

**NORTHWEST COLLEGE BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
January 11, 2016**

**MEMBERS PRESENT:** President MR. JOHN HOUSEL; Vice President/Secretary MS. NADA LARSEN; Treasurer DR. PAUL FEES; and Trustees Ms. CAROLYN DANKO, MR. DUSTY SPOMER, and MR. MARK WESTERHOLD.

**MEMBERS ABSENT:** TRUSTEE DR. MARK WURZEL.

**OTHERS PRESENT:** DR. STEFANI HICSWA, President; DR. GERALD GIRAUD, Vice President for Academic Affairs/Interim Vice President for Student Services; MR. MARK KITCHEN, Vice President for College Relations; MS. LISA WATSON, Vice President of Administrative Services; MS. SHELBY WETZEL; MS. JILL ANDERSON; MS. KRISTINE WALKER; Ms. TERRI MYERS; MR. BRETT WILLIAMS; MS. ILENE OLSON, *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 11, 2016, at 4 p.m. in the Yellowstone Building.

**A APPROVE THE AGENDA:** **A motion was made by Trustee Larsen and seconded by Trustee Westerhold to approve the agenda as presented. Motion carried.**

**A CONSENT AGENDA:** Due to the holidays, no Board reports were required for this meeting.

**A motion was made by Trustee Westerhold and seconded by Trustee Larsen to approve the consent agenda as presented. Motion carried and the consent agenda was approved which included the minutes of the regular meeting of December 14, 2015.**

**A FINANCIAL REPORTS:** President Hicswa responded to a question on the check register. **A motion was made by Trustee Spomer and seconded by Trustee Danko to approve the financial reports as presented. Motion carried.**

A brief discussion about the cost of concurrent enrollment followed. Trustee Spomer, who also serves on the Powell Board of Cooperative Education Services (BOCES), reported that Executive Director Ingrid Eickstedt announced her resignation effective early February.

**DISCUSSION/INFORMATIONAL  
ITEMS:**

TRiO update

Ms. Terri Meyer, Student Success Program Manager-Project Succeed/TRiO, gave a presentation on Northwest College's TRiO Program which is a federally funded grant with the goal of helping first-generation and low-income students graduate from NWC with a degree and/or transfer to a four-year college. In addition to providing study areas, peer mentors, adult mentors, hang-out areas, equipment check-out, and school supplies, other services include weekly Time Management and Smart Sessions, weekly study groups, Meet 'n Greet groups, cultural events,

college transfer help and tips, and job search help. Ms. Meyer described participant qualifications and discussed the goals/benchmarks set for the grant for the 2015-16 academic year. The program is actively serving 116 students from their offices which have recently relocated to the lower level of the Frisby Building.

Legislative update

President Hicswa gave an update on the legislative session which begins February 8, 2016. She and Vice President Kitchen will be providing legislative coverage for the community colleges during the session. Vice President Kitchen gave a brief update on the Joint Appropriations Committee (JAC) meetings. He added that after one day of call-backs on January 18th, the Committee will work the budgets from January 19-22 and do mark-ups to show what changes have been made on the Governor's proposed budget. Mirrored budgets will be presented to both houses for deliberation.

Mission Statement revision update

President Hicswa gave a Mission Statement revision update. She stated that it was important the Mission Statement be meaningful and tied to the College's strategic planning. Dr. Hicswa described the process that she, Aura Newlin (Assessment Coordinator and Instructor of Sociology & Anthropology), and Rachel Hanan (Assistant Professor of English and Central Assessment Team Chair) used to engage the entire campus. Data from community members and students was also included which resulted in identification of the top rated priorities. The mission will be brought forward to the Board after it has been finalized and reviewed by College Council.

**CITIZENS' OPEN FORUM:**

Citizens' Open Forum convened at 5 p.m. There were no citizens who wished to address the Board and the Citizens' Open Forum was adjourned.

**A NEW BUSINESS:**

Course/lab fee proposals

The Board reviewed a list of proposed new 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 Larsen to approve the new course fees as presented.** In further discussion, Vice President Watson responded to questions regarding rental/maintenance fees for the fire arms simulator and Nursing Department simulators including developing a depreciation/obsolescence budget. **Motion carried.**

**ANNOUNCEMENTS:**

The next regular meeting of the Board of Trustees is scheduled for February 8, 2016 at 3 p.m.

**A ADJOURNMENT:**

**The meeting adjourned at 5:36 p.m.**