

**Eastern Wyoming College Board of Trustees
February 13, 2018
Dolores Kaufman Boardroom**

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on February 13, 2018 at 3:30 p.m. in the Dolores Kaufman Boardroom.

Those members in attendance were John Patrick, Robert Baumgartner, Judith Bartmann, Mike Varney, Angie Chavez, George Nash, and Marilyn Fisher (via Skype). Jim Willox was the only member absent.

The work session was held to discuss several new and revised policies; namely 2.1 Division Chairpersons, 3.2 Appointment of Faculty and Staff, 3.20 Reduction in Force, 3.27 Transgender Employee Policy, 5.14 Transgender Student-Athlete Participation, and 5.15 Gender Neutral Housing.

Trustees voiced concerns regarding the policies. Faculty members provided comments relating to Board Policy 2.1 Division Chairpersons.

Following the discussion on policies, Mr. Tim Schenk from GSG Architecture was on hand to present the updated Master Facilities Plan.

At 5:00 p.m., the work session ended and the Board proceeded to dinner.

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in a work session on February 13, 2018 at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members in attendance were John Patrick, Robert Baumgartner, Judith Bartmann, Mike Varney, Angie Chavez, George Nash, and Marilyn Fisher (via Skype). Mr. Willox was the only member absent.

At 5:50 p.m., a public hearing was held to hear comments regarding Board Policy 1.3 Election and Duties of Board, 1.9 Annual Strategic Plan, 2.8 Institutional Review Board, and 6.12 Animal Care. There being no comments from the audience, the public hearing was closed and the regular meeting was opened by Mr. Patrick.

Jaxson Heyrend, Student Senate officer presented the Civitas awards for February. The Student recipient was Amanda Johnson, the Employee recipient was Cindy Hiegel, and the Group award went to Rex Cogdill, Kyle Rice, and Julie Sherbeyn. Mr. Heyrend also presented the Student Senate update.

Coach Sherbeyn and the Men's basketball team were introduced.

ACTION: The agenda was considered by the Board. Mr. Varney moved to approve the agenda, as presented; seconded by Ms. Chavez. Motion carried unanimously.

In addition to her written update, Dr. Travers informed the Board the Weatherby Company wants to work with us on our gunsmithing program as well as a gun dealer and a munitions company. In addition, the College has been approached by Banner Health to open up another nursing program in Torrington with perhaps 12-20 students. They are willing to pay tuition and donate equipment. Dr. Travers noted the College and Board will need to hold a thorough discussion as she does not want to hurt the Douglas program. Dr. Travers then presented the strategic plan which has been placed on the website.

ACTION: Mr. Varney moved and Mr. Baumgartner seconded the motion to approve the consent agenda, which included the minutes from the January 9, 2018 meeting and executive session, and denial of the Wyoming Governmental Claim. Motion carried unanimously.

ACTION: The financial report was presented by Vice President Wilkes. Dr. Bartmann moved to approve the financial report, as presented. Ms. Chavez seconded and the motion was unanimously passed.

ACTION: The final reading was held for Board Policy 1.3 Election and Duties of Board. No comments were received during the public hearing. Mr. Baumgartner moved and Dr. Bartmann seconded the motion to approve on final reading Board Policy 1.3 Election and Duties of Board, as presented. Motion carried unanimously.

ACTION: The Board was requested to approve on final reading Board Policy 1.9 Annual Strategic Plan. No comments were offered at the public hearing. A motion was made by Ms. Chavez and seconded by Mr. Varney to approve on final reading the revisions to Board Policy 1.9 Annual Strategic Plan. Motion was unanimously passed.

ACTION: The revisions to Board Policy 2.8 Institutional Review Board was brought before the Trustees on final reading. Mr. Varney moved to approve on final reading the revisions to Board Policy 2.8 Institutional Review Board, as presented. Ms. Fisher seconded and the motion was unanimously passed.

ACTION: The final reading for the revisions to Board Policy 6.12 Animal Care was brought before the Board for approval. No comments were provided during the public hearing. Mr. Baumgartner moved to approve on final reading the revisions to Board Policy 6.12 Animal Care. Seconded by Dr. Bartmann and unanimously passed.

ACTION: The update of the Master Plan was presented during the work session. Ms. Chavez moved to accept the updated Master Plan, as presented. Dr. Bartmann seconded. Motion carried unanimously.

ACTION: The first reading of Board Policy 2.1 Division Chairpersons was brought before the Trustees for consideration. Mr. Varney proposed tabling all of the policies and direct the chairman to appoint a Policy and Procedures Committee to be charged with developing, reviewing, and revising all policies and procedures with the exception of any policies and procedures reserved, developed or revised by the Board of Trustees. A discussion ensued regarding whether to table the policy under consideration. Trustees discussed their ability to make changes once a policy is approved on first reading. Mr. Evans suggested changes be made at the final reading. Following the discussion, Mr. Varney moved to table all policies except Board Policy 2.1 for one meeting. Seconded. Motion carried unanimously.

ACTION: Mr. Varney moved to approve Board Policy 2.1 Division Chairpersons on first reading; seconded by Mr. Baumgartner. Motion carried unanimously.

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

Mr. Humphrey provided the One Day and Ten Day Spring 2018 On-Campus enrollment comparison summaries. The Spring 2018 1 day headcount decreased by 32 compared with Spring 2017. Full-Time enrollment decreased by 18 students (-4.8%) and Part-Time enrollment decreased by 14 students (8.1%). The One Day headcount for Outreach decreased by 22 students (-31.9%), Douglas decreased by 6 students (-7.4%), and Goshen County decreased by 4 students (-1.0%). The One Day FTE for Outreach decreased by 17.83 FTE (-42.7%), Douglas decreased by 11.92 FTE (-19.3%), and Goshen County increased by 6.75 FTE (1.4%).

The Spring 2018 Ten Day headcount decreased by 44 (-7.8%). Full-Time enrollment decreased by 18 students (-4.7%) and Part-Time enrollment decreased by 26 students (-14.2%). The Ten Day headcount for Outreach decreased by 24 students (-34.3%), Douglas decreased by 3 students (-3.8%), and Goshen County by 17 students (-4.1%). The Ten Day FTE for Outreach decreased by 18.2 FTE (-43.9%), Douglas decreased by 11 FTE (-18.2%), and Goshen County by 4.05 FTE (-0.8%).

Mr. Humphrey shared the overall Enrollment as of February 4, 2018 (excluding audited students) compared to February 4, 2017 showed an increase of 197 students (2/4/18 to 2/4/17) and 1,549 credits (2/4/18 to 2/4/17).

The Board of Trustees were provided with the latest Administrative Rule revisions; namely, 3.6.2 Witness/Jury Duty and 6.7.1 Vehicle Use.

The Trustees were reminded of the schedule for the WACCT Conference, Leadership Awards and Legislative Reception.

ACTION: At 7:30 p.m., Mr. Varney made a motion to adjourn to executive session to discuss personnel. Second by Ms. Chavez and the motion carried unanimously.

At 8:50 p.m., the executive session closed. There being no further business the meeting was adjourned.

Submitted by:

Holly L. Branham

John B. Patrick, President

Angie Chavez, Secretary