

**EWC BOARD OF TRUSTEES**  
**October 11, 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.*

**AGENDA**

- 4:30 p.m. Work Session –**
- Audit Report -- See **Appendix B4** for details.
- 5:00 p.m. Dinner in Cafeteria**
- 5:45 p.m. Open Meeting**
- **Introduction of New Employees**  
Dean Gorsuch, Welding Instructor  
Wendy George, Counseling and Disabilities Coordinator
  - **Civitas Awards**
  - **Student Senate Update**
  - **Introduction of Golf Team**
  - **Introduction of Visitors**

**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:** Please see **Appendix B1** for the September 13, 2016 board meeting and executive session minutes.  

*Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees*
- **Accept Audit Report:** The Audit Report will be presented during the work session and can be found in **Appendix B4**.  

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

- **Ratify Appointment of Linda Day to the Position of Families Becoming Independent (FBI) Coordinator:** *The Board was polled on September 20<sup>th</sup> regarding the appointment of Linda Day for the position of FBI Coordinator. As you will recall, polling the Board was necessary since a CDL class is scheduled for October 17<sup>th</sup> less than a week following the October 11<sup>th</sup> board meeting. Ms. Day holds a master's degree, has many years of higher education experience, has experience and relationships in EWC's service area, and was a former federal grant manager. Six out of seven board members were reached and all voted in favor of the appointment.*

*Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees*

***Trustees, please feel free to contact Dr. Patterson prior to the board meeting regarding any questions 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.

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

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

### Approve on First Reading Revisions to Board Policy 1.0 College Mission & Strategic Directions

Last October, the Board of Trustees approved new strategic directions. The revisions to this policy include moving the strategic directions to an Administrative Rule and adding the Vision Statement to the Policy. We request the Board approve these revisions on first reading. Please see **Appendix D** for a copy of the policy.

*Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees*

**Recommended Action: *Motion to approve on first reading the revisions to Board Policy 1.0 College Mission & Strategic Directions and associated administrative rule, as presented.***

### Approve Requesting Foundation Assistance with Fundraising for the Agriculture Building

With approval of the EDA grant, it is time to officially request the Foundation begin a fundraising campaign for the agriculture building.

*Prepared by Dr. Richard Patterson, President*

**Recommended Action: *Motion to approve requesting Foundation assistance with fundraising for the agriculture building, as presented.***

## INFORMATION ITEMS

### Student Services Update:

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

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

**Academic Services Update:**

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

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

**Construction Projects Update:**

Please see **Appendix G** for a list of projects.

*Prepared by Mr. Ron Laher, Vice President for Administrative Services  
and Mr. Keith Jarvis, Director of Physical Plant*

**Faculty Senate Update:**

The Faculty Senate is very excited to announce that Dr. Peggy Knittel will be featured as this month's Faculty Focus recipient. The write-up will be highlighted in local newspapers, on EWC social media pages, in the alumni newsletter, and around campus. We are eager to get this project underway and look forward to seeing it evolve and develop as the year goes on. We would like to thank Dr. Knittel for her willingness to engage in the interview process and appreciate her time and commitment to EWC and her students.

The Faculty Senate will continue to explore options for expanding sophomore course offerings, a course cancellation schedule, and address issues related to developmental education.

*Prepared by Ms. Kate Steinbock, Faculty Senate President*

**Institutional Development Update:**

The Board will be updated on the results of the Foundation audit and the new members joining the Foundation.

*Prepared by Mr. John Hansen, Director of Institutional Development*

**Staff Alliance Update:**

The Staff Alliance would like to highlight the Financial Aid department this month as part of our Staff Spotlight series. The Financial Aid department includes Susan Stephenson, Terri Hauf, Kelcie Hamilton, and Holly West. These four ladies have 50 years of experience between them working with financial aid and assisting students achieve their educational goals. More than 90% of first-time freshmen work with these ladies in order to receive their aid, whether it be scholarships, loans, or grants. Financial Aid has taken on additional tasks with working with our veterans to assist them in applying for and utilizing their benefits. With the majority of their daily tasks revolving around processing applications, ensuring eligibility and disbursing funds, the financial aid ladies are responsible for ensuring the college is in compliance with federal, state, Foundation, and institutional rules and regulations. This task has additionally extended to veteran affairs. In addition to their countless contact hours with students, the department focuses on promoting financial literacy and educating students in budgeting and keeping loan debt low. In April for Financial Literacy Month, the department plans activities and distributes information to the college student body. One week in April is also Student Employee Appreciation Week, when Financial Aid works with the work study supervisors to provide tokens of appreciation to our student employees. The department will celebrate Financial Aid Appreciation Day on October 19 with financial aid quizzes and a chance for students to win a \$250 scholarship. Furthermore, the department is extremely active in the state and region by serving in various leadership positions, hosting conferences, FASFA nights, and a plethora of events throughout the year. They are constantly having to seek further education because of the ever-changing regulations and mandates with all the different types of financial aid.

Staff Alliance will begin their Faculty and Staff Fitness Challenge on October 24<sup>th</sup>. Further information will be sent out to the employees within the coming weeks.

*Prepared by Ms. Mai Lee Olsen, Staff Alliance President*

## Trustee Topics

- Consider changing Douglas Campus name to EWC Converse County Campus.
- Selection of EWC's 2016-2017 Nominee for WACCT Trustee of the Year Award – See **Appendix H** (Completed packet to Holly by December 1)
- **REMINDERS:**
  - October 17 & 18 -- **CTEC Beam Signing**
  - October 19, Time to be determined – **Topping Out Ceremony**
  - October 20-21 -- **WACCT Policy Summit** (See **Appendix I** for an agenda)
  - November 17, 8:15 a.m. – 4:00 p.m. – **Board Training/Orientation**

## Executive Session – Personnel

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

## Adjournment

## Upcoming Events:

October 5-9	ACCT Annual Leadership Congress, New Orleans
<b>October 11</b>	<b><i>EWC Board Meeting</i></b>
October 17-18	CTEC Beam Signing – All Day
October 19	CTEC Topping Out, Time to be determined
October 19	Wyoming Community College Commission Meeting, Hilton Garden Inn, Laramie
<b>October 20-21</b>	<b>WACCT Annual Policy Summit, Hilton Garden Inn, Laramie</b>
<b>November 8</b>	<b><i>EWC Board Meeting</i></b>
<b>November 10</b>	<b>Foundation Donor Reception, 6:30 p.m., EWC Cafeteria</b>
<b>NOVEMBER 17</b>	<b>BOARD TRAINING/ORIENTATION, Boardroom/AC Conference Room, 8:15 a.m.</b>
November 24-25	College Closed, Thanksgiving Break
November 30	EWC Foundation Board Meeting, 11:30-1:00 p.m., Tebbet Building, Room 132
December 7	Evening of Elegance, Cafeteria, 5:00-7:00 p.m.
<b>December 13</b>	<b><i>EWC Board Meeting</i></b>
December 13-16	Finals week
December 23- January 2	College Closed for Christmas Break