

The Eastern Wyoming College Board of Trustees
May 12, 2015
Dolores Kaufman Boardroom

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on May 12, 2015 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Marilyn Fisher, George Nash, Angie Chavez, Mike Varney and Lowell Kautz. Julie Kilty and John Patrick were unable to attend.

The work session was held to review the Fiscal Year 2016 Preliminary College Budget and the recommended compensation cost adjustments. In addition, Mr. Laher provided the Board with a revised Revenue Recapture Plan for the Wyoming Business Council grant/loan for the ATEC Building.

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 May 12, 2015 at 5:45 p.m. in the Dolores Kaufman Boardroom.

At 5:45 p.m. a public hearing was held to hear comments on the revisions to Governance Policies 1.0-1.6 and 1.8-1.9. There being no comments from the audience the public hearing was closed and the regular meeting opened.

Dr. Walker and the Vet Tech Faculty were on hand to make a presentation to the Board of Trustees. Dr. Walker noted the program regained full AVMA accreditation status as a result of the latest focus visit conducted in February, however, another report will be due in the Fall of 2015.

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.

In addition to his written update, Dr. Patterson informed the Trustees that EWC has a record number of graduates for this year. Dr. Patterson also informed the Board that the CTEC bids were 11% over bid. In consultation with the State, all bids were rejected and the building construction will be value engineered. He noted folks are frantically working on the Wyoming Business Council grant/loan for the ATEC. Dr. Patterson reminded the Board he is due for an evaluation at the June board meeting. He further noted the probationary status with the AVMA was changed to full accreditation. Dr. Patterson met with the Foundation Finance Committee and noted the committee will be proposing to endow a chair which is new to the community college system. The Foundation would take funds to setup the endowment and then match those funds with state dollars. The funds earned would be used to partially fund a position for a building manager for the ATEC. Dr. Patterson will be going to Newcastle on Sunday for their High School graduation where two students have completed their associate degree through EWC in addition to their high school diploma. He further noted an Animal Care policy will be coming forward for Board review at the June meeting in hopes of the policy going into effect by August. Finally, the WyDEC conference is being hosted by EWC in Douglas and summer hours begin May 18th.

ACTION: The Board was requested to approve the consent agenda. Mr. Nash moved and Ms. Fisher seconded the motion to approve the consent agenda which included the minutes from the April 14, 2015 meeting and executive session, the Academic Calendar for 2017-2018, the certification of uncollectible debts in the amount of \$1,253, the request to schedule a public hearing for renewal of the optional mill levy for fiscal year 2016 and 2017, the request for a public hearing on the Final Budget for FY-15, change order 8 for the Lancer Hall Additions, and the ratification of Amendment One to the contract between the Wyoming Office of Tourism and EWC for the rodeo team. Motion carried unanimously.

ACTION: Mr. Laher presented the financial report. Clyde Woods provided an update on construction projects and Keith Jarvis reported on the Lancer Hall Additions project. Mr. Kautz moved to approve the financial report, as presented; second by Mr. Varney. Motion carried unanimously.

ACTION: The Board was requested to approve the appointment of Dr. Michelle Landa. Ms. Landa currently serves as the Director of Institutional Effectiveness at Treasure Valley Community College in Ontario, Oregon. She received her Ed.D. from Argosy University, Master of Arts Degree from Seton Hall University and her Bachelor of Arts from California State

University. Mr. Nash moved to approve the appointment of Dr. Michelle Landa to the position of Vice President for Academic Services. Mr. Varney seconded and the motion was passed unanimously.

ACTION: Mr. Laher requested the Board consider the compensation cost adjustments for fiscal year 2016. The recommendation included 1) granting salary moves to employees completing pre-approved professional development activities for an approximate cost of \$10,363; 2) continued coverage of the employees' share of the standard state retirement benefit, which includes an increase of .75% on eligible salaries starting in July 2015 for a cost of approximately \$43,500 less state aid resources of \$26,800 with a net cost to the College of \$16,700 ; and 3) upgrades to four positions for a cost of \$6,354 with \$1,870 being funded by an outside source for a net cost to the College of \$4,484. Positions being upgraded are the Douglas Maintenance Supervisor/Custodian from a B21 to a B22, IT Specialist from a B23 to a B31, Community Education Associate Director from a C43 to a C44, and the Academic Services Administrative Specialist from a B23 to a B31. Ms. Fisher moved and Mr. Kautz seconded the motion to approve the fiscal year 2016 compensation cost adjustment; as presented. Motion carried unanimously.

ACTION: Mr. Laher presented the FY-16 Preliminary Budget for consideration by the Board of Trustees. Final budget approval will take place at the July board meeting. Mr. Varney moved to approve the fiscal year 2016 Preliminary College Budget, as presented by Mr. Laher. Second by Ms. Kilty; motion passed unanimously.

ACTION: The final reading of the revisions to the Governance Policies was held. A motion was made by Ms. Fisher and seconded by Mr. Nash to approve on final reading the revisions to the Governance Policies 1.0-1.6 and 1.8-1.9, as presented. Motion passed unanimously.

ACTION: Mr. Laher presented a request for the Trustees to take action concerning removing the old Douglas Building from service and transferring ownership back to Converse County School District 1. Mr. Laher explained EWC's legal counsel recommended the College execute a quitclaim deed for the property to memorialize the event. The legal description for the property described in "Exhibit A" is being prepared by BenchMark of Torrington. Mr. Varney moved to follow Ron's recommendation (remove the old Douglas Building from service and transfer ownership to Converse County School District 1) and quickly do a quitclaim deed; second by Mr. Kautz. Motion carried unanimously.

ACTION: Mr. Laher recommended the Trustees discuss and approve the proposed revenue recapture plan for the Wyoming Business Council grant/loan application for construction of the ATEC building. Recommended revisions were discussed in the work session and as a result Ms. Fisher moved to approve the ATEC revenue recapture plan for the Wyoming Business Council grant/loan application, as amended. Mr. Varney seconded and the motion was unanimously passed.

Updates were provided by Learning, Institutional Development, the Staff Alliance, Student Services, the Faculty Senate, and Human Resources. Dr. Ludwig provided the Board with the Spring 2015 Integrated Postsecondary Education Data Systems (IPEDS) Collection information and the Higher Learning Commission update.

Mr. Sundby discussed his recommended wording regarding the provisions to the legislation relative to the endowment challenge funds.

Trustee Topics:

Mr. Varney provided an update on the WACCT executive director position. He informed the Board that Erin Taylor was selected to fill the position.

ACTION: Mr. Varney moved to adjourn to executive session at 7:35 p.m. Second by Ms. Fisher; motion carried unanimously.

The executive session was closed at 8:15 p.m. and the regular meeting adjourned.
Submitted by:

Holly L. Branham

Angie Chavez, President

Marilyn Fisher, Secretary