

Our Mission

NWCCD welcomes all learners, empowers student success, encourages and strengthens community development.

**NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
WORK SESSION
MINUTES**

Wednesday, May 16, 2019

Sheridan College, Whitney Building Boardroom W132, 3:00 p.m. – 4:00 p.m.

Board of Trustees Present:

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

Board of Trustees/Gillette Advisory Board Absent:

Debra Wendtland, Secretary
Richard Cisneros, Vice Chair, Gillette Advisory Board
Tracy Wasserburger, Chair, Gillette Advisory Board

Administration Present:

Paul Young, President
Janell Oberlander, Vice President – Gillette College
Cheryl Heath, Vice President for Administration & CFO
Estella Castillo-Garrison, Vice President for Academic Affairs
Leah Barrett, Vice President for Student Affairs
Wendy Smith, Assistant Vice President, Public Information Office

Others Present:

Ryan Patterson, Media

Recorder Present:

Jana Clements

1. Call to Order and Roll Call – Work Session

Chair Norleen Healy called the May 16, 2019 Work Session to order at 3:05 p.m. Roll call was taken and there was a quorum.

2. Agenda Additions/Deletions

There were no additions or deletions noted.

3. Public Comments

Chair Norleen Healy asked if there were any public comments. Hearing none, she introduced the first order of business.

4. New Business

a. 2021-2022 Academic Calendar & Holiday Calendar Approval – Information. Discussion.

Dr. Estella Castillo-Garrison reviewed the proposed academic and holiday calendars for the Board's review and discussion. She said it is based on a fifteen-week semester that was a major change from last year in that it eliminated finals week. There were no other major changes for the calendar moving forward. Trustee Gary Koltiska asked about using trimesters to better utilize the college year-round. Dr. Paul Young explained that the calendars adopted last year and proposed going forward better align with the University of Wyoming and supported a greater consistency with the other six community colleges in Wyoming. Trustee Shelley Kinnison added that the adopted calendar matters when transferring credits to the University of Wyoming. Vice President Cheryl Heath explained how the holiday calendar was calculated based on a sixteen-day holiday policy established. It is possible for the Good Friday, April 15, holiday to not always occur based on when the holidays fall and the academic schedule.

b. Proposed Board of Trustees' Schedule of Meetings June 2019 – May 2020 – Information. Discussion

Dr. Paul Young introduced the proposed schedule of Board Meetings starting in June 2019. He suggested the Board consider a workshop in the Fall once the new President is in place. He also said it was a good idea to continue meeting with School Districts 1 and 2 every year and with District 3 on a two-year rotation basis.

c. Policy Series 3000 – First Reading – Information. Discussion.

The Board of Trustees received the first reading with recommended changes to Policy Series 3000 for discussion. No action was taken. Vice President Cheryl Heath reviewed each change in the Series. The Series had already been reviewed by employees through the District Council two times and recommended the current revisions proposed to the Board of Trustees.

The Board of Trustees will have the opportunity for the second reading in the June Board Meeting scheduled for June 19, 2019.

d. Faculty Member Request for Sabbatical – Information. Discussion

The Administration brought before the Board of Trustees, the application for a Spring 2020 sabbatical for art faculty member, Rod Dugal. The Board was given an opportunity to review the application and ask questions. Dr. Estella Castillo-Garrison said that the Faculty Senate was working on updating the procedures for applying for a sabbatical going forward. No action was taken.

5. **Adjourn** – Upon the conclusion of all discussion, Chair Norleen Healy adjourned the work session at 4:05 p.m.

Respectfully Submitted:



Walt Wragge
NWCCD Board of Trustees, Vice Chair
(In Trustee Debra Wendtland's Absence)

Approved:



Norleen Healy
NWCCD Board of Trustees, Chair