

**Eastern Wyoming College Board of Trustees**  
**March 10, 2015**  
**Dolores Kaufman Boardroom**

**Work Session Minutes**

The Eastern Wyoming College Board of Trustees met in a work session on March 10, 2015 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members present were Mike Varney, Julie Kilty, George Nash, Angie Babcock, Marilyn Fisher, John Patrick, and Lowell Kautz. Also attending were Dr. Patterson, Tami Afdahl, Ron Laher, Rex Cogdill and Dee Ludwig.

The work session was opened at 4:09 p.m. by Board President Chavez. The work session was held to discuss revisions to the Governance Policies, specifically policies 1.0-1.6 and 1.8-1.9. Dr. Patterson noted this is part of the College's review of current policies and attempting to bring the policies in line with any changes in statute or practice.

Dr. Patterson reviewed each of the policies. Discussion centered around the wording relating to the process for filling a vacancy on the board. In addition, Dr. Patterson had some concerns regarding the timelines relating to strategic planning and suggested pulling Policy 1.9 out. It was agreed the suggested amendments be brought to the next meeting for a second reading.

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

**Board Meeting Minutes**

The Eastern Wyoming College Board of Trustees met in regular session on March 10, 2015 at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members present were Mike Varney, Julie Kilty, George Nash, Angie Babcock, Marilyn Fisher, John Patrick, and Lowell Kautz.

Board President Chavez called the meeting to order at 5:45 p.m.

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

In his president's update, Dr. Patterson reported:

- He had granted continuing contract status to John Cline and Gwen Yung.
- He provided the Board with a brief overview of the legislative session and those bills affecting community colleges.
- Shared interviews for the vice president for academic services will be held next week. With Dr. Ludwig's retirement, he has been looking at rebalancing and realigning the work load between the three vice presidents as well as rebalancing the division structure.
- The American Veterinary Medical Association site visit was completed. At the exit interview, a verbal report was provided. Dr. Patterson indicated it seemed very positive but they could not tell us what they were recommending. We will have to work with them on the draft and a written report will follow at a later date. He noted the USDA conducted an unannounced visit and no deficiencies were noted.
- The administration is currently working on the fiscal year 2016 budget. The College is experiencing a serious but not fatal budget situation. He indicated he is optimistic a balanced budget can be pulled together.
- A rough draft of the building layout for the ATEC has been completed.
- And, the City Council has indicated they will sponsor the grant to the Wyoming Business Council.

**ACTION:** The consent agenda was brought before the Board for consideration. Mr. Varney moved and Mr. Nash seconded the motion to approve the consent agenda, which included the minutes of the February 10, 2015 meeting and executive session, the special meeting minutes for February 16, 2015, the submission of EWC's application for the Academy for Student Persistence and Completion, and ratification of Torrington Office Supply as the furniture supplier for the Douglas Campus. Motion carried unanimously.

**ACTION:** The financial report was presented by Mr. Laher. In addition, Mr. Laher reviewed the construction projects. He noted word had been received from the Goshen County Recreation Board that the application to move the softball field lights had been approved. Mr. Jarvis provided an update on Lancer Hall. Ms. Kilty moved to approve the financial report, as presented. Mr. Patrick seconded and the motion was unanimously approved.

**ACTION:** The Board was requested to approve on first reading the revisions to Governance policies 1.0-1.6 and 1.8-1.9 as discussed in the work session. The revisions will bring the policies and administrative rules in line with current state statutes and/or current practices. Following the discussion, Mr. Patrick made a motion to approve the policies as submitted at this time, specifically that (policy) 1.3 needs additional work and 1.9 be placed on hold pending the correlation between it and the administrations work. Ms. Fisher seconded and the motion was unanimously passed.

**ACTION:** Dr. Patterson informed the Trustees that in July 2014, President Obama signed the Workforce Investment Opportunity Act which requires that the Department of Workforce Services, the Department of Vocational Rehabilitation, the Adult Education department at EWC, and Wyoming Family Literacy work together to create a local Workforce Community Advisory Board. This board will act as a steering committee for the new collaboration of services. Marilyn Fisher has been approached and invited to serve as the board representative but it will take board action to make that appointment. A motion was made by Trustee Kilty and seconded by Trustee Nash to approve appointing Marilyn Fisher to this advisory board. Motion carried unanimously.

At this time, Trustee Kilty left the meeting.

**ACTION:** The Board was informed that at its January 28<sup>th</sup> meeting, the Foundation considered three items relative to facility naming and require approval by the Trustees. It was noted the changes were agreeable to the donors. In addition, Dr. Patterson provided a map outlining the proposed changes. A motion was made by Mr. Varney to approve the street that runs from West C Street, past the Cosmetology building and behind the main campus to Eastern Hall be named "Platte Valley Bank Drive." Seconded by Mr. Nash. Motion passed unanimously.

**ACTION:** A motion was made by Mr. Nash and seconded by Mr. Kautz to approve the new configuration of West C Street entry ways and pedestrian walkway in the commons area planned with construction of the CTEC building be named "Pinnacle Bank Drive." Motion carried unanimously.

**ACTION:** Mr. Kautz moved and Mr. Nash seconded the motion to approve the CTEC commons area be named for Mr. Franklin Smith in recognition of his generosity and love of the College. Motion was unanimously passed.

Updates were provided by the Staff Alliance, Student Services, Faculty Senate, Human Resources, Institutional Development and Learning.

The Integrated Postsecondary Education Data Systems (IPEDS) winter collection information was provided to the Trustees.

Dr. Ludwig presented the Fall 2014 Enrollment Report. The report indicated the Fall 2014 headcount decreased 6.0% and the full-time equivalency (FTE) decreased 4.1% compared to Fall 2013. Full-time headcount was down 25 students and part-time headcount was down 92 students resulting in a total decrease of 117 students. The number of students who attended EWC for the first time in Fall 2014 was down 94 full-time students and down 44 part-time students. The number of students who had attended EWC any time prior to Fall 2014 was up 69 full-time students, and down 48 part-time students. Goshen County was down 54 full-time and down 69 part-time students, and Outreach increased by 29 full-time and decreased 23 part-time students. Goshen County full-time equivalency decreased by 78.08 FTE, and Outreach increased by 21.63 FTE. Outreach accounted for 45.3% of the FTE.

In addition, the Annual Enrollment Report through Fall 2014 was presented. EWC experienced a decrease of 198 (8.1%) total students compared to 2013-14. Total Summer enrollment had a decrease of 81 students and Fall had a decrease of 117 students. The total headcount is 81 students below the five-year average. EWC experienced a 5.0% decrease in full-time equivalency (FTE) compared to 2013-14. The FTE is 2.61 below the 5 year average.

The March 1 Enrollment Report was presented by Dr. Ludwig. All registrations to date have been entered. However, additional enrollment will occur throughout the semester. Total headcount is down 5.2% and the FTE is down 8.8% compared to March 1, 2014. At this point in time, Outreach represents 42% and Goshen represents 58% of the full-time equivalency (FTE).

Under Trustee Topics it was noted Trustee Kilty left the meeting because she was ill. Mr. Varney thanked Tami Afdahl for covering in Holly Branham's absence. Mr. Kautz recognized David Vondy in the audience. Mr. Vondy reported on upcoming athletic events.

**ACTION:** A motion was made by Mr. Kautz to adjourn to executive session to discuss personnel; seconded by Mr. Nash. Motion carried unanimously.

At 7:30 p.m., the executive session was closed and the regular meeting adjourned.

Submitted by:

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Holly L. Branham

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Angie Chavez, President

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Marilyn Fisher, Secretary