

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

July 12, 2021

MEMBERS PRESENT: President DR. MARK WURZEL; Vice President/Secretary DR. LARRY TODD; Treasurer MS. CAROLYN DANKO; and Trustees MR. JOHN HOUSEL, MS. TARA KUIPERS, and MR. BOB NEWSOME.

MEMBERS ABSENT: Trustee MR. DUSTY SPOMER

OTHERS PRESENT: MS. LISA WATSON, Interim President; DR. GERRY GIRAUD, Vice President for Academic Affairs; MR. DEE HAVIG, Interim Vice President for Student Services; MS. JILL ANDERSON; MS. DIEDRE ASAY; MR. DALTON BANKS; MR. KARL BEAR; MS. HOLLY BERRYMAN; MS. LESLIE BIGHAM; MR. BRAD BOWEN; MS. JENNIFER CANNIZZARO; DR. MICHAEL CUDDY; MR. DUSTIN DICKS; MR. DAVE ERICKSON; MS. KIM FLETCHER; MS. TRACY GASAWAY; MS. NANCY GILMORE; MS. CHRISTI GREAHAM; MS. LAURA GWINN; MS. JOYCE HARKNESS; MS. JO ANN HEIMER; MS. DIANE HENSMAN; MS. CINDY JACOBS; MS. DEB JACOBS; MS. AMY JOHNSON; MS. JAMIE JORDAN; DR. ELISE KIMBLE; MR. KEVIN KUENN; MS. NANCY MILLER; MS. MEAGAN MOORE; MR. DICK NELSON; MS. CASEY PATE; MR. DENNIS QUILLEN; MS. MALLORY RILEY; MS. LAURA RILEY; MS. SARAH ROBERTS; MS. LISA SMITH; MS. LINDA SPOMER; MR. OSCAR TREVIÑO; MS. SHELBY WETZEL; MS. JOANNE WROE; MR. ZACK TAYLOR, *Cody Enterprise*; MR. KEVIN KILLOUGH, *Powell Tribune*; and MS. KELI BORDERS, Interim 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, July 12, 2021, at 4:06 p.m.in the Yellowstone Building Conference Center.

A APPROVE THE AGENDA: **A motion was made by Trustee Danko and seconded by Trustee Todd to approve the agenda. Motion carried.**

A BUDGET HEARING: The regular meeting recessed at 4:07 p.m. for the Budget Hearing. After the budget business was conducted, the Budget Hearing adjourned at 4:16 p.m., and the regular meeting resumed.

A CONSENT AGENDA: **A motion was made by Trustee Kuipers and seconded by Trustee Todd to approve the consent agenda.**

In response to a question from Trustee Housel regarding the Ellbogen scholarship mentioned in the President's report, Interim President Watson stated the scholarship is being provided to all of the Wyoming Community Colleges and is prescriptive. The Ellbogen Foundation's goal is to support non-traditional students with scholarship opportunities that might not otherwise afford an educational opportunity. In the application process, Northwest College identified the programs that would be eligible for scholarship utilization. They are; nursing/allied health, business, agriculture, and welding technology.

Upon invitation from Interim President Watson, Shelby Wetzel added that the Ellbogen Foundation's goal is to provide scholarship opportunities for adult learners and drive economic activity within the different regions the community colleges serve. The application process required data that showed the programs are linked to employment opportunities within the region. The proposal submitted by Northwest College utilized the data to identify the four areas listed above.

Interim President Watson added that the Colleges across the State are working jointly with the Ellbogen Foundation to create marketing materials to promote the scholarship program. Northwest College will be sending a news release as

well as promoting the scholarship on social media.

In response to a question from Trustee Housel, Interim President Watson stated that the Universities that usually utilize Mickelson Field Station in the summer had elected not to travel due to COVID. She said there would be further discussion regarding the Field Station related to the transformational work, experiential learning opportunities, etc., for next year.

In response to a question from Trustee Housel, Interim President Watson stated the State of Wyoming is prescriptive in its requirements for the disposal of computers and other hardware related to technology. While there isn't a charge associated with the disposal service used, no monetary payments are received.

In response to a question from Trustee Housel, Interim President Watson stated in-person and virtual orientations had been held throughout the summer. Interim Vice President Dee Havig added that walk-in registrations are also taking place daily. The in-person orientation that was held earlier in the day had approximately fourteen students participating.

Trustee Housel expressed his appreciation for the Float in the Stampede Parade and all who participated and put it together.

Trustee Kuipers commented she had heard positive remarks from colleagues, peers, and friends related to Governor Gordon and President Siedel's visit in June. Interim President Watson stated the visit went very well. It was challenging to select which academic programs to highlight; however, the focus of the visit focused on job development, workforce, and economic development. Business leaders, mayors, commissioners, legislators, superintendents, etc., participated in the day. Interim President Watson expressed her appreciation to the faculty who presented and discussed their programs. It was an excellent opportunity to showcase what Northwest College has to offer and remind legislators of the value the College provides to the communities served.

In response to President Wurzel, Interim President Watson stated the WIP (Wyoming Innovative Partnership) is intended to integrate into the ARPA (American Rescue Plan Act) funding. Each of the community colleges has submitted proposals to the Governor for education and workforce. Along with those individual submissions, the WIP group has also submitted a proposal. The Governor is working with Joint Appropriations and eventually the Legislature to determine how best to distribute those funds. There have been conversations with the Governor to encourage prompt action since developing education programs takes time, and ARPA is a four-year grant.

Motion carried and the consent agenda, including the minutes of the June 14, 2021, regular meeting, the minutes of the June 7, 2021, special meeting, and the minutes of June 7, 2021, executive session approved.

**DISCUSSION/
INFORMATIONAL ITEMS:**

Policy update review for 2019-2020 and 2020-2021

Trustee Kuipers, speaking on behalf of the Board Policy and Student Success Committee, stated the report provided in the packet provides a history of the policy work completed within the last two years.

Policy status review and prioritization for FY2022

Trustee Kuipers stated the following report includes completed policy work as well as a prioritization of policies yet to be developed. They are divided into phases based on priority. The phases are differentiated based on urgencies,

such as those mandated by state or federal regulations and ease of development, and lack of complexity.

Interim President Watson added that when determining the prioritization, points of consideration included areas of expertise, time commitments, and the need to implement the new process relating to policy development. There are areas where more policy work has been completed from the old Handbook perspective, such as Human Resources. Other areas, such as Business and Finance, are lacking policies. There are many procedures in place in those areas, but the policy itself has never been developed. These sections are likely to take longer to move through the phased work than other areas.

CITIZENS' OPEN FORUM

The Citizens' Open Forum convened at 5:12 p.m.

Laura Riley stated as a community member that she cares about Northwest College, its students, staff, and programs. She said that with enrollment declining, Northwest College continues to have decreased funding based on the complex funding formula. With all seven community colleges receiving a piece of the pie based on enrollment, she is concerned that Northwest College's piece of the pie continues to get smaller. Laura shared data points from enrollment reports on the WCCC's website. While all of the College's showed a decrease in FTE's over ten years, Northwest College's FTE's decreased the most. Other areas also indicate Northwest College's enrollment numbers are lower than its sister colleges. The decrease in faculty is also concerning. She feels it's important to find a way to increase enrollment, or Northwest College will continue to get the smallest piece of the pie. Future budget decisions are more important now than ever to keep Northwest College's unique opportunities for students.

Mallory Riley stated she has met with businesses, current and former students, current and former faculty, staff, and various community members who feel their voice is not being heard by the Board and current administration. She shared that recently an opportunity was brought to the College by a community member to bring a diesel mechanic program to the area. A meeting was scheduled, but Northwest College postponed the meeting without informing the community member. She feels Northwest College is making decisions that have a negative impact on itself as well as the community as a whole. Mallory stated she would be starting a non-profit Park County Economic Development group geared toward growing and developing a community grounded in courageous culture. She hopes to form a partnership with Northwest College and other organizations to bolster the community as a whole. Mallory feels that with the location, unique programs, and opportunities for Northwest College's students, it should not be suffering from enrollment decreases and that those attributes should be capitalized upon. The community cares about Northwest College because it is directly tied to its own economic survival.

Jamie Jordan stated that as a student who will graduate this fall, she is grateful for the professors and staff members who have aided her in her journey as a student. TRiO has also been of great benefit to her. She is saddened that some of those people are no longer employed at Northwest College due to budget cuts. She is confused about the push for a new Student Center while the College is eliminating positions as well as the Child Care Center. She has concerns about future cuts that may prevent students from attending Northwest College. Jamie stated that when she asked others if they were planning to attend and speak at the Board meeting, she was told no because those

individuals had voiced their opinion in the past and feel they haven't been heard or are fearful of retaliation.

Casey Pate stated she is a full-time student and active in Student Senate. She is a strong supporter of STEM and hopes the Board will be mindful of the ARPA funding when received. She feels the College is strong in agriculture, rodeo, criminal justice, nursing, etc. Casey stated she feels it would be a service to the community to broaden those and possibly add renewable energy and other technologies.

The Citizens' Open Forum adjourned at 5:33 p.m.

A UNFINISHED BUSINESS:

There were no unfinished business items on the agenda.

A NEW BUSINESS:

Student Center Level III funding

Interim President Watson reminded Trustees of their approval and subsequent completion of the Level I and Level II planning for a new Student Center. The next phase is Level III construction plans. During the spring session, Legislators approved \$12 million for community college capital construction projects. None of the colleges' projects were shovel-ready, but the opinion of the Commission was that LCCC had a project that was further along than the others. LCCC was allocated \$10 of the \$12 million, with the remaining \$2 million split between Northwest College, Central Wyoming College, and Northern Wyoming Community College District. Northwest College is waiting to see how the funds will be allocated by College, but the funds are intended to develop construction plans as part of the Level III work. Starting Level III design work will better position the College should federal capital construction funds become available to complete the project.

Interim President Watson stated Northwest College must match the state funds for Level III funding. She requests the Board of Trustees approve up to \$1 million of college reserves as match funds for the Student Center Level III construction planning work.

A motion was made by Trustee Danko and seconded by Trustee Housel to approve up to and not to exceed \$1 million of college reserves to fund the Student Center Level III construction plans.

Trustee Housel stated concern with the original design in that there seemed to be an excess of space. He would like to see energy efficiencies in the final plan. Interim President Watson agreed and stated that the College would need to be diligent in the design with rising construction costs

Motion carried.

FUTURE AGENDA ITEMS & FEEDBACK TO CITIZENS' OPEN FORUM TOPICS:

August Upcoming:

- WACCT annual dues
- Year-end budget adjustments
- Budget hearing
- Annual hearing for the Mil levy approval
- Policy update review for the previous academic year
- Other TBD

ANNOUNCEMENTS:

Joint Education Committee, July 19-20, 2021, Saratoga
Next meeting, August 16, 2021, 3:00 p.m., Yellowstone Building
WCCC Commission (special) August 27, 2021, 8:30 a.m., Casper or Virtual
State of the College Address, August 30, 2021, 8:30 a.m. Yellowstone Bldg.
NWC Employee Picnic, August 30, 2021, 11:30 a.m.

WCCC Commission meeting October 7, 2021, 8:30 a.m., Sheridan
ACCT Leadership Congress, October 13-16, 2021, San Diego, CA

A ADJOURNMENT: The meeting was adjourned at 5:39 p.m.

LARRY TODD, Vice President/Secretary

Date