



## **EWC Board of Trustees Work Session**

Eastern Wyoming College  
EWC Dolores Kaufman Boardroom  
7-9-2024, 4:00pm

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<b>I. Call the Work Session to Order: Chairman Van Mark</b>	
<b>II. Approval of the July 9, 2024 Work Session Agenda.</b>	
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<b>IV. Presentation of the Final Fiscal Year 2025 Budget: CFO, Mr. Kwin Wilkes</b>	
Fiscal Year 2025 Budget book will be hand carried to the meeting.	
<b>V. EWC's proposal to the EPA for a Brownfields Job Training Grant: Ms. Amber Holen</b>	
The grant awards \$500,000 over 5 years, and therefore creates a significant commitment on EWC's behalf, if awarded. Per EWC Policy 6.5.1 # 4. [...] the College President presents the application to the Board either as an action item or as an information item pursuant to the Policy Title entitled Grant Application Submittal Policy.	
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# EWC Board of Trustees Work Session/Retreat

## Minutes

Eastern Wyoming College  
Tuesday, June 11, 2024 at 4:00 PM MDT

### Attendance

#### Present:

Members: Randy Adams, Bob Baumgartner, Doug Mercer, Katherine Patrick, Kurt Sittner, Jackie VanMark

#### Absent:

Members: Rick Vonburg, Jim Willox

- I. Chairman Van Mark called the Work Session/Retreat to order.
- II. Approval of the June 11, 2024 Work Session/Retreat Agenda.

#### **Motion to approve the June 11, 2024 Work Session/Retreat Agenda:**

Motion moved by Randy Adams and motion seconded by Doug Mercer.

- III. Approval of the May 14, 2024 Work Session Minutes.

#### **Motion to approve the May 14, 2024 Work Session Minutes:**

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

- IV. Gray.di Presentation on Data-Rich and Data-Informed Decisions

Mr. David Pearce and Mr. Robert Atkins from Gray.DI presented information on developing program evaluation management software that empowers higher education. Gray DI clients have the tools and knowledge to make data-informed decisions and develop successful long-term strategies in academic program management. Gray.DI is a system that syncs with Colleague functions.

- V. EWC Board Of Trustees Goal Setting for the President: Dr. Jeffry Hawes

Dr. Hawes presented a PowerPoint presentation on the EWC Mission and Vision statement, Strategic Goals, and private sector grant development opportunities. He also shared his memos regarding the goals of the president previously discussed in August last year. The Trustees will be receiving data information on each of our programs. The information will also address the profit and loss statements on each program.

- VI. Adjournment

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Jackie Van Mark, Chairman

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Randy Adams, Secretary

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Sally Watson, Executive Assistant

## MEMORANDUM

**TO:** Chairman Baumgartner

**FROM:** Dr. Jeffrey Hawes, President

**DATE:** August 8, 2023

**SUBJECT:** Goals for the President of EWC for FY24, FY25 & FY26

### **Growth Metrics**

1) Grant Development:

- Minimum of \$2 million for FY24 with 10% Overhead average.
- Minimum of \$3 million for FY25 with 10% Overhead average.
- Minimum of \$4 million for FY26 with 10% Overhead average.

2) Enrollment increase based on three-year average from the prior three fiscal years.:

- Minimum of 2% increase in credit hour generation for FY24.
- Minimum of 3.5% increase in credit hour generation for FY25.
- Minimum of 5% increase in credit hour generation for FY26.

### **Compliance Metrics**

1) USDOE Compliance:

- Board Policy alignment with statutory requirements to be completed by the end of FY26.  
(Includes IT with major findings in program review.)
- Administrative Regulation and Manual alignment with statutory requirements to be completed by the end of FY26.
- Removal from HCM2 status with USDOE to be completed by the end of FY26.

2) Maintenance of State Board Approval and Accreditation Status:

- Eastern Wyoming College (Higher Learning Commission)
- Nursing (State Board of Nursing & Accreditation Commission for Education in Nursing)
- Veterinary Technology (AVMA Committee on Veterinary Technician Education and Activities)
- Cosmetology (State Board of Cosmetology)
- Barbering (State Board of Barbering)

3) Provide solutions to improved management both fiscally to the College and in quality of service to the students for the following areas.

- Academic Services
- Student Services
- Business Office Services
- IT Services
- Athletics
- Food Service
- Dormitories

## MEMORANDUM

**TO:** Chairman Baumgartner  
**FROM:** Dr. Jeffrey Hawes, President  
**DATE:** August 7, 2023  
**SUBJECT:** Alignment of 2001-2005 Strategic Plan with Persistence, Retention & Graduation Rates

Aligning a college's strategic plan with persistence, retention, and graduation rates is crucial for several reasons. These metrics are directly related to the success and effectiveness of the institution in fulfilling its mission and goals. Here are some rationales for why this alignment is essential:

1. **Student Success:** The primary purpose of any college is to promote student success and enable students to achieve their academic and career goals. By focusing on improving persistence, retention, and graduation rates, the institution ensures that students have a higher chance of completing their degrees and obtaining the knowledge and skills they need to thrive in their chosen fields.
2. **Quality of Education:** Higher persistence, retention, and graduation rates often indicate that students are satisfied with the quality of education and support services provided by the college. It reflects the effectiveness of teaching methods, curriculum design, and the overall learning environment. By aligning the strategic plan with these rates, the college can continuously work towards enhancing its academic programs and services.
3. **Resource Utilization:** High dropout rates and low graduation rates can lead to inefficient use of resources. When students leave the college before completing their degrees, the investments made in their education do not yield the expected returns. By prioritizing persistence and retention, the college optimizes its resource allocation and ensures that the investments made in student success are maximized.
4. **Reputation and Rankings:** Colleges with high graduation rates and strong student success indicators tend to enjoy a positive reputation and higher rankings. This reputation can attract more students, faculty, and funding opportunities, further strengthening the institution's ability to fulfill its mission.
5. **Financial Sustainability:** Improved persistence and graduation rates can positively impact the college's financial sustainability. Higher graduation rates mean a larger pool of alumni who are likely to contribute to the institution through donations and other forms of support. Financial stability is vital for the long-term viability of the college and its ability to invest in academic and campus improvements.
6. **Accreditation and Accountability:** Many accrediting bodies and funding agencies place emphasis on student success metrics as indicators of institutional effectiveness. By aligning the strategic plan with persistence, retention, and graduation rates, the college demonstrates its commitment to accountability and continuous improvement to stakeholders and regulatory bodies.
7. **Equity and Access:** Focusing on persistence, retention, and graduation rates also highlights the college's commitment to promoting equity and access in higher education. By identifying and addressing barriers to student success, such as financial challenges, academic support, or campus climate, the institution can work towards ensuring that all students, regardless of background, have an equal opportunity to thrive academically.

Overall, aligning the strategic plan with persistence, retention, and graduation rates demonstrates the college's dedication to its students' success, effective resource management, accountability, and continuous improvement, all of which are essential for maintaining a thriving and reputable institution.

## MEMORANDUM

**TO:** Chairman Van Mark

**FROM:** Dr. Jeffrey Hawes, President

**DATE:** July 9, 2024

**SUBJECT:** Goals for the President of EWC for FY25, FY26 & FY27

In 2008, EWC was recognized by Community College Week as one of the fastest growing public two-year colleges in the U.S. Over the past 12 years, EWC has witnessed a continuous decline in enrollment. I believe the goals below will provide focus and clarity on returning the college to a growth mind set and to improve our impact on our students and community.

### Growth Metrics

- 1) Grant Development:
  - Minimum of \$3 million for FY25 with 10% Overhead average.
  - Minimum of \$4 million for FY26 with 10% Overhead average.
  - Minimum of \$5 million for FY27 with 10% Overhead average.
  
- 2) Enrollment increase based on three-year average from the prior three fiscal years:
  - Minimum of 3.5% increase in credit hour generation for FY25.
  - Minimum of 5% increase in credit hour generation for FY26.
  - Minimum of 5% increase in credit hour generation for FY27.
  
- 3) Raise \$1 million for the College Matching Funds Program.
  - Raise funds up to \$500,000 for the Douglas Campus by June 30, 2027.
  - Raise funds up to \$500,000 for the Torrington Campus by June 30, 2027.

### Compliance Metrics

- 1) USDOE Compliance:
  - Board Policy alignment with statutory requirements to be completed by the end of FY26. (Includes IT with major findings in program review.)
  - Administrative Regulation and Manual alignment with statutory requirements to be completed by the end of FY26.
  - Removal from HCM2 status with USDOE to be completed by the end of FY26.
  
- 2) Maintenance of State Board Approval and Accreditation Status:
  - Eastern Wyoming College (Higher Learning Commission)
  - Nursing (State Board of Nursing & Accreditation Commission for Education in Nursing)
  - Veterinary Technology (AVMA Committee on Veterinary Technician Education and Activities)
  - Cosmetology (State Board of Cosmetology)
  - Barbering (State Board of Barbering)
  
- 3) Provide solutions to improved management both fiscally to the College and in quality of service to the students for the following areas.
  - Academic Services
  - Student Services
  - Business Office Services
  - IT Services
  - Athletics
  - Food Service
  - Dormitories