

**Eastern Wyoming College Board of Trustees
October 14, 2014
Dolores Kaufman Boardroom**

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on October 14, 2014 at 3:30 p.m. in the Dolores Kaufman Boardroom.

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

The work session was called to order at 3:35 p.m.

The EWC Outreach Coordinators were introduced to the Board.

Mr. Laher presented to the Trustees information concerning the Career and Technical Education Center. Faculty members representing the programs to be housed in the CTEC as well as Donna White, Community Education Coordinator were also on hand to provide further information regarding the planning for the CTEC and to answer any questions by the Board.

Jim Willox, Converse County Commission Chair attended the work session and provided an update on the Douglas Building construction. He stated the project is on schedule and under budget. The removal of concrete came in better than expected as well as the savings from the value engineering left a contingency in the amount of \$160,000. He stated he is anticipating approximately \$100,000 of the contingency will be left at the end of the project and that will come off the top of the shared \$900,000. Mr. Willox further explained that due to tax collections coming in at a faster rate than was anticipated there was no need to bond the project. Mr. Willox noted the building is expected to be completed by mid-January and he is hopeful the college will move into the new building as soon as possible as there are some competing interests for the current building. In addition, Mr. Willox requested the Board consider adding an ex-officio member from Converse County to set on the Board. He proposed the Converse County commissioners would appoint a member on a two year basis beginning December 1 to December 1. While the Trustees were amenable to an ex-officio member from Converse County being appointed by the commissioners it will be necessary to discuss the possibility with the college's attorney and the Wyoming Community College Commission. It was agreed Mr. Willox would be invited to attend the meeting when this subject will be discussed by the Board of Trustees.

Mr. Wayne Herr from McGee, Hearne and Paiz presented the audit report for fiscal year 2014. He noted a clean audit was given.

The work session was closed at 5:00 p.m. and the Trustees were served dinner in the cafeteria.

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on October 14, 2014 at 5:45 p.m. in the Dolores Kaufman Boardroom.

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

The meeting was called to order by Acting President Chavez at 5:45 p.m.

The members of the EWC Rodeo Team were introduced by Jake Clark to the Board of Trustees. Coach Clark informed the Trustees that the EWC rodeo will be held on March 27, 28, and 29.

The Civitas awards were introduced by Student Senate President Ian Zerbe. Faculty and Staff recipients were John Hansen, Mai Lee Olson, Heidi Edmunds, Kelly Strampe, Kate Steinbock, and Lance Petsch. The Volleyball Team received the Group award. Student recipients were Joe Vigil and Shay Schaefer.

The Student Senate update was provided by President Ian Zerbe.

ACTION: The Board was requested to approve the agenda. Mr. Varney moved to approve the agenda, as presented. Mr. Nash seconded and the motion was unanimously passed.

Dr. Patterson provided the Board with an update of his activities over the past month. He noted the HLC visit went well, lots of work continues on the bond campaign, and he attended the Community College Summit and the Wyoming Community College Commission meetings in Laramie.

ACTION: The consent agenda was considered for approval by the Board. Mr. Patrick moved and Mr. Kautz seconded the motion to approve the consent agenda, which included the minutes from the September 9, 2014 meeting and executive session, the minutes from the September 11, 2014 special meeting and special executive session, the minutes from the September 19, 2014 special meeting and special executive session, the agreement between the Orthopaedic and Spine Center of the Rockies (OCR) and EWC for athletic trainer services, the Performance Assessment Network (PAN) agreement, the FY 2014 Audit Report, ratified the contract between Wyoming Military Department and EWC, and ratified the MOU between UW and EWC for Year Four of the GEAR-UP agreement. The motion was unanimously passed.

ACTION: Mr. Laher presented the financial report while Mr. Jarvis presented the projects update. Mr. Varney moved to approve the financial report; second by Mr. Nash. Motion carried unanimously.

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

Dr. Ludwig presented the Day Ten 2014 Fall On-Campus Enrollment Report. The report indicated on-campus headcount on the tenth day of classes showed a 10.2% decrease compared to Fall 2013. Full-time headcount was down 9 students, and part-time headcount was down 59 students for a total decrease of 68 students. The number of first-time, full-time students was up 15 students; and the number of first-time, part-time students was down 89 students for a total decrease of 74 first-time students. The number of previously enrolled, full-time students was down 24 students and the number of previously enrolled part-time was up 30 students for a total increase of 6 previously enrolled students. First-time student headcount was 32 below the five-year average for full-time and 27 below the five-year average for part-time students. Previously enrolled student headcount was 7 students above the five-year average for full-time and 17 below the five-year average for part-time. Compared to the first day of classes, full-time headcount had increased by 8 students, and part-time had increased by 16 students. On-campus tenth day Full Time Equivalency (FTE) showed a decrease of 31.50 FTE compared to Fall 2013. This reflects an increase of 11.66 FTE from the first day of classes. The Fall 2014 tenth day FTE was 29.85 below the five-year average.

Dr. Ludwig also shared the Wyoming Community College System annual enrollment report for the 2013-14 academic year. The report noted all of the community college enrollments had increased during this period of time.

Dr. Patterson provided the Trustees with an update of the Veterinary Technology program. He is continuing ongoing monitoring meetings and is receiving positive feedback from students.

Mrs. Chavez and Dr. Patterson reported on the Wyoming Summit on Community Colleges held in Laramie October 8-9, 2014. The summit continued its focus on Complete College Wyoming.

The Trustees discussed possible dates for a retreat and agreed to hold one on November 14, 2014 at the College.

Heidi Edmunds was introduced by Dr. Patterson. Ms. Edmunds presented an update on the plans for a faculty senate.

ACTION: At 6:55 p.m., Mr. Varney moved to adjourn to executive session; seconded. Motion passed unanimously.

The regular meeting was reconvened at 8:05 p.m. and the meeting was adjourned.

Submitted by:

Holly L. Branham

Angie Chavez, Acting President

John B. Patrick, Secretary