

**Eastern Wyoming College Board of Trustees
October 7, 2015
Dolores Kaufman Boardroom**

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on October 7, 2015 at 4:00 p.m. in the Dolores Kaufman Boardroom.

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

The work session was held to review the Fiscal Year 2015 Audit Report. Mr. Wayne Herr from McGee, Hearne & Paiz was on hand to present the Audit Report.

Following the Audit presentation, the Trustees toured the athletic training room.

The work session was closed at 5:10 p.m.

Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on October 7, 2015 at 5:45 p.m. in the Dolores Kaufman Boardroom.

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

New employees Dr. Sridhar Budhi, Chemistry Instructor; Mr. Roger Humphrey, Education Instructor, Mr. Ed Meyer, Director of Human Resources; Brandy Horejs, GEAR-UP Coordinator; Autumn Pierce, Animal Caretaker; and Ashly Nash, Custodian were introduced to the Trustees.

The Civitas awards were presented by Ms. Michele Ogburn, Student Senate sponsor. Coach Julie Sherbeyn and the Women's Volleyball Team were also introduced to the Trustees.

Student Senate President Kyle Sobourin presented the Student Senate update.

In addition, Nate Foster, Skills USA President provided the Board with a presentation on the Skills USA National Competition.

ACTION: The Board of Trustees were requested to approve the agenda with one addition; namely, the resignation of Kellee Gooder. Mr. Nash moved to approve the resignation of Kellee Gooder, as presented. Mr. Varney seconded and the motion carried unanimously.

In addition to his written update, Dr. Patterson reminded the Trustees of the Wyoming Community College Commission on October 19 & 20, and discussed the need to request the City of Torrington withdraw the grant application to the Wyoming Business Council for the Agricultural Technology Education Center. He reported on possible changes to the ATEC building plans. We are looking at removing the demonstration area until more funding becomes available. The key components will be there; classrooms, labs, offices and construction could begin as early as next year. Dr. Patterson provided an update on the progress of the CTEC with construction beginning in March. He also noted the administration is looking at the organizational structure of the College and state funding is going to be lean for the next few years. The College will be holding a moment of silence tomorrow at noon in honor of Umpqua Community College.

ACTION: Trustee Kautz moved the Board of Trustees request the City of Torrington notify the Wyoming Business Council they wish to withdraw the grant application for the Agricultural Technology Education Center. Ms. Fisher seconded and the motion was unanimously passed. Mr. Varney requested a letter from President Patterson noting the action taken by the Board of Trustees.

ACTION: The Board was requested to approve the consent agenda. Mr. Varney moved to approve the consent agenda, which included the minutes from the September 8, 2015 meeting

and executive session, and the September 18, 2015 special meeting. Second by Mr. Nash and the motion carried unanimously.

ACTION: Mr. Laher presented the financial report and Mr. Jarvis presented the projects update. A motion was made by Ms. Fisher to approve the financial report, as presented. Mr. Varney seconded and the motion was unanimously passed.

ACTION: The FY-15 Audit Report was presented during the work session. Mr. Laher thanked all the employees that provided help with the audit report and requested the Board accept the report. Ms. Fisher moved to accept the FY-15 Audit Report. Mr. Nash seconded; motion passed unanimously.

ACTION: The Trustees were informed the Director of Institutional Development Selection Committee, with Dr. Patterson's approval, recommended Mr. John Hansen for the vacant Director of Institutional Development position. Mr. Hansen is currently EWC's Communication Instructor and Debate Team Coach. Mr. Meyer requested the Board approve the appointment of John Hansen to this position. Ms. Fisher moved to approve the appointment of John Hansen to the position of Director of Institutional Development, as presented. Mr. Kautz seconded and the motion passed unanimously.

ACTION: The Board was requested to approve the resignation of Ms. Kellee Gooder, Director of Residence Life. Mr. Kautz moved and Mr. Varney seconded the motion to approve the resignation, as presented. Motion carried unanimously.

ACTION: Dr. Landa requested the Board approve the 2015 Strategic Directions as developed at their September 18, 2015 retreat. Board President Chavez discussed her thoughts relating to diversity and the College's need to have that in the strategic plan, perhaps as a strategic direction. Discussion ensued and it was agreed that diversity would be added to the guiding principles. Mr. Varney moved to approve the 2015 Strategic Directions, as presented. Mr. Kautz seconded and the motion was unanimously passed.

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

Director of Institutional Research Kimberly Russell informed the Board of Trustees that the on-campus headcount on the tenth day of classes showed a 14% decrease compared to Fall 2014. Full-time headcount was down 48 students, and part-time headcount was down 36 students for a total decrease of 84 students. The number of first-time, full-time students was up 14 students; and the number of first-time, part-time students was down 6 students for a total increase of 8 first-time students. The number of previously enrolled, full-time students was down 62 students and the number of previously enrolled part-time was down 30 students for a total decrease of 92 previously enrolled students. First-time student headcount was 10 below the five-year average for full-time and 26 below the five-year average for part-time students. Previously enrolled student headcount was 44 students below the five-year average for full-time and 35 below the five-year average for part-time. Compared to the first day of classes, full-time headcount has decreased by 7 students, and part-time has increased by 13 students. The on-campus tenth day Full Time Equivalency (FTE) showed a decrease of 79.66 FTE compared to Fall 2014. This reflects a decrease of 3.58 FTE from the first day of classes. The Fall 2015 tenth day FTE was 84.68 below the five-year average. Ms. Russell reminded the Trustees that high school students are not included in this report.

In addition, Ms. Russell provided the Douglas Day Ten enrollment report. The report indicated the headcount on the tenth day of classes showed an 18.8% increase compared to Fall 2014. Full-time headcount was up 7 students, and part-time headcount was up 11 students for a total increase of 18 students. The number of first-time, full-time students was up 12 students; and the number of first-time, part-time students was up 2 students for a total increase of 14 first-time students. The number of previously enrolled, full-time students was down 5 students and the number of previously enrolled part-time was up 9 students for a total increase of 4 previously enrolled students. First-time student headcount was 5 above the three-year average for full-time and 2 below the three-year average for part-time students. Previously enrolled student headcount was 3 students below the three-year average for full-time and 3 above the three-year average for part-time. Compared to the first day of classes, full-time headcount has increased by 2 students, and part-time has increased by 4 students. Douglas tenth day FTE showed an increase of 7.42 FTE compared to Fall 2014. This reflects an increase of 0.17 FTE from the first day of classes. The Fall 2015 tenth day FTE was 3.7 above the three-year average. This report also does not include high school students.

Tami Afdahl, Director of College Relations and Athletic Director Tom Andersen presented the new Athletic webpage.

ACTION: The Trustees were reminded it was time to select a trustee nominee for the WACCT Leadership Awards. Mrs. Chavez nominated John Patrick as EWC's nominee for the WACCT Trustee Leadership Award for 2015-2016. Mr. Nash seconded and the motion passed unanimously.

Dr. Patterson asked the Board of Trustees if they had any issues with the Skills USA Club raffling a shotgun as a fundraiser in the wake of the shootings at Umpqua Community College. It was the consensus of the Board the Club should move forward with the fundraiser.

ACTION: At 7:55 p.m., Mr. Nash moved and Ms. Fisher seconded the motion to adjourn to executive session following a five minute break. Motion was unanimously passed.

There being no further business the executive session closed and the regular meeting was adjourned at 8:35 p.m.

Submitted by:

Holly L. Branham

Angie Chavez, President

Marilyn Fisher, Secretary