

**Eastern Wyoming College Board of Trustees
August 14, 2018
Dolores Kaufman Boardroom**

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on August 14, 2018 at 3:30 p.m. in the Dolores Kaufman Boardroom.

Those members present were John Patrick, Robert Baumgartner, Judith Bartmann, Mike Varney, Angie Chavez, and George Nash. Mr. Willox and Ms. Fisher were unable to participate.

A tour was provided to the Trustees of the newly renovated Human Resources Office, the Library, and the main road construction.

Following the tour, the Trustees reviewed the policies approved on first reading at the July board meeting. The review provided Trustees the opportunity to ask questions or share concerns regarding the policies. The final reading on the policies will be held at the September board meeting.

Dr. Travers shared the Wyoming Community College Commission Enrollment Report for academic year 2016-2017. In addition, she informed the Board on August 10 the Douglas Nursing Program received notice of their accreditation with ACEN.

The Trustees were notified they may receive a request from the Wyoming Community College Commission to complete a survey concerning a tuition policy.

Dr. Travers also indicated the College may apply for a safety grant through Homeland Security which has dollars available for the community colleges.

Dr. Apparius discussed the Threat Assessment training he is providing on Friday.

At 4:50 p.m. 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 August 14, 2018 at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members present were John Patrick, Robert Baumgartner, Judith Bartmann, Mike Varney, Angie Chavez, and George Nash. Trustee Fisher attended the meeting via Zoom. Mr. Willox joined the meeting via Zoom at 6:15 p.m.

Mr. Patrick opened the meeting at 5:45 p.m.

Mr. Meyer introduced new employee Tim Moser, Men's BB Coach/Fitness Center Director and Callie Allred, Grants Analyst/Instructor.

No comments were provided during the Open Forum.

ACTION: The Board was requested to approve the agenda with two additions; namely the resignation of Kimberly Russell as Outreach/Perkins Coordinator and appointment of Jennifer Hart as Psychology Instructor. Trustee Varney moved to approve the agenda with two additions; second by Trustee Chavez. Motion carried unanimously.

In addition to her written update, Dr. Travers shared the ACEN accreditation of the Nursing Program was received. Dr. Travers and Zach Miller from Banner Health met regarding a nursing program on the Torrington campus beginning the Fall of 2019.

ACTION: The consent agenda was brought before the Board for their consideration. Mr. Baumgartner moved and Mr. Nash seconded the motion to approve the consent agenda which included the minutes from the July 10, 2018 meeting and ratification of the appointment of Callie Allred to the position of Grants Analyst/Instructor. Motion carried unanimously.

ACTION: The financial report was presented by Vice President Wilkes. Mr. Varney moved to approve the financial report, as presented. Mr. Nash seconded and the motion was unanimously passed.

ACTION: Mr. Meyer requested the Trustees approve the reclassification of position #337 Center for Tutoring and Learning Coordinator from a C41 to a C42. The Board was informed a job description was re-written to which several duties and responsibilities were added which provides for a C42 classification based on the Fox Lawson DBM. The reclassification provides for a C42 Director of Student Success. Mr. Baumgartner moved to approve the reclassification of Position #337 from CTL Coordinator to Student Success Director at C42; Mrs. Chavez seconded. Motion carried unanimously.

ACTION: The Board considered the resignation of Kim Russell and her appointment as Residence Life Director. Trustee Chavez moved to approve the resignation of Kimberly Russell as Outreach/Perkins Coordinator and the appointment of Kimberly Russell to the position of Residence Life Director. Mr. Varney seconded and the motion was unanimously passed.

ACTION: Mr. Meyer requested the Board's action in appointing Jennifer Hart. Dr. Bartmann moved to approve this appointment; second by Mr. Nash. Motion carried unanimously.

Part 2 of the instructional program reviews were presented by Vice President Humphrey and Science Division Chair Chris Wenzel. Part 2 included the Art Program, Criminal Justice Program, Education Program, English Program, and Mathematics Cluster.

Updates were provided by College Relations, Douglas Campus, Human Resources, Institutional Development and Student Services. In addition, Mr. Jarvis provided an update on construction projects and major maintenance projects.

The Board was provided with recently revised Administrative Rules; namely 2.0.5 Professional Development Committee, 2.1.1-2.1.6 Dean of Instruction, Department Heads and Program Directors; 3.2.1 Appointment of Faculty and Staff; 3.2.2 Appointment and Advancement of Benefitted Employees; 3.8.1-3.8.5 Professional Development; and 5.9.1 Admission of International Students.

ACTION: At 7:10 p.m., Trustee Varney moved and Trustee Nash seconded the motion to adjourn to executive session to discuss personnel. Motion carried unanimously.

The executive session was closed at 8:00 p.m. and the regular meeting was adjourned.

Submitted by:

Holly L. Branham

John B. Patrick, President

Angie Chavez, Secretary