

**Minutes**  
**Northern Wyoming Community College District**  
**Regular Meeting / Public Meeting / Executive Session**  
**NWCCD Board of Trustees**  
**April 17, 2019 6:30 p.m. – 8:15 p.m.**  
**Whitney Building – Sheridan College Campus, Boardroom W132, Sheridan, WY**

**Trustees Present**

Norleen Healy, Chair  
Walt Wragge, Vice-Chair  
Debra Wendtland, Secretary  
Bob Leibrich, Treasurer  
Bruce Hoffman, Trustee  
Shelley Kinnison, Trustee

**Trustees Absent**

Gary Koltiska, Trustee

**Advisory Board Representatives Present**

Richard Cisneros, Vice Chair – GC Advisory Board  
Jack Tarter, Chair - Johnson County Advisory Board

**Advisory Board Representatives Absent**

Tracy Wasserburger - Chair, Gillette College Advisory Board

**Administration Present**

President Paul Young  
VP Janell Oberlander  
VP Leah Barrett  
VP Estella Castillo-Garrison  
Executive Director, Gillette College Foundation, Heidi Gross  
Executive Director, Sheridan College Foundation, Jen Crouse

**Administration Absent**

VP Cheryl Heath

**Others Present**

Dr. Mark Bergman  
AVP Wendy Smith, PIO  
AVP Jennifer McArthur, Human Resources  
Larissa Bonnet, Director of Campus Life & Housing  
Gina Kidneigh, Director of Finance & Controllor  
Dr. Walt Tribley, Incoming NWCCD President  
Joseph Aguirre, College Success Program Director  
Jose Rafael Escoto, Success Coach/Retention Coordinator

Ryan Patterson, Media  
Pat Blair, Media  
Senator Dave Kinskey, District 22  
Erin Taylor, Executive Director, WACCT  
Hayden Heaphy, NWCCD Legal Counsel  
Madison Anderson, Sheridan College Student Senate President  
Dennis Zezas, Incoming Sheridan College Student Senate President  
Macy Erickson, TRIO Student  
Anya Tuft, TRIO Student  
Dominique Amaya, TRIO Student  
Bailey Hassler, TRIO Student  
Brook Alderson, TRIO Student

**Recorder**

Jana Clements

- 1.) **Call to Order and Roll Call** - Board Chair Norleen Healy called the April 17, 2019 Regular Board Meeting of the NWCCD Board of Trustees to order at 6:32 p.m. Roll call was taken and there was a quorum.

- 2.) **Agenda Additions/Deletions** – There were no agenda additions or deletions, however Dr. Paul Young requested moving 11b. College Success/TRIO Report on the Spring Break Trip to El Salvador be moved to #4 on the agenda. This was to accommodate students giving the report to make it to their 7:00 p.m. classes.
- 3.) **Consent Agenda** – Chair Norleen Healy asked for a **MOTION** to accept the Consent Agenda. Treasurer Bob Leibrich **MOVED** and Trustee Bruce Hoffman **SECONDED** accepting the consent agenda as presented, which included the March 21, 2019 regular meeting minutes; the March 2019 Financial Report and check register; and the Employees Hires and Exits information sheet. The **MOTION** carried unanimously.
- 4.) **College Success / TRIO – Spring Break Trip to El Salvador** – Student Report (moved from agenda item 11b.) The students and staff who just returned from El Salvador on a community service trip, each provided a brief report on different aspects of their trip. They shared what it was like to travel, and to be in a different country with a different culture. They interacted with school children during the mornings and helped to build a community garden in the afternoons. They thanked the Board for supporting their program and told them how valuable this trip and experience was.
- 5.) **President's Report** – Dr. Paul Young, President, announced that there would be no work session on April 26. This was on the original Board of Trustees 2018-19 calendar, however the work session is moved to May. He announced the Sheridan Campus has a new Student Government Association President who was present at the meeting: Dennis Zezas.

Dr. Young then gave the floor to Dr. Walt Tribley, incoming NWCCD President. Dr. Tribley thanked everyone for their hospitality and mentioned that he was impressed with all of the meetings he had the privilege of attending in the past week.

6.) **Gillette College Advisory Board Report** – Richard Cisneros, Vice Chair, introduced himself, thanked Vice President Janell Oberlander for almost a year of service to the District and turned over the Gillette College Advisory Board Report to Vice President Janell Oberlander. She gave a report highlighting Dr. Walt Tribley's visit to the Gillette campus on Tuesday. She talked about how successful the UW students' visit to local businesses went. Gillette campus is in the midst of a level 1 study of a new academic building.

**Johnson County Advisory Board Report** – Jack Tarter, Chair, provided a brief summary of the Advisory Committee's continued efforts with the CNA program. They continue to work with Sheridan College Johnson County staff member, Derek Andrews. He mentioned that Derek Andrews, Director of Sheridan College in Johnson County had recently returned from an Administrator's Conference in Spokane. All budget requests have been made and they are waiting for some to be approved.

**Gillette College Foundation Report** – Heidi Gross, Executive Director, spoke about recent fundraising at the 6<sup>th</sup> annual dinner theater. It raised \$50,000. The Foundation is now focused on celebrating students for the 50<sup>th</sup> anniversary of the Gillette Campus. Celebrations, tours, a concert and other events are planned for Sept. 5-7, 2019. Governor Mark Gordon and Senator Enzi have been invited to speak. Heidi is also working on the next large fundraiser: the August golf tournament.

**Legislative Report** - Senator Dave Kinskey, District 22, provided the Board of Trustees with a legislative update, calling it the community college session. Senator Kinskey sponsored the Wyoming Works bill which had 19 drafts before it was passed. He was pleased with the passing of the CTE bill in which Hathaway scholarships could be made accessible for non-traditional CTE students. He was also pleased with the passing of the Bachelor of Applied Science bill and the potential it provides to community colleges in our state. He said that we were fortunate to have a governor who gets what community colleges do for the State. Dr. Paul Young thanked Senator Kinskey for his ongoing support of community colleges.

## 7.) **Organization Reports**

a. **Faculty Senate** – Dr. Mark Bergman emphasized the continued work the Faculty Senate is engaged in with other governing faculty groups. The faculty decided to cast a paper ballot for determining new senate members.

b. **Student Senate** – Madison Anderson said that the Student Senate was winding down as they focused on end-of-year studying and finals. They were focused on their recent elections to get new leadership in place in time to transition them before they all left for the summer. She also introduced Dennis Zezas, newly elected Student Government Association president. Madison thanked the Board for all of its support and for giving her so many opportunities that will continue her success in the next level of her education.

8.) **Public Comments** – Dr. Walt Tribley wanted to express how impressed he was with the previous day's meetings and the collaboration he witnessed firsthand between the Governor, local industry leaders and owners and the College and SEEDA representatives.

9.) **Unfinished Business** – There was no unfinished business to discuss.

**10.) Key Monitoring Reports**

**a. Preliminary Budget** – President Paul Young gave a brief summary of the preliminary budget proposed for the fiscal 2019-2020 year.

**b. Composite Financial Indicator** - President Paul Young provided a summary of what determines the Composite Financial Indicator (CFI) and why the college shows the numbers both with and without the GASB (the state retirement and retiree health insurance liabilities).

Hearing no further discussion in the Regular Meeting, Chair Norleen Healy recessed the Regular Meeting and convened the Public Hearing at 7:35 p.m.

**11.) Public Hearing**

**a. Request for Public Comment.** A Notice of Public Hearing was published on Friday, April 5, 2019.

The Public Hearing was convened to allow the public to make comments regarding continuation of the ½ Mil BOCHES levy proposal. Chair Norleen Healy asked if there was any public comment and, upon hearing no such comment, the Public Hearing was adjourned and the Chair reconvened the **Regular Board Meeting** at 7:36 p.m.

**b. ½ Mil BOCHES Levy.** The Board of Trustees may levy up to ½ mil for the purposes of maintaining programs offered by the Board of Cooperative Higher Education Services for a period of two years. This levy is a critical part of the college’s budget. Dr. Paul Young, on behalf of the Administration, recommended the Board continue the ½ mil BOCHES levy, effective July 1, 2019 and ending June 30, 2021. Chair Norleen Healy asked for a **MOTION** to approve continuation of the ½ mil BOCHES levy as presented.

Trustee Shelley Kinnison **MOVED** and Vice Chair Walt Wragge **SECONDED** the approval of the continuation of the ½ mil BOCHES levy as presented. The **MOTION** was approved and passed with a unanimous vote.

**12.) New Business**

**a. Honorary Degrees Approval** – The Administration brought before the Board consideration of granting three honorary degrees at the 2019 Commencement ceremonies. For the Board’s consideration:

Sheridan College – Mary Ellen McWilliams – Associate of Arts, History – honoris causa

Sheridan College – John C. Schiffer – Associate of Science, Political Science – honoris causa, posthumously awarded

(NOTE: This is corrected from the agenda, which accidentally left out Associate of “**Science**,” Political Science. )

Gillette College – Patricia Litton – Associate of Applied Science, Agriculture – honoris causa.

Upon hearing no discussion and upon hearing a biography for each proposed honoree, Chair Norleen Healy asked for a **MOTION** to approve Administration’s request that the Board approve the Honorary Degrees as presented.

Trustee Bruce Hoffman **MOVED** and Secretary Deb Wendtland **SECONDED** the Administration’s recommendation to approve the Honorary Degrees for Mary Ellen McWilliams, John C. Schiffer, and Patricia Litton. The **MOTION** carried with a unanimous vote.

**b. College Success / TRIO – Spring Break Trip to El Salvador (moved to #4.)**

**c. WACCT Update** – Treasurer Bob Leibrich provided a report on the recent WACCT meeting. The Education Committee focused on improving the student experience. The committee is being encouraged to focus more on students by restructuring the WACCT awards. NWCCD submitted a letter of suggestion that the Board fully supports where the focus of the awards would be on student achievement. Dates for the Fall WACCT Conference are September 24 and 25.

Hearing no further discussion, Chair Norleen Healy asked for a **MOTION** to recess the Regular Board Meeting to enter into an Executive Session to discuss a legal matter, as allowed by State Statute 16-4-405 (a) (ix). Vice Chair Walt Wragge **MOVED** and Treasurer Bob Leibrich **SECONDED**. The motion carried unanimously and the Regular Meeting was recessed at 7:53 p.m.

**13.) Executive Session** – Chair Norleen Healy opened the Executive Session to discuss a Legal Matter as outlined in W.S. Statute 16-4-405 (a) (ix). After a brief recess, the Board entered into Executive Session at 7:55 p.m.

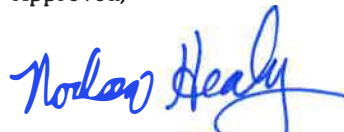
Upon no further discussion in the Executive Session, Chair Norleen Healy asked for **MOTION** to adjourn the Executive Session and return to the Regular Meeting. At 8:10 p.m., Vice Chair Walt Wragge **MOVED** and Trustee Bruce Hoffman **SECONDED**, adjourning the Executive Session and returning to the Regular Meeting. The **MOTION** passed unanimously.

**14.) Regular Meeting** – Chair Norleen Healy resumed the Regular Meeting and, upon hearing no further discussion for the good of the District, adjourned the Regular Board Meeting at 8:15 p.m.

Respectfully Submitted,

  
Debra Wendtland, Secretary

Approved,

  
Norleen Healy, Chair