

**Eastern Wyoming College Board of Trustees  
February 11, 2014  
Dolores Kaufman Boardroom**

**Board Work Session Minutes**

The Eastern Wyoming College Board of Trustees met for a work session at 4:00 p.m. on February 11, 2014 in the Dolores Kaufman Boardroom.

Those members attending were Gary Olson, George Nash, and Julie Kilty.

The work session was held to provide a demonstration on the use of iPads for board member use. David Banville, EWC instructional technologist provided the training. Mr. Banville stated he would provide additional training for trustees at future meetings and on a one-on-one basis.

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

**Board Meeting Minutes**

The Eastern Wyoming College Board of Trustees met in a regular session at 5:45 p.m. on February 11, 2014 in the Dolores Kaufman Boardroom.

Those members attending were Gary Olson, George Nash, Julie Kilty, and Angie Chavez (participating by telephone).

A public hearing was held at 5:45 p.m. to hear comments from the audience regarding the revisions to the Business Services Policies and associated Administrative Rules as well as the proposed change to Personnel Policy 3.0 Equal Employment Opportunity Policy Statement. There being no comments from the audience the public hearing was closed and the regular meeting opened by Board President Olson.

Coach Casey Jones introduced the members of the men's basketball team.

Debbie Ochsner, Student Senate sponsor announced the Civitas Award winners. The student recipients were Joel Kerns, Zach Eisenbarth, Randi Evans, and Charmaine Macomber. The faculty/staff recipients were Andy Espinoza, Ellen Creagar, Lance Petsch, and Dr. Michelle Lett. The group recipients were the Library Staff–Becky Lorenz and Casey Debus, Instructional Technologists–David Banville and Aaron Bahmer, and All EWC Faculty and Staff.

Mr. Olson thanked the members of the press for being present.

The Student Senate update was presented by Trae Kautzman.

**ACTION**        The agenda was considered by the Board. Mr. Nash moved and Ms. Kilty seconded the motion to approve the agenda. Motion carried unanimously.

Dr. Ludwig presented the president's report.

**ACTION**        The Trustees were requested to consider the consent agenda. Mr. Nash moved and Ms. Kilty moved to approve the consent agenda, which included accepting the Twin City Roofing bid and awarding the contract in the amount of \$54,540 for replacement of the Lancer Hall roof, and approved the Wyoming Surplus Property resolution. Motion carried unanimously.

**ACTION**        The minutes from the January 14, 2014 meeting and executive session, and the January 23, 2014 meeting and executive session were considered. Mrs. Chavez noted the minutes did not reflect that she had presented Mr. Nash with a plaque for serving as board president. Ms. Kilty moved to approve the minutes as amended; second by Chavez. Motion carried unanimously.

**ACTION**        The Board was requested to approve seeking bids for the Fine Arts Entry Remodel project. Mr. Woods presented conceptual drawings of the proposed project. Ms. Kilty moved and Mr. Nash seconded the motion to approve the seeking of bids for the Fine arts Center project. Motion passed unanimously.

ACTION Mr. Laher presented the financial report. Following Mr. Laher's report, Mr. Woods provided an update on the construction at the Douglas Campus as well as other proposed projects. Trustee Kilty moved to approve the financial report, as presented; second by Trustee Chavez. Motion carried unanimously.

ACTION The final reading of the Business Services Policies and the associated Administrative Rules was held. Mr. Laher noted those changes suggested at the December work session had been incorporated into the policies. A motion was made by Mr. Nash and seconded by Ms. Kilty to approve on final reading the revisions to the Business Services Policies and associated Administrative Rules, as presented. Motion carried unanimously.

ACTION Mr. Nelson presented the Personnel Policy 3.0: Equal Employment Opportunity Policy Statement on final reading. The only revision to the policy was changing the word preference to orientation. Ms. Kilty moved to approve on final reading the revision to the Equal Employment Opportunity Policy Statement on final reading, as presented. Mr. Nash seconded and the motion was unanimously passed.

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

Dr. Ludwig presented the Spring 2014 Day One Enrollment Report. The report indicated the Spring 2014 enrollment data for the first day of classes showed a 4.2% decrease in the total number of students enrolled in on-campus courses compared to Spring 2013. Full-time headcount is up 22 students, and part-time enrollment showed a decrease of 50 students. Full-time enrollment was 4 students above the five-year average, and part-time enrollment was 12 students below the five-year average. Total enrollment is 8 students below the five-year average. The On-Campus Day 1 full time equivalency (FTE) showed an increase of 0.5% or 3.0 FTE compared to Spring 2013. The FTE was 3.56 below the five-year average.

The Spring 2014 Day Ten Enrollment Report was presented to the Board by Dr. Ludwig. The report indicated the on-campus day ten enrollment data showed a decrease of 4.8% in the total number of students enrolled comparing Spring 2013 to Spring 2014. Full-time headcount increased by 22 students while part-time headcount decreased by 55 students. Spring 2014 full-time is 1 student above the five-year average. Part-time enrollment is 24 students below the five-year average. Total enrollment is 23 students below the five-year average. The on-campus 10 day full time equivalency (FTE) showed an increase of 6.92 FTE compared to Spring 2013. Spring 2014 on-campus FTE is 3.55 FTE below the five-year average. The off-campus 10 day FTE showed an increase of 100.38 FTE compared to Spring 2013.

In addition, Vice President Ludwig presented the Partnership Report and the 2012-2013 Hathaway report. The report indicated the Hathaway Scholarship was awarded to 137 EWC students for a total distribution of \$237,959 during this time period.

The Trustees were informed a special board meeting has been set for February 24, 2014 at 1:30 p.m. to review and take action regarding the financing proposal for the Lancer Hall Additions.

ACTION At 7:00 p.m., Chairman Olson called for an executive session. Ms. Kilty moved to adjourn to executive session. Nash seconded and the motion was unanimously passed.

The regular meeting was reconvened at 7:05 p.m. There being no further business the meeting was adjourned.

Submitted by:

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Holly L. Branham

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Gary D. Olson, President

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John B. Patrick, Secretary