

Minutes
Northern Wyoming Community College District
Regular Meeting / Joint with the Johnson County Advisory Board &
NWCCD Board of Trustees
May 16, 2019 5:00 p.m. – 5:15 p.m.
Bomber Civic Center – Buffalo, WY – Johnson County Campus

Trustees Present

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

Trustees Absent

Debra Wendtland, Secretary
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 Cheryl Heath
VP Janell Oberlander
VP Leah Barrett
VP Estella Castillo-Garrison
Executive Director, Sheridan College Foundation, Jen Crouse

Administration Absent

Executive Director, Gillette College Foundation, Heidi Gross

Others Present

AVP Wendy Smith, PIO
AVP Jennifer McArthur, Human Resources
Derek Andrews, Director of Sheridan College in Johnson County
Ashlea Bassett, Johnson County College Services Specialist
Dennis Zezas, Incoming Sheridan College Student Senate President
Ardy Hahn, Sheridan College Johnson County Advisory Board
Steve Rzasa, Sheridan College Johnson County Advisory Board
Amanda Kaufmann, Sheridan College Johnson County Advisory Board
John Manzella, Sheridan College Johnson County Advisory Board
Sean McCallister, Johnson County Healthcare Center
Haly Odenbach, Johnson County Healthcare Center & Sheridan College Johnson County Advisory Board
Bill Novotny, Johnson County
Billie Rae Charles, Sheridan College, Center for College and Career Readiness
Cindy Kremers, Vice Chair, Sheridan College Johnson County Advisory Board
Shane Schrader, Mayor, City of Buffalo
Marc Wodahl, Sheridan College Associates Graduate, Buffalo High School Graduate
Luke Wodahl, Brother to Marc
Scott Wodahl, Father to Marc
Mary Jean Wodahl, Mother to Marc
Marcy Schueler
Dave Belus
Wes Haskins, Buffalo City Council

Others Absent

Hayden Heaphy, NWCCD Legal Counsel

Shane J Schader

Kristi McGee, Sheridan College High School Equivalency & CNA student

Kyle McGee, Husband to Kristi McGee

Justyn McGee, Son to Kristi McGee

Josh Keegan, Sheridan College Johnson County Advisory Board, 2019 Associates in Nursing graduate

Nick Parson

Clare Eastes, Sheridan College Johnson County Advisory Board

Recorder

Jana Clements

1.) **Call to Order and Roll Call** - Board Chair Norleen Healy called the May 16, 2019 Joint Johnson County Advisory and Regular Board Meeting of the NWCCD Board of Trustees to order at 5:00 p.m. Roll call was taken and there was a quorum. Johnson County Advisory Board Chair, Jack Tarter, introduced everyone in attendance to Dennis Zezas, the newly elected Sheridan College Student Government Association President. President Zezas gave a brief report on the scheduled summer training in Phoenix that he will attend.

2.) **Agenda Additions/Deletions** - There were no agenda additions or deletions.

3.) **Consent Agenda** - Board Chair Norleen Healy asked if there was any discussion related to the April 17, 2019 Regular Meeting Minutes; April 2019 Financials; April 2019 Check Register or Employee Hires and Exits. Hearing no discussion, Chair Norleen Healy asked for a MOTION to approve the Consent Agenda. Trustee Bruce Hoffman MOVED and Vice-Chair Walt Wragge SECONDED. The Consent Agenda was approved unanimously.

4.) **Public Comments** - There were no public comments shared.

5.) New Business

a. 2021-2022 Academic Calendar & Holiday Calendar Approval

Having brought the proposed 2021-2022 Academic and Holiday Calendars before the Board in the Work Session at 3:00 p.m. on May 16, 2019, Administration asked for the approval of the calendars as presented. (pg. 2)

Upon hearing no discussion, Chair Norleen Healy asked for a MOTION to approve the 2021-2022 Academic and Holiday Calendars as presented. Trustee Bruce Hoffman MOVED and Trustee Shelley Kinnison SECONDED the approval and adoption of the Northern Wyoming Community College District's 2021-2022 Academic and Holiday Calendars as presented by Administration. The MOTION was approved unanimously, with only Trustee Gary Koltiska and Trustee Debra Wendtland not in attendance.

b. Proposed Board of Trustees' Schedule of Meetings June 2019-May 2020

Chair Norleen Healy asked for a MOTION to approve the Board of Trustees' Tentative Schedule of Meetings from June 2019-May 2020 as presented in the Work Session on May 16, 2019, acknowledging there could be changes as further meetings are determined.

Trustee Shelley Kinnison MOVED and Vice Chair Walt Wragge SECONDED the approval and adoption of the Northern Wyoming Community College District's Board of Trustees' Schedule of Meetings from June 2019 – May 2020 as presented in the Work Session on May 16, 2019, acknowledging there could be changes as further meetings are determined. The MOTION was approved unanimously, with only Trustee Gary Koltiska and Trustee Debra Wendtland not in attendance.

c. Policy Series 3000 – First Reading

Administration brought before the Board the first reading of Policy Series 3000 – Business Management. A copy of the Series and proposed changes, after being reviewed by the District Council of the College at a work session on May 16, 2019, was presented by Administration for Approval. Chair Norleen Healy asked the Board of Trustees to approve the first reading of the amended Policy Series 3000 – Business Management.

Vice Chair Walt Wragge MOVED and Trustee Bruce Hoffman SECONDED approving the first reading of the Policy Series 3000 and its proposed changes. The Board of Trustees will have a second reading in the June Board Meeting. The MOTION was approved unanimously, with only Trustee Gary Koltiska and Trustee Debra Wendtland not in attendance.

d. Faculty Member Request for Sabbatical

Chair Norleen Healy asked for a MOTION to approve Rod Dugal's, Art Faculty, request for a Sabbatical in the Spring of 2020 as outlined in Series 4065.1 and in accordance with the supporting documentation presented to the Board in the work session on May 16, 2019.

Treasurer Bob Leibrich MOVED and Trustee Bruce Hoffman SECONDED to approve Rod Dugal's request for a Sabbatical in the Spring of 2020 as outlined in Series 4065.1 and in accordance with the supporting documentation presented to the Board in the work session on May 16, 2019. The MOTION was approved unanimously, with only Trustee Gary Koltiska and Trustee Debra Wendtland not in attendance.

6.) Adjourn. Upon no further discussion in the Joint Meeting of the Sheridan College Johnson County Advisory Board and Northern Wyoming Community College, Chair Norleen Healy adjourned the Regular Board Meeting at 5:15 p.m.

Respectfully Submitted,

A handwritten signature in blue ink that reads "W. Wragge".

Walt Wragge, Vice Chair

(In Trustee Debra Wendtland's Absence)

Approved,

A handwritten signature in blue ink that reads "Norleen Healy".

Norleen Healy, Chair