

**NORTHWEST COLLEGE BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
January 21, 2019**

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

MEMBERS ABSENT:

OTHERS PRESENT: DR. STEFANI HICSWA, President; 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. JILL ANDERSON; MR. BRAD BOWEN; MR. DEAN BRUCE; MS. ANNA CRAGOE; MS. ELAINE DEBUHR; MS. KAREN ELTON; MR. TONY ENERVA; MR. DAVE ERICKSON; MS. AMY MCKINNEY; MS. ASTRID NORTHRUP; MS. SHELBY WETZEL; MR. DON COGGER, the *Powell Tribune*; and MS. KELI BORDERS, Administrative Secretary for Vice Presidents.

CALL TO ORDER: The regular meeting of the Northwest College Board of Trustees was called to order on Monday, January 21, 2019, at 3:06 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. Motion carried.**

President Hicswa requested to amend the agenda by removing an item under “New Business, B.1. Policy 1.4.1.5 Classroom Responsibilities (first reading).” Faculty have yet to vote on this item; therefore, it will be added to the February agenda.

STUDY SESSION: Trustees met to discuss FY20 College Goals and Priorities.

A CONSENT AGENDA: **A motion was made by Trustee Anderson and seconded by Trustee Wurzel to approve the consent agenda as presented.**

Trustee Wurzel reported that during the BOCES Board meeting, it was decided to use \$5500 of reserve money to assist students with Driver’s Ed class costs. By doing so, the cost will drop from \$265 per student to \$150 per student in order to increase enrollment in the program. There will be one spring class offered, as well as two summer classes, allowing up to forty-eight students to participate; up from an average of thirty students. BOCES also received a request for \$10,000 from MakerSpace in order to hire a staff member, as opposed to utilizing a Vista volunteer. The BOCES Board would like to gather input from both the Northwest College Board of Trustees as well as the Park County School District No. 1 Board of Trustees before granting the funds. Trustee Wurzel requested the item be placed on the February BOT agenda to garner feedback.

Trustee Housel reported that Lovell BOCES is doing well and is concentrating on promoting the dual and concurrent programs by offering scholarships.

Trustee Anderson reported the Facilities Committee met earlier in the day and will have the Residence Hall master plan ready for the February study session. There will also be a Utility Infrastructure report available soon.

Trustee Danko reported that the Finance Committee has not met again, but she urged those present to contact legislators regarding the WACCT Legislative Priorities.

Trustee Larsen stated that for those traveling to Cheyenne for the WACCT conference in February, it's an excellent opportunity for continuing education. She also encouraged those that are able to attend the WACCT Award Ceremony. Trustee Larsen also stated that NWC will need to provide a letter to the WACCT President with a listing of delegates to the organization.

President Hicswa responded to questions from Trustee Housel on various expenditures in the check register.

Motion carried.

**DISCUSSION/INFORMATIONAL
ITEMS:**

Educational Attainment Initiative
update

President Hicswa reported that as a result of Governor Matt Mead's two Executive Orders regarding attainment, a Wyoming Educational Attainment Executive Council has been established to address the plan established by ENDOW. Co-chairs of the Council are University of Wyoming President Laurie Nichols and President Hicswa. The Council is charged with establishing a five- and ten-year strategic plan to achieve the attainment goals. The Council has created an Attainment Task Force that includes a representative from each college to assist with the movement. Vice President Giraud will serve as NWC's representative. President Hicswa recently attended a Lumina Adult Promise Convening in New Orleans, LA in which the focus was on adult attainment work focusing on prior learning assessment and reverse transfer. There are many bills in the legislature focusing on attainment and codifying the Executive Orders set forth by former Governor Mead.

Legislative priorities

Vice President Kitchen briefly summarized the WACCT's list of three major legislative priorities.

- Employee Compensation – Former Governor Matt Mead included \$1 million in his budget for compensation increases. The Joint Appropriations Committee increased that amount slightly and is scheduled to vote on it later this week.
- Capital Construction – Northwest College is seeking a budget exception to adjust the budget to actual costs and eliminate the footnote from the Level II funding granted during the 2018 budget session. The footnote requires NWC to pay half the amount for the Level II project before receiving any funds from the state. It's important to note that there is an Appropriations Committee member who is supporting the advancement of NWC's projects directly to Level III funding.
- Wyoming Works – there is a bill that would provide \$10 million to WCCC for disbursement to Community Colleges for student scholarships as well as development of trades programs to meet labor and economic development needs.

There is another to provide Hathaway program money to career and technical students, and yet another that would fund internships.

- Other bills to watch include: requirement of all mill levies to be voted on by the people; six million dollars to the community colleges for increases to campus security; major maintenance distributions to change from quarterly to yearly payments; two different bills that would repeal gun free zones; extension of sunset date for WIN; allowing community colleges to offer a Bachelor's of Applied Science; and many others. President Hicswa stated that a bill to introduce a common Admissions application to all higher education public institutions has been pulled. The implementation became complex and the decision was made to include it in the attainment work that is being done.
- Trustee Danko stated that the WACCT has asked the colleges' Board of Trustees to take an official stance on the gun legislation. Board President Spomer stated that since the agenda had already been approved, an action item should not be added. The decision was made to allow NWC's designated representatives on WACCT to represent the Board. If at any time there is an issue that they are uncomfortable with, a special meeting to take an official vote could be held over the phone.

Board Retreat and Board self-evaluation

Board President Spomer reported that Trustees held their retreat in December and examined the results of the self-evaluation. As a result, a Study Session was held today to establish goals for FY 2020.

President's evaluation

Board President Spomer stated that President Hicswa's evaluation was conducted in the fall and went well. The framework for the evaluation tool developed by the Policy Committee resulted in useful information.

Board charge and procedure

Board President Spomer would like to provide more formal guidance and instruction to the various Committees. He invites input from all Trustees and encourages them to provide and discuss alternatives when opposition to an item arises.

Board Committee charge and procedure

Board President Spomer stated the outcomes of the retreat and goal setting session will result in standing work for Committees. President Spomer will refer items or motions to Committees with a timeline. Goals and Committee assignments will be listed on the last page of each Board packet as a way to monitor progress.

CITIZEN'S OPEN FORUM:

Citizens' Open Forum convened at 5:00 p.m. There were two citizens who wished to address the Board.

Ms. Karen Elton expressed the importance of the occupational and AAS programs and would like to keep the consideration of a work experience equivalent when hiring new faculty for these programs.

Ms. Astrid Northrup reiterated that faculty have voted against the recommended changes to policy regarding faculty credentials. Ms.

Northrup stated that her position is the proposed changes are out-of-step with the Wyoming Works bill as well as the ENDOW initiative. She also stated that the HLC requirements for AAS degrees differ from AA or AS degrees in that they are terminal degrees that are designed to prepare students for the workforce. Her standpoint being that requiring faculty to hold a Bachelor's degree is not an accurate measurement of skill for these programs. Ms. Northrup feels that implementation of this policy will hinder Northwest College from hiring the best qualified faculty.

The Citizens' Open Forum adjourned at 5:10 p.m.

A UNFINISHED BUSINESS:

Investment of Public Funds resolution
(second reading)

A motion was made by Trustee Wurzel and seconded by Trustee Danko to approve the Resolution.

Concerns were raised by Trustee Housel regarding the vendor listed in the Resolution as not being Wyoming based. After discussion, it was decided to amend the Resolution.

Other concerns expressed by Trustee John Housel were as follows:

Trustee Housel explained that he has been present at Northwest College Board of Trustee meetings on and off since 1978. He stated that historically the board gave deference to local banks regarding placement of reserve funds of the college. The banks were appreciative and would provide assurance that there was a sufficient level of insurance from the Federal Deposit Insurance Corporation. In addition the banks were helpful in attaining the highest interest rate possible which was often much higher than normal rates. Trustee Housel further explained that several of the local banks have supported Northwest College for many years and it is important for the College to continue to support local banks.

Trustee Housel further noted that the Utah company of Moreton Asset Management clearly states on its Home Page :

Investment Products are not FDIC insured, Not Guaranteed, and May Lose Value.

Trustee Housel further pointed out that the Wyoming Statute which provides many restrictions on the manner in which funds of governmental entities may be invested strongly favors placing funds with entities which provide FDIC insurance.

Trustee Housel finally explained that Wyoming law also provides that the Northwest College Board should follow the Prudent Investor Act. Trustee Housel indicated he has been involved as a private trustee for many years and he always follows the Prudent Investor Act criteria. As such he has always placed private funds with entities insured by the FDIC.

It was suggested to amend the motion by removing "Moreton Asset Management" as the vendor and add "...notify the Board of Trustees of chosen advisor."

Motion carried with Trustees Danko, Housel and Wurzel voting against.

New Policy: Investment of Public Funds (second reading)

A motion was made by Trustee Wurzel and seconded by Trustee Danko to approve Policy Investment of Public Funds as presented. Motion carried.

Policy Revisions

1.4.1.3 Assignment of Secondary Areas of Expertise (second reading)

A motion was made by Trustee Wurzel and seconded by Trustee Larsen to approve Policy 1.4.1.3 Assignment of Secondary Areas of Expertise as presented.

President Hicswa stated that while this requirement exceeds HLC standards, the intention is to prevent opening ourselves up to scrutiny from the HLC. If passed, this policy will not apply to current Northwest College faculty members.

Motion carried with Trustees Housel and Newsome voting against.

1.8.2 Appointment (second reading)

A motion was made by Trustee Wurzel and seconded by Trustee Anderson to approve Policy 1.8.2 Appointment as presented. Motion carried with Trustees Housel and Newsome voting against.

1.9.2 Appointment (second reading)

A motion was made by Trustee Anderson and seconded by Trustee Wurzel to approve Policy 1.9.2 Appointment as presented. Motion carried with Trustees Housel and Newsome voting against.

A NEW BUSINESS:

Course/Lab fees proposals (first reading)

A motion was made by Trustee Wurzel and seconded by Trustee Larsen to approve the Course/Lab fee proposals as presented. Motion carried.

Policy Revisions

1.4.1.4 Teaching Load (first reading)

A motion was made by Trustee Wurzel and seconded by Trustee Danko to approve Policy 1.4.1.4 Teaching Load as presented. Motion carried.

FUTURE AGENDA ITEMS:

Board President Spomer asked Trustees to consider topics for the March Study Session.

ANNOUNCEMENTS:

The WACCT Leadership Awards & Legislative Reception will be held February 7, 2019, in Cheyenne, WY.

A WCCC Meeting will be held February 8, 2019, in Cheyenne, WY.

The National Legislative Summit is taking place February 10-13, 2019, in Washington, D.C.

The next meeting will be held at 3 p.m. on February 11, 2019, in the Yellowstone Building.

A ADJOURNMENT:

The meeting adjourned at 6:51 p.m.