

EWC BOARD OF TRUSTEES
February 9, 2016
Dolores Kaufman Boardroom

College Mission

Eastern Wyoming College is a student-centered, comprehensive community college that responds to the educational, cultural, social, and economic needs of its communities with quality, affordable educational opportunities for dynamic lifelong learning.

Vision Statement

Eastern Wyoming College will be a dynamic center for education, acting as a catalyst for individual growth, community engagement and global impact.

3:00 p.m. Executive Session – Personnel

Recommended Action: Motion to approve adjourning to executive session to discuss personnel.

5:00 p.m. Dinner in the Cafeteria

AGENDA

5:45 p.m. Open Meeting

- **Introduction of Rodeo Team**
- **Introduction of Civitas Awards**
- **Student Senate Update**

- **Introduction of Visitors**

6:00 p.m. -- Dr. David Banville's Political Science 1050 class

Approve Agenda

Recommended Action: Motion to approve the agenda, as presented.

President's Update:

Please see **Appendix A** for the President's update.

Approve Consent Agenda – Appendix B

- **Approve Minutes:** *January 12, 2016 meeting and executive session, and February 2, 2016 special meeting and executive session minutes. Please see **Appendix B1**.*
Prepared by Holly Branham, Executive Asst to the President and Board of Trustees
- **Approve Resignation of Tim Andersen:** *Tim Andersen, EWC Welding instructor has submitted his letter of resignation effective at the end of his current contract.*
Prepared by Mr. Ed Meyer, Director of Human Resources

- **Approve State of Wyoming Surplus Property Resolution:** *The resolution shown in **Appendix B5** authorizes the employees listed to acquire equipment and furnishings, as needed, from Wyoming Surplus Property.*
Prepared by Mr. Ron Laher, Vice President for Administrative Services
- **Approve Renewal of the Eastern Wyoming BOCES Fiscal Agency Agreement:** *This agreement was revised to reflect last year's Wyoming Statute change that allows BOCES boards to meet quarterly rather than monthly. Additionally, we have eliminated the references to the fiscal year-end expiration date so that the contract does not have to be renewed annually. However, we retained each party's right to terminate the agreement by giving notice. Please see **Appendix B6** for a copy of the agreement.*
Prepared by Mr. Ron Laher, Vice President for Administrative Services
- **Ratify Valley City State University Articulation Agreement:** *The articulation agreement shown in **Appendix B8** is being recommended for Board ratification. It formally establishes the partnership governance, joint program, and course credit transfer requirements between EWC and this North Dakota university with regard to the Elementary Education Program, as developed by faculty from both institutions.*
Prepared by Mr. Ron Laher, Vice President for Administrative Services

Trustees, please feel free to contact Dr. Patterson prior to the board meeting regarding any questions you may have concerning the consent agenda.

Recommended Action: Motion to approve the consent agenda, as presented

Action Items

Approve Financial Report

Please see **Appendix C** for the written financial report and the construction projects update.

Prepared by Mr. Ron Laher, Vice President for Administrative Services

Recommended Action: Motion to approve the financial report, as presented.

Approve Selection of Campus ID Card Systems

Last fall, the EWC Campus ID Card Systems Review/Evaluation Committee developed a request for proposal (RFP) to replace EWC's Blackboard system that was initially acquired in 2008 for approximately \$75,000 and carries an annual maintenance contract costing almost \$17,000 year. The RFP was issued in November and five card vendors responded with initial cost quotes ranging from ~\$60,000 to ~\$114,000 with projected ongoing annual maintenance costs of ~\$10,000 to ~\$18,000 annually.

The new system and related equipment will give EWC the continued ability to issue student ID cards that may be used at point-of-sale terminals or card readers in the cafeteria, student center, library, and fitness center. Additionally, the RFP provides for additional wireless readers that may be used at intercollegiate sports and other events to check access privileges. The Committee is recommending approval of the equipment, supplies, hosted software, installation, and training package proposed by Multicard, based on price, proximity to campus, and service record. The projected initial cost is \$60,174 and the ongoing annual maintenance cost is \$11,596. We plan to seek lease financing for the new system as outlined and approved by the Board on April 14, 2015.

Prepared by Mr. Ron Laher, Vice President for Administrative Services

Recommended Action: Motion to approve the Multicard Campus ID Systems package in the amount of \$60,174 and annual maintenance cost of \$11,596, as presented.

Action Regarding Ag Facility Construction

EWC Foundation members met on January 27 and approved a motion to recommend to the EWC Board of Trustees that they consider deferring the construction of the proposed Ag facility until 2017. The Foundation is over halfway toward raising the funds needed for the project and the extra time will allow the College to fully assess and develop strategic plans with regard to Ag programming that may be used to fuel and optimize further fundraising efforts. Administration concurs. The Board approved the following motion at their December meeting: *“with the Board’s current understanding of the project directs the administration to proceed with the planning and construction of the Agricultural building using available resources from the College, the general obligation bond, and the EWC Foundation.”* We request that the Board consider this recommendation and affirm the desired construction timeframe so that administration may make plans accordingly.

Prepared by Mr. Ron Laher, Vice President of Administrative Services

Recommended Action:

INFORMATION ITEMS

Institutional Development Update:

Holly Lara will provide an update concerning Sagebrush and Roses and presentation made to the Lion’s Club.

John Hansen will provide an update on visitation with Douglas Advisory Council and Memorial Hospital of Converse County.

Prepared by Mr. John Hansen, Director of Institutional Development

Staff Alliance Update:

The EWC Faculty and Staff Fitness Challenge is officially underway! The challenge began on January 18th and will conclude on Sunday, March 20th. We have 11 teams competing in this eight week challenge completing anywhere from 150 to 270 minutes a week per person. The feedback from the previous challenge has been very positive and subsequently caused the alliance to sponsor another challenge. In addition to the challenge, the alliance is working on creating a social activity for alliance members in the spring.

The Staff Alliance understands the seriousness of the College’s budget situation and the difficult decisions ahead. While these decisions may affect individuals and their positions, we ask that these decisions not be taken lightly, evaluated fairly and equitably, as well as ultimately serve the best interest of the institution and the utilization of resources

Prepared by Ms. Mai Lee Olsen, Staff Alliance President

Student Services Update:

Please see **Appendix D** for the Student Services update.

Prepared by Dr. Rex Cogdill, Vice President for Student Services

Academic Services Update:

Please see **Appendix E** for the Academic Services update.

Prepared by Dr. Michelle Landa, Vice President for Academic Services

- **Outcomes Assessment Report:** John Cline, Outcomes Assessment Coordinator will present the report and answer questions. ***The report has been included with your packet under separate cover.***

- **Enrollment Reports:** Please see **Appendix F** for the Torrington and Douglas Campus enrollments for Day 1 and Day 10 of Spring 2016.

Faculty Senate Update:

The EWC Faculty Senate is currently working on drafting a position statement reflecting the faculty's desires for the structure and selection of division chairs. The document is expected to be submitted to administration for consideration in the near future.

At our January 28th meeting and prior multiple faculty members and senate representatives expressed great concern over cuts to instructional personnel that have already taken place and may take place in the near future. The faculty and the faculty senate expressed a desire for the college to value employee longevity and continuity, as this drives program growth and development which benefits the whole collegiate environment.

Prepared by Mr. Michael DeMers, Faculty Senate Vice President

Trustee Topics

- **REMINDER:** WACCT Leadership Awards and Legislative Reception, February 18, 2016
- **March 17, 2016** – Career and Technical Education Center Ground Breaking, 2:00 p.m.
- **Joint Retreat with Foundation Board**
 - a. **Possible dates** – April 14 & 15 or April 28 & 29
 - b. **Location:** Casper or local venue

Executive Session – Litigation

Recommended Action: Motion to approve adjourning to executive session to discuss litigation.

Adjournment

Upcoming Events:

February 9

February 11-12

February 17

February 18

February 22-26

EWC Board Meeting

Winter Break, No Classes

Wyoming Community College Commission Meeting, LCCC

WACCT Awards and Legislative Reception, Little America

Dr. Patterson's week at the Legislature

March 4-6

March 7-11

March 8

March 13

March 17

March 25

March 28

March 30

EWC Rodeo

Spring Break, No Classes

EWC Board Meeting

Daylight Savings Begins – Spring Forward

CTEC Ground Breaking Ceremony, 2:00 -- dirt turning, 2:30 -- Ceremony

Easter Break, College Closed

Easter Break, No Classes

Foundation Board Meeting, 11:30-1:00, CTCI

April 12

April 20

April 21-22

EWC Board Meeting

AG/Rodeo Awards Banquet, 5:00 p.m., Cafeteria

EWC Golf Team Tournament

May 1

May 5

May 6

May 7

May 10

May 25

May 30

Spring Concert, 3:00 p.m., Fine Arts Auditorium

HSEC Graduation, Tebbet Room 131/132

EWC Torrington Graduation, 7:00 p.m., Fine Arts Auditorium

EWC Douglas Graduation, Douglas

EWC Board Meeting

Foundation Board Meeting, 11:30-1:00, CTCI

Memorial Day, College Closed

June 1-3

Governance Institute on Student Success, Casper