



EWC Board of Trustees Meeting Minutes

Eastern Wyoming College

Aug 8, 2023 at 5:45 PM MDT

@ EWC Dolores Kaufman Board Room

Attendance

Present:

Members: Randy Adams, Bob Baumgartner, Tim Bush, Margaret Farley, Jeff Hawes, Doug Mercer, Katherine Patrick, Michelle Prusia, Kurt Sittner, Jackie VanMark, Rick Vonburg, Jim Willox

Absent:

Members: Dami Metzler, Sally Watson

- I. Chairman Baumgartner called the meeting to order.
- II. Approval of the August 8, 2023, Meeting Agenda

Motion to approve the August 8, 2023, meeting agenda:

Motion moved by Katherine Patrick and motion seconded by Rick Vonburg. Motion passed.

- III. Introductions

None

- IV. Public Comment

None

- V. President's Report - Dr. Jeffry Hawes

- A. Public Officer Training

Mr. Wilkes advised the Trustees of the required training for public officials. This needs to be investigated moving forward for all of our officers. Some Trustees should attend now and some in the Spring. The training is held at the auditorium in Cheyenne at the Capital. There may be an opportunity for some training at the Goshen County courthouse and inviting the public.

- B. 2023 EWC Fall In Service Agenda

Dr. Hawes spoke about the upcoming Fall In-Service schedule and the topics of discussion and training.

- VI. Staff Reports

- A. Academic Services - Program Reviews

Ms. Ellen Creagar presented the 2022-2023 Human Services / Social Science Program Review.

- B. Financial Report - Mr. Kwin Wilkes

The July monthly financial report provides an unaudited update regarding revenues and expenditures for the operational and auxiliary funds from July 1, 2023 to July 31, 2023.

VII. Consent Agenda Approval for the following items

A. Approval of the July 11, 2023, Meeting Minutes

Motion to approve the July 11, 2023, Meeting Minutes:

Motion moved by Doug Mercer and motion seconded by Rick Vonburg. Motion passed.

VIII. Consideration of Unfinished Business

None

IX. Consideration of New Business

A. Action Items

1. Approval of the Final Draft of FY24 Organizational Chart

Motion to approve the Final Draft of FY24 Organizational Chart:

Motion moved by Jackie VanMark and motion seconded by Randy Adams. Motion passed.

2. Approval of New Employees

1. Amber Holen, Grant Writer
2. William McCullum, Athletics Director
3. George Hamilton, Volleyball Coach
4. Paige Miller, Livestock Judging Coach
5. Lisa Johnson, Executive Director EWC Foundation
6. Eric Benedick, Asst. Coach WBB/Resident Life Coordinator
7. Darryl Spitzer, Human Resources Director, Interim
8. Christy Feagler, Veterinary Technology Instructor
9. Kate Norton, Veterinary Technology Instructor
10. Mike Rodriguez, Facilities Technician
11. Jaclyn Smith, Registrar

Motion to approve new employees:

Motion moved by Jackie VanMark and motion seconded by Randy Adams. Motion passed.

3. Approval of the Sabbatical for Christopher Wenzel for FY24

Motion to approve the Sabbatical for Christopher Wenzel for FY24:

Motion moved by Katherine Patrick and motion seconded by Rick Vonburg. Motion passed.

4. Approval of the July 2023 Expenditure Report

Motion to approve the July 2023 Expenditure Report:

Motion moved by Katherine Patrick and motion seconded by Doug Mercer. Motion passed.

5. Approval to increase the Rodeo Team budget by \$18,154 for FY24
Funds will be encumbered from the \$1.2 million in new spending approved in FY24 budget.

Motion to approve increasing the Rodeo Team budget by \$18,154 for FY24:

Motion moved by Randy Adams and motion seconded by Rick Vonburg.
Motion passed

6. Approval of the purchase of practice calves for the Rodeo team
Funds will be encumbered from the Rodeo Club account and calves will be sold at the conclusion of the Rodeo season.

Motion to approve the purchase of practice calves for the Rodeo team:

Motion moved by Rick Vonburg and motion seconded by Jackie VanMark.
Motion passed.

7. Approval to ratify the increase of the College's commitment from \$400,000 to \$500,000 in matching funds for the Douglas Expansion Project

Funds will be encumbered from the Douglas Operation and Maintenance Fund where the Converse County one cent tax is deposited.

Motion to approve the ratification to increase the College's commitment from \$400,000 to \$500,000 in matching funds for the Douglas Expansion Project:

Motion moved by Jackie VanMark and motion seconded by Katherine Patrick. Motion passed.

8. Approval to ratify the motion to approve the EDA Covenant for the Douglas Expansion Project

Project cost will not exceed the dollars generated by commitments generated from the EDA grant, state funding, City of Douglas, City of Glenrock, EWC and other funding sources.

Motion to approve the ratification to approve the the EDA Covenant for the Douglas Expansion Project:

Motion moved by Randy Adams and motion seconded by Rick Vonburg.
Motion passed.

9. Approval of the Modification to the 2021 - 2025 EWC Strategic Plan

This modification will align all strategies to persistence, retention and graduation rates for the College.

Motion to approve the modification to the 2021 - 2025 EWC Strategic Plan:

Motion moved by Jackie VanMark and motion seconded by Doug Mercer.
Motion passed.

10. Approval of the President's goals for Eastern Wyoming College

Motion to approve the President's goals for Eastern Wyoming College:

Motion moved by Katherine Patrick and motion seconded by Randy Adams. Motion passed.

11. Approval of Revision to Board Policy 1.1

Motion to approve the revision to Board Policy 1.1 :

Trustee Mercer withdrew his motion; Katherine Patrick concurred with Trustee Mercer. This motion will be tabled for possibly another 45 days. The document on the website has a different version and the content not accurate. This will be examine and brought back to the Board for consideration.

Motion moved by Doug Mercer and motion seconded by Katherine Patrick. Motion passed to table the revision at this time.

12. Approval of Template for Concurrent and Dual Enrollment Memorandum of Understanding FY 2023-24

Motion to approve the template for Concurrent and Dual Enrollment Memorandum of Understanding FY 2023-2024:

Motion moved by Katherine Patrick and motion seconded by Jackie VanMark. Motion passed.

X. Trustee Topics

Trustee Willox invited the Board to Douglas next weekend. Trustee Vonburg invited everyone to the August 19th celebration and the first Volleyball home game on August 29th.

XI. Adjournment

Meeting adjourned at 8:45pm

Bob Baumgartner, Board Chair

Randy Adams, Secretary

Sally Watson, Executive Assistant