

FINAL - Minutes
Northern Wyoming Community College District
Board of Trustees Regular Meeting
Thursday, March 24, 2016
Sheridan College Whitney Academic Center, Room W132
Sheridan, WY

Trustees Present

Norleen Healy, Chair
Jerry Iekel, Vice-Chair
Robert Leibrich, Treasurer
R. Scott Ludwig, Secretary
Bruce Hoffman, Trustee
Kati Sherwood, Trustee
Walter Wragge, Trustee

Trustees Absent

Advisory Board Representatives Present

Jack Tarter, Chair – Johnson County Advisory Board

Advisory Board Representatives Absent

Nathan McLeland - Gillette College Advisory Board

Administration Present

President Paul Young
VP Mark Englert
VP Susan Bigelow
VP Rich Hall

Administration Absent

VP Cheryl Heath

Others Present

Hayden Heaphy, NWCCD Attorney	Pat Blair, Sheridan Media Radio
Wendy Smith, NWCCD Director of Marketing & PIO	Devyn Havner, Student
Dennis Jacobs, NWCCD Photographer	Brad Holloway, Student
Brady Shoemaker, SC Student Senate	Caleb Green, Student
Deneese Stone, SC Student Senate	Matazie Thoman, Student
Dee Davis, Sheridan College Foundation	Justin Hope, Student
Leah Barrett, VP Student Affairs	Mila Vann, Student
Chuck Holloway, Ag Faculty	Brittney Steele, Student
David Golden, English Faculty	Jake Disney, Student

Recorder

Mary Jo Johnson

Call to Order and Roll Call

Board Chair Norleen Healy called the March 24, 2016 Regular Board of Trustees Meeting to order at 6:30 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 March 24, 2016 Board Agenda. President Paul Young asked to have New Business Agenda Item 8f, "Medical Assistant Pilot Program," added.

Consent Agenda

Chair Healy asked if there were any changes to the Consent Agenda, which included the February 25, 2016 Regular Meeting Minutes; the February 25, 2016 Executive Session Minutes; and the February, 2016 Financials. There were no changes; the Consent Agenda was accepted.

President's Report – Dr. Paul R. Young

He introduced Dee Davis with the Sheridan College Foundation, who then introduced several of the Foundation's Student Partners; he introduced Ag Faculty Chuck Holloway, who introduced place-holders of the 2016 National Postsecondary Agriculture Student (PAS) Organization competition; he introduced Dr. Leah Barrett, the new NWCCD VP Student Affairs; and he introduced Dennis Jacobs, who won a Gold Medal from the National Council for Marketing and Public Relations for "Original Photography – Unmanipulated". Trustee Walter Wragge also commended Mr. Jacobs for his superb work on the 2015-16 WACCT Awards program booklet. And Dr. Young congratulated the Gillette College Men's Basketball Team for their 3rd Place showing at the 2016 NJCAA National Championship Tournament.

Gillette College Advisory Board – Nathan McLeland, Chair and Mark Englert, GC CEO

CEO Englert announced that Festus Legat was named the NJCAA Track Athlete of the Year; he, too, commended the Men's Basketball Team for their advancement to the NJCAA Final Four, as well as the GC Women's Basketball Team on hosting the Region IX Women's Tournament; the GC Men's and Woman's Rodeo Teams won their home rodeo; the bid was awarded to S&S Construction and the County is finalizing the contract documents on the Rodeo Ag Arena in Gillette; and GC student Gaylene Spence was named Wyoming's 2016 New Century Scholar.

Trustee Bruce Hoffman said he was so proud of the GC Men's Basketball Team, saying it is "rare for Wyoming to do so well in Region IX."

Johnson County Advisory Board – Jack Tarter, Chair

Chair Tarter noted that they are adjusting to a much lower budget for Johnson County; Rope 4 Knowledge is looking for Buckle Sponsors (\$125); and Leadership Johnson County and Leadership Sheridan County went to Cheyenne in February, visiting the legislative session and the Wyoming Air National Guard.

Organization Reports

- **Classified Staff Council:** President Geneva Wickham said that they will be hosting a Campus Coffee Connection over two days in April, one on each campus as a way for employees to get to know each other better; they are helping to purchase, along with the GC Student Senate, a freezer for GC's Hope Closet -- they will be holding a Pie-in-the-Face contest for this fundraiser; Monica Leonard is working on organizing the annual Employee Art Show.
- **SC Student Senate:** Outgoing President Deneese Stone introduced newly-elected President Brady Shoemaker. She noted that the election brought out the most students to have voted in the last several elections, to break a tie vote for the new President. Mr. Shoemaker won by a small margin. Ms. Stone also thanked the Board for their support of her tenure as Student Senate President.

On behalf of the GC Student Senate, Ms. Stone reported that they have voted in the revisions to their Constitution and are currently working on their By-Laws; they filled donated purses with items for women, which will be donated to a local charity; many GC clubs are holding student events throughout the spring; and the Diesel, Machine Tool Tech, and Welding students are preparing for the upcoming State SkillsUSA competition.

Public Comment

There were no Public Comments this month.

Old Business

There were no Old Business items this month.

New Business

8a. 2017-2018, 2018-2019, and 2019-2020 Academic Calendars and FY 2018, 2019, and 2020 Holiday Calendars – Information, Action

1. Administration presented to the Board for full approval the 2017-2018 Academic Calendar, and for tentative approval the 2018-2019 and 2019-2020 Academic Calendars.

MOTION:

Trustee Kati Sherwood moved and Treasurer Robert Leibrich seconded the full approval of the 2017-2018 Academic Calendar, and the tentative approval of the 2018-2019 and 2019-2020 Academic Calendars, as recommended by NWCCD Administration.

Hearing no further discussion, the **MOTION** carried, unanimously.

2. Administration then presented to the Board for full approval the Fiscal year 2018, 2019, and 2020 Holiday Calendars.

MOTION:

Trustee Wragge moved and Vice-Chair Jerry Iekel seconded the full approval of the Fiscal Year 2018, 2019, and 2020 Holiday Calendars as recommended by Administration.

Hearing no further discussion, the **MOTION** carried, unanimously.

8b. Faculty Tenure Approvals – Information, Action

Administration presented to the Board for consideration the following four (4) individuals for Faculty Tenure: Megan Rourke, Math Instructor at Gillette College; Troy Miller, Welding Instructor at Gillette College; Joe Gingrich, Diesel Technology Instructor at Gillette College; and David Golden, English Instructor at Sheridan College.

MOTION:

Trustee Hoffman moved and Vice-Chair Iekel seconded these individuals for Faculty Tenure, as recommended by Administration.

Chair Healy asked if there was any discussion. Vice-Chair Iekel said he was impressed with each candidate's bios and that it was easy to approve each one. Dr. Young noted that Administration gave an "enthusiastic recommendation."

Hearing no further discussion, the **MOTION** carried, unanimously.

8c. Approval of Banks as Depository of Public Funds – Information, Action

Administration received applications and the documentation required to be an official depository of public funds for the College District from its current depositories: First Federal Savings Bank, First Interstate Bank, and Wells Fargo Bank. Wyoming Statute 1977, Section 9-4-821, requires deposits of public funds to be collateralized with certain securities.

MOTION:

Trustee Wragge moved and Trustee Hoffman seconded approval of First Federal Savings Bank, First Interstate Bank, and Wells Fargo Bank as depositories of College District Funds.

Hearing no further discussion, the **MOTION** carried with four approving (Chair Healy, Vice-Chair Iekel, and Trustees Wragge and Hoffman). Three abstained, citing conflict of interest (Treasurer Robert Leibrich, Secretary Scott Ludwig, and Trustee Sherwood).

8d. Board Members, President, VP/CFO, Controller Fill Out and Sign Financial Disclosure Forms - Task

Members of the Board of Trustees, along with certain administrators, as public officers or public servants who invest funds for a unit of government, or who have the authority to decide how public funds are invested, are required to disclose any personal business, pecuniary benefits, or financial interest they may have in an entity with which the College invests its funds. The Board and other Administrators filled out the appropriate form prior to the beginning of the March 24, 2016 Regular Board Meeting.

8e. Academic Re-Organization Update - Information

VP Academic Affairs, Dr. Rich Hall, provided the Board with a Final Draft of the Academic Organizational Chart, noting that a lot of work went into it, thanks to the guidance of Consultant Pam Fisher and work by the Faculty Senate, which held faculty retreats and meetings with various faculty groups.

The Board learned from discussion questions that Directors have specific areas (e.g. Dental, Nursing, Ag) over which they both administer and teach. Chairs have a broader overview of multiple areas and are full-time faculty.

Benefits of these changes are improved communication, specific campus responsibilities, and Gillette College having a senior level Academic VP on its campus every day.

8f. Academic Pilot Program – Medical Assistant Program at Gillette College – Information, Action

VP Hall introduced information about the pilot “Medical Assistant Program” for Gillette College. It allows a career track for those unable to get into the Nursing Program (it is a level between CNA and RN). Impetus to try the pilot program came from a request from the Campbell County Hospital.

The Board had a few questions, which Program Director Louise Posten, Director of Nursing, will address at the Regular meeting on April 19th, 2016.

MOTION:

Treasurer Leibrich moved and Trustee Hoffman seconded approval of implementing the Pilot Medical Assistant Program at Gillette College.

Hearing no further discussion, the **MOTION** carried, unanimously.

Regular Meeting Adjournment

Chair Healy asked if there was any further discussion for the good of the District. Hearing none, she adjourned the Regular March 24, 2016 NWCCD Board Meeting at 7:38 p.m.

Respectfully Submitted,

R. Scott Ludwig, Secretary

Robert Leibrich, Treasurer

Approved,

Norleen Healy, Chair