

EWC BOARD OF TRUSTEES
June 13, 2017
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

- 4:00 p.m. Work Session –**
- Presentation by Ellen Creagar’s HIST 2490 Topics Class: North American Indian Trip
 - Erin Taylor, Executive Director of WACCT
- 5:00 p.m. Dinner in Student Center**
- 5:45 p.m. Open Meeting**
- ***New Employee Introduction***
Amy L. Hadlich; Douglas Office Assistant - See **Appendix L**
 - ***Introduction of Erin Taylor, Executive Director of the Wyoming Association of Community College Trustees***
 - ***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 minutes from May 4, 2017 special meeting and the May 9, 2017 board meeting and executive session.
Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees
- **Approve Renewal of Campus Resource Officer Agreement:** The date is the only change to this agreement. The complete agreement can be found in **Appendix B5**.
Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees

- Approve Johnson Controls Service Proposal:** *The proposal in [Appendix B7](#) renews the Metasys HVAC controls software and covers a five-year maintenance period at a total contract value of \$44,027. The first year, beginning July 1, 2017, will cost \$8,460 and the annual amount automatically escalates by 2% per year. The initial offer had a 3% cost escalation, which we were able to negotiate down to 2%. Mr. Keith Jarvis recommends approval of the proposed service agreement. The proposal agreement was reviewed, revised extensively, and approved by our law firm, Hickey & Evans, LLP.*
Prepared by Mr. Ron Laher, Vice President for Administrative Services
- Approve Fine Arts Center Boiler Replacement Bid:** *Sealed bids were opened publicly on June 1 and a summary of bids is shown in [Appendix B22](#). Valley Plumbing and Heating of Torrington submitted the best qualified bid. This boiler plant replacement will be financed with available state major maintenance funds and the work is expected to be completed over the summer. West Plains Engineering, Inc. of Casper is the professional consultant for the project.*
Prepared by Mr. Ron Laher, Vice President for Administrative Services
- Approve Renewal of the MOU between EWC and Memorial Hospital of Converse County (MHCC):** *This MOU provides support to the EWC Douglas Campus Associate Degree in Nursing Program in the amount of \$80,000 for fiscal year 2017-18. The agreement was reviewed, amended, and approved by our law firm, Hickey & Evans, LLP. MHCC is not only graciously providing second-year funding for this program, but assists in other ways with program promotion, recruitment, mentorship, job placement, and experiential learning opportunities at their facility. Please see [Appendix B23](#) for details.*
Prepared by Mr. Ron Laher, Vice President for Administrative Services
- Ratify Resignation of Henry Woehl:** *Mr. Woehl submitted his resignation effective May 16, 2017.*
Prepared by Mr. Ed Meyer, Director of Human Resources

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 Granting Emeritus Status to Andy Espinoza and Dr. Peggy Knittel

The Curriculum and Learning Council, with Dr. Patterson's approval, is recommending Andy Espinoza and Dr. Peggy Knittel be granted Emeritus Status. Emeritus Status provides the same privileges awarded benefitted personnel in the areas of EWC tuition waivers, fitness center waivers, bookstore discounts, cosmetology discounts, and athletic event passes.

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

Recommended Action: Motion to approve granting Emeritus Status to Andy Espinoza and Peggy Knittel, as presented.

Approve Appointment of Victoria L. Mayfield to the Position of Math Instructor

Per Board Policy 3.2 the Selection Committee recommends, with Dr. Patterson's approval, the Board of Trustees approve the appointment of Victoria Mayfield to the position of Math Instructor.

Prepared by Mr. Ed Meyer, Director of Human Resources

Recommended Action: Motion to approve the appointment of Victoria L. Mayfield to the position of Math Instructor, as presented.

Approve Contract with Dr. Travers for the Position of College President

Please see **Appendix D** for details of the contract.

Recommended Action: Motion to approve the contract with Dr. Travers for the position of College President, 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

Staff Alliance Update:

Please see **Appendix F** for the Staff Alliance Update.

Prepared by Ms. Kimberly Russell, Staff Alliance President

Academic Services Update:

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

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

- **Instructional Program Reviews:** Please see **Appendix H** for the instructional program reviews for Music, Welding and Joining Technology, Business, and Physical Education.

Construction Projects Update:

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

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

Human Resources Update:

Please see **Appendix J** for the December update.

Prepared by Mr. Edward Meyer, Director of Human Resources

Institutional Development Update:

An update will be provided at the meeting.

Prepared by Mr. John Hansen, Director of Institutional Development

Revised Administrative Rules:

Administrative Rule 5.9.1 Admission of International Students – **Appendix K**

Trustee Topics

Executive Session – Personnel

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

Adjournment

Upcoming Events:

June 13

June 26

June 27

June 29

June 30

EWC Board Meeting

WACCT Meeting – tentative

Wyoming Community College Commission Meeting, Riverton

Welcome and Farewell Reception for Dr. Travers and Dr. Patterson

President Patterson’s final day

July 3

July 4

July 11

July 27

Dr. Travers First Day at EWC

Independence Day, College Closed

EWC Board Meeting

Fair Day, College Closed

August 8

August 21-25

August 24

August 29

EWC Board Meeting

In-Service Week

CTEC Dedication, Open House, and Art Unveiling; 3:00 – 6:30 p.m.

First Day of Classes