

**NORTHWEST COLLEGE BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING**

January 9, 2017

MEMBERS PRESENT:

President MS. NADA LARSEN; Vice President/Secretary MR. DUSTY SPOMER; Treasurer Ms. CAROLYN DANKO; and Trustees MR. LUKE ANDERSON, MR. JOHN HOUSEL, MR. BOB NEWSOME, and DR. MARK WURZEL.

OTHERS PRESENT:

DR. STEFANI HICSWA, President; DR. LOURRA BARTHULY, Vice President for Student Services; DR. GERALD GIRAUD, Vice President for Academic Affairs; MR. MARK KITCHEN, Vice President for College Relations; MS. LISA WATSON, Vice President for Administrative Services and Finance; MS. SHELBY WETZEL; MS. JILL ANDERSON; MS. LISA SMITH; MR. TAYLOR LEE of PLAN ONE ARCHITECTS; MS. ELAINE DEBUHR; DR. ROB RUMBOLZ; MR. STEVE THULIN; MR. DON COGGER, *Powell Tribune*; and MS. CYNTHIA CICCI, Executive Secretary to the President and Board of Trustees.

CALL TO ORDER:

The regular meeting of the Northwest College Board of Trustees was called to order on Monday, January 9, 2017 at 3 p.m. in the Yellowstone Building Conference Center.

A APPROVE THE AGENDA:

A motion was made by Trustee Wurzel and seconded by Trustee Danko to approve the agenda as presented. Motion carried.

STUDY SESSION:

Title IX Training

Vice President Barthuly gave a presentation on Title IX which goes beyond gender equity in athletics. The Jeanne Cleary Act of 1990 requires schools to report crime statistics and to produce an annual security report.

Title IX defines stakeholders as all responsible employees associated with the college and is based on student perception of the individual's role with the college. The Board fits this role which is why Trustees need training along with NWC faculty and staff. All stakeholders are mandatory reporters to the Title IX Coordinator.

President Hicswa pointed out that sexual violence can be carried out by school employees, other students, or third parties. If something happens to a student off campus, the College is obligated to investigate. Vice President Barthuly added that there is no statute of limitation and that concurrent enrollment students are included.

There are confidential reports (clergy, licensed professional counselor, therapist or anyone with patient/client relationship working under their own license) and non-confidential reports which come to the Title IX Coordinator. Reports can be verbal, written or any other manner. There is a link to a reporting form on the NWC website. Dr. Barthuly reviewed the reporting process and the appeals process which are included on the website along with the NWC Sexual Misconduct Policy.

Trustees participated in some case studies and discussed how to respond to the student and next steps.

A CONSENT AGENDA:

A motion was made by Trustee Anderson and seconded by Trustee Wurzel to approve the consent agenda as presented. The motion passed and the consent agenda was approved which included the minutes of the December 12, 2016 regular meeting.

A FINANCIAL REPORTS:

President Hicswa responded to questions on the check register. **A motion was made by Trustee Wurzel and seconded by Trustee Danko to approve the check register and financial reports as presented. Motion carried.**

DISCUSSION/INFORMATIONAL ITEMS:

Board of Trustees Operational Plan

Board President Larsen explained that the priorities listed in the Board of Trustees Operational Plan were developed as a result of the Governance Institute for Student Success (GISS) which four Trustees attended in June along with President Hicswa and Vice President Watson. Some of the activities have been accomplished while some work is still needed on others. More discussion will occur at the Board Retreat later this week.

Transfer student performance and University of Wyoming

Institutional Researcher Lisa Smith presented a summary of NWC transfer student performance at the University of Wyoming (UW) which was compiled from annual transfer student reports provided from the UW to the community colleges. She reviewed some of the highlights.

The reports indicate that that students who transfer 60 or more credits earn a higher UW first-semester GPA and are more likely to graduate within six years of entering UW. These are likely students who previously earned an associate's degree and have experience navigating the college system. Students who earn a transferrable associate's degree from NWC will also have a more seamless transfer of credits to UW. These findings support NWC's stance on encouraging students to earn an associate's degree before transferring to help them have continued success in their studies. The full reports are available on the MyNWC portal.

Legislative update

Copies of the "WACCT 2017 Legislative Priorities" brochure were distributed. President Hicswa, Vice President Kitchen and several Trustees have met with Big Horn Basin legislators in support of the Governor's recommended budget.

In addition to no additional budget cuts and maintaining current funding, the Governor recommended \$1.5 million for community colleges to respond to key career and technical education needs in support of economic diversification. The brochure is available on the WACCT website.

In response to a question by Trustee Housel, President Hicswa explained that as a group, the colleges decided not to include capital construction projects as part of the legislative priorities.

President Hicswa and Vice President Kitchen will be providing legislative coverage for the community colleges during the session which begins January 10, 2017.

Wyoming Association of Community
College Trustees (WACCT)
Leadership Award nominations

NWC nominees for the 2016-17 WACCT Leadership Awards are:

- Student of the Year Award – Susanne Sutton (Student Senate President)
- Professional Employee of the Year – Tim Porter (Computing Services Analyst)
- Classified Employee of the Year Award – Diana Johns (Facilities Assistant)
- Faculty Member Award – Marnee Crawford (Director of Nursing/Life and Health Science Division Chair)
- Trustee Leadership Award – Carolyn Danko (Board Treasurer)
- Foundation Volunteer of the Year Award – Bryan Lee (NWC Foundation Board of Directors Immediate Past President/Current Treasurer)

It is an honor to be nominated for this award and President Hicswa commended them. The award winners will be announced at the WACCT Conference/Legislative Reception on February 8th in Cheyenne, WY. President Hicswa thanked Vice President Kitchen for coordinating the nominations.

CITIZENS' OPEN FORUM:

Citizens' Open Forum convened at 4:45 p.m. There were no citizens who wished to address the Board and the Citizens' Open Forum was adjourned.

A UNFINISHED BUSINESS:

Student Center Level I Planning

In September 2015, the NWC Board of Trustees approved the request to commission a Level I study regarding a student center building. Plan One and Nexus Architectural firms were selected to prepare the report. As part of the process, Plan One has overseen programmatic review and building assessment, along with campus, community, trustee, and student forums in conversations and input for the project. This information was used to prepare the draft report that was presented to the Board in December. President Hicswa requested Board approval of the Level I report.

The report will be utilized in the spring of 2017 for the capital construction model submission to the Wyoming Community College Commission (WCCC). If approved, the project will be forwarded to the Construction Management and Wyoming legislators as needed to request approval and funding for a Level II study. **A motion was made by Trustee Anderson and seconded by Trustee Wurzel to approve the Level I report for the student center. Motion carried.**

A NEW BUSINESS:

Course/lab fee proposals

The Board reviewed a list of proposed new and revised course/lab fees that have been better aligned with expenses. After a brief discussion, **a motion was made by Trustee Spomer and seconded by Trustee Wurzel to approve the course fees as presented. Motion carried.**

A ADJOURNMENT:

On a motion by Trustee Wurzel and a second by Trustee Anderson, the meeting adjourned at 5 p.m.

DUSTY SPOMER, Vice President/Secretary

Date