

**Eastern Wyoming College Board of Trustees**  
**June 10, 2014**  
**Dolores Kaufman Boardroom**

**Work Session Minutes**

The Eastern Wyoming College Board of Trustees met in a work session on June 10, 2014 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Angie Chavez, George Nash, John Patrick, and Mike Varney. Gary Olson and Lowell Kautz arrived after the work session was in progress. The only member absent was Julie Kilty.

The work session was called to order by Vice President Chavez at 4:10 p.m. Board President Olson arrived shortly thereafter.

The work session was held to discuss the master plan and what level of involvement the Board of Trustees wish to have in the bond election process.

Dr. Armstrong provided the trustees with the master plan executive summary document and shared how this document will be used. Mr. Laher provided a handout and reviewed with the trustees the sequencing of the buildings as outlined in the master plan.

Dr. Armstrong then informed the trustees that a political action committee has been formed with Guido Smith and Dolores Kaufman serving as co-chairs. Lynnea Bartlett has agreed to serve as the PAC treasurer. In addition, Jean Armstrong has volunteered to help as well. In addition, Dr. Armstrong is visiting with potential co-chairs for the steering committee. He noted he envisions the co-chairs naming 6-8 individuals from throughout the county to serve on the steering committee. With additional volunteers added from those contacts.

Board members shared they would be interested in weighing in on those names brought forward for the steering committee.

Tami Afdahl provided information regarding the volunteer form and shared potential ways for board members to serve. In addition, she noted she has identified specific dates to do radio ads, letters to the editor, testimonials for marketing purposes and hopes trustees will volunteer to help with those items as well. Ms. Afdahl further shared first drafts of marketing materials and tool kit information for volunteers to use as they visit with community members once the final versions are completed.

Mr. Olson indicated he has had questions about how big 69,000 square feet is in reference to the size of the Career and Technical Education Center. In addition, another question surfaced regarding where the state funds are coming from.

It was agreed a special work session will be held within the next few weeks and prior to the next meeting for the trustees to review the names of possible steering committee members. Dr. Armstrong requested board members e-mail Holly with suggested names for the committee.

The work session closed at 5:05 p.m.

**Board Meeting Minutes**

The Eastern Wyoming College Board of Trustees met in regular session on June 10, 2014 at 5:45 p.m. in the Dolores Kaufman Boardroom.

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

The regular meeting was opened at 5:50 p.m. by Board President Olson.

**ACTION:** The Board was requested to approve the agenda. A motion was made by Mr. Patrick and seconded by Mr. Varney to approve the agenda, as presented. Motion carried unanimously.

**ACTION:** The consent agenda was considered by the Board. Mr. Patrick moved and Mr. Kautz seconded the motion to approve the consent agenda, which included the May 13, 2014 meeting and May 27, 2014 special meeting minutes, the renewal of the Memorandum of Agreement between EWC and the EWC Foundation, the renewal of the North Campus leases, the lease agreement for the Hinkley Property, the Lancer Club agreement, the recommendation to award a service and supply agreement to Ideal Linen Supply, and the scheduled replacement of one motor pool vehicle and two grounds/maintenance vehicles. Motion carried unanimously.

In his president's update, Dr. Armstrong reported on the development of the political action committee for the general obligation bond election, noted that he and Tami Afdahl had connected with the newspaper and radio station regarding advertising for the G.O. bond election, met with the EWC Foundation and discussed the bond election. Dr. Armstrong informed the trustees the College will be assisting Goshen County Economic Development Corporation as they host the Wyoming Economic Development Association (WEDA) conference in the fall and attended a good meeting with GCEDC. In addition, he met with the Douglas subcommittee as they progress with their fundraising to outfit the new building and he has requested two names from Converse County to nominate for membership on the Foundation. Dr. Armstrong participated in the selection of an architect for the Career and Technical Education Center (CTEC) building. CCW meetings continue.

**ACTION:** Mr. Laher presented the financial report. Mr. Laher shared there will be two public hearings this month; one for the one-half mill BOCES and the Final Fiscal Year 2014 Budget Transfers. He further noted the auditors will be on campus the end of June. Mr. Jarvis presented the projects update. Mr. Varney moved to approve the financial report, as presented. Mr. Nash seconded and the motion was unanimously carried

**ACTION:** The Trustees were informed that the selection committee had recommended Mr. Joel Alworth for the vacant welding position. Mr. Alworth currently is employed at Douglas High School. He has a master's degree in Curriculum and Instruction from Grand Canyon University, his Bachelor's degree from the University of Wyoming in Technical Education, an Associate's degree in Industrial Education from Casper College and a Welding Certificate from EWC. Mr. Nash moved to approve the appointment of Joel Alworth to the position of welding instructor, as presented. Mr. Varney seconded and the motion was unanimously passed.

**ACTION:** Mr. Nelson informed the Board that he was recommending the appointment of Lori Britton for the Douglas science position. Ms. Britton is currently teaching at Wheatland High School where she teaches biology, geology, global science and English as a second language. She completed her Bachelor of Science degree in science education with a minor in psychology at the University of Wyoming. In addition, she completed her Master's degree at UW in Natural Science. Mrs. Chavez moved to approve the appointment of Lori Britton to the position of science instructor for the Douglas Campus, as presented. Mr. Kautz seconded and the motion passed unanimously.

**ACTION:** Mr. Nelson recommended Josh McDaniel for the vacant math position on the Torrington Campus. Mr. Varney moved and Mrs. Chavez seconded the motion to approve the appointment of Josh McDaniel to the position of math instructor, as presented. Motion carried unanimously.

**ACTION:** The Board was informed the Curriculum and Learning Council, with Dr. Armstrong's approval, unanimously recommended Emeritus Status for Verl Petsch and Leland Vetter. Emeritus Status provides the same privileges awarded benefitted personnel in the areas of EWC tuition waivers, fitness center waivers, bookstore discounts, cosmetology discounts and athletic events passes. Mr. Patrick moved to approve granting Emeritus Status to Verl Petsch and Leland Vetter, as presented. Mr. Nash seconded and the motion passed unanimously.

**ACTION:** In addition, the Board was informed the Leadership Team was recommending the Board of Trustees grant Honored Retiree Status to Carmie Howe, Eme Escamilla, and Jim Maffe. Honored Retiree Status provides the same privileges awarded benefitted personnel in the areas of EWC tuition waivers, fitness center waivers, bookstore discounts, cosmetology discounts and athletic events passes. A motion was made by Mr. Patrick, seconded by Mr. Varney, and unanimously approved granting Honored Retiree Status to Carmie Howe, Eme Escamilla, and Jim Maffe, as presented.

**ACTION:** Dr. Armstrong informed the Trustees that the Wyoming Department of Administration, Construction Management and the EWC Advisory Group, with Dr. Armstrong's participation, conducted interviews of the selected architectural firms who submitted Statements of Qualifications for the Career and Technical Education Center construction project. Four out of ten firms submitting were asked to interview. Slaterpaull Architects received the highest rating as the most qualified firm by the matrix scoring chart designed by the A & I Construction Management team. This selection was qualified based as required by State Statute. Dr. Armstrong and the EWC Advisory Group unanimously support the selection of Slaterpaull Architects and recommended the Board of Trustees accept the selection. Mr. Kautz moved to accept the State Construction Management and the EWC Advisory Group's selection of Slaterpaull Architects for architectural services related to the CTEC project, as recommended. Seconded by Mr. Patrick and unanimously passed.

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

Dr. Ludwig with Science Division Chair Chris Wenzel presented the instructional program review on the Physical Education program. In addition, Dr. Ludwig presented the strategic planning summary for 2014-2015.

Under trustee topics, Mr. Nash shared a copy of the Douglas Budget where Sue McBride was recognized by the Chamber as Educator of the Year. Mr. Nash suggested Dr. Armstrong write a letter congratulating Mrs. McBride. No action was taken regarding Mr. Nash's suggestion. In addition, Mr. Nash also shared the names of trustees whose term expires the end of November, the filing dates, and the date of the August primary.

**ACTION:** At 6:40 p.m., a motion was made by Mr. Nash to adjourn to executive session to discuss personnel. Seconded by Mr. Varney and unanimously passed.

The executive session was closed and the regular meeting reconvened. There being no further business the meeting was adjourned at 7:30 p.m.

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