



EASTERN WYOMING COLLEGE BOARD OF TRUSTEES MEETING MINUTES

Tuesday, December 9, 2025

EWC Dolores Kaufman Board Room

Attendance

Present:

Members: Randy Adams, Bob Baumgartner, Doug Mercer, Katherine Patrick, Kurt Sittner, Jackie VanMark, Rick Vonburg, and Jim Willox

Absent:

Members:

1. Call Meeting to Order

Chairman VanMark called the meeting to order at 6:08 pm

2. Approval of the Agenda

Chairman VanMark put forth a motion to approve the agenda as presented

Moved by: Katherine Patrick

Seconded by: Rick Vonburg

Motion Carried

3. Approval of the Minutes

Chairman VanMark put forth a motion to approve the November 11, 2025 minutes as presented

Moved by: Rick Vonburg

Seconded by: Randy Adams

Motion Carried

4. Introductions - Moved to Work Session Per Chairman VanMark

5. Public Comment

Representative JD Williams for Goshen, Niobrara and Weston Counties

Representative J.D. Williams met with the Board of Trustees during the dinner recess and spoke briefly at the meeting. He acknowledged that he lacks the public's on-the-ground knowledge of issues affecting his district and requested candid input from all his constituents.

6. Administrative Reports:

President's Report:

Dr. Jeffry Hawes

President Dr. Jeffry Hawes provided updates on the college's growth and compliance strategies.

- Dr. Hawes stated the college has achieved 5% enrollment growth over the past year (2% and 3% in back-to-back semesters).
- Following a recent DOE payment, Dr. Hawes confirmed that the college is fully current with the U.S. Department of Education, resulting in the release of \$1.1 million in previously held funds. The college's collection rate on financial aid disbursements stands at 90%.
- Dr. Hawes announced the submission of three major federal grants, highlighting two key proposals: a \$4 million request for construction trades and CDL programming, and a potential \$34 million application to support HealthCare for Rural Areas. The college has completed the submission phase and now awaits the federal review process.
- The CDL program has expanded from one instructor and assistant to five drivers with packed schedules in three counties
- Dr. Hawes presented both the previous Community Education Flyer, which was distributed to all Goshen County homes, and the draft for the new Spring Flyer. He detailed improved marketing approaches for the draft, including the use of QR Codes, strategies for advertising to cover costs, and spotlighting specific EWC programs. Overall, Community Education has significantly improved its promotional materials to better market

- the college's programs.
- EWC's top priorities remain growth strategies and compliance, as concluded by Dr. Hawes. While significant progress has been made in financial compliance and program expansion, the data shared by Vice President John Hansen and Dr. Andrew Lincowski will be essential. Utilizing this type of specific knowledge will enable the college to make informed decisions that ensure financial stability, compliance, and drive both program and enrollment growth.

Financial Report: October 2025

CFO Kwin Wilkes

Mr. Wilkes presented the October 2025 financial report using PowerPoint.

- Fund 10 (operational fund) budget is \$17,898,916; as of October 31, the college received \$8,129,581 (45% of budget)
- State funding received was \$5,788,906 (52% of budgeted \$11,166,676)
- Local taxes collected were \$76,000 (6% of budgeted \$1,274,537)
- Tuition and fees collected were \$2.1 million (46% of budgeted \$4,649,684)
- Expenditures were \$5,250,410 (29% of budget), which is below the 33% target for this point in the fiscal year
- Fund 12 (auxiliary fund) received \$1,164,770 (59% of budgeted \$1,974,143)
- Fund balances as of October: Fund 10 at \$4.4 million, Fund 11 at \$1.2 million, Fund 12 at \$594,218

According to CFO Wilkes, the college's financial position as of October is strong. This positive status is attributed to revenues remaining on track with budget projections, while expenditures are currently running below target.

7. Approval of the Consent Agenda

Chairman VanMark put forth a motion to approve the December 9, 2025 Consent Agenda

Moved by: Doug Mercer

Seconded by: Katherine Patrick

Motion Carried

- 7.1 Ratification of MHP Financial Audit
Board of Trustees Work Session Section 3.1
BR #73.pdf
- 7.2 Ratification of Intended Learning Outcomes as presented
Board of Trustees Work Session Section 3.2
BR #74.pdf
- 7.3 Ratification of the October 2025 Expenditure Report
Board of Trustees Meeting Section 6.2
BR #75.pdf
- 7.4 Ratification of the appointment of Mr. Kwin Wilkes, Chief Financial Officer, as the Assistant to the Treasurer of the Board of Trustees, pursuant to Board Policy 1.3.
BR #76.pdf
- 7.5 Ratification of the appointment of Mr. Jim Willox as the Converse County appointee to the Eastern Wyoming College Board of Trustees as an advisory board member for a one-year term from December 2025 to December 2026.
BR #77.pdf

8. Board Approval of Action Items

- 8.1 **Approval of the Designation of Depositories:**
Points West Bank, Pinnacle Bank, First State Bank, Platte Valley Bank, Converse County Bank and related signatories.
Board of Trustees Meeting Section 6.2
BR #78.pdf

Chairman VanMark put forth a motion to approve the designation of Depositories

Moved by: Rick Vonburg

Seconded by: Katherine Patrick

Motion Carried

8.2 Approval of the Designation of the Torrington Telegram as the College District's Official Newspaper:

The Board must publish legal notices and/or consider resolutions that make reference to "official newspaper of the district". The Torrington Telegram is a newspaper of general circulation within Goshen County, and Eastern Wyoming Community College District.

BR #79.pdf

Chairman VanMark put forth a motion to approve the Torrington Telegram as the College's Official Newspaper

Moved by: Rick Vonburg

Seconded by: Kurt Sittner

Motion Carried

8.3 Approval of Honored Retiree Status

Approval of Honored Retiree Status for Keith Jarvis

Board of Trustee Work Session Section 3.4

BR #80.pdf

Chairman VanMark put forth a motion to grant Honored Retiree Status to Keith Jarvis

Moved by: Rick Vonburg

Seconded by: Bob Baumgartner

Motion Carried

8.4 Approval of Practice Livestock for the Rodeo Club

Request approval from the Board of Trustees for approval of the purchase of practice livestock for the Rodeo Team using Club Funding.

Board of Trustees Work Session Section 3.5.

BR #81.pdf

Chairman VanMark put forth a motion to approve the purchase of practice livestock for the Rodeo Club

Moved by: Bob Baumgartner
Seconded by: Rick Vonburg

Motion Carried

9. **Election of Officers and Appointments for 2026**

9.1 **Election of Board Officers**

The following motions were put forth to elect Officers for the 2026 Yearly term:

Chairman: Jackie VanMark

Vice Chairman: Rick Vonburg

Secretary: Randy Adams

Treasurer: Katherine Patrick

Motion to Elect Jackie Van Mark as Chairman

Moved by: Randy Adams

Seconded by: Rick Vonburg

Motion Carried

Motion to Elect Rick Vonburg as Vice Chairman

Moved by: Katherine Patrick

Seconded by: Bob Baumgartner

Motion Carried

Motion to Elect Randy Adams as Secretary

Moved by: Bob Baumgartner

Seconded by: Katherine Patrick

Motion Carried

Motion to Elect Katherine Patrick as Treasurer

Moved by: Bob Baumgartner

Seconded by: Kurt Sittner

Motion Carried

9.2 **Appointment of representatives to the Eastern Wyoming College Foundation**

Motion to approve three representatives serve on the Foundation Board of Directors, Trustees Mr. Kurt Sittner, Mr. Rick Vonburg and Ms. Jackie Van Mark.

Moved by: Randy Adams

Seconded by: Bob Baumgartner

Motion Carried

9.3 **Appointment of a Trustee to the Board of Cooperative Educational Services (BOCES)**

Motion to appoint Katherine Patrick as Representative

Moved by: Randy Adams

Seconded by: Doug Mercer

Motion Carried

10. Department Reports:

Registrar Report

Registrar Report Dec 2025.pdf

11. Trustee Topics

Trustee Adams initiated a discussion on the financial difficulties facing regional peers, citing a report that Western Wyoming College is eliminating 33 positions to address a \$4 million deficit.

- Dr. Hawes confirmed that Western is facing significant financial challenges. Dr. Hawes then detailed EWC's approach: Stability has been maintained over the past three years through strategic attrition and restructuring.
- Vice President Korell added that the college's careful evaluation of each position and the realignment of responsibilities ensures current staff retention while restricting new hires to essential personnel only.

The conclusion drawn by the Board is that EWC is currently in a better financial position than its peer institutions due to this proactive

management, but the college must remain vigilant in its financial oversight.

12. Executive Session

Chairman VanMark made a motion to enter Executive Session at 7:08 PM. Advisor Jim Willox and Legal Counsel Tim Bush were approved to remain for the session.

Moved by: Randy Adams

Seconded by: Rick Vonburg

Motion Carried

Chairman VanMark put forth a motion to move out of Executive session at 7:51 pm

Moved by: Katherine Patrick

Seconded by: Randy Adams

Motion Carried

12.1 To consider or receive any information classified as confidential by law. See: (Wyo Stat §16-4-405 (a)(vii))

13. Adjournment

Chairman VanMark called for the meeting to adjourn at 7:52 pm



Jackie Van Mark
Jackie Van Mark, Chairman

Randy L. Adams
Randy Adams, Secretary

Lynda Dean
Lynda Dean, Executive Assistant