



# MEETING MINUTES

---

## EASTERN WYOMING COLLEGE BOARD OF TRUSTEES MEETING April 14, 2020 by Zoom

The Eastern Wyoming College Board of Trustees met in a work session April 14, 2020, at 4:00 p.m. by ZOOM. Those members present were Robert Baumgartner, Randy Adams, John Patrick, Colby Ochsner, Mike Varney, Judith Bartmann, Tom John McCreery, and Jim Willox.

### WORK SESSION

The Board reviewed Board Policy 5.8 Class Attendance. Mr. Roger Humphrey explained the changes as minor wording changes that included deleting the words "Vice President for Student Services", and changing it to "College Registrar"; editorial changes.

Ms. Tami Afdahl shared a video project that she and Mr. Keith Smith put together for the website; "Lancer Strong". This highlighted several staff members holding up signs of encouragement to our students. Dr. Travers expressed that she shared this video with the Wyoming College Commission to show how our institution is getting through these difficult times and the projects that we have done.

Tami also informed the board of the virtual graduation plans being set forth. She stated that they are going to create a graduation video, processional, and national anthem; trying to make this as much of a normal event as possible. They will read student names, either alphabetically or by department, and hopefully have student photos to show on screen. They are in the process of putting together a graduation package that contains a tassel, diploma, program and alumni stickers, and a stress ball mortar board. The completed video will be sent out on May 8. They will do something similar for the nursing pinning ceremony for the 16 students in Douglas. Students will send a short video of family pinning them and share the video. There are 169 students graduating this year, which includes some high school students that are also graduating at the college as well.

**Comment:** Trustee Patrick expressed the idea of possibly having Senator Barrasso be a part of the pinning of nursing students. Tami stated that Suzey has a great connection with Senator Barrasso and there may be an opportunity to received something from him.

Dr. Travers expressed concern that the current college closures may extend through May. She will see what the Governor states in his press conference on Wednesday at 4:00 pm. The student grant money should be coming in by Thursday of this week. There will be a special legislative session to address this and is based upon the general fund.

The Wyoming Department of Justice will be replenishing items to colleges that were previously donated to help out in the community, such as masks, beds, etc. that our Vet Tech and Nursing programs supplied. We can apply for some assistance in those areas so we have adequate supplies for our school year to begin again.

The Board adjourned to dinner and planned to reconvene on line at 5:45 pm.

### OPEN MEETING

No visitors were present and no comments were received

**ACTION:** Trustee Varney made a motion to approve the agenda with the Addendum which included:

- Addendums to MOU agreements to qualify for Perkins V funding
- Rescinded resignation from Ms. Suzey Delger.

Trustee McCreery seconded the motion. Motion passed unanimously.

### PRESIDENT'S UPDATE

Dr. Travers stated that there wasn't much to report in the President's update except that there has been a lot of virtual Zoom meetings taking place and everyone is doing very well at accommodating the situation the best they can.

## CONSENT AGENDA

**ACTION:** Trustee Bartmann made a motion to approve the Consent Agenda, which included: Minutes from the March 10, 2020, Board meeting. Trustee Adams seconded the motion. Motion passed unanimously.

## ACTION ITEMS

**ACTION:** VP Wilkes presented the Financial Report for April. Trustee McCreery made a motion to approve the April Financial Report. Trustee Patrick seconded the motion. Motion passed unanimously.

## FIRST READING

**ACTION:** Trustee Varney made a motion to approve First Reading Revisions to Board Policy 5.3 Institutional Withdrawal. Trustee McCreery seconded the motion. Motion passed unanimously.

**ACTION:** Trustee McCreery made a motion to approve First Reading Revisions to Board Policy 5.6 Financial Holds. Trustee Ochsner seconded the motion. Motion passed unanimously.

**ACTION:** Trustee Varney made a motion to approve First Reading Revisions to Board Policy 5.7 Family Educational Rights and Privacy Act. Trustee Bartmann seconded the motion. Motion passed unanimously.

**ACTION:** Trustee Patrick made a motion to approve First Reading Revisions to Board Policy 5.11 Residence Classification. Trustee Varney seconded the motion. Motion passed unanimously.

**Comment:** Dr. Travers stated that this could change again in accordance to what transpires from the Legislature.

**ACTION:** Trustee McCreery made a motion to approve First Reading Revisions to Board Policy 5.12 High School Student Tuition. Trustee Bartmann seconded the motion. Motion passed unanimously.

**ACTION:** Trustee Varney made a motion to approve First Reading Revisions to Board Policy 6.11 Animals or Pets on Campus. Trustee Patrick seconded the motion. Motion passed unanimously.  
**Comment:** Trustee Varney asked if there was ever a situation or experience having animals on campus that we needed to be worried about. Dr. Travers stated that we have to be in compliance with the Fair Housing Act and accommodate the 504 students. Research has shown that having an emotional support animal on campus helps students cope.

Trustee Varney asked if there were maintenance problems associated with pets in dorm rooms. Keith Jarvis stated that there was only one issue that he had with having to replace carpet due to a dog. The cost of cleanup is covered by the student's deposit. Keith stated that we cannot charge a separate deposit for animals.

Roger Humphrey stated that the students have to sign a contract and agreement to have an emotional support animal and there is a process in place.

## FINAL READING

**ACTION:** Trustee Varney made a motion to approve the Final Reading Revisions to Board Policy 5.0 Admission. Trustee Patrick seconded the motion. Motion passed unanimously.

## ADDENDUM TO AGENDA

**ACTION:** Trustee Varney made a motion to approve the MOU agreements to qualify for Perkins V funding. Trustee McCreery seconded the motion. Motion passed unanimously.

**ACTION:** Trustee Ochsner made a motion to approve Ms. Suzey Delger's rescinded resignation. Trustee Patrick seconded the motion. Motion passed unanimously.

## **INFORMATION ITEMS**

Mr. Keith Jarvis updated the Board on the Construction Projects & Major Maintenance. He presented a presentation and pictures of the progress of ATEC. He also stated that the card door readers were being installed and will be functional.

Ms. Tami Afdahl updated the Board on College Relations. In addition to keeping everyone updated on the website, she continues to work on registration items at EWC and with the Outreach coordinators on registration.

Dr. Margaret Farley updated the Board on the Douglas Campus. She continues to keep communication open with the Outreach coordinators. Currently, they have 16 applications in Gunsmithing. Only 8 of those have completely finished all the paperwork and tomorrow is the day to make final decisions. Glen will be reaching out to the finished applications and inform them that they have been accepted into the program. Glen has decided to push the completion to August when they come back and is working with Heidi, Debbie and Lynn to work out schedules

Nursing positions are all filled. We have one alternate left and will hopefully keep the 16 students in.

Mr. John Hansen updated the Board on Institutional Development. John stated that the Foundation Finance committee completed the sale of the property of 80 acres on the landfill road around \$177,000, which will be used for agriculture scholarships. Mr. Neal Newman had donated 100% of his commission back to the foundation; that should be around \$6,000. We are rounding the corners of the ATEC campaign. With some CDs that are maturing, we will be able to make the payment. John was also invited to sit on the SAREC Board.

**Comment:** Trustee Patrick congratulated John for his position on the SAREC Board.

Ms. Holly Lara updated the Board on Human Resources. Holly wanted to commend all the employees who are working tirelessly to serve the institution under unique circumstances and wanted to thank everyone for their continued efforts. She also stated that they will be doing Zoom interviews for positions that are currently open in May.

Dr. Heidi Edmunds updated the Board and presented a PowerPoint from Academic Services. Heidi wanted to express her gratitude and thanks to all staff. She has received many comments about how EWC has helped with clear and quick organizational methods and felt very supported throughout the entire institution.

Heidi expressed that Ms. Callie Allred received an 83% score from the College and Career Readiness Grant, which tied with LCCC. Heidi also stated that they have moved 150 class sections to online or remote delivery between EWC and Douglas.

Mr. Roger Humphrey updated the Board on Student Services. He stated that the online application with Radius is ready to go. They will be meeting this week to finalize the usage of on line payment for housing.

In Housing, Shannon Jolley and Rebekah Wells are getting students out of residence halls. They are storing some things for students and will ship them to other institutions this Fall. Shannon, Michelle Brooks and Susan Stephenson have worked through the first round of refunds for room and board. The registration dates are May, June, July and August. May will be a virtually registration. Right now, we have 51 new students with housing applications. Student Service Directors met today to work on recruitment in different ways.

Roger also wanted to congratulate our EWC Golf Team for being the Regional IX Champions.

### **TRUSTEE TOPICS:**

Dr. Travers stated that the WCCC Meetings that were previously scheduled for April 15<sup>th</sup> and 16<sup>th</sup> will now be done virtually.

Chairman Baumgartner stated that he sent an email to the board in regards to elections that are coming up and relate to Board terms. Attorney David Evans stated that the County Clerk does follow our policy and there will be 5 people running again. The sequence will be fine. The turnover will not be great.

Meeting was adjourned at 7:10 pm

Submitted by:

  
Sally J. Watson

  
Robert Baumgartner, Chair

\_\_\_\_\_  
Colby Ochsner, Secretary