



# EWC Board of Trustees Meeting Minutes

Eastern Wyoming College  
Sep 12, 2023 at 5:45 PM MDT  
@ EWC Dolores Kaufman Board Room

## **Attendance**

### **Present:**

Members: Randy Adams, Bob Baumgartner, Jeff Hawes, Doug Mercer, Dami Metzler, Katherine Patrick, Kurt Sittner, Jackie VanMark, Rick Vonburg, Sally Watson, Jim Willox

- I. Chairman Baumgartner called the meeting to order.
- II. Approval of the September 12, 2023, Meeting Agenda.

### **Motion to approve the September 12, 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

Dr. Hawes clarified the Sodexo packet modeled a concept of the food service options. Facilities may be on the table for representation, as well. Currently, there is a letter of intent and tonight's vote is just confirming we intend to move forward for Sodexo to provide a plan for the College. Author Peter Sabella will be presenting a message about Christianity in the middle east, on Thursday, Sept. 14, 2023, at 7:00pm. The College will be hosting another "fun night" on September 20th. We will have bands and food trucks.

- VI. Staff Reports

- A. Financial Report - Mr. Kwin Wilkes

Mr. Wilkes presented information on the August monthly financial report provides an unaudited update regarding revenues and expenditures for the operational and auxiliary funds from August 1, 2023 to August 31, 2023.

- B. Mr. Humphrey presented information on the Enrollment Reports for Day 1 and Day 10

- VII. Program Reviews

- A. Mr. Morovits presented the Gunsmithing Program Review

- B. Dr. Teichert presented the Associate Degree in Nursing Program Review with a PowerPoint presentation

VIII. Consent Agenda Approval for the following items

- A. Approval of the August 8, 2023, Meeting Minutes

**Motion to approve the August 8, 2023, Meeting Minutes:**

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

Motion passed.

IX. Consideration of Unfinished Business

None

X. Consideration of New Business

- A. Action Items

- 1. Approval of the August 2023 expenditure report

**Motion to approve the August 2023 expenditure report:**

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

- 2. Approval of the design and equipment to implement Phase 1 of a 3 phase process to repair the sound system in the Fine Arts Auditorium not to exceed \$50,000

Funds will be budgeted from Major Maintenance.

**Motion to approve the design and equipment to implement Phase 1 of a 3 phases :**

The process is to repair the sound system in the Fine Arts Auditorium not to exceed \$50,000

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

- 3. Approval for the request for Public Hearing on Final Budget for FY2023 - Mr. Kwin Wilkes

Pursuant to W.S. 16-4-112, a public hearing will be held September 29, w2023 on EWC's main campus in the Dolores Kaufman Board room, Room 274 of the Eastern Wyoming College Tebbet Classroom Building, for the purpose of soliciting public comments on proposed transfers of unexpended and unencumbered appropriations within the Current, Endowment, and Plant Funds for the fiscal year ending June 30, 2023.

**Motion to approve the request for Public Hearing on Final Budget for FY2023 - Mr. Kwin Wilkes:**

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

4. Approval to increase the HLC Accreditation budget by \$50,000

Funds will be budgeted from the \$1.2 million in new spending approved in FY24.

**Motion to approve increasing the HLC Accreditation budget by \$50,000:**

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

5. Approval of Sodexo to provide management solutions for EWC auxiliary services

This approval tonight will begin the next level to present an actual budget, numbers and plan with a letter of intent.

**Motion to approve Sodexo to provide management solutions for EWC auxiliary services:**

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

6. Approval of HelioCampus as the data management solution for assessment and accreditation for EWC, not to exceed \$50,000 in year one

**Motion to approve HelioCampus as the data management solution for assessment and accreditation for EWC, not to exceed \$50,000 in year one:**

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

7. Approval to extend the Dynamic Campus contract by 750 hours, pending legal review and scope of work clarification, not to exceed \$112,000

**Motion to approve the extension to the Dynamic Campus contract by 750 hours:**

This approval will be pending legal review and scope of work clarification, not to exceed \$112,000

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

8. Approval of the EDA Grant for the Douglas Campus Expansion project, the selection process for the grant administrator and the RFP for the architectural/engineering prints development

This EDA Grant Financial Assistance Award document needs to be signed and return within 30 days.

**Motion to approve the EDA Grant for the Douglas Campus Expansion project, the selection process for the grant administrator and the RFP for the architectural/engineering prints development:**

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

9. First Reading for Board Policy 1.1 College Board Purpose and Operations

Rick Vonburg made a motion to approve the first reading. Katherine Patrick seconded the motion. After discussion amongst the Trustees, the First reading was not approved.

DISCUSSION: Trustee Van Mark objected to the motion. The policy should remain in its original language, as advisory members should not be present in executive sessions.

Attorney Metzler stated there was some risk associated with this change.

Trustee Vonburg called the motion. Attorney Metzler will redraft the language and validate what the statutory language is. Chairman Baumgartner stated the top portion of this policy should remain changed to validate the trustees are all at-large.

10. Final Reading for Board Policies 1.11, 1.12, 2.16, 4.3, 4.4, 5.0, 5.7,5.8, 5.11, 5.13, 5.14, 5.15, 5.16, and 5.17

**Motion to approve the Final Reading for Board Policies 1.11, 1.12, 2.16, 4.3, 5.0, 5.7,5.8, 5.11, 5.13, 5.14, 5.15, 5.16, and 5.17:**

Board Policy 4.4 was tabled for further discussion and additions from Jackie Smith, Registrar. Attorney Metzler explained the changes to these policies.

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

Motion passed

## XI. Trustee Topics

The President's office will follow up on the Public Officer training certificates of completion and update the Board on the status

## XII. Adjournment

The Board meeting adjourned at 9:22pm

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Bob Baumgartner, Chairman

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Randy Adams, Secretary

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Sally Watson, Executive Assistant