

**Eastern Wyoming College Board of Trustees
December 10, 2013
Dolores Kaufman Boardroom**

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on December 10, 2013 at 3:00 p.m. in the Dolores Kaufman Boardroom.

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

The work session was held to review the proposed changes to the Business Services policies and administrative rules.

The work session adjourned at 4:00 p.m. and the Welding Department provided the Board with a demonstration of the newly purchased virtual welder and the plasma cutter. The EWC Foundation provided the funding for the virtual welder.

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on December 10, 2013 at 5:45 p.m. in the Dolores Kaufman Boardroom.

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

The meeting was called to order at 5:45 p.m. by Board President Nash.

The Debate Team was introduced to the Board along with Coach John Hansen.

Members of the Livestock Judging Team were introduced along with Coach Georgia Younglove and Division Chair Rick Vonburg.

The Civitas award winners were introduced. Students recipients were Brady Cox, Cody Packer, and Hannah Chapman. Faculty/Staff recipients were Monte Stokes, Zach Smith, Mai Lee Olson, and Dr. Muriel de Ganahl. Group recipients were the Library Ladies (Casey Debus and Becky Lorenz), EWC Women's Volleyball Team, and the Grounds Crew.

New employees Paul DeBock and Ben Minks were introduced. Ellen Creagar and Joey Onello from the Gay Straight Alliance were also introduced.

Joey Onello provided the Student Senate update.

The Trustees held their election of officers with the following results:

Gary Olson - president
Angie Chavez - vice president
John Patrick - secretary
Mike Varney - treasurer

Following the election, the chairmanship was turned over to Mr. Olson.

ACTION The agenda was considered by the Trustees. Mr. Varney moved to approve the agenda, as presented; Mr. Kautz seconded. Motion carried unanimously.

In his president's update, Dr. Armstrong reported on the various meetings in which he participated. He commented on the Governor's budget as presented to the Joint Appropriations Committee. The Trustees were informed the College will be recognizing our WACCT nominees in January at in-service prior to the February WACCT Legislative Reception where the winners will be announced. EWC hosted the Cowboy Youth Challenge Ceremony on Saturday, December 7th. The scholarship committee working hard on providing scholarships to students. Stu Nelson provided training for college supervisors on supervision and evaluations. Dr. Armstrong met with the Douglas Advisory Council last week. The group is formulating a quasi-foundation group in order to go after donations for the Douglas Campus. Dean Galey and Dr. Hess will be meeting on the EWC Campus on December 11th, and he is hopeful a meeting with Interim President Dick McGinity will be scheduled in January.

- ACTION The Board was requested to approve the consent agenda. Mr. Varney moved and Mrs. Chavez seconded the motion to approve the consent agenda, which included the following: The November 13, 2013 meeting and executive session minutes; the designation of depositories at Points West Bank, Pinnacle Bank, First State Bank, U.S. Bank, Platte Valley Bank, Bank of the West, Converse County Bank, and related signatories; the request to issue no-bid contract to Wattle and Daub for repair of the foam roofs; the request to seek proposals for replacement of the Lancer Hall roof; and proceeding with the proposed change in television service provider. Motion passed unanimously.
- ACTION Mr. Laher presented the financial report. Clyde Woods reported on the Douglas Building project and the Lancer Hall additions. Keith Jarvis reported on the projects planned for the Christmas break. Mr. Kautz moved to approve the financial report; Mrs. Chavez seconded. Motion carried unanimously.
- ACTION The Board was requested to consider the appointment of two representatives to the WACCT. The current representatives are Mike Varney and John Patrick. Mr. Nash moved to reappoint Mr. Varney and Mr. Patrick as the board representatives to the WACCT; second by Mr. Kautz. Motion carried unanimously.
- ACTION The Board was informed that both Mr. Patrick and Mr. Olson's terms on the Foundation were expiring and new appointments needed to be made. Both trustees indicated their desire to continue to serve as the board's representatives to the Foundation. Mr. Varney moved to reappoint both Patrick and Olson to the Foundation; second by Mr. Nash. Motion carried unanimously.
- ACTION In addition, the Board was requested to reappoint Mrs. Chavez to the BOCES board or to appoint a new representative. Mrs. Chavez indicated her willingness to continue unless another board member was interested in serving. Mr. Nash moved to reappoint Angie Chavez as the BOCES representative; second by Mr. Varney. Motion carried unanimously.
- ACTION Mr. Laher requested the Board appoint him as assistant treasurer to the Board of Trustees. He noted from time to time it is necessary for him to sign financial documents under this title as required by banking institutions. A motion was made by Mr. Varney to appoint Ron Laher, EWC vice president for administrative services as the assistant treasurer to the Board of Trustees; second by Mr. Kautz. Motion carried unanimously.
- ACTION Disclosure statements were completed by the Trustees, Dr. Armstrong, Mr. Laher, and Mrs. Parriott.
- ACTION The first reading of the revisions to the Business Services Policies and associated Administrative Rules was held. A public hearing and final reading will be held at the February board meeting. Mrs. Chavez made a motion to approve on first reading the revisions to the Business Services Policies and associated Administrative Rules, as presented. Mr. Nash seconded and the motion was unanimously passed.
- ACTION The Trustees were requested to approve on first reading the change to Board Policy 3.0 Equal Employment Opportunity Policy Statement. The proposed change replaces the word "preference" with the word "orientation." A public hearing and final reading will be held at the February board meeting. Mr. Varney moved and Mr. Kautz seconded the motion to approve on first reading the change to Board Policy 3.0 Equal Employment Opportunity Policy Statement, as presented. Motion carried unanimously.
- ACTION A proposed change to Administrative Rule 3.13.1 Travel was brought before the Trustees for their consideration. The proposed change addresses the usage of electronic equipment when in college vehicles and during travel representing the College. This was a safety issue discussed by the Personnel Advisory Council and the Leadership Team. A motion was made by Mrs. Chavez and seconded by Mr. Nash to approve the change to Administrative Rule 3.13.1 Travel, as presented. Motion was unanimously passed.
- ACTION A discussion was held on whether to move the date of the February board meeting due to Dr. Armstrong and Trustee Kautz attending the National Legislative Summit. Following the discussion, Mr. Varney moved to leave the meeting date on the regular date; seconded. Motion carried unanimously.

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

Dr. Ludwig provided a presentation on the fall Integrated Postsecondary Education Data Systems (IPEDS) collection information, the Western Undergraduate Exchange (WUE) report, the Wyoming Postsecondary Financial Information (Dual/Concurrent) report, the Equity in Athletics report, and the Workforce Development Annual report.

Mr. Olson thanked the press for being at the meeting. In addition, he thanked Trustee Nash for serving as board president.

The meeting adjourned at 7:20 p.m.

Submitted by:

Holly L. Branham

Gary D. Olson, President

John B. Patrick, Secretary