



EWC Board of Trustees Meeting Minutes

Eastern Wyoming College
Tuesday, June 11, 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

Absent:

Members: Rick Vonburg, Jim Willox

I. Chairman Van Mark called the meeting to order.

II. Approval of the June 11, 2024 meeting agenda.

Motion to approve of the June 11, 2024 meeting agenda:

Motion moved by Bob Baumgartner and motion seconded by Randy Adams. Motion passed.

III. Introductions

None

IV. Public Comment

None

V. Department Updates

A. WIP Ag Grant Update: Mr. Martin Winchell

Mr. Winchell presented information on the WIP Agriculture Grant and the partnership with SAREC. The Ag department is currently looking at 3 open positions; an Agronomist instructor, Agriculture Business instructor, and an Admissions Recruitment position.

A 20-member advisory board has been formulated representing various sectors. Additionally, Mr. Winchell discussed the public Board's initiative to strengthen the partnership between community colleges and the University of Wyoming, addressing the low number of students from Wyoming attending the University's four-year program. This is a significant issue for economic development, as it leads to a lack of qualified workforce. There is a gap between the industry needs and EWC's offerings, and the need to manage student expectations. Mr. Winchell stated the option to require internships to give students hands-on experience was discussed; as industry is challenged trying to fill open internship positions. EWC's needs to improve their branding and desirability for prospective students.

B. Financial Report: CFO, Mr. Kwin Wilkes

Mr. Wilkes presented information on the May monthly financial report which provides an unaudited update regarding revenues and expenditures for the operational and auxiliary funds from May 1, 2024 to May 31, 2024.

C. President's Report: Dr. Jeffry Hawes

Dr. Hawes presented information on the College Mission, Vision, and Strategic Plan. The College is reviewing these statements and the development of a new strategic plan for the next five years. He emphasized the importance of aligning the College's efforts with its mission and vision, and the ongoing work to address areas for improvement, particularly in transfer programs. Dr. Hawes expressed the importance of clear and transparent processes, and the need to diversify revenue streams for sustainability.

VI. Consent Agenda Approval

Motion to approve the Consent Agenda, which included:

- The May 14, 2024 meeting minutes.
- The resignation of Dr. Monica Teichert.

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

VII. Consideration of New Business - Action Items

A. Approval of the May 2024 Expenditure Report.

Motion to approve the May 2024 Expenditure Report:

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

B. Approval of the WIP Phase II for Precision Agriculture Grant expenditure for an Ag Center Pivot Irrigation System, not to exceed \$90,000.

Successful Bidder: Deines Irrigation - 2024 Reinke Pivot, Model E2065-G/57"
Funds provided by WIP Phase II Grant.

Motion to approve the WIP Phase II for Precision Agriculture Grant expenditure for an Ag Center Pivot Irrigation System, not to exceed \$90,000:

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

C. Approval of the WIP Phase II for Precision Agriculture Grant expenditure for an Ag Utility Vehicle, not to exceed \$50,000.

Successful Bidder: 21st Century Equipment LLC - 2024 John Deere Gator
Funds provided by WIP Phase II Grant.

Motion to approve the WIP Phase II for Precision Agriculture Grant expenditure for an Ag Utility Vehicle, not to exceed \$50,000:

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

D. Approval of a 2% Raise for Employees for Fiscal Year 2025.

Discussion:

Trustee Adams questioned why the raise was 2% and could it be 3%. He stated the increases to salaries have made a positive impact on recruiting qualified employees and made us more competitive.

Dr. Hawes expressed the possibility of increasing efficiency from the employees with this raise and examining an increase could be considered at a later date. Mr. Korell stated at this point, the College needs to be a little conservative. This raise recognizes the cost of living and feels we are staying competitive. If we receive additional monies such as HERF and ERC, we could visit this option in the fall.

Ms. Afdahl stated the staff appreciate the continual look at salaries on a yearly basis and feels the 2% is going to be well received.

Dr. Farley agreed with Ms. Afdahl that reviewing this annually is appreciated and is important to keep our salaries competitive in the market.

Motion to approve a 2% Raise for Employees for Fiscal Year 2025:

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

E. Approval of the EWC President's Contract: Ms. Dami Metzler, Attorney

Attorney Metzler stated this is an amendment to Dr. Hawes previously approved contract.

Motion to approve the EWC President's Contract:

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

F. Approval of the Facility Usage Contract with Goshen County Fair Association for use of the facility for rodeo practices and College Rodeo.

Mr. Korell explained the current contract has increased from last year due to additional facility use. The Fair Association is working with the College on additional hours. If EWC were to possibly build a new arena at this time, it could result in a ten to twelve million dollar expense. He feels the Fair Association contract is fair and reasonable. Upgrades to the sound system and facility painting are scheduled this year.

Motion to approve the Facility Usage Contract with Goshen County Fair Association for use of the facility for rodeo practices and College Rodeo:

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

G. Approval of Honored Retiree Status for Mr. Tom Andersen for 17 Years of Service.

The Leadership Team voted to approve this with 2/3 majority vote.

Motion to approve the Honored Retiree Status for Mr. Tom Andersen for 17 Years of Service:

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

- H. Addendum Approval of the purchase of two SUVs, not to exceed \$130,000.

Motion to approve the purchase of two SUVs, not to exceed \$130,000:

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

- I. Addendum Approval to Refund Go Goshen \$34, 727.93 for the Grant Writer Support

Motion to approve the Refund to Go Goshen for \$34, 727.93 for the Grant Writer Support:

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

VIII. Board Policy Review and Approval

- A. First Reading of Board Policy 1.1 College Board Purpose

Motion to approve the First Reading of Board Policy 1.1 College Board Purpose:

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

- B. First Reading of Board Policy 2.3 Serious Infectious Illness

Motion to approve the First Reading of Board Policy 2.3 Serious Infectious Illness:

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

- C. First Reading of New Board Policy 2.18 Alcohol and Controlled Substance Free Campus (new number)

Motion to approve the First Reading of New Board Policy 2.18 Alcohol and Controlled Substance Free Campus (new number):

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

- D. First Reading of Board Policy 3.0 Equal Employment Opportunity Statement

Motion to approve the First Reading of Board Policy 3.0 Equal Employment Opportunity Statement:

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

- E. First Reading of Board Policy 3.1 Nondiscrimination on Basis of Disability

Motion to approve the First Reading of Board Policy 3.1 Nondiscrimination on Basis of Disability:

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

- F. First Reading of Board Policy 3.5 Employment

Motion to approve the First Reading of Board Policy 3.5 Employment:

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

- G. First Reading of Board Policy 3.12 Sexual Harrassment

Motion to approve First Reading of Board Policy 3.12 Sexual Harrassment:

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

- H. First Reading of Board Policy 5.4 Credit Classes for Seniors

Reviewed, no changes.

Motion to approve the First Reading of Board Policy 5.4 Credit Classes for Seniors:

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

- I. First Reading of Board Policy 5.5 Faculty Research Involving Student Records

Motion to approve the First Reading of Board Policy 5.5 Faculty Research Involving Student Records:

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

- J. First Reading of Board Policy 5.9 Admission of International Students

Motion to approve the First Reading of Board Policy 5.9 Admission of International Students:

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

- K. First Reading of Board Policy 5.15 Reasonable Accomodations for Students with Disabilities

Motion to approve the First Reading of Board Policy 5.15 Reasonable Accommodations for Students with Disabilities:

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

L. First Reading of Board Policy 6.11 Animals or Pets on Campus

Discussion:

Ms. Afdahl stated these animals must be domesticated. Our Resident Life Director recently participated in a webinar pertaining to Animals on Campus, which provided excellent information. Emotional Support Animals (ESA) can be other domesticated animals. Attorney Metzler will examine this policy on further guidance and restrictions, and will report back to the Board.

Motion to approve the First Reading of Board Policy 6.11 Animals or Pets on Campus:

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

M. First Reading of Board Policy 7.9 Data Protection Privacy Notice (New Policy)

Motion to approve the First Reading of Board Policy 7.9 Data Protection Privacy Notice:

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

IX. Trustee Topics

None

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

To consider appointments, wages, terms, negotiations, and employee evaluations as authorized by W.S. 16-4-405 (a)(ii)(x).

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


Motion moved by Randy Adams and motion seconded by Bob Baumgartner.
Motion passed.

XI. Adjourn Executive Session.

No actions took place after Executive Session.



Jackie Van Mark, Chairman



Randy Adams, Secretary



Sally Watson, Executive Assistant