



EWC Board of Trustees Meeting Minutes

Eastern Wyoming College

Jan 9, 2024 at 5:45 PM MST

@ EWC Dolores Kaufman Board Room

Attendance

Present:

Members: Randy Adams, Doug Mercer, Bob Baumgartner, Katherine Patrick, Kurt Sittner, Jackie VanMark, Rick Vonburg, Jim Willox (remote)

Guests: Dami Metzler (remote)

- I. Chairman Van Mark called the meeting to order.
- II. Approval of the January 9, 2024 Meeting Agenda.

Motion to approve the January 9, 2024 Meeting Agenda:

Motion moved by Doug Mercer and motion seconded by Bob Baumgartner. Motion passed.

III. Introductions

Dr. Ochsner introduced Ms. Carly Keller and her parents Dwayne and Susan Keller. Carly is this year's EWC recipient for the WACCT award. She and her family will attend the reception in Cheyenne on Feb. 12, 2024.

IV. Public Comment

None

V. President's Report - Dr. Jeffry Hawes

Dr. Hawes presented information on the Title IV Aid for 2021-2022 disbursements.

A. WACCT - EWC Student Recognition - Carly Keller

Dr. Hawes congratulated Ms. Keller for being the WACCT award winner and representative for EWC. He invited the Board to attend the reception on February 12, 2024 in Cheyenne, Wyoming.

B. Sodexo Update

- Mr. John Hansen stated Sodexo will be on campus for two days working with the food service teams.
- Mr. Korell is modifying and improving the process for the Letter of Intent (LOI) moving forward.
- Mr. Tim Jones from Sodexo was present in the meeting and stated they will be performing a 30 day, a 90 day and one year assessments throughout the integration process. Mr. Darryl Spitzer, HR, will be filling positions in maintenance.

C. USDOE - HCM2 Update

- Superintendent Kramer, GCSD#1, was inquiring about renting the entire Old Cosmo building. This would require moving EWC items out of the building and finding new storage.
- Dr. Hawes met with the WMCI Warden and Assistant Warden regarding the mobile welding lab at WMCI. In addition, the CDL advisor is interested in providing opportunities in corrections. There will be a tour of the prison on January 31, 2024 and Dr. Hawes will be bringing a team to the facility.
- In the fall of 2024, the College will be implementing three new athletic events. The easiest to transition is Womens Golf. Mr. Zach Smith will be coaching both women's and men's golf teams. We will be sending a letter to the NJCAA to start the program integration. We can apply for grant money for a start up program. The "D1" division allows us to offer full ride scholarships. The "D2" division limits what we can offer, and the "D3" is a total commitment by the student without contribution.
- Cross Country is a D2 offering with a partial scholarship.
- Esports has a "O" classification, but operates as a D3.
- We are also exploring a Shooting Club, possibly at the Douglas Campus.

D. Customer Relationship Management (CRM) Update

The College found a robust product in a customer relationship management company, Element 451, for \$52,000. This is a \$44,000 savings. Mr. Korell is working on the final reviews of the product and has set this for approve tonight.

VI. Staff Reports

A. Financial Report - Mr. Kwin Wilkes

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

The RFP for the Douglas Campus Expansion is moving forward. Dr. Farley and Mr. Wilkes built the RFP for finalization and sent it to VP Korell for review.

B. IT Update - Mr. Auke Daane

Mr. Daane updated the Board on IT progress and IT incidences. They have been working on the Wi-fi overhaul in Douglas. They are currently looking at grants and ways to create new ways to recoup money, such as standardization for toner purchasing in bulk.

VII. Consent Agenda Approval for the following items.

A. Approval of the December 12, 2023, Meeting Minutes.

Motion to approve the December 12, 2023, Meeting Minutes:

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

VIII. Consideration of New Business

A. Action Items

1. Approval of the December 2023 expenditure report.

Motion to approve the December 2023 expenditure report:

Motion moved by Katherine Patrick and motion seconded by Bob Baumgartner. Motion passed.

2. Approval of contract for development of data base and program articulation with universities, not to exceed \$50,000.

Motion to approve the contract for development of data base and program articulation with universities, not to exceed \$50,000:

Motion moved by Bob Baumgartner and motion seconded by Doug Mercer. Motion passed.

3. Approval of contract for employee training and development, not to exceed \$50,000.

Ms. Anne DeMersseman has been working with staff on Strength Finder training.

Motion to approve the contract for employee training and development, not to exceed \$50,000:

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

4. Approval of the Customer Relationship Management program, pending legal review.

Motion to approve the Customer Relationship Management program, pending legal review:

Motion moved by Bob Baumgartner and motion seconded by Rick Vonburg. Motion passed.

5. Approval of Dr. Andrew Lincowski for the position of Math Instructor, start date January 10, 2024.

Motion to approve Dr. Andrew Lincowski for the position of Math Instructor, start date January 10, 2024:

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

6. Approval of Wi-Fi Overhaul for the Torrington Campus, not to exceed \$26,000.

Motion to approve the Wi-Fi Overhaul for the Torrington Campus, not to exceed \$26,000:


Motion moved by Bob Baumgartner and motion seconded by Rick Vonburg. Motion passed.

IX. Trustee Topics

Change wording for chairman Jackie VanMark from "Chairperson" to "Chairman" moving forward.

X. Adjournment

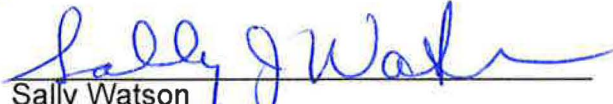
Meeting adjourned at 7:42pm



Jackie Van Mark
Chairman



Rand Adams
Secretary



Sally Watson
Executive Asssistant