



EWC Board of Trustees Meeting Minutes

Eastern Wyoming College
Tuesday, August 13, 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

Absent:

Members: Jim Willox

- I. Chairman Van Mark called the meeting to order.
- II. Approval of the August 13, 2024 meeting agenda.

Motion to approve the August 13, 2024 meeting agenda:

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

- III. Introductions

Dr. Hawes introduced Dr. Kim Dale who will be providing consulting services to implement, achieve critical goals, and improve enrollment function.

- IV. Public Comment

None

- V. Department Updates

- A. President's Report: Dr. Jeffry Hawes

Dr. Hawes informed the Board that Monday, August 19th, the College will hold its Fall In-Service day from 8:30am to 12:00pm. Dr. Hawes commended the Student Services department for their hard work in the implementation of the new CRM, Element451.

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

CFO Wilkes presented the July monthly financial report which provided an unaudited update regarding revenues and expenditures for the operational and auxiliary funds from July 1, 2024 to July 31, 2024.

- VI. Consent Agenda Approval for the following items

- A. July 9, 2024 Meeting Minutes

Motion to approve the Consent Agenda, which included the July 9, 2024 meeting minutes:

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

VII. Consideration of New Business - Action Items

- A. Approval of the July 2024 Expenditure Report.

Motion to approve the July 2024 Expenditure Report:

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

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

Paid for by the WIP Tourism grant. This vehicle will be split between the Torrington and Douglas campuses.

Motion to approve the purchase a Ford Explorer-Active, not to exceed \$50,000 from Laramie Peak Motors:

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

- C. Approval of Andrew Lincowski to the position of Professor of Mathematics / Assessment Data Analyst.

Motion to approve Andrew Lincowski to the position of Professor of Mathematics / Assessment Data Analyst:

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

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

Motion to approve Kayla Linard to the position of Associate of Professor of Nursing at the Douglas Campus:

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

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

Motion to approve Kasey Powell to the position of Nursing Director:

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

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

Motion to approve Gail Bower to the position of Director of Admissions and Enrollment Management:

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

Motion passed.

- 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.

Motion to approve 2 new positions that include Dean of Transfer and Dean of Career and Technical Education:

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

VIII. Board Policy Final Review and Approval

- A. Approval of the Final Reading for Board Policy 1.1 College Board Purpose.

Motion to approve the Final Reading for Board Policy 1.1 College Board Purpose:

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

Motion passed.

- B. Approval of the Final Reading for Board Policy 2.3 Serious Infectious Illnesses.

TABLED: This policy will be reviewed and edited and brought back to the September meeting for approval per Dr. Hawes.

- C. Approval of the Final Reading for Board Policy 2.18 Alcohol and Controlled substance Free Campus.

Motion to approve the Final Reading for Board Policy 2.18 Alcohol and Controlled substance Free Campus:

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

Motion passed.

- D. Approval of Final Reading for Board Policy 3.0 Equal Employment Opportunity Statement.

Motion to approve the Final Reading for Board Policy 3.0 Equal Employment Opportunity Statement:

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

Motion passed.

- E. Approval of Final Reading for Board Policy 3.1 Nondiscrimination on Basis of Disability.

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

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

- F. Approval of Final Reading for Board Policy 3.5 Employment.

Motion to approve the Final Reading for Board Policy 3.5 Employment:

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

- G. Approval of Final Reading for Board Policy 3.12 Sexual Harassment.

Motion to approve the Final Reading for Board Policy 3.12 Sexual Harassment:

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

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

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

Motion moved by Rick Vonburg and motion seconded by Bob Baumgartner. Motion passed by majority, with 1 vote no.

- I. Approval of Final Reading for Board Policy 5.5 Faculty Research Involving Student Records.

Motion to approve the Final Reading for Board Policy 5.5 Faculty Research Involving Student Records:

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

- J. Approval of Final Reading for Board Policy 5.9 Admission of International Students.

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

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

- K. Approval of Final Reading for Board Policy 5.15 Reasonable Accommodations for Students with Disabilities.

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

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

L. Approval of Final Reading for Board Policy 6.11 Animals or Pets on Campus.

Attorney Metzler clarified the definition of Service Animals and Emotional Support Animals. Primarily, dogs or mini horses are considered Service Animals. Emotional Support Animals are not limited to certain animals. Under the Fair Housing Act, it states that an Emotional Support animal "has to be within a reasonable accommodation". For example, a horse would not be suitable for a dorm or classroom and therefore would not be a reasonable accommodation. Attorney Metzler stated these accommodations should be evaluated on a case by case, basis, looking at liability and costs.

Motion to approve the Final Reading for Board Policy 6.11 Animals or Pets on Campus:

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

M. Approval of Final Reading for Board Policy 7.9 Data Protection Privacy Notice.

TABLED: This policy will be reviewed and edited and brought back to the September meeting for approval. The title of this needs some better clarification on which students this applies to. Rick Vonburg moved to table this policy for further edits. Katherine Patrick seconded the motion. Motion passed.

N. Addendum Approvals

O. Approval to request an August Public Hearing on the Final Budget for FY24.

Request for Public Hearing on Final Budget for FY2024: Pursuant to W.S 16-4-112, a public hearing will be held on August 22, 2024, on EWC's main campus in the Dolores Kaufman Boardroom, Room 274, of the Eastern Wyoming College Tebbet Classroom Building, for the purpose of soliciting public comments on proposed transfers of unexpended and unencumbered appropriations within the current, endowment, and plant funds for the fiscal year ending June 30, 2024.

Motion to approve the request to hold an August Public Hearing on the Final Budget for FY24:

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

P. Approval of the Template for Concurrent and Dual Enrollment Memorandum of Understanding (2024-2025).

Memorandum of Understanding Template for (2024-2025) Between Eastern Wyoming College and School District.

Motion to approve the Template for Concurrent and Dual Enrollment Memorandum of Understanding (2024-2025):

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

- Q. Approval for the purchase of a Polaris Utility Vehicle from Frank Powersports not to exceed \$50,000.

Paid for by the WIP Tourism grant. Two bids were received.

Motion to approve the purchase of a Polaris Utility Vehicle from Frank Powersports not to exceed \$50,000:

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

Motion passed.

IX. Trustee Topics

Chairman Van Mark informed the Board about the upcoming Ag Expo at SAREC on August 21st and August 22nd. Please inform Sally if you are or are not planning on filing to be on the Board for this election.

- X. Approval to adjourn into Executive Session - Wyo. Stat. § 16-4-405 (a)(iii) - - Potential Litigation.

Meeting Adjourned. No action took place after the Executive Session.

Jackie Van Mark, Chairman

Randy Adams, Secretary

Sally Watson, Executive Assistant