



EWC Board of Trustees Meeting

Eastern Wyoming College
EWC Dolores Kaufman Board Room
Aug. 13, 2024

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B. Approval to purchase a Ford Explorer-Active, not to exceed \$50,000 from

Laramie Peak Motors.

Paid for by the WIP Tourism grant.

C. Approval of Andrew Lincowski to the position of Professor of Mathematics /

Assessment Data Analysis.

D. Approval of Kayla Linard to the position of Associate of Professor of Nursing at the Douglas Campus.

E. Approval of Kasey Powell to the position of Nursing Director.

F. Approval of Gail Bowers to the position of Director of Admissions and Enrollment Management.

G. Approval of 2 new positions that include Dean of Transfer and Dean of Career and Technical Education.

Both positions will report to the Dean of Academic Services on the Org. Structure. Only one position will be funded FY25.

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Interoffice Memo

To: Dr. Jeffrey Hawes, President

From: Kwin Wilkes, Chief Financial Officer

Date: August 6, 2024

Cc: Ms. Karen Parriott, Business Office Director

Re: Monthly Financial Report

REVENUES:

The original FY-2025 operational fund revenue budget total is \$18,362,567, as adopted on July 9, 2024. In FY-2025, we have recognized \$3,715,747 in revenue representing 20% of the approved budget, which is largely made up of state aid in the amount of 2,436,451. Overall, operational fund revenue is 123% higher than last fiscal year due to the fact that there was a delay in the receipt of State funds a year ago. Tuition and fee collections are \$1,259,769, which comes to 31% 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 \$908,653 which is 31% of the amount budgeted. In-district fees are \$155,400. This is 39% of the amount budgeted. Outreach fees are \$23,858, which is 17% of the amount budgeted. Non-credit tuition is \$22,066. This is 22% of the amount budgeted.

Auxiliary Fund revenue recognized to date is \$1,374,442 or 71% of the approved budget. Food service and conference center revenues are \$293,706 or 51% of the budget recorded at the end of this reporting period. Food service and conference center revenues are 95% higher than last year. Housing revenue is \$387,494 which is 75% higher than the previous year and 62% 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, \$1,529,932 or 8% of the operational fund budget was expended. Salaries and benefits account for \$453,103 or 30% of the total

expended and current and capital expenditures are \$1,076,829 or 70% of the total amount expended. Last year's salaries and benefits, and current and capital expenditures totaled \$424,930 (64%) and \$424,930 (37%) respectively. Salaries and benefits spending is 7% higher than last year. Capital expenditures are substantially higher than last year. Overall, operational fund spending is 129% higher than last year.

Within the Auxiliary Fund, \$257,654 or 13% of the budget was spent in the current period and is substantially higher than last year.

INVESTMENTS:

Cash on hand in various demand accounts at the end of this period total \$10.8 million. Of this total, \$4,032,800 is being held in the Operating Fund checking account, earning a 2.50% fixed interest rate, which was effective 2/15/2023. EWC has three certificates of deposit of \$500,000 each at Platte Valley Bank that earn 4.98% and mature on 11/7/2024. EWC also has another 3 certificates of deposit of \$500,000 each at Platte Valley Bank earning 4.96%. These mature on 11/2/2024. A final certificate of deposit for \$1 million is being held at Points West Community Bank earning 4.95%. This CD matures on 10/12/2024. Currently, EWC has a total of \$4M in certificates of deposit. The six-month average market interest rate paid by WYOSTAR is 4.40%. The credit card sales repository account has a balance of \$26,897.28. Restricted repairs and maintenance funds for the Torrington campus total \$958,323 and cash reserves for the payment of CTEC and ATEC general obligation bonds held by Goshen County are \$1,534,515.02.

EWC has Excellence in Higher Education Endowment (EHEE) funds in the amount of \$725,941 (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 \$94,169.81. 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.

OTHER FINANCIAL AND RELATED MATTERS:

We have started working with the auditors at MHP for the FY24 audits for the College, Foundation and Eastern Wyoming BOCES.

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

REVENUE	FY-25 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT COLLECTED	PRIOR YEAR COLLECTIONS	VARIANCE PRIOR YEAR
State Appropriation	11,300,926	2,436,451	(8,864,475)	21.56%	371,905	555.13%
Local Revenue						
Mill Levy	1,178,633	-	(1,178,633)	0.00%	34,242	
Motor Vehicle Fees	181,056	-	(181,056)	0.00%	-	
Total Local Revenue	1,359,689	-	(1,359,689)	0.00%	34,242	-100.00%
Institutional Revenue						
In-District Tuition	800,731	311,759	(488,972)		325,815	
Out of District Tuition	564,701	129,465	(435,236)		140,280	
Out of State Tuition	232,589	160,020	(72,569)		116,235	
WUE Tuition	584,131	305,414	(278,717)		321,530	
Concurrent Tuition	742,844	1,995	(740,849)		9,345	
Total Credit Tuition	2,924,996	908,653	(2,016,343)	31.07%	913,205	-0.50%
Continuing Education	15,000	-	(15,000)		-	
Community Services	86,802	22,066	(64,736)		12,264	
Total Non-Credit Tuition	101,802	22,066	(79,736)	21.68%	12,264	79.92%
Course Fees	169,785	57,985	(111,800)	34.15%	61,435	
In-District Fees	399,382	155,400	(243,982)	38.91%	161,550	
Technology Fee	185,297	53,352	(131,945)	28.79%	55,456	
Outreach Fees	137,651	23,858	(113,793)	17.33%	27,688	
Sales and Services Income	172,112	38,455	(133,657)	22.34%	24,537	
Total Fee Income	1,064,227	329,050	(735,177)	30.92%	330,666	-0.49%
Total Tuition and Fees	4,091,025	1,259,769	(2,831,256)	30.79%	1,256,135	0.29%
Miscellaneous Income	90,650	1,217	(89,433)	1.34%	3,115	
Gate Receipts	2,300	-	(2,300)	0.00%	-	
Total Other Sources	92,950	1,217	(91,733)	1.31%	3,115	-60.93%
Total Institutional Revenue	4,183,975	1,260,986	(2,922,989)	30.14%	1,259,250	0.14%
Carryover	1,300,000	-	(1,300,000)	0.00%	-	
Investment Income	114,675	-	(114,675)	0.00%	-	
Gifts/Grants	103,302	18,310	(84,992)	17.72%	-	
Other Transfers	-	-	-		-	
Total Revenue	18,362,567	3,715,747	(14,646,820)	20.24%	1,665,397	123.11%

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

EXPENDITURES	FY-25 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT SPENT	PRIOR YEAR EXPENDITURES	VARIANCE PRIOR YEAR
Instruction						
Salaries	2,495,691	42,847	2,452,844	1.72%	41,338	
Benefits	1,262,863	12,657	1,250,206	1.00%	12,764	
Current Expenses	1,482,084	45,430	1,436,654	3.07%	4,241	
Capital Expenses	-	-	-		(38,001)	
Total	5,240,638	100,934	5,139,704	1.93%	20,342	396.19%
Public Service						
Salaries	63,802	3,395	60,407	5.32%	1,825	
Benefits	5,428	260	5,168	4.79%	140	
Current Expenses	7,975	3,934	4,041	49.33%	335	
Capital Expenses	-	-	-		-	
Total	77,205	7,589	69,616	9.83%	2,300	229.96%
Academic Support						
Salaries	507,513	38,932	468,581	7.67%	30,273	
Benefits	287,149	18,147	269,002	6.32%	16,116	
Current Expenses	318,250	34,577	283,673	10.86%	11,150	
Capital Expenses	-	-	-		-	
Total	1,112,912	91,656	1,021,256	8.24%	57,539	59.29%
Student Services						
Salaries	834,777	51,642	783,135	6.19%	47,316	
Benefits	401,743	26,486	375,257	6.59%	25,349	
Current Expenses	914,936	94,089	820,847	10.28%	47,550	
Capital Expenses	-	-	-		-	
Total	2,151,456	172,217	1,979,239	8.00%	120,215	43.26%
Institutional Support						
Salaries	1,699,373	130,458	1,568,915	7.68%	132,868	
Benefits	851,022	67,012	784,010	7.87%	61,978	
Current Expenses	2,107,087	159,776	1,947,311	7.58%	143,746	
Capital Expenses	-	-	-		-	
Total	4,657,482	357,246	4,300,236	7.67%	338,592	5.51%
Plant Operations						
Salaries	592,979	39,326	553,653	6.63%	36,518	
Benefits	350,990	21,941	329,049	6.25%	18,445	
Current Expenses	1,722,426	17,951	1,704,475	1.04%	70,114	
Capital Expenses	-	-	-		-	
Total	2,666,395	79,218	2,587,177	2.97%	125,077	-36.66%
Scholarships						
Current Expenses	1,511,930	27,830	1,484,100	1.84%	4,356	
Non-Mandatory Transfers						
Current Expenses	944,549	693,242	251,307	73.39%	-	
Total Expenditures	18,362,567	1,529,932	16,832,635	8.33%	668,421	128.89%

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

REVENUE	FY-25 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT COLLECTED	PRIOR YEAR COLLECTIONS	VARIANCE PRIOR YEAR
Food Service	447,187	293,706	(153,481)	65.68%	183,145	60.37%
Conference Center	127,404	-	(127,404)	0.00%	(32,209)	-100.00%
Residence Halls	628,172	387,494	(240,678)	61.69%	222,057	74.50%
Bookstores	12,499	-	(12,499)	0.00%	12,499	
Motor Pool - Buses	27,250	-	(27,250)	0.00%	-	
Total Revenue from Sales/Services	<u>1,242,512</u>	<u>681,200</u>	<u>(561,312)</u>	<u>54.82%</u>	<u>385,492</u>	<u>76.71%</u>
Transfers*	693,242	693,242	-	100.00%	279,699	147.85%
Total Revenue and Transfers	<u><u>1,935,754</u></u>	<u><u>1,374,442</u></u>	<u><u>(561,312)</u></u>	<u><u>71.00%</u></u>	<u><u>665,191</u></u>	<u><u>106.62%</u></u>

*Transfers

Food Service	320,037	320,037			108,092	
Conference Center	32,209	32,209			32,209	
Residence Halls	286,996	286,996			151,897	
Bookstores	42,000	42,000			(12,499)	
Motor Pool	12,000	12,000				
Total Transfers	<u>693,242</u>	<u>693,242</u>			<u>279,699</u>	

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

EXPENDITURES	FY-25 ADOPTED BUDGET	YEAR TO DATE	BUDGET VARIANCE	PERCENT SPENT	PRIOR YEAR EXPENDITURES	VARIANCE PRIOR YEAR
Food Services						
Salaries	182,277	3,005	179,272		234	
Benefits	132,437	754	131,683		57	
Current Expenses	452,510	161,483	291,027		103	
Capital Expenses	-	-	-		-	
Total	767,224	165,242	601,982	21.54%	394	41839.59%
Conference Center						
Salaries	20,790	-	20,790		-	
Benefits	-	-	-		-	
Current Expenses	138,823	4,060	134,763		-	
Capital Expenses	-	-	-		-	
Total	159,613	4,060	155,553	2.54%	-	
Housing						
Salaries	160,318	8,151	152,167		8,042	
Benefits	52,817	3,229	49,588		4,142	
Current Expenses	702,033	75,983	626,050		(1,592)	
Capital Expenses	-	-	-		-	
Total	915,168	87,363	827,805	9.55%	10,592	724.80%
Bookstores						
Salaries	-	-	-		-	
Benefits	-	-	-		-	
Current Expenses	54,499	-	-		-	
Capital Expenses	-	-	-		-	
Total	54,499	-	-		-	
Motor Pool - Buses						
Current Expenses	39,250	989	38,261		9	
Total	39,250	989	38,261	2.52%	9	10888.89%
Total Expenditures	1,935,754	257,654	1,623,601	13.31%	10,995	2243.37%

Fund Balance		as of 7/31/2024	
Fund 10	Operational Fund		
(Main Educational/Operating Fund)			
Balance	\$ 4,665,319.33		
Encumbered	\$ 160,054.34		
Fund 11	Optional Mill Levy Fund		
1 Mill assessed by Goshen County at Board's request.			
Balance	\$ 1,165,456.54		
Encumbered	\$ -		
Fund 12	Auxiliary Fund		
Cafeteria, Student Center, Housing, Bookstore and Motorpool			
Balance	\$ 1,350,220.98		
Encumbered	\$ -		
Fund 13	Flow Through Fund		
Student Fees, Technology Fees, Outreach Fees pass through this fund.			
Balance	\$ 232,718.00		
Encumbered	\$ -		
Fund 19	GASB Audit Accruals Fund		
Amount of liability for pension and other post employment benefits.			
Balance	\$ (18,115,419.57)		
Encumbered	\$ -		
Fund 22	Grant & Contracts/BOCES		
Restricted funds			
Balance	\$ 945,661.09		
Encumbered	\$ 127,416.72		
Fund 40	Endowment Fund		
College EC funds invested with EWC Foundation			
Balance	\$ 6,986,809.43		
Encumbered	\$ -		
Fund 60	Agency Fund		
Funds where EWC is the fiduciary (Student Clubs)			
Balance	\$ 53,111.43		
Encumbered	\$ -		
Fund 70	Unexpended Plant Fund		
Funds for new construction			
Balance	\$ 2,726,615.96		
Encumbered	\$ -		
Fund 71	Funds for Renewals & Replacements		
Funds for Maintenance and Repairs			
Balance	\$ 788,342.29		
Encumbered	\$ 93,149.90		
Fund 72	Funds for Retirement of Debt		
Funds to retire ATEC and CTEC GO Bonds			
Balance	\$ 1,895,148.09		
Encumbered	\$ -		
Fund 73	Investment in Plant		
Balance	\$ 43,514,023.17		
Encumbered	\$ -		



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

Payee Name	Check Number	Check Date	Item Description	Item GL Amount
Student Reimbursement	PV*0164862	7/12/2024	Room Deposit Return	150.00
Student Reimbursement	PV*0164815	7/5/2024	Refund Authorization	342.00
Student Reimbursement	PV*0164814	7/5/2024	Refund Authorization	739.00
Student Reimbursement	PV*0164917	7/30/2024	Refund Authorization	253.00
Student Reimbursement	PV*0164816	7/5/2024	Refund Authorization	687.00
Student Reimbursement	PV*0164863	7/12/2024	Fin Aid Refund	416.58
Student Reimbursement	PV*0164886	7/19/2024	Refund Authorization	40.00
Student Reimbursement	PV*0164886	7/19/2024	Refund Authorization	40.00
Student Reimbursement	PV*0164875	7/16/2024	Refund Authorization	1,049.00
Student Reimbursement	PV*0164875	7/16/2024	Refund Authorization	400.00
Student Reimbursement	PV*0164875	7/16/2024	Refund Authorization	400.00
Student Reimbursement	PV*0164887	7/19/2024	Refund Authorization	250.00
Student Reimbursement	PV*0164813	7/5/2024	Refund Authorization	380.00
Student Reimbursement	PV*0164918	7/30/2024	Refund Authorization	644.00
Student Reimbursement	PV*0164864	7/12/2024	Room Deposit Return	150.00
COAL CREEK LAW LLP	PV*0164866	7/16/2024	REVIEW AMEND FOR PRES	51.00
COAL CREEK LAW LLP	PV*0164866	7/16/2024	REVIEW AGENDA MTG MATERIALS	629.00
COAL CREEK LAW LLP	PV*0164866	7/16/2024	REVIEW DOCUMENTS FOR ANIMALS IN DORMS	51.00
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	WATER DELIVERED TO COSMO	9.35
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	WATER DELIVERED-FACULTY	26.05
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	WATER DELIVERED-ACADEMICS	18.70
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	WATER DELIVERED-TESTING	16.70
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	DISPENSER RENT	10.00
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	DISPENSER RENT	10.00
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	WATER DELIVERED-OUTREACH	16.70
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	DISPENSER RENT	12.50
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	WATER DELIVERED TO MAINT	26.05
CULLIGAN WATER CONDITIONING	PV*0164847	7/11/2024	WATER DELIVERED- GROUNDS	48.10
PRAISE WINDOWS	PV*0164858	7/11/2024	WINDOW CLEANING-TEBBET BLDG	850.00
PRAISE WINDOWS	PV*0164947	7/31/2024	CLEAN WINDOWS AT CTEC	800.00
OK WRECKING	PV*0164810	7/2/2024	STORAGE UNIT RENT	100.00
Employee Reimbursement	PV*0164888	7/17/2024	ADDL CONTRACT RESOLUTION SETTLEMENT, RELEASE	333.33
GRO BUSINESS SOLUTIONS, LLC	PV*0164938	7/31/2024	TSHIRTS FOR GO CO FAIR PARADE	840.00
Katie M. Thomas	PV*0164832	7/9/2024	FREELANCE WORK-JUNE	1,100.00
LARAMIE RANGE WATER TREATMENT	PV*0164907	7/18/2024	WATER DELIVERED TO DOUGLS CAMPUS	35.00
CURRAY YORK & ASSOCIATES LLC	PV*0164933	7/31/2024	FINAL LEGAL FEES DEMMERS	302.50
HACKETT SYSTEMS LLC	PV*0164878	7/16/2024	SERVICE CALL & TRAVEL FOR REPAIRS	363.00
ACCUSCREEN MOBILE DRUG TESTING SERV	PV*0164817	7/9/2024	PRE-HIRE DRUG TEST FOR CONSORTIUM SHANE LITTLE	75.00
DUTCH IT SOLUTIONS LLC	PV*0164840	7/9/2024	IT CONTRACTED SERVICES JULY 24	32,381.92
CLARKE PLUMBING SERVICE	PV*0164930	7/31/2024	FIX DRAIN IN STUDENT CNTR	225.00
FINANCIAL AID SERVICES, LLC	PV*0164850	7/11/2024	FINANCIAL AID CONSULTING SUPPORT - JUNE	24,675.00
FINANCIAL AID SERVICES, LLC	PV*0164890	7/17/2024	FINANCIAL AID CONSULTING SUPPORT	27,297.50
FINANCIAL AID SERVICES, LLC	PV*0164936	7/31/2024	FINANCIAL AID CONSULTING SUPPORT	23,617.50
PARKER POE	PV*0164870	7/16/2024	TITLE IV FINANCIAL AID COMPLIANCE ADVICE THRU MAY 24	3,194.50
AK DeMerseman, LLC	PV*0164899	7/18/2024	CONSULTANT	4,218.75
LeeAnne Krusemark	PV*0164941	7/31/2024	ONLINE INSTRUCTIONAL SERV	55.00
Kristy A. Jones	PV*0164906	7/18/2024	CONSULTING-MEDICAL ASSIST PROGRAM	520.00
Masyn McFarlin	PV*0164853	7/11/2024	LANCER SHOW SERIES 1ST PLACE SHEEP SHOWMAN	100.00
LARRY LOEFFLER	PV*0164843	7/9/2024	HAY BALES DELIVERED GRASS/ ALFALFA SM SQUARES	8,250.00
CITY OF TORRINGTON	PV*0164794	7/2/2024	LAWN METERS #16.09700.00	8,306.35
CITY OF TORRINGTON	PV*0164794	7/2/2024	LANCER HALL #16.09726.01	2,895.81
CITY OF TORRINGTON	PV*0164794	7/2/2024	LANCER HALL #16.09726.01	164.74
CITY OF TORRINGTON	PV*0164794	7/2/2024	LANCER HALL #16.09726.01	173.09
CITY OF TORRINGTON	PV*0164794	7/2/2024	LANCER HALL #16.09726.01	467.20
CITY OF TORRINGTON	PV*0164794	7/2/2024	EASTERN HALL #16.09750.00	1,840.97
CITY OF TORRINGTON	PV*0164794	7/2/2024	EASTERN HALL #16.09750.00	102.87
CITY OF TORRINGTON	PV*0164794	7/2/2024	EASTERN HALL #16.09750.00	97.42
CITY OF TORRINGTON	PV*0164794	7/2/2024	EASTERN HALL #16.09750.00	233.60
CITY OF TORRINGTON	PV*0164794	7/2/2024	TENNIS COURT #16.09740.00	78.69
CITY OF TORRINGTON	PV*0164794	7/2/2024	FINE ARTS #16.09675.00	4,320.66
CITY OF TORRINGTON	PV*0164794	7/2/2024	FINE ARTS #16.09675.00	67.90
CITY OF TORRINGTON	PV*0164794	7/2/2024	FINE ARTS #16.09675.00	45.79
CITY OF TORRINGTON	PV*0164794	7/2/2024	FINE ARTS #16.09675.00	233.60
CITY OF TORRINGTON	PV*0164794	7/2/2024	ACT CNTR #16.09620.00	12,774.97

CITY OF TORRINGTON	PV*0164794	7/2/2024	ACT CNTR #16.09620.00	302.50
CITY OF TORRINGTON	PV*0164794	7/2/2024	ACT CNTR #16.09620.00	291.63
CITY OF TORRINGTON	PV*0164794	7/2/2024	ACT CNTR #16.09620.00	467.20
CITY OF TORRINGTON	PV*0164794	7/2/2024	COSMO #16.09800.00	207.26
CITY OF TORRINGTON	PV*0164794	7/2/2024	COSMO #16.09800.00	67.90
CITY OF TORRINGTON	PV*0164794	7/2/2024	COSMO #16.09800.00	45.79
CITY OF TORRINGTON	PV*0164794	7/2/2024	TEBBET #16.09625.00	4,416.47
CITY OF TORRINGTON	PV*0164794	7/2/2024	TEBBET #16.09625.00	215.00
CITY OF TORRINGTON	PV*0164794	7/2/2024	TEBBET #16.09625.00	175.08
CITY OF TORRINGTON	PV*0164794	7/2/2024	TEBBET #16.09625.00	67.83
CITY OF TORRINGTON	PV*0164794	7/2/2024	VET TECH #16.09590.00	2,906.62
CITY OF TORRINGTON	PV*0164794	7/2/2024	VET TECH #16.09590.00	43.72
CITY OF TORRINGTON	PV*0164794	7/2/2024	VET TECH #16.09590.00	46.53
CITY OF TORRINGTON	PV*0164794	7/2/2024	VET TECH #16.09590.00	233.60
CITY OF TORRINGTON	PV*0164794	7/2/2024	HILLTOP #16.09050.01	139.93
CITY OF TORRINGTON	PV*0164794	7/2/2024	PUBLIC RADIO #16.09725.00	165.12
CITY OF TORRINGTON	PV*0164794	7/2/2024	HILLTOP L/S #6.01898.00	14.40
CITY OF TORRINGTON	PV*0164794	7/2/2024	21ST & WC SIGN#7.00015.00	24.20
CITY OF TORRINGTON	PV*0164794	7/2/2024	BUS GARAGE #16.09530.00	188.07
CITY OF TORRINGTON	PV*0164794	7/2/2024	BUS GARAGE #16.09530.00	38.22
CITY OF TORRINGTON	PV*0164794	7/2/2024	BUS GARAGE #16.09530.00	26.57
CITY OF TORRINGTON	PV*0164794	7/2/2024	BUS GARAGE #16.09530.00	67.83
CITY OF TORRINGTON	PV*0164794	7/2/2024	ST LIGHTS #16.09566.01	36.56
CITY OF TORRINGTON	PV*0164794	7/2/2024	ST LTS & SIGN#16.09720.01	89.16
CITY OF TORRINGTON	PV*0164794	7/2/2024	CTEC #16.09540.02	6,785.70
CITY OF TORRINGTON	PV*0164794	7/2/2024	CTEC #16.09540.02	149.88
CITY OF TORRINGTON	PV*0164794	7/2/2024	CTEC #16.09540.02	123.48
CITY OF TORRINGTON	PV*0164794	7/2/2024	CTEC #16.09540.02	467.20
CITY OF TORRINGTON	PV*0164794	7/2/2024	ATEC #16.09003.00	2,805.42
CITY OF TORRINGTON	PV*0164794	7/2/2024	ATEC #16.09003.00	159.92
CITY OF TORRINGTON	PV*0164794	7/2/2024	ATEC #16.09003.00	179.38
CITY OF TORRINGTON	PV*0164794	7/2/2024	ATEC #16.09003.00	67.83
IDEAL LINEN SUPPLY, INC	PV*0164827	7/9/2024	MOPS & FIRST AID SUPPLIES	106.28
IDEAL LINEN SUPPLY, INC	PV*0164827	7/9/2024	MOPS & FIRST AID SUPPLIES	106.28
IDEAL LINEN SUPPLY, INC	PV*0164827	7/9/2024	MOPS & FIRST AID SUPPLIES	106.28
IDEAL LINEN SUPPLY, INC	PV*0164827	7/9/2024	MOPS & FIRST AID SUPPLIES	106.28
STATE OF WYOMING	PV*0164954	7/31/2024	EMPLOYEES GROUP INSURANCE	165,639.47
STATE OF WYOMING	PV*0164954	7/31/2024	FLEXIBLE CAFETERIA PLANS 7/25/24	1,925.00
STATE OF WYOMING	PV*0164954	7/31/2024	ADMINISTRATION FEE 7/25/24	7,898.45
Torrington Telegram	PV*0164833	7/9/2024	SPORTS PKG FOR JUNE	159.00
Torrington Telegram	PV*0164833	7/9/2024	LEGAL AD-PROPOSED POLICYS	128.12
Torrington Telegram	PV*0164833	7/9/2024	TEACHER OF THE MONTH	99.00
Torrington Telegram	PV*0164833	7/9/2024	COMMUNITY UNITY-JUN 24	70.00
Torrington Telegram	PV*0164833	7/9/2024	LEGAL AD-UTILITY VEHICLES	47.45
Torrington Telegram	PV*0164833	7/9/2024	LEGAL AD-UTILITY VEHICLES	42.71
Torrington Telegram	PV*0164833	7/9/2024	LEGAL AD-MEDICAL EQUIP	42.71
Torrington Telegram	PV*0164833	7/9/2024	GOSHEN COUNTY GUIDE	369.00
CASPER STAR-TRIBUNE	PV*0164839	7/9/2024	RFP LEGAL AD-DOUGLAS CAMPUS EXPANSION	157.20
NJCAA	PV*0164809	7/2/2024	SCHOOL MEMBERSHIP DUES FY25	5,000.00
NJCAA	PV*0164809	7/2/2024	FORMSTACK	400.00
NJCAA ESPORTS	PV*0164883	7/16/2024	ESPORTS MEMBERSHIP DUES FY25	2,000.00
BLOEDORN LUMBER COMPANY	PV*0164791	7/2/2024	WET/DRY VACUUM & FILTERS	197.97
BLOEDORN LUMBER COMPANY	PV*0164791	7/2/2024	MAINTENANCE SUPPLIES	42.96
BLOEDORN LUMBER COMPANY	PV*0164791	7/2/2024	TOILET GASKET & WOOD GLUE	23.48
BLOEDORN LUMBER COMPANY	PV*0164791	7/2/2024	TOILET SHIMS	4.29
BLOEDORN LUMBER COMPANY	PV*0164791	7/2/2024	JB WELD FOR CLOSET DOORS	9.99
BLOEDORN LUMBER COMPANY	PV*0164791	7/2/2024	MAINTENANCE SUPPLIES	28.24
Z & W MILL	PV*0164802	7/2/2024	COB CALF FEED	223.10
CAPITAL BUSINESS SYSTEMS, INC	PV*0164818	7/9/2024	CANON COPIER CONTRACT JUNE 24	159.74
FRANK PARTS CO	PV*0164823	7/9/2024	BELTS FOR AIR HANDLERS IN TEBBET BLDG	31.48
PROQUEST LLC	PV*0164912	7/18/2024	SUMMON DISCOVERY SERVICE SUBSCRIPTION RENEWAL FY25	9,434.85
FLOYD'S TRUCK CENTER INC	PV*0164877	7/16/2024	KENWORTH TRUCK REPAIR	262.50
EASTERN WYOMING COLLEGE	PV*0164820	7/9/2024	REIMB BUSINESS OFFICE PETTY CASH	671.79
WESTERN LIVESTOCK JOURNAL	PV*0164861	7/11/2024	SUBSCRIPTION RENEWAL	55.00
WAGNERS FLOWER SHOP	PV*0164874	7/16/2024	SYMPAHTY ARRANGMENT VERL PETSCH FAMILY	55.00
WAGNERS FLOWER SHOP	PV*0164874	7/16/2024	SYMPAHTY ARRANGEMENT PRUSIA FAMILY	55.00
GOSHEN CO SCHOOL DIST #1	PV*0164824	7/9/2024	KIDS COLLEGE TENNIS CAMP 6/25 - 6/27/2024	724.50
TORRINGTON HIGH SCHOOL	PV*0164885	7/16/2024	BANNER ADVERTISING	900.00
HARRYS APPLIANCE REPAIR	PV*0164939	7/31/2024	INFINITE SWITCH FOR DORM STOVE IN MGRS APT	75.00
EASTERN WYOMING COLLEGE	PV*0164934	7/31/2024	LEADERSHIP AWARD 7/25/24	58.00

EASTERN WYOMING COLLEGE	PV*0164934	7/31/2024	EMPLOYEE SCHOLARSHIP 7/25/24	7.50
WYDOT-FINANCIAL SERVICES	PV*0164837	7/9/2024	DIESEL FUEL FOR JUNE	1,286.77
WYOMING EDUCATION ASSOCIATION	PV*0164959	7/31/2024	DUES 7/25/24	332.81
PRESTO-X	PV*0164800	7/2/2024	RODENT CONTROL VT	122.17
PRESTO-X	PV*0164800	7/2/2024	RODENT CONTROL CTEC	92.63
PRESTO-X	PV*0164800	7/2/2024	RODENT CONTROL KITCHEN	155.73
PRESTO-X	PV*0164800	7/2/2024	RODENT CONTROL LVSTK	77.00
PRESTO-X	PV*0164800	7/2/2024	FLY BAIT LIVESTOCK	56.39
PRESTO-X	PV*0164800	7/2/2024	FLY BAIT ATEC	53.70
PRESTO-X	PV*0164800	7/2/2024	RODENT CONTROL ATEC	75.17
PRESTO-X	PV*0164800	7/2/2024	INSECT CONTROL	114.10
PRESTO-X	PV*0164948	7/31/2024	RODENT CONTROL VT	122.17
PRESTO-X	PV*0164948	7/31/2024	RODENT CONTROL CTEC	92.63
PRESTO-X	PV*0164948	7/31/2024	RODENT CONTROL KITCHEN	155.73
PRESTO-X	PV*0164948	7/31/2024	RODENT CONTROL LIVESTOCK	77.00
PRESTO-X	PV*0164948	7/31/2024	FLY BAIT LIVESTOCK	56.39
PRESTO-X	PV*0164948	7/31/2024	FLY BAIT ATEC	53.70
PRESTO-X	PV*0164948	7/31/2024	RODENT CONTROL ATEC	75.17
PRESTO-X	PV*0164948	7/31/2024	INSECT CONTROL	114.10
MWI VETERINARY SUPPLIES	PV*0164829	7/9/2024	VET TECH SUPPLIES	137.51
Employee Reimbursement	PV*0164836	7/9/2024	REIMB SNACKS FOR CLASSES	197.14
WYOMING TRIBUNE EAGLE	PV*0164845	7/9/2024	RFP LEGAL AD-DOUGLAS CAMPUS EXPANSION	194.99
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	PRINTER CARTRIDGE VP ADMIN SERV	116.99
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	OFFICE SUPPLIES	28.12
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	FOLDERS	44.95
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	PRINTER CARTRIDGE	223.99
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	SUGAR FOR KITCHEN	8.89
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	CREAMER FOR KITCHEN	59.40
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	OFFICE SUPPLIES	43.05
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	INVITATION ENVELOPES	46.66
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	COLOR PRINTER CARTRIDGES	656.17
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	YELLOW PRINTER CARTRIDGE	230.52
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	INDEX CARDS	5.89
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	1 3 RING BINDERS	81.12
TORRINGTON OFFICE SUPPLY INC	PV*0164855	7/11/2024	STUDENT PROGRAM SUPPLIES	14.62
BENZEL PEST CONTROL INC	PV*0164889	7/17/2024	TERMITE CONTROL CONTRACT RENEWAL	789.36
DEACONS RESTAURANT	PV*0164848	7/11/2024	STUDENT MEALS OVER BREAK EASTER BREAK	490.00
INFOBASE LEARNING	PV*0164904	7/18/2024	FILMS ON DEMAND RENEWAL FY25	6,647.04
INFOBASE LEARNING	PV*0164904	7/18/2024	BLOOMS LITERARY REFERENCE FY25	838.79
INFOBASE LEARNING	PV*0164904	7/18/2024	CREDO REFERENCE: ACADEMIC CORE FY25	2,785.67
CRUM ELECTRIC SUPPLY	PV*0164846	7/11/2024	RECESSED LIGHT AT CTEC	152.54
CRUM ELECTRIC SUPPLY	PV*0164846	7/11/2024	WIRES & FUSES	660.46
CRUM ELECTRIC SUPPLY	PV*0164846	7/11/2024	LED FLAT PANELS	112.05
CRUM ELECTRIC SUPPLY	PV*0164846	7/11/2024	DIMMER LIGHT SWITCH	71.37
CRUM ELECTRIC SUPPLY	PV*0164846	7/11/2024	LED REPLACEMENT BULBS FOR RAQUETBALL COURT	909.37
CRUM ELECTRIC SUPPLY	PV*0164846	7/11/2024	LED UPGRADE	566.54
Central Wyoming College	PV*0164929	7/31/2024	WYCLASS HOSTING FY25	250.00
TORRINGTON ROTARY CLUB	PV*0164895	7/17/2024	DUES & MTGS: JOHN HANSEN APR, MAY, JUN 2024	265.00
TORRINGTON ROTARY CLUB	PV*0164895	7/17/2024	ROTARY DUES-JEFF HAWES APR, MAY, JUN 2024	265.00
TORRINGTON ROTARY CLUB	PV*0164895	7/17/2024	ROTARY DUES-KWIN WILKES APR, MAY, JUN 2024	265.00
TORRINGTON ROTARY CLUB	PV*0164957	7/31/2024	ROTARY DUES-LISA JOHNSON APR, MAY, JUNE 2024	265.00
PRINT EXPRESS	PV*0164854	7/11/2024	PLAQUE FOR B BAUMGARTNER BOARD ROOM	13.31
PRINT EXPRESS	PV*0164854	7/11/2024	GIVE-AWAY DART PENS	344.19
PRINT EXPRESS	PV*0164854	7/11/2024	COMMUNITY ED LETTERHEAD	276.56
PRINT EXPRESS	PV*0164854	7/11/2024	BUSINESS CARDS-A MARCUS	35.00
PRINT EXPRESS	PV*0164854	7/11/2024	UPS SHIPPING	9.95
GOSHEN COUNTY FAIR ASSOC	PV*0164804	7/2/2024	FACILITY USAGE CONTRACT FOR RODEO FY25	47,500.00
GOSHEN COUNTY FAIR ASSOC	PV*0164891	7/17/2024	OVERAGE FOR FACILITY RENT FY24	5,000.00
SPIC & SPAN CLEANERS	PV*0164953	7/31/2024	WEED CHEMICALS	1,598.00
SPIC & SPAN CLEANERS	PV*0164953	7/31/2024	RANGER PRO CHEMICAL	185.00
SPIC & SPAN CLEANERS	PV*0164953	7/31/2024	WEED CHEMICALS	380.00
INLAND TRUCK PARTS & SERVICE	PV*0164940	7/31/2024	SERVICE BUS CC238	989.43
GRAINGER INC	PV*0164796	7/2/2024	LIGHT BULBS FOR EASTERN	87.60
GRAINGER INC	PV*0164902	7/18/2024	HANDS FREE SINK CONTROL BOX & MIXING VALVE FOR KITCHEN	324.15
GRAINGER INC	PV*0164902	7/18/2024	INVERTED STRIPING PAINT TO MARK CDL COURSE	112.26
GRAINGER INC	PV*0164937	7/31/2024	FUSES FOR AC CHILLER IN CTEC	299.90
GRAINGER INC	PV*0164937	7/31/2024	SAFETY GLASSES & HACKSAW BLADES	91.47
WESTON COUNTY SCHOOL DIST #7	PV*0164856	7/11/2024	TRAVEL EXPENSE REIMB	784.06
PHI THETA KAPPA	PV*0164892	7/17/2024	PTK MEMEBERSHIP DUES	2,405.00
VERIZON WIRELESS	PV*0164873	7/16/2024	CELLULAR SERVICE	450.85

VERIZON WIRELESS	PV*0164873	7/16/2024	JET PACKS	520.13
CDW GOVERNMENT INC	PV*0164898	7/18/2024	LOGITECH G413 KEYBOARD	110.94
CDW GOVERNMENT INC	PV*0164898	7/18/2024	LOGITECH GAMING MOUSE	652.95
CDW GOVERNMENT INC	PV*0164898	7/18/2024	LOGITECH GAMING HEADSET	645.45
CDW GOVERNMENT INC	PV*0164898	7/18/2024	LOGITECH GAMING MOUSE PAD PER QUOTE: NWBM252	567.30
CDW GOVERNMENT INC	PV*0164898	7/18/2024	LOGITECH G413 KEYBOARD	721.11
CDW GOVERNMENT INC	PV*0164928	7/31/2024	CHECKPOINT ENTERPRISE PREMIUM	1,919.78
CDW GOVERNMENT INC	PV*0164928	7/31/2024	CHECKPOINT ENTERPRISE PREMIUM	9,624.97
CDW GOVERNMENT INC	PV*0164928	7/31/2024	CHECKPOINT SMARTEVENT REPORTER	4,205.14
CDW GOVERNMENT INC	PV*0164928	7/31/2024	CHECKPOINT ENTERPRISE PROTECTION PER QUOTE NZDG502	19,306.41
CDW GOVERNMENT INC	PV*0164928	7/31/2024	MICROSOFT VISIO PRO FOR OFFICE 365 PER QUOTE NXVW162	272.50
IDEXX LABORATORIES	PV*0164882	7/16/2024	SNAP PRO QTR CONTRACT	18.99
IDEXX LABORATORIES	PV*0164882	7/16/2024	CATALYST ONE QTR CONTRACT	149.99
IDEXX LABORATORIES	PV*0164882	7/16/2024	VETLAB STATION QTR CNTRCT	69.99
IDEXX LABORATORIES	PV*0164882	7/16/2024	PROCYTE DX QTR CONTRACT	240.97
PLATTE VALLEY BANK	PV*0164946	7/31/2024	CD INVESTMENT-90 DAYS	1,500,000.00
HEARTLAND EMBROIDERY	PV*0164825	7/9/2024	AMBASSADOR VEST	56.46
HIGHER LEARNING COMMISSION	PV*0164880	7/16/2024	FY25 BASE DUES	4,900.00
HIGHER LEARNING COMMISSION	PV*0164880	7/16/2024	FY25 FTE DUES	274.40
HIGHER LEARNING COMMISSION	PV*0164880	7/16/2024	FY25 ADDL LOCATIONS DUES	1,050.00
NIRA	PV*0164844	7/9/2024	NIRA DUES FY25	400.00
FERGUSON SIGNS	PV*0164795	7/2/2024	NAME PLATE-R HUMPHREY	48.50
FERGUSON SIGNS	PV*0164795	7/2/2024	ADA RESTROOM SIGN	53.50
PANHANDLE COOP	PV*0164830	7/9/2024	DONUTS & BANANAS FOR REGISTRATION DAY	60.92
PANHANDLE COOP	PV*0164830	7/9/2024	WATER FOR BOARD MEETINGS	15.16
PANHANDLE COOP	PV*0164830	7/9/2024	SUMMER AT SUNRISE FOOD	62.14
PANHANDLE COOP	PV*0164830	7/9/2024	DONUTS FOR REGISTRATION DAY 6/17	47.52
PANHANDLE COOP	PV*0164830	7/9/2024	SUMMER AT SUNRISE FOOD	167.09
PANHANDLE COOP	PV*0164830	7/9/2024	SUMMER AT SUNRISE FOOD	151.79
PANHANDLE COOP	PV*0164830	7/9/2024	WATER FOR TENNIS CAMP	15.16
UNIVERSAL COMPANIES INC	PV*0164872	7/16/2024	LASHTITE ADHESIVE	3.16
INSTRUCTIONAL TECHNOLOGY COUNCIL	PV*0164805	7/2/2024	ITC MEMBERSHIP FY25	520.00
Employee Reimbursement	PV*0164911	7/18/2024	TRAVEL EXPENSE REIMB	75.97
EBSCO INFORMATION SERVICES	PV*0164876	7/16/2024	CINAHL COMPLETE SUBSCRIP RENEWAL 7/1/24 - 6/30/25	8,129.00
Employee Reimbursement	PV*0164801	7/2/2024	TRAVEL EXPENSE REIMB	974.92
CANON FINANCIAL SERVICES INC	PV*0164926	7/31/2024	COPIER CONTRACT JULY 24	689.00
EDUCATION TO GO	PV*0164821	7/9/2024	ACCOUNTING FUNDAMENTALS G BARRITT	85.00
EDUCATION TO GO	PV*0164821	7/9/2024	INTRO MS EXCEL 2019 N DAHL	89.00
RESPONDUS, INC	PV*0164949	7/31/2024	RESPONDUS 4.0 CAMPUS RENEWAL FY25	1,695.00
RESPONDUS, INC	PV*0164949	7/31/2024	RESPONDUS LDB CAMPUS RENEWAL FY25	2,995.00
RAPID FIRE PROTECTION INC	PV*0164913	7/18/2024	FIRE EXT REPLACEMENTS	270.00
B & H PHOTO & VIDEO	PV*0164896	7/18/2024	HP LASERJET PRO 4001N PRINTER	157.84
B & H PHOTO & VIDEO	PV*0164896	7/18/2024	ASUS 34 ULT WIDE QHD MONITOR PER QUOTE #906598592	244.94
B & H PHOTO & VIDEO	PV*0164896	7/18/2024	LOGITECH ERGO M575 BLACK	45.89
B & H PHOTO & VIDEO	PV*0164896	7/18/2024	LOGITECH ERGO M575 WHITE	45.89
B & H PHOTO & VIDEO	PV*0164896	7/18/2024	ASUS 34 HDR MONITOR VG34VQEL1A	668.62
B & H PHOTO & VIDEO	PV*0164896	7/18/2024	SHIPPING	41.64
B & H PHOTO & VIDEO	PV*0164896	7/18/2024	MIDDLE ATLANTIC EWR-16-17	546.14
B & H PHOTO & VIDEO	PV*0164896	7/18/2024	SHIPPING MIDDLE ATLANTIC EWC-16-17 PER QUOTE #1106016769	163.46
WESTCO	PV*0164835	7/9/2024	UNLEADED FUEL FOR GROUNDS	836.83
HIGHER ED JOBS	PV*0164903	7/18/2024	JOB PACK ADS FOR VACANT POSITIONS	2,250.00
SANDBERG IMPLEMENT, INC	PV*0164950	7/31/2024	STRING TRIMMER PARTS	212.43
WYOMING SCHOOL-UNIVERSITY PARTNERSH	PV*0164812	7/2/2024	MEMBERSHIP DUES FY25	1,000.00
BOARD OF COSMETOLOGY	PV*0164838	7/9/2024	INSTRUCTOR LICENSE RENEW GLENNA ZWIEBEL	96.00
BOARD OF COSMETOLOGY	PV*0164838	7/9/2024	COSMETOLOGY LICENSE RENEW GLENNA ZWIEBEL	96.00
VALLEY MOTOR SUPPLY	PV*0164834	7/9/2024	TRUCK HEADLIGHT WIRING FOR FREIGHTLINER	21.52
VALLEY MOTOR SUPPLY	PV*0164834	7/9/2024	AC FREON FOR CC-191	44.52
SPA PARTNERS	PV*0164952	7/31/2024	GYM WIPES	1,176.00
SPA PARTNERS	PV*0164952	7/31/2024	SHIPPING	150.00
STATE OF WYOMING	PV*0164955	7/31/2024	STATE RETIREE INSURANCE BENEFIT 7/31/24	2,099.95
CONNECTING POINT	PV*0164819	7/9/2024	MONTHLY SERVICE AGREEMENT JUNE 24	668.00
CONNECTING POINT	PV*0164819	7/9/2024	COLLEGE RELATIONS SERVICE CONTRACT-JUN 24-COLOR COPIES	79.50
CONNECTING POINT	PV*0164819	7/9/2024	COPIER COLLEGE RELATIONS JUN 24 - B/W COPIES	2.05
CONNECTING POINT	PV*0164931	7/31/2024	CANON STAPLES P1	67.86
KATH BROADCASTING CO., LLC	PV*0164828	7/9/2024	WEBSITE AD	75.00
KATH BROADCASTING CO., LLC	PV*0164828	7/9/2024	SPORTS SHOW	200.00
KATH BROADCASTING CO., LLC	PV*0164828	7/9/2024	REGISTRATION ADS	500.00
KATH BROADCASTING CO., LLC	PV*0164868	7/16/2024	WORKFORCE AM RADIO INTERVIEW JUNE 24	60.00
KATH BROADCASTING CO., LLC	PV*0164868	7/16/2024	COMMUNITY ED AM RADIO INTERVIEW JUNE 24	60.00
BSN SPORTS, LLC	PV*0164897	7/18/2024	MONSTER BALL LOCKER	390.00

BSN SPORTS, LLC	PV*0164897	7/18/2024	SHIPPING	47.60
SPORTS IMPORTS INC	PV*0164871	7/16/2024	CUSTOMIZED BALL CART	385.00
SPORTS IMPORTS INC	PV*0164871	7/16/2024	SHIPPING	21.15
CENTURYLINK	PV*0164793	7/2/2024	TELEPHONE SERVICE	1,359.34
EAGLE UNIFORM & SUPPLY CO	PV*0164900	7/18/2024	CLEAN MATS	84.02
POINTS WEST COMMUNITY BANK	PV*0164865	7/12/2024	CD INVESTMENT-90 DAYS	1,000,000.00
NCPERS GROUP LIFE INS	PV*0164943	7/31/2024	PRUDENTIAL-STATE RETIREMT LIFE INSURANCE	32.00
NCPERS GROUP LIFE INS	PV*0164943	7/31/2024	PRUDENTIAL-STATE RETIREMT LIFE INSURANCE	80.00
FOLLETT CORPORATION	PV*0164822	7/9/2024	JUNE BOOKSTORE CHARGE	870.00
FOLLETT CORPORATION	PV*0164822	7/9/2024	JUNE BOOKSTORE CHARGE	73.27
FOLLETT CORPORATION	PV*0164822	7/9/2024	JUNE BOOKSTORE CHARGE	4.05
FOLLETT CORPORATION	PV*0164822	7/9/2024	JUNE BOOKSTORE CHARGE	13.50
FOLLETT CORPORATION	PV*0164822	7/9/2024	JUNE BOOKSTORE CHARGE	4.05
FOLLETT CORPORATION	PV*0164822	7/9/2024	JUNE BOOKSTORE CHARGE	30.33
PITTMAN ELECTRIC, LLC	PV*0164884	7/16/2024	REPAIR FLAG POLE LIGHT IN MAIN PARKING LOT	545.16
WACCT	PV*0164915	7/18/2024	ANNUAL DUES FY25	20,500.00
WACCT	PV*0164915	7/18/2024	LIGHTCAST ROI ECONOMIC STUDY - 1/8 SHARE	16,250.00
TETON DATA SYSTEMS	PV*0164914	7/18/2024	PRIMAL PREMIER HUMAN ANATOMY PKG FY25	3,960.65
TETON DATA SYSTEMS	PV*0164914	7/18/2024	PRIMAL PREMIER HUMAN ANATOMY PKG FY26	3,960.64
ALBERTSONS-SAFEWAY	PV*0164893	7/17/2024	TACO FOOD	43.12
ALBERTSONS-SAFEWAY	PV*0164893	7/17/2024	COFFEE & LEMONADE	55.57
CARROT-TOP INDUSTRIES, INC	PV*0164927	7/31/2024	AMERICAN & WYO FLAGS FOR THE FLAG POLES	578.22
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	1/8 TIG ROD 10LBS	34.86
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	5/32 TIG ROD 10 LBS	34.86
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	TORCH REPAIR	84.00
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	FREIGHT	25.00
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	3/32 TIG ROD 10 LBS	36.11
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	MS TORCH AC FLEX 150A 17F	398.16
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	JET 3x79 BELT GRINDER	1,924.47
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	HOBART 7018-1 1/8 50#	1,930.00
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	GAS FOR COM ED WELDING CLASS	618.97
MATHESON TRI-GAS, INC.	PV*0164799	7/2/2024	CREDIT FOR SCI 5014	(4,500.00)
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	MILLER DELTAWELD 350 PS	3,862.11
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	MILLER INTELIX ELITE DUAL FEEDER	7,737.47
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	MILLER DELTAWELD RUNNING GEAR	1,215.16
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	MILLER ARCCONNECT CONTROL MOTOR CABLE 9'	300.00
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	MILLER DRIVE ROLLS 045 KNURLED	153.27
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	4/0 CABLE	50.80
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	4/0 LUGS	6.84
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	POWER CORD 15'	79.65
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	#2 CABLE 15'	21.75
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	TWECO GROUND CLAMP	30.93
MATHESON TRI-GAS, INC.	PV*0164869	7/16/2024	#2 CABLE LUG	3.30
VYVE BROADBAND	PV*0164860	7/11/2024	INTERNET/ CABLE IN DORMS	4,341.48
WYLLA	PV*0164958	7/31/2024	STATE REGISTRATION FEE	525.00
NACEP, INC.	PV*0164808	7/2/2024	NATL CONFERENCE REGIST	3,696.00
HIRERIGHT LLC	PV*0164826	7/9/2024	BACKGROUND CHKS: JUN 24	103.95
MULTICARD	PV*0164908	7/18/2024	ANNUAL SERVICE CONTRACT FY25	1,750.00
BLACK HILLS ENERGY	PV*0164925	7/31/2024	#BH511915 NORTH CAMPUS	40.24
BLACK HILLS ENERGY	PV*0164925	7/31/2024	#SG806423 TEBBET BLDG	258.42
BLACK HILLS ENERGY	PV*0164925	7/31/2024	#SG576809 FINE ARTS	102.44
BLACK HILLS ENERGY	PV*0164925	7/31/2024	#SG528992 EASTERN HALL	141.89
BLACK HILLS ENERGY	PV*0164925	7/31/2024	#SG520114 COSMETOLOGY	81.32
BLACK HILLS ENERGY	PV*0164925	7/31/2024	#13134387 MA/VT	562.18
BLACK HILLS ENERGY	PV*0164925	7/31/2024	#SG521041 LANCER HALL	290.56
BLACK HILLS ENERGY	PV*0164925	7/31/2024	#BH641297 ATEC	201.01
J.J. KELLER & ASSOCIATES, INC	PV*0164842	7/9/2024	SUBSCRIP-TRANSPORTATION	713.00
J.J. KELLER & ASSOCIATES, INC	PV*0164842	7/9/2024	SUBSCRIP-TRANSPORTATION REG ALERT	622.00
J.J. KELLER & ASSOCIATES, INC	PV*0164905	7/18/2024	ELDT SCHOOL BUS THEORY	750.00
J.J. KELLER & ASSOCIATES, INC	PV*0164905	7/18/2024	ELDT PASSENGER THEORY	750.00
OCLC, INC	PV*0164910	7/18/2024	EZPROXY HOSTED FY25	3,242.84
INSTRUCTURE, INC	PV*0164806	7/2/2024	CANVAS HE/FTE TIER 1 24 x7 SUPPORT FY25	18,675.92
INSTRUCTURE, INC	PV*0164806	7/2/2024	CANVAS STUDIO CLOUD SUBSCRIPTION FY25	5,000.80
ZOOM VIDEO COMMUNICATIONS INC	PV*0164916	7/18/2024	ANNUAL ZOOM SUBSCRIPTION FY25	4,162.86
FRESH FOODS	PV*0164851	7/11/2024	SUMMER AT SUNRISE FOOD FOR VOLUNTEERS	127.88
FRESH FOODS	PV*0164851	7/11/2024	SUMMER AT SUNRISE FOOD	51.50
FRESH FOODS	PV*0164851	7/11/2024	SUMMER AT SUNRISE FOOD	52.48
FRESH FOODS	PV*0164851	7/11/2024	SUMMER AT SUNRISE FOOD	20.17
FRESH FOODS	PV*0164851	7/11/2024	SUMMER AT SUNRISE WATER WATER BOTTLES	7.50
FRESH FOODS	PV*0164851	7/11/2024	LAUNDRY DETERGENT	23.85

HUDL	PV*0164881	7/16/2024	HUDL GOLD ADDL	1,176.00
HUDL	PV*0164881	7/16/2024	HUDL VOLLEYBALL ASSIST	2,102.00
MS LORRI CAR WASH	PV*0164857	7/11/2024	40 CAR WASHES	440.00
BLUFFS FACILITY SOLUTIONS	PV*0164792	7/2/2024	MICROFIBER CLOTHES	177.40
BLUFFS FACILITY SOLUTIONS	PV*0164792	7/2/2024	TRASH BAGS & GLOVES	442.20
HYLAND SOFTWARE INC	PV*0164852	7/11/2024	PERCEPTIVE CONTENT SUBSCRIPTION LICENSE FEE	17,956.80
PEREGRINE GLOBAL SERVICES CORP	PV*0164831	7/9/2024	GEN EDUC ASSESSMENT-ASSOC	40.00
GRAYBAR FINANCIAL SERVICES	PV*0164841	7/9/2024	YEALINK PHONE SYSTEM W/AC	1,308.00
GRAYBAR FINANCIAL SERVICES	PV*0164841	7/9/2024	INSURANCE	53.58
TWISTED STITCHES LLC	PV*0164859	7/11/2024	CAPS FOR AG RECRUITING	3,675.00
NMC, INC	PV*0164909	7/18/2024	TILT BACK FRAME FOR GENIE LIFT	714.98
Student Reimbursement	PV*0164797	7/2/2024	TRAVEL EXPENSE REIMB	57.62
Employee Reimbursement	PV*0164867	7/16/2024	MILEAGE REIMBURSEMENT	34.58
Employee Reimbursement	PV*0164879	7/16/2024	TRAVEL EXPENSE REIMB	907.32
Employee Reimbursement	PV*0164798	7/2/2024	TRAVEL EXPENSE REIMB	15.00
Employee Reimbursement	PV*0164798	7/2/2024	TRAVEL EXPENSE REIMB	15.00
TORRINGTON CINEMAS	PV*0164956	7/31/2024	MONTHLY ADS AT MOVIES	200.00
PHOS CREATIVE	PV*0164945	7/31/2024	WEB DEVELOPMENT HOSTING & MAINTENANCE	3,400.00
LARAMIE COUNTY 4-H	PV*0164942	7/31/2024	LEASE MARKET HOGS FOR JUDGING CONTEST	300.00
Employee Reimbursement	PV*0164944	7/31/2024	TRAVEL EXPENSE REIMB	542.23
Employee Reimbursement	PV*0164924	7/31/2024	TRAVEL EXPENSE REIMB	1,394.46
Employee Reimbursement	PV*0164932	7/31/2024	REIMB CLEANING SUPPLIES	52.79
Employee Reimbursement	PV*0164932	7/31/2024	REIMB ALUMINUM LADDER	74.87
Employee Reimbursement	PV*0164932	7/31/2024	REIMB AMMO BOX & GUN SAFE	215.53
Employee Reimbursement	PV*0164932	7/31/2024	REIMB AMMO CRATE	26.74
CATYC	PV*0164803	7/2/2024	MEMBERSHIP DUES FY25	125.00
ELK ECO CYCLE	PV*0164849	7/11/2024	CARDBOARD RECYCLING DUMPSTER	45.00
SODEXO INC & AFFILIATES	PV*0164894	7/17/2024	MAINT CONTRACT JAN 24	12.44
SODEXO INC & AFFILIATES	PV*0164894	7/17/2024	MAINT CONTRACT MAR 24	21,586.91
SODEXO INC & AFFILIATES	PV*0164894	7/17/2024	MAINT CONTRACT APR 24	19,141.33
SODEXO INC & AFFILIATES	PV*0164894	7/17/2024	MAINT CONTRACT MAY 24	16,603.34
SODEXO INC & AFFILIATES	PV*0164894	7/17/2024	MAINT CONTRACT JUN 24	12,732.96
SODEXO INC & AFFILIATES	PV*0164951	7/31/2024	WORKING CAPITAL FALL 24 PER CONTRACT	150,000.00
MODERN CAMPUS USA, INC	PV*0164807	7/2/2024	MC CATALOG SUBSCRIPTION FY25 ACALOG	12,401.62
SUNFISH	PV*0164811	7/2/2024	GOLF HEADCOVERS FOR EWC GOLF TEAM	480.00
SUNFISH	PV*0164811	7/2/2024	SHIPPING	25.00
Ken Fitting	PV*0164901	7/18/2024	HANDMADE HORSE FLANKS	555.00
Ken Fitting	PV*0164901	7/18/2024	SHIPPING	30.00
45 RANCH SUPPLY LLC	PV*0164923	7/31/2024	AIR EXPRESS III BLOWER AWARD	368.96
45 RANCH SUPPLY LLC	PV*0164923	7/31/2024	MINI DEEP HANG SHOWBOX AWARD	207.88
45 RANCH SUPPLY LLC	PV*0164923	7/31/2024	MINI DEEP HANG SHOWBOX AWARD	207.00
FERRILLI	PV*0164935	7/31/2024	CORE SYS ADMIN-STD	4,950.00
FERRILLI	PV*0164935	7/31/2024	FLEXPRT FTEE	30,192.00

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**
(Veltri comment: change name to “Contagious or Infectious Disease Control.”)
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 blood borne diseases.

References: CDC Vaccine Schedules; Federal Immunization Laws, OSHA, (Veltri addition: State of Wyoming Title 35 - Public Health and Safety)

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

PROPOSED NEW POLICY TO REPLACE OLD ONE

Policy Title: Alcohol and Controlled Substance Free Campus
Policy Number: 2-14-2.18 (New number)

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. The Board requires the College to create a procedure and publish biennially a report that demonstrates compliance with the DFSCA. Failure to comply with the law may result in the loss of all federal funds.

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:

Commented [SV1]: This paragraph is what the Board has in BP 3.14 - Compliance with Federal and State Laws and Regulations. You are missing quite a bit in that policy and it also should not be in the HR series. I've edited this paragraph so that complies with the minimal expectations. Please ask your attorneys to review - especially when it comes to the references I listed.

This BP impacts all aspects of EWC: employees, students and visitors/volunteers. I propose removing that BP 3.14 from HR. I think it replaces what you currently have in BP 2.14. HR can have its own AR and the Student series can have its own AR. I will not edit the HR AR, but I did draft an AR that should accompany this BP.

Commented [SV2]: You left this off from the original draft and this is a must, as per the Federal regulation so I suggest you put this in this document.

Commented [SV3]: There is so much that goes with this, so I'm just going to put the link here for your information: <https://www.dea.gov/drug-information/csa>.

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 s~~Students must initiate the process with the individual who has been designated officer with disabilities to determine appropriate, 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:

Commented [SV1]: You struck through the part where EWC had to designate an officer to assist this population so how will these students know who to go to for assistance? I tried to edit it, but make sure that person designated to help this population is advertised and named on the web, in the catalog and other public facing documents so this population knows where to seek assistance.

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: