

**Minutes**  
**Northern Wyoming Community College District – Board of Trustees Regular Meeting and Executive Session**  
**February 21, 2019**  
**Whitney Building – Sheridan College Campus, Boardroom W132, Sheridan, WY**

**Trustees Present**

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

**Trustees Absent**

**Advisory Board Representatives Present**

Tracy Wasserburger - Chair, Gillette College Advisory Board  
Jack Tarter, Chair - Johnson County Advisory Board

**Advisory Board Representatives Absent**

**Administration Present**

President Paul Young  
VP Estella Castillo-Garrison  
VP Janell Oberlander  
VP Cheryl Heath  
VP Leah Barrett

**Administration Absent**

Executive Director, Gillette College Foundation, Heidi Gross  
Executive Director, Sheridan College Foundation, Jen Crouse

**Others Present**

Board Counsel Hayden Heaphy  
Wendy Smith, AVP, PIO  
Dr. Mark Bergman, Music Faculty  
AVP Jennifer McArthur

Ryan Patterson, Media  
Pat Blair, Media  
Kim Love, Media  
Vicki Taylor, Community  
Madison Anderson, SC Student Senate President  
Samantha Power, GC Student Senate President

**Recorder**

Jana Clements

**1.) Call to Order and Roll Call**

Board Chair Norleen Healy called the February 21, 2019 Regular Meeting of the Board of Trustees to order at 6:35 p.m. Roll was taken and there was a quorum.

**2.) Agenda Additions / Deletions** – Dr. Paul Young called #11 calling for an Executive Session regarding Personnel Matters pursuant to W.S. Statute 16-4-405 to the attention of the Board, stating it was an addition to the agenda.

**3.) Consent Agenda**

Chair Norleen Healy asked the Board if they had reviewed the Consent Agenda. The Consent Agenda was accepted unanimously.

#### **4.) President's Report – Dr. Paul R. Young**

Dr. Paul Young announced important upcoming dates: Presidential Candidates Interviews with the Board are on Tuesday, March 5. On Friday, March 8, the joint work session with the Board and SC Foundation will take place. Dr. Young announced the commencement speaker for both campuses this year as Ms. Susan Thomas. He introduced the Student Senate Presidents from both campuses, Madison Anderson and Samantha Power. Lastly, he shared a brief Legislative update.

#### **5.) Gillette College Advisory Board Report – Tracy Wasserburger, Chair**

Chair Tracy Wasserburger said that the Gillette Advisory Board had a joint working session with the GC Foundation recently and there were a lot of good ideas generated. She thanked Chair Norleen Healy for attending on Saturday.

Vice President Janell Oberlander added that she would share with the Board as updated information is disseminated. She mentioned that she has now worked for Gillette College for 6 months. She is currently working on budgets for the new academic year. The womens' basketball team is hosting the first round of Title IX regionals on March 1.

#### **Johnson County Advisory Board Report – Jack Tarter, Chair**

Chair Jack Tarter updated the Board on activities in Johnson County including the Museum using space at the college and testing that is occurring 2 Saturdays a month. Derek Andrews, Director of Sheridan College in Johnson County has been working with medical staff in Buffalo regarding building a CNA program and possibly a culinary program to support the veterans' home being considered for that community.

#### **Sheridan College Foundation and Gillette College Foundation Reports – No reports this month.**

#### **6.) Organization Reports**

**a.) Faculty Senate Report** – Dr. Mark Bergman, Music Faculty – Dr. Bergman said the Faculty Senate is busy supporting student success in a number of ways, including reviewing tenure and incentivizing colleagues. Keeping excellent faculty strengthens student learning. They are in the process of providing a proposal to the faculty for review.

**b.) Student Senate Report** – Madison Anderson, SC Student Senate President and Samantha Power, GC Student Senate President – Madison shared that the Sheridan Campus students are still working on a plan to see if daycare is a possibility for students. They are getting ready to launch a survey to see what the need is. They are considering an off-campus partnership. Samantha shared that the Gillette Campus students had a "Day On" of service in celebration of Martin Luther King Day on January 21, 2019. They packed 160 bags with hygiene products and distributed them to local non-profits such as CASA. The students are considering making it an annual event. They also distributed messages of hope. Their career closet has been a huge success as well. They have received a lot of donations in clothes and food too. The Student Safety Committee is conducting ALICE training this coming week.

**7.) Public Comments** – Chair Norleen Healy opened the floor to public comments and recognized Ms. Vicki Taylor. Ms. Taylor published a letter to the Sheridan Press editor in which she outlined her concerns about contracted workers at Spear-O Mountain Campus in 2016-17. She wanted the Board to be aware of her concerns about how they were paid and provided some researched documentation. Chair Healy thanked her for her comments and accepted her documentation for the Board to review.

**8.) Old Business** – No Old Business was brought forth.

**9.) Key Monitoring Reports** – No Key Monitoring Reports this month.

#### **10.) New Business**

**a.) National Legislative Summit Report by Board Vice-Chair: Walt Wragge** - First, Vice-Chair Walt Wragge gave a brief review of the sessions he and Treasurer Robert Leibrich attended at the **WACCT Education Day**. He thought they were excellent. The first session was conducted by the WCCC about who they are and what they do, by Dr. Sandy Caldwell. They will offer this session every other year with an emphasis on providing information for new trustees. He shared the fact that 75% of University of Wyoming graduates in May 2018 were community college transfer students and they performed better than their counterparts who attended a 4-year college. The second WACCT session he found valuable was the Advocacy versus Lobbying presentation led by Dr. Paul Young and Dr. Sandy Caldwell. He learned that you can advocate for anything as long as you do not mention a specific bill. Promoting an issue without mentioning a bill is perfectly acceptable.

Regarding the **NLS Conference** in Washington DC, Vice-Chair Wragge said the recent ACCT Conference in New York City was reported as one of the best attended sessions ever. It will be in San Francisco in 2019, Chicago in 2020, San Diego in 2021 and New York City again in 2022. Large cities draw bigger crowds. He said the Wyoming delegation has a state coordinator from LCCC (Laramie County Community College). He mentioned the keynote was Margaret Brennan. One of the take-aways from her keynote address was that local, out-in-the-field reporters, could still be trusted even if you don't trust national news anchors. He concluded that there were also a lot of discussions continuing around the Higher Education Act. He also said that Pell Grants are more complex now because they are considering short-term grants for six-week courses. They are also considering "Second Chance" Pell Grants for those who are incarcerated.

**b.) National Legislative Summit Report by Student Senate Presidents: Madison Anderson and Samantha Power** - Madison started by thanking the Board, Administration and staff for giving them the opportunity and making it a priority for students to attend the NLS Conference. Samantha also thanked everyone and shared that attending the Conference motivated her to talk with other students in the Senate to show how community colleges impact them on a local and national level. She wants to share with other students that they need to be involved, to educate themselves and give others that same opportunity.

The Board of Trustees wanted to hear about Madison and Samantha. Madison is a 2<sup>nd</sup> year student from Ten Sleep and is majoring in Agriculture Business. She is transferring to University of Wyoming in the Fall. Samantha is from North Dakota and will transfer to University of Wyoming in the Fall.

Vice-Chair Wragge was very impressed with these students and said that the Wyoming delegation had a very enthusiastic discussion with our Washington representatives. In fact, Madison had the opportunity to speak with Senator Barrasso. She told him of her application to be an intern and he has already followed up with her. She is confirmed to be an intern in his local office with aspirations of interning in Washington DC as well.

**c.) The Appointment of an At-Large Sheridan Economic and Education Development Authority Board (SEEDA) Member.** Ms. Erin Kilbride – Dr. Paul Young.

The Administration brought before the Board, Ms. Erin Kilbride, to serve on the SEEDA Board of Trustees as the at-large member for a term beginning August 2018 and ending August 2021. (Ms. Kilbride would replace the vacated position by Mr. Ken Thorpe).

**Discussion:** The Board reviewed a short biography and Dr. Paul Young said once the Board voted, if in favor, that it would then go to a vote at the City Council. Trustee Gary Koltiska commented that Ms. Kilbride would be a very positive addition to the SEEDA Board.

After hearing no further discussion, Chair Healy asked for a **MOTION**.

Trustee Bruce Hoffman moved and Treasurer Bob Leibrich seconded the approval of the Appointment of Ms. Erin Kilbride. The **MOTION** passed unanimously.

**11a.) Executive Session.** Chair Healy then asked, if there was no further business for the good of the District, that the Regular Meeting be recessed to allow a **MOTION** to adjourn into Executive Session to discuss Personnel Matters as outlined in W.S. Statute 16-4-405 regarding the Presidential Search process and next steps.

Trustee Gary Koltiska moved and Vice-Chair Walt Wragge seconded approval of the Board of Trustees adjourning from the Regular Meeting into Executive Session to discuss a Personnel Matter as outlined in W.S. Statute 16-4-405 to discuss an update of the presidential search process and next steps. The **MOTION** passed unanimously at 7:15 p.m.

**11b.) Conclusion of the Executive Session.** Upon hearing no further discussion for the good of the District, Chair Norleen Healy asked for a **MOTION** to close the Executive Session regarding Personnel Matters.

Vice-Chair Walt Wragge moved and Trustee Gary Koltiska seconded approval of the Board of Trustees adjourning the Executive Session and reconvening into the Regular Meeting of the Board of Trustees. The **MOTION** passed unanimously at 7:30 p.m.

## **12.) Adjournment**

Chair Norleen Healy adjourned the Regular Meeting after hearing there was no further business for the good of the District, on February 21, 2019 at 7:35 p.m.

Respectfully Submitted,

  
Debra Wendtland, Secretary  
Walt Wragge, Vice Chair

Approved,

  
Norleen Healy, Chair