



MEETING AGENDA

EASTERN WYOMING COLLEGE BOARD OF TRUSTEES MEETING January 14, 2020 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.

4:00 p.m. WORK SESSION

Board Policies for Review **Appendix A**

- 5.0 Admission
- 5.13 Student Code of Conduct

5:45 p.m. Open Meeting

- Introduction of New Employees
Mr. Brandon Wilson, Math instructor
Mr. Darren Youngs, Welding Instructor

Introduction of Visitors

Open Forum: Visitors and employees may provide comments to the Board at this time.

APPROVE: AGENDA

RECOMMENDED ACTION: Motion to approve the agenda, as presented.

PRESIDENT'S UPDATE: Appendix B

CONSENT AGENDA: Appendix C

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

APPROVE: Minutes from December 10, 2019, Board Meeting

RECOMMENDED ACTION: Motion to approve the consent agenda as presented.

APPROVE: Early Retirement Notification: Ms. Linda Evans has submitted her notification of early retirement. Appendix C5

RECOMMENDED ACTION: Motion to approve early retirement of Ms. Linda Evans as presented.

APPROVE: Retirement Notification: Ms. Suzey Delger has submitted her notification of retirement.
Appendix C6

RECOMMENDED ACTION: Motion to approve retirement of Ms. Suzey Delger as presented.

APPROVE: Two bids were received for the renovation of design services for interior renovation of the existing Gymnasium at EWC. GSG Architecture Design was the winning lowest bid in the amount of \$20,630 and Plan One Architects submitted their bid at \$24,500. The contract and individual bids are listed in **Appendix C7-C15**
Submitted by Mr. Keith Jarvis and Mr. Kwin Wilkes

RECOMMENDED ACTION: Motion to approve lowest bid from GSG Architecture Design for design services for interior renovation of the existing gymnasium at EWC as presented.

ACTION ITEMS

APPROVE: **FINANCIAL REPORT:** **Appendix D** - Prepared by Mr. Kwin Wilkes, VP for Administrative Services

RECOMMENDED ACTION: Motion to approve the financial report, as presented.

APPROVE: Reappointment of Administrators Per Board Policies 3.2 and 3.22 and the result of completed annual performance evaluations for EWC administrators less the President. President Travers recommends the Board of Trustees reappoint Kwin Wilkes, Vice President for Administrative Services, Roger Humphrey for Vice President for Student Services, Heidi Edmunds for Vice President for Academic Services, and Margaret Farley for Vice President for the Douglas Campus for Fiscal Year 2021.

RECOMMENDED ACTION: Motion to approve the reappointment of Vice Presidents for the Fiscal Year 2021, as presented.

FIRST READING BOARD POLICIES: **Appendix E 1**

APPROVE: First Reading revisions to Board Policy 4.0 Faculty Rights and Responsibilities.

RECOMMENDED ACTION: Motion to approve on first reading revisions to Board Policy 4.0 Faculty Rights and Responsibilities, as presented.

APPROVE: First Reading revisions to Board Policy 4.1 Educational Design (changed to Academic Program Compliance).

RECOMMENDED ACTION: Motion to approve on first reading revisions to Board Policy 4.1 Educational Design (changed to Academic Program Compliance), as presented.

APPROVE: First Reading revisions to Board Policy 4.2 Instructional Support (changed to Academic Support).

RECOMMENDED ACTION: Motion to approve on first reading revisions to Board Policy 4.2 Instructional Support (changed to Academic Support), as presented.

FINAL READING BOARD POLICIES:

APPROVE: Final Reading revisions to Board Policy 6.0 Purchasing Policy **Appendix F1-F10**

RECOMMENDED ACTION: Motion to approve on final reading revisions to Board Policy 6.0 Purchasing Policy, as presented.

APPROVE: Final Reading revisions to Board Policy 6.7 Vehicle Policy **Appendix F11-F15**

RECOMMENDED ACTION: Motion to approve on final reading revisions to Board Policy 6.7 Vehicle Policy, as presented.

INFORMATION ITEMS

1. Human Resources Update: **Appendix G** - Ms. Lori Moore
2. Douglas Campus Update: **Appendix H** - Dr. Margaret Farley, VP for Douglas Campus
3. Institutional Development Update: **Appendix I** - Mr. John Hansen, Director of Institutional Development
4. College Relations Update: **Appendix J** - Ms. Tami Afdahl, Director of College Relations
5. Construction Projects and Major Maintenance Update: **Appendix K** - Mr. Kwin Wilkes, VP for Administrative Services and Mr. Keith Jarvis, Director of Physical Plant
6. Student Services Update: **Appendix L** - Mr. Roger Humphrey, VP for Student Services
7. Academic Services Update: **Appendix M** - Dr. Heidi Edmunds, VP for Academic Services
8. Dean of Faculty/Student Services Update: **Appendix N** - Dr. Debbie Ochsner
9. Staff Alliance Update – **Appendix O** - Ms. JoEllen Keigley

TRUSTEE TOPICS:

1. Board Retreat set for March 11, 2020, @ EWC Board Room, 9:00am-4:00pm
2. Board and Foundation Retreat, March 11, 2020, @ EWC Room 131, 4:00pm-7:00pm


EXECUTIVE SESSION – PERSONNEL:

RECOMMENDED ACTION: Motion to approve adjourning to executive session.

Adjournment.



JANUARY

January 14 EWC Board of Trustees Meeting, 5:45pm
January 15 EWC Men & Women's Basketball vs. Gillette College 5:30/7:30pm
January 18 EWC Men & Women's Basketball vs. Central Wyoming College 2:00/4:00pm
January 20 Martin Luther King, Jr. Day – College Closed 
January 25 Sagebrush 'n Roses Gala Event, 6:00pm, Rendezvous Center
January 29 EWC Men & Women's Basketball vs. Sheridan College 5:30/7:30pm


FEBRUARY

February 1 EWC Men and Women's Basketball vs. Northwest College 2:00/4:00pm
February 5 EWC Men and Women's Basketball vs. LCCC 5:30/7:30pm
February 6-9 Winter Break Begins/No Classes
February 11 EWC Board of Trustees Meeting, 5:45pm
February 12 WACCT Awards Ceremony, LCCC, Cheyenne, Wyoming
February 12 EWC Men and Women's Basketball vs. Casper College 5:30/7:30pm
February 15 EWC Men and Women's Basketball vs. Western Wyo College 2:00/4:00pm

MARCH

March 5-7 Region IX Tournament (North #1 Seed)
March 9-13 Spring Break Begins/No Classes
March 10 EWC Board of Trustees Meeting, 5:45pm
March 16-21 NJCAA National Championship
March 27-29 EWC Lander Rodeo

APRIL

April 9-10 EWC Golf Tourney, Torrington, WY
April 10-13 Easter Break Begins/No Classes/Campus Closed 
April 14 EWC Board of Trustees Meeting, 5:45pm
April 16 Wyoming Community College Commission Meeting @ EWC