

**Eastern Wyoming College Board of Trustees  
December 9, 2014  
Dolores Kaufman Boardroom**

**Work Session Minutes**

The Eastern Wyoming College Board of Trustees met in a work session on December 9, 2014 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Angie Chavez, John Patrick, Julie Kilty, George Nash, Marilyn Fisher, and Mike Varney. Mr. Kautz was the only trustee absent. Also attending were Dr. Dee Ludwig, Rick Vonburg, Monte Stokes, Chris Wenzel, and Georgia Younglove.

The work session was opened at 4:00 p.m. by Acting President Chavez.

The work session was held to meet with the Ag faculty and to discuss the program. Rick Vonburg, Georgia Younglove, Monte Stokes and Chris Wenzel were on hand to answer questions. Kaitlyn Steben was unable to attend.

Mr. Vonburg reviewed with the Board the agriculture program offerings. Many comments and suggestions were provided by both trustees and faculty. One suggestion offered was surveying of the local ag producers/businesses to find out what their needs are and how EWC can help them.

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

**Board Minutes**

The Eastern Wyoming College Board of Trustees met in regular session on December 9, 2014 at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Angie Chavez, John Patrick, Julie Kilty, George Nash, Marilyn Fisher, and Mike Varney. Mr. Kautz was the only trustee absent.

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

Keith Smith, EWC web master was introduced to the Board. In addition, Coach Anderson and Coach Jones introduced the women's and men's basketball teams. The Speech and Debate team was also introduced by their coach, John Hansen.

Mr. Evans administered the Oath of Office for newly elected trustees Angie Chavez, John Patrick and George Nash.

Election of officers was held with the following results:

Angie Chavez, President  
John Patrick, Vice President  
Marilyn Fisher, Secretary  
Mike Varney, Treasurer

**ACTION:** The agenda was considered for approval by the Board. Mr. Varney moved to approve the agenda, as presented. Second by Ms. Kilty. Motion carried unanimously.

In his update, Dr. Patterson informed the Board that the College had received the draft of the Higher Learning Commission Focus Visit and the Administration is currently checking for errors of fact and no further reports or visits will be required. Dr. Patterson noted the Douglas Building is nearing completion and plans are being made to hold the spring graduation there. In addition, he indicated there is a great deal of interest in speeding up the construction of the Ag Building. The Board was reminded the American Veterinary Medicine Association will be on campus conducting a focused visit concerning the Veterinary Technology program. Dr. Patterson shared there are no controversial issues for the 2015 Legislative Session, however, the Colleges are working on legislative approval for changes to the funding cycle. Dr. Patterson reported that Mr. Evans had determined that state statute would not allow an ex-officio member from Douglas to sit on the Board. He asked the Board if they would like him to pursue other methods of gathering input from Converse County and the consensus of the Board was to have him do so. Mr. Nash suggested a trip to Douglas to see the new building.

**ACTION:** The consent agenda was considered by the Board. Mr. Varney moved and Mr. Nash seconded the motion to approve the consent agenda which included the minutes from the November 11, 2014 meeting and executive session; the November 14, 2014 strategic planning retreat summary; the College Central Network Online Services; the resignation of Director of Institutional Development Oliver Sundby; the designation of depositories at Points West Bank, Pinnacle Bank, First State Bank, U.S. Bank, Platte Valley Bank, Bank of the West, Converse County Bank, and related signatories; the designation of the Torrington Telegram as the College District's official newspaper, ratified change order 4 & 5 for the Lancer Hall Additions, and ratified the computer supplier selection for FY-2015. Motion carried unanimously.

**ACTION:** Mr. Laher presented the financial report. In addition, Mr. Woods reported on the progress of the Douglas Building construction and Keith Jarvis provided an update on other construction projects on campus. Mr. Patrick moved to approve the financial report, as presented. Second by Ms. Fisher and the motion passed unanimously.

**ACTION:** The Board was requested to appoint two Trustees to serve as the Board's representatives to the Wyoming Association of Community College Trustees. Ms. Kilty made a motion to approve the reappointment of John Patrick and Mike Varney. Mr. Nash seconded and the motion carried unanimously.

**ACTION:** The Trustees were informed Trustee Kautz's term on the Foundation was expiring and they were requested to approve a new representative or reappoint Mr. Kautz. Mr. Varney moved to reappoint Trustee Kautz to the Foundation; seconded by Mr. Nash. Motion carried unanimously.

**ACTION:** Trustee Chavez serves as the current Board representative to the Board of Cooperative Educational Services and the Trustees were requested to reappoint Mrs. Chavez or a new representative. Ms. Kilty moved to reappoint Angie Chavez as the Board representative to the BOCES; seconded by Mr. Varney. Motion carried unanimously.

**ACTION:** The Board was informed that from time to time it is necessary for Mr. Laher to sign financial documents under the title of Assistant Treasurer to the Board as required by banking institutions. Mr. Patrick moved and Ms. Kilty seconded the motion to appoint Ron Laher, EWC Vice President for Administrative Services as the Assistant Treasurer to the Board of Trustees. Motion was unanimously passed.

**ACTION:** Architect interviews for the Agricultural Technology Education Center were conducted on December 3. Four firms were interviewed and rated on a matrix provided by the State Construction Management Division. The results of the ratings and fee schedules were as follows: 1) Plan1 Architects, \$485,000; 2) CTA, \$552,050; 3) GSG Architecture, \$539,730; and 4) TSP, 7.5% of the total construction budget. The committee recommended the Board approve Plan1 Architects pending negotiations of contract details. Mr. Varney moved to approve awarding a contract to Plan1 Architects pending negotiations of contract details; seconded by Ms. Fisher. Motion carried unanimously.

**ACTION:** The Board was requested to complete their disclosure statements where they will be kept on file in the President's Office.

Updates were provided by the Faculty Senate and the Veterinary Technology Program. In addition, the offices of Learning, Student Services, and Human Resources also provided updates of their areas.

Dr. Ludwig presented the Workforce Development report and the Integrated Postsecondary Education Data Systems (IPEDS) Data Feedback report. Dr. Ludwig also provided the Trustees with a list of the College's different technical advisory council members.

The Trustees were reminded of the WACCT 2014-15 Awards Ceremony and Legislative Reception scheduled for January 29, 2015. Final details for the Board hosted Open House on December 14, 2014 were discussed.

**ACTION:** At 7:45 p.m., a motion was made by Mr. Patrick to adjourn to executive session to discuss personnel; Mr. Varney seconded. Motion carried unanimously

The regular meeting was reconvened at 8:30 p.m.

**ACTION:** Mr. Patrick moved that the Board of Trustees approve the severance contract with Dr. Armstrong as originally agreed upon (effective December 31, 2014). Second by Mr. Varney and the motion carried unanimously.

There being no further business the meeting was adjourned.

Submitted by:

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Holly L. Branham

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Angie Chavez, Acting President

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Marilyn Fisher, Secretary