

AGENDA
Northern Wyoming Community College District
Board of Trustees Meeting
Sheridan College Board Room W 145C
Thursday, April 21, 2011
7:00 p.m.

1. Call to Order and Roll Call
2. Agenda Additions/Deletions
3. Consent Agenda
 - a. Minutes – March 24, 2011
 - b. Financial Reports
4. President's Report
 - a. Foundation Report – Susan Bigelow, Vice President of Development
 - b. Capital Construction Process – Cheryl Heath, Vice President for Administration and Chief Financial Officer
5. Gillette College Advisory Board Report – Elaine Roth, Board Member
Sheridan College in Johnson County Advisory Board Report – Jack Tarter, Chair
6. Organization Reports: Student Senate – Tess Ingalls, Treasurer
Faculty Senate – Buckey Walters, President
7. Public Comments
8. Unfinished Business
9. New Business
 - a. Presentation of the NWCCD Mace and Chain – SC and GC Foundations
 - b. Report on Employee Climate Survey – President Paul Young and VP of Administration Cheryl Heath
 - c. Report on Insurance Bid Process – VP of Administration Cheryl Heath
 - d. FY 2012 Preliminary Budget Approval – VP of Administration Cheryl Heath
 - e. WACCT/ACCT Report – Chair Kati Sherwood
 - f. Determine Date for Annual Board Assessment and Evaluation of CEO and Formation of Ad-hoc Committee – Chair Kati Sherwood
 - g. June Board Meeting Date Change Proposal – Board of Trustees
 - h. NCA/HLS Annual Conference Report – Trustee Norleen Healy and VP Cheryl Heath
10. Adjourn

9a. Presentation of the NWCCD Mace and Chain – SC and GC Foundations

Sheridan College Foundation and Gillette College Foundation, in conjunction with faculty and students in the Construction Technology and Machine Tool Technology programs, are presenting a mace and chain to the Trustees of the Northern Wyoming Community College District. The mace and chain both display the NWCCD emblem. The chain, which includes the core values adopted by the college, will be worn by the President at graduation and other similar events. The mace, which was designed and constructed by both programs, will be carried by the Grand Marshal who leads the students in procession at graduation.

9b. Report on Employee Climate Survey

VP Cheryl Heath will present a report on the 2011 Employee Climate Survey.

9c. Report on Insurance Bid Process

The college has conducted a risk review and a bid package for our property and liability insurance. Based upon the risk review and the sealed bid process, administration is recommending the following insurance policies effective July 1, 2011. The intent is to continue with these same policies for a term of three to five years.

Insurance Recommendation:

• Alliant Public Entity Property Insurance Program (PEPIP)	\$ 61,556
• Alliant Cyber Liability Program using Beazley Lloyd's Syndicate	Included
• North Wyoming/NIPC Zurich Crime Policy	
1,995	
• North Wyoming/NIPC American Alternative Liability Program	81,923
• North Wyoming/NIPC Aspen Insurance Law Enforcement Liability	2,683
• North Wyoming/NIPC American Alternative Voluntary Worker's Comp	77,165
Total Premium Recommended Program	\$225,322

We are recommending that the Property lines be written with Alliant Insurance Services and the Crime and Liability lines including the newly available Voluntary Worker's Compensation be written with North Wyoming Insurance.

By separating the lines the District can accomplish the following:

- Provide a "state of the art" property program that includes high blanket limits and a "per occurrence" deductible.
- Provide a solid Liability program.
- Include Cyber Liability coverage.
- Include a Voluntary Worker's Compensation policy.
- Provide a solid Crime Policy
- Even after the additions, reduce the District's annual insurance costs by over \$37,000.

9d. FY 2012 Preliminary Budget Approval

The preliminary budget is presented for FY 2012. Wyoming statute requires that the Board be presented a preliminary budget by May 15th of each year.

9e. WACCT/ACCT Report

Chair Sherwood will poll trustees to learn if any are interested in the ACCT State Coordinator's position she currently holds as her three-year term will soon expire. She will present those names at the WACCT Meeting in Powell on April 25 and share this opportunity with other college trustees at the same time. She will also confirm that all Board members are receiving their "ACCT E-Law Alerts."

9f. Determine Date for Annual Board Assessment and Evaluation of CEO and Formation of Ad-hoc Committee

The Northern Wyoming Community College District Board of Trustees conducts an annual Board assessment and evaluation of the College President. Typically this has been done in a special session separate from the regular meeting. The Board needs to discuss a possible date and venue and form an Assessment/Evaluation Ad hoc Committee.

9g. June Board Meeting Date Change Proposal

The June Board Meeting is scheduled for June 21. It conflicts with the first 3rd Thursday Street Festival sponsored by the Chamber of Commerce and Downtown Sheridan Association. The 3rd Thursday Street Festivals are scheduled this summer on June 16, July 21, August 18, and September 15 from 5:00 to 9:00 p.m.

The July Board meeting will not conflict with the Street Festival scheduled that month. The August and September meeting dates normally scheduled on the 3rd Thursday of the month would fall on the Street Festival nights those two months.

A position by trustees will be discussed about changing three of their Board meetings in the summer months from the normal 3rd Thursday to another date to allow for participation in the Street Festivals. Action on the next academic year's meeting dates will occur at the June or July meeting. Therefore, the only action that may be necessary at this time is rescheduling the June 16 Board meeting to another evening, if that is the consensus of the Board.

9h. NCA/HLS Annual Conference Report

Trustee Norleen Healy and VP for Administration and Chief Financial Officer Cheryl Heath attended the 116th Annual Conference of the North Central Association (NCA)/Higher Learning Commission (HLC) in Chicago, Illinois, on April 8-12, 2011, and will provide a report.