



EWC Board of Trustees Meeting Minutes

Eastern Wyoming College

Tuesday, July 9, 2024 at 5:45 PM MDT

@ EWC Dolores Kaufman Board Room

Attendance

Present:

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

I. Chairman Van Mark called the meeting to order.

II. Approve the July 9, 2024 Meeting Agenda.

Motion to approve the July 9, 2024 Meeting Agenda and Addendum:

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

III. History Field Experience Trip Presentation: Ms. Ellen Creagar and Students

Ellen Creagar and students, Aidyn Saucedo, Mckenzie Schwartzkof, Haley Smith and Teal Deen presented a PowerPoint presentation from a study trip to ancient and modern Puebloan communities in Colorado and New Mexico. The students shared their experiences and presented brochures about the sites they visited. The group also visited the Aztec ruins in New Mexico.

IV. Public Hearing for Fiscal Year 2025 College Budget: CFO - Mr. Kwin Wilkes

A Public Hearing was held for the Fiscal Year 2025 College Budget.

V. Introductions

VP for Administrative Services, Mr. Patrick Korell, presented information on the resignations and new employees. He also introduced Mr. Bill Engel, the new Men's Head Basketball Coach and Interim Athletic Director. Mr. Engel emphasized building a program focused on personal growth, academics, coachability, and perseverance.

VP Korell will be evaluating the impact of new federal regulations on staff salaries by January 1, 2025.

VI. Public Comment

None

VII. Department Updates

A. President's Report: Dr. Jeffrey Hawes

Dr. Hawes is attending a conference in Montana. During one of his sessions, it was noted by January 1, 2025, colleges must meet a medium salary, or start paying overtime, which will impact all colleges.

The College received an extension for the HLC report; July will be the submittal date. By May of 2025, a new strategic plan will be submitted.

HEERF funds: HEERF Funds were set aside to deal with directives. The College received resources for student and institutional support. There will be some changes recommended to the Board on how the College thinks about the future in budgeting and planning revenue generation.

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

CFO Wilkes presented the June monthly financial report which provided an unaudited update regarding revenues and expenditures for the operational and auxiliary funds from June 1, 2024 to June 30, 2024.

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

Motion to approve the Consent Agenda for the following items:

1. June 11, 2024 Meeting Minutes.
2. Chose not to sign contract for FY25 - Jennifer Boxberger, Associate Professor of Nursing
3. Resignation of Roger Humphrey, Director of Research, Planning & Institutional Effectiveness, as of May 24, 2024
4. Resignation of William McCullum, Athletic Director
5. Resignation of Paige Miller, Livestock Judging Coach
6. Resignation of Kimberly Russell, Outreach & Perkins Grant Coordinator, as of August 30, 2024
7. Chose not to sign contract for FY25 - Monte Stokes, Professor of Agriculture

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

IX. **Consideration of New Business - Action Items**

A. **Approve the June 2024 Expenditure Report.**

Motion to approve the June 2024 Expenditure Report:

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

B. **Approve the Final Fiscal Year 2025 College Budget.**

Motion to approve the Final Fiscal Year 2025 College Budget:

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

C. **Approve the Fiscal Year 2024 Transfers of Unexpended and Unencumbered Appropriations and Requested Budget Authority Increases.**

- Pursuant to W.S. 16-4-112 and W.S. 16-4-113, a public hearing was held on June 28, 2024, to consider and take comments on the proposed fiscal year 2024 budget program transfers and budget authority increases as outlined on page 10 of the Board Packet. No comments from the public were offered during the hearing. The Unrestricted Operating Fund was increased by \$490,520 to balance the revenues and expenses. It was necessary to transfer \$2,795 to Public Service to cover Community Ed contracted services for the fiscal year. Funds were also transferred to Institutional Support (\$357,746) to cover contracted services for the use of IT and Financial Aid consultants. It was also necessary to transfer funds to Operations & Maintenance to cover increased costs tied to Sodexo for facilities management. Funds were transferred from Instruction (\$106,786), Academic Computer Support (\$35,000), Athletic Director (\$34,046) Scholarships ((\$69,448) and \$486,970 of unanticipated surplus State Appropriations to cover these increased costs.
- Within the Restricted Fund budget, it was necessary to transfer (\$75,000) to INBRE, (\$707,844) to Instructional accounts and (\$38,000) to Institutional Support to cover shortages. Within the Unrestricted Auxiliary Fund, (\$20,000) was transferred from Food Service and (\$25,000) from Student Center to Housing (\$39,931) and Motor Pool (\$37,750) to cover shortages tied to repair costs.

Motion to approve the Fiscal Year 2024 Transfers of Unexpended and Unencumbered Appropriations and Requested Budget Authority Increases:

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

- D. Approve the President's July 9, 2024 Goals for FY25, FY26 and FY27.

Motion to approve the President's July 9, 2024 Goals for FY25, FY26 and FY27:

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

- E. Approve the EWC Rodeo Club to purchase/lease 50 head of calves, not to exceed \$40,000.

Rodeo Coach, Mr. Peterson, explained the necessary change to ensure the health and availability of cattle for practice purposes. He further discussed the rising costs in the livestock industry and the measures taken to manage these, such as outsourcing steers from a new supplier and considering an annual replacement of steers.

Lastly, Mr. Peterson recapped the team's performance over the past year and stated several of the Rodeo team members were on the Deans list and President's Honor Roll.

Motion to approve the EWC Rodeo Club to purchase/lease 50 head of calves, not to exceed \$40,000:

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

- F. Approve the EWC Rodeo Club to purchase and/or rent roping steers.

Motion to approve the EWC Rodeo Club to purchase and/or rent roping steers:

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

- G. Approve a Veteran Services Coordinator, with \$25,000 funds provided by the EWC Foundation.

Motion to approve a Veteran Services Coordinator, with \$25,000 funds provided by the EWC Foundation:

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

- H. Approve the position of Alumni and Communications Coordinator, with \$56,500 funds provided by the EWC Foundation.

It was noted the College will provide benefits to this position.

Motion to approve an Alumni and Communications Coordinator, with \$56,500 funds provided by the EWC Foundation:

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

- X. Board Policy First Reading Review and Approval

- A. Board Policy 4.7 Basic Skills Assessment

Motion to approve the First Reading for Board Policy 4.7 Basic Skills Assessment:

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

- B. Board Policy 5.10 Club Sponsorship (REPEAL)

Motion to approve the First Reading of Board Policy 5.10 Club Sponsorship (recommended to Repeal):

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

- XI. Board Policy Final Reading Review and Approval

- A. Approve the Final Reading for Board Policy 1.2 College Board Meeting

Motion to approve the Final Reading for Board Policy 1.2 College Board Meeting:

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

- B. Approve the Final Reading for Board Policy 1.3 Election and Duties of the Board

Motion to approve the Final Reading for Board Policy 1.3 Election and Duties of the Board:

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

- C. Approve the Final Reading for Board Policy 1.5 Deposit and Payment of College Funds

Motion to approve the Final Reading for Board Policy 1.5 Deposit and Payment of College Funds:

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

- D. Approve the Final Reading for Board Policy 1.8 Adoption of Administrative Regulations

Motion to approve the Final Reading for Board Policy 1.8 Adoption of Administrative Regulations:

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

- E. Approve the Final Reading for Board Policy 4.1 Academic Program Compliance

Motion to approve the Final Reading for Board Policy 4.1 Academic Program Compliance:

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

- F. Approve the Final Reading for Board Policy 4.4 Transfer Credit

Motion to approve the Final Reading for Board Policy 4.4 Transfer Credit:

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

- G. Approve the Final Reading for Board Policy 4.5 Academic Calendar Development.

Motion to approve the Final Reading for Board Policy 4.5 Academic Calendar Development :

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

- H. Approve the Final Reading for Board Policy 4.6 Assessment of Student Learning-Curricular and Co-Curricular.

Motion to approve the Final Reading for Board Policy 4.6 Assessment of Student Learning-Curricular and Co-Curricular:

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

XII. Addendum Approvals

- A. Approve the ratification of the EWC expansion contract with the Architect, Arete Design Group, LLC.

Motion to approve the ratification of the EWC expansion contract with the Architect, Arete Design Group:

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

- B. Approve Mr. Bill Engel to the position of Head Men's Basketball Coach / Athletic Director.

Motion to approve Mr. Bill Engel to the position of Head Men's Basketball Coach / Athletic Director:

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

- C. Approve Mr. Pascal Demmers to the position of Infrastructure Engineer for the IT Department.

Motion to approve Mr. Pascal Demmers to the position of Infrastructure Engineer for the IT Department:

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

- D. Approve Mr. Robert Greenwald to the position of Assistant Professor of Agronomy.

Motion to approve Mr. Robert Greenwald to the position of Assistant Professor of Agronomy:

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

- E. Approve Ms. Katlyn Rosas to the position of Admissions Representative, Agriculture.

Motion to approve Ms. Katlyn Rosas to the position of Admissions Representative, Agriculture:

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

- F. Approve Mr. Ryan Tompkins to the position of Admissions Representative, Tourism/Cultural Arts.

Motion to approve Mr. Ryan Tompkins to the position of Admissions Representative, Tourism/Cultural Arts:

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

- G. Approve Ms. Kerry Carr to the position of Medical Assistant Program Director.

Motion to approve Ms. Kerry Carr to the position of Medical Assistant Program Director:

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

- H. Approve a new position for the Foundation, Alumni and Communication Coordinator. This position will be funded by the EWC Foundation.

Motion to approve a new position for the Foundation, Alumni and Communication Coordinator. This position will be funded by the EWC Foundation :

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

XIII. Trustee Topics - Important Election Information for the Board of Trustees: August 7 through August 26, 2024

Chairman Van Mark reminded the Trustees about the upcoming election and the Trustees whose terms will be expiring and up for reelection in 2024:

- Randy Adams - 2024
- Bob Baumgartner - 2024
- Katherine Patrick (2 Year) - 2024
- Kurt Sittner - 2024

XIV. Executive Session

- A. Approve to adjourn into Executive Session, Wyo. Stat § 16-4-405(a)(vii).

To consider real estate as authorized by Wyo. Stat. § 16-4-405(vii).

- B. Addendum: Additional Executive Session Topic, Wyo. Stat. § 16-4-405 (a)(iii)

To consider potential litigation as authorized by Wyo. Stat. § 16-4-405 (a)(iii).

Motion to adjourn into Executive Session:

Trustee Baumgartner noted his motion included allowing Trustee Willox to join in the Executive Session.

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

XV. Meeting Adjourned.

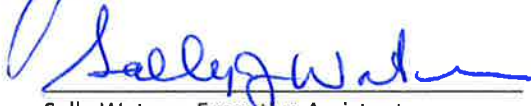
No actions took place after Executive Session.



Jackie Van Mark, Chairman



Randy Adams, Secretary



Sally Watson, Executive Assistant