



1 Whitney Way
Sheridan, WY 82801
(307) 675-0505



300 W. Sinclair
Gillette, WY 82718
(307) 681-6000

Our Mission

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

NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES

Regular Meeting – Minutes

Tuesday, July 14, 2020, 6:30 p.m.

Sheridan College – Whitney Building – Kinnison Hall

Trustees Present

Walt Wragge, Chair
Robert Leibrich, Vice Chair
Debra Wendtland, Treasurer
Shelley Wilson Kinnison
Norleen Healy
Bruce Hoffman
Gary Koltiska

Trustees Absent

Advisory Board Representatives Present

Cindy Kremers, Chair, Johnson County Advisory Board
Robert Palmer, Chair, Gillette College Advisory Board

Advisory Board Representatives Absent

Administration Present

Dr. Walt Tribley, President
Janell Oberlander, Vice President of Gillette College
Cheryl Heath, Vice President for Academic Affairs
Jen Crouse, Sheridan College Foundation Executive Director & Interim Vice President for Student Affairs
Estella Castillo-Garrison, Vice President of Academic Affairs
Heidi Gross, Gillette College Foundation Executive Director
Wendy Smith, Associate Vice President for Strategic Communication & Public Relations
Jennifer McArthur, Assistant Vice President of Human Resources

Others Present

Pat Blair, Sheridan Media
Mary Jo Johnson
Gina Kidneigh

Recorder

Andrea Morgan

1. Call to Order and Roll Call – Regular Meeting

NWCCD Board Chair, Walt Wragge, called the Regular Meeting to order at 6:30 p.m. and asked if there was a quorum. There was a quorum.

2. Agenda Additions/Deletions

Chair Wragge asked if there were any agenda additions or deletions. There were none.

Consent Agenda

Regular Meeting Minutes – June 17, 2020

Special Meeting Minutes – June 18, 2020

June 2020 Check Register

Employee Hires and Exits

Chair Wragge asked if there were any items that the Board would like to remove from the consent agenda. There were none. Chair Wragge requested a motion to approve the consent agenda. Trustee Kinnison moved and Trustee Healy seconded the motion. The motion passed unanimously.

3. President's Report – Dr. Walt Tribley

Dr. Tribley reported that Governor Gordon ordered a 10% cut. NWCCD must be prepared for the second round of cuts due on July 15. The second round of cuts may occur in the fall. Governor Gordon ordered state agencies to implement a mandatory furlough. The independent, NWCCD Board is not required to implement furloughs. It would be a decision made by the Board. NWCCD is prepared to ask the Board to recommend furloughs as needed. Dr. Tribley will keep the Board apprised.

Dr. Tribley provided WS21-18-310 Annexation of additional counties into district; annexation election and WS21-18-312 Formation of Districts to the NWCCD Board and Advisory Board Chairs. New colleges must be accredited to receive state funding, federal grants, and federal financial aid such as the Pell Grant.

NWCCD will host Walk-in Wednesdays every Wednesday evening beginning July 15 through August 5 from 3 p.m. to 7 p.m. to assist students with registration.

The Weekend Welding program resumes this month. It is an important program for our District as it is an evening and weekend program to help people train for a career.

NWCCD added two degrees to its growing list of programs available completely online: Associate of Science in Health Science and an Associate of Arts in Human Services. A full list of degree and certificates is available online at www.sheridan.edu/online.

NWCCD will enter Phase III of reopening on Monday, July 20. A small number of students and faculty will be on campus to complete their Spring 2020 coursework. Other areas and offices such as SCF, GCG, CVC will be open to the public.

Wyoming US Senate debate for the Republican Party will be held in Kinnison Hall on Tuesday, July 21. The event is being produced by Wyoming Public Television, and will have no live audience. The link will be made available after the event by PBS. The Democratic Party will hold their debate at Central Wyoming College, and that link will also be published online.

Dr. Tribley stood for questions.

Trustee Hoffman expressed concern regarding firing of coaches.

Trustee Healy and Trustee Kinnison requested further clarification on furloughs. Dr. Tribley provided clarity regarding furloughs and Governor's orders. Trustee Hoffman stated that the coaches were fired, not furloughed. Trustee Koltiska commented that he believes the Governor's furlough order applies only to people who make over a certain amount of money.

4. Gillette College Advisory Board Report – Robert Palmer, Chair

GC Advisory Board had a meeting last Thursday. Mr. Palmer thanked Dr. Tribley for the information provided as it will be very helpful to Campbell County moving forward. Welding students return to campus July 20 to finish their labs. The welcome back for faculty and staff will be hosted by the GC Advisory Board on August 26 at 12pm with social distancing.

VP Oberlander reported that Area 59 had 7 camps with limited enrollment. There are 2 camps left, Introduction to Engineering and Tech Art. YES House to help students who are aging out of the system to support them by providing skills and technical training. MSHA is going strong. They may be going from 2 classrooms to 3 classrooms soon. Christena Britton has retired. She was integral part of the MSHA program. Initial information on the pass rate of GC nursing students looks promising.

Mr. Palmer and VP Oberlander stood for questions. Trustee Leibrich asked about the age of the students in the Area 59 programs. VP Oberlander stated the camps are open to students in grades 4 through 8.

Johnson County Advisory Board Report – Cindy Kremers, Chair

Ms. Kremers reported that SCJC Advisory Board had their annual retreat earlier today. She thanked administration for attending and supporting SCJC. The fair breakfast is on July 28 and will provide about 200 burritos to fair participants, free of charge. The Advisory Board made plans to continue the annual gingerbread house decorating event for about 150 kids in the community. The fee to participate is a donation of canned goods to benefit a local food bank. While they are not fundraising this year, the Advisory Board will still provide \$5k for 2020-21 academic year. CNA class

clinicals to begin July 20. MSHA classes begin Friday. The Advisory Board committed to support the campus and Derek Andrews so he can focus on helping students.

Gillette College Foundation – Heidi Gross, Executive Director of Gillette College Foundation

Ms. Gross reported that the GCF is planning its annual golf tournament on August 21. The Booster Club is having their tournament June 18. Cocktails & Jazz event will be mid-September with the first online, virtual auction. GCF planning on hosting the event in accordance with the Governor's health orders, but the auction will take place online. GCF is preparing for an audit and recertification.

Mr. Palmer asked Ms. Gross to discuss WYO Gives. Ms. Gross explained that tomorrow people can donate to GCF and the other participating non-profit organizations during the inaugural WYO Gives. GCF has a goal of collecting \$5k and received \$755.00 in matching funds. It's a 24 hour day of giving. Mr. Palmer asked if it is possible for the Trustees to donate cash this evening. Ms. Gross said that they may, and that she would make the donation in their name tomorrow during the event to ensure they receive the matching funds and reach their goal.

5. Organization Reports – There are no Organization Reports in June, July, or August.

6. Public Comments – There were none.

7. Unfinished Business - None

8. Key Monitoring Reports - None

9. New Business

a. Second and Final Reading Policy 8150 - Action

Dr. Tribley presented the second reading of recommended changes to Policy 8150: Meetings of the Board for information and discussion. The additional language indicates a time of year that the Board will publish their regular meeting calendar. Hearing no questions, Chair Wragge requested a motion to approve the second and final reading of the revised Policy 8150: Meetings of the Board as presented. Trustee Leibrich moved and Trustee Koltiska seconded the motion. The policy passed unanimously on second and final reading.

b. Second and Final Reading Policy 4070 - Action

Dr. Tribley presented the second reading of recommended changes to Policy 4070: Retirement Policy. Due to the fiscal crisis in the state, part of the District's response is the amended policy 4070. If passed, the District will no longer offer early retirement after this application period. The eligibility requirements of applicants will be broader. Hearing no questions, Chair Wragge requested a motion to approve the second and final reading of the revised Policy 4070: Retirement Policy as presented. Trustee Wendtland moved and Trustee Kinnison seconded the motion. The motion passed unanimously.

c. Response to COVID-19 Pandemic and Path Forward – Information & Action

Dr. Tribley presented the NWCCD Response to COVID-19 Pandemic and Path Forward for Board review and approval. He highlighted that while this plan is extensive and thorough, it does not guarantee the safety of the members of the NWCCD community nor its visitors.

Chair Wragge commented that the document is thorough and impressive. He offered congratulations on a job well done to Dr. Tribley and his staff.

Mr. Palmer asked about how this plan would affect the budget related to supplies such as masks, sanitizers, and extra work for facilities personnel. Dr. Tribley responded that NWCCD is receiving funding for PPE and cleaning supplies. Mr. Palmer asked about funding sources. VP Heath explained that there are several sources of CARES Act funding. NWCCD received a federal grant of CARES Act funding just shy of \$1.2 million; roughly half was distributed to students, and the other half paid faculty for the extra two weeks of pay. There are additional CARES funds being distributed via WCCC. One of the stipulations for receiving funds is having a draft plan turned in to the Commission. NWCCD hopes to receive additional funds for PPE and technology to support hybrid classes.

Trustee Koltiska complimented the plan.

Hearing no further questions or comments, Chair Wragge requested a motion to approve the NWCCD Response to COVID-19 Pandemic and Path Forward as presented. Trustee Kinnison moved and Trustee Koltiska seconded the motion. The motion passed unanimously.

d. Approval of Board Goals 2020-21 – Action

Chair Wragge introduced the Board goals as discussed during the Board Retreat on 6-20-2020. There are four goals written by Chair Wragge, and he asked the Board for edits or comments.

Mr. Palmer, Trustee Leibrich, and Trustee Healy suggested edits to the document on items 2 and 4. Hearing no further questions or comments, Chair Wragge requested a motion to approve the NWCCD Board of Trustees goals for 2020-21 as discussed during the Board Retreat and as amended. Trustee Leibrich moved and Trustee Healy seconded the motion. The motion passed unanimously.

10. Adjourn

Chair Wragge discussed the upcoming meetings including a Special Meeting to review and approve applications for early retirement on 8-11-2020, location to be determined. The next Regular Meeting will be 8-18-2020. The meeting was adjourned at 7:20 p.m.

Respectfully Submitted:



Michelle Wilson Kinnison
NWCCD Board of Trustees, Secretary



Walter Wragge
NWCCD Board of Trustees, Chair