

**Eastern Wyoming College Board of Trustees
December 13, 2016
Dolores Kaufman Boardroom**

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on December 13, 2016 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Lowell Kautz, Kriss Hovis, John Patrick, Mike Varney, Angie Chavez, Marilyn Fisher, and George Nash.

The meeting was called to order at 4:10 p.m. Vice President Patrick performed the swearing in of newly elected trustees Angie Chavez, Lowell Kautz, Kriss Hovis and Mike Varney.

ACTION: Following the swearing in of trustees, Mr. Varney moved and Mr. Patrick seconded to adjourn to executive session to discuss personnel. Motion carried unanimously.

At 5:10 p.m. the executive session adjourned and the Board proceeded to dinner in the cafeteria.

Mr. Kautz reconvened the regular meeting at 5:45 p.m. Those members attending were Lowell Kautz, Kriss Hovis, John Patrick, Mike Varney, Angie Chavez, Marilyn Fisher, George Nash and Advisory Member Jim Willox.

A public hearing was held to hear comments regarding Board Policy 1.0 College Mission and Strategic Directions. As no comments were received the public hearing was closed.

Following the public hearing, the Civitas Awards were announced by Kim Russell. Student recipients were Tailyn Miller, Sage Martin, Jamie Thompson, and Chelsi Law. Staff recipients were Bob Creagar, Stan Nicolls, Linda Evans, and Bill Schmidt. The Group recipients were Matt Reichert, Alex Colson, Noble Hoover, Dustin Hauf, Colton Borm, and Kyle Nichols; The Livestock Judging Team of Tailyn Miller, Tracy Austin, Austin Clough, Bobbie Sinks, and Kaycee Gobble; the Bethel Church Group; and the Evening of Elegance volunteers.

Student Senate Sponsor Kim Russell provided the Student Senate update.

The election of officers was held with the following results:

President – Lowell Kautz
Vice President – John Patrick
Secretary – Marilyn Fisher
Treasurer – Mike Varney

ACTION: The Board was requested to approve the agenda. Mr. Patrick moved to approve the agenda, as presented. Second by Mrs. Chavez and the motion was unanimously passed.

In his president's update, Dr. Patterson informed the Board the Foundation had received a donation of \$25,000 from the 2 Shot Committee and a matching donation from the Foundation to go towards the ATEC. In addition, Dr. Patterson updated the Board on the Evening of Elegance; the sprinkler break, and subsequent water damage in Lancer Hall; he has been called for Federal jury duty; the Governor has released his budget for this legislative session and is not recommending further cuts.

Following the president's update, Dr. Patterson announced his plans to retire on June 30, 2017.

ACTION: The Board considered the consent agenda. Mr. Varney moved and Mr. Nash seconded the motion to approve the consent agenda, which included the minutes from the November 8, 2016 board meeting and executive session; the designation of depositories and account signatories at Points West Bank, Pinnacle Bank, First State Bank, U.S. Bank, Platte Valley Bank, Bank of the West, and Converse County Bank; designation of the Torrington Telegram as the College District's official newspaper; and the Eastern Wyoming Board of Cooperative Educational Services agreement and by-laws. Motion was unanimously passed.

ACTION: Mr. Laher presented the financial report. Mrs. Chavez moved to approve the financial report; second by Mr. Nash. Motion carried unanimously.

ACTION: The Board was requested to appoint two trustees to serve as the board's representatives to the WACCT. Ms. Fisher moved to appoint Trustees Patrick and Varney as the board representatives to the Wyoming Association of Community College Trustees. Ms. Hovis seconded and the motion passed unanimously.

ACTION: In addition, the Board considered the appointment of a representative to the Board of Cooperative Educational Services (BOCES). Mr. Patrick moved to appoint Angie Chavez as the board representative to the BOCES; second by Ms. Fisher. Motion carried unanimously.

ACTION: The Board was informed Trustee Kautz's term on the Foundation was expiring and needed to be reappointed or someone else appointed in his place. Mr. Kautz moved to appoint Kriss Hovis as the board's representative to the Foundation. Mrs. Chavez seconded and the motion was unanimously passed.

ACTION: The Board was requested to appoint Mr. Laher as assistant to the treasurer of the Board. This action was necessary because from time to time the VP for Administrative Services must sign financial documents under this title as required by banking institutions and is pursuant to Board Policy 1.3. Mr. Patrick moved and Mr. Varney seconded the motion to appoint Ron Laher, EWC Vice President for Administrative Services as the Assistant to the Treasurer of the Board of Trustees, as presented. Motion carried unanimously.

ACTION: Disclosure statements pursuant to W.S. 6-5-118 were completed by the Board.

ACTION: Revisions to Board Policy 1.0 College Mission and Strategic Directions was considered on final reading. Mr. Patrick moved to approve on final reading the revisions to Board Policy 1.0 College Mission and Strategic Directions, as presented. Ms. Fisher seconded and the motion was unanimously passed.

ACTION: The Board was informed the College had released and advertised formal bid requests for the construction of CTEC welding booth frames and panels per EWC bidding procedures. The CMAR requested expediting the procurement process and the Board was requested to proceed with the selection of the best qualified bid prior to the January board meeting. The bid opening was scheduled for December 19. Mrs. Chavez moved to approve delegation of board authority to accept the best qualified bid for welding booth frames and panels to President Patterson with the results of the bidding to be reported to the Board of Trustees in January. Mr. Varney seconded and the motion passed unanimously.

Updates were provided by the Staff Alliance, Student Services, Academic Services, Faculty Senate, Human Resources, and Institutional Development. In addition, an update on construction projects was provided.

Dr. Landa provided handouts outlining a timeline for developing indicators of achievement to measure progress toward the strategic directions. The Outcomes Assessment Committee will be developing a plan for presentation to the Cabinet in May and the Board of Trustees in June.

In addition, Dr. Landa provided registration information as compared to the same day in 2015. The report indicated registered headcount was up 145% compared to last spring.

Dr. Patterson reviewed with the Board the revisions to Administrative Rule 3.8.1 Professional Growth and Development for Benefitted Employees and associated Appendix A. Revisions included changing the completion date for approved professional development activities and slightly changing the verification process.

Under trustee topics, the Board discussed changing the date of the February board meeting.

ACTION: Trustee Kautz requested changing the date of the February board meeting. Following the discussion, Mrs. Chavez made a motion to approve moving the meeting to February 22; seconded by Mr. Varney. Motion carried unanimously.

Mr. Willox provided an update on the meeting held in Douglas with University of Wyoming President Lori Nichols.

The Board was reminded of the WACCT Conference and Legislative Reception on February 8, 2017 in Cheyenne.

ACTION: Following trustee topics, Mr. Patrick moved to adjourn to executive session to discuss personnel; Ms. Hovis seconded. Motion carried unanimously. The Board took a ten minute break prior to beginning the executive session.

The executive session closed at 8:25 p.m. and the regular meeting was reconvened

ACTION: Ms. Fisher moved to hire Gold Hill Associates to conduct our presidential search, second by Ms. Chavez. Motion carried unanimously.

Mr. Kautz appointed Trustees Fisher and Chavez to serve on the search committee.

There being no further business the meeting was adjourned at 8:30 p.m.

Submitted by:

Holly L. Branham

Lowell Kautz, President

Marilyn Fisher, Secretary