

**Minutes**

**Northern Wyoming Community College District – Board of Trustees Work Session & Regular Meeting  
January 17, 2019**

**Whitney Building – Sheridan College Campus, Boardroom W132, Sheridan, WY**

**Trustees Present**

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

**Trustees Absent**

Debra Wendtland, Secretary

**Advisory Board Representatives Present**

Tracy Wasserburger - Chair, Gillette College Advisory Board (by video-conference)  
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, Gillette College Foundation, Heidi Gross  
Executive Director, Sheridan College Foundation, Jen Crouse

**Administration Absent**

**Others Present**

Board Counsel Hayden Heaphy  
Wendy Smith, AVP, PIO  
Gina Kidneigh, Business Office  
Heidi Balster, Director, Financial Aid  
Quint Gonzales, Farrier Program Agriculture Faculty  
Claire Barnes, Public Information Office  
Jennifer McArthur, AVP, Human Resources  
Edith Johnson-LaMeres, Math Faculty

Ryan Patterson, Media  
Pat Blair, Media

**Recorder**

Jana Clements

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

Board Chair Norleen Healy called the January 17, 2019 Regular Meeting of the Board of Trustees to order at 6:32 p.m. Roll was taken and there was a quorum.

**2.) Agenda Additions / Deletions** – There were none.

### 3.) Consent Agenda

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

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

Dr. Paul Young introduced the new Farrier instructor, Quint Gonzales. Mr. Gonzales brings 19 years of shoeing experience in Buffalo and assisted a former instructor at Sheridan College. The program already has 7 out of 8 (class maximum) students enrolled for the farrier program. Dr. Young also notified the Board of computer instructor, Mark Thoney, receiving a national award for his “app” work with Buffalo High School students. He recognized Excellence Award recipients. He then opened the floor to Chief of Campus Police, Jason Vela, to discuss SF 75, gun legislation. Chief Vela informed the Board of the potential affect that this bill would have on school campuses. Treasurer Leibrich was concerned about the loss of local authority in passing this bill. No action was taken.

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

Chair Tracy Wasserburger joined by video-conference. VP Janell Oberlander provided a report. Janell shared good news regarding two Gillette nursing faculty: Gwen Reed passed the national certification exam distinguishing her as a Certified Nurse Educator from the National League of Nursing. This is the ultimate mark of excellence for nurse educators.

Julie Guernsey received notice on her national appointment to assist with review and share her expertise with the Low Risk Neonatal Nursing Exam for national certification for registered nurses. She will assist with analyzing exam specifications, collaborate on new standards for the field, and assist with writing test items. She will travel to Chicago in April as a part of this appointment and the expertise involved.

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

Chair Jack Tarter updated the Board that Class 5 of Leadership Johnson County has started. He mentioned Casper getting the Veterans' Home modeled after Greenhouse living and thanked Dr. Young and College Administration for their support.

Sheridan College Foundation Report – Executive Director Jen Crouse highlighted the success of the two Foundation campaigns that resulted in over \$45,000 more raised for scholarships over last year's fundraising. Nominations for Distinguished Alumni are now being taken. There will be an “Alumni night” at the Sheridan vs. Gillette basketball games on Wednesday, January 23, 2019.

6.) Organization Reports – There were no organization reports this month.

7.) Public Comments – There were no public comments.

### 8.) Old Business

#### a.) Nomination and Election of 2019 NWCCD Board of Trustees to serve on the BOCHES and WACCT Boards – Information, Action

The NWCCD Board Chair, Norleen Healy, called for a nomination and appointment for two trustees each to represent the NWCCD Board on the Board of Cooperative Higher Education Services (BOCHES), and the Wyoming Association of Community College Trustees (WACCT).

Trustee Gary Koltiska wanted to ask all in attendance for a recommendation for an at-large SEEDA board member. With no further discussion, Trustee Gary Koltiska moved and Treasurer Bob Leibrich seconded that the NWCCD Board approve the nomination and appointment of the following two appointments to the NWCCD Board on the Board of Cooperative Higher Education Services (BOCHES), and two appointments to the Wyoming Association of Community College Trustees (WACCT).

The **MOTION** passed unanimously for the year-long appointments as follows:

NWCCD appointed Trustee for BOCHES: Trustee Bruce Hoffman

NWCCD appointed Trustee for BOCHES: Vice Chair Walt Wragge

NWCCD appointed Trustee for WACCT: Treasurer Bob Leibrich

NWCCD appointed Trustee for WACCT: Secretary Debra Wendtland

**9.) Key Monitoring Reports**

**a.) Gillette College Foundation Key Monitoring Audit Report – Heidi Gross, Executive Director – Information Only.**

Executive Director, Heidi Gross, provided a brief statement of the completed audit by Eide Bailly in September with no findings. Donors will receive a financial statement soon.

**b.) Sheridan College Foundation Key Monitoring Audit Report – Jen Crouse, Executive Director – Information Only.**

Executive Director, Jen Crouse, provided a brief statement of the completed audit by Eide Bailly in September with no findings. Donors will receive a financial statement next week.

**10.) New Business**

**a.) Administration brought before the Board for official approval, the appointment of the following three (3):** Tracy Wasserburger, Brian Worthen, and Veronica Taylor (replacing Advisory Board member Nathan McLeland on December 31, 2019) to the Gillette College Advisory Board. Their terms all run January 2019 through December 2023 (4 years).

After reviewing brief biographies for the three Advisory Board Members, Board Chair, Norleen Healy, asked for a **MOTION**.

Trustee Bruce Hoffman moved and Vice-Chair Walt Wragge seconded the approval of the appointments of Tracy Wasserburger, Brian Worthen, and Veronica Taylor (replacing Advisory Board member Nathan McLeland on December 31, 2019) to the Gillette College Advisory Board. Their terms will run from January 2019 through December 2023 (4 years).

**b.) Administration brought before the Board for official approval, the appointment of the following:** Charlene Camblin, Cathrine Gallilee, Toby Gorsuch, and Lori Hubbard to the Gillette College Foundation Board. Their terms all run from January 1, 2019 through December 31, 2021 (3 years).

After reviewing brief biographies for all appointments and an Amendment to add a fifth appointment (Susan Knesel – President of the Wyoming Library Association and member of other Youth charities), Board Chair, Norleen Healy, asked for a **MOTION**.

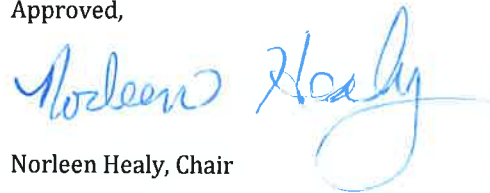
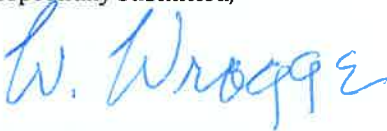
Trustee Bruce Hoffman moved and Vice-Chair Walt Wragge seconded that the Board approve the appointments of Charlene Camblin, Cathrine Gallilee, Toby Gorsuch, Lori Hubbard, and Susan Knesel, to the Gillette College Foundation Board. Their terms will run from January 2019 through December 2023 (4 years).

**11.) Adjournment**

Chair Norleen Healy adjourned the Regular Meeting after hearing there was no further business for the good of the District, on January 17, 2019 at 7:20 p.m.

Respectfully Submitted,

Approved,



Walt Wragge, Vice Chair

Norleen Healy, Chair