

The Eastern Wyoming College Board of Trustees
March 12, 2019
Dolores Kaufman Boardroom

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on March 12, 2019 at 4:00 p.m. in the Dolores Kaufman Boardroom.

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

Dr. Travers provided a legislative update concerning the community colleges. She noted the Governor plans to sign the legislation allowing community colleges to offer BAS degrees, signed the Wyoming Works bill, and expanded the Hathaway Scholarship to include two scholarships to out of state students.

Dr. Travers spent a few minutes providing the Board with information concerning the Bachelor of Applied Science degree. She stated the BAS is a terminal degree and will likely work best with EWC's technical degrees. In addition, she stated the College will hold public forums to get feedback from the community, students, faculty and staff.

Vice President for Student Services Humphrey provided the Trustees with a presentation of on-boarding software which allows students applying for admission to use their electronic devices. The software then integrates with the college's data management software (Colleague) and will not require manual entry of the information.

The work session closed at 5:00 p.m. and the Board proceeded to dinner.

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on March 12, 2019 at 5:45 p.m. in the Dolores Kaufman Boardroom.

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

Vice Chair Fisher opened the meeting at 5:45 p.m.

Standing in for the HR Office, Tami Afdahl introduced new employees Matt Gail, custodian and Dante Geoffrey, Volleyball Coach.

Julie Sherbeyn presented the Civitas awards. The Group Award was presented to Ellen Creagar's government class and the Employee Award went to Ms. Creagar. The Student Award recipient was Kristi Hamilton. Ms. Sherbeyn presented the Student Senate update since the students were on spring break.

Ms. Sherbeyn also provided the Board with an update of the activities in the Student Success Center and demonstrated how students can access resources through the EWC website and Canvas.

No comments were received from the public during the Open Forum.

John Cline presented the Outcomes Assessment Report.

ACTION: The agenda was considered by the Board. Mr. Varney moved to approve the agenda, as presented. Mr. Baumgartner seconded and the motion was unanimously passed.

In addition to her written update, Dr. Travers informed the Trustees the College currently has six applicants for the HR Director position and three internal applications for the Executive Assistant position.

ACTION: The Board considered the consent agenda, which included the minutes from the February 12, 2019 meeting and executive session, the resignation of Lori Britton, the request to seek bids for the Campus Fire Alarm/Emergency Notification Upgrade project, the request to seek bids for Activities Center backup generator project, the request to seek bids for the Vet

Tech Labs Renovation project, ratification of the resignation of HR Director Ed Meyer, and ratification of setting the activity and use fees cap at 15 credit hours for Academic Year 2019-2020. Dr. Bartmann moved and Mr. McCreery seconded to approve the consent agenda, as presented. Motion passed unanimously.

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

ACTION: The Board was requested to approve Kwenna Swanson for the position of Nursing Instructor at the Douglas Campus. Mr. Baumgartner moved and Dr. Bartmann seconded the motion to approve the appointment of Kwenna (Missy) Swanson to the position of Douglas Nursing Instructor, as presented. Motion carried unanimously.

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

Vice President Edmunds presented the Fall 2018 Enrollment Summary, which indicated the Fall 2018 headcount decreased 4.8% and the Full Time Equivalency (FTE) decreased 2.6% compared to Fall 2017. Full-time headcount was down 3 students and part-time headcount was down 77 students resulting in a total decrease of 80 students. The number of students who attended EWC for the first time in Fall 2018 was up 26 full-time students and down 96 part-time students. The number of students who had attended EWC any time prior to Fall 2018 was down 29 full-time students and up 19 part-time students. Goshen County was down 39 full-time and down 21 part-time students, and Outreach increased by 36 full-time and decreased by 56 part-time students. Goshen County decreased by 50.50 FTE, and Outreach increased by 20.83 FTE. Outreach accounted for 43.8% of the FTE.

ACTION: Motion to adjourn to executive session to discuss personnel at 7:30 p.m.

The executive session closed at 8:40 p.m. and the regular meeting was adjourned.

Submitted by:

Holly L. Branham

John B. Patrick, President

Mike Varney, Secretary