

**Eastern Wyoming College Board of Trustees
December 12, 2017
Dolores Kaufman Boardroom**

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on December 12, 2017 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members attending were John Patrick, Bob Baumgartner, Dr. Judith Bartmann, Mike Varney, Angie Chavez, George Nash, Marilyn Fisher and Jim Willox.

The Board of Trustees reviewed Board Policy 1.8 Adoption of Administrative Rules. Since no changes were requested, the review date will be noted in the Policy Manual.

In addition, the Trustees and President's Cabinet reviewed the strategic directions developed at the Board's October retreat. Dr. Travers will share with the college community the strategic plan at the spring in-service in January.

The work session was closed and the Trustees proceeded to dinner.

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on December 12, 2017 at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members attending were John Patrick, Bob Baumgartner, Dr. Judith Bartmann, Mike Varney, Angie Chavez, George Nash, Marilyn Fisher and Jim Willox.

A public hearing was held at 5:50 p.m. to hear comments on revised Board Policy 1.6 Audit of College Funds and new Board Policy 3.26 Mandatory Events. (The policy number was changed per our legal counsel.) No comments were received from the audience so the public hearing was closed.

The Citizens Open Forum was held with no comments received.

Mr. Patrick shared a Christmas card from President Leach and her husband, and a letter from Dennis Yost regarding possibly moving the Fitness Center.

The election of officers was held with the following result:

John Patrick – President
Marilyn Fisher – Vice President
Angie Chavez – Secretary
Mike Varney – Treasurer

ACTION: The Board considered the agenda. Mr. Varney moved to remove three items; namely, Board Policies 1.1, 2.1, and 3.2, and add approval of resignation. Second by Ms. Chavez. Motion carried unanimously.

Dr. Travers informed the Board they had their last meeting with the ATEC architects and the building is going to be great. She met with representatives of the Guadalupe Society about increasing Hispanic students at EWC, will hold the fourth community roundtable on Thursday, and the Governor's budget recommendation is now available for review.

ACTION: The Board was requested to consider the consent agenda. Ms. Chavez moved and Mr. Nash seconded to approve the consent agenda which included the minutes from the November 14, 2017 meeting and executive session, the designation of depositories, the designation of the Torrington Telegram as the College District's official newspaper, the transfer of welders to the Wyoming Department of Corrections, the bid of \$32,980 (including trade-ins) for the purchase of two 2018 Ford vehicles, and the FY 2019 Scholarship and Grants Budget. Motion carried unanimously.

ACTION: Mr. Wilkes presented the financial report. Mr. Varney made a motion to approve the financial report, as presented; second by Mr. Baumgartner. Motion was unanimously passed.

ACTION: The Trustees were informed they needed to appoint two EWC board representatives to the Wyoming Association of Community College Trustees. Ms. Chavez moved to reappoint Mike Varney and Marilyn Fisher to serve as EWC's WACCT representatives. Mr. Baumgartner seconded and the motion was unanimously passed.

ACTION: A new representative to the Board of Cooperative Educational Services was discussed. Ms. Chavez nominated Dr. Bartmann to serve as EWC's representative to the BOCES; second by Mr. Varney. Motion carried unanimously.

ACTION: Each December the Board of Trustees appoint representatives to the EWC Foundation. Mr. Patrick indicated his desire to continue on the Foundation. In addition the Foundation requested Ms. Fisher be appointed. Mr. Nash moved to approve the appointment of Marilyn Fisher and reappoint John Patrick to represent the Board of Trustees on the Foundation; second by Mr. Varney. Motion carried unanimously.

ACTION: The Trustees may appoint three trustees to represent them on the Foundation. Mr. Nash moved to appoint Bob Baumgartner to also represent the Board on the Foundation; second by Mr. Varney. Motion was unanimously passed.

ACTION: The Board was requested to appoint Mr. Wilkes as the assistant to the treasurer of the Board. Ms. Chavez moved to approve Kwin Wilkes, EWC Vice President for Administrative Services as the Assistant to the Treasurer of the Board of Trustees, as presented. Mr. Varney seconded and the motion was unanimously passed.

ACTION: The Board completed their disclosure statements as required.

ACTION: A final reading was held for Board Policy 1.6 Audit of College Funds. No comments were received during the public hearing and no other changes were recommended by the administration. Ms. Fisher moved to approve on final reading the revisions to Board Policy 1.6 Audit of College Funds, as presented. Mr. Baumgartner seconded and the motion was unanimously passed.

ACTION: The final reading was held for new Board Policy 3.26 Mandatory Events. No comments were received during the public hearing and no other changes were recommended by the administration. Mr. Baumgartner moved and Mr. Varney seconded the motion to approve on final reading new Board Policy 3.26 Mandatory Events, as presented. Motion carried unanimously.

ACTION: Mr. Meyer informed the Board the criminal justice search committee, with Dr. Travers' approval, recommended the appointment of Dr. Shane Stone to fill the Criminal Justice instructor position. Dr. Bartmann moved the appointment of Shane Stone to the position of Criminal Justice Instructor, as presented; second by Ms. Chavez. Motion passed unanimously.

ACTION: Dr. Travers requested the Board of Trustees to approve appointing Roger Humphrey as Vice President instead of Interim Vice President. Mr. Humphrey's performance evaluation was completed by Dr. Travers' with positive results. Mr. Varney moved to approve the appointment of Roger Humphrey to the position of Vice President for Academic Services, as presented. Ms. Chavez seconded and the motion was unanimously passed.

ACTION: Mr. Wilkes informed the Board the College is moving forward with the General Obligation building bond for the purpose of building the ATEC building. Details of the GO Bond were shared with the Trustees. In addition, Mr. Wilkes informed them four banks are participating in the bond financing; Platte Valley Bank, Pinnacle Bank, Points West Bank, and First State Bank. Ms. Fisher moved to approve the resolution authorizing issuance of general obligation building bond and the proposed financing proposal for ATEC, as presented. Seconded by Ms. Chavez. Motion carried unanimously.

ACTION: The first reading of Board Policy 1.3 Election and Duties of Board was held. Changes to this policy include changing president and vice president to chair and vice chair per legislative

mandate. Ms. Chavez moved to approve on first reading in order to follow the legislative mandate; second by Mr. Nash. Motion carried unanimously.

ACTION: The first reading of the revisions to Board Policy 1.9 Annual Strategic Plan. The revisions were needed to bring the policy into alignment with the process. Dr. Bartmann moved to approve on first reading the revisions to Board Policy 1.9 Annual Strategic Plan, as presented; second by Mr. Varney. Motion carried unanimously.

ACTION: The Board was requested to consider the revisions to Board Policy 2.8 Institutional Review Board on first reading. Ms. Fisher moved and Mr. Nash seconded the motion to approve on first reading the revisions to Board Policy 2.8 Institutional Review Board, as presented. Motion passed unanimously.

ACTION: Revisions to the Animal Care Policy were brought before the Board for consideration on first reading. Ms. Chavez moved to approve on first reading the revisions to Board Policy 6.12 Animal Care, as presented. Dr. Bartmann seconded and the motion was unanimously passed.

ACTION: The Academic Services Office requested approval for the 2018-2019 Academic Year of a new piloted chemistry program. Mr. Humphrey informed the Board the Curriculum and Learning Council approved the pilot program on November 16. Ms. Chavez moved and Mr. Baumgartner seconded to approve request for a piloted Chemistry Program for 2018-19 Academic Year, as presented. Motion carried unanimously.

ACTION: Mr. Meyer informed the Board that Jeremy Christensen has requested to be released immediately from his current contract ending May 8, 2017. Mr. Varney moved to approve request from Jeremy Christensen to be released from the remainder of his fiscal year 2018 contact. Ms. Chavez seconded and the motion passed unanimously.

Updates were provided by Staff Alliance, Student Services, Academic Services, Faculty Senate, Human Resources, and Institutional Development. In addition, the construction updates were presented.

Trustee Topics:

ACTION: Dr. Travers requested the Trustees consider renaming the Center for Tutoring and Learning to the Student Success Center. Mr. Baumgartner moved to approve changing the name to Student Success Center; Ms. Chavez seconded. Motion carried unanimously.

ACTION: Dr. Travers also requested the Trustees consider renaming the Outreach sites to Regional Learning Centers. Mr. Varney moved and Dr. Bartmann seconded to approve after reflection and adequate research to change the Outreach sites to Regional Learning Centers. Motion carried unanimously.

Trustee Patrick suggested setting up a committee with 2-3 board members and 2 administrators to review policy. He requested the Trustees think about it and consider it in the future.

ACTION: At 7:45 p.m., Mr. Varney moved and Mr. Nash seconded to adjourn to executive session to discuss personnel. Motion carried unanimously.

At 8:15 p.m., the executive session was closed and the regular meeting was adjourned.

Submitted by:

Holly L. Branham

John B. Patrick, President

Angie Chavez, Secretary