

**FINAL Minutes**

**Northern Wyoming Community College District - Board of Trustees Regular Meeting**

**Thursday, February 15, 2018**

**Sheridan College Whitney Boardroom - W132 - Sheridan, WY**

**Trustees Present**

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

**Trustees Absent**

Jerry Iekel, Secretary  
Gary Koltiska, Trustee

**Advisory Board Representatives Present**

Nathan McLeland, Vice-Chair - Gillette College Advisory Board

**Advisory Board Representatives Present**

Jack Tarter, Chair - Johnson County Advisory Board

**Administration Present**

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

**Administration Absent**

VP Susan Bigelow  
VP Cheryl Heath

**Others Present**

Hayden Heaphy, NWCCD Attorney  
Wendy Smith, NWCCD Director - Marketing, PIO  
Kent Andersen, SC Director - Facilities  
Heidi Gross, Executive Director - GC Foundation

Mark Thoney, Representative - NWCCD Faculty Senate  
Jolene Tschida, Financial Manager - SC Student Gov't. Assoc.  
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 February 15, 2018 Regular Board of Trustees Meeting to order at 6:34 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 February 15, 2018 Board Agenda. Dr. Young asked to have added Agenda Item 9e. – Resolution to Approve Concert Hall Naming – Information, Action.

## **Consent Agenda**

Chair Healy asked if there were any changes to the Consent Agenda, which included the January 18, 2018 Regular Meeting Minutes, the January 22, 2018 NWCCD Board / SCSD2 Board Joint Dinner Meeting Minutes, the January 26, 2018 NWCCD Board / SC Foundation Board Joint ½-Day Work Session & Master Plan Session Minutes, and the January, 2018 Financials. There were no changes; the Consent Agenda was accepted as presented.

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

Dr. Young noted that the 2018 Legislative Budget Session has begun; he let the Board know that there are still some tickets available for the Thomas Friedman Lecture on February 24<sup>th</sup> at the Whitney Center for the Arts; he invited the Board to view the current Sheridan Area Woodturners Exhibit in the Martinsen Gallery; he invited them to the SC Generals hosting GC Pronghorns Women's and Men's Basketball Games on Saturday, February 17<sup>th</sup> in the Golden Dome; SC's Dental Hygiene Program is hosting their annual Give Kids a Smile event, also on the 17<sup>th</sup>; he, Dr. Englert, and six GC and SC faculty are traveling to Kenosha, Wisconsin in March for the annual American Technical Education Association conference – GC's Diesel Instructor, Brent Heusinkveld, is a finalist for ATEA's Outstanding Technical Instructor of the Year award; and GC is hosting on February 16<sup>th</sup> its Tech Battle Day, with fifteen teams of Wyoming high school juniors and seniors competing in a "Junkyard Wars"-type contest, and giving them an opportunity to see all of the Tech program offerings at GC.

Dr. Young also noted that there is a possible conflict with the May meeting, which had been scheduled for Thursday the 17<sup>th</sup> in Buffalo. Since scheduling it, former Wyoming U.S. Senator Al Simpson has been scheduled to give a lecture in Sheridan. He asked the Board if they might like to move the meeting date to either Wednesday, May 16<sup>th</sup> or Thursday, May 24<sup>th</sup>. The Board decided to go with Wednesday, May 16<sup>th</sup>.

## **Gillette College Advisory Board – Nathan McLeland, Vice-Chair / Mark Englert, GC CEO**

Mr. McLeland noted that the Scholarship Night held in Gillette in January was very successful, with 240 scholarships totaling about \$80,000 awarded. Special awards were also presented: James R. Daly received the Individual Builder Award, Pinnacle Bank received the Corporate Builder Award, and Dr. Mark Englert received the *Spirit of Gillette College* Award.

Dr. Englert noted how proud he is of Brent Heusinkveld for his ATEA award nomination, and he gave a few more details about the Tech Battle Day scheduled for February 16<sup>th</sup>.

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

Chair Tarter was out of town; there was no report this month.

## **Foundation Report – Heidi Gross, Executive Director – Gillette College Foundation**

Ms. Gross said the GC Foundation is in the second phase of their Major Gifts Campaign, with the Public Phase announced March 29<sup>th</sup> at the Campbell County Chamber Mixer; April 21<sup>st</sup> is their "Murder at the Kentucky Derby" Night at the Theatre fundraiser; and Energy City Voices hold their Sonnets & Chocolate fundraiser on Friday, March 9, 2018 in the Tec Center.

## **Organization Reports**

Mark Thoney represented the Faculty Senate, reporting on accomplishments from Fall '17 Semester; they provided feedback on the 2018-2019 proposed calendar change to a 15-week semester; they provided representatives to various NWCCD governing committees; and they assisted in the review of Policy Series 4000 Employee Handbook revisions.

Jolene Tschida, Financial Manager with the SC Student Government Association, read a report from the SC and GC SGA presidents on their recent experience at the ACCT National Legislative Summit in Washington, D.C.; they passed and approved \$10,000 going out to pay for SupaMan to perform at SC on March 19<sup>th</sup>; and paid for the 2018 Dental Hygiene pins for this year's program graduates.

## Public Comment

There were no Public Comments this month.

## Unfinished Business

### **8a. Appointment of Two Trustees Each to the Wyoming Association of Community College Trustees – Information, Action**

Tabled at the January 18, 2018 Regular Meeting, two trustees each were to be appointed to represent the NWCCD Board on the state WACCT Board. A **MOTION** was made to remove the item from the table.

**MOTION:** Vice-Chair Walt Wragge moved and Trustee Bruce Hoffman seconded removing the item from the table. 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 asked for the recommendation of two representatives to the WACCT Board.

**MOTION:** Vice-Chair Wragge **recommended and moved** and Trustee Hoffman seconded the appointments of Chair Healy and Trustee Debra Wendtland as NWCCD trustee representatives to the WACCT Board.

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

## New Business

### **9a. Policy Series 5000 Approval – First Reading – Information, Action**

After undergoing a review by the NWCCD District Council, Administration brought forth for Board Approval on First Reading updates to NWCCD Policy Series 5000, which are the District's policies that address Student Services. Dr. Leah Barrett, VP Student Affairs, walked the Board through the various changes, additions, and deletions.

Discussion:

- Treasurer Robert Leibrich asked if the changes applied District-wide. Answer: Yes.
- Vice-Chair Wragge asked if the full document is available in hard copy. Answer: It is not in the Policy to do so, but there is discussion of providing hardcopies.
- Chair Healy noted that the format of the changes is helpful and easy to follow.
- Vice-Chair Wragge clarified that the Policy is handled by the Board, but that the Procedure is handled by Administration.
- Vice-Chair Wragge noted a small grammatical error that needs to be fixed. From *Student Services: Board Policy Series 5330 – On-Campus Housing and Dining*, the phrase "...they creates" in the second sentence should read "...they create". The change will be made and presented at the March 22, 2018 Regular Meeting, under Unfinished Business – Policy Series 5000 Approval – Second Reading.

Hearing no further discussion, Chair Healy asked for a **Motion** to approved the Policy Series 5000 on First Reading.

**MOTION:** Treasurer Leibrich moved, and Trustee Hoffman seconded approval on First Reading of updates to NWCCD Policy Series 5000, with the noted grammatical change to Series 5330.

Chair Healy called for the vote. The **MOTION** passed, with five (5) "Aye" votes (two trustees were absent).

### **9b. Proposed Land Swap with Sheridan County School District 2 – Information**

Administration updated the Board on a proposed land swap with Sheridan County School District 2. No action was taken at this meeting. An outline of the information included:

- 4.55 acres owned by SCSD #2
- Zoned R-3
- Behind Bethesda Worship Center
- No stipulations on college's use or sale of the land
  
- Swapped for 3.61 acres of Sheridan College land
- In front of Watt Ag Center

- SCSD #2 can only use land for construction of Schiffer High School
- SCSD #2 cannot lease to other parties
- NWCCD has right of first refusal if SCSD #2 ever wants to sell the land or the building

**9c. Sheridan College Tech Center Steering Committee Phasing Update – Information**

Vice-Chair Wragge updated the Board on the status of the SC Tech Center renovation and construction project. Phase 1, which includes the new Welding area, is scheduled to occupy the new lab on February 19<sup>th</sup>. Phase 2 is under construction now, and includes the Construction Tech and Faculty Offices. Completion date on Phase 2 is set for May 11, 2018. Renovation of the Diesel Components Lab and Machine Tool is in Phase 3, which is set to start May 14, 2018 and be completed by August 1, 2018.

Treasurer Leibrich asked how many more students are anticipated once the entire project is done. Answer: double the students enrolled in each Tech program.

**9d. National Legislative Summit Report – Information**

Chair Healy, Trustee Hoffman, and VP Leah Barrett reported on their visit to the 2018 National Legislative Summit, held in Washington, D.C. February 12-14, 2018. Trustee Hoffman said it was one of the best NLS events he’s attended; Chair Healy noted that Secretary of Labor Acosta “gets it” on the Skills Gap and the critical piece community colleges play; and VP Barrett said they will be keeping an eye on the Continuing Education Grant.

**9e. Resolution to Approve Concert Hall Naming – Information, Action**

In recognition of his many years of service to the Sheridan community as a business leader, member of the Wyoming Legislature, Member and President of Whitney Benefits, and as a supporter and advocate for students and for Sheridan College, Administration recommended that the Board name the Concert Hall in the Whitney Center for the Arts – *Kinnison Hall* – in honor of Mr. Tom Kinnison.

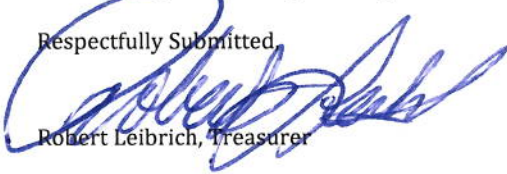
**MOTION:** Trustee Wendtland moved and Vice-Chair Wragge seconded that the NWCCD Board of Trustees hereby name the Concert Hall in the Whitney Center for the Arts – *Kinnison Hall* – in honor of Mr. Tom Kinnison.

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

**Adjournment**

Chair Healy asked if there was any other business for the good of the District. Hearing nothing further, Chair Healy adjourned the February 15, 2018 Regular Meeting at 7:34 p.m.

Respectfully Submitted,



Robert Leibrich, Treasurer

Approved,



Norleen Healy, Chair