

EWC BOARD OF TRUSTEES
June 11, 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

3:30 p.m. Work Session

- Presentation by Ellen Creagar's HIST 2490 Topics Class: North American Indian Trip
- Recruiting Update – Zach Smith and Leann Mattis
- Discuss Proposed Board Policy 2.16 College Budget (**Appendix O**)

5:00 p.m. Dinner in Student Center

5:45 p.m. Open Meeting

- *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 May 14, 2019 meeting and executive session.

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

- **Approve Facility Usage Contract with Goshen County Fair Association:** *Please see Appendix B4 for details concerning the 2019-2020 Facility Usage contract. The proposed contract amount for use of the facility for practices and the College Rodeo is \$29,500, an increase of \$9,500.*
Prepared by Holly Branham, Executive Assistant to the President/Board of Trustees
- **Approve Adoption Amendment for the TIAA-CREF Qualified 401(a) Volume Submitter Plan and Trust for Public Employers Money Purchase Pension Plan:** *This Adoption Agreement is to be completed for money purchase pension plans with an Employer Contribution that is either a non-elective contribution, Code Section 414(h)(2) pick up contribution, or matching contribution and for plans with after-tax employee contributions which are in addition to an Employer Contribution. Please see Appendix B5 for further details.*
Prepared by Mr. Kwin Wilkes, Vice President for Administrative 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 Honored Retiree Status for Chuck Kenyon and Holly Branham

Pursuant to Board Policy 3.4 Emeritus and Honored Retiree Status and the associated Administrative Rule, I am recommending the Board of Trustees grant Honored Retiree Status to Mr. Kenyon and Ms. Branham. Eligibility for Honored Retiree Status requires the employee have at least 15 years of uninterrupted service and occupies a benefitted position.

Prepared by Dr. Lesley Travers, College President

Recommended Action: Motion to approve granting Honored Retiree Status to Chuck Kenyon and Holly Branham, as presented.

Approve Appointment of Douglas Biology Instructor

A recommendation will be hand-carried to the meeting.

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

Recommended Action: Motion to approve the appointment of a Douglas Biology Instructor, as presented.

Approve Appointment of Torrington Biology Instructor

A recommendation will be hand-carried to the meeting.

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

Recommended Action: Motion to approve the appointment of a Torrington Biology Instructor, as presented.

Approve Request from Foundation Board of Directors on Naming Rights

At their meeting of May 29, 2019, the Foundation Board of Directors approved requesting the Board of Trustees grant commemoration of a living trust agreement by naming CTEC Room 218 and CTEC Room 208 in the donor's name.

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

Recommended Action: Motion to approve the request to grant commemoration of a living trust agreement by naming CTEC Room 218 and CTEC Room 208 in the donor's name, as recommended.

Approve Resignation of Trustee Wilkes

The Trustees are requested to approve the resignation of Darrell Wilkes and begin the process of replacing his position on the Board. The Trustees have 30 days to fill the vacant At-Large position. With past resignations, the Trustees requested expressions of interest from individuals to fulfill the vacant trustee term until the next general election; November 2020. The College will begin the process immediately following acceptance of the resignation. July 11 is the 30 day mark and the next board meeting is July 9. We recommend the Trustees interview interested individuals at a work session prior to the July board meeting.

Recommended Action: Motion to approve the resignation of Trustee Darrell Wilkes and begin the replacement process.

Information Items

Academic Services Update:

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

Dr. Heidi Edmunds, Vice President for Academic Services

- **Part 1 Instructional Program Review:** Please see **Appendix E** for the Social Sciences Cluster program review. The Social Sciences Cluster includes the Social Sciences with emphases in History, Political Science, Psychology, Social Work or Sociology.

Prepared by Ellen Creager, J.D., Jennifer Hart, M.S., Debbie Ochsner, M.S.W.

College Relations Update:

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

Prepared by Ms. Tami Afdahl, Director of College Relations

Construction Projects and Major Maintenance Update:

Please see **Appendix G** 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 H** for the Douglas Campus update.

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

Human Resources Update:

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

Prepared by Human Resources

Institutional Development Update:

Please see **Appendix J** for the Development update.

Prepared by Mr. John Hansen, Director of Institutional Development

Staff Alliance Update:

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

Prepared by Ms. Sue Schmidt, Staff Alliance President

Student Services Update:

Please see **Appendix L** for the Student Services update.

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

Revised or New Administrative Rules: See **Appendix M**

- Revised Administrative Rule 3.3.1 Continuing Contract/Tenure
- New Administrative Rule 3.3.2 Faculty Rank/Position Titles
- Revised Administrative Rule 3.9.1 Compensation
- Revised Administrative Rule 3.10.1 Anti-Nepotism
- Revised Administrative Rule 3.11.1 Safety

Trustee Topics

- **Discussion of EWC Election District:** Please see **Appendix N** for information to assist with the discussion.
- **Update on Strategic Planning Process** – Dr. Travers

Executive Session – Personnel

Recommended Action: Motion to approve adjourning to executive session to discuss personnel.

Adjournment

Upcoming Events:

June 11	<i>EWC Board Meeting</i>
June 12	WACCT meeting, 4-5:30 p.m., Central Wyoming College, Riverton
June 12	Wyoming Community College Commission Retreat, CWC, Riverton
June 13	Wyoming Community College Commission Meeting, CWC, Riverton
June 20-21	Dynamic Campus at EWC
July 4	Independence Day, College closed
July 9	<i>EWC Board Meeting</i>
August 13	<i>EWC Board Meeting</i>
August 20	Fall Kick Off (In-Service)
August 27	First Day of Classes
August 28	EWC Foundation Meeting, 11:30-1:00 p.m., CTEC Room 218