

**Eastern Wyoming College Board of Trustees**  
**April 9, 2019**  
**Dolores Kaufman Boardroom**

**Meeting Minutes**

The Eastern Wyoming College Board of Trustees met in regular session on April 9, 2019 at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those attending were John Patrick, Marilyn Fisher, Bob Baumgartner, Mike Varney, Judith Bartmann and Darrell Wilkes. Mr. Willox was the only member absent.

Joseph Pieper, Student Senate President announced the Civitas Award recipients. The Group Awards went to the Food Services Staff and the Government Class. The Employee Awards went to Ellen Creager and Dr. Susan Walker. The Student Awards went to Kristi Hamilton and Josh Andreasen.

The Student Senate update was also presented by Mr. Pieper.

No comments were received during the Open Forum.

**ACTION:** The Trustees were requested to approve the agenda with three additions; namely, the purchase of Radius CRM software and contract with Dynamic Campus, the purchase of Acalog software following the application/notification of the GCEDC grant dollars, and a special board meeting at 5:00 p.m. on April 30, 2019. Mr. McCreery moved to approve the agenda with the additions; seconded by Mr. Varney. Motion carried unanimously.

In addition to her written update, Dr. Travers shared the proclamation from Mayor Adams celebrating Community College Month and EWC's 70<sup>th</sup> Anniversary. She reminded the Trustees several events are coming up in the next few weeks. Dr. Travers also announced tenure was granted to Joel Alworth, Lori Britton, Debbie Ocshner and Sherri Warren. In addition, the President shared EWC's welders won gold at the Skills USA competition.

**ACTION:** The consent agenda was considered by the Board. Mr. Varney moved and Mr. Wilkes seconded to approve the consent agenda, which included the minutes of the March 12, 2019 board meeting and executive session, the reappointment of eligible non-tenured faculty, and the request to proceed with remodeling of the Activities Center bathrooms. The motion carried unanimously.

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

**ACTION:** Dr. Travers requested the Board approve the purchase of Radius Constituent Relationship Management software which will provide relationship management, applications for admissions, prospect and student communications, reporting analytics, text messaging, and personalized student portal. The cost of the software is estimated at \$54,000 for year one and \$35,000 for year two and three. In addition, Dr. Travers requested contracting with Dynamic Campus for \$26,000, which will provide for an on-site visit to assess EWC's IT/Colleague needs. The campus visit will help EWC with the creation of a 5-year plan to get the College on track with best IT practices and planning. Trustee Fisher stated she believes the contract with Dynamic Campus is more important at this time. She stated it was her preference to have the consultant provide a report before purchasing any software. Dr. Travers responded to Trustee Fisher's concerns. Other Trustees shared support for the software purchase. Following the discussion, Mr. Baumgartner moved to approve purchasing Radius and contracting with Dynamic Campus, as presented. Second by Dr. Bartmann. The motion passed with Trustee Fisher opposing.

**ACTION:** The Trustees then discussed the request to purchase Acalog Catalog Management software. Dr. Travers indicated the College will apply for a grant with Goshen County Economic Development Corporation to help with the costs of the software. Dr. Travers indicated when the report from Dynamic Campus is completed, if needed she will return to the Foundation and request a change of the College's request for Acalog. Mr. Baumgartner moved and Mr. McCreery seconded the motion to approve the purchase of Acalog Software following the

application and award notification of the GCEDC grant dollars, as presented. Motion carried with Trustee Fisher opposing.

**ACTION:** Dr. Travers requested the Trustees approve holding a special board meeting on April 30 to take action on a new Human Resources Director and a new Executive Assistant. Mr. Varney moved to approve a special board meeting at 5:00 p.m. on April 30, 2019, as presented. Mr. Baumgartner seconded and the motion was unanimously passed.

Updates were provided by the Douglas Campus, Faculty Senate, HR, Staff Alliance, Student Services, Academic Services, and College Relations. In addition, an update was provided on the construction projects and major maintenance.

Trustee Wilkes announced he plans to resign from the Board of Trustees as he has accepted a position in San Antonio, Texas. The Board thanked Dr. Wilkes for his service and wished him the best. Following Dr. Wilkes formal letter of resignation, the Board will begin the process of replacing him.

There being no further business the meeting adjourned at 7:20 p.m.

Submitted by:

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Holly L. Branham

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John B. Patrick, President

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Mike Varney, Secretary