

EWC BOARD OF TRUSTEES
August 13, 2019
Dolores Kaufman Boardroom

MINUTES

The Eastern Wyoming College Board of Trustees met in a work session on August 13, 2019, at 4:00 p.m. in the Dolores Kaufman Boardroom.

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

WORK SESSION

The Board discussed the Goshen County Fair Association Agreement. Dr. Traver's informed the board that it was vital that an agreement could be made with the Fair Association because of the urgency with school starting. The agreement on the table currently is \$29, 500. This is an increase of \$9,500 from last year. Dr. Travers will visit with Stephanie Lofink and finalize the agreement and get it signed. Dr. Traver's spoke to Coach Jake Clark, and he is in agreement with this option. Next year, we can look at other options that might work better.

BOARD POLICIES FOR DISCUSSION AND REVIEW:

The Trustees reviewed the following Board Policies:

- BP 2.0 Committee Policy
- BP 3.2 Appointment of Faculty and Staff
- BP 3.3 Continuing Contract/Tenure. It was verified that this Tenure document was not a legal contract. It is a Policy of the Board.
- BP 6.13 Requests for Public Information. Discussion about designating one person to be in charge of information and records. Dr. Travers expressed that this was the new version of the Public Records Act, and went into effect, July 1, 2019. Trustee Willox suggested referencing this with the "W.S." in front of the "16-4-201" so it is clear that it is a Statute.

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

At 5:45 p.m., no comments were received from the audience and Chairman Patrick opened the meeting.

Mr. David Currie, instructor for the Torrington Nursing Program and Ms. Shanna Vargas, new Financial Aid Outreach Specialist were introduced.

ACTION: The Board was requested to approve the agenda, with one addition. Mr. Varney made a motion to approve the agenda as presented with one addition. Mr. Baumgartner seconded the motion. Motion passed unanimously.

PRESIDENT'S UPDATE:

Dr. Travers met the new Goshen County School District #1 Superintendent. She also read to children at Library Day. She attended the Resident Advisor lunch and met with the new RA's.

Dr. Traver's informed everyone about the upcoming activities in Douglas at the Wyoming State Fair. She will be traveling to Douglas to participate in the parade and invited any board members that would like to travel with her are welcome. They would be leaving around 7:00am.

Dr. Traver's informed the Trustees that next week begins the New Faculty Orientation and In-Service activities at the college. On August 27th, there will be a welcoming of new nursing students at 5:00 p.m. at the Torrington Campus. On August 28th, there will be an open house at the Douglas Campus for the Gunsmithing Program and welcoming of the nursing students back to class. If anyone is interested in going, we will leave at 1:00pm.

The Board calendars were discussed and it was suggested to post the Athletic schedules so the Board is aware of home games.

The upcoming listening sessions were discussed. This will coincide with the strategic plans and will help the college understand what community needs are and what they are interested in. Tami and Dr. Travers will get the plan finalized and will report back to the Board when organized.

The Dynamic Campus representatives will be at the college Wednesday to present their findings.

ACTION ITEMS:

ACTION: The Board considered the consent agenda, which included the minutes from the July 9, 2019, meeting. Mr. McCreery made a motion to approve the consent agenda. Mr. Ochsner seconded the motion. Motion passed unanimously.

ACTION: Mr. Wilkes presented the financial report. Mr. Baumgartner made a motion to approve the financial report, as presented. Dr. Bartmann seconded the motion. Motion passed unanimously.

ACTION: Mr. Varney made a motion to approve the template for Concurrent and Dual Memorandum of Understanding. Mr. Baumgartner seconded the motion with the understanding that changes will be made to the template for next year. Motion passed unanimously.

ACTION: Mr. McCreery made a motion to approve the Agreement between Eastern Wyoming College and Torrington Community Hospital (Banner Health) Display Sign Lease. Dr. Bartmann seconded the motion. Motion passed unanimously.

BOARD POLICIES FIRST READING:

ACTION: Mr. Ochsner made a motion to accept the First Reading revisions on Board Policy 1.7 Complaint or Formal Grievance Policy. Mr. Baumgartner seconded the motion. Motion passed unanimously. Comment was made by Chair Patrick regarding the Admin. Rule 1.7.2 in paragraph 1. Change time period to 40 days.

ACTION: Mr. McCreery made a motion to approve the First Reading revisions to Board Policy 2.1 Dean of Faculty/Student Services. Dr. Bartmann seconded the motion. Motion passed unanimously with one minor change in the first paragraph, grammatical change of "and is".

ACTION: Mr. Varney made a motion to approve on First Reading revisions to Board Policy 6.8 Procurement Card Policy. Mr. Ochsner seconded the motion. Motion passed unanimously.

ACTION: Mr. Baumgartner made a motion to approve the First Reading revisions on Board Policy 2.16 College Budget. Dr. Bartmann seconded the motion. Motion passed unanimously.

PERSONNEL:

ACTION: Mr. McCreery made a motion to approve the appointment of Ms. Callie Allred to the position of College & Career Readiness Center Director. Mr. Varney seconded the motion. Motion passed unanimously.

ACTION: Mr. Ochsner made a motion to approve the appointment of Ms. Katherine Brigham to the position of Cosmetology Instructor. Mr. Baumgartner seconded the motion. Motion passed unanimously.

ACTION: Dr. Bartmann made a motion to approve the appointment of Dr. Debra Ochsner to the position of Dean of Faculty/Student Services. Mr. Varney seconded the motion. Motion passed unanimously. Mr. Ochsner informed the Board that Dr. Ochsner is only a 2nd cousin to him and there would be no conflict of interest.

ACTION: Mr. McCreery made a motion to approve the appointment of Ms. Shanna Vargas to the position of Financial Aid/Outreach Specialist. Mr. Varney seconded the motion. Motion passed unanimously.

ADDITIONAL AGENDA ITEM:

A resignation letter, dated August 7, 2019, was submitted by Trustee Marilyn Fisher. She currently held the position of Vice Chair of the Board of Trustees. Ms. Fisher is moving to Lander. An advertisement

to elect a new Trustee will begin and applications will be accepted from the Torrington District elector area. Until the new election takes place, the current districts for Board members will still be in place. After the next election period, all positions will be At-large. Mr. Varney made a motion with regret to accept Marilyn Fisher's resignation from the Board of Trustees. Mr. Ochsner seconded the motion. Motion passed unanimously.

A 30-day advertisement window will end on September 11, 2019. Attorney Evans stated that a decision can take place any time in the 30 days, it just can't go beyond the 30-day period. Applications will be accepted through Sept. 5th. At a Special Board meeting on September 6th at 3:00pm, the Board will decide which candidates they would like to interview. On September 10, 2019, in a work session, the Board will interview three candidates and ultimately select one.

The Board discussed the need to replace Marilyn Fisher as the Vice Chairman and elect a new Vice Chairman. An open ballot was issued and Dr. Judith Bartmann was selected to be the new Vice Chairman, with a 4-2 result between Dr. Bartmann and Mr. Baumgartner.

Ms. Fisher was also a member of the Wyoming Association of Community College Trustees. Dr. Bartmann will remain a member and Mr. Varney will be the second member.

DEPARTMENT UPDATES:

Updates were provided by Academic Services, Student Services, College Relations, Construction Projects and Major Maintenance, and the Douglas Campus.

Mr. Humphrey reported on the Student Services which included Radius, Acalog, and Dr. Ochsner on emotional support animals.

Dr. Edmunds presented the Adult Education and Literacy Program 2018-2019 End of Year Report from Ms. Diane McQueen and Ms. Suzey Delger reported on the EWC Nursing Program Review.

Mr. Hansen presented updates from the Institutional Development Office to include Blockchain information, the Goshen Irrigation District community meetings, Foundation Involvement, and Booster Club support.

Ms. Afdahl reported on College Relations to include the upcoming 3rd Thursday event downtown and the wonderful support of the Volleyball players at this event. Ms. Afdahl and Ms. Delger also informed the Board of a gun that was custom made and donated by Weatherby, Inc. with the EWC logo on it. This gun will be raffled off at the Sagebrush and Roses Event this year.

Mr. Wilkes reported on the ATEC Construction Projects and Major Maintenance around the college.

Dr. Farley reported on the Douglas Campus. Plans are in place to work with guidance counselors on concurrent and dual enrollment; Crook County does not have a coordinator yet. Enrollment is up by 20 students and more students are registering. Currently, there are 12 gunsmithing students. She spoke about the diversity of students enrolled in the gunsmithing program; 1 Female, 4 Veterans, 4 traditional students, 3 retired and coming back (over 62). This is going to be a 2-year program, but we will be having enrollment every year and will eventually have two classes.

TRUSTEE TOPICS:

Mr. Willox spoke about looking at various ways to work together with the school district in Douglas regarding the housing issue. The school district owns some properties. Housing seems to be the biggest restriction in Douglas right now.

ACTION: Mr. Varney made a motion to adjourn the regular meeting and move into executive session. Mr. Baumgartner seconded the motion. Motion passed unanimously.

Adjourn meeting at 7:40 pm.

Submitted by:

Sally Watson

John B Patrick, Chairman

Mike Varney, Secretary