

**Eastern Wyoming College Board of Trustees
September 8, 2015
Dolores Kaufman Boardroom**

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on September 8, 2015 at 4:00 p.m. in the Dolores Kaufman Boardroom.

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

In the absence of Board President Chavez, Trustee Patrick presided over the work session.

Faculty Senate officers Heidi Edmunds, Tim Anderson, and Michael DeMers addressed the Board requesting direction on how the Faculty Senate should bring issues before the Board. They indicated the Faculty Senate would like to be a resource to the Board and share with the Board their position on certain issues. Dr. Patterson requested the Faculty Senate work through the chain of command so there are no surprises. Mr. Patrick indicated while it was his intent to encourage the faculty to organize he too agreed with Dr. Patterson that under most circumstances they should work through the appropriate administrators regarding issues of interest.

Erin Taylor, the new executive director of the Wyoming Association of Community College Trustees was on hand to meet the trustees and provide an update of the WACCT activities.

The work session adjourned at 5:00 p.m.

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on September 8, 2015 at 5:45 p.m. in the Dolores Kaufman Boardroom.

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

In the absence of Board President Chavez, Trustee Patrick presided over the meeting and called the meeting to order at 5:45 p.m.

Dr. Cogdill presented the Civitas awards. Those receiving awards were: The student recipient was Josie Tracy, the group recipient was the Financial Aid Staff, and the faculty recipient was Dr. Shridhar Budhi.

Kyle Sabourin, Student Senate President provided the Board of Trustees with an update of Senate activities.

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

In addition to his written report, Dr. Patterson shared with the Trustees that enrollment looks to have dropped slightly. The AVMA corrective actions report is currently being drafted and will be submitted at the end of the week. He further noted the CTEC is ready to go and will be breaking ground in March. Dr. Patterson indicated he will be meeting with the Governor regarding the ATEC and the Business Council grant application on Wednesday. In addition, the athletic teams are off to a good start

ACTION: The consent agenda was considered by the Board. Mr. Nash moved and Ms. Kilty seconded the motion to approve the consent agenda, which included the minutes from the August 11, 2015 meeting and executive session and ratified the restructuring of the Copy Center Clerk position to Copy Center Technician. Motion passed unanimously.

ACTION: Mr. Laher presented the financial report. In addition, Mr Woods provided an update on the construction projects. Mr. Nash moved to approve the financial report, as presented; Mr. Kautz seconded. Motion carried unanimously.

ACTION: The Board was informed the GEAR-UP selection committee, with Dr. Cogdill and Dr. Patterson's approval, recommended Brandy Horejs for the vacant GEAR-UP Coordinator position. Brandy has been employed at EWC since 2007 and has most recently served as the Accounts Payable Clerk. Brandy received both her bachelor's degree and MBA from Chadron State College. Mr. Varney moved to approve the appointment of Brandy Horejs to the position of GEAR-UP Coordinator, as presented. Seconded by Mr. Nash. Motion was passed unanimously.

Updates were provided by Academic Services, College Relations, the Faculty Senate, Human Resources, the Staff Alliance, and Student Services.

Dr. Landa reported that on-campus headcount on the first day of classes showed an 11.5% decrease compared to Fall 2014. Full-time headcount was down 33 students, and part-time headcount was down 33 students for a total decrease of 66 students. The number of first-time, full-time was up 27 students; and the number of first-time, part-time was down 11 students for a total increase of 16 first-time students. The number of previously enrolled, full-time was down 60 students and part-time was down 22 students. The on-campus first day Full Time Equivalency (FTE) showed a decrease of 64.42 FTE compared to Fall 2014.

Dr. Landa further reported that the Douglas Campus headcount on the first day of classes showed a 21.3% increase compared to Fall 2014. Full-time headcount was up 3 students, and part-time headcount was up 14 students for a total increase of 19 students. The number of first-time, full-time was up 9 students; and the number of first-time, part-time was up 6 students for a total increase of 15 first-time students. The number of previously enrolled, full-time was down 4 students and part-time was up 8 students. Douglas first day FTE showed an increase of 10.00 FTE compared to Fall 2014.

Dr. Patterson reviewed the new Administrative Rule 3.10.5 Sponsored Research Activities. He noted the new rule was created to address a conflict of interest for employees conducting research activities relative to grant projects most generally with the University of Wyoming.

At 6:50 p.m. the Board adjourned to executive session. At 7:20 p.m. the executive session was closed and the regular meeting was adjourned.

Submitted by:

Holly L. Branham

Angie Chavez, President

Marilyn Fisher, Secretary