



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

Minutes – Regular Meeting

Tuesday, August 18, 2020, 6:30 p.m.

Sheridan College – Whitney Center for the Arts – 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
Brian Worthen, Secretary, Gillette College Advisory Board

Administration Present

Dr. Walt Tribley, President
Janell Oberlander, Vice President of Gillette College
Jen Crouse, Sheridan College Foundation Executive Director & Interim Vice President for Student Affairs
Estella Castillo-Garrison, Vice President of Academic Affairs
Wendy Smith, Associate Vice President for Strategic Communication & Public Relations

Others Present

Barb Williams
Gina Kidneigh

Robert Briggs
Doug Cherry

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 additions or deletions to the agenda. There were none.

3. Consent Agenda

- Board Retreat Minutes – June 20, 2020
- Special Meeting Minutes – July 1, 2020
- Regular Meeting Minutes – July 14, 2020
- July 2020 Financials
- July 2020 Check Register
- Employee Hires and Exits

Chair Wragge explained that there is one set of minutes contained in the consent agenda to be amended. Chair Wragge requested a motion to withdraw the Special Meeting Minutes from the July 1, 2020 minutes from the consent agenda. Trustee Koltiska moved and Trustee Wendtland seconded the motion.

Chair Wragge called for a vote to approve the consent agenda without the July 1, 2020 meeting minutes. The vote passed unanimously.

Chair Wragge took up the Special Meeting minutes from July 1, 2020. He referred to page 12 of the Board packet in the section correlated with the comments made by Mr. Palmer. Although Mr. Palmer was not present, NWCCD Board Chair Wragge presented the requested change to the Board for approval. Mr. Palmer requested an amendment to the last line to reflect the statement, "Thank you for your consideration in amending your proposed budget."

Chair Wragge requested a motion to amend the July 1, 2020 minutes as discussed. Trustee Kinnison moved and Trustee Leibrich seconded the motion. Chair Wragge asked for any further discussion. Hearing none, Chair Wragge called for a vote. The motion passed unanimously.

Chair Wragge requested a motion to approve the amended minutes for the July 1, 2020 Special Board Meeting. Trustee Wendtland moved and Trustee Healy seconded the motion. Chair Wragge asked for any questions. Hearing none, Chair Wragge called for a vote. The motion passed unanimously.

4. President's Report – Dr. Walt Tribley

President Tribley reported being excited and ready for the return of students to the campuses of NWCCD on Monday, August 24, 2020. President Tribley reminded attendees that the Board approved the comprehensive reopening plan, which was well thought out and created with input from across the District. NWCCD would like to offer students the privilege of having face to face interaction. NWCCD has been ramping up COVID-related communication with video messages for new and returning students. Campuses have been inspected for compliance with the reopening plan, and NWCCD is ready to move to distance education if necessary.

Wallethub, a financial group, ranked the Wyoming Community College System first in the nation and our District fifth in the nation based on quality, cost effectiveness, and career outcomes.

Dr. Tribley informed the Board that there was a workgroup established called the Wyoming Community Colleges Sustainable Funding Workgroup. He submitted a handout for the record which outlines the membership and objectives. The group is tasked with looking at the state's needs, funding strategies, and other related issues. Another group, the Select Committee on Community College Governance and Funding, was set up by the Wyoming Legislative Management Council to look at revenue sources, how state aid is allocated to community colleges, goals and objectives of programs community colleges should prioritize, reasonable and effective interface between colleges, among other goals. The WCCC is developing rules to have a procedure for schools to form a district. This will be an agenda item at the next WCCC meeting.

Trustee Healy asked if NWCCD was ranked the highest among the other community colleges in the state. Dr. Tribley confirmed that it was. No further questions.

5. Gillette College Advisory Board Report – Brian Worthen, Secretary

Secretary Worthen echoed Dr. Tribley's excitement for the return of students to the Gillette College campus as well as the welcome back picnic planned for staff and faculty. Secretary Worthen deferred to VP Oberlander for a continued report on GC. GC student from Wright, Kindall Seamands was awarded a \$1000.00 scholarship as a 2020 Coca-Cola Leaders of Promise Scholar. She is a pre-professional student awarded for her work on the transfer path. First Interstate Bank awarded GC a \$5,000 matched grant to provide additional support in building Zoom rooms to offer more ways of delivering coursework. GC is welcoming students back to residence halls with the help of 3 RA's who will help to enforce rules and conduct policies. GC partnered with the Gillette Police Department to provide a violence in the workplace training. Area 59 is hosting Big Ideas Gillette to support innovators and provide them with skills and connections to take their ideas to production. Gillette commissioners provided funding to allow veterans to use Area 59. VP Oberlander will update the Board on the results of the election at the next meeting.

Johnson County Advisory Board Report – Cindy Kremers, Chair

SCJC provided approximately 200 burritos and orange juice at the fair breakfast to support the local 4H. SCJC just awarded \$2500 in scholarships, 6 - \$400.00 scholarships and 1 - \$100.00 scholarship were awarded. The Bomber Mountain building has been busy which hopefully supports enrollment by bringing community members into the SCJC space.

Sheridan College Foundation – Jen Crouse, Executive Director SCF & VPSA

With the recent close of the fiscal year, the SCF has scholarship numbers to report. This year, the SCF beat their own record by awarding \$1,091,000.00 in scholarships. VP Crouse expressed appreciation for donor support. To date, the SCF has awarded \$61,000.00, so the SCF is on track to beat the record again. SCF staff have been meeting with donors but have avoided large gatherings. VP Crouse plans to create a video on move-in day, 8/21/2020 highlighting the excitement of the new school year when SC expects 325 students to move in to the residence halls. On September 11, the SCF will host their annual President's Partners event. It will be outside, under a tent. Dr. Tribley will be the speaker.

Trustee Leibrich asked about the capacity of the residence halls. VP Crouse explained that with the health care regulations in place, the capacity of the residence halls is 340 students in Sheridan.

Trustee Wendtland asked VP Crouse and VP Oberlander about the statistics for housing in Gillette. VP Crouse stated that there are 25 students moving in to the GC residence halls; VP Oberlander stated that with current restrictions GC may house up to 80 students.

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

7. Public Comments – There were none.

8. Unfinished Business – None

9. Key Monitoring Reports – None

10 New Business

a. Board Policy 3003 – First Reading – Information, Action.

Dr. Tribley presented the first reading of Board Policy 3003: Sexual Misconduct Policy Governing Students and Employees with recommended changes for information and discussion. The policy must change to reflect the new federal guidelines related to Title IX. In the future, a redline version of all proposed policy revisions will be made available to the Board. Dr. Tribley highlighted some of the key changes in the federal guidelines including: the alleged victim must make a written, formal complaint. After review of the complaint, a hearing must take place with the opportunity for questioning or cross examination. NWCCD will conduct these hearings via Zoom to create a measure of distance between all parties.

Trustee Healy asked if Jennifer McArthur is the NWCCD Title IX Coordinator. Jennifer McArthur is the Title IX Coordinator and Cheryl Heath is the Title IX Administrator for the District. VP Crouse serves as the appellate Decision-maker in matters related to students and VP Heath serves as the appellate Decision-maker in matters related to employees.

Chair Wragge requested a motion to approve on first reading Board Policy 3003: Sexual Misconduct Policy Governing Students and Employees. Trustee Healy moved and Trustee Wendtland seconded the motion. There were no further questions. The motion passed unanimously.

b. District Enrollment Overview – Information

During the July 14, 2020 Board meeting, Dr. Tribley provided the current state statutes related to annexation and the formation of a new community college district. On July 21, 2020 the Campbell County Commissioners passed a resolution to submit an application for the creation of a community college district and the creation of a task force. The task force has submitted materials to the WCCC. Presently, the WCCC is working on rules for an application. The documents published by the Commission will be sent to the NWCCD Board of Trustees.

An enrollment report was presented to the Board for the purpose of providing information related to the impact of splitting up the district on both Gillette and Sheridan Colleges. Dr. Tribley introduced new Associate Vice President of Institutional Research, Robert Briggs. Mr. Briggs reviewed a glossary of data terms including academic year, headcount, and FTE. The data related to enrollment in the seven Wyoming community colleges are from academic year 2018-19 because they are the most recent, complete data available. The WCCC annual report for 2019-20 is presently only in draft format. The data related only to NWCCD is from 2019-20. Mr. Briggs reminded the Board that enrollment data is always changing, so the data represented is from a point in time. Mr. Briggs discussed state-level, District-level, and local-level data. Mr. Briggs reported that NWCCD enrollment is down approximately 16% from this time last year. About a month into the term, NWCCD will receive data related to dual and concurrent enrollment. NWCCD will also see the enrollment numbers change due to industry related courses such as MSHA that take place later in the term.

Dr. Tribley explained that VP Heath will discuss the financial implications of enrollment at the next regular board meeting. These numbers, which change daily, allow NWCCD to estimate impacts. An updated, in-depth enrollment report will be presented in September.

Trustee Wendtland asked if NWCCD will be able to estimate or measure the impact of students choosing to stay home to attend community colleges during the COVID-19 pandemic. Mr. Briggs stated that he cannot report on this specifically, but anecdotally he has also heard that some students are making the choice to stay close to home at this time.

Trustee Wendtland asked how our enrollment numbers compare nationally. Dr. Tribley explained that NWCCD estimated a 20% reduction, which was consistent with the percent decline that some national organizations were recommending. Community colleges do typically see an uptick in enrollment when unemployment goes up.

11. Adjourn

Chair Wragge reminded the Board that the next meeting will be on September 15, 2020 presumably in Kinnison Hall. The meeting was adjourned at 7:27 p.m.

Respectfully Submitted:



Michelle Wilson Kinnison
NWCCD Board of Trustees, Secretary



Walter Wragge
NWCCD Board of Trustees, Chair