

**EASTERN WYOMING COLLEGE
STAFF ALLIANCE
Meeting Minutes
September 9, 2015**

The Eastern Wyoming College Staff Alliance met September 9, 2015. Fourteen members were present with Mai Lee Olsen presiding.

- I. Ms. Olsen called the meeting to order at 3:10 P.M.
- II. **It was moved by Kim Jones and seconded by Becky McAllister to accept the minutes of the August 12, 2015, meeting as presented. Motion carried.**
- III. Holly Lara reported the Wyoming Health Fair is October 15 & 16, 6-9 A.M. in the CTC and to call Community Education for an appointment.
- IV. College Area Updates
 - a. Holly Branham presented an update on the Persistence and Completion Academy as prepared by Kim Russell.
 - b. Ms. Branham reported the Board of Trustees has been expanded to include an advisory member from Converse County. This member is not a voting member of the Board of Trustees and does not attend executive sessions.
 - c. Ms. Branham reported updated EWC Board Policies and Administrative Rules are available on the EWC website. She reported on the process to change an Administrative Rule.
- V. Ms. Olsen presented the Executive Committee report. Holly Lara presented the Treasurer's report.
- VI. Unfinished Business
 - a. Mai Lee Olsen presented the proposed changes to the Health/Wellness Administrative Rule. **It was moved by Becky McAllister and seconded by Aaron Bahmer to strike the proposed paragraph "Employees donating the maximum Health/Wellness days in a fiscal year, may donate up to 5 days of vacation to another individual provided you are going to lose the vacation days on August 31st of that year." Motion carried.**

It was moved by Holly Branham and seconded by Aaron Bahmer to forward the proposed changes to the Health/Wellness Leave Administrative Rule 3.15.1 to the Personnel Advisory Council for consideration. Motion carried.
 - b. The Alliance agreed to not pursue 4:00 P.M. Friday closure during the academic year because it would be difficult to administer in all departments.
- VII. New Business
 - a. Ms. Branham reported on the Board of Trustees meeting held September 8, 2015.
 - b. The Alliance agreed to meet at 10:00 A.M. on October 14, 2015.

- c. The Staff Alliance Executive Committee presented the idea of a holiday social for staff and their families. Ideas for the event included closing the College at 4:00 P.M. on Tuesday, December 15th, a carry-in dinner at 5 P.M. with meat and drinks provided by the Alliance, a visit by Santa, inflatables, crafts, and door prizes. After discussion, an ad hoc Social Committee was formed. Social committee members will be Alliance officers and volunteers. Kim Jones volunteered to be a member of the committee.
- VIII. The Alliance discussed ways College staff may support our community and add value to the College. Ideas included canned food drives, donation of items for the local paper pantry, coat drive, holiday baskets for Department of Family Services clients, and College recognition of employees who add value to their areas in a trackable manner, e.g., cost saving measures.
- IX. **There being no further business, it was moved by Tyler Vasko and seconded by Holly Branham to adjourn.** Ms. Olsen adjourned the meeting in due form.

The next regularly scheduled meeting of the EWC Staff Alliance will be Wednesday, October 14, 2015.

Respectfully Submitted,

Holly Lara
Secretary Treasurer

Mai Lee Olsen, Chair