45 p.m. to hear comments on the revised personnel policies and associated administrative rules. Stuart Nelson, Human Resources director addressed the policies. There being no comments from the audience the hearing was closed and the regular meeting opened.

Members of the EWC women’s volleyball team were introduced along with Coach Verl Petsch and Assistant Coach Lance Petsch. Also introduced to the Board was new math instructor Robert Schmalzried, Jr.

ACTION The Board was requested to approve the agenda with the addition of an executive session and the subaward with the University of Wyoming for the Wyoming Challenge Grant Summer Bridge Program. Mr. Varney moved to approve the agenda with the additions; second by Mr. Kautz. Motion carried unanimously.

In his President’s update, Dr. Armstrong commented briefly on the Complete College America Academy, the Executive Council retreat, and the Wyoming Community College Commission meeting. Dr. Armstrong explained the community college system will be advocating for a change in budget development and the request to the Legislature. Currently, the Wyoming Community College Commission must request enrollment funding during the exception budget years. The Commission and the community colleges will be requesting the Legislature agree to recalibrate the enrollment numbers based on 2009-2010 enrollments and put that number in the

standard budget request. The numbers would be recalculated every four years instead of requesting changes during exception budget years. He further noted that EWC's capcon request for the Career and Technical Education Center was prioritized as number 3 as a result of the Commission's capital construction prioritization model. The State Construction Management Division will also prioritize the projects. Dennis Egge from the CMD met with EWC staff and informed us that the community colleges will be set apart from other agencies. Mr. Egge indicated half of the projects will most likely be taken off the list because they won't be ready with all of the necessary funding. The projects will go to the State Building Commission in October. Dr. Armstrong reminded trustees that the agriculture building is still front and center even though another project is moving up in the queue.

ACTION The consent agenda was considered by the Board for approval. Mrs. Chavez moved and Mr. Patrick seconded to approve the consent agenda, which included the minutes from the July 9, 2013 meeting and executive session, the Goshen Community Theatre agreement for 2013-2014, the renewal of the lease agreement between EWC and the University of Wyoming for the radio transmission tower site, the articulation agreement with American Public University, the budgeted replacement of two motor pool vehicles, ratification of the Fine Arts renovation project change order #1, and ratification of the Wyoming State Fair agreement.

ACTION Mr. Laher presented the financial report and provided the Board with an update of the construction projects. Mr. Varney moved to approve the financial report, as presented. Mr. Kautz seconded and the motion was unanimously passed.

ACTION The final reading of the proposed amendments to the Personnel Policies and associated Administrative Rules was held. No comments were forthcoming at the public hearing. Mr. Patrick moved and Mrs. Chavez seconded the motion to approve on final reading the Personnel Policies and associated Administrative Rules, as presented. Motion carried unanimously.

ACTION The Board was requested to ratify the subaward with the University of Wyoming for the Wyoming Challenge Grant Summer Bridge Program. Dr. Cogdill explained the two-week Summer Bridge Program will be offered much the same as was done in 2012 but will serve 30 students. He noted the Summer Bridge Program is a program for academically underprepared students who are starting their first year at EWC. Mr. Patrick moved to ratify the subaward with UW for the Wyoming Challenge Grant Summer Bridge Program, as presented. Mr. Kautz seconded and the motion carried unanimously.

Updates were provided by the offices of Human Resources, Learning, and Student Services.

Part 3 of the Program Reviews covered the Adult Basic Education Program and was presented by Diane McQueen, EWC Adult Basic Education Director and Dr. Ludwig.

Dr. Ludwig presented the Spring 2013 Enrollment Report. The report indicated EWC experienced a 9.7% decrease in total student headcount as compared to Spring 2012. The total student headcount of 1,780 students reflects an overall decrease of 83 students. Total full-time enrollment was 8.8 students above Spring 2012 and total part-time enrollment was 49 students below Spring 2012. Spring 2012 enrollment was 65.2 students above the five-year average. EWC also experienced a decrease of 1.6% in full time equivalency (FTE) compared to Spring 2012. The FTE is 40.19 above the five-year average.

The Annual Enrollment Comparison Summary indicated EWC's annual headcount for 2012-13 decreased by 79 students for a 1.9% decrease in the total number of students enrolled. The annual full-time enrollment decreased by 53 (4.15%) students, and the annual part-time enrollment decreased by 26 (0.87%) students.

The Board was presented with the 2013 Strategic Planning Summary and the National Community College Benchmark Project.

In addition, the Board was presented with the Wyoming Department of Education Remediation Study (WDE-679). The WDE-679 is the report required for 2011-2012 Wyoming high school graduates attending Wyoming community colleges and UW during the 2012-2013 school year who needed remediation in math or English. EWC had 120 students enrolled who met the definitions of this year's report. Of those 120 students, 98 needed remedial math, 58 needed remedial English, and 56 needed both remedial math and remedial English.

ACTION Mr. Varney moved to adjourn to an executive session at 7:05 p.m. to discuss real estate; Mr. Patrick seconded. Motion passed unanimously.

At 7:20 p.m., the regular meeting was reconvened. There being no further business the meeting was adjourned.

Submitted by:

Holly L. Branham

George Nash, President

John B. Patrick, Secretary