



**EASTERN WYOMING COLLEGE  
BOARD OF TRUSTEES WORK SESSION**

**4:00 p.m.**

**Tuesday, March 10, 2026**

EWC Dolores Kaufman Board Room

**Vision Statement**

*Eastern Wyoming College is committed to service and striving for excellence.*

**College Mission**

Eastern Wyoming College champions student success through innovative learning, academic excellence, and community enrichment.

**1. Call Meeting to Order**

**2. Approval of the Work Session Minutes**

[Board of Trustees Work Session February 10, 2026 Minutes.pdf](#)

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**3. Reports**

3.1 **Eastern Wyoming College Financial Audit Evaluation, including Overview and Responsibilities:**

**Cheryl Heath**

3.2 **Update on SHRM Training:**


**Vice President of Administrative Services Patrick Korell and Human Resources Director Catherine Conard**

3.3 **Update on ACUE training:**

**Executive Dean of Academics Debbie Oschner and Dr. LeAnn Smith**

**4. Adjournment**

Motion to Adjourn Meeting

 Members-only attachment



**EASTERN WYOMING COLLEGE  
BOARD OF TRUSTEES WORK SESSION**

Tuesday, February 10, 2026  
EWC Dolores Kaufman Board Room

**Attendance**

**Present:**

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

**Absent:**

Members:

**1. Call Meeting to Order**

Chairman VanMark called the meeting to order at 5:01 pm

**2. Approval of the Work Session Minutes**

Chairman Van Mark called for the approval of the December 9, 2025 Minutes as presented

*Moved by:* Rick Vonburg

*Seconded by:* Randy Adams


**Motion Carried**

- 2.1 Board of Trustees Work Session - Dec 09 2025 - Minutes - Pdf.pdf

**3. Introductions**

**4. Reports**

- 4.1 **Financial Evaluation Plan Update:**

 Members-only attachment

### **Vice President of Administrative Services Patrick Korell, and Cheryl Heath**

Vice President of Administrative Services Patrick Korell presented the defined deliverables associated with the college's contract with Cheryl Heath for professional Financial Evaluation Services. VP Korell outlined the strategic duties developed to address EWC's specific fiscal requirements, highlighting key pillars of the agreement:

- Outlined 8 deliverables for the financial evaluation, including examining audits, CFI (Composite Financial Index), financial practices, internal controls, cash position, program viability analysis, cash flow projections, and board reporting templates.

Introduction of Consultant:

Ms. Heath joined the meeting via Zoom to provide an overview of her professional background and expertise. Explained her approach will be 30% historical analysis and 70% forward-looking, focusing on developing useful financial reporting tools.

The Board extended a formal welcome and expressed support for the upcoming collaboration.

#### **4.2 Facility Master Plan Update:**

##### **Vice President of Administrative Services Patrick Korell**

Vice President Korell provided a comprehensive visual presentation detailing the current condition of various facility systems across the college. The report highlighted critical areas requiring attention and established the baseline for upcoming maintenance initiatives.

VP Korell reported that Tom Popilek is currently coordinating with state officials to identify available resources and potential solutions.

- The college will initiate a reconnaissance study to

formally document all project requirements and facility needs.

- Completion of this study is a prerequisite for potential state-level funding and support for necessary repairs and infrastructure upgrades.

#### Facility Master Plan (FMP) Update

VP Korell outlined the upcoming annual revision of the Facility Master Plan. The updated FMP will integrate several high-priority strategic initiatives, including:

- Douglas Campus: Infrastructure for the Construction Trades expansion.
- Torrington Campus: Necessary systemic upgrades and the proposed Rodeo facility.

VP Korell also explained how the master plan fits into the capital project pipeline for state funding.

#### 4.3 **CDL Program Plan Update and Truck Presentations: Dr. Jeffry Hawes**


Dr. Hawes presented a report on the current status of the Commercial Driver's License (CDL) program, focusing on the strategic expansion of the vehicle fleet to accommodate increasing enrollment and demand across all Eastern Wyoming College (EWC) locations.

- A presentation was made for a truck the program is looking to add to the fleet in order to meet the demand for EWC.
- The Board was presented the truck to be purchased, a recent addition of a Kenworth 900, a new trailer for the new Hot Shot program, and the new service truck for roadside repairs and servicing of the College's fleet.

### 5. **Adjournment**

Chairman VanMark called for adjournment and inspection of EWC CDL Vehicles

*Moved by:* Rick Vonburg

 Members-only attachment

*Seconded by:* Doug Mercer

**Motion Carried**

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Jackie Van Mark, Chairman

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Randy Adams, Secretary

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Lynda Dean, Executive  
Assistant

 Members-only attachment