

**EWC BOARD OF TRUSTEES**  
**September 9, 2014**  
**Dolores Kaufman Boardroom**

**College Mission**

*Eastern Wyoming College is a student-centered, comprehensive community college that responds to the educational, cultural, social, and economic needs of its communities with quality, affordable educational opportunities for dynamic lifelong learning.*

**Vision Statement**

*Eastern Wyoming College will be a dynamic center for education, acting as a catalyst for individual growth, community engagement and global impact.*

- 4:30 p.m. Presentation by Lisa Johnson, Goshen County Economic Development Corporation**
- 5:00 p.m. Joint Work Session with Goshen County School Board –Tebbet Building, Room 132  
Dinner will be served.**

**AGENDA**

**6:15 p.m. Open Meeting**

- ***Introduction of New Employees***  
Adrianna Aleman, Cashier/Cook  
Dixie Elder, Cook  
Amanda Fear, Cosmetology Instructor  
Joshua McDaniel, Math Instructor  
Jamie Michael, Veterinary Technology Instructor  
Colleen Mitchell, Veterinary Technology Instructor  
Deb Ochsner, Social Science Instructor  
Michele Ogburn, Director of Counseling and Disability Services  
Cristi Semmler, Veterinary Technology Instructor  
Jamie Smith, Cook
- ***Introduction of EWC Golf Team***
- ***Introduction of Visitors***

**Approve Agenda**

**Recommended Action:** *Motion to approve the agenda, as presented.*

**President's Update:**

Please see **Appendix A** for the President's update.

**Approve Consent Agenda – Appendix B**

- **Approve Minutes:** *August 8, 2014 meeting and executive session minutes and the August 18, 2014 special meeting and executive session minutes. Please see **Appendix B1**.*

*Prepared by Holly Branham, Executive Asst to the President and Board of Trustees*

- **Approve Families Becoming Independent (FBI) Grant and Acceptance of Dollars:** *The Families Becoming Independent (FBI) grant replaced the ETSS Workforce Grant this year. The FBI grant provides \$195,925.83 to Eastern Wyoming College to benefit (Temporary Assistance to Needy Families) TANF eligible students participating in short-term training programs such as Certified Nursing Assistant or Commercial Driver's License (CDL) training. The program is now administered through the Wyoming Department of Family Services instead of the Department of Workforce Services.*

*Prepared by Dr. Dee Ludwig, Vice President for Learning*

**Trustees, please feel free to contact Dr. Armstrong prior to the board meeting regarding any questions you may have concerning the consent agenda.**

**Recommended Action: Motion to approve the consent agenda, as presented.**

## Action Items

### Approve Financial Report

Please see **Appendix C** for the written financial report and the construction projects update.

*Prepared by Mr. Ron Laher, Vice President for Administrative Services*

**Recommended Action: Motion to approve the financial report, as presented.**

### Acceptance of the 2014 Instructional Program Reviews

At the June, July and August board meetings, the Board of Trustees were presented with program reviews in the Physical Education program, the Business Cluster, the Welding and Machine Tooling programs, and the Music program. We are requesting the Board accept the 2014 program reviews.

*Prepared by Dr. Dee Ludwig, Vice President for Learning*

**Recommended Action: Motion to accept the 2014 instructional program reviews, as presented.**

### Approve Room and Board Rate Increase

Please see **Appendix D** for details related to a 4% increase in room and board rates for FY 2016.

*Prepared by Mr. Ron Laher, Vice President for Administrative Services*

**Recommended Action: Motion to approve a 4% increase in room and board rates for fiscal year 2016, as presented.**

### Approve the Appointment of Melissa Dishman to the Position of Families Becoming Independent (FBI) Grant Coordinator

We are recommending the Board of Trustees approve hiring Melissa Dishman as the FBI grant coordinator (formerly ETSS grant, Marilyn Cotant). Melissa served as the assistant to the grant for the past year. Prior to working with the grant, Melissa worked in the insurance industry serving as an underwriter for a large firm in Omaha. Melissa has completed her Bachelor of Science Degree in Business Administration in Omaha at Bellevue University. She also completed her Associate of Arts in Business Administration at the Spencer School of Business.

*Prepared by Mr. Stuart Nelson, Director of Human Resources*

***Recommended Action: Motion to approve the appointment of Melissa Dishman to the position of FBI grant coordinator, as presented.***

## INFORMATION ITEMS

### **Student Services Update:**

Please see **Appendix E** for the Student Services update.

*Prepared by Dr. Rex Cogdill, Vice President for Student Services*

### **Human Resources Update:**

Staffing is wrapping up for the year. HR is still working on the Webmaster position and working to finalize the Gear UP staff. The office has also been working with all new employees on orientations and updates on policies and procedures.

*Prepared by Mr. Stuart Nelson, Director of Human Resources*

### **Learning Update:**

Please see **Appendix F** for the Learning update.

*Prepared by Dr. Dee Ludwig, Vice President for Learning*

- **Higher Learning Commission (HLC) Focus Report Overview:** Trustees were provided with copies of the HLC Focus Report at the last meeting. Dr. Ludwig will make a PowerPoint presentation regarding the visit and the visiting team.
- **Day One Fall On-Campus Enrollment Report:** Please see **Appendix G** for details.

*Prepared by Ms. Kimberly Russell, Director of Institutional Research*

### **Institutional Development Update:**

Please see **Appendix H** for details of the development update.

*Prepared by Mr. Oliver Sundby, Director of Institutional Development*

## Trustee Topics

- **Veterinary Technology Program Update** – Gary Olson

## Trustee Reminders

- **Higher Learning Commission Focused Visit**, October 6-7, 2014. Evaluators will meet with the Board of Trustees on one of those days.
- **Wyoming Summit on Community Colleges**, October 8-9, 2014, Laramie Hilton Garden Inn, contact Holly to register and request hotel accommodations; see **Appendix I** for Summit Agenda
- **WACCT Meeting**, October 9, 2014, immediately following Summit from 5:00-7:00 p.m.
- **Wyoming Community College Commission Meeting**, October 10, 2014, Laramie Holiday Inn

- **Outreach Trip to Newcastle and Upton** – October 21, 2014; see **Appendix J** for itinerary

## **Adjournment**

**7:00 p.m.**      **First Home Volleyball Match** – Gary invites the trustees to attend the first home volleyball match together, if time permits.

## Upcoming Events:

September 9	<b>Joint Work Session with Goshen County School District Board of Trustees, 5-6:00 p.m., Room 132</b>
<i>September 9</i>	<i><b>EWC Board Meeting at 6:15 p.m.</b></i>
September 23	<b>EWC Hosted Community Forum on ATEC/CTEC Projects, 6:30 p.m., Cafeteria, Ice Cream Social to follow (hosted by Development Office/Foundation)</b>
September 24	Foundation Meeting, 11:30-1:00, Community Training Center
<b>October 6-7</b>	<b>Higher Learning Commission Focused Visit</b>
October 8-9	Wyoming Summit on Community Colleges, Laramie, Hilton Garden Inn
October 9	WACCT Meeting, immediately following the summit at 5:00-7:00 p.m.
October 10	Wyoming Community College Commission Meeting, Laramie, Holiday Inn
<b>October 14</b>	<i><b>EWC Board Meeting</b></i>
October 16-17	Fall Break, no classes
October 21	Outreach Trip to Newcastle and Upton
<b>November 4</b>	<b>Election Day</b>
<b>November 11</b>	<i><b>EWC Board Meeting</b></i>

- Wyoming Economic Development Association and the Wyoming State Chamber of Commerce will be holding their fall conference on the EWC Campus on September 11, 2014