

FINAL - Minutes
Northern Wyoming Community College District - Board of Trustees Regular Meeting
Wednesday, April 26, 2017
5:00 p.m.
Sheridan College - Whitney Boardroom - W132
Sheridan, WY

Trustees Present

Norleen Healy, Chair
Walter Wragge, Vice-Chair
Bob Leibrich, Treasurer
Jerry Iekel, Secretary
Bruce Hoffman, Trustee
Debra Wendtland, Trustee

Trustees Absent

Gary Koltiska, Trustee

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 Mark Englert
VP Rich Hall
VP Leah Barrett
VP Susan Bigelow
VP Cheryl Heath

Administration Absent

Others Present

Hayden Heaphy, NWCCD Attorney
Wendy Smith, NWCCD Director - Marketing & PIO
Jennifer McArthur, NWCCD Director - Human Resources
Martha Davey, Interim Associate VP Academic Affairs
Tom Johannismeyer, President - Faculty Senate
Kaylee Weeden, President - SC Student Government
Sarah Heuck Sinclair, Faculty Chair
Edith Johnson-LaMeres - Faculty Chair
Heidi Gross, Director - Gillette College Foundation

Amy Abrecht, Director - Center for a Vital Community
Sally Layher, Faculty
Ann Meyer, Faculty
Jeff Jones, Faculty
Sally Jones
Jeff Wasserburger
Pat Blair, Sheridan Media (Radio)
Mike Dunn, the Sheridan Press

Recorder

Mary Jo Johnson

Call to Order and Roll Call

Board Chair Norleen Healy called the April 26, 2017 Regular Board of Trustees Meeting to order at 5:00 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 April 26, 2017 Board Agenda. Dr. Young made a correction under New Business on Agenda Item 8e. – Preliminary Budget Report as being Information only; no action would be taken.

Consent Agenda

Chair Healy asked if there were any changes to the Consent Agenda, which included the March, 2017 Financial Reports and the March 23, 2017 Regular Meeting Minutes. There were no changes; the Consent Agenda was accepted.

President's Report – Dr. Paul R. Young

Dr. Young first welcomed new GC Advisory Board Chair Tracy Wasserburger to the SC campus. He announced that an estimated 700+ students will earn one or more certificates or degrees from NWCCD during the 2016-17 Academic Year. Gillette College's ceremony will be held in the new Pronghorn Center on Friday, May 12, 2017 at 7 p.m.; Sheridan College will hold their ceremony on Saturday afternoon, May 13th, 2017 at 1 p.m. in the Bruce Hoffman Golden Dome. The Whitney Center for the Arts was hopping in April and May with theatrical and musical presentations; in Agriculture, a group of eight students traveled to St. Charles, MO for the National Postsecondary Agricultural Student Organization conference in March – five of the eight placed in the Top 10 in their individual contests (around 700 students from across the country were in attendance). In Career & Tech, students at Sheridan and Gillette Colleges brought home Gold, Silver, and Bronze medals in the State SkillsUSA competition. In Athletics, former Sheridan College assistant coach, Ryan Davis, has been hired as the head women's basketball coach. The 2017 Sheridan College Distinguished Alumna is Sharon Elwood, and Anne Raga, Campbell County Health Director of Nursing has been named Gillette College's Distinguished Alumna. Both women will be honored at the respective Commencement Ceremonies in May.

Gillette College Advisory Board (GCAB) – Chair Tracy Wasserburger and CEO Mark Englert

Chair Wasserburger said she is pleased with the projects and student accomplishments at Gillette College over the past Academic Year, and looks forward to having the Board at their pre-Commencement Dinner and the Commencement Ceremony on May 12th.

Dr. Englert noted the accomplishment of the SkillsUSA award winners; the Energy City Voices will have two more home shows: April 29th at 7 p.m. and April 30th at 3 p.m.; the GC Student Government is pleased to have new president, Rexanna Kelly, vice-president Kennedy Kramus, Treasurer Alison Clarke, and Secretary Jeff Turkowski. And the National Society for Leadership Success will have thirty-eight students graduate from the program on April 28th.

Johnson County Advisory Board – Jack Tarter, Chair

Chair Tarter said four students have signed up for concurrent enrollment from Kaycee High School; twelve students are taking the Woodworking Class at Buffalo High School; 125 people went through the Regional Fire School training; Adult Basic Education (ABE) numbers continue to have six to seven students on Thursday evenings; a request is before the City of Buffalo / Johnson County Commission for 1% funding, which will bring \$15,000 to SCJC; the JCAB is working with SC Foundation Director Jen Crouse on building their scholarship funds. The Johnson County Endowment stands at \$141,000. Currently they have \$78K from the Marna Kuehne Foundation, \$29K in JC Scholarships; and \$9K from the Rope 4 Knowledge fundraiser.

Gillette College Foundation Report – Heidi Gross, Executive Director

Ms. Gross said that the Major Gifts Campaign is going well; they hosted their 4th Annual Murder Mystery dinner theater fundraiser; they will host a reception honoring Anne Raga as this year's Gillette College Alumna; and they will host a Women's Expo on May 2nd.

Organization Reports

Faculty Senate – President Tom Johannesmeyer updated the Board on work the Faculty Senate has been doing. They have established three sub-committees, one of which is reviewing the possibility of a Tenure Ranking System. Treasurer Bob Leibrich inquired if such a system is common. Answer: there are some models, but he is wanting more faculty input. Dr. Johannesmeyer also said that the Senate voted on their top three choices of district cost-savings, which Dr. Young had requested input on from all employees.

SC Student Government Association – new SCGA president, Kaylee Weeden, announced the other three new officers for the 2017-2018 Academic Year: Jennifer Lucy – Vice-President; Jolene Tschida - Financial Manager; and Tyona Robbins - Secretary. Plans are in place for a group to attend the I-Lead conference in June.

Public Comment

There were no Public Comments this month.

Old Business

There were no Old Business items this month.

New Business

8a. Presentation of Newly Tenured Faculty Members – Information

Administration introduced to the Board three of the five faculty whose Tenure was approved in March in Buffalo: Jeff Jones, Sally Layher, and Ann Meyer. Doug McGee and Paul Plourde were unable to attend the meeting.

8b. Approval of New Members to the Center for a Vital Community Board – Information, Action

Administration recommended to the Board the approval of Sheridan residents Melissa Butcher for a two-year term (2017-2019) and Erin Butler for a three-year term (2017-2020) to the Center for a Vital Community Board.

MOTION: Vice-Chair Walt Wragge moved and Treasurer Leibrich seconded approval of appointing the two as recommended.

Ms. Albrecht also noted that the CVC is getting ready for the next 8th Grade Leadership Camp; the statewide Non-Profit Symposium – Collective Voices will be held on the SC campus June 7-8, 2017; great work continues in Sheridan County from the Dementia-Friendly Grant; and Class 5 of the Sheridan CIVIC Project recently graduated.

Hearing no further discussion, Chair Healy called for the question on the **MOTION**, which passed with six (6) "Aye" votes.

8c. Approval of Honorary Degree Recipients – Information, Action

Administration brought forth for consideration the names of Mr. Cliff Kirk and Mrs. Sherry McGrath to receive Honorary Degrees in Business at the Gillette College Commencement on May 12, 2017, and Dr. Sy Thickman an Honorary Degree in Health Science at the Sheridan College Commencement on May 13, 2017.

MOTION: Secretary Jerry Iekel moved, and Trustee Bruce Hoffman seconded approval to grant the Honorary Degrees as recommended.

GCAB Chair Wasserburger said the GCAB soundly supports the honor for Mr. Kirk and Mrs. McGrath, who are both strong supporters of Gillette College.

Hearing no further discussion, Chair Healy called for the question on the **MOTION**, which passed with six (6) "Aye" votes.

8d. Approval of New Certificate Program: IT Support Technician – Information, Action

Administration presented for approval a new certificate program, IT Support Technician Certificate. It will provide a short-term training opportunity for a student to become a competitive candidate for entry-to-mid-level IT Support/Help Desk positions.

MOTION: Vice-Chair Wragge moved and Trustee Hoffman seconded approval of adding the IT Support Technician Certificate program, as recommended.

Vice-Chair Wragge asked when it will be taken to the Wyoming Community College Commission (WCCC) for final approval. Answer: it will go through the AAC review process, and then will go before the WCCC in either June or October, 2017.

Chair Healy asked if any of the other colleges in the state have the program. Answer: Laramie County Community College and Casper College both do, and there is huge regional demand for it. The program ladders into an AAS degree.

Hearing no further discussion, Chair Healy called for the question on the **MOTION**, which passed with six (6) "Aye" votes.

8e. Preliminary Budget Report – Information

As required by State Statute, the community college boards must see a Preliminary Budget before May 15th. Because the Regular NWCCD May Board Meeting falls after that deadline, Administration presented it to the Board to acknowledge receipt at this meeting. The Board will attend an in-depth Budget Work Session on Wednesday, June 14th.

8f. ERIP Document - Information, Action

Administration proposed an Early Retirement Incentive Plan (ERIP) similar to what has been implemented at other Wyoming Colleges and the University of Wyoming as a means of reducing operating expenses in the face of reductions to the state budget. The proposed ERIP is a voluntary program that offers eligible employees an incentive to retire between June 1, 2017 and July 1, 2018.

MOTION: Trustee Debra Wendtland moved and Trustee Hoffman seconded implementation of the ERIP voluntary program. Treasurer Leibrich suggested changing the last sentence in Part 1 – General Structure, Item B. from “The district will deny all applications, by requested retirement date, if the group of employees that applies for the ERIP does not result in cost savings for the district” **to read:** “The district may deny all applications by requested retirement date.”

MOTION ON AMENDED VERBIAGE: Treasurer Leibrich moved and Vice-Chair Wragge seconded amending the last sentence in Part 1, Item B. as recommended.

Hearing no further discussion, the **AMENDED MOTION** carried with six (6) “Aye” votes.

Hearing no further discussion on the original **MOTION**, Chair Healy then called for the question, which carried, as Amended, with six (6) “Aye” votes.

Adjournment

Chair Healy asked if there was any other business for the good of the college. Vice-Chair Wragge pointed out the handout entitled “Financial Aid 102”, which ACCT produced, as a good resource for the trustees.

Hearing nothing further, Chair Healy adjourned the April 26, 2017 Regular Board Meeting at 6:08 p.m.

Respectfully Submitted,


Jerry Iekel, Secretary

Approved,


Norleen Healy, Chair