

**Eastern Wyoming College Board of Trustees  
October 9, 2018  
Dolores Kaufman Boardroom**

**Work Session Minutes**

The Eastern Wyoming College Board of Trustees met in a work session on October 9, 2018 at 3:30 p.m. in the Dolores Kaufman Boardroom.

Those members present were Marilyn Fisher, Robert Baumgartner, Judith Bartmann, Mike Varney, Angie Chavez, and George Nash. Trustees not present for the work session were John Patrick and Jim Willox.

The work session was held to discuss a proposed increase to fees, review of board policies, and review of the Fiscal Year 2018 Audit Report.

The Trustees reviewed board policies to determine if revisions were needed. Those included in the review process were Board Policy 3.1 Nondiscrimination on Basis of Disability, Board Policy 3.4 Emeritus and Honored Retiree Status, Board Policy 3.5 Employment and Service Outside the College, Board Policy 3.6 Public Service Leave, and Board Policy 3.7 Leave of Absence Without Pay. None of the reviewed policies were identified for revision.

Vice President Wilkes presented a proposal which would increase student fees by \$10 per credit hour beginning fall 2019. Dr. Travers stated the College would collect approximately \$120,000 in one year with the increased fee dollars. The current and proposed breakdown of student fees is listed below:

**Current Fees**

Student Support	\$5.00
Student Activities Fund	\$6.00
Instructional Support	\$9.00
Technology Fee	<u>\$8.00</u>
<b>Total Fees</b>	<b>\$28.00</b>

**Proposed Fees**

**Student Support: \$5.00, no change**  
Supports scholarship funds

**Student Activities Fund: \$8.00, increase of \$2.00**  
Admission to athletic events, Fine Arts, recreational, and leisure activities for all Torrington and Douglas Campus students)

**Instructional Support \$17.00, increase of \$8.00**  
(General support, technology/computer support and equipment/services support)  
The Instructional Support Fee is made up of the following areas:

Current fee	\$9.00
General Support	\$6.00
Academic Equipment/ Supplies	<u>\$2.00</u>
Total	\$17.00

**Technology Student Support \$8.00, no change**  
Support and upgrade of technology infrastructure for students such as wireless connectivity, student information portal, course software and other student technology needs for the Torrington and Douglas campuses.

**Total Fees \$38.00**

Dr. Travers indicated the administration will hold several informational meetings to gather feedback from faculty and staff concerning the proposed increase in fees. She further noted she is expecting the Wyoming Community College Commission to raise tuition for next year.

The Board was informed a tentative date of December 14 was set for trustee training. Trustees indicated some of the items they would like included in a training session include campus tour, review of the Master Plan, additional information regarding the Wyoming Community College Commission and the Wyoming Association of Community College Trustees. In addition, it was suggested additional training on appropriate executive session topics as well as trustee roles and responsibilities.

Mr. Wayne Herr from McGee, Hearne and Paiz was on hand to present the FY 2018 Audit Report. No issues were identified and there were no findings.

The work session closed at 5:15 p.m. and the Board proceeded to dinner in the cafeteria.

### Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on October 9, 2018 at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Marilyn Fisher, Robert Baumgartner, Judith Bartmann, Mike Varney, Angie Chavez, George Nash and John Patrick. Mr. Willox was the only trustee unable to attend.

Mr. Meyer introduced new EWC employees Shana Vogel, Cook; Matthew Buchhammer, Douglas Adult Learning Center Coordinator; and Blanca Jamie, Douglas Office Assistant.

Coach Julie Sherbeyn and the Women's Volleyball Team were introduced to the Board.

Student Senate sponsor Kimberly Russell introduced the following officers of Student Senate: Joseph Pieper, president; Kodi Edwards, vice president; Laura Hobbs, secretary; James Meyer, treasurer; Sage Martin, parliamentarian; Joshua Andreasen, male freshmen representative; Souadou Bangoura, female freshman representative and Sarandon Keeran, off campus representative.

President Joseph Pieper presented the Student Senate update.

Mr. Patrick welcomed board of trustee candidates Roger Huckfeldt, Dan Tadewald, Carol Noble and Dr. Tom Eaton.

**ACTION:** The Board was requested to approve the agenda with one addition; namely approval of the FY 2018 Audit Report. Mr. Varney moved to approve the agenda with the addition; second by Mr. Nash. Motion carried unanimously.

In addition to her written update, Dr. Travers reported she participated in the Douglas Higher Learning Commission visit last week and the Memorial Hospital of Converse County Foundation fundraiser. President Travers informed the Trustees the College is planning a Health & Wellness Fair for EWC students in conjunction with the Advising/Registration Day scheduled for November 8. In addition, we are partnering with Goshen County Public Health to provide resources for our students. Dr. Travers attended the meeting to review the ATEC plans and the College will advertise for bids on October 17<sup>th</sup>. She also shared there are 19 Livestock Judging students and the nursing program for Torrington will begin in the fall of 2019.

**ACTION:** The consent agenda was considered for approval. Trustee Chavez moved and Trustee Nash seconded the motion to approve the consent agenda, which included the minutes from the September 11, 2018 meeting and executive session. Motion carried unanimously.

**ACTION:** Vice President Wilkes presented the financial report. Mr. Baumgartner moved to approve the financial report, as presented. Dr. Bartmann seconded and the motion was unanimously passed.

**ACTION:** The Board was requested to approve the Fiscal Year 2018 Audit Report as presented during the work session. Trustee Fisher moved to approve the report; second by Mrs. Chavez. Motion passed unanimously.

**ACTION:** The first reading for Board Policy 1.2 College Board Meeting was held. At the September work session, the Trustees identified a change needed concerning the Administrative Rule noted in the Policy. A motion was made by Mr. Varney to approve on first reading Board Policy 1.2 College Board Meeting, as presented. Mr. Baumgartner seconded. The motion carried unanimously.

**ACTION:** Board Policy 3.0 Equal Employment Opportunity Policy Statement was presented to the Board on first reading. Mr. Meyer informed the Board the proposed revisions were made in accordance with federal laws and were taken directly from the U.S. Equal Employment Opportunity Commission. Trustee Fisher moved and Trustee Chavez seconded to approve on first reading the revisions to Board Policy 3.0 Equal Employment Opportunity Policy Statement, as presented. The motion was unanimously passed.

Updates were provided by Student Services, Academic Services, College Relations, the Douglas Campus, Faculty Senate, Human Resources and Institutional Development. In addition, an update was provided on college construction projects and major maintenance.

EWC Librarian Casey Debus presented the annual report of the library

Trustee Chavez shared the veterinary technology students came out to the Chavez ranch to work with her cattle.

**ACTION:** At 7:30 p.m., Mr. Varney moved and Mr. Nash seconded to adjourn to executive session to discuss personnel. Motion carried unanimously.

At 8:00 p.m., the regular meeting was reconvened.

**ACTION:** Trustee Fisher moved to approve the hearing examiner's recommendation; second by Trustee Varney. Motion carried unanimously.

There being no further business the meeting was adjourned.

Submitted by:

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Holly L. Branham

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John B. Patrick, President

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Angie Chavez, Secretary