

Eastern Wyoming College
General Staff Meeting
February 13, 2020 Meeting Agenda
EWC Board Room, 2:00 PM

Departments Represented

Academic Services: None

Business Office: None

College and Career Readiness Center: Callie Allred

College Relations: Kim Jones

Community Ed/Workforce: None

Computer Services: None

Douglas Campus: Jamie Sullivan (Via Zoom)

Financial Aid: None

Food Services: None

Housing: None

Human Resources: Holly Lara

Instructional Technology: None

Information Center: None

Library: Jessica Anders

Office of Development: John Hansen

Outreach: Kim Russell

Physical Plant: None

President's Office: None

Student Services: Sue Schmidt

Student Success Center: None

Testing and Career Services: JoEllen Keigley

- I. Call to Order – Called to order at 2:08p.m. by President JoEllen Keigley
- II. Approve Minutes – Motion seconded and carried to approve January 2020 minutes with noted corrections.
- III. Treasurers Report -- Motion seconded and carried to approve treasurer's report. No discussion was held.
- IV. Items of Business
 - a. Board report was reviewed.
 - b. Volunteers are needed for Lancer Look and Third Thursday downtown.
- V. Staff Spotlight
 - a. March will be 'Pot of Gold' & WACCT Nominees/winners; April will be retirees; May will be 'year in review.'
 - b. WACCT event went well: food was good, weather was bad, many people were there, and some people were stealing the centerpieces.

- VI.** Strategic Planning 4.7: The executive committee has not yet met about the Great Colleges Survey; comments from those who may have are welcome. Hopefully this will be addressed soon. Also, staff have not been recognized as previously planned; however, they will be at the employee recognition gathering in May. Prizes for this were discussed. Certificates were suggested for all nominated, with a \$25 dollar gift card going to the winner. It was stated that the executive committee should determine the winning prize. The budget was considered when discussing the cost of a prize weighed against upcoming expenses.
- VII.** New Business
- a. Spring Fitness Activity was discussed. The name will be changed to Spring ‘Wellness’ Activity to include such ideas as sip and paints, chair massage, tea rooms, etc. A picnic was suggested with locations such as Fort Laramie as a possible destination. An email will be sent to collect ideas from staff about what they might like to do.
- VIII.** Committee reports
- a. Leadership items: admin rule changes, tuition waivers for employees to use fitness center, nursing student needs a dorm for the time she will be in practicum, a cheating policy.
 - b. CLC items: common course numbering, zero credit classes required for degree completing students that impedes graduation, the calendar that has semester classes beginning on a Monday.
 - c. Safety: No Report
 - d. Personnel: No Report
 - e. Distance learning: No Report
- IX.** Adjournment – Meeting was adjourned at 3:04p.m.

Direct Line to Board Room: 307-534-2971