

**NORTHWEST COLLEGE BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING**  
July 9, 2018

**MEMBERS PRESENT:** President Ms. NADA LARSEN; Vice President/Secretary MR. DUSTY SPOMER; Treasurer Ms. CAROLYN DANKO; and Trustees MR. LUKE ANDERSON, MR. JOHN HOUSEL, and DR. MARK WURZEL.

**MEMBERS ABSENT:** MR. BOB NEWSOME

**OTHERS PRESENT:** DR. STEFANI HICSWA, President; DR. GERALD GIRAUD, Vice President for Academic Affairs; MR. DEE HAVIG, Vice President for Student Services; MR. MARK KITCHEN, Vice President for College Relations; MS. LISA WATSON, Vice President of Administrative Services and Finance; MR. BRAD BOWEN; MR. DEAN BRUCE; MS. ELAINE DEBUHR; MS. LISA SMITH; MR. GREG THOMAS; MS. SHELBY WETZEL; MR. MIKE BUHLER, the *Powell Tribune*; and MS. DIANA GWYNN, Executive Assistant to the President and Board of Trustees.

**CALL TO ORDER:** Board President Larsen called to order the regular meeting of the Northwest College Board of Trustees on Monday, July 9, 2018, at 4:03 p.m. in the Yellowstone Building Conference Center.

The regular meeting recessed at 4:05 p.m. for the Budget Hearing. The Budget Hearing adjourned at 4:13 p.m. and the regular meeting resumed.

**A APPROVE THE AGENDA:** President Hicswa requested an amendment to the agenda, to add the Northwest College Cody Hall Project Loan Resolution to New Business as item B.

**A motion was made by Trustee Spomer and seconded by Trustee Wurzel to approve the agenda as amended. Motion carried.**

**A CONSENT AGENDA:** Board President Larsen requested an amendment to the June 11, 2018 minutes to reflect that the Executive Session convened at 5:20 p.m. and that the open session resumed at 6:50 p.m.

President Hicswa responded to questions on the check register.

President Hicswa responded to inquiries regarding the recent resignation of the men's soccer coach, explaining that options are being considered to fill the vacancy and students will be notified as soon as a solution is in place.

Vice President Watson responded to questions about the Facilities Project Report.

Vice President Havig responded to questions regarding the New Student Registration days which have been planned throughout the summer. Feedback has been positive and the days successful.

Vice President Watson responded to a questions about the status of the Ashley Hall renovations.

**A motion was made by Trustee Wurzel and seconded by Trustee Spomer to approve the consent agenda, which included the amendment to the June 11, 2018 minutes. Motion carried.**

**DISCUSSION/INFORMATIONAL ITEMS:**

Big Horn Basin High School Report

Ms. Lisa Smith, Institutional Researcher, presented the 2018 Big Horn Basin High School Report, explained the highlights of the data included in the accompanying tables, and responded to questions about the report.

The point was made that though total enrollment has diminished, the percentage of Big Horn Basin graduates attending NWC remains relatively constant.

The data showed that, compared to the other cohorts, Concurrent and Dual Enrollment students maintain higher GPAs, have less need for developmental English and Math classes; have higher retention rates; and have higher graduation rates.

Ms. Smith and Mr. Michael Adkins, Academic and Career Advising Coordinator, responded to questions regarding factors affecting enrollment.

The meeting recessed at 4:48 pm.

**CITIZENS' OPEN FORUM:**

The meeting resumed and the Citizens' Open Forum convened at 4:56 p.m. There were no citizens who wished to address the Board and the Citizens' Open Forum was adjourned.

**A UNFINISHED BUSINESS:**

**A NEW BUSINESS:**

Recommended policy revisions  
(first reading)

President Hicswa presented revisions to Policy 2.2.3 Position Classification and Policy 2.3.1 Compensation Administration, explaining that the recent compensation shifts necessitated updates to these policies.

Trustee Spomer presented minor amendments from the Board Policy Committee:

- In Policy 2.2.3, replacing the words "constituency groups" with the word "bands";
- In Policy 2.3.1, ensuring that the words "jobs" and "positions" are used consistently throughout the policy.

Trustee Housel requested clarification on the shared governance process. President Hicswa reported that the policies had been presented to constituency groups and college council, utilizing the regular shared governance processes.

**A motion was made by Trustee Wurzel and seconded by Trustee Anderson to approve the recommended policy revisions as amended. Motion carried.**

NWC Cody Hall Project Loan  
Resolution

President Hicswa introduced the Resolution for the Northwest Cody Hall Project Loan and recommended it to the Board for approval.

Vice President Watson responded to questions regarding the terms of the loan, repayment schedule, and application deadlines.

**After discussion, a motion was made by Trustee Spomer and seconded by Trustee Wurzel to approve the NWC Cody Hall Project Loan Resolution. Six members voted in favor. Trustee Housel opposed. Motion carried.**

**A EXECUTIVE SESSION:**

**A motion was made by Trustee Danko and seconded by Trustee Wurzel to move into executive session. Motion carried and the Executive Session convened at 5:20 p.m.**

**The open session resumed at 5:50 p.m.**

**A ADJOURNMENT:**

**A motion was made by Trustee Danko and seconded by Trustee Anderson to adjourn. Motion carried and the meeting adjourned at 5:51 p.m.**

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DUSTY SPOMER, Vice President/Secretary

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Date