

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

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on November 11, 2014 in the Dolores Kaufman Boardroom at 2:00 p.m.

Those members attending were Angie Chavez, Marilyn Fisher, John Patrick, Mike Varney, George Nash and Lowell Kautz. Also attending the work session were Matt Porta and Jennifer Cordes from SLATERPAULL Architects, and Matt Kibbon from the State Construction Management Division.

The work session was held to discuss the parking and site planning for the CTEC building. Architects from SLATERPAULL were on hand make a presentation to the Trustees on the planning for the building to date.

In honor of Veteran's Day, Amy Smith, EWC's veterans certifying official, provided the Board with information relating to the benefits provided to veterans at EWC.

Mr. Laher discussed construction projects and reviewed photographs showing the progress of the Douglas Campus building.

John Patrick stated the Board needs to hold a discussion regarding the ATEC and how to continue the momentum. He thought, perhaps, the banks would do a bridge loan to help move the process forward.

The work session adjourned at 4:40 p.m.

Board Meeting Minutes

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

Those members attending were Angie Chavez, Marilyn Fisher, John Patrick, Mike Varney, George Nash, and Lowell Kautz. Julie Kilty participated by telephone.

The meeting was opened by Acting President Angie Chavez at 5:45 p.m.

Mrs. Chavez thanked everyone involved with the Veteran's Day program held earlier in the day.

New employees Melissa Dishman, FBI grant coordinator and Thomas Milstead, GEAR-UP coordinator were introduced to the Board. In addition, David Vondy introduced Jordan Rice who is serving as the EWC athletic trainer as a result of an agreement with the Orthopaedic Center of the Rockies.

Coach Younglove was unable to attend so Rick Vonburg introduced the members of the Livestock Judging and Show Teams.

Ian Zerbe presented the Civitas award recipients John Hansen, Shay Schaefer, Athletic Department, Beth Reed, The Housing Council, Blake Steben, the Choir and Band members.

Mr. Zerbe then presented the Student Senate update.

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

In his update to the Trustees, Dr. Patterson commented on the Veteran's Day program. He noted approximately 400 people attended to show appreciation for veterans. Dr. Patterson suggested that he and Mrs. Chavez do a joint Letter to the Editor thanking the community for their support of the College through the passage of the general obligation bonds.

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 October 14, 2014 meeting and executive session minutes, the October 20, 2014 special meeting and special

executive session minutes, the October 31, 2014 special meeting and special executive session minutes, the AIA Agreement with GSG Architecture for the Fine Arts Renovation Phase III, the addendum to the Supplemental Funding Agreement for the new Douglas Branch Campus Building, the contract with PrestoSports for hosting the EWC athletics website, the request for sealed bids for equipment and furnishings for the new Douglas Branch Campus Building and pre-authorization of supplier selection, ratified the sealed bids for budgeted FY-2015 replacement of computers and pre-authorized supplier selection, ratified change orders 2 and 3 for the Lancer Hall Additions, and ratified change order 3 for the Fine Arts Entry Renovation project.

ACTION: Mr. Laher presented the financial report. Keith Jarvis provided an update of the current construction projects. Mr. Kautz moved to approve the financial report, as presented; seconded by Mr. Varney. Motion passed unanimously.

ACTION: The Board was requested to approve on first reading the revisions to Board Policy 5.2. Dr. Cogill informed the Trustees the proposed change is two-fold. First it changes the current policy regarding Withdrawal from Individual Classes and the College into an administrative rule. This will allow the Board to make changes to the rule in one meeting rather than the change having to be approved after a 45 day waiting period and public hearing as is now the case with a change in Board Policy. The second proposed change moves back the date in which a student may withdraw from any and all classes and receive a grade of "W". The current policy states that students may withdraw from any or all classes before the last 15 calendar days of the semester and receive a grade of "W". In the Fall semester, this date often falls during the Thanksgiving Break when the College is closed. This change would eliminate this from occurring. The Curriculum & Learning Council feels that the change to 28 calendar days from the end of the semester (4 weeks) still allows the student an adequate opportunity to determine if she or he has a reasonable chance of passing any individual class. A motion was made by Mr. Patrick to approve on first reading the revisions to Board Policy 5.2 Withdrawal from Individual Classes and College, and the associated Administrative Rules, as presented. Mr. Kautz seconded and the motion was unanimously passed.

ACTION: Mr. Laher presented the fiscal year 2016 Scholarship and Grants budget. He noted no major changes were being recommended at this time. Mr. Laher also noted that the committee is studying a proposal that will allow recruiters to have the authority to offer scholarships at set amounts during college fairs or when meeting with prospective students. He noted this proposal may or may not impact the final budget for FY-2016. Mr. Varney moved to approve the FY-16 Scholarship and Grants Budget, as presented. Seconded by Nash. Motion carried unanimously.

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

Heidi Edmunds informed the Board that faculty members have volunteered to serve on a committee to organize a Faculty Senate. The committee will then present a plan to the entire faculty for approval. They are anticipating they will have a representative elected by January 2015.

Dr. Ludwig presented the Fall 2014 October 15th Enrollment summary. The summary indicated the October 15, 2014 headcount decreased 6.7% and the FTE decreased 4.49%. Full-time headcount was down 83 students and part-time headcount was down 43 students resulting in a total decrease of 126 students. The number of students who attended EWC for the first time in Fall 2014 was down 106 full-time students and down 76 part-time students. The number of students who had attended EWC any time prior to Fall 2014 was up 23 full-time students and up 33 part-time students. Goshen County was down 73 full-time students and down 30 part-time students and Outreach decreased by 10 full-time students and decreased 13 part-time students. Goshen County FTE decreased by 65.16 FTE, and Outreach increased by 4.02 FTE. Outreach accounted for 44.8% of the FTE.

In addition, the Summer Enrollment Final Report was presented by Dr. Ludwig. She noted that EWC experienced a 16.8% decrease in total student headcount as compared to Summer 2013. The total student headcount of 401 students reflects an overall decrease of 81 students. Full-time enrollment was up 2 students. Part-time enrollment was down 83 students (17.5%). Full Time Equivalency (FTE) was decreased by 18.33 (14.6%).

Dr. Ludwig also shared with the Board information relating to the Fall Integrated Postsecondary Education Data Systems (IPEDS) Collection, the Western Undergraduate Exchange (WUE) report, the Dual/Concurrent Enrollment Summary SEA52 report, and the Equity in Athletics report.

Dr. Patterson provided the Board with an update on the Veterinary Technology Department. He noted the College had received word the AVMA will conduct a site visit February 25-27, 2015. Dr. Bittner conducted a continuing education course in Montana.

ACTION: Mrs. Chavez stated she would like to nominate George Nash for the WACCT Trustee Leadership Award. Mr. Varney moved and Ms. Fisher seconded the motion to nominate George Nash for the WACCT award. Motion carried unanimously.

At 6:45 p.m., the Board adjourned to executive session. At 7:00 p.m., the executive session was closed and the regular meeting reconvened. There being no further business the meeting was adjourned.

Submitted by:

Holly L. Branham

Angie Chavez, Acting President

John B. Patrick, Secretary