

**EWC BOARD OF TRUSTEES**  
**July 9, 2019**  
**Dolores Kaufman Boardroom**

**Work Session Minutes**

The Eastern Wyoming College Board of Trustees met in a work session on July 9, 2019, at 3:00 p.m. in the Dolores Kaufman Boardroom.

Those members present were John Patrick, Marilyn Fisher, Robert Baumgartner, Judith Bartmann, Mike Varney and Tom John McCreery, (Jim Willox absent).

The work session was held to interview the three final candidates for the At-Large Trustee position.

At 3:30 p.m., Mr. Baumgartner moved to adjourn to Executive Session to make their recommendation for the new Board of Trustee. Dr. Bartmann seconded the motion. Motion passed unanimously.

**3:30 p.m. Executive Session**

**4:00 p.m., the work session reconvened.**

**Work Session Minutes (continued)**

**ACTION:** Chairman Patrick announced that the Trustees had interviewed three individuals to fill the vacancy for the At-Large Trustee position; Ms. Ruth Van Mark, Mr. Daniel Tadewald, and Mr. Colby Ochsner. Their selection was Mr. Colby Ochsner. Mr. McCreery moved to approve the appointment of Mr. Colby Ochsner as the new At-Large representative. Seconded by Mr. Baumgartner. Motion passed unanimously.

**Board Policies for Discussion**

The Trustees reviewed Board Policy 1.8 Adoption of Administrative Rules, New Board Policy 5.14 Student Grievance and Student Complaint Policy, Draft Board Policy 2.16 College Budget, revised Board Policy 6.8 Credit Card and Board Policy 2.1 Dean of Instruction.

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

At 5:45 p.m. a public hearing was held to approve the Fiscal Year 2020 College Budget. No comments were received from the audience and Chairman Patrick opened the meeting.

Dr. Lesley Travers introduced Ms. Crystal Smith, EWC's new Human Resource Director.

Mr. David Evans delivered the Board of Trustees Oath of office to Mr. Colby Ochsner, and Mr. Ochsner recited the oath to the Board and the audience.

Chairman Patrick requested comments from the audience during the Open Forum, however, no comments were provided.

**ACTION:** The Board was requested to approve the agenda with two additions; namely the corrections of the Fiscal Year 2019 Transfers of Unexpended/Unencumbered Appropriations and Requested Budget Authority Increases, the resignation of Mr. Dinesh Kasti, Mathematics/Statistics Instructor, and the resignation of Ms. Diane McQueen, as the Adult Education Director. Mr. Varney made motion to approve the agenda as presented. Mr. Baumgartner seconded. Motion passed unanimously.

Dr. Travers shared with the Trustees the calendars that were provided to the Trustees. These calendars have days scheduled to visit sites for the Listening sessions. The Board was instructed to contact Sally with times and dates they would be available to attend a session and travel.

Dr. Travers informed the Board of the Goshen County Fairgrounds Contract. She is looking into some options, as the contract is now up to \$34,000. The current contract cut hours of use and it has been requested to add the hours back in. EWC's schedule may be compromised if another function is scheduled on same day. Dr. Travers will have more information and options at the next board meeting.

Dr. Travers informed the Board that the Dynamic Canvas people spent 2 days at EWC and the visits were very successful. We should be getting a report in about 3 to 4 weeks.

**ACTION:** The Board considered the consent agenda. Mr. McCreery moved and Mr. Varney seconded the motion to approve the consent agenda, which included the minutes from the June 11, 2019 meeting, the Fiscal Year 2019 Transfers of Unexpended/Unencumbered Appropriations and Requested Budget Authority Increases, and to Approve the Assessment of Optional Mill Levy for FY2020 and FY2021. Motion passed unanimously.

**ACTION:** VP Wilkes presented the financial report. Mr. Baumgartner moved to approve the financial report, as presented. Mr. Varney seconded and the motion passed unanimously.

**ACTION:** VP Wilkes requested the Trustees approve the FY2020 College Budget for the next fiscal year. Mr. McCreery moved to approve the Fiscal Year 2020 College Budget, as presented; seconded by Mr. Baumgartner. Motion passed unanimously.

**ACTION:** Mr. Baumgartner made a motion to accept the first reading of Board Policy 5.14, Student Grievance and Student Complaint. Dr. Bartmann seconded. Motion passed with a majority of 5 votes to 1; Ms. Fisher voting nay and having expressed concerns about needing feedback from faculty on grade changes. Motion passed, 5 to 1.

**ACTION:** Dr. Travers requested the Trustees to approve the change in title and job duties for the Dean of Instruction to the Dean of Faculty/Student Services. She explained that with the new title, there will be additional duties for this position and therefore constituted the change in title and duties. Mr. Baumgartner made a motion to approve the change in title and job duties for the Dean position. Dr. Bartmann seconded the motion. Motion passed Unanimously.

**ACTION:** Dr. Travers requested the Trustees approve the reclassification, title and job duties for the Financial Aid Specialist to the Financial Aid Outreach Specialist, from a B23 to B32. The Board was informed a job description was re-written to which several duties and responsibilities were added which provides for a B32 classification. The additional duties were added to help in recruiting and outreach responsibilities. Dr. Bartmann made a motion to approve the reclassification, title and job duties of the Financial Aid Specialist to the Financial Aid Outreach Specialist. Mr. Ochsner seconded. Motion passed unanimously.

**ACTION:** Ms. Fisher made a motion to approve the City of Torrington, Municipal Golf Course Agreement for FY2020 as presented; Mr. Varney seconded. Motion passed unanimously. Dr. Travers expressed that she met with Mayor Adams, and he would like to personally address "Welcome" letters to our new athletes.

**ACTION:** Mr. Baumgartner made a motion to approve the Campus Resource Officer Agreement for FY2020. Dr. Bartmann seconded. Motion passed unanimously.

**ACTION:** Mr. Baumgartner moved to approve the resignation of John Marrin. Mr. McCreery seconded the motion. Motion passed unanimously.

**ACTION:** Mr. McCreery moved to approve the resignation of Dinesh Kasti. Dr. Bartmann seconded the motion. Motion passed unanimously.

**ACTION:** Dr. Bartmann moved to approve the resignation of Diane McQueen. Mr. Ochsner Seconded the motion. Motion passed unanimously.

**ACTION:** Dr. Travers recommended upgrading the Associate Vice President of Academic Services to the Vice President of the Douglas Campus. There have been several additions to the job which includes working on housing for Douglas students. This would require extra work involving the community, realtors and home owners. Mr. Baumgartner made a motion to approve the upgrade from Associate Vice President of Academic Services to the Vice President of the Douglas Campus. Mr. Varney seconded the motion. Motion passed unanimously.

Dr. Farley informed the Board that the housing in Douglas is not affordable and hard to find. She expressed that they have lost 3 students from the gunsmithing program because they were unable to find affordable housing. With the layoff of the mine, this situation has exasperated everything. One example of the price increases is that rental used to be about \$500 for an apartment; now it's at 1,500.

**ACTION:** Ms. Fisher made a motion to approve the recommendation of Chairman Patrick for the reorganization of the Eastern Wyoming Community College Trustee positions to be all At-Large positions. Mr. Baumgartner seconded the motion. Motion passed 5 votes to 2 opposing votes. Motion passed. Dr. Bartmann and Mr. Varney were opposed.

Updates were provided by Academic Services, College Relations, Construction Projects and Major Maintenance, Douglas Campus, Human Resources, Institutional Development, Staff Alliance, and Student Services.

Dr. Edmunds presented Part 2 of the Instructional Program reviews of the Pre-Professional Program and the Science Department.

Mr. Humphrey updated the Board regarding the Radius Constituent Relationship Management software. His hope is to have it fully function by January 2020. Right now, we are setting up forms; most of which are front loaded. Once the application is in place, it will take the manual input out of the equation and make it a much more streamlined process.

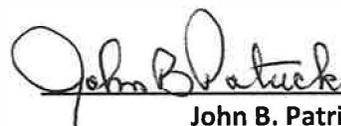
Mike Varney voiced his thoughts about working with the new at large organization and looking at how to implement the rotation for the At-Large trustees and years to be at service. Attorney Evans advised on how to go about making this change. Discussion will be held at the next board meeting about restructuring and renewals of Board Members and their contracts.

**ACTION:** At 7:55 p.m., Chair Patrick moved to adjourn to executive session to discuss personnel. It was seconded; Motion passed unanimously.

The executive session was adjourned at 8:37 p.m. and with no other business to discuss at the regular meeting, the regular meeting was adjourned at 8:38 p.m.

Submitted by:

  
Sally J. Watson

  
John B. Patrick, President

  
Mike Varney, Secretary