

FINAL Minutes
Northern Wyoming Community College District - Board of Trustees Regular Meeting
Thursday, January 18, 2018
Sheridan College Whitney Boardroom - W132 - Sheridan, WY

Trustees Present

Norleen Healy, Chair
Walt Wragge, Vice-Chair
Bob Leibrich, Treasurer
Bruce Hoffman, Trustee
Gary Koltiska, Trustee

Trustees Absent

Jerry Iekel, Secretary
Debra Wendtland, Trustee

Advisory Board Representatives Present

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

Administration Present

President Paul Young
VP Mark Englert
VP Rich Hall
VP Leah Barrett
VP Cheryl Heath

Administration Absent

VP Susan Bigelow

Others Present

Hayden Heaphy, NWCCD Attorney
Wendy Smith, NWCCD Director - Marketing, PIO
Jennifer McArthur, NWCCD Director - Human Resources
Sarah Jo Sinclair, Chair - SC Humanities
Dr. David Golden, SC Faculty - English
Jen Crouse, Executive Director - SC Foundation

Bill Rohrbaugh, President - SC Foundation Board
Bobbi Mitzel, Director - SC Foundation Alumni
Bruce Garber, Sheridan County Resident
Roger St. Clair, Sheridan County Resident
Pat Blair, Sheridan Media (radio)
Ryan Patterson, the Sheridan Press

Recorder

Mary Jo Johnson

Call to Order and Roll Call

Board Chair Norleen Healy called the January 18, 2018 Regular Board of Trustees Meeting to order at 6:31 p.m. Roll call was taken; there was a quorum.

Agenda Additions/Deletions

Chair Healy asked if there were any additions or deletions to the January 18, 2018 Board Agenda. There were none.

Consent Agenda

Chair Healy asked if there were any changes to the Consent Agenda, which included the December 14, 2017 Regular Meeting Minutes, and the December, 2018 Financials. There were no changes; the Consent Agenda was accepted as presented.

President's Report – Dr. Paul R. Young

- Dr. Young announced the winners of the NWCCD Awards of Excellence. Faculty of the Year for Gillette College is English Instructor, Miranda Miller. Faculty of the Year for Sheridan College is Computer Science Instructor, Mark Thoney. Administrative Employee of the Year is NWCCD Chief Information Officer / Director IT Services, Brady Fackrell. Classified Employee of the Year is Gillette College Campus Police Lt. Chad Trebby. Student of the Year is SC Sophomore Rósborg Halldórsdóttir of Iceland, a dual music and chemistry major and member of the Women's Volleyball team. Volunteer of the Year is John Pearson, recent longtime member of the Sheridan College Foundation board. And Trustee of the Year is Board Treasurer, Robert Leibrich. Ms. Halldórsdóttir, and Messrs. Thoney, Fackrell, Trebby, Pearson, and Leibrich have been submitted for the statewide Wyoming Association of Community College Trustees (WACCT) awards, to be presented in Cheyenne on February 21, 2018.

- Dr. Young was pleased to report that the State Land and Investment Board (SLIB) approved the Project Enterprise Business Ready Communities Grant. The Business Ready Community Grant in the amount of \$12.5 Million will be used by the Sheridan Education and Economic Development Authority (SEEDA) to construct a 100,000 sf. building in the Sheridan High-Tech Park. The currently anonymous company will be made public via a live feed from a trade show in Las Vegas, NV at 5 p.m. Tuesday, January 23, 2018. The industrial-based business promises to bring over 70 to 90 jobs to Sheridan County.

- The Marketing and Public Information Office earned two awards from the National Council for Marketing and Public Relations (NCMPR) District 4 region. The awards recognize outstanding achievement in communication at community and technical colleges. Region 4 includes community and technical colleges in Texas, New Mexico, Arkansas, Oklahoma, Colorado, and Wyoming. Awards included a Gold in the Digital Ad category, and a Silver in the Sports Program category.

Gillette College Advisory Board – Tracy Wasserburger, Chair / Mark Englert, GC CEO

Ms. Wasserburger noted that the Strategic Planning workshop held Wednesday, January 17, 2018 in Gillette with members of the GCAB, the GC Foundation board, Administration, and members of the community, went very well. Dr. Englert added that they have two very engaged boards which assist in bringing about great community conversation about supporting Gillette College.

Dr. Englert also announced that the Pronghorn Basketball teams are hosting the Generals Basketball teams on Wednesday, January 24, 2018; and the annual GC Scholarship Dinner will be held January 25, 2018.

Johnson County Advisory Board – Jack Tarter, Chair

Chair Tarter reported that 70 students have enrolled for second semester; they have found instructors for Microbiology and Biology; and 14 residents are part of the fourth Leadership Johnson County class, which kicked off January 16, 2018.

Foundation Report – Jen Crouse, Executive Director – Sheridan College Foundation

For the first time ever, the Foundation has a record-high \$30M endowment; \$884,000 in scholarship funding was awarded, and 100% of recipients accepted the offered scholarships; she then introduced Bobbi Mitzel, head of the growing SC Alumni Association.

Ms. Mitzel noted that through an engaged and hard-working committee comprised of five SC employees who are themselves SC alumni, and through Alumni Spotlights posted on social media sites and other locations, the SC alumni database is steadily growing. Nominations are now open for the 2018 SC Distinguished Alumni. Deadline for submissions is Monday, February 12, 2018. The winner will be honored at a reception Thursday, May 10, 2018 in the Whitney Academic Center Atrium, and will be part of SC's Commencement Ceremony Saturday, May 12, 2018.

She added that other colleges around the state are looking to SC's program for guidance on how to make improvements to their own alumni associations.

Organization Reports

There were no Organization Reports this month. They will resume with the Regular Meeting scheduled for Thursday, February 15, 2018.

Public Comment

There were no Public Comments this month.

Unfinished Business

7a. Appointment of Two Trustees Each to the BOCHES and WACCT Boards – Information, Action

Carried over from the December 14, 2017 Regular Meeting, two trustees each were to be appointed to represent the NWCCD Board on the Board of Cooperative Higher Education Services (BOCHES), and the Wyoming Association of Community College Trustees (WACCT) board. Chair Healy asked for a **MOTION** to table the WACCT appointments until the Regular Meeting on February 15, 2018, as two trustees were absent.

MOTION: Trustee Bruce Hoffman moved and Trustee Gary Koltiska seconded tabling the WACCT appointments until the February 15th meeting. Hearing no further discussion, and **MOTION** passed, with five (5) "Aye" votes.

Next, Chair Healy asked for a **MOTION** to recommend two appointments to represent NWCCD on the BOCHES.

MOTION: Chair Healy herself moved and Trustee Koltiska seconded the appointments of Treasurer Leibrich and Trustee Hoffman to remain as the BOCHES representatives.

Hearing no further discussion, the **MOTION** passed, with five (5) "Aye" votes.

New Business

8a. Adopt the 2018 Board Priorities Discussed at the October 14, 2017 Retreat – Information, Action

At their Annual Board Retreat on October 14, 2017, the Trustees developed a list of priorities on which they would like to focus in 2018. They include:

1. Explore opportunities to increase staff compensation.
2. Increase visibility on campus and in the community, including rural areas.
3. Identify opportunities for the Board to meet and dialogue.
4. Promote respectful and civil discourse on areas of disagreement.

Discussion: Chair Healy recommended modifying Goal #4 to be worded more positively: "Promote and encourage respectful and civil discourse at all meetings." She also opened up the opportunity to the other trustees to make suggested changes. There were none.

Chair Healy asked for a **MOTION** to amend Board Goal #4 as recommended.

MOTION: Treasurer Leibrich moved, and Trustee Hoffman seconded the change.

Hearing no further discussion, Chair Healy called for the vote. The **MOTION** passed, with five (5) "Aye" votes (two trustees were absent).

Chair Healy then called for a **MOTION** to approve all four 2018 Board Goals, as amended.

MOTION: Vice-Chair Walt Wragge moved, and Trustee Hoffman seconded adopting the 2018 Board Goals as amended.

Hearing no further discussion, Chair Healy called for the vote. The **MOTION** passed, with five (5) "Aye" votes (two trustees were absent).

8b. Sabbatical Request for Approval – Dr. David Golden, English Faculty – Information, Action

Administration brought before the Board for approval, the Sabbatical Request of Dr. David Golden. Dr. Golden teaches English and

Communications in the Sheridan College English Department. His Sabbatical Leave Request is for Spring 2019 Semester, with a focus on earning English as a Second Language (ESL) teaching certification through the Teaching English to Speakers of Other Languages (TESOL) International Association.

MOTION: Trustee Hoffman moved and Trustee Koltiska seconded approval of the Sabbatical Request of Dr. David Golden for Spring 2019 Semester.

Discussion: Chair Healy asked if Dr. Golden knew how many students currently spoke a primary language other than English. Answer: he didn't know, and said that would be a component of the Needs Assessment, which will be part of the Sabbatical study.

Hearing no further discussion, Chair Healy called for the vote. The **MOTION** passed, with five (5) "Aye" votes (two trustees were absent).

8c. Approval of New Appointments to the Gillette College Foundation and the Gillette College Advisory Boards – Information, Action

Administration brought before the Board for official approval the appointment of Mr. Scott Cargill to the Gillette College Foundation board. Additionally, Administration brought before the Board for official approval, the appointments of Ms. Angela Laakso and Mr. Richard Cisneros to the Gillette College Advisory Board. The terms of all three will be from January, 2018 through December, 2020. GCAB Chair Tracy Wasserburger told the Board a bit about Ms. Laakso and Mr. Cisneros; Dr. Englert highlighted the background of Mr. Cargill.

Vice-Chair Wragge asked if these were additional appointments or if they were filling vacancies on each board. Answer: all three are replacements for outgoing members.

Hearing no further discussion, Chair Healy asked for a **MOTION** to approve the three appointments as presented.

MOTION: Treasurer Leibrich moved and Vice-Chair Wragge seconded the appointments to the Gillette College Foundation and the Gillette College Advisory boards as presented. The **MOTION** passed, with five (5) "Aye" votes (two trustees were absent).

MOTION to Move into Executive Session

Chair Healy called for a **MOTION** to enter into Executive Session for the purpose of discussing a Real Estate Matter, per Wyoming State Statute 16-4-405 (a) (vii); and a Personnel Matter, per Wyoming State Statute 16-4-405 (a) (ii). She advised the audience that no action would be taken after reconvening the Regular Meeting, and that they would immediately adjourn.

MOTION: Trustee Hoffman moved and Trustee Koltiska seconded moving into Executive Session for purposes listed above. The **MOTION** passed with five (5) "Aye" votes (two trustees were absent).

Executive Session

The Board entered into Executive Session at 7:02 p.m.

After their discussion, Chair Healy called for a **MOTION** to exit out of Executive Session and to reconvene the January 18, 2018 Regular Meeting.

MOTION: Treasurer Leibrich moved and Vice-Chair Wragge seconded closing the Executive Session and entering back into the Regular Meeting. The **MOTION** passed, with five (5) "Aye" votes (two trustees were absent).

Chair Healy reconvened the Regular January 18, 2018 Meeting at 8:06 p.m.

Adjournment

Chair Healy asked if there was any other business for the good of the District. Hearing nothing further, Chair Healy adjourned the Meeting.

Respectfully Submitted,


Robert Leibrich, Treasurer

Approved,


Norleen Healy, Chair