



EWC Board of Trustees Meeting
Eastern Wyoming College
EWC Dolores Kaufman Board Room
2024-06-11 17:45 - 2024-06-11 19:45 MDT

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C. Approval of the WIP Phase II for Precision Agriculture Grant expenditure for an Ag Utility Vehicle, not to exceed \$50,000.
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A. To consider appointments, wages, terms, negotiations, and employee evaluations as authorized by W.S. 16-4-405 (a)(ii)(x).	
XII. Adjourn Executive Session.	



Interoffice Memo

To: Dr. Jeffry Hawes, President
From: Kwin Wilkes, Chief Financial Officer *K Wilkes*
Date: June 4, 2024
Cc: Ms. Karen Parriott, Business Office Director
Re: Monthly Financial Report

REVENUES:

The original FY-2024 operational fund revenue budget total is \$17,209,518, as adopted on July 11, 2023. It has increased by \$1,300 due to funds received by the women's basketball team for their participation in a tournament in New Mexico. This brings the total revenue budget to \$17,210,818. In FY-2024, we have recognized \$16,105,106 in revenue representing 94% of the approved budget, which is largely made up of state aid in the amount of 10,582,698. Overall, operational fund revenue is 15% higher than last fiscal year. Tuition and fee collections are \$4,007,104, which comes to 100% recorded fiscal year-to-date.

Institutional revenue is based on an in-state tuition rate of \$105 per credit hour. The mandatory student fees are currently \$38 per credit hour.

Regular credit tuition revenues are \$2,872,573 which is 101% of the amount budgeted. In-district fees are \$371,490. This is 93% of the amount budgeted. Outreach fees are \$167,664, which is 122% of the amount budgeted. Non-credit tuition is \$120,556. This is 118% of the amount budgeted.

Auxiliary Fund revenue recognized to date is \$1,281,961 or 103% of the approved budget. Food service and conference center revenues are \$562,663 or 98% of the budget recorded at the end of this reporting period. Food service and conference center revenues are 8% higher than last year. Housing revenue is \$692,931 which is 9% higher than the previous year and 110% of the amount budgeted.

EXPENDITURES:

The operational fund includes all of the unrestricted operating budgets for the College's instructional, public service, academic support, student services, institutional support, plant operations, institutional scholarships, and non-mandatory transfers to other programs (primarily auxiliary operations). As of the end of the current period, \$15,228,937 or 88% of the operational

fund budget was expended. Salaries and benefits account for \$8,030,002 or 53% of the total expended and current and capital expenditures are \$7,198,935 or 47% of the total amount expended. Last year's salaries and benefits, and current and capital expenditures totaled \$7,303,588 (53%) and \$6,578,898 (47%) respectively. Salaries and benefits spending is 10% higher than last year. Capital expenditures are 9% higher than last year. Overall, operational fund spending is 10% higher than last year.

Within the Auxiliary Fund, \$1,437,073 or 94% of the budget was spent in the current period and is 13% higher than last year.

INVESTMENTS:

Cash on hand in various demand accounts at the end of this period total \$9.35 million. Of this total, \$3,839,316 is being held in the Operating Fund checking account, earning a 2.50% fixed interest rate, which was effective 2/15/2023. Four Certificate of Deposits of \$500,000 each matured on 4/29 and 5/1/2024. One of those was cashed out to help meet expenses that will come due between now and the end of the fiscal year. The other three certificates of deposit have been moved to Platte Valley Bank as a result of an RFP that was completed the week of April 29th. These CD's are earning 5.01% interest. Another CD in the amount of \$1,000,000 will mature the end of June. The six-month average market interest rate paid by WYOSTAR is 4.35%. The credit card sales repository account has a balance of \$63,080.94. Restricted repairs and maintenance funds for the Torrington campus total \$957,443 and cash reserves for the payment of CTEC and ATEC general obligation bonds held by Goshen County are \$1,777,189.47.

EWC has Excellence in Higher Education Endowment (EHEE) funds in the amount of \$736,709 (included in the bank accounts listed above). While we endeavor to seek bids for these funds periodically, they are currently earning 2.50% in our Operating Fund checking account.

Operations and maintenance funds for the Douglas Campus total \$93,944. These funds are held with Converse County Bank. A check in the amount of \$500,000 was sent to Converse County in May to fulfill EWC's pledging towards the Douglas Campus Expansion Project.

Eastern Wyoming College
Operational Fund Summary
As of May 31, 2024 (Unaudited)

REVENUE	FY-24 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT COLLECTED	PRIOR YEAR COLLECTIONS	VARIANCE PRIOR YEAR
State Appropriation	9,710,051	10,582,698	872,647	108.99%	8,650,946	22.33%
Local Revenue						
Mill Levy	1,178,633	972,920	(205,713)	82.55%	923,366	
Motor Vehicle Fees	181,056	154,871	(26,185)	85.54%	149,607	
Total Local Revenue	1,359,689	1,127,791	(231,898)	82.94%	1,072,973	5.11%
Institutional Revenue						
In-District Tuition	725,659	723,380	(2,279)		771,883	
Out of District Tuition	564,701	416,540	(148,161)		439,845	
Out of State Tuition	232,589	303,660	71,071		340,200	
WUE Tuition	584,131	666,168	82,037		626,535	
Concurrent Tuition	742,844	762,825	19,981		739,200	
Total Credit Tuition	2,849,924	2,872,573	22,649	100.79%	2,917,663	-1.55%
Continuing Education	15,000	42,147	27,147		8,355	
Community Services	86,802	78,409	(8,393)		108,877	
Total Non-Credit Tuition	101,802	120,556	18,754	118.42%	117,232	2.84%
Course Fees	145,535	161,485	15,950	110.96%	126,550	
In-District Fees	399,382	371,490	(27,892)	93.02%	389,400	
Technology Fee	185,297	187,000	1,703	100.92%	190,024	
Outreach Fees	137,651	167,664	30,013	121.80%	167,430	
Sales and Services Income	171,512	126,336	(45,176)	73.66%	124,833	
Total Fee Income	1,039,377	1,013,975	(25,402)	97.56%	998,237	1.58%
Total Tuition and Fees	3,991,103	4,007,104	16,001	100.40%	4,033,132	-0.65%
Miscellaneous Income	92,550	100,506	7,956	108.60%	60,366	
Gate Receipts	2,300	-	(2,300)	0.00%	-	
Total Other Sources	94,850	100,506	5,656	105.96%	60,366	66.49%
Total Institutional Revenue	4,085,953	4,107,610	21,657	100.53%	4,093,498	0.34%
Carryover	1,764,648	-	(1,764,648)	0.00%	-	
Investment Income	114,675	161,463	46,788	140.80%	79,274	
Gifts/Grants	175,802	125,544	(50,258)	71.41%	100,943	
Total Revenue	17,210,818	16,105,106	(1,105,712)	93.58%	13,997,634	15.06%

Eastern Wyoming College
Operational Fund Summary
As of May 31, 2024 (Unaudited)

EXPENDITURES	FY-24 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT SPENT	PRIOR YEAR EXPENDITURES	VARIANCE PRIOR YEAR
Instruction						
Salaries	2,641,756	2,119,469	522,287	80.23%	2,009,617	
Benefits	1,293,321	934,890	358,431	72.29%	913,260	
Current Expenses	1,442,459	1,082,962	359,497	75.08%	1,207,278	
Capital Expenses	-	-	-		70,060	
Total	5,377,536	4,137,321	1,240,215	76.94%	4,200,215	-1.50%
Public Service						
Salaries	63,802	31,652	32,150	49.61%	35,715	
Benefits	5,428	2,539	2,889	46.78%	3,275	
Current Expenses	7,975	22,569	(14,594)	283.00%	21,410	
Capital Expenses	-	-	-		-	
Total	77,205	56,760	20,445	73.52%	60,400	-6.03%
Academic Support						
Salaries	553,560	439,595	113,965	79.41%	458,090	
Benefits	305,148	249,631	55,517	81.81%	265,355	
Current Expenses	318,250	269,978	48,272	84.83%	260,315	
Capital Expenses	-	-	-		-	
Total	1,176,958	959,204	217,754	81.50%	983,760	-2.50%
Student Services						
Salaries	829,402	756,436	72,966	91.20%	571,273	
Benefits	406,718	355,189	51,529	87.33%	317,876	
Current Expenses	465,024	461,231	3,793	99.18%	438,703	
Capital Expenses	-	-	-		-	
Total	1,701,144	1,572,856	128,288	92.46%	1,327,852	18.45%
Institutional Support						
Salaries	1,868,258	1,619,429	248,829	86.68%	1,376,771	
Benefits	944,458	780,707	163,751	82.66%	687,768	
Current Expenses	1,949,868	2,183,392	(233,524)	111.98%	1,691,990	
Capital Expenses	12,944	-	12,944	0.00%	-	
Total	4,775,528	4,583,528	192,000	95.98%	3,756,529	22.01%
Plant Operations						
Salaries	591,312	492,518	98,794	83.29%	446,644	
Benefits	283,353	247,947	35,406	87.50%	217,944	
Current Expenses	1,132,626	1,409,150	(276,524)	124.41%	1,319,814	
Capital Expenses	110,000	-	110,000	0.00%	19,628	
Total	2,117,291	2,149,615	(32,324)	101.53%	2,004,030	7.26%
Scholarships						
Current Expenses	1,454,150	1,372,282	81,868	94.37%	1,297,106	
Non-Mandatory Transfers						
Current Expenses	531,006	397,371	133,635	74.83%	252,594	
Total Expenditures	17,210,818	15,228,937	1,981,881	88.48%	13,882,486	9.70%

Eastern Wyoming College
Auxiliary Fund Summary
As of May 31, 2024 (Unaudited)

REVENUE	FY-24 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT COLLECTED	PRIOR YEAR COLLECTIONS	VARIANCE PRIOR YEAR
Food Service	447,187	547,650	100,463	122.47%	506,861	8.05%
Conference Center	127,404	15,013	(112,391)	11.78%	16,078	-6.62%
Residence Halls	628,172	692,931	64,759	110.31%	636,457	8.87%
Bookstores	12,499	702	(11,797)	5.62%	4,453	
Motor Pool - Buses	27,250	25,665	(1,585)	94.18%	18,227	
Total Revenue from Sales/Services	<u>1,242,512</u>	<u>1,281,961</u>	<u>39,449</u>	<u>103.17%</u>	<u>1,182,076</u>	<u>8.45%</u>
Transfers*	279,699	279,699	-	100.00%	129,258	116.39%
Total Revenue and Transfers	<u><u>1,522,211</u></u>	<u><u>1,561,660</u></u>	<u><u>39,449</u></u>	<u><u>102.59%</u></u>	<u><u>1,311,334</u></u>	<u><u>19.09%</u></u>

*Transfers

Food Service	108,092	108,092			80,096	
Conference Center	32,209	32,209			15,026	
Residence Halls	151,897	151,897			46,635	
Bookstores	(12,499)	(12,499)			(12,499)	
Total Transfers	<u><u>279,699</u></u>	<u><u>279,699</u></u>			<u><u>129,258</u></u>	

Eastern Wyoming College
Auxiliary Fund Summary
As of May 31, 2024 (Unaudited)

EXPENDITURES	FY-24 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT SPENT	PRIOR YEAR EXPENDITURES	VARIANCE PRIOR YEAR
Food Services						
Salaries	180,839	165,334	15,505		131,582	
Benefits	143,054	95,883	47,171		66,646	
Current Expenses	231,386	289,897	(58,511)		171,836	
Capital Expenses	-	-	-		-	
Total	555,279	551,114	4,165	99.25%	370,064	48.92%
Conference Center						
Salaries	55,457	31,140	24,317		48,273	
Benefits	32,817	7,671	25,146		17,264	
Current Expenses	71,339	46,978	24,361		55,598	
Capital Expenses	-	-	-		-	
Total	159,613	85,789	73,824	53.75%	121,135	-29.18%
Housing						
Salaries	158,382	149,786	8,596		122,712	
Benefits	69,290	59,286	10,004		46,448	
Current Expenses	552,397	550,818	1,579		567,101	
Capital Expenses	-	-	-		-	
Total	780,069	759,890	20,179	97.41%	736,261	3.21%
Bookstores						
Salaries	-	-	-		-	
Benefits	-	-	-		-	
Current Expenses	-	-	-		-	
Capital Expenses	-	-	-		-	
Total	-	-	-		-	
Motor Pool - Buses						
Current Expenses	27,250	40,280	(13,030)		42,386	
Total	27,250	40,280	(13,030)	147.82%	42,386	-4.97%
Total Expenditures	1,522,211	1,437,073	85,138	94.41%	1,269,846	13.17%

Fund Balance				
as of 5/31/2024				
Fund 10	Operational Fund		Fund 40	Endowment Fund
(Main Educational/Operating Fund)			College EC funds invested with EWC Foundation	
Balance	\$ 3,993,693.06		Balance	\$ 6,986,809.43
Encumbered	\$ 264,014.57		Encumbered	\$ -
Fund 11	Optional Mill Levy Fund		Fund 60	Agency Fund
1 Mill assessed by Goshen County at Board's request.			Funds where EWC is the fiduciary (Student Clubs)	
Balance	\$ 1,097,185.68		Balance	\$ 65,011.00
Encumbered	\$ -		Encumbered	\$ -
Fund 12	Auxiliary Fund		Fund 70	Unexpended Plant Fund
Cafeteria, Student Center, Housing, Bookstore and Motorpool			Funds for new construction	
Balance	\$ 301,344.65		Balance	\$ 2,651,227.15
Encumbered	\$ -		Encumbered	\$ -
Fund 13	Flow Through Fund		Fund 71	Funds for Renewals & Replacements
Student Fees, Technology Fees, Outreach Fees pass through this fund.			Funds for Maintenance and Repairs	
Balance	\$ 7,580.00		Balance	\$ 536,740.68
Encumbered	\$ -		Encumbered	\$ 104,001.65
Fund 19	GASB Audit Accruals Fund		Fund 72	Funds for Retirement of Debt
Amount of liability for pension and other post employment benefits.			Funds to retire ATEC and CTEC GO Bonds	
Balance	\$ (18,115,419.57)		Balance	\$ 2,137,822.54
Encumbered	\$ -		Encumbered	\$ -
Fund 22	Grant & Contracts/BOCES		Fund 73	Investment in Plant
Restricted funds			** See below	
Balance	\$ 1,557,023.81		Balance	\$ 43,046,515.41
Encumbered	\$ 131,543.81		Encumbered	\$ -



EWC Board of Trustees Meeting Minutes

Eastern Wyoming College
May 14, 2024 at 5:45 PM MDT
@ EWC Dolores Kaufman Board Room

Attendance

Present:

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

I. Chairman Van Mark called the meeting to order.

II. Approval of the May 14, 2024 Meeting Agenda.

Motion to approve the May 14, 2024 Meeting Agenda:

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

III. Introductions

None

IV. Public Comment

None

V. Department Updates

A. Presentation on the Skills USA team performance at the State Skills USA Conference: Mr. Stan Nicolls and Ms. Kim Russell

Mr. Nicolls and Ms. Russell highlighted the achievements of the Skills USA team and their success in various skills contests at state level. There are plans to expand their Skills USA program, including the potential recruitment of high school students. They also addressed the need to promote skills within the college and suggested starting a club involving diverse groups. There are existing community service initiatives, such as providing gifts for young people during the holidays. Students who received a Gold Medal qualify for the National Skills USA Competition in Atlanta, GA June 24-28, 2024. The EWC results from 2024 Skills USA State Competition Postsecondary - High Point Chapter were as follows:

- Drew Frass, Kasey Krenzer, and Cannon Cook- Gold Commercial SUAS Drone
- Cannon Cook- Gold Customer Service
- Braxton Green- Silver Customer Service
- Weston Cronk- Bronze Customer Service
- Riley Arnold- Silver Extemporaneous Speaking
- Abraham Scott, Jacob Ruiz, Drew Frass, Kasey Krenzer, Dayton Tillman, Carson Diedrich, Gavin Mower- Bronze Quiz Bowl
- Inari Johnson- Gold Related Technical Math
- Jacob Ball- Silver Related Technical Math
- Dayton Tillman- Gold Individual Welder

- Gavin Mowery- Silver Individual Welder
- Riley Arnold, Braxton Green, and Hagen Campbell- Silver Welding Fabrication Team

B. **WIP Grant Tourism Update: Dr. Steven Howard**

Dr. Howard discussed the progress of the WIP Tourism Grant program in partnership with the Prehistoric Preservation Society, highlighting the development of experiential-based programs and the upcoming launch of new courses and an associates degree in anthropology. He also announced the launch of private field schools, educational programs, and the recent launch of the Symposium event's website. On June 27th, speakers from various countries will be presenting in the EWC Auditorium. He further shared updates on successful community dig programs, and potential tourism opportunities.

Dr. Howard also explained the purchases of the three vans up for approval tonight and their use in the program.

C. **EWC Foundation Update: Foundation Director, Ms. Lisa Johnson**

Ms. Johnson informed the Board about the Donor dinner held for students and their scholarship donors. The Foundation is working on an Alumni Association. In the Fall Semester, the EWC Foundation approved 8 grants, totaling \$40,265. The Foundation, pledged \$46,000 in scholarships for the Women's Golf Team and \$100,000 in scholarships for the Livestock Judging and Show Team for the FY25 budget. The Lancer Booster Club approved \$6,233 for volleyball equipment, \$1,200 for 2 basketball classics, \$1,200 membership Monument Shadows Golf Course, and \$3,000 for 4 coaching clinics. The Foundation Golf Tournament will be held August 24th.

D. **Sodexo Update: Facilities Director, Mr. Tom Popilek**

Mr. Popilek presented this information in the Work Session.

E. **Financial Report: CFO, Mr. Kwin Wilkes**

Mr. Wilkes presented information on the April monthly financial report which provides an unaudited update regarding revenues and expenditures for the operational and auxiliary funds from April 1, 2024 to April 30, 2024.

F. **President's Report: Dr. Jeffry Hawes**

Dr. Hawes explained the grant process moving forward. The College is working on dissolving the Grant Writer Contract with Go Goshen and the Foundation, and base this position just at EWC. Dr. Hawes met with the Chief of Police regarding a training at the College for officers in the active shooter scenario. The College will be the location for a regional police training held in July. EWC employees may provide assistance in the simulation. The plan will be brought back to the June Board meeting.

VI. **Consent Agenda Approval for the following items.**

A. **April 9, 2024 Meeting Minutes.**

Motion to approve the April 9, 2024 meeting minutes:

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

B. **Certification of Uncollectible Debts.**

No Certification of Uncollectible Debts were present this year.

C. Request a June Public Hearing on the Final Budget for FY24.

CFO Wilkes requested a Public Hearing on the Final Budget for FY2024: Pursuant to W.S 16-4-112, a public hearing will be held on June 28, 2024, on EWC's main campus in the Dolores Kaufman Boardroom, 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, 2024.

D. Schedule a Public Hearing for Renewal of the 1/2 (One Half) Mill Levy for FY25.

CFO Wilkes will schedule a Public Hearing for Renewal of the 1/2 (One-Half) Hill Levy for FY 2025 and FY 2026: A notice of intent has been prepared, along with relevant state statutes. Approval of this assessment will be considered within the Final FY-2025 College budget that will be presented to the Board in July. A public hearing is scheduled for Friday, June 28, 2024 in the Dolores Kaufman Boardroom.

E. The resignation of Mr. Eric Benedick as the Assistant Women's Basketball Coach, effective April 9, 2024.

VII. Consideration of New Business - Action Items

A. Approval of the April 2024 Expenditure Report.

Motion to approve the April 2024 Expenditure Report.:

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

B. Approval of Ms. Megan Baker to the position of College and Career Readiness Coordinator.

Motion to approve Ms. Megan Baker to the position of College and Career Readiness Coordinator:

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

C. Approval of the purchase of a 2023 Ford Transit Passenger Van for the Archaeological and Anthropology Program (\$54,500).

This price is a direct negotiation with the dealer due to the immediate need of transportation for the summer Archaeological and Anthropology Program. This vehicle is purchased through grant proceeds.

Motion to approve the purchase of a 2023 Ford Transit Passenger Van for the Archaeological and Anthropology Program (\$54,500):

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

- D. Approval of the bid submitted by Laramie Peak Motors, pursuant to RFP 120284-24-002, for the purchase of two - 2024 Ford Transit all wheel drive Passenger Vans for the Archaeological and Anthropology Programs (\$63,565 each).

These vehicles are purchased through grant proceeds.

Motion to approve the bid submitted by Laramie Peak Motors, pursuant to RFP 120284-24-002, for the purchase of two - 2024 Ford Transit all wheel drive Passenger Vans for the Archaeological and Anthropology Programs (\$63,565 each).:

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

- E. Approval of the Lease for the Sunrise YMCA Building in the amount of \$30,000.
- Funding will be provided by the WIP Tourism Grant and will cover the lease period from January 1, 2024 to June 30, 2024.
 - The total lease amount is \$60,000 / year. This agreement is for two calendar years. The lease is divided into three fiscal years. (6 months in FY24, 12 months in FY25, and 6 months in FY26).

Motion to approve the Lease for the Sunrise YMCA Building in the amount of \$30,000.:

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

- F. Approve First Reading of Board Policy 1.1 College Board Purpose and Operations
Trustee Vonburg made a motion to approve the Board Policy 1.1 College Board Purpose and Operations as written. Bob Baumgartner seconded the motion.

Discussion:

Trustee Willox stated the "Executive Session" wording for his attendance should be made "permissive" not exclusive. Attorney Metzler stated there may be some potential liability by adding this language.

Dr. Hawes' recommendation was to take this policy back to the Policy Review Committee. Rick calls the question.

The Trustees voted whether to pass or send back to committee. Policy did not pass.

The policy will be referred back to the Policy Review Committee for further review and potentially present a new version at the June meeting.

Motion to approve First Reading of Board Policy 1.1 College Board Purpose and Operations-Failed:

Motion did not pass.

- G. Approve First Reading of Board Policy 1.2 College Board Meeting

Motion to approve First Reading of Board Policy 1.2 College Board Meeting:

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

Motion passed.

- H. Approve First Reading of Board Policy 1.3 Election and Duties of the Board
- Motion to approve First Reading of Board Policy 1.3 Election and Duties of the Board:**
- Motion moved by Bob Baumgartner and motion seconded by Doug Mercer.
Motion passed.
- I. Approve First Reading of Board Policy 1.5 Deposit and Payment of College Funds
- Motion Approve First Reading of Board Policy 1.5 Deposit and Payment of College Funds:**
- Motion moved by Katherine Patrick and motion seconded by Bob Baumgartner.
Motion passed.
- J. Approve First Reading of Board Policy 1.8 Adoption of Administrative Rules
- Motion to approve First Reading of Board Policy 1.8 Adoption of Administrative Rules:**
- Motion moved by Bob Baumgartner and motion seconded by Doug Mercer.
Motion passed.
- K. Approve First Reading of Board Policy 4.1 Academic Program Compliance
- Motion to approve First Reading of Board Policy 4.1 Academic Program Compliance:**
- Motion moved by Rick Vonburg and motion seconded by Bob Baumgartner.
Motion passed.
- L. Approve First Reading of Board Policy 4.4 Transfer Credit
- Motion to approve First Reading of Board Policy 4.4 Transfer Credit:**
- Motion moved by Bob Baumgartner and motion seconded by Katherine Patrick.
Motion passed.
- M. Approve First Reading of Board Policy 4.5 Academic Calendar Development
- Motion to approve First Reading of Board Policy 4.5 Academic Calendar Development:**
- Motion moved by Doug Mercer and motion seconded by Bob Baumgartner.
Motion passed.
- N. Approve First Reading of Board Policy 4.6 Assessment of Student Learning-Curricular and Co-Curricular
- Motion to approve First Reading of Board Policy 4.6 Assessment of Student Learning-Curricular and Co-Curricular:**

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

VIII. Board Reports from Departments (Information Only)

Board Reports included for viewing:

1. College Relations Report: College Relations Director, Mr. Brad Staman
2. Student Services Report: Dean of Student Services, Ms. Tami Afdahl
3. Foundation Report: Foundation Director, Ms. Lisa Johnson

IX. Trustee Topics

Trustee Willox updated the Board on the grant for the expansion at the Douglas Campus. There were six firms interested, with three architects that visited the site. He would like to ask representatives from Douglas and Glenrock to review the plans and be a part of the review committee.

X. Motion to move into Executive Session, pursuant to W.S. 16-4-405(a)(ii)(x)(xii).

Motion Included the consensus from the Trustees to allow Mr. Willox to remain and attend Executive Session at this meeting.

Motion to move into Executive Session, pursuant to W.S. 16-4-405(a)(ii)(x)(xii).:

Discussion on:

- To discuss security planning that, if disclosed, would pose a threat to the safety property or persons of the College as authorized by W.S. 16-4-405(a)(xii).
- To consider appointments, wages, terms, negotiations, and offers of employment for senior administrative positions as authorized by W.S. 16-4-405 (a)(ii)(x).
- Evaluation of the President as authorized by W.S. 16-4-405(a)(ii)(x).

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

XI. Meeting adjourned

No action was taken after Executive Session.

Jackie Van Mark
Chairman

Randy Adams
Secretary

Sally Watson
Executive Assistant

Payee Name	Check Number	Check Date	Item Description	Item GL Amount
student disbursement	void		Refund Authorization	6.00
student disbursement	PV*E0000011	5/31/2024	Refund Authorization	143.00
student disbursement	PV*0164329	5/17/2024	Refund Authorization	925.00
student disbursement	PV*0164385	5/21/2024	Refund Authorization	40.00
student disbursement	PV*0164436	5/24/2024	Refund Authorization	1,222.00
student disbursement	PV*0164322	5/17/2024	Refund Authorization	2,457.00
student disbursement	PV*0164322	5/17/2024	Refund Authorization	508.00
student disbursement	PV*0164430	5/24/2024	Refund Authorization	49.00
student disbursement	PV*0164433	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164262	5/10/2024	Refund Authorization	3,698.00
student disbursement	PV*0164262	5/10/2024	Refund Authorization	1,845.00
student disbursement	PV*0164441	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164327	5/17/2024	Refund Authorization	882.00
student disbursement	PV*0164443	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164432	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164437	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164442	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164264	5/10/2024	Refund Authorization	1,050.00
student disbursement	PV*E0000010	5/31/2024	Refund Authorization	40.00
student disbursement	PV*0164330	5/17/2024	Refund Authorization	40.00
student disbursement	PV*0164267	5/10/2024	Refund Authorization	40.00
student disbursement	PV*0164326	5/17/2024	Refund Authorization	40.00
student disbursement	PV*0164326	5/17/2024	Refund Authorization	40.00
student disbursement	PV*0164445	5/31/2024	Refund Authorization	3,698.00
student disbursement	PV*0164445	5/31/2024	Refund Authorization	3,697.00
student disbursement	PV*0164268	5/10/2024	Refund Authorization	4.71
student disbursement	PV*0164440	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164438	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164444	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164266	5/10/2024	Refund Authorization	40.00
student disbursement	PV*0164328	5/17/2024	Refund Authorization	40.00
student disbursement	PV*0164439	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164320	5/17/2024	Refund Authorization	137.00
student disbursement	PV*0164434	5/24/2024	Fin Aid Refund	416.58
student disbursement	PV*0164431	5/24/2024	Fin Aid Refund	416.58
student disbursement	void		Refund Authorization	25.00
student disbursement	PV*0164321	5/17/2024	Refund Authorization	115.00

student disbursement	PV*0164325	5/17/2024	Refund Authorization	40.00
student disbursement	PV*0164279	5/9/2024	Room Deposit Return	75.00
student disbursement	PV*0164196	5/3/2024	Refund Authorization	250.00
student disbursement	PV*0164265	5/10/2024	Refund Authorization	1.00
student disbursement	PV*0164263	5/10/2024	Refund Authorization	50.00
student disbursement	PV*0164323	5/17/2024	Refund Authorization	250.00
student disbursement	PV*0164195	5/3/2024	Refund Authorization	40.00
student disbursement	PV*0164446	5/31/2024	Refund Authorization	781.00
student disbursement	PV*0164324	5/17/2024	Refund Authorization	40.00
student disbursement	PV*0164397	5/24/2024	Refund Authorization	40.00
Morris D Cronk	PV*0164435	5/24/2024	CHECKED A/C ON BUS CC-238	120.00
COAL CREEK LAW LLP	PV*0164375	5/21/2024	REVIEW CONTRACTS	255.00
COAL CREEK LAW LLP	PV*0164375	5/21/2024	LEGAL COUNSELING	425.00
COAL CREEK LAW LLP	PV*0164375	5/21/2024	BOT MEETING	1,054.00
COAL CREEK LAW LLP	PV*0164375	5/21/2024	REIMB MILEAGE	113.90
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WATER DELIVERED TO COSMO	26.05
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WATER DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	FACULTY WATER DELIVERED	48.10
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WATER DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	ACADEMICS WATER DELIVERED	24.05
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WATER DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	TESTING WATER DELIVERED	16.70
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WATER DISPENSER RENT	10.00
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WATER DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	OUTREACH WATER DELIVERED	7.35
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WATER DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WATER DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	MAINT WATER DELIVERED	31.40
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	GROUNDS WATER DELIVERED	38.75
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WELDING WATER DELIVERED	71.45
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	VET TECH WATER DELIVERED	40.75
CULLIGAN WATER CONDITIONING	PV*0164293	5/14/2024	WATER DISPENSER RENT	10.00
student disbursement	PV*0164309	5/14/2024	2ND PLACE GOAT SHOWMAN IN LANCER SERIES	75.00
FRITZ'S SEPTIC	PV*0164206	5/2/2024	PUMP KITCHEN GREASE PIT	250.00
CASTLE PIANO	PV*0164270	5/9/2024	TUNING & POLISHING PIANO	129.00
Rex Trumbull	PV*0164225	5/2/2024	TRUCKING TEAM ROPING STRS	247.00
OK WRECKING	PV*0164251	5/7/2024	STORAGE UNIT RENT	100.00
student disbursement	PV*0164222	5/2/2024	FREELANCE WORK-APRIL	880.00

BANNER HEALTH	PV*0164333	5/16/2024	ATHLETIC TRAINER-APR 24	1,500.00
LARAMIE RANGE WATER TREATMENT	PV*0164280	5/9/2024	WATER DELIVERED	27.00
LARAMIE RANGE WATER TREATMENT	PV*0164280	5/9/2024	SALT	18.00
LARAMIE RANGE WATER TREATMENT	PV*0164302	5/14/2024	WATER DELIVERED	27.00
CURRAY YORK & ASSOCIATES LLC	PV*0164402	5/23/2024	LEGAL FEES-RETAINER	5,000.00
Charles R. Coon	PV*0164201	5/2/2024	RODEO MARKETING FILMING RODEO ATHLETES	1,000.00
DANIEL MARCUS	PV*0164355	5/16/2024	LIVESTREAMING GRADUATION & PINNING CEREMONY	1,597.00
ACCUSCREEN MOBILE DRUG TESTING SERV	PV*0164374	5/21/2024	DOT DRUG SCREENING C STOEGER	110.00
CAV-FRONT RANGE	PV*0164337	5/16/2024	REPAIR MICROPHONE IN DOUGLAS NURSING CLASSROOM	920.00
DUTCH IT SOLUTIONS LLC	PV*0164297	5/14/2024	IT CONTRACTED SERVICES	40,791.67
JSJJ, LLC	PV*0164210	5/2/2024	ITALIAN SODAS FOR CASINO NIGHT	644.50
ROY STOLL	PV*0164393	5/21/2024	TRIM 2 HORSES	100.00
FINANCIAL AID SERVICES, LLC	PV*0164204	5/2/2024	FINANCIAL AID CONSULTING SUPPORT	26,312.50
FINANCIAL AID SERVICES, LLC	PV*0164382	5/21/2024	FIN AID CONSULTING SUPPRT	23,485.00
Tayten Conde	PV*0164377	5/21/2024	RES CHAMPION GOAT SHOWMAN	100.00
PARKER POE	PV*0164386	5/21/2024	TITLE IV F/A COMPLIANCE	855.00
PARKER POE	PV*0164386	5/21/2024	TECHNOLOGY AGREEMENTS	720.00
Sandra K. Veltri	PV*0164259	5/7/2024	CONSULTING SERVICES-APRIL	1,564.53
student disbursement	PV*0164212	5/2/2024	SOCIAL MEDIA DESIGN	200.00
AK DeMersseman, LLC	PV*0164379	5/21/2024	CONSULTING ON CURRICULUM PROJECT	13,612.50
Olivia Thomas	PV*0164394	5/21/2024	FREELANCE WRITING	500.00
ST+B ENGINEERING LLC	PV*0164311	5/14/2024	CONTRACT ADMINISTRATION MECHANICAL	5,000.00
ST+B ENGINEERING LLC	PV*0164311	5/14/2024	CONTRACT ADMINISTRATION ELECTRICAL	2,475.00
ST+B ENGINEERING LLC	PV*0164311	5/14/2024	LANCER HALL GENSET-CD'S	1,662.50
student stipend	PV*0164286	5/14/2024	gALPHA COMPLETION STIPEND	1,000.00
BUTLERS AUTO SALVAGE & TOWING	PV*0164400	5/23/2024	TOW PETERBILT TRUCK TO GOSHEN DIESEL FOR REPAIRS	250.00
student disbursement	PV*0164366	5/16/2024	3RD PLACE GOAT SHOWMAN LANCER SHOW SERIES 2024	50.00
BOOTS ON THE GROUND PRODUCTIONS LLC	PV*0164335	5/16/2024	SYMPOSIUM EVENT PLANNING APRIL 2024	3,450.00
Kristy A. Jones	PV*0164278	5/9/2024	HOTEL PER CONTRACT	428.00
Kristy A. Jones	PV*0164278	5/9/2024	MEALS & INCIDENTALS PER CONTRACT	236.00
Kristy A. Jones	PV*0164278	5/9/2024	TRAVEL COMP PER CONTRACT	377.94
Kristy A. Jones	PV*0164278	5/9/2024	TIME & DELIVERABLES PER CONTRACT	7,500.00
Blake Fabrizio	PV*0164274	5/9/2024	ONYX & GOLD JACKPOT JUDGE 5/4 - 5/5/2024	800.00
Taite Tedford	PV*0164313	5/14/2024	2ND PLACE SHEEP SHOWMAN LANCER SHOW SERIES	75.00
Traeger Tedford	PV*0164314	5/14/2024	2ND PLACE SHEEP SHOWMAN LANCER SHOW SERIES	75.00
Cary E. Coulson	PV*0164341	5/16/2024	1ST PLACE GOAT SHOWMAN LANCER SHOW SERIES 2024	100.00
Employee reimbursement	PV*0164338	5/16/2024	PROF DEV COST REIMB	195.00
Employee reimbursement	PV*0164217	5/2/2024	PROF DEV COST REIMB	147.00

DOUGLAS BUDGET	PV*0164296	5/14/2024	ADS FOR 75TH ANNIVERSARY	610.05
CITY OF TORRINGTON	PV*0164199	5/2/2024	LAWN METERS #16.09700.00	40.00
CITY OF TORRINGTON	PV*0164199	5/2/2024	LANCER HALL #16.09726.01	2,715.06
CITY OF TORRINGTON	PV*0164199	5/2/2024	LANCER HALL #16.09726.01	490.23
CITY OF TORRINGTON	PV*0164199	5/2/2024	LANCER HALL #16.09726.01	571.18
CITY OF TORRINGTON	PV*0164199	5/2/2024	LANCER HALL #16.09726.01	467.20
CITY OF TORRINGTON	PV*0164199	5/2/2024	EASTERN HALL #16.09750.00	2,335.40
CITY OF TORRINGTON	PV*0164199	5/2/2024	EASTERN HALL #16.09750.00	205.09
CITY OF TORRINGTON	PV*0164199	5/2/2024	EASTERN HALL #16.09750.00	222.44
CITY OF TORRINGTON	PV*0164199	5/2/2024	EASTERN HALL #16.09750.00	233.60
CITY OF TORRINGTON	PV*0164199	5/2/2024	TENNIS COURT #16.09740.00	74.46
CITY OF TORRINGTON	PV*0164199	5/2/2024	FINE ARTS #16.09675.00	1,976.00
CITY OF TORRINGTON	PV*0164199	5/2/2024	FINE ARTS #16.09675.00	67.90
CITY OF TORRINGTON	PV*0164199	5/2/2024	FINE ARTS #16.09675.00	50.09
CITY OF TORRINGTON	PV*0164199	5/2/2024	FINE ARTS #16.09675.00	233.60
CITY OF TORRINGTON	PV*0164199	5/2/2024	ACT CNTR #16.09620.00	10,687.73
CITY OF TORRINGTON	PV*0164199	5/2/2024	ACT CNTR #16.09620.00	326.71
CITY OF TORRINGTON	PV*0164199	5/2/2024	ACT CNTR #16.09620.00	330.33
CITY OF TORRINGTON	PV*0164199	5/2/2024	ACT CNTR #16.09620.00	467.20
CITY OF TORRINGTON	PV*0164199	5/2/2024	COSMO #16.09800.00	193.78
CITY OF TORRINGTON	PV*0164199	5/2/2024	COSMO #16.09800.00	67.90
CITY OF TORRINGTON	PV*0164199	5/2/2024	COSMO #16.09800.00	54.39
CITY OF TORRINGTON	PV*0164199	5/2/2024	TEBBET #16.09625.00	3,694.98
CITY OF TORRINGTON	PV*0164199	5/2/2024	TEBBET #16.09625.00	282.25
CITY OF TORRINGTON	PV*0164199	5/2/2024	TEBBET #16.09625.00	282.58
CITY OF TORRINGTON	PV*0164199	5/2/2024	TEBBET #16.09625.00	67.83
CITY OF TORRINGTON	PV*0164199	5/2/2024	VET TECH #16.09590.00	2,166.13
CITY OF TORRINGTON	PV*0164199	5/2/2024	VET TECH #16.09590.00	108.28
CITY OF TORRINGTON	PV*0164199	5/2/2024	VET TECH #16.09590.00	149.73
CITY OF TORRINGTON	PV*0164199	5/2/2024	VET TECH #16.09590.00	233.60
CITY OF TORRINGTON	PV*0164199	5/2/2024	HILLTOP #16.09050.01	181.98
CITY OF TORRINGTON	PV*0164199	5/2/2024	PUBLIC RADIO #16.09725.00	99.07
CITY OF TORRINGTON	PV*0164199	5/2/2024	HILLTOP L/S #6.01898.00	14.43
CITY OF TORRINGTON	PV*0164199	5/2/2024	21ST & WC SIGN#7.00015.00	21.92
CITY OF TORRINGTON	PV*0164199	5/2/2024	BUS GARAGE #16.09530.00	311.06
CITY OF TORRINGTON	PV*0164199	5/2/2024	BUS GARAGE #16.09530.00	38.22
CITY OF TORRINGTON	PV*0164199	5/2/2024	BUS GARAGE #16.09530.00	30.87
CITY OF TORRINGTON	PV*0164199	5/2/2024	BUS GARAGE #16.09530.00	67.83

CITY OF TORRINGTON	PV*0164199	5/2/2024	ST LIGHTS #16.09566.01	43.23
CITY OF TORRINGTON	PV*0164199	5/2/2024	ST LTS & SIGN#16.09720.01	83.72
CITY OF TORRINGTON	PV*0164199	5/2/2024	CTEC #16.09540.02	6,332.45
CITY OF TORRINGTON	PV*0164199	5/2/2024	CTEC #16.09540.02	152.57
CITY OF TORRINGTON	PV*0164199	5/2/2024	CTEC #16.09540.02	127.78
CITY OF TORRINGTON	PV*0164199	5/2/2024	CTEC #16.09540.02	467.20
CITY OF TORRINGTON	PV*0164199	5/2/2024	ATEC #16.09003.00	1,840.51
CITY OF TORRINGTON	PV*0164199	5/2/2024	ATEC #16.09003.00	106.12
CITY OF TORRINGTON	PV*0164199	5/2/2024	ATEC #16.09003.00	84.78
CITY OF TORRINGTON	PV*0164199	5/2/2024	ATEC #16.09003.00	67.83
IDEAL LINEN SUPPLY, INC	PV*0164244	5/7/2024	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	PV*0164244	5/7/2024	CLEAN MATS	244.99
IDEAL LINEN SUPPLY, INC	PV*0164244	5/7/2024	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	PV*0164244	5/7/2024	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	PV*0164244	5/7/2024	CLEAN MATS	32.38
IDEAL LINEN SUPPLY, INC	PV*0164244	5/7/2024	MOPS & FIRST AID	102.19
IDEAL LINEN SUPPLY, INC	PV*0164244	5/7/2024	MOPS & FIRST AID	106.28
IDEAL LINEN SUPPLY, INC	PV*0164244	5/7/2024	FRONT DOOR MATS IN DORMS	69.67
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	20 VOL PRO-OXIDE	24.74
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	SHADES EQ PROC SOLUTION	24.74
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	BLONDE IDOL W/ BONDING	123.42
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	MATRIX FLASH LIFT	54.13
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	PRAVANA LIGHTNER	63.04
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	PRAVANA 20 VOL	7.21
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	COLOR FUSION 5NN	13.02
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	SHADES EQ COLORS	75.60
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	COLOR GELS	213.36
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	RDK BLD IDOL FLASH LIFT	26.54
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	SHADES EQ COLORS	32.40
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	ISO OPTION 1 PERMS	172.99
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	ISO OPT 3 PERMS	172.99
STATE BEAUTY SUPPLY	PV*0164312	5/14/2024	ISO OPT EXO PERMS	43.25
STATE OF WYOMING	PV*0164418	5/23/2024	EMPLOYEES GROUP INURANCE BENEFITS	171,163.24
STATE OF WYOMING	PV*0164418	5/23/2024	FLEXIBLE CAFETERIA PLANS 5/24/24	2,191.00
STATE OF WYOMING	PV*0164418	5/23/2024	ADMINISTRATION FEE 5/24/24	8,757.90
VANDEL DRUG	PV*0164284	5/9/2024	CANDY FOR COUNSELING ROOM	12.23
VANDEL DRUG	PV*0164284	5/9/2024	MISC SYMPATHY CARDS	13.77
Torrington Telegram	PV*0164369	5/16/2024	SPORTS PACKAGE APR 24	159.00

Torrington Telegram	PV*0164369	5/16/2024	TEACHER OF THE MONTH	99.00
Torrington Telegram	PV*0164369	5/16/2024	COMMUNITY UNITY APR	70.00
ARROW ELECTRIC	PV*0164288	5/14/2024	REPAIR LIGHT FIXTURES	2,525.50
KAUFMAN GLASS	PV*0164246	5/7/2024	WINDSHIELD FOR VAN CC-173	300.00
KAUFMAN GLASS	PV*0164246	5/7/2024	PLEXI GLASS FOR ATHLETIC PICTURE CASE	63.50
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	BATTERIES	25.98
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	CHAIN, PADLOCK & HIDE-A- KEY	17.66
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	SHOVEL	17.94
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	PARTS FOR CTEC AIR HANDLR	33.56
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	TOILET - EASTERN HALL APT	324.96
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	TORCH SET-CHEMISTRY	22.99
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	PAINTERS TAPE	28.47
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	CAULK FOR FACULTY LINK	14.99
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	FASTENERS	29.40
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	PAINT SUPPLIES	12.56
BLOEDORN LUMBER COMPANY	PV*0164231	5/7/2024	BATTERIES FOR CASINO NITE ITEMS/PRIZES	81.96
Z & W MILL	PV*0164228	5/2/2024	COB GRAIN FOR GOATS	50.00
Z & W MILL	PV*0164228	5/2/2024	COB GRAIN FOR CALVES	328.90
Z & W MILL	PV*0164228	5/2/2024	COB, BLOAT BLOCK & SHAVGS	643.35
Z & W MILL	PV*0164228	5/2/2024	SHAVINGS	23.25
Z & W MILL	PV*0164228	5/2/2024	COB GRAIN	345.00
CAPITAL BUSINESS SYSTEMS, INC	PV*0164336	5/16/2024	CANON PRO 4000S CONTRACT	75.92
FRANK PARTS CO	PV*0164240	5/7/2024	VET TECH KENNEL HOSE	399.72
B & C STEEL CORPORATION	PV*0164269	5/9/2024	FLAT BAR	1,120.35
WYOMING STATE LIBRARY	PV*0164318	5/14/2024	DEPOSIT TO ACQUISITIONS FUND 2439 WYO CCC	69,546.90
Employee reimbursement	PV*0164354	5/16/2024	REIMB ACCOMODATIONS	1,056.64
FLOYD'S TRUCK CENTER INC	PV*0164205	5/2/2024	PARTS FOR FREIGHTLINER (CDL) AIR BAG, STRUT SPRG	164.63
FLOYD'S TRUCK CENTER INC	PV*0164205	5/2/2024	SERVICE CDL FREIGHTLINER	779.82
FLOYD'S TRUCK CENTER INC	PV*0164205	5/2/2024	REPAIR CDL FREIGHTLINER	1,112.82
CHICAGO DISTRIBUTION CENTER	PV*0164339	5/16/2024	BANNED BOOKS WEEK SUPPLIES	36.00
CHICAGO DISTRIBUTION CENTER	PV*0164339	5/16/2024	SHIPPING	50.18
EASTERN WYOMING COLLEGE	PV*0164197	5/1/2024	PETTY CASH FOR ATM 3/26 - 5/1/2024	2,020.00
EASTERN WYOMING COLLEGE	PV*0164235	5/7/2024	EWC CASINO NIGHT CASH	800.00
GOSHEN VETERINARY CLINIC	PV*0164241	5/7/2024	FELINE FOOD	46.14
GOSHEN VETERINARY CLINIC	PV*0164241	5/7/2024	FELINE FOOD	11.90
GOSHEN VETERINARY CLINIC	PV*0164241	5/7/2024	FELINE I/D 4#	32.05
GOSHEN VETERINARY CLINIC	PV*0164241	5/7/2024	INTEREST CHG -LATE PYMTS	11.89
GOSHEN VETERINARY CLINIC	PV*0164241	5/7/2024	INTEREST CHG -LATE PYMTS	3.68

WAGNERS FLOWER SHOP	PV*0164426	5/23/2024	SYMPAHTY PLANT SUSIE SMITH	37.50
WAGNERS FLOWER SHOP	PV*0164426	5/23/2024	SYMPAHTY PLANT SUSIE SMITH	10.00
WAGNERS FLOWER SHOP	PV*0164426	5/23/2024	SYMPAHTY PLANT PAIGE MILLER	47.50
WAGNERS FLOWER SHOP	PV*0164426	5/23/2024	SYMPAHTY PLANT TYLER VASKO	47.50
WAGNERS FLOWER SHOP	PV*0164426	5/23/2024	SYMPAHTY PLANT TOM POPILEK	32.50
WAGNERS FLOWER SHOP	PV*0164426	5/23/2024	GRADUATION FLOWERS ARRANGEMENTS	550.00
WESTON CTY SCHOOL DIST # 1	PV*0164227	5/2/2024	REIMBURSE FOR TRAVEL	311.30
EASTERN WYOMING COLLEGE	PV*0164405	5/23/2024	LEADERSHIP AWARD 5/24/24	68.00
EASTERN WYOMING COLLEGE	PV*0164405	5/23/2024	EMPLOYEE SCHOLARSHIP 5/24/24	12.50
WYDOT-FINANCIAL SERVICES	PV*0164285	5/9/2024	DIESEL FUEL (408.93 GAL)	1,333.09
WYOMING EDUCATION ASSOCIATION	PV*0164428	5/23/2024	DUES 5/24/24	775.56
CENTURY LUMBER CENTER	PV*0164198	5/2/2024	FLEXSEAL BLACK FLEXTAPE	13.49
PRESTO-X	PV*0164218	5/2/2024	RODENT CONTROL VT	111.06
PRESTO-X	PV*0164218	5/2/2024	RODENT CONTROL CTEC	84.21
PRESTO-X	PV*0164218	5/2/2024	RODENT CONTROL KITCHEN	141.57
PRESTO-X	PV*0164218	5/2/2024	RODENT CONTROL LIVESTOCK	77.00
PRESTO-X	PV*0164218	5/2/2024	FLY BAIT LIVESTOCK	56.39
PRESTO-X	PV*0164218	5/2/2024	FLY BAIT ATEC	48.82
PRESTO-X	PV*0164218	5/2/2024	RODENT CONTROL ATEC	68.34
PRESTO-X	PV*0164218	5/2/2024	INSECT CONTROL	103.73
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	VET TECH SUPPLIES	388.86
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	STERILE SLEEVES	35.00
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	VET TECH SUPPLIES	188.97
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	CANINE CALM CARE	91.75
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	SCISSORS	28.08
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	VET TECH SUPPLIES	441.82
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	VET TECH SUPPLIES	32.58
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	MICRO HEM TUBES	16.23
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	MICRO HEM TUBES	16.23
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	EAR CLEANSING SOL	14.12
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	VET TECH SUPPLIES	953.23
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	VET TECH SUPPLIES	165.30
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	HVY DUTY SUCTION MACHINE	262.50
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	SHIPPING	18.57
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	COSEQUIN ASU	50.96
MWI VETERINARY SUPPLIES	PV*0164360	5/16/2024	VET TECH SUPPLIES	167.82
Employee reimbursement	PV*0164372	5/16/2024	PROF DEV COST REIMBURSE	195.00
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	PENS	39.94

TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	PHONE MESSAGE BOOK	11.97
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	OFFICE SUPPLIES	11.49
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	OFFICE SUPPLIES	23.38
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	CARD STOCK	167.70
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	FILE FOLDERS	14.49
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	FILE FOLDERS	58.47
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	HIGHLIGHTERS	11.94
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	PRINTER CARTRIDGE ZACH'S PRINTER	224.99
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	ALPHA SORTER	50.98
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	TRANSPARENT DUCT TAPE	49.65
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	WHITE BOARD	99.99
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	WHITE BOARD SUPPLIES	9.84
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	THERMAL RECEIPT PAPER & NAME TAGS	63.98
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	GEARUP OFFICE SUPPLIES	45.79
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	RECRUITING PRINTER CART.	221.39
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	LIBRARY PRINTER CARTRIDGE	197.82
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	LIBRARY PRINTER CARTRIDGE	248.02
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	LIBRARY STAPLES	1.49
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	LIBRARY PRINTER CARTRIDGE	279.47
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	MATH PRINTER CARTRIDGE	147.63
TORRINGTON OFFICE SUPPLY INC	PV*0164283	5/9/2024	FIN AID PRINTER CARTRIDGE	258.64
Employee reimbursement	PV*0164412	5/23/2024	MILEAGE REIMBURSEMENT FOR TRAVEL	85.81
CRUM ELECTRIC SUPPLY	PV*0164292	5/14/2024	T-8 LIGHT BULBS	266.00
DOUGLAS BROADCASTING INC	PV*0164272	5/9/2024	75TH ANNIVERSARY ADS	160.00
DOUGLAS BROADCASTING INC	PV*0164272	5/9/2024	75TH ANNIVERSARY ADS	160.00
DOUGLAS BROADCASTING INC	PV*0164272	5/9/2024	75TH ANNIVERSARY ADS	160.00
Employee reimbursement	PV*0164364	5/16/2024	PROF DEV COST REIMBURSE	500.00
Employee reimbursement	PV*0164271	5/9/2024	TRAVEL ADVANCE	500.00
Employee reimbursement	PV*0164378	5/21/2024	MEAL REIMBURSEMENT	327.20
TORRINGTON ROTARY CLUB	PV*0164224	5/2/2024	ROTARY DUES-	250.00
PRINT EXPRESS	PV*0164365	5/16/2024	CASH RECEIPTS	884.05
PRINT EXPRESS	PV*0164365	5/16/2024	BUSINESS CARDS-M WINCHELL	50.00
PRINT EXPRESS	PV*0164365	5/16/2024	SHIPPING	9.95
PRINT EXPRESS	PV*0164365	5/16/2024	BUSINESS CARDS-C SPITZER	40.00
PRINT EXPRESS	PV*0164365	5/16/2024	SHIPPING	9.95
PRINT EXPRESS	PV*0164365	5/16/2024	BUSINESS CARDS-M SCOTT	40.00
PRINT EXPRESS	PV*0164365	5/16/2024	SHIPPING	9.95
PRINT EXPRESS	PV*0164365	5/16/2024	EWC STATIC CLINGS	260.66

PRINT EXPRESS	PV*0164365	5/16/2024	SHIPPING	15.08
PRINT EXPRESS	PV*0164365	5/16/2024	PRINT SCIENCE POSTERS	207.00
PRINT EXPRESS	PV*0164365	5/16/2024	ENVELOPES FOR VET TECH	43.75
PRINT EXPRESS	PV*0164365	5/16/2024	NAME BADGE -KASEY POWELL	27.21
DOUGLAS BUSINESS CENTER	PV*0164273	5/9/2024	BUSINESS CARDS	45.34
EASTERN WYOMING COLLEGE	PV*0164298	5/14/2024	FT STUDENTS ENROLLED	897.00
GRAINGER INC	PV*0164208	5/2/2024	FUSE BLOCKS FOR CTEC CHILLER	326.28
GRAINGER INC	PV*0164275	5/9/2024	AIR FILTERS FOR CTEC & A SINK GUARD	791.33
GRAINGER INC	PV*0164275	5/9/2024	AIR FILTERS FOR CTEC	166.43
GRAINGER INC	PV*0164275	5/9/2024	CABLE TIES	37.66
GRAINGER INC	PV*0164349	5/16/2024	PLUMBING STK & EXIT SIGNS	1,802.80
Employee reimbursement	PV*0164398	5/23/2024	MILEAGE REIMBURSEMENT	262.08
Employee reimbursement	PV*0164398	5/23/2024	MILEAGE REIMBURSEMENT	324.87
DELL MARKETING L.P.	PV*0164342	5/16/2024	XPS 17 9730 LAPTOPS FOR PRECISION AG	8,299.98
VERIZON WIRELESS	PV*0164370	5/16/2024	CELLULAR SERVICE	872.83
VERIZON WIRELESS	PV*0164370	5/16/2024	JET PACKS	520.13
Employee reimbursement	PV*0164260	5/7/2024	MILEAGE REIMBURSEMENT	788.62
IDEXX LABORATORIES	PV*0164352	5/16/2024	IDEXX CARE PLUS:VETSTAT	129.99
IDEXX LABORATORIES	PV*0164352	5/16/2024	IDEXXCARE PLUS: LASERCYTE	314.90
IDEXX LABORATORIES	PV*0164352	5/16/2024	CATALYST LYTE 4 CLIP	128.40
IDEXX LABORATORIES	PV*0164352	5/16/2024	PROCYTE DX REAGENT KIT	460.70
IDEXX LABORATORIES	PV*0164352	5/16/2024	SEDIVUE DX REG TEST	383.40
LARAMIE COUNTY COMMUNITY COLLEGE	PV*0164213	5/2/2024	FEES TO WRITE THE MATH CONTEST TEST	111.11
Employee reimbursement	PV*0164203	5/2/2024	REIMB COFFEE BAR PASTRIES	96.55
WYOMING STATE VET LAB	PV*0164319	5/14/2024	NECROPSY	207.00
WYOMING STATE VET LAB	PV*0164429	5/23/2024	COGGINS TESTS	30.00
WYOMING STATE VET LAB	PV*0164429	5/23/2024	UPS INBOUND CHARGES	13.66
HEARTLAND EMBROIDERY	PV*0164209	5/2/2024	VET TECH CLUB JACKETS	977.76
HEARTLAND EMBROIDERY	PV*0164406	5/23/2024	DRONE RACING TEAM SHIRTS	59.22
HEARTLAND EMBROIDERY	PV*0164406	5/23/2024	GOLF POLOS	96.00
FEDEX	PV*0164239	5/7/2024	FREIGHT-GUNSMITHING	66.00
PANHANDLE COOP	PV*0164361	5/16/2024	SKID STEER TIRES	471.98
PANHANDLE COOP	PV*0164361	5/16/2024	FUEL FOR SIDE BY SIDE	17.03
PANHANDLE COOP	PV*0164361	5/16/2024	BAKERY ITEMS FOR COUNSELG	35.64
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	166.96
PANHANDLE COOP	PV*0164361	5/16/2024	WATER & SNACKS FOR GOLF TOURNAMENT	22.42
PANHANDLE COOP	PV*0164361	5/16/2024	VEGGIES & WATER	30.13
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	56.75

PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	88.29
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	17.50
PANHANDLE COOP	PV*0164361	5/16/2024	CUPS	29.94
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	56.79
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	36.32
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	32.05
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	22.47
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	5.67
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	23.85
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	21.52
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	5.96
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD PURCHASE	44.21
PANHANDLE COOP	PV*0164361	5/16/2024	VEGGIES & WATER	38.64
PANHANDLE COOP	PV*0164361	5/16/2024	WATER FOR BOARD MTGS	15.16
PANHANDLE COOP	PV*0164361	5/16/2024	ROAD SHOW CHEMISTRY SUPPLIES	23.84
PANHANDLE COOP	PV*0164361	5/16/2024	VEGGIES FOR VT ANIMALS	11.73
PANHANDLE COOP	PV*0164361	5/16/2024	SLIDER SUPPLIES	40.11
PANHANDLE COOP	PV*0164361	5/16/2024	MEAT & CHEESE TRAY & CHIPS	76.68
PANHANDLE COOP	PV*0164361	5/16/2024	ROAD SHOW CHEMISTRY SUPPLIES	27.90
PANHANDLE COOP	PV*0164361	5/16/2024	ROAD SHOW CHEMISTRY SUPPLIES	27.83
PANHANDLE COOP	PV*0164361	5/16/2024	WATER FOR CASINO NIGHT	18.00
PANHANDLE COOP	PV*0164361	5/16/2024	FOOD FOR INSTAPOT CLASS & DESSERT FOR BUNCO	120.81
PANHANDLE COOP	PV*0164361	5/16/2024	COFFEE BAR SUPPLIES	74.95
PANHANDLE COOP	PV*0164361	5/16/2024	COFFEE BAR SUPPLIES	24.31
PANHANDLE COOP	PV*0164361	5/16/2024	VEGGIES & WATER	10.74
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	CND VINYLUX TOP COAT .5	47.60
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	CND TOP COAT	85.44
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	FOOTLOGIX MASSAGE LOTION	140.80
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	CND BASE COAT	64.08
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	CND SCRUB FRESH 32 OZ	49.52
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	CND OFFY FAST 32 OZ	15.16
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	ARD DUO LASH ADHESIVE CLR	19.20
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	ARD DUO LASH ADHESIVE BLK	19.20
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	CRISTAL OCEAN	91.02
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	NACREE BLANCHE	92.64
UNIVERSAL COMPANIES INC	PV*0164315	5/14/2024	FORTE	92.64
Employee reimbursement	PV*0164351	5/16/2024	PROF DEV COST REIMB	500.00
EBSCO INFORMATION SERVICES	PV*0164236	5/7/2024	HARVARD BUSINESS REVIEW	238.58

EBSCO INFORMATION SERVICES	PV*0164236	5/7/2024	HBR PACKAGE 7/1/24 - 6/30/25	2,862.96
EBSCO INFORMATION SERVICES	PV*0164236	5/7/2024	HBR PACKAGE 7/1/25 - 5/31/26	2,624.46
EBSCO INFORMATION SERVICES	PV*0164381	5/21/2024	17 eBooks CUSTOM CONTENT ORDER	2,668.78
EBSCO INFORMATION SERVICES	PV*0164381	5/21/2024	20 eBooks	2,532.17
Employee reimbursement	PV*0164255	5/7/2024	MILEAGE REIMBURSEMENT	91.05
Employee reimbursement	PV*0164390	5/21/2024	MILEAGE REIMBURSEMENT	116.03
CANON FINANCIAL SERVICES INC	PV*0164401	5/23/2024	COPIER CONTRACT-MAY 24	689.00
Employee reimbursement	PV*0164346	5/16/2024	MILEAGE REIMBURSEMENT	1,385.98
Employee reimbursement	PV*0164257	5/7/2024	MILEAGE REIMBURSEMENT	113.97
EDUCATION TO GO	PV*0164344	5/16/2024	MERRILL REAM SPEED READNG TINA KITRAS	79.00
EDUCATION TO GO	PV*0164344	5/16/2024	PERSONAL FINANCE TINA KITRAS	85.00
DBC IRRIGATION SUPPLY	PV*0164294	5/14/2024	SOLENOIDS FOR SPRINKLERS	101.46
GOSHEN COUNTY CONSTRUCTION, LLC	PV*0164207	5/2/2024	REPAIRS & PAINTING IN EASTERN HALL	350.00
Akemi Glass	PV*0164383	5/21/2024	REIMB SUPPLIES	152.22
FASTENAL COMPANY	PV*0164347	5/16/2024	PAPER TOWEL	134.02
PORT-A-POTS BY TDS	PV*0164389	5/21/2024	RENT 4 STD POTS	47.94
DEMCO INC	PV*0164234	5/7/2024	DOT LABELS	17.75
SANDBERG IMPLEMENT, INC	PV*0164219	5/2/2024	GROUNDS PARTS/SUPPLIES	1,716.13
HERFF JONES LLC	PV*0164243	5/7/2024	DIPLOMA PAPER	148.78
HERFF JONES LLC	PV*0164243	5/7/2024	SHIPPING & HANDLING	24.93
HERFF JONES LLC	PV*0164243	5/7/2024	DIPLOMA COVERS	3,438.00
HERFF JONES LLC	PV*0164243	5/7/2024	SHIPPING & HANDLING	191.07
VALLEY MOTOR SUPPLY	PV*0164258	5/7/2024	WIPERS FOR DUMP TRUCK CC-175	22.40
VALLEY MOTOR SUPPLY	PV*0164258	5/7/2024	SUPPLIES FOR CDL TRUCK	4.68
VALLEY MOTOR SUPPLY	PV*0164258	5/7/2024	TRAILER POWER CONNECTOR	37.66
VALLEY MOTOR SUPPLY	PV*0164258	5/7/2024	HOSE FOR VT KENNEL	21.17
VALLEY MOTOR SUPPLY	PV*0164258	5/7/2024	PARTS FOR KENWORTH TRUCK	5.43
VALLEY MOTOR SUPPLY	PV*0164258	5/7/2024	HEADLIGHT FOR FREIGHTLINR	17.26
STERICYCLE, INC.	PV*0164368	5/16/2024	STERISAFE BUDGET SUBSCRIP	43.55
Employee reimbursement	PV*0164332	5/16/2024	PROF DEV COST REIMB	500.00
NEBRASKA SAFETY & FIRE EQUIPMENT IN	PV*0164214	5/2/2024	REPLACE BATTERIES	360.00
NEBRASKA SAFETY & FIRE EQUIPMENT IN	PV*0164214	5/2/2024	4 BATTERIES-EASTERN HALL	260.00
STATE OF WYOMING	PV*0164221	5/2/2024	STATE RETIREE INSURANCE BENEFIT 4/30/24	3,313.27
CONNECTING POINT	PV*0164340	5/16/2024	MONTHLY SERVICE AGREEMENT APR 24	668.00
CONNECTING POINT	PV*0164340	5/16/2024	COLLEGE RELATION SERVICE CONTRACT-APR 24-COLOR	126.42
CONNECTING POINT	PV*0164340	5/16/2024	COPIER COLLEGE RELATIONS APR 24 B/W	2.79
CONNECTING POINT	PV*0164340	5/16/2024	OVERAGES FOR COLOR COPIES	1,971.64
KATH BROADCASTING CO., LLC	PV*0164245	5/7/2024	WEBSITE AD	75.00

KATH BROADCASTING CO., LLC	PV*0164245	5/7/2024	SPORTS SHOW	200.00
KATH BROADCASTING CO., LLC	PV*0164245	5/7/2024	LANCER LIVE	450.00
KATH BROADCASTING CO., LLC	PV*0164245	5/7/2024	LANCER LIVE	450.00
KATH BROADCASTING CO., LLC	PV*0164245	5/7/2024	WORKFORCE AM RADIO INTERVIEW-APR 24	60.00
KATH BROADCASTING CO., LLC	PV*0164245	5/7/2024	COMMUNITY ED AM RADIO INTERVIEW-APR 24	60.00
SPORTS IMPORTS INC	PV*0164417	5/23/2024	CARBON VOLLEYBALL POLE SI-1 (-\$200 CREDIT)	3,598.00
SPORTS IMPORTS INC	PV*0164417	5/23/2024	HEAVY DUTY NET RATCHET HDNR-B	365.00
SPORTS IMPORTS INC	PV*0164417	5/23/2024	TECHNORA VOLLEYBALL NET HM50	410.00
SPORTS IMPORTS INC	PV*0164417	5/23/2024	VOLLEYBALL NET ANTENNA NA2	130.00
SPORTS IMPORTS INC	PV*0164417	5/23/2024	SHIPPING & HANDLING	282.75
J W PEPPER & SON, INC	PV*0164353	5/16/2024	CHORAL FOLIO #901 BLK	269.25
J W PEPPER & SON, INC	PV*0164353	5/16/2024	SHIPPING	22.99
CENTURYLINK	PV*0164233	5/7/2024	TELEPHONE SERVICE	1,359.26
SKILLSUSA WYOMING	PV*0164392	5/21/2024	STUDENT REGISTRATION	2,100.00
SKILLSUSA WYOMING	PV*0164392	5/21/2024	ADVISOR REGISTRATION	900.00
SKILLSUSA WYOMING	PV*0164392	5/21/2024	ADVISOR SUMMIT REGIST	200.00
SKILLSUSA WYOMING	PV*0164392	5/21/2024	OMNI CNN CENTER HOTEL 6 ROOMS FOR 5 NIGHTS	7,800.00
EXPRESS TOLL	PV*0164238	5/7/2024	EXPRESS TOLL BILL	18.40
ACCT	PV*0164373	5/21/2024	LEADERSHIP CONF REGIST	1,235.00
ACCT	PV*0164373	5/21/2024	LEADERSHIP CONF REGIST	1,235.00
SHEET METAL SPECIALTIES INC.	PV*0164220	5/2/2024	BUILD FILTER RACKS FOR CTEC AIR HANDLERS	571.30
WACTE	PV*0164425	5/23/2024	WATA & NAAE WACTE DUES GEORGIA YOUNGLOVE	155.00
WACTE	PV*0164425	5/23/2024	WATA & NAAE WACTE DUES MATT SCOTT	155.00
POINTS WEST COMMUNITY BANK	PV*0164415	5/23/2024	RECORD 6/1/24 CAPITAL LEASE PRINCIPAL	150,188.29
POINTS WEST COMMUNITY BANK	PV*0164415	5/23/2024	RECORD 6/1/24 CAPITAL LEASE INTEREST	15,535.30
NCPERS GROUP LIFE INS	PV*0164411	5/23/2024	PRUDENTIAL-STATE RETIREMT LIFE INSURANCE 5/24/24	112.00
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	50.34
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	23.34
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	7.19
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	100.00
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	7.72
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	25.00
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	7.19
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	18.00
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	12.50
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	0.90
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	12.50
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	17.95

FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	234.52
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	1,440.65
FOLLETT CORPORATION	PV*0164348	5/16/2024	APRIL BOOKSTORE CHARGE	25.47
PITTMAN ELECTRIC, LLC	PV*0164216	5/2/2024	REPAIR COMPRESSOR	290.00
PITTMAN ELECTRIC, LLC	PV*0164308	5/14/2024	DIAGNOSE PROBLEMS IN FINE ARTS & CTEC	362.50
PITTMAN ELECTRIC, LLC	PV*0164308	5/14/2024	CTEC PARKING LOT LIGHTS	1,421.00
PITTMAN ELECTRIC, LLC	PV*0164414	5/23/2024	ADD MORE OUTLETS IN ATEC FOR SHOW BLOWERS, ETC	9,966.29
PITTMAN ELECTRIC, LLC	PV*0164414	5/23/2024	TEMPORARY FIX FOR CHILLER IN FINE ARTS	870.00
NORTHWEST PARKWAY LLC	PV*0164249	5/7/2024	GO PASS TOLL FEE	3.50
ELLUCIAN COMPANY, L.P.	PV*0164345	5/16/2024	ANNUAL MAINTENANCE RENEW 7/1/24 - 6/30/25 FY-25	2,990.00
Employee reimbursement	PV*0164391	5/21/2024	PROF DEV COST REIMBURSE	902.50
Employee reimbursement	PV*0164371	5/16/2024	MILEAGE REIMBURSEMENT	74.67
DH PACE COMPANY	PV*0164403	5/23/2024	LOCK CORES	397.44
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	MILLER HEADGEAR	47.90
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	ARGON	479.94
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	DELIVERY	28.05
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	ACETYLENE	519.75
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	DELIVERY	28.05
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	LIQUID NITROGEN	65.04
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	CABLE LUGS	27.83
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	LUGS & CUTTING TIPS	171.30
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	TIG ROD (10 LBS)	56.94
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	OXYGEN	101.33
MATHESON TRI-GAS, INC.	PV*0164281	5/9/2024	DELIVERY	28.05
WYO STATE 4-H FOUNDATION	PV*0164396	5/21/2024	BUCKLE SPONSORSHIP 307 SERIES	125.00
WYO STATE 4-H FOUNDATION	PV*0164396	5/21/2024	PLAQUES FOR PLACING AT STATE JUDGING CONTEST	90.00
CONVERSE COUNTY TREASURER	PV*0164200	5/2/2024	MATCHING FUNDS -DOUGLAS CAMPUS EXPANSION PROJECT	500,000.00
VYVE BROADBAND	PV*0164316	5/14/2024	INTERNET/CABLE FOR DORMS	4,341.48
Employee reimbursement	PV*0164358	5/16/2024	PROF DEV COST REIMB	100.00
Employee reimbursement	PV*0164261	5/7/2024	TRAVEL EXPENSE REIMB	59.44
ROYER PIZZA DBA DOMINOS	PV*0164295	5/14/2024	PIZZA FOR VT	109.86
ROYER PIZZA DBA DOMINOS	PV*0164380	5/21/2024	PIZZA DELIVERED	92.49
ROYER PIZZA DBA DOMINOS	PV*0164380	5/21/2024	TIP	23.00
ROYER PIZZA DBA DOMINOS	PV*0164380	5/21/2024	MEALS & DESSERT FOR BOARD MEETING ON 5/14/24	113.83
ROYER PIZZA DBA DOMINOS	PV*0164380	5/21/2024	TIP	17.08
ROYER PIZZA DBA DOMINOS	PV*0164404	5/23/2024	GUERNSEY GEARUP LUNCH	259.88
DOUGLAS HARDWARE	PV*0164343	5/16/2024	9V BATTERIES	19.99
HOMETOWN AUTO REPAIR LLC	PV*0164407	5/23/2024	BATTERY JUMP START BOX	175.00

THE COLLEGE BOARD	PV*0164376	5/21/2024	ACCUPLACER TEST UNITS	900.00
MEDLINE INDUSTRIES, LP	PV*0164357	5/16/2024	CARDINAL HEALTH SUCTION CANISTERS	41.36
MEDLINE INDUSTRIES, LP	PV*0164357	5/16/2024	SAF-T HOLDER W/ MALE LUER	174.00
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	CATTLE MINERAL	31.99
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	REPAIRS FOR EASTERN HALL	21.97
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	PHYSICS SUPPLIES	42.75
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	SHAVINGS FOR SALE RING LANCER LIVESTOCK SALE	5.99
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	SHAVINGS & PAINT FOR SALE LANCER LIVESTOCK SALE	55.42
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	VET TECH SUPPLIES	264.91
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	CTEC FILTER RACKS	34.34
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	DOG FOOD & HORSE FEED	125.97
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	SUPPLIES TO REPAIR	117.98
BOMGAARS SUPPLY INC	PV*0164289	5/14/2024	EAR TAGS & HORSE FEED	124.93
PATTERSON VETERINARY SUPPLY, INC	PV*0164362	5/16/2024	ULTIMATE DENTAL STATION	5,289.00
PATTERSON VETERINARY SUPPLY, INC	PV*0164362	5/16/2024	FREIGHT	260.00
WYOMING LIVESTOCK BOARD	PV*0164317	5/14/2024	BRAND INSPECT 10 CALVES	28.50
BLACK HILLS ENERGY	PV*0164399	5/23/2024	#BHE511915 NORTH CAMPUS	105.29
BLACK HILLS ENERGY	PV*0164399	5/23/2024	#SG806423 TEBBET BLDG	1,454.84
BLACK HILLS ENERGY	PV*0164399	5/23/2024	#SG576809 FINE ARTS	1,258.87
BLACK HILLS ENERGY	PV*0164399	5/23/2024	#SG528992 EASTERN HALL	733.69
BLACK HILLS ENERGY	PV*0164399	5/23/2024	#SG520114 COSMETOLOGY	149.92
BLACK HILLS ENERGY	PV*0164399	5/23/2024	#13134387 MA/ VT	4,951.80
BLACK HILLS ENERGY	PV*0164399	5/23/2024	#SG521041 LANCER HALL	1,342.58
BLACK HILLS ENERGY	PV*0164399	5/23/2024	#BHE641297 ATEC	622.88
AJ'S SODA SHOP	PV*0164331	5/16/2024	STAFF ALLIANCE GIFT CARD	575.00
M LAZY HEART FEEDS LLC	PV*0164303	5/14/2024	GRASS HAY & COW CAKE	551.25
M LAZY HEART FEEDS LLC	PV*0164303	5/14/2024	GRASS HAY & MAG MINERAL	538.52
TRANSWEST FORD	PV*0164422	5/23/2024	2023 FORD TRANSIT VAN 1FBAX2C8XPKB65666	54,500.00
Employee reimbursement	PV*0164359	5/16/2024	MILEAGE REIMBURSEMENT	540.38
BEE CHILLED	PV*0164230	5/7/2024	75TH ANNIV CELEBRATION	810.00
WATERMARK INSIGHTS LLC	PV*0164427	5/23/2024	WATERMARK COURSE EVAL & SURVEYS	7,321.98
Employee reimbursement	PV*0164367	5/16/2024	TRAVEL EXPENSE REIMB	85.70
Employee reimbursement	PV*0164367	5/16/2024	TRAVEL EXPENSE REIMB	106.86
Employee reimbursement	PV*0164416	5/23/2024	REIMB TOOLS FOR PRECISION AG	951.66
Employee reimbursement	PV*0164416	5/23/2024	REIMB TOOLS FOR PRECISION AG	56.10
GW MECHANICAL INC	PV*0164242	5/7/2024	REPAIR CHILLED WATER PUMP IN ATEC	1,516.99
Employee reimbursement	PV*0164287	5/14/2024	MILEAGE REIMBURSEMENT	256.76
Employee reimbursement	PV*0164420	5/23/2024	MILEAGE REIMBURSEMENT	485.49

PEREGRINE GLOBAL SERVICES CORP	PV*0164363	5/16/2024	GEN ED ASSESSMENT-ASSOC	140.00
GRAYBAR FINANCIAL SERVICES	PV*0164276	5/9/2024	YEALINK PHONE SYSTEM W/AC	1,308.00
GRAYBAR FINANCIAL SERVICES	PV*0164276	5/9/2024	INSURANCE	53.58
Employee reimbursement	PV*0164419	5/23/2024	MILEAGE REIMBURSEMENT	246.28
Employee reimbursement	PV*0164419	5/23/2024	MILEAGE REIMBURSEMENT	786.24
NOYES ART DESIGNS	PV*0164250	5/7/2024	DONOR SQUARES FOR ATEC	65.00
NOYES ART DESIGNS	PV*0164250	5/7/2024	DELIVERY CHARGE	30.00
NOYES ART DESIGNS	PV*0164250	5/7/2024	DESIGN SERVICES	50.00
TRAVELERS	PV*0164423	5/23/2024	AUTO INSURANCE FOLLOWING AUDIT	1,680.00
JONAS AUS US HOLDCO INC	PV*0164350	5/16/2024	ANNUAL LICENSE & SUPPORT	1,469.16
GlobalVetLink	PV*0164299	5/14/2024	EIA CERTIFICATES-APRIL	6.75
TRAVISMATHEW	PV*0164424	5/23/2024	GOLF POLOS FOR TEAM AT NATIONAL TOURNAMENT	240.00
TRAVISMATHEW	PV*0164424	5/23/2024	SHIPPING COSTS	7.20
Employee reimbursement	PV*0164290	5/14/2024	MILEAGE REIMBURSEMENT	82.36
Employee reimbursement	PV*0164290	5/14/2024	MILEAGE REIMBURSEMENT	414.96
Employee reimbursement	PV*0164290	5/14/2024	MILEAGE REIMBURSEMENT	34.58
Employee reimbursement	PV*0164290	5/14/2024	MILEAGE REIMBURSEMENT	82.36
TORRINGTON CINEMAS	PV*0164223	5/2/2024	MONTHLY ADS AT THE MOVIES	200.00
TORRINGTON CINEMAS	PV*0164421	5/23/2024	MONTHLY ADS AT MOVIES	200.00
COBBLESTONE HOTEL & SUITES	PV*0164291	5/14/2024	HOTEL FOR JACKPOT JUDGE ONYX & GOLD JACKPOT	107.00
PHOS CREATIVE	PV*0164253	5/7/2024	WEB DEVELOPMENT-HOSTING AND MAINTENANCE	3,400.00
PHOS CREATIVE	PV*0164413	5/23/2024	WEB HOSTING & MAINTENANCE	3,400.00
LUJAN CLEANING SERVICE, LLC	PV*0164247	5/7/2024	CLEAN PLATTE RIVER SCHOOL	1,050.00
VALLEY STEEL & WIRE CO	PV*0164226	5/2/2024	FLAT IRON 211 PCS	211.00
VALLEY STEEL & WIRE CO	PV*0164226	5/2/2024	DELIVERY CHARGE	50.00
Employee reimbursement	PV*0164232	5/7/2024	TRAVEL EXPENSE REIMB	32.00
Employee reimbursement	PV*0164232	5/7/2024	TRAVEL EXPENSE REIMB	22.00
Employee reimbursement	PV*0164232	5/7/2024	PROF DEV COST REIMBURSE	125.00
Employee reimbursement	PV*0164384	5/21/2024	MILEAGE REIMBURSEMENT	58.30
WALKING K ENTERPRISES	PV*0164395	5/21/2024	TENT RENTAL -75TH ANNIV CELEBRATION ON 5/1/24	500.00
WALKING K ENTERPRISES	PV*0164395	5/21/2024	TENT RENTAL -GRADUATION ON 5/10/24	500.00
Student Reimbursement	PV*0164215	5/2/2024	REIMB SUPPLIES FOR VT BBQ FROM WALMART	89.10
Employee reimbursement	PV*0164252	5/7/2024	TRAVEL EXPENSE REIMB	57.33
Employee reimbursement	PV*0164252	5/7/2024	TRAVEL EXPENSE REIMB	86.45
Employee reimbursement	PV*0164252	5/7/2024	REIMB MEAL	179.82
Employee reimbursement	PV*0164388	5/21/2024	TRAVEL EXPENSE REIMB	356.68
Employee reimbursement	PV*0164388	5/21/2024	TRAVEL EXPENSE REIMB	233.37
Employee reimbursement	PV*0164248	5/7/2024	MILEAGE REIMBURSEMENT	172.90

Employee reimbursement	PV*0164305	5/14/2024	MILEAGE REIMBURSEMENT	172.90
Employee reimbursement	PV*0164356	5/16/2024	MILEAGE REIMBURSEMENT	172.90
Employee reimbursement	PV*0164409	5/23/2024	MILEAGE REIMBURSEMENT	173.81
ACI PAYMENTS INC	PV*0164229	5/7/2024	PROCESSING FEE	262.74
Employee reimbursement	PV*0164300	5/14/2024	MILEAGE REIMBURSEMENT	76.44
Employee reimbursement	PV*0164300	5/14/2024	MILEAGE REIMBURSEMENT	150.00
ROSITAS TROKITA	PV*0164310	5/14/2024	75TH ANNIV CELEBRATION	1,043.00
Employee reimbursement	PV*0164256	5/7/2024	MILEAGE REIMBURSEMENT	150.15
CROSSROADS MUSIC LLC	PV*0164202	5/2/2024	75TH ANNIV CELEBRATION	2,500.00
Employee reimbursement	PV*0164277	5/9/2024	REIMB STORAGE BOXES (20)	97.27
Employee reimbursement	PV*0164277	5/9/2024	REIMB BATTERIES	19.41
Employee reimbursement	PV*0164301	5/14/2024	REIMBURSE SUPPLIES	12.43
ELK ECO CYCLE	PV*0164237	5/7/2024	CARDBOARD RECYCLING DUMPSTER	45.00
MALLORY SAFETY & SUPPLY LLC	PV*0164304	5/14/2024	DRILL BITS	17.28
MALLORY SAFETY & SUPPLY LLC	PV*0164304	5/14/2024	DRILL BITS	18.48
MALLORY SAFETY & SUPPLY LLC	PV*0164304	5/14/2024	MACHINE TOOLING SUPPLIES	559.56
MALLORY SAFETY & SUPPLY LLC	PV*0164304	5/14/2024	MACHINE TOOLING SUPPLIES	385.48
MALLORY SAFETY & SUPPLY LLC	PV*0164304	5/14/2024	KRYLON CLEAR PAINT	24.88
MALLORY SAFETY & SUPPLY LLC	PV*0164304	5/14/2024	OILER	121.80
MIDSTATES TIRE	PV*0164306	5/14/2024	FLAT FREE TIRES FOR DRAG	146.86
RICHMOND CHAMPION	PV*0164282	5/9/2024	2024 SPONSORSHIP OF SCHOOL / ADVERTISING	1,500.00
Nancy Klatt	PV*0164211	5/2/2024	REIMB YETI COOLER PKG FOR CASINO NIGHT	246.29
ROCKWINDS GOLF COURSE	PV*0164254	5/7/2024	NJCAA NATL CHAMPIONSHIP TEAM ENTRY FEES	900.00
PDQ.com	PV*0164387	5/21/2024	PDQ DEPLOY & INVENTORY	2,550.00
OVERDRIVE, INC	PV*0164307	5/14/2024	49 eBOOKS & AUDIOBOOKS	2,453.14
BLEND COFFEE COMPANY	PV*0164334	5/16/2024	STAFF ALLIANCE GIFT CARD	45.00
NATIONAL HIGH SCHOOL RODEO ASSN	PV*0164410	5/23/2024	NHSRA TIMES ADVERTISING	1,200.00

**Goshen County Fair Association
4740 US HWY 26-85
Torrington, WY 82240
307-532-2525**

TO: Eastern Wyoming College
FROM: Goshen County Fair Association

DATE: 5-29-24

Dear Eastern Wyoming College:

As we prepare for the 24-25 Academic year, the County Fair Association will continue to make necessary facility improvements. We recognize that with the growth of the Rodeo program, the need for scheduled practice time will certainly increase. Our staff has a great working relationship with Coach Peterson and we will continue to work through the day to day scheduling fluctuation determined by student athlete schedules and the weather. We are appreciative of every opportunity to serve Eastern Wyoming College and we look forward to the growth and success of the EWC Rodeo program.

A little history, the basis for the contract is estimated facility time utilized. The Fair Grounds ONLY charges for actual time used.

- In 2020, due to COVID, the EWC Rodeo was cancelled and there was unused arena time. \$7000 was credited to the 20/21 EWC Contract.
- In 2023, the unused portion of facility rental, \$3495.00 was refunded in full to EWC.
- In 2024, there is an outstanding balance of facility rental time of an estimated \$10,263.00. At the May meeting of the Goshen County Fair Board, it was decided to split the billable amount; therefore, reducing the EWC outstanding balance to \$5000. See attached invoice.

If you have questions, concerns or comments please feel free to contact me anytime.

Sincerely;



Stephanie Lofink-Bumguardner
General Manager
Goshen County Fair Grounds

GOSHEN COUNTY FAIR ASSOCIATION

4740 US HWY 26-85 Torrington, WY 82240

Office: 307-532-2525 Fax: 307-532-7812

TO: Eastern Wyoming College Rodeo Team
FROM: Goshen County Fair Association
SUBJECT: Facility Usage Contract
2024/2025 School Year
DATE: 5-29-2024

\$47,500

To include:

Exclusive use of the north livestock pens from 8/10/2024 thru 6/30/2025 (\$1200)
20 hours per week of daytime Pavilion rental X \$76 per hour X 24 weeks (\$36,480)
20 hours per week of daytime Outdoor Arena rental X \$20 per hour X 10 weeks (\$4000)
EWC Rodeo - \$5300
Year-Round display of Banner in Pavilion - \$600

- The Goshen County Fair Association agrees to reserve and clean monthly or as determined by the weather, the existing livestock pens at the north end of the Fair Grounds.
- The Fair Grounds staff will assist Eastern Wyoming College in keeping the pens in good repair.
- Eastern Wyoming College will have the use of the facilities specified in chosen contract with the understanding that if the barn is previously scheduled for another event the EWC schedule may be compromised.
- All fees are based on actual Facility Rental Rates.
- Rental schedule must be communicated with office.
- Goshen County Fair Association recognizes that student athlete class schedules and the weather can alter the schedule.
- All contracts/fees to be negotiated annually hereafter.
- See attached contracts with specified provisions.
- Contract to be paid in full by 7-10-2024
- Please return this signature page and pages specified from each contract with payment.
- Additionally, the Goshen County Fair Grounds will continue to make necessary facility improvements. Our staff has a great working relationship with Coach Peterson and we look forward to the growth and success of the EWC Rodeo Program.

By signing below, we agree to the above specified information.

General Manager, Goshen County Fair Grounds

Eastern Wyoming College



Stephanie Lofink-Bumgardner

Date: 5-29-24

Date: _____

Policy Title: College Board Purpose and Operations
Policy Number: 1.1

Purpose:

The Eastern Wyoming Community College District, which operates Eastern Wyoming College, is a legally defined area including all of Goshen County. The Board of Trustees shall exercise general supervision of the District and retain full legislative and judicial authority with the Statutes of Wyoming.

To ensure equitable representation on the College Board, the College District is represented by all members elected at large.

The business and affairs of Eastern Wyoming College shall be managed by the College Board. The College Board has full powers of organization and government of Eastern Wyoming College subject to such control as the Wyoming State Legislature and the Wyoming Community College Commission provide.

Members of the College Board are elected by the voters of the College District. The number of members of the College Board shall be seven members. The term of office of each elected member is four years. Four members are elected in years in which there is a presidential election, and three members are elected in years in which there is a national election but no presidential election. The College Board shall fill a vacancy in office as provided by law and Board Policy 1.3.

The College Board may appoint an advisory member to represent the constituents of Converse County as it relates to the operation of the Eastern Wyoming College Douglas Branch Campus. The College Board may request the Converse County Commissioners appoint an individual each December to serve in this capacity. The Advisory Member may attend all regular or special board meetings either **in person, by telephone, or by video conferencing** and shall not vote on issues coming before the College Board or participate in executive sessions **without Board approval**.

Governance Philosophy

On behalf of the district’s citizens, the Eastern Wyoming College Board of Trustees is entrusted with the authority and responsibility for the effective governance of the College which include:

1. The Board of Trustees connects the College to the community to ensure outcomes of the institution match the expectations of the community.
2. The Mission, Vision, and Strategic Directions for Eastern Wyoming College are guided by the community. These Strategic Directions are also shared by the Trustees, President, and college community of faculty, staff and students.
3. The Board of Trustees is intent on meeting the expectations of the community through evidence-based, informed practices that support the learning and futures of our students.

4. The Board of Trustees believes in a culture of transparency and inclusion in setting the direction of the College.
5. Board members shall have authority only when acting as a Board in session and conducted in accordance with Wyoming Open Meeting statutes (W.S. §16-4-401 through 16-4-408).
6. The Eastern Wyoming College Board of Trustees is committed to active involvement of all internal College constituencies in the governance of the institution. This is provided via an ongoing participative process of shared governance. The Board of Trustees affirms this belief by supporting the right of faculty, staff, administration, and students to express ideas and opinions with the assurance their opinions will be given consideration regarding decisions of the College via their respective alliances.
 - a. Shared governance provides an avenue of shared commitment for continuous improvement in both college effort and resources. Shared governance provides for all major constituents of Eastern Wyoming College to contribute to policies, procedures and practices. The Board of Trustees is the ultimate decision- making body and the Board entrusts the President with day-to-day administration of the College.
 - b. The Board of Trustees establishes the Office of President and delegates to the President the execution of its policies. The President is responsible to the Board of Trustees for the organization and operation of the College, the execution of the College employees' duties, and the welfare of the student body. The President is expected to perform duties contained in the President's job description and fulfill other responsibilities determined in annual goal-setting or evaluation meetings. The President has the authority to delegate to employees the responsibility for all or portions of these responsibilities; however, these responsibilities to the Board of Trustees reside solely with the President.

References:

W.S. §16-4-401 through 16-4-408; W.S. § 21-18-308 and 22-22-101 through 22-22-304

Original Adoption Date: 8/13/91

Revision Date(s): 11/8/05(RF), 5/11/15, 10/10/17, 10/13/20

Date(s) reviewed, no change:

Policy Title: Serious Infectious Illness
Policy Number: 2.3

Purpose: The Board of Trustees of Eastern Wyoming College is responsible for overall development, implementation and maintenance of college-wide policy on serious infectious illnesses as they affect the safety and work areas of College employees and students.

The Board of Trustees is responsible for the ongoing maintenance of this policy, with appropriate input and participation of technical experts, including but not limited to safety, confidentiality, employment, testing, education, benefits, etc.

The purpose of this policy is to inform employees **and students** of serious infectious illnesses and including but not limited to Tuberculosis, all Hepatitis forms variants, all COVID forms variants, blood borne diseases. such as all Hepatitis forms and HIV infection, and how this organization is responding to these health issues. Any updates will be provided to employees, students and stakeholders through the EWC website and by email.

~~This policy covers serious infectious illnesses, including but not limited to tuberculosis, all Hepatitis forms, all COVID forms variants, and blood borne diseases such as all Hepatitis forms variants and HIV infection.~~

References: CDC Vaccine Schedules; Federal Immunization Laws, OSHA

Original Adoption Date: 12/14/93

Revision Date(s): 11/8/05(RF), 12/8/20, 12/14/21

Date reviewed, no change: 12/8/20

Policy Title: Alcohol and Controlled Substance Free Campus
Policy Number: (New number will be assigned)

Eastern Wyoming College is committed to providing its employees and students with a safe and healthy working and learning environment. In compliance with the federal Drug Free Schools and Communities Act (DFSCA), the Eastern Wyoming College Board of Trustees prohibits the unlawful manufacture, dispensation, possession, use, or distribution of a controlled substance (alcohol and other drug, aka AOD) of any kind and in any amount. These prohibitions cover any individual's actions that are part of any college activities, including those occurring while on college property or in the conduct of college business away from the campus.

In addition, the Board prohibits smoking in all EWC buildings, structures, or vehicles owned, leased, or rented by the college, including covered walkways, temporary enclosed structures, trailers, and tents. Smoking includes, **but is not limited to**, the carrying or holding of any lit or ignited pipe, cigar, cigarette, electronic cigarette, or any other lit or battery-operated smoking equipment or device; or the igniting, inhaling, or exhaling from a pipe, cigar, cigarette, electronic cigarette, or any other smoking equipment or device.

Eastern Wyoming College will at a minimum be compliant with all federal, ~~and~~ state **and local** laws and regulations.

Definitions: Controlled Substance(s): Means a drug or other substance identified under Schedule I, II, III, IV, or V in section 202(c) of the Controlled Substances Act (21 U.S.C. 812(c)).

- AOD: Alcohol and Other Drug
- DFSCA: Drug-Free Schools and Communities Act

References:

Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226; EDGAR Title 34, Subtitle A Part 84; Controlled Substances Act (21 U.S.C. 812 (c)); www.dea.gov/drug-information/csa

Original Adoption Date: 8/13/2013

Revision Date(s): 11/13/2018

Date Reviewed, no change:

Policy Title: Equal Employment Opportunity Statement
Policy Number: 3.0

Purpose: Eastern Wyoming College is dedicated to providing opportunities and recognizing the talent of all people within this institution. There is a commitment to a policy of equal employment opportunity for all persons on the basis of merit without regard to race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, marital status, political belief, veteran status, disability, or genetic information.

In accordance with the policy, Eastern Wyoming College affirms its commitment to non-discrimination in its employment practices as they relate to recruitment, hiring, selection, screening, testing, training, compensation, promotions, employment benefits, educational opportunities, access to programs, work assignments, application of discipline, access to grievance procedures, and any and all other conditions of employment which are provided by Eastern Wyoming College policy, regulation, ~~rule~~ or practice.

Original Adoption Date: 11/9/03

Revision Date(s): 11/8/05(RF), 8/13/13(RF), 2/11/14, 12/11/18

Date reviewed, no change:

Policy Title: Nondiscrimination on Basis of Disability
Policy Number: 3.1

Purpose: Eastern Wyoming College does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. The Office of Human Resources has been designated to coordinate compliance with the nondiscrimination requirements contained in Section 35.107 of the Department of Justice Regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

References: Department of Justice Regulations, Americans with Disabilities Act, Section 35.107

Original Adoption Date: 11/10/92
Revision Date(s): 11/8/05(RF), 8/13/13(RF)
Date reviewed, no change: 10/9/18

Policy Title: Employment
Policy Number: 3.5

Purpose: Prospective employers, financial institutions, residential property managers and others **who** routinely contact employers, including Eastern Wyoming College, for information on a former or current employee's work history and salary.

All such requests of this type should be referred to and handled by the Human Resource (HR) office. Responses to written requests for verification of employment will be made on the form provided only when the request is accompanied by a former or current employee's signed authorization to release such information and shall only be provided by Human Resources.

Original Adoption Date: 8/13/91

Revision Date(s): 11/08/05(RF), 8/13/13(RF), 12/8/20

Date reviewed, no change: 10/9/18; 12/8/20

Policy Title: Sexual Harassment
Policy Number: 3.12

Purpose: Eastern Wyoming College strives to create a working and learning environment that is desirable for all employees and students and adheres to all state and federal guidelines.

Definition: Eastern Wyoming College endorses the definition of sexual harassment provided under Title VII of the Civil Rights Act of 1964 with reference to Title IX of the Educational Amendments Act of 1972; see below:

- a. Unwelcome sexual advances, requests for sexual favors and other verbal, **digital** or physical conduct of a sexual nature constitute sexual harassment this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment.
- b. No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

Sexual harassment of employees or students is reprehensible, illegal and will not be tolerated at Eastern Wyoming College. Such activity which influences employment decisions or the academic success of students is contradictory and antithetical to the environment provided by this institution, and prompt and remedial action will be taken by Eastern Wyoming College upon any finding of sexual harassment.

References: Title VII of the Civil Rights Act of 1964 with reference to Title IX of the Educational Amendments Act of 1972

Original Adoption Date: 7/20/05

Revision Date(s): 11/8/05(RF), 8/13/13(RF), 4/4/16, 9/13/16

Date reviewed, no change:

Policy Title: Credit Classes for Senior Citizens
Policy Number: 5.4

Purpose: Credit tuition charges for Senior citizens who are 60 years of age and who are residents of Wyoming shall be allowed to enroll without tuition charges in any or all credit course(s) sponsored by Eastern Wyoming College.

All people to which the above policy pertains are expected to pay for all books and incidental charges for classes in which they enroll.

Original Adoption Date: 7/20/05

Date(s) Amended: 11/8/05(RF), 3/9/10, 5/11/21

Date(s) reviewed, no change:

Policy Title: Faculty Research Involving Student Records
Policy Number: 5.5

Purpose:

Faculty Research concerning individual student records, grades, class rosters, etc., must be approved by the Institutional Review Board (IRB) and comply with all FERPA regulations designated administrator of Student and Academic Services.

Original Adoption Date: 7/20/05

Date(s) Amended: 11/8/05(RF), 3/9/10, 5/11/21

Date(s) reviewed, no change:

Policy Title: Admission of International Students
Policy Number: 5.9

Purpose: This policy is to establish standards for the admission of international students to Eastern Wyoming College. The College will adhere to all United States federal laws and regulations regarding the enrollment of international students. The designated administrator for Student Services is responsible for the establishment and maintenance of such procedures as may be necessary ~~to control the~~ to manage the initial and continued enrollment of international students to Eastern Wyoming College, in accordance with the provisions of these regulations.

Original Adoption Date: 7/20/05

Date(s) Amended: 11/ 8/ 05 (RF), 3/9/10, 5/11/21

Date(s) reviewed, no change:

Policy Title: Reasonable Accommodations for Students with Disabilities
Policy Number: 5.15

Purpose: The Eastern Wyoming College Board prohibits unlawful exclusion of and/or discrimination against qualified students with disabilities and encourages their full participation within the College community. All faculty, staff and administrators will actively support students with disabilities in all educational programs, services, and activities, and will provide reasonable accommodations to such students, provided that the accommodation does not fundamentally alter the nature of the program, service or activity and does not create an undue hardship for the College.

In accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Americans with Disabilities Amendments Act (ADAAA) of 2008, the College defines a qualified student with a disability as "any person who is regarded as having such an impairment, and (a) who meets the academic and technical standards requisite for admission to or participation in the College's programs, and (b) who has a documented physical or mental impairment that substantially limits one or more major life activities."

The Student Services office will review applications for reasonable accommodations to assist students with a disability who request accommodation to complete their educational goals. ~~The College shall identify an officer to assist students with a disability who may require accommodation to complete their educational process. The institution will engage with~~ Students must initiate the process with the designated officer to determine reasonable accommodations in compliance with all applicable local, state and federal laws. The College will require appropriate documentation before accommodations are provided.

References: Americans with Disabilities Act of 1990 and amendments thereto; Section 504 of the Rehabilitation Act of 1973; Fair Housing Act.

Original Adoption Date: 9/12/23

Date(s) Amended:

Date(s) reviewed, no change:

Policy Title: **Animals or Pets on Campus**
Policy Number: **6.11**

Definitions:

ESA - Emotional Support Animal: An (ESA) is an animal selected to play an integral part in a person's on-going treatment process. This (ESA) must be prescribed to an individual with a disability by a physician or mental health professional.

SA - Service Animal: An animal that works, aids, or performs tasks for the benefit of a person with a disability, or that provides emotional support that alleviates one or more identified effects of a person's disability. An assistance animal is not a pet.

~~Purpose: In order to ensure the safety of students, community members, and employees, and to maintain and promote sanitary conditions, authorized animals or pets, whether on campus grounds or authorized to be in campus buildings, must be appropriately restrained and controlled.~~

Eastern Wyoming College (EWC) does not permit animals, including pets, in EWC's buildings or residence halls. An exception may be granted for approved Service Animal (SA) or Emotional Support Animals (ESA) assisting individuals with disabilities. Animals being provided services or being utilized as an instructional aid by EWC's Agriculture or Veterinary Tech Program or those on campus for an approved special event **or class** are also granted an exception.

~~The College~~ recognizes the importance of an ~~Emotional Support Animal~~ (ESA) for ~~an individual's student's~~ on-going mental health status and treatment or a (SA) ~~Service Animal~~ with a documented disability. As such, with appropriate documentation and oversight, a student **or employee** may request an exception to this College's No Pet Policy utilizing the procedures outlined in the EWC Process for Applying for (ESA) **or (SA)**. The ~~student individual~~ must annually request and register the (ESA) with the ~~Residence Life Counseling and Disability Services Office~~.

To ensure the safety of students, community members, and employees, and to maintain and promote sanitary conditions, authorized animals or pets, whether on campus grounds or authorized to be in campus buildings, must be appropriately restrained and controlled. Service animals must wear gear that identifies them as a (SA).

References: ~~Title I, II and III of the Americans with Disabilities Act of 1990, as amended; Fair Housing Act (FHA); and Section 504 of the Rehabilitation Act.~~

Original Adoption Date: 2/6/07

Revision Date(s): 2/11/14, 10/10/17{RN), 11/14/17

Date reviewed, no change:

(Proposed New Number and Policy)

Policy Title: Data Protection Privacy Notice

Policy Number: 7.9

Purpose: The College, as a public community college that welcomes students of all backgrounds, shall adhere to the European Union’s General Data Protection Regulation (GDPR) requirements with respect to the collection, use, storage, and disclosure of personal information associated with activities related to employees, students, alumni, applicants, and other consumers of the College. This includes personal information covered by the European Union’s General Data Protection Regulation (GDPR) for individuals who are located in the European Union, or the additional countries located in the European Economic Area (EEA).

References: European Union’s General Data Protection Regulation (GDPR)

Original Adoption Date:

Date(s) Amended:

Date(s) reviewed, no change:

GEAR UP- Chelsea Ballard

Successes for the GEAR UP Grant Year 7 period of 9/26/23-9/25/24.

- Director developed onboarding checklist for new full-time positions within the department.
- Director developed a detailed staffing plan and training binders for the department.
- GEAR UP Director started in June 2023 and office became fully staffed with two Program Coordinators and an Administrative Specialist by December 2023.
- Served 370 students which is 105% of the grant requirement of serving 350 students.
 - In the previous six years of the grant, GEAR UP has never met this requirement of serving 350 students, which is the primary objective of the grant.
- 3,718 hours have been spent serving those 370 students.
- Enrolled 149 new students into GEAR UP.
- Started GEAR UP services at 6 additional schools in the service area.
- Met all requirements of the corrective action plan issued by University of Wyoming GEAR UP for 2023-2024 due to previous poor performance over the prior six years of the grant. GEAR UP has dropped off the corrective action plan for ongoing grant years.
 - By December 15, 2023 – serve a minimum of 215 students
 - Achieved requirement prior to 12/5/23
 - By March 31- serve a minimum of 315 students
 - Achieved requirement 3/1/24.
 - By June 30- 350 students must be served.
 - Achieved requirement 4/29/24.
- 100% pass rate on three separate audits conducted by University of Wyoming GEAR UP office on student files and documentation requirements.
- Served 47% of parents and/or guardians with financial aid counseling services which surpassed the grant requirement of 45%.
 - This grant requirement was only achieved in Year 1 of the grant in 2018-2019 year.

Goals for the future

- Recruit more GEAR UP students to attend EWC as incoming freshman via a solid pipeline for Admissions.
 - 2023-2024 year offered 3 GEAR UP students as EWC freshman
 - 2024-2025 year is starting out with 5 GEAR UP students entering EWC as freshman.
- Increase FAFSA completion rates of GEAR UP students. Due to changes in FAFSA for the 2023-2024, GEAR UP faced challenges in assisting at-risk families in completing the “better FAFSA” this year.
 - Grant requirement is 60% of GEAR UP seniors who receive services complete their FAFSA.
 - Currently FAFSA completion is at 42%
 - Statewide average FAFSA completion is 29.5%
- Serve 350 students prior to December 2024 to meet grant objective ahead of time.
- Recruit “rising 7th graders” who are currently 6th graders in order to offset seniors who are graduating to maintain enrollment numbers.