

## Minutes

Northern Wyoming Community College District - Board of Trustees Regular Meeting

November 15, 2018

Whitney Building - Sheridan College Campus, Boardroom W132, Sheridan, WY

### Trustees Present

Norleen Healy, Chair  
Walt Wragge, Vice-Chair  
Jerry Iekel, Secretary  
Bob Leibrich, Treasurer  
Gary Koltiska, Trustee  
Debra Wendtland, Trustee (by phone)

### Trustees Absent

Bruce Hoffman, 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 Estella Castillo-Garrison  
VP Janell Oberlander  
VP Cheryl Heath  
VP Leah Barrett  
Executive Director, Sheridan College Foundation Jennifer Crouse

### Administration Absent

VP Mark Englert

### Others Present

Wendy Smith, AVP - PIO  
Jennifer McArthur, AVP, Human Resources  
Kent Andersen, AVP, Facilities & Maintenance  
Robert Briggs - SEEDA Planning Director  
Bruce Garber, Century 21 BHJ Realty  
Mindy Songer, Student  
Marie Lowe, Century 21 BHJ Realty  
Yanique Linton, Student

Board Counsel Hayden Heaphy  
Bobbi Mitzel - SC Foundation  
Brent Heusinkveld, Faculty Senate President  
Pat Blair, Sheridan Media  
Cassidy Schellinger, Student  
Aldeh Summers, Student  
Karl Garrison, Student

### Recorder

Jana Clements

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

Board Chair Norleen Healy called the November 15, 2018 Regular Board of Trustees Meeting to order at 6:00 p.m. Trustee Deb Wendtland joined by phone at 6:02 p.m. Roll call was taken. There was a quorum.

#### 2.) Agenda Additions/Deletions

Chair Norleen Healy asked if there were any additions or deletions from the Agenda. Dr. Paul Young asked to add a request for possible ACTION following the Executive Session, as Item #12. Dr. Paul Young also asked to add a faculty early retirement as Item # 13.

### 3.) Consent Agenda

Chair Norleen Healy asked if everyone had reviewed the Consent Agenda. The Consent Agenda was accepted.

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

Dr. Paul Young announced the opening night of the theater department production "Nonsense" at the Mars Black Box Theater as tonight. He also reminded the Board of the Executive Session taking place to discuss a personnel matter occurring on November 28, 2018. He also requested the December 20 Regular Meeting be moved to December 12.

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

Chair Tracy Wasserburger thanked the Board on behalf of Dr. Mark Englert for attending his retirement reception. She reported that 140 high school juniors signed up for "experiencing a day in the life on campus" event to be held on November 16, 2018.

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

Chair Jack Tarter updated the Board on events occurring in Johnson County, including: Eight dual enrollments reported and 146 concurrent high school students are signed up; the fourth Leadership Johnson County class just graduated and there are already 16 people signed up for the fifth class. The gingerbread community event will be double in size.

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

Ms. Jen Crouse reported that there were over 100 people in attendance at the Tech Center ribbon cutting and one of the largest attendances at the President's Partners luncheon with 146 people. Staff member Bobbi Mitzel has already earned \$10,000 in gift for the Booster Club in her new position with the Foundation.

- 6.) Organization Reports:          Student Senate – Madison Anderson, Sheridan College – No representative present. No report.  
  Faculty Senate – Brent Heusinkveld, Gillette College

Mr. Brent Heusinkveld reported that the faculty senate is making progress in coming up with a proposal for excellence in teaching. The faculty have expressed concerns regarding workforce development and community course offerings and would like to work towards more offerings. Faculty Doug Reitinger will replace Faculty Mike Walker on the Faculty Senate.

### 7.) Public Comments

There were no Public Comments.

### 8.) Old Business

#### 8a.) Board's Approval of the Final Contract with the President/CEO Dr. Paul Young to reflect end date of Employment on or about September 20, 2019, with Dr. Young's Last Day in the Office on July 17, 2019. – Motion, Discussion, Action.

Chair Norleen Healy asked for a MOTION.

**MOTION:** Trustee Gary Koltiska moved and Secretary Jerry Iekel seconded that the Board approve the final contract with President/CEO Dr. Paul Young to reflect end date of employment on or about September 20, 2019, with Dr. Young's last day in the office on July 17, 2019.

**Discussion.** None.

Chair Norleen Healy called for the vote of the MOTION. The MOTION carried unanimously.

### 9.) Key Monitoring Reports/New Business

#### 9a.) Centennial Hall Construction Update – Information.

Vice President Cheryl Heath provided the Board with diagrams of what Centennial Hall will look like and answered questions regarding room configuration.

### 10.) Executive Session

#### 10a.) Executive Session for a Personnel Matter – Information.

Chair Norleen Healy asked for a MOTION to adjourn out of the regular session into Executive Session to discuss a Real Estate Matter, per Wyoming State Statute 16-4-405 (a) (vii).

**MOTION:** Trustee Gary Koltiska moved and Treasurer Bob Leibrich seconded the MOTION to enter into Executive Session to discuss a Real Estate matter, per Wyoming State Statute 16-4-405 (a) (vii), acknowledging that there could be action taken.

Chair Norleen Healy called for the vote of the MOTION. The **MOTION** carried unanimously.

Chair Norleen Healy recessed the Regular Board Meeting at 6:50 p.m. and opened the Executive Session regarding a Real Estate matter.

**11.) MOTION to Close Executive Session and Reconvene Regular Meeting**

Upon conclusion of the Executive Session, Chair Norleen Healy asked for a MOTION to close the Executive Session and reconvene the November 15, 2018 Regular Meeting.

**MOTION:** Treasurer Bob Leibrich moved and Secretary Jerry Iekel seconded that the Board close the Executive Session and reconvene the regular board meeting.

Chair Norleen Healy called for the vote of the MOTION. The **MOTION** carried unanimously.

Chair Norleen Healy closed the Executive Session and reconvened the Regular Meeting of the Board of Trustees at 7:00 p.m.

**12.) MOTION from Executive Session regarding Real Estate.**

Chair Norleen Healy asked for a MOTION from Executive Session regarding a real estate matter.

**MOTION:** Treasurer Bob Leibrich moved and Trustee Gary Koltiska seconded that the Board direct Administration to sell the property behind the former Woodland Park School which Sheridan College received in a land swap with Sheridan County School District #2. Legal description is Lot 2, Burn Cleuch Minor Subdivision, Sheridan County, Wyoming, as recorded December 12, 2012 in Drawer B of Plats, Plat #62.

Upon hearing no discussion, Chair Healy called for the vote of the MOTION. The **MOTION** carried unanimously.

**13.) Board Approval requested for the Early Retirement of Faculty Member, Mike Walker. Information, MOTION, ACTION.**

The Board was presented with the request for early retirement for faculty member, Mike Walker.

Chair Norleen Healy called for a MOTION to approve the retirement.

**MOTION:** Treasurer Bob Leibrich moved and Secretary Jerry Iekel seconded approval of the early retirement request for faculty member, Mike Walker.

Chair Norleen Healy called for the vote of the MOTION. The **MOTION** carried unanimously.

**14.) Adjournment**

Chair Norleen Healy adjourned the Regular Meeting after hearing there was no further business for the good of the District, on November 15, 2018 at 7:01 p.m.

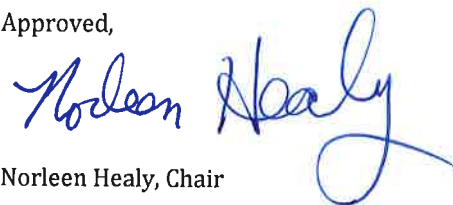
Respectfully Submitted,

Approved,



Walt Wragge, Vice Chair

Debra Wendtland, Trustee



Norleen Healy, Chair

