

**Eastern Wyoming College Board of Trustees**  
**May 14, 2013**  
**Dolores Kaufman Boardroom**

**Board Work Session Minutes**

The Eastern Wyoming College Board of Trustees met in a work session on May 14, 2013, at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members present were George Nash, Angie Chavez, Mike Varney, Julie Kilty, and Gary Olson. Those members absent were Lowell Kautz and John Patrick.

The work session was held to review plans for the renovation of the Fine Arts Lobby restrooms. Due to a scheduling mix up GSG Architects were not able to attend. Mr. Cox and Mr. Woods provided the Board with the plans for the remodel of the restrooms.

Dr. Armstrong took the opportunity to provide the Board with the proposed revisions to the Personnel policies and administrative rules.

In addition, he updated the Board of Trustees on the latest information regarding Complete College America.

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

**Board Meeting Minutes**

The Eastern Wyoming College Board of Trustees met in regular session on May 14, 2013, at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members present were George Nash, Angie Chavez, Lowell Kautz, Gary Olson, Mike Varney, and Julie Kilty. Trustee Patrick was the only member absent.

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

Debbie Ochsner was on hand to announce the Civitas Awards: Faculty and staff awards went to the Grounds crew, Dr. Michelle Lett, Kate Norton, Oliver Sundby, Mike Durfee, Katlyn Steben, Casey Debus, and Susan Stephenson. Student winners were Autumn Pierce, Olivia Sanchez, Joel Nyembo, Alli Briggs, and the Vet Tech Club.

Judy Trujillo, GEAR UP Wyoming grant manager provided the Board with an update on GEAR UP Wyoming and the EWC GEAR UP program.

**ACTION**        The Board was requested to approve the agenda. Mr. Olson made a motion to approve the agenda; Mr. Varney seconded. Motion carried unanimously.

In his president's update, Dr. Armstrong commented on the recent emergency exercise planning meeting and crisis communication workshop he attended. He noted the Business After Hours at the Livestock Barn was well attended and the spring concert was very good. EWC hosted the first Hispanic Opportunity Night. In addition, he recently met with the new officers of Phi Theta Kappa, and attended the first ever Wyoming Academic Team luncheon with honor students Molly Bloodgood and Olivia Sanchez. He attended the Student Senate meeting to recognize Teal Deen as EWC's Outstanding Student nominee for the WACCT Leadership Awards. In addition, Dr. Armstrong discussed the Ag Advisory Council and the Ag Banquet, indicated the college will need to prepare soon for the next capital construction project submission to the Commission for the next biennium and the next building on the master plan is the Welding and Technology Building. He attended a Converse county commissioners meeting regarding the new building, discussed the upcoming joint press conference with the University of Wyoming and community colleges on automatic admission to UW, commented on each of the graduation ceremonies and the employee recognition reception.

**ACTION**        The consent agenda was considered by the Trustees. Ms. Kilty moved and Mrs. Chavez seconded the motion to approve the consent agenda, which included the minutes from the April 15, 2013 meeting, the academic calendar for 2015-2016, the Entrepreneurship Certificate program, the Plate Welding Certificate program, the submission of the Latticing Skills to Strengthen and Grow the Manufacturing Workforce in Eastern Wyoming grant application, the resignation of Rob Eirich—livestock judging coach and Ag instructor, the certification of uncollectible debts, the scheduling of a public hearing for renewal of the optional mill levy for FY-14 and FY-15, the request for a June public hearing on the final budget for

FY-13, the MOU between the City of Torrington and EWC for the campus resource officer, and ratification of the Fine Arts phase 1 renovation request for proposals. Motion was unanimously passed.

**ACTION** Mr. Cox presented the financial report and reviewed the upcoming construction projects for summer. Mr. Cox then presented the preliminary fiscal year 2014 budget. Mr. Varney moved to approve the financial report as presented by Mr. Cox, second by Mr. Kautz. Motion carried unanimously.

**ACTION** The Board was requested to approve the fiscal year 2014 Board of Cooperative Educational Services annual financial agreement. The agreement is renewed on an annual basis in order to give the college the authority to collect and manage the BOCES tax revenue on behalf of the Eastern Wyoming BOCES Board. Mr. Olson moved to approve the financial agreement as printed; seconded by Ms. Kilty. Motion carried unanimously.

The Trustees were provided with updates from the offices of Human Resources, Learning and Student Services.

The Board was provided with a copy of the Strategic Planning 2013-2014 Summary prepared by Ms. Lynn Wamboldt, administrative assistant for Institutional Effectiveness. In addition, the spring Integrated Postsecondary Education Data System (IPEDS) Collection was presented to the Trustees.

The Trustees were also provided with copies of the weekly activity reports prepared by Mr. Clyde Woods relative to the construction of the Douglas Campus building.

Mr. Nash offered his thanks to Trustees for their participation at the Business After Hours and the graduations.

**ACTION** At 7:00 p.m., Mr. Varney moved to adjourn to executive session to discuss real estate and personnel. Mrs. Chavez seconded and the motion was unanimously passed.

The regular meeting was reconvened at 7:33 p.m.

**ACTION** Mr. Olson moved to proceed with the Foundation's request to put a fence on the blue line of the map at the north campus (the legal boundary); second by Ms. Kilty. Motion passed unanimously.

The regular meeting was adjourned at 7:35 p.m. and a work session was held.

### **Work Session Minutes**

The work session was held to meet with Mr. Jim Willox, chairman of the Converse county commissioners regarding the Douglas Campus building. Mr. Willox introduced Hal Hutchins and Thad Hunter from Inberg Miller of Casper and will serve as the owner's representatives for the Converse county commissioners. They in turn will work with Clyde Woods and the architects throughout the project.

Mr. Willox explained the Converse county commissioners will be issuing bonds to cover the construction of the EWC building as well as their library projects. This will allow construction to begin without all of the taxes being collected. They are currently bringing in approximately \$900,000 per month in taxes and feel the estimated timeline for collection will be cut in half. He further noted the Joint Powers Board will handle the payment of invoices for all of the projects.

Mr. Willox also suggested the Trustees consider an ex-officio board member from Converse county to serve as a non-voting member and would help to continue the dialogue with the Converse county community.

There being no further business the meeting was adjourned at 8:15 p.m.

Submitted by:

---

Holly L. Branham

---

George Nash, President

---

John B. Patrick, Secretary