



Eastern Wyoming College

Board of Trustees Meeting Minutes

June 14, 2022, 5:45 pm - Dolores Kaufman Board Room

The Board of Trustees met in a work session at 4:00 pm. Members present were: Bob Baumgartner, Randy Adams, John Patrick, Kurt Sittner, Jackie Van Mark and Tom John McCreery. Absent members were: Judith Bartmann and Jim Willox.

WORK SESSION

- Ms. Ellen Creagar presented a PowerPoint presentation from her History 2460 Field Experience Class trip to Southwestern, Colorado and North Central New Mexico where they visited and learned about Ancestral Puebloan structures, people, and cultures.
- Ms. Callie Allred presented information about the College and Career Readiness Center proposal, to increase the hours for the Instructor/Outreach Coordinator to 20 hours, plus benefits.
- Mr. Wilkes presented information about the Goshen County Fair Association Contract.
- Dr. Rick Patterson presented the Memorandum of Understanding between EWC and Goshen County Task Force on Family Violence and Sexual Assault. Dr. Patterson stated that the Task Force has requested the use of an office on campus to provide a free of charge additional resource for students.
- Chairman Baumgartner tabled the discussion and review of the proposed changes to Board Policy 1.1 College Board Purpose and Operations and Board Policy 1.2 College Board Meeting.

The work session ended at 4:45pm, and the Trustees proceeded to dinner.

OPEN MEETING

The open meeting was called to order at 5:45pm. No comments were received in the Open Forum.

ACTION: Trustee McCreery moved to approve the June 14, 2022, Agenda, with Addendum. Trustee Van Mark seconded the motion. Motion passed.

ACTION: Trustee Van Mark moved to approve the June 14, 2022, Consent Agenda. Trustee Patrick seconded the motion. Motion passed. The Consent Agenda included:

- Minutes from the May 10, 2022, Board of Trustees Meeting
- The resignation of Mr. Brandon Wilson, Math Instructor, effective May 16, 2022
- The Agreement of Employment for Dr. Richard Patterson, Interim President

PRESIDENT'S UPDATE

Dr. Patterson gave a final report, summary and closing comments during his Interim position for the last month and a half. There were several areas at the College that needed immediate attention. He addressed communication issues with staff, employee salaries and raises, and the much needed help for the IT department.

There were 17 vacancies when he arrived and is happy to report that almost all the positions have been filled. The Nursing Director position was filled and she will start July 1st.

The Dr. Patterson reported on the Financial Aid HCM2 funds and stated, as of today, the College submitted the documents to rectify the requirement to get reimbursed the \$800,000 that was fronted to Financial Aid.

Dr. Patterson is working with Dr. Hawes, via Zoom, to streamline his transition for his July 1st starting date. Dr. Hawes will be meeting with all the Vice Presidents and Directors, via Zoom, through the end of June. The budget is being finalized and the audit is coming to a close. Dr. Patterson would like to recommend to the Board that they meet in a Board Planning Retreat with the new president and formalize expectations and procedures for the new year.

Dr. Patterson reminded the Trustees of the upcoming Board of Trustees election and the filing date deadline of August 10, 2022 - August 29, 2022 at 5:00pm.

Dr. Patterson informed the Board about "Impact 307". This is a program through the UofW and Economic Development, which work with community colleges to provide support, and expertise with ideas for starting new businesses. He met with the representatives of Impact 307 and feels this partnership is an excellent innovative idea.

Dr. Patterson indicated that the College has offered the Human Resources position to a candidate and the formal approval and announcement will be at the July meeting.

FINANCIAL REPORT

Mr. Wilkes presented the June Financial Report.

ACTION: Trustee McCreery moved to approve the June Financial Report. Trustee Patrick seconded the motion. Motion passed.

ACTION ITEMS

ACTION: Trustee Patrick moved to approve Honored Retiree Status to Mr. Raymond (JR) Gutierrez. Trustee McCreery seconded the motion. Motion passed.

ACTION: Trustee Van Mark moved to approve the Memorandum of Understanding between EWC and Goshen County Task Force on Family Violence and Sexual Assault. Trustee Adams seconded the motion. Motion passed.

ACTION: Trustee McCreery moved to approve the College and Career Readiness Center proposal to increase the hours for the Instructor/Outreach Coordinator to 20 hours a week, plus benefits. Trustee Sittner seconded the motion. Motion passed.

ACTION: Trustee Van Mark moved to approve the Goshen County Fair Association Contract for the 2022-2023 school year for the amount of \$37,700. Trustee Patrick seconded the motion. Motion passed.

Comment: Mr. Wilkes stated that the College had budgeted \$39,500 towards the fairgrounds, so the amount being charged is within the budget. Dr. Patterson stated that the Wyoming Office of Tourism will offset the cost of this expense for the College.

ACTION from Addendum: Trustee Van Mark moved to approve the appointment of Ms. Paris Hendry to the position of English Instructor. Trustee Adams seconded the motion. Motion passed.

ACTION: Trustee McCreery moved to approve the appointment of Dr. Monica Teichert to the position of EWC Nursing Director, with a start date of July 1, 2022. Trustee Patrick seconded the motion. Motion passed.

INFORMATION ITEMS

1. Mr. Roger Humphrey updated the Board on Academic Services. They are working on the Faculty handbook. Roger presented a PowerPoint presentation on the registration enrollment summary, registration numbers, student credits, degree seeking students, degree seeking students by credit, non-degree seeking students, registration by location, excluding the high school number and registration by program.
2. Mr. Brad Staman updated the Board on College Relations. Mr. Staman spoke about the challenges in enrollment, new student registration, and a social media campaign. He is focused on addressing new communication strategies for a digital campaign to reach out to students.

Comment: Trustee Patrick presented a paper copy of advertisement that he found in the Wyoming Livestock Roundup publication for Sheridan College and Central Wyoming College. He visited with Mr. Staman about the possibilities of having something advertised for EWC in publications.

3. Dr. Patterson updated the Board on Student Services for Ms. Afdahl, as she was traveling to Riverton, Wyoming for Title IX Training. Tami wanted to thank the Student Services team for all their hard work this month. The housing in Lancer Hall is full and Eastern Hall is almost full, as well. Tami's report is in the agenda for your review.
4. Mr. Wilkes updated the Board on Construction and Major Maintenance for Mr. Jarvis, as Keith was out of town. Kwin presented a PowerPoint presentation on the campus access control, video surveillance, Metasys network project and the fire alarm system. The generator project is complete and they are working on the chiller replacement. The gym floor is refinished and new artwork was implemented on the floor.

Dr. Patterson will be meeting with the architects to talk about the bathroom renovations in Vet Tech.

TRUSTEE TOPICS

Trustee Patrick would like to meet the last week in June for budget review. Mr. Wilkes stated that the Cabinet is meeting next week to discuss recommendations for the budget, and a final presentation on the budget will be presented at July board meeting.

Trustee Patrick and Trustee McCreery stated that Dr. Patterson has done an excellent job stepping up to the plate and helping us through this interim period of leadership.

ACTION: Trustee Sittner moved to adjourn into Executive Session to discuss personnel. Trustee VanMark seconded the motion. Motion passed.

Executive Session began at 6:55pm. No Action was taken.

Bob Baumgartner, Board Chair

Randy Adams, Secretary

Sally Watson, Executive Assistant