

EWC BOARD OF TRUSTEES
August 14, 2018
Dolores Kaufman Boardroom

Vision Statement

Eastern Wyoming College will be an innovative learning environment for academic excellence and community enrichment that champions student success.

College Mission

Student success is our first priority; as a learning community we provide opportunities that enable students to achieve their goals and enrich our unique region through work, partnerships, and student achievement.

AGENDA

3:30 p.m.

Work Session

- **Tour of Summer Renovations**
- **Review of Policies – Final Reading in September (See Appendix O)**
 - Board Policy 2.1 Committee Policy
 - Board Policy 3.8 Professional Growth & Development
 - Board Policy 3.20 Reduction in Force

5:00 p.m.

Dinner in Student Center

5:45 p.m.

Open Meeting

- **Introduction of New Employees**
 - Tim Moser, Men’s Basketball Coach/Fitness Center Director
 - Callie Allred, Grants Analyst/Instructor
- **Introduction of Visitors**
- **Open Forum:** Visitors and/or employees may provide comments to the Board of Trustees at this time.

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

Trustees, please contact Dr. Travers with any questions prior to the board meeting.

- **Approve Minutes:** Please see Appendix B1 for the minutes from the July 10, 2018 meeting.
Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees
- **Ratify Appointment of Callie Allred to the Position of Grants Analyst/Instructor:** The Board responded to an electronic poll on July 26 regarding the appointment of Callie Allred to the Grants Analyst/Instructor position and unanimously approved the appointment. We are requesting ratification of that action.
Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees

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. Kwin Wilkes, Vice President for Administrative Services

Recommended Action: Motion to approve the financial report, as presented.

Approve Reclassification of Position #337 (CTL Coordinator) from C41 to C43 effective August 20, 2018

Following a Job Description re-write for the CTL Coordinator, to which several duties and responsibilities were added, and the application and analysis of the Fox-Lawson decision band method, HR concurs with the supervisory chain's recommendation, and the President's indorsement, to reclassify position #337 to Student Success Director, C43.

Prepared by Mr. Ed Meyer, Director of Human Resources

Recommended Action: Motion to reclassify Position #337 from CTL Coordinator, C41 to Student Success Director, C43 with an effective date of August 20, 2018, as presented.

Approve Appointment of Kimberly Russell to Position of Residence Life Director

We are requesting the Board approve the appointment of Kimberly Russell as Residence Life Director. Ms. Russell will fill the vacancy created by the resignation of Kyle Rice at last month's meeting. She will transition from the Outreach/Perkins Coordinator position to Residence Life as soon as possible.

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

Recommended Action: Motion to approve the appointment of Kimberly Russell to the position of Residence Life Director, as presented.

Information Items

Academic Services Instructional Program Reviews – Part 2

- ❖ Art Program – [Appendix D](#)
- ❖ Criminal Justice Program – [Appendix E](#)
- ❖ Education Program – [Appendix F](#)
- ❖ English Program – [Appendix G](#)
- ❖ Mathematics Cluster – [Appendix H](#)

Presented by Academic Services

College Relations Update:

Please see [Appendix I](#) for the College Relations update.

Prepared by Ms. Tami Afdahl, Director of College Relations

Construction Projects and Major Maintenance Update:

Please see [Appendix J](#) for current construction projects and major maintenance projects.

*Prepared by Mr. Kwin Wilkes, Vice President for Administrative Services
and Mr. Keith Jarvis, Director of Physical Plant*

Douglas Campus Update:

Please see [Appendix K](#) for the Douglas Campus update.

Prepared by Ms. Margaret Farley, Associate Vice President for Converse County

Human Resources Update:

Please see [Appendix L](#) for the HR 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

Student Services Update:

Please see [Appendix M](#) for the Student Services update.

Prepared by Dr. Don Apparius, Vice President for Student Services

Revised Administrative Rules: See [Appendix N](#)

- Administrative Rule 2.0.5 Professional Development Committee
- Administrative Rules 2.1.1 – 2.1.6 Dean of Instruction, Department Heads, Program Directors
- Administrative Rule 3.2.1 Appointment of Faculty & Staff
- Administrative Rule 3.2.2 Appointment & Advancement of Benefitted
- Administrative Rules 3.8.1 – 3.8.5 Professional Development
- Administrative Rule 5.9.1 Admission of International Students

Trustee Topics

Upcoming Events Reminder:

August 8-28

Filing Period for Board of Trustee Candidates

August 9

Goshen County Ag Appreciation Breakfast, 6:30-9:30 a.m.

August 9

Goshen County Fair Parade, 10:00 a.m.

August 14	EWC Board Meeting
August 18	Wyoming State Fair Parade
August 21	70th Anniversary Photograph in Gymnasium, 10:00 a.m.
August 24	70 th Anniversary Community BBQ, Douglas Campus, 11:00 to 1:00 p.m.
August 28	70 th Anniversary Community Tailgate, CTEC Parking Lot, 4:30-6:00 p.m.
August 28	First Home Volleyball Game, 6:00 p.m.
September 11	EWC Board Meeting

Executive Session – Personnel

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

Adjournment

Upcoming Events:

August 8-28

August 9

August 9

August 9

August 14

August 18

August 21-24

August 24

August 27

August 28

August 28

August 28

September 3

September 11

September 13

October 1-2

October 9

October 11

October 12-20

October 16

October 17-18

Filing Period for Board of Trustee Candidates

Fair Day, College Closed

Goshen County Ag Appreciation Breakfast, 6:30-9:30 a.m.

Goshen County Fair Parade, 10:00 a.m.

EWC Board Meeting

Wyoming State Fair Parade

Fall Kick Off Week (In-Service)

70th Anniversary Community BBQ, Douglas Campus, 11:00 to 1:00 p.m.

New Student Orientation & Registration

Classes Begin

70th Anniversary Community Tailgate, CTEC Parking Lot, 4:30-6:00 p.m.

First Home Volleyball Game, 6:00 p.m.

Labor Day, College closed

EWC Board Meeting

Dr. Travers' Community Roundtable, Noon-1:00 p.m., CTEC conference room

Higher Learning Commission Visit to Douglas

EWC Board Meeting

Dr. Travers' Community Roundtable, Noon-1:00 p.m., CTEC conference room

Dr. Travers on vacation

Wyoming Community College Commission Meeting, CWC, Riverton

WACCT Fall Conference on Campus Safety and Security, CWC, Riverton