

**Eastern Wyoming College Board of Trustees
December 11, 2018
Dolores Kaufman Boardroom**

Work Session Minutes

The EWC Board of Trustees met in a work session on December 11, 2018 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members attending were John Patrick, Darrell Wilkes, Bob Baumgartner, Mike Varney, Judith Bartmann, and Tom John McCreery. Participating by telephone were Marilyn Fisher and Jim Willox.

ACTION: At 4:10 p.m., Chair Patrick requested a motion to go into executive session to discuss personnel and possible litigation. Mr. McCreery moved to adjourn to executive session. Mr. Baumgartner seconded and the motion was passed unanimously.

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

Board Minutes

The EWC Board of Trustees met in regular session on December 11, 2018 at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members attending were John Patrick, Darrell Wilkes, Bob Baumgartner, Mike Varney, Judith Bartmann, Tom John McCreery, and Jim Willox. Marilyn Fisher participated by telephone.

A public hearing was held at 5:45 p.m. to hear comments on two revised policies; namely Board Policy 1.2 College Board Meeting and Board Policy 3.0 Equal Employment Opportunity Policy Statement. There being no comments from the public, Chair Patrick closed the public hearing and opened the regular meeting.

Mr. Meyer introduced Leann Mattis, EWC's new Admissions Coordinator.

No comments were provided during the Open Forum.

College Attorney David Evans administered the oath of office to the recently elected trustees. In addition, the Trustees held their election of officers with the following results:

President – John Patrick
Vice President – Marilyn Fisher
Secretary – Mike Varney
Treasurer – Robert Baumgartner

ACTION: A revised agenda was presented to the Trustees. Chair Patrick requested approval of the revised agenda. Mr. Varney moved to approve the revised agenda, as presented. Second by Mr. Baumgartner. Motion carried unanimously.

In addition to her written report, Dr. Travers shared with the Trustees the College hosted a great Christmas concert on Sunday, she had met with the Student Services directors as well as the Staff Alliance and Faculty Senate chairs to discuss the Vice President for Student Services position, and she is working on an annual report for the web page. Dr. Travers would like to appoint interested individuals to oversee counseling, the diversity committee, and the safety committee and stipends would be provided. Dr. Travers also informed the Board the Women's Basketball Team won by one point after two over time periods at last night's ballgame.

ACTION: The Board was requested to approve the consent agenda. Dr. Bartmann moved and Dr. Wilkes seconded to approve the consent agenda, including the minutes from the November 13, 2018 meeting and executive session; the minutes from the November 30, 2018 special meeting and executive session; the designation of depositories at Points West Bank, Pinnacle Bank, First State Bank, U.S. Bank, Platte Valley Bank, Converse County Bank, and related signatories; the designation of the Torrington Telegram as the College District's official

newspaper; and ratified the change in resignation/release from contract date for Dr. Appiarius to January 1, 2019 instead of December 31, 2018. Motion carried unanimously.

ACTION: Vice President Wilkes presented the financial report. Mr. Varney moved to approve the financial report, as presented. Seconded by Baumgartner. Motion carried unanimously.

ACTION: The Board was requested to appoint two representatives to the Wyoming Association of Community College Trustees. Mr. Baumgartner moved to appoint Marilyn Fisher and Judith Bartmann as board representatives to the WACCT for a two year term. Second by Mr. McCreery and the motion passed unanimously.

ACTION: Mr. Varney moved to add to the monthly agenda a report on WACCT meetings. Mr. Wilkes seconded and the motion was unanimously passed.

ACTION: A board representative to the Board of Cooperative Educational Services was considered by the Board. Currently, Dr. Bartmann serves in this capacity and indicated her willingness to continue. Trustee Baumgartner moved to approve Dr. Bartmann as the representative to BOCES; second by Dr. Wilkes. Motion carried unanimously.

ACTION: The Board of Trustees may have up to three representatives to serve on the Foundation. Currently, there are five board members serving. Mr. Patrick and Dr. Wilkes indicated their willingness to step down. Mr. Varney moved to appoint Marilyn Fisher, Robert Baumgartner, and Tom John McCreery to represent the Trustees on the Foundation. Dr. Bartmann seconded and the motion passed unanimously.

ACTION: The Board was requested to approve Kwin Wilkes as the Assistant to the Treasurer of the Board. Mr. Wilkes stated from time to time it is necessary for him to sign financial documents under this title as required by banking institutions and pursuant to Board Policy 1.3. Mr. Baumgartner moved to appoint Kwin Wilkes, EWC Vice President for Administrative Services as the Assistant to the Treasurer of the Board of Trustees, as presented. Dr. Bartmann seconded. Motion carried unanimously.

Disclosure statements were completed by members of the Board of Trustees and college officials pursuant to Wyoming Statute 6-5-118.

ACTION: Board Policy 1.2 College Board Meeting was considered for final reading. Dr. Wilkes moved to approve on final reading the revisions to Board Policy 1.2 College Board Meeting, as presented; second by Mr. McCreery. Motion passed unanimously.

ACTION: The final reading for Board Policy 3.0 EEO Policy Statement was considered for approval. Mr. Varney moved to approve on final reading the revisions to Board Policy 3.0 Equal Employment Opportunity Policy Statement, as presented. Dr. Wilkes seconded. Motion carried unanimously.

ACTION: The Trustees reviewed the bids for the ATEC construction. Mr. Baumgartner moved and Mr. McCreery seconded the motion to reject the low bid for the ATEC construction project for the reasons stated in the Plan One Architects letter to EWC dated December 10, 2018 (see Appendix Book 4, page 612), and for the reason the rejection of the bid is in the best interest of Eastern Wyoming College. Motion passed unanimously.

ACTION: The Board was informed ATEC architect Dan Odasz recommended the Board approve the second lowest bidder, Sampson Construction. Mr. Varney moved to approve the bid from Sampson Construction for construction of the Agricultural Technology Education Center, as presented. Mr. Baumgartner seconded and the motion was unanimously passed.

ACTION: The Board was requested to approve the appointment of Shannon Jolley. Dr. Bartmann moved to approve the appointment of Shannon Jolley to the position of Director of Residence Life, as presented. Mr. McCreery seconded and the motion was unanimously passed.

Updates were provided by Institutional Development, Staff Alliance, Academic and Student Services, College Relations, Faculty Senate, and Human Resources. An update was also provided relating to campus construction projects and major maintenance.

Mr. Willox informed the Trustees the Converse County Commissioners reappointed him to serve as the Converse County Advisory Member.

ACTION: At 6:50 p.m., Mr. McCreery moved to adjourn to executive session to discuss personnel and litigation; seconded by Mr. Varney. Motion carried unanimously.

At 7:10 p.m. 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