

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

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on November 13, 2018 at 4:00 p.m. in the Dolores Kaufman Boardroom.

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

The work session was held to discuss the proposed use fee increase of \$10 per credit hours. Kelly Strampe was on hand to provide position statement from Faculty Senate related to fee increases. Ms. Strampe indicated the faculty understand the need for the increase and are generally supportive. The faculty do have concerns relating to a decrease in enrollment as a result of the increase in fees. In addition, they expressed concern with a lack of transparency on how the additional dollars will be allocated.

Dr. Travers discussed the need for EWC to purchase software which allows students to register and pay on line as well as other technology needed at the College to put the EWC on par with other Wyoming community colleges.

Dr. Travers stated we may need to review fees every couple of years to make sure we have them at the appropriate level. She noted her commitment to providing transparency in the allocation of the fee dollars. Dr. Travers indicated during the budget shortfalls funds were moved around in order to balance the budget and feels the increase in fees may provide a recovery period for the College.

The Board reviewed the following Board Policies: 3.9 Compensation, 3.11 Safety, 3.13 Travel, 3.14 Compliance with Federal and State Laws and Regulations, and 3.15 Health/Wellness. No changes were identified. These policies will be noted in the manual as Reviewed.

A brief review of the revised Administrative Rules included on the board meeting agenda was held. Trustees voiced their concerns relating to Administrative Rule 3.21.1 Paid Leave and the new section pertaining to Advance Leave. The Trustees felt allowing employees to carry a negative vacation balance may become problematic.

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

Board Meeting Minutes

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

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

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

Mr. Meyer introduced new employee Kerry Weaver, EWC's new Animal Caretaker.

Kodi Edwards provided a PowerPoint presentation on the latest activities of Student Senate. In addition, Ms. Edwards announced the Civitas award winners for the past month. Student winners included Katelyn Cooley, Jory Carson, and Codi Goffena. Faculty and staff winners were Bill Schmidt, Marisol Chavez, and Amy Smith. The Group awards went to the Student Senate highway clean up members, the GEAR-UP Staff and Club, and the Financial Aid Dept.

No comments were provided during the Open Forum.

ACTION: The Board was requested to approve the agenda with the addition of a resignation. Mr. Varney moved to approve the agenda with the addition; second by Mr. Baumgartner. Motion carried unanimously.

In addition to her written update, Dr. Travers informed the Trustees the CTEC welding statue is up, the Bob Davis Day event and game went well, there were 124 people who attended the Donor Recognition Dinner, the welding program received a donation from Peabody, and EWC sponsored the tailgate party for the THS playoff football game.

ACTION: The consent agenda was considered by the Board. Ms. Chavez moved and Dr. Bartmann seconded the motion to approve the consent agenda, which included the minutes from the October 9, 2018 board meeting and executive session. Motion carried unanimously.

ACTION: Vice President for Administrative Services Kwin Wilkes presented the financial report. Trustee Fisher moved to approve the financial report, as presented. Mr. Nash seconded and the motion carried unanimously.

ACTION: Dean of Instruction Heidi Edmunds and faculty member Debbie Ochsner were on hand to answer questions regarding the new associate of arts degree in Human Services. This new program will prepare students to work in fields such as psychology, rehabilitation, social work, health care, community health, corrections, education and parenting support. The new program will provide training of students in case management. The program will be offered both live and online. Trustee Chavez moved to approve the new program; second by Mr. Varney. Motion carried unanimously.

ACTION: Christine Chesser, cosmetology instructor provided information regarding the new Barber Stylist Technician program. This new program is a 1250 clock hour program of barbering courses with the addition of chemicals. Completion of this program prepares the student for national testing in barbering stylist technology. Mr. Nash moved to approve the new Barber Stylist Technician Certificate program, as presented. Ms. Fisher seconded and the motion was unanimously passed.

ACTION: Dr. Travers requested the Board of Trustees approve a \$10 per credit hour increase in fees for fiscal year 2020. The President indicated it is her intention to have the allocation of the fees as transparent as possible. Mr. Varney moved to approve a \$10 per credit hour increase in fees for fiscal year 2020, as presented. Mr. Baumgartner seconded. Motion carried unanimously.

ACTION: Vice President Wilkes provided the Trustees with a copy of the proposed Scholarship and Grants Budget for FY20 with the updated fee increase included. Following the discussion, Dr. Bartmann moved and Ms. Fisher seconded to approve the fiscal year 2020 Scholarship and Grants Budget, as presented. Motion passed unanimously.

ACTION: HR Director Meyer requested the Board approve the employment of Leann Mattis as the Admissions Coordinator effective Thursday, November 15, 2018. Trustee Fisher moved to approve the appointment of Leann Mattis to the position of Admissions Coordinator, as presented; second by Trustee Chavez. Motion carried unanimously.

ACTION: The Board was requested to approve the resignation of EWC Head Volleyball Coach Julie Sherbeyn effective May 31, 2019. Ms. Sherbeyn wished to inform the College early enough to allow enough time to appropriately advertise the position. Trustee Varney moved to approve the resignation; second by Mr. Baumgartner. The motion was passed unanimously.

Updates were provided by Staff Alliance, Student Services, Academic Services, College Relations, Faculty Senate, Douglas Campus, Human Services, and Institutional Development. An update was provided on construction and major maintenance projects. In addition, Mr. Willox reported on some concerns he had received relating to the Torrington nursing program, but indicated he thinks those concerns have been lessened due to the conversations held with the Converse County Advisory Committee. There continues to be concern regarding the lack of housing for EWC students as well as the community in Douglas.

Chris Wenzel provided the Trustees with a presentation on his INBRE grant project.

Marilyn Fisher thanked the Trustees for being allowed to attend the WACCT conference in Riverton. She felt the conference was worthwhile and informative.

ACTION: At 7:40 p.m. Mr. Varney moved and Mr. Nash seconded to adjourn to executive session to discuss personnel. Motion carried unanimously.

At 8:35 p.m., the executive session was closed and the regular meeting reconvened. There being no further business the meeting was adjourned.

Submitted by:

Holly L. Branham

John B. Patrick, President

Mike Varney, Secretary