



## Eastern Wyoming College Board of Trustees Meeting Minutes October 12, 2021

The EWC Board of Trustees met in a work session at 3:00 pm.

Dr. Travers presented information regarding the new Supplemental Paid COVID Sick Leave, which will be a new Administrative Rule 3.15.1. Dr. Travers explained that the sick leave for COVID ended September 30, 2021, and it had to be in place by October 1, 2021. This will cover the COVID leave of 10 working days of supplemental leave.

Dr. Travers stated that the changes to Board Policy 2.3 Serious Infectious Illness were just minor changes which deleted the "SARS, CoV2, COVID 19" description and stated "all COVID forms".

Ms. Holly Lara presented an information packet on the President Search committee applications. The Board decided to keep the committee number to about 15 or 16 members. It was noted that Trustee McCreery, Trustee Patrick and Trustee Sittner declined to be on the committee. The Board agreed to the following search committee members:

Administrator:	2	Margaret Farley, Kwin Wilkes
Classified:	1	Rob Freeman
Faculty members:	2	Jennifer Minks, Kelly Strampe
Student:	1	Tyson Morrell
Service Area:	2	Kim Conzelman Newcastle, Lori Ibarra in Guernsey
Board of Trustees:	3	Bob Baumgartner, Judith Bartmann, Randy Adams
Foundation:	1	Todd Peterson
Prof. Staff:	2	John Hansen, Tyler Vasko
Torrington Area:	<u>2</u>	Steve Paisley, Bill Law
	16	

### **OPEN MEETING:**

The Open meeting began at 3:45 pm in the Open Forum. No comments were received, and Ms. Holly Dorman from the Torrington Telegram was introduced.

**ACTION:** Trustee McCreery moved to approve the October agenda with the Addendum. Trustee Bartmann seconded the motion. Motion passed unanimously.

### **PRESIDENT'S UPDATE**

Dr. Travers stated that she has been working on a new policy addition on Informational Technology, consisting of 40 policies. She stated that we need to make sure we are in compliance. The new section in our policy handbook will be Section 7 – Information Technology Policy. This will hopefully be ready for First Reading at our next meeting.

Dr. Travers will be scheduling some Town hall meetings in Douglas and Torrington. She would like to discuss with employees recognition ideas, hybrid environments, career progression and transparency, other changes and ideas on flexibility options. Holly and Lesley will start advertising those on Wednesday.

## CONSENT AGENDA

**ACTION:** Trustee Adams moved to approve the October 12, 2021, Consent Agenda, with which included the minutes from the September 14, 2021, Meeting, the resignation of Ethan Wilhoit and the appointment of Ms. Anita Burns as Cook. Trustee McCreery seconded the motion. Motion passed unanimously.

## ACTION ITEMS

Mr. Wilkes presented information on the October Fiscal Report.

**ACTION:** Trustee Patrick moved to approve the October Fiscal Report. Trustee McCreery seconded the motion. Motion passed unanimously.

### CyberScout Monitoring:

Mr. Wilkes presented documents regarding identity theft monitoring from CyberScout for the amount of \$37,540 and Epiq for \$45,600. It is estimated that the College will have to send out approximately 69,000 emails to notify EWC patrons of the cyber attack. An estimate redemption rate of 1% will be covered by the Cyber Security Insurance. If the rate would climb, it is still covered. Dr. Travers wanted to make sure the Dept. of Education approves this company and if so, this would begin this week.

It was noted that a previous email vote was done from the Board because the College had to meet a deadline, so the approval for this is a ratification at this meeting. Due to the new bids from Cyberscout.

Attorney Evans stated that a motion to approve the previous Zander bid was needed, before a vote on the new CyberScout bid.

**ACTION:** Trustee Adams moved to approve the ratification to approve Zander Company. Motion failed due to lack of a second motion.

**ACTION:** Trustee Patrick moved to approve CyberScout monitoring instead of the previously approved Zander Company. Trustee Bartmann seconded the motion. Motion passed unanimously.

**ACTION:** Trustee Adams moved to approve the first reading revisions of Board Policy 2.3 – Serious Infectious Illness. Changes were made to reflect all forms of COVID instead of stating just COVID-19. Trustee McCreery seconded the motion. Motion passed unanimously.

**ACTION:** Trustee Bartmann moved to approve the ratification of the new Supplemental Paid COVID Sick Leave addition to Administrative Rule 3.15.1, which was previously approved by the Board on September 30, 2021, in an email vote from the Board of Trustees, and went into effect on October 1, 2021. Trustee McCreery seconded the motion. Motion passed unanimously.

**ACTION:** Trustee McCreery moved to approve the resurfacing of the gym floor from JJPratt Enterprises, LLC. quote for \$31,800.00, and would be completed in the Spring or Summer of 2022. Trustee Adams seconded the motion. Motion passed unanimously.

**ACTION** Trustee McCreery moved to approve the ratification of the appointment for the new Interim Vice President for Student Services, Ms. Tami Afdahl. Trustee Bartmann seconded the motion. Motion passed unanimously.

**COMMENT:** Trustee Patrick quested when the advertisement was going to be going out for this position and asked if this could be advertised the first of December or January. The Trustees agreed to start advertisement in December.

**ACTION:** Trustee McCreery moved to approve the ratification of the appointment for the Interim Financial Aid Director, Ms. Terri Hauf. Trustee Sittner seconded the motion. Motion passed unanimously. This position is currently being advertised for and there are three applicants so far.

**ACTION:** Trustee McCreery move to approve the appointment of Ms. Kelly O'Brien to the position of Animal Care Specialist. Trustee Bartmann seconded the motion. Motion passed unanimously. It was noted that Ms. O'Brien is a graduate of the EWC Vet Tech program.

**ACTION:** Trustee McCreery moved to approve the selection of the 16 Presidential Search Committee members to include Bob Baumgartner, Judith Bartmann, Randy Adams, Tyson Morrell, Todd Peterson, Margaret Farley, John Hansen, Kwin Wilkes, Rob Freeman, Jennifer Minks, Kelly Strampe, Tyler Vasko, Bill Law, Steve Paisley, Kim Conzelman and Lori Ibarra. Judith Bartmann seconded the motion. Motion passed unanimously.

#### **INFORMATION ITEMS**

1. Ms. Tami Afdahl updated the Board on College Relations and Student Services. Tami stated that the new marquee has been installed and with the new system, it provides flexibility on how it's updated as it's a web based program and can be accessed anywhere. The ATEC sign will soon be in place, and we are waiting on an electrical line to be installed. The Sagebrush and Roses fundraiser will be held on January 29<sup>th</sup>.
2. Mr. Keith Jarvis updated the Board on construction and major maintenance. Keith presented a PowerPoint presentation on work being done at the college and also an informative salary presentation illustrating the pay scales and situation with keeping employees at the current rate. He stated that it would take \$75,000 a year and \$3.00 an hour upgrade just to be marketable in Torrington.
3. Ms. Holly Lara updated the Board on Human Resources. Holly spoke about the salary base and concurred with Keith's presentation. As it is right now, the State may provide a one-time bonus, but that will not help us in the long run as the base needs to be raised on our salary schedule.
4. Dr. Walt Nolte will be on campus October 26-27 to partake in forums with different employee groups, president's cabinet and community to complete the profile for a new president.

5. Mr. Roger Humphrey updated the Board on Academic Services. Roger spoke about the CDL Program and the struggle to get applications in due to the financial cost of the program. Ms. Donna white has submitted grant to offset the cost. Faculty are working on program assessments and outcomes from the findings from HLC.
6. Roger wanted to personally thank Ms. Lynn Wamboldt and Jim Maffee for their hard work with course scheduling and Colleague rebuilding. Registration will open November 8<sup>th</sup>. Mr. Bryan Hart from the Testing and Student Success center has been following up to address some academic concerns with students.
7. Dr. Kate Steinbock brought a Faculty Senate report to the meeting. Kate requested that the Board survey be accessible and released to view. Trustee Patrick stated that the Board wanted the survey to help assist in the Presidential search, and he felt it was a reasonable request. Chairman Baumgartner stated that the information will go back to Holly Lara.


#### **TRUSTEE TOPICS**

Trustee Patrick spoke about the labor shortages. Trustee McCreery and Trustee Bartmann attended the WACCT meeting in Sheridan and stated they are still working on sustainable funding for community colleges. Ms. Erin Taylor, lobbyist, will be working on how to approach legislators and will present strategies on talking points to the Boards.

Dr. Travers stated that community colleges have made it clear that sustainable funding and pay raises are priorities.

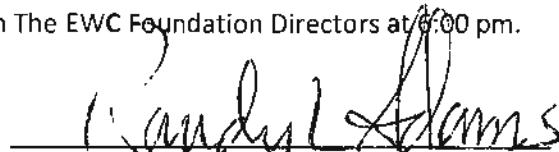
**ACTION:** Trustee Patrick moved to adjourn the meeting and move into Executive Session to discuss personnel. Trustee Sittner seconded the motion. Motion passed unanimously.

The meeting reconvened in a joint meeting with The EWC Foundation Directors at 6:00 pm.



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Bob Baumgartner, Board Chair



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Randy Adams, Secretary



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Sally Watson, Executive Assistant