



NWCCD Mission

NWCCD welcomes all learners, empowers student success, and encourages and strengthens community development.

NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES

Minutes

Regular Meeting

Tuesday, November 14, 2023, 5:30 p.m.

Sheridan College – Whitney Center for the Arts – Room 235

Trustees Present

Debra Wendtland, Chair
Tracy Swanson, Vice Chair
Gary Koltiska, Secretary
Bob Leibrich, Treasurer
Ward Cotton
Elaine Olafson Henry
Chuck Holloway

Trustees Absent

Advisory Board Representative Present

Cindy Kremers, Chair, SC in Johnson County Advisory Board

Advisory Board Representative Absent

Administration Present

Dr. Walt Tribbley, President
Robert Briggs, Associate Vice President for Institutional Research

Others Present

Clint Langer, NWCCD Board Counsel	Steven Dow	Dr. Mark Bergman	Randy Schmidt
Kevin Koile	Kodi Lybarger	Roger Davis	

Recorder

Andrea Morgan & Jana Clements

1. Call to Order and Roll Call – Regular Meeting

Chair Wendtland called the meeting to order at 5:30 p.m. There was a quorum.

2. Pledge of Allegiance

3. Agenda Additions/Deletions

There were no additions to nor deletions from the agenda. Chair Wendtland requested a motion to approve the agenda as presented. Trustee Swanson moved, and Trustee Koltiska seconded. The motion carried.

4. Consent Agenda

- Regular Meeting Minutes – October 17, 2023
- October 2023 Financials
- October 2023 Check Register
- Employee Hires and Exits

Chair Wendtland requested a motion to approve the consent agenda. Trustee Cotton moved, and Trustee Holloway seconded. The motion carried.

5. President's Report – Dr. Walt Tribley

- a. **General Updates** – (moved to the top of the report) Trustee Holloway's son, a Sheridan College alum, Tyler graduated from Ranger School and was asked to return as an instructor.
- b. **District Division Update** – The District division work is primarily at the VP level. NWCCD supplied information to GCCD for their audit.
- c. **Advanced Manufacturing and Applied Sciences Update** – The building project underway and is on time and on budget. There is a bus tour of the facility for the Board and Whitney Benefits board planned for December.
- d. **Higher Learning Commission (HLC) Mid-cycle Update** – The necessary documents are completed and have been submitted. If there are findings, they will be addressed and fixed. The site visit will be December 4 – 5, 2023. All invited to attend the welcome reception. Dr. Tribley estimated the summary report from HLC would be available in January or later. He will have an exit interview and will learn more then. The visiting team does not make the decision on accreditation but provides a written report to the Higher Learning Commission who does make final decisions on our accreditation status.
- e. **Strategic Planning** – Dr. Tribley presented on the status of the strategic planning effort. He spoke to the four phases of the process and emphasized employee participation. AVP Briggs demonstrated how and where employees can contribute to the strategic plan by attending in-person meetings facilitated by a consultant and/or the ability to provide feedback online via the IR HUB page. Trustee Leibrich emphasized the importance of receiving feedback from students, faculty, and staff.

6. Johnson County Advisory Board Report – Cindy Kremers, Chair

Ms. Kremers reported a new monitor was installed in the lobby of SCJC. Information such as schedules and pictures are now displayed. Selfies with Santa is scheduled for December 2. There is a chamber choir concert in Johnson County on December 4. The recent faculty lecture in Johnson County on AI went well. Dr. Tribley was in attendance.

7. Organization Reports

- a. **Faculty Senate (FS)** – Dr. Bergman reported that FS oversees the academic governance groups at the college. FS helps to ensure those groups have the human resources (members) they need. Membership on SPAL and C&S has increased from 4 to 5 members. FS also operationalized the selection process to ensure a diverse group of disciplines represented on each committee. Post-tenure review asks faculty to develop a portfolio focused on 1) professional development 2) service to the community and college 3) excellence in teaching (most important).
- b. **Student Government Association (SGA)** – President Lybarger reported that SGA is collecting food for donations to the student food pantry. SGA purchased several phone charging stations for campus. SGA works to collect feedback from students via surveys or conversations at lunch. Ms. Lybarger presented on the organization, CC Smart and its efforts to promote community college awareness in terms of its affordability and ability to assist students on their college path.

8. Public Comments – There were no public comments.

9. Key Monitoring Reports – None

10. Unfinished Business – None

11. New Business

- a. **ACCT Conference Summary** – Information

Dr. Tribley explained that the ACCT membership is funded by the SCF, and he asked the participants in the recent conference to share information with the board. Trustee Swanson reported on board advocacy and reiterated a few key concepts covered at the conference.

- It's important to know and communicate with local, state, and congressional legislators.
- Know a few key college priorities when talking with legislators.
- A community college board is a non-partisan board and should remain "purple".
- Trustee Swanson suggested that the board consider bringing e-sports to campus when they bring back athletics. SGA president confirmed there is interest in the student body.

Trustee Henry reported on best practices related to board governance and reiterated a few key concepts covered at the conference.

- The Board and CEO are on the same team.
- The Board should focus its efforts externally as the eyes and ears of the college in the community.
- The Board should engage in policy-making.
- The Board speaks with one voice externally.
- It is essential that colleges have a code of conduct.

b. Board Policy Review and Approval – Action

i. Board Policy 6000: Academic Policies – Action

Dr. Tribley read the policy aloud, explained it, and recommended no changes. He requested that the Board consider approval. Trustee Henry moved, and Trustee Leibrich seconded the approval of Board Policy 6000 as presented. There was no further discussion or questions. Chair Wendtland called for a vote. The motion carried.

ii. Board Policy 6005: Academic Honesty – Action

Dr. Tribley read the policy aloud, explained it, and recommended no changes. Dr. Tribley and the Board engaged in a discussion about academic honesty, Artificial Intelligence, academic freedom, syllabus language, and student engagement with board policy. Trustee Holloway weighed in that he is in support of the policy and faculty flexibility. Chair Wendtland requested a motion to approve. Trustee Swanson moved, and Trustee Cotton seconded. There was no further discussion. Chair Wendtland called for a vote. The motion carried.

c. Executive Session – NWCCD Board of Trustees Self-Evaluation and NWCCD President Evaluation – As

Outlined in W.S. Statute 16-4-405 (a)(x) – Personnel Matters

Trustee Swanson moved, and Trustee Henry seconded adjourning the Regular Session to enter into Executive Session at 6:51 p.m.

d. Adjourn Executive Session

Adjourned at 8:44 p.m.

e. Reconvene the Regular Meeting of the Board

Trustee Swanson moved, and Trustee Leibrich seconded reconvening the Regular Session.

f. Summary of Board of Trustees Self-Evaluation Executive Session Discussion – Information & Discussion

Three Goals Identified for the NWCCD Board of Trustees for the Next Annual Review Cycle

1. Continue to engage the larger community by having more board meetings located in different parts of the community; continuing discussions in other community avenues; improving enrollment by recognizing underrepresented groups and highlighting their involvement. Native Americans celebrated and outreach was an example.
2. Stay current on Compensation for faculty and staff to send a clear message that they are valued.
3. Continued Discussion regarding when and how to bring sports back thoughtfully under the guidance of Dr. Tribley.

12. Adjourn

Meeting adjourned at 8:55 p.m.

Respectfully Submitted:



Gary Koltiska Tracy Swanson
NWCCD Board of Trustees, Secretary
Vice Chair



Debra Wendtland
NWCCD Board of Trustees, Chair