

EWC BOARD OF TRUSTEES
May 14, 2019
Dolores Kaufman Boardroom

Vision Statement

Eastern Wyoming College will be an innovative learning environment for academic excellence and community enrichment that champions student success.

College Mission

Student success is our first priority; as a learning community we provide opportunities that enable students to achieve their goals and enrich our unique region through work, partnerships, and student achievement.

AGENDA

4:00 p.m. Work Session

- EWC Coaches
- Fiscal Year 2020 Preliminary College Budget (See **Appendix D**)

5:00 p.m. Dinner in Cafeteria

5:45 p.m. Open Meeting

- ***Introduction of Civitas Awards***
- ***Introduction of New Employee***
Sally Watson, Executive Assistant to the President/Board of Trustees as of 7/1/19
- ***Introduction of Visitors***
- ***Open Forum:*** Visitors and/or employees may provide comments to the Board of Trustees at this time.

Approve Agenda

Recommended Action: Motion to approve the agenda, as presented.

President's Update:

Please see **Appendix A** for the President's update.

Approve Consent Agenda – Appendix B

Trustees, please contact Dr. Travers with any questions prior to the board meeting.

- **Approve Minutes:** Please see Appendix B1 for the minutes from the April 9, 2019 meeting and executive session and the minutes of the April 30, 2019 special meeting.
Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees
- **Approve Certification of Uncollectible Debts:** Please see Appendix B5 for details relating to the annual Certification of Uncollectible Debts report. The information contained within this report is in accordance with Wyoming State Statute (16-4-502), as well as Wyoming Community College Commission Policy.
Prepared by Ms. Karen Parriott, Business Office Director
- **Approve Request for June Public Hearing on Final Budget for FY 2019:** Pursuant to W.S. 16-4-112, a public hearing will be held June 28, 2019 on EWC's main campus in the Dolores Kaufman Boardroom, Room 274, of the Eastern Wyoming College Tebbet Classroom Building, for the purpose of soliciting public comments on proposed transfers of unexpended and unencumbered appropriations within the Current, Endowment, and Plant Funds for the fiscal year ending June 30, 2019.
Prepared by Mr. Kwin Wilkes, Vice President for Administrative Services
- **Approve Request to Schedule Public Hearing for Renewal of the Optional Mill Levy for FY 2020 and FY 2021:** This mill levy, renewable every two years, is essential to continuing college operations and is being recommended within the FY-2020 preliminary budget. The request is to support the mill levy and permit a public hearing on the matter.
Prepared by Mr. Kwin Wilkes, Vice President for Administrative Services
- **Approve Calendars for Academic Year 2021-2022:** The 2021-2022 calendars are ready for approval by the Board of Trustees. Please see Appendix B8.
Submitted by Ms. Heidi Edmunds, Vice President for Academic Services

Recommended Action: Motion to approve the consent agenda, as presented.

Action Items

Approve Financial Report

Please see Appendix C for the written financial report.

Prepared by Mr. Kwin Wilkes, Vice President for Administrative Services

Recommended Action: Motion to approve the financial report, as presented.

Approve the Fiscal Year 2020 Preliminary College Budget

Please see Appendix D for the proposed Preliminary College Budget for FY20.

Prepared by Mr. Kwin Wilkes, Vice President for Administrative Services

Recommended Action: Motion to approve the fiscal year 2020 Preliminary College Budget, as presented.

Approve Selection of Low Bidder for Vet Tech Labs Renovation Project

A recommendation will be hand-carried to the meeting.

Recommended Action: Motion to approve selection of the low bidder for the Vet Tech Labs Renovation project, as presented.

Approve Appointment of David Currie to Position of Torrington Nursing Instructor

The selection committee recommends, and Dr. Travers concurs, offering the Torrington Nursing Instructor position to Mr. David Currie. Mr. Currie served as an adjunct instructor for the EWC Douglas nursing program during the 2016-2017 academic year. He received his Bachelor of Science in Nursing in 2013 and his Master of Nursing Science in 2015 from Grand Canyon University. Mr. Currie is currently the lead instructor at Charter College in Anchorage, Alaska.

Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees

Recommended Action: Motion to approve the appointment of David Currie to the position of Torrington Nursing Instructor, as presented.

Information Items

Construction Projects and Major Maintenance Update:

Please see **Appendix E** for current construction projects and major maintenance projects.

*Prepared by Mr. Kwin Wilkes, Vice President for Administrative Services
and Mr. Keith Jarvis, Director of Physical Plant*

Douglas Campus Update:

Please see **Appendix F** for the Douglas Campus update.

Prepared by Ms. Margaret Farley, Associate Vice President for Academic Services

Faculty Senate Update:

Faculty Senate would like to announce that professorship titles passed the final vote in the Leadership Team, and that the proposed tenure process is out for comment to the college. We had a phenomenal response to the recent workload and overload calculations survey, and we will resume work on the topic in the fall. Thank you for your support throughout the past academic year, and for the opportunity to have regular and meaningful representation to the board.

Prepared by Kelly Strampe, Faculty Senate President

Human Resources Update:

Please see **Appendix G** for the HR update.

Prepared by Human Resources Office

Institutional Development Update:

Please see **Appendix H** for the Institutional Development update.

Prepared by Mr. John Hansen, Director of Institutional Development

Staff Alliance Update:

Please see **Appendix I** for the Staff Alliance update.

Prepared by Ms. Sue Schmidt, Staff Alliance Chair

Student Services Update:

Please see **Appendix J** for the Students Services update.

Prepared by Mr. Roger Humphrey, Vice President for Student Services

Academic Services Update:

Please see **Appendix K** for the Academic Services update.

Prepared by Ms. Heidi Edmunds, Vice President for Academic Services

College Relations Update:

Please see **Appendix L** for the College Relations update.

Prepared by Ms. Tami Afdahl, Director of College Relations

Trustee Topics

- WACCT Meeting Update

Adjournment

Upcoming Events:

May 10	Graduation, Verl Petsch Jr. Gymnasium, 7:00 p.m.
May 14	Employee Recognition Reception, Cafeteria, 2:00 p.m.
May 14	<i>EWC Board Meeting</i>
May 27	Memorial Day, College Closed
June 11	<i>EWC Board Meeting</i>
June 13	Wyoming Community College Commission Meeting, Central Wyoming College, Riverton
July 4	College Closed, Independence Day Holiday
July 9	<i>EWC Board Meeting</i>