



## **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, January 16, 2024 5:30 p.m.**

**Sheridan College – Whitney Center for the Arts – Room 235**

#### **Trustees Present**

Debra Wendtland, Chair  
Tracy Swanson, Vice Chair  
Bob Leibrich, Treasurer  
Ward Cotton

#### **Trustees Absent**

Chuck Holloway  
Elaine Olafson Henry  
Gary Koltiska, Secretary

#### **Advisory Board Representative Present**

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Cindy Kremers, Chair, SCJC Advisory Board Chair

#### **Administration Present**

Dr. Walt Tribley, President  
Craig Achord, Vice President of Administrative Services & CFO  
Jennifer Crouse, Vice President of Student Affairs & Sheridan College Foundation Executive Director  
Wendy Smith, Vice President of Community Engagement, Strategic Communications & PIO  
Robert Briggs, Associate Vice President for Institutional Research  
Gina Kidneigh, Assistant Vice President for Finance & Controller

#### **Others Present**

Clint Langer, NWCCD Board Counsel  
Ashleigh Snoozy

Brady Fackrell  
Kevin Koile

Jana Clements

#### **Recorder**

Andrea Morgan

#### **1. Call to Order and Roll Call – Regular Meeting**

Chair Wendtland called the meeting to order at 5:33 p.m. There was a quorum.

#### **2. Pledge of Allegiance**

#### **3. Agenda Additions/Deletions**

Dr. Tribley explained that there were several board members unable to attend the meeting. He recommended revising the agenda to remove several items including items 5, 6, 7, 9, 10, 11d, and 11e, leaving the consent agenda, public comment, and academic program approval on the agenda. He suggested that the deleted items be presented at the next meeting so that the entire board receives the information. Trustee Cotton moved to delete the items, and Trustee Swanson seconded. The motion carried.

#### 4. Consent Agenda

- Regular Meeting Minutes – December 19, 2023
- December 2023 Financials
- December 2023 Check Register
- Employee Hires and Exits

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

#### 5. President's Report – Removed from the agenda (See item #3).

#### 6. Johnson County Advisory Board Report – Removed from the agenda (See item #3).

#### 7. Organization Reports – Removed from the agenda (See item #3).

#### 8. Public Comments – There were no public comments.

#### 9. Key Monitoring Reports

- a. **Strategic Plan: Sheridan College Metrics** – Removed from the agenda (See item #3).

#### 10. Unfinished Business – None

#### 11. New Business

a. **Approval of New Academic Program: Plant Cultivation and Landscaping Certificate** – Action  
Dr. Tribley gave a brief explanation of the program. Trustee Leibrich suggested that a course on business finance might be beneficial to students enrolled in this certificate program. Dr. Tribley noted the recommendation. It is anticipated that the new program can be taught with existing faculty. Chair Wendtland requested a motion to approve the new academic program as presented. Trustee Leibrich moved, and Trustee Cotton seconded. The motion carried.

b. **Approval of New Academic Program: Project Management Certificate** – Action  
Dr. Tribley gave a brief explanation of the program. Chair Wendtland requested a motion to approve the new academic program as presented. Trustee Swanson moved, and Trustee Cotton seconded. The motion carried.

c. **Approval of New Academic Program: Supply Chain Management Certificate** – Action  
Dr. Tribley gave a brief explanation of the program. It is anticipated that the new program can be taught with existing faculty. Chair Wendtland requested a motion to approve the new academic program. Trustee Swanson moved, and Trustee Leibrich seconded. The motion carried.

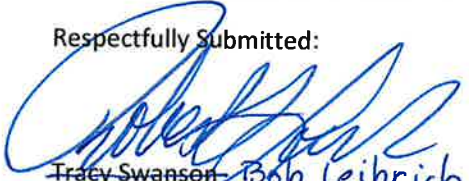
d. **Executive Session** – As Outlined in W.S. Statute 16-4-405 (a)(x) – Personnel Matter – Removed from the agenda (See item #3).

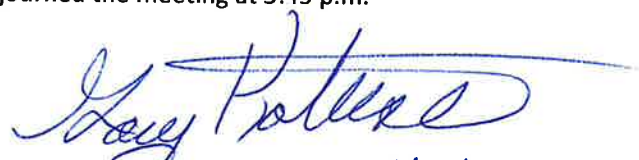
e. **Adjourn Executive Session & Reconvene the Regular Meeting of the Board** – Action – Removed from the agenda (See item #3).

#### 12. Adjourn

Chair Wendtland requested to know, with the addition of the three newest certificates, the total number of certificate programs. Dr. Tribley explained he would verify the number and provide the requested information to the Board. Chair Wendtland adjourned the meeting at 5:43 p.m.

Respectfully Submitted:

  
Tracy Swanson – Bob Leibrich  
NWCCD Board of Trustees, Vice Chair

  
~~Debra Wendtland~~ – Gary Koltiska  
NWCCD Board of Trustees, Chair