

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

January 13, 2025

**MEMBERS PRESENT:** President MS. DENISE LAURSEN; Vice President/Secretary MR. R.J. KOST; and Trustees MR. JOHN HOUSEL, MS. TARA KUIPERS, MR. SHANE OGDEN, and DR. MARK WURZEL.

**MEMBERS ABSENT:** Treasurer MR. BOB NEWSOME

**OTHERS PRESENT:** MS. LISA WATSON, President; MR. DAVE ERICKSON, Interim Vice President for Academic Affairs; MR. TOM HAVRON, Vice President for Student Services; MS. JILL ANDERSON; MR. CASEY DEARCORN; MR. DUSTIN DICKS; MS. THEA FARRINGTON; MS. TRACY GASAWAY; MS. JEN LITTERER-TREVIÑO; MS. CAREY MILLER; MR. DENNIS QUILLEN; MS. LISA SMITH; MS. LINDA SPOMER; MR. OSCAR TREVIÑO; MS. SHELBY WETZEL; MR. ZAC TAYLOR, *Powell Tribune*; and MS. KELI BORDERS, Executive Secretary to the President and Board of Trustees.

**CALL TO ORDER:** President Denise Laursen called the regular meeting of the Northwest College Board of Trustees to order on Monday, January 13, 2025, at 4:04 p.m. in the Yellowstone Building.

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

**MISSION MOMENT**

President Watson introduced and extended her congratulations to Thea Farrington, Northwest College's selection for the WACCT Shaping Wyoming's Future Award. Thea will be presented her award at the Capitol building in Cheyenne on February 7, 2025, during a Legislative breakfast. Awardees will then be introduced to Legislators at the House and Senate.

President Laursen congratulated Thea and expressed her appreciation for her community service work, which she does in addition to working full-time and continuing her education.

Trustee Kuipers also congratulated Thea for the WACCT award and her part in the winning team for the Top Submission Award for a Community College at the 2023 John P. Ellbogen Entrepreneurship Competition.

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

Trustee Kuipers thanked those who worked to complete the enormous task of moving Sodexo into the new Student Center before the holiday break.

President Watson stated that the Physical Plant and Sodexo staff worked hard to move food service to the new building. Sodexo also sent additional staff to aid in the transition. Dining Services launched a soft opening by serving athletes and Resident Assistants who arrived on campus early and began serving all students when the halls opened the previous Saturday. Students were appreciative of the food being fresh.

**Motion carried, and the consent agenda, including the minutes of the December 9, 2024, meeting, was approved.**

**DISCUSSION/  
INFORMATIONAL ITEMS:**

Legislative Session Talking Points/CC's At a Glance Review

President Watson shared the *Talking Points* and *Community Colleges at a Glance* documents prepared by the Wyoming Community College Trustees Association, which are shared with Legislators as they prepare for the 2025

Legislative session, which begins the following day.

President Watson reminded the Trustees that this would be a policy session instead of a budget session. The information provided to legislators is related to WIP, how the colleges work with businesses, how they rank nationally, the number of students served, etc. She feels the document illustrates the state's return on investment. The data indicates that for every dollar invested, society receives benefits such as enhanced business output and increased wage earnings.

These reports are valuable tools for speaking to legislators and community members. They are also available on the WACCT website.

In response to a question from Trustee Housel, President Watson stated that in the *Legislative Talking Points* document, the need to replicate programming refers to programs such as Nursing, which is needed in many communities. For instance, over 90% of the nurses hired in the Big Horn Basin are graduates of Northwest College. General education courses also need replication at community colleges for dual and concurrent coursework and transfer purposes.

In response to a question from Trustee Housel, President Watson stated that community colleges utilize advisory committees. These committees consist of local businesses that inform the college of specific industry needs and how the college can best serve them with the coursework and programs it provides.

In response to a question from Trustee Housel, President Watson stated that consultants use employment data from Workforce Services and Federal agencies to determine the return on investment for WIP programs estimates used in the *Legislative Talking Points* document. The colleges work with businesses to develop a curriculum that benefits students, industry, and society.

In response to a question from Trustee Housel about the projected total tax revenue, President Watson stated that it would benefit the Trustees if she scheduled a presentation by our Lightcast consultant to help explain the data used in the documents prepared for Legislators.

In response to a question from Trustee Housel, President Watson stated that the 2 + 2 transfer agreements with the University of Wyoming still exist, but their design has changed over time.

Dave Erickson explained that the University was discovering that students who transferred with the 2 + 2 agreement often changed their majors; therefore, the agreements weren't an effective advising tool. They have moved to block articulation maps that lay out the programs and the exact courses needed for the degree. The community colleges are mapping out those degrees' freshman and sophomore components.

In response to a question from Trustee Housel, President Watson stated that in the *Wyoming Community Colleges at a Glance* document, the figure of 24,295 students served by Wyoming community colleges represents all individuals who took courses, whether enrichment courses, dual or concurrent courses, or those seeking a degree. Community colleges benefit many people across the state, with varying levels of support.

Trustee Ogden stated that his four children took courses at Northwest College and then transferred to other institutions. He is grateful for the education they received from those courses. While many students transfer, many start their own businesses, non-profits, or other amazing things that don't require them to attend a university. He feels that students who graduate from Northwest

College and contribute to the state and the nation should also be celebrated in literature for the Legislators.

President's Evaluation

President Laursen stated that Trustees conducted the College President's evaluation during their fall retreat. She feels Lisa is doing a fantastic job and expressed her appreciation for everything she does for students and employees.

## CITIZENS' OPEN FORUM

The Citizens' Open Forum convened at 5:00 p.m. No citizens requested to address the Board; therefore, the Citizen's Open Forum adjourned.

### A UNFINISHED BUSINESS:

Policy 3110, 3510, 3520, 3630  
and Appendix E – second reading

**A motion was made by Trustee Kuipers and seconded by Trustee Kost to approve the proposed policy changes as presented.**

President Watson stated that no changes had been made to the policy proposal since the first reading.

Trustee Kuipers stated that the proposed changes went through the proper channels and vetting process. She appreciates the hard work of those involved because there was a lot of content. The process was followed with fidelity, and she feels confident in fully supporting the changes.

**Motion carried.**

Committee Appointments

President Laursen presented the recommendations for the committee and delegate appointments:

- Facilities Committee – Trustees Housel (Chair), Newsome, and President Laursen
- Finance Committee – Trustees Newsome (Chair), Kost, and Kuipers
- Policy & Student Success Committee – Trustees Wurzel (Chair), Ogden, and Kuipers

Board of Cooperative Educational Services (BOCES) will be as follows:

- Park County School District #1 (Powell) – Trustees Wurzel and Kost
- Big Horn County School District #2 (Lovell) – Trustees Housel and Kost
- Big Horn County School District #3 (Greybull) – Trustees Newsome and Ogden

President Laursen and Trustee Wurzel will be delegates to the Wyoming Association of Community College Trustees (WACCT) and the Wyoming Community College Commission (WCCC).

Trustee Kuipers will serve as the NWC Foundation Board representative.

### A NEW BUSINESS:

Set Date for March 2025 Board Meeting

President Watson stated that the March Board meeting is scheduled for March 10<sup>th</sup>. However, it falls during Spring Break, and she suggested that the Trustees consider an alternate date for the meeting.

**A motion was made by Trustee Kost and seconded by Trustee Ogden to hold the regular meeting on Monday, March 3, 2025. Motion carried.**

Set Date for April 2025 Board Meeting

President Watson stated that the April Board meeting is scheduled for April 14<sup>th</sup>, and she needs to attend a conference during that time. She suggested that the Trustees consider an alternate date for the meeting.

**A motion was made by Trustee Kuipers and seconded by Trustee Kost to hold the regular meeting on Tuesday, April 22, 2025. Motion carried.**

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

February 10, 2025, upcoming:

- Designation of Depositories
- Disclosure of Interest forms (to be completed by the March meeting)
- Course/lab fee proposals (for fall)
- Key Performance Indicators update
- Completions and Transfer Summary
- FY2025 Proposed residence hall rates
- FY2025 Proposed meal plan rates
- FY2025 Proposed mandatory student fees
- Other TBD

**ANNOUNCEMENTS:**

New Student Orientation, Jan 13, 2025, YB  
Classes begin Jan 14, 2025, Northwest College  
WBB/MBB vs. Casper College, Jan 16, 2025, 5:30/7:30 p.m., Powell, WY  
Wrestling vs. WWCC, Jan 17, 2025, 6 p.m., Powell, WY  
Forensics Great Salt Lake Invitational & UTEP Classic, Jan 17, 2025  
WBB/MBB vs. WWCC, Jan 18, 2025, 2:00/4:00 p.m., Powell, WY  
WBB/MBB vs. LCCC, Jan 24, 2025, 5:30/7:30 p.m., Cheyenne, WY  
WBB/MBB vs. EWC, Jan 25, 2025, 2:00/4:00 p.m., Torrington, WY  
WBB/MBB vs. CWC, Jan 28, 2025, 5:30/7:30 p.m., Riverton, WY  
Student Center Open House, Jan 30, 2025, 2:00-4:00 p.m., Student Center  
Forensics Talk Hawk Invitational, Jan 31-Feb 2, 2025, Livermore, CA  
Wrestling Apodaca Duals, Jan 31-Feb 1, 2025, Powell, WY  
50<sup>th</sup> Annual Showalter Music Festival, Feb 1, 2025, Powell, WY  
WBB/MBB vs. Gillette College, Feb 1, 2025, 2:00/4:00 p.m., Gillette, WY  
Rodeo Gala, Feb 1, 2025, 5:30 p.m., Cody Auditorium  
Wrestling vs. Trinidad, Feb 7, 2025, 4:00 p.m., Rock Springs, WY  
Forensics Pioneer Trails Invitational, Feb 7, 2025, Online  
WBB/MBB vs. EWC, Feb 7, 2025, 5:30/7:30 p.m., Powell, WY  
WBB/MBB vs. LCCC, Feb 8, 2025, 2:00/4:00 p.m., Powell, WY  
WACCT Meeting, Feb 6, 2025, LCCC, Cheyenne, WY  
WACCT Legislative Breakfast, Feb 7, 2025, Cheyenne, WY  
WACCT Student Awards, Feb 7, 2025, Cheyenne, WY  
WCCC Meeting, Feb 7, 2025, LCCC, Cheyenne, WY  
Next meeting, Feb 10, 2025, 4:00 p.m., YB, Powell, WY

**EXECUTIVE SESSION:**

**A motion was made by Trustee Housel and seconded by Trustee Wurzel to move into Executive Session. Motion carried, and the Executive Session convened at 5:02 p.m.**

**A ADJOURNMENT:**

**A motion was made by Trustee Kuipers and seconded by Trustee Ogden to adjourn the Executive Session and move into open session. Motion carried, and the Executive Session adjourned at 6:02 p.m. The regular meeting adjourned at 6:03 p.m.**