



### **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, February 18, 2025, 5:30 p.m.**

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

#### **Trustees Present**

Tracy Swanson, Chair  
Elaine Henry, Vice Chair  
Ward Cotton, Secretary  
Bob Leibrich, Treasurer  
Chuck Holloway  
Gary Reynolds  
Tom Ringley

#### **Trustees Absent**

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

Cindy Kremers, Chair, SC in Johnson County Advisory Board

#### **Advisory Board Representative Absent**

#### **Administration Present**

Dr. Walt Tribley, President  
Craig Achord, Vice President of Administrative Services & CFO  
Jennifer Crouse, Sheridan College Foundation Executive Director  
Dr. Estella Castillo-Garrison, Vice President of Academic Affairs  
Wendy Smith, Vice President of Community Engagement, Strategic Communications & PIO  
Robert Briggs, Associate Vice President for Institutional Research  
Dr. Bobbie Murray, Chief Human Resources Officer  
Micah Olsen, Interim Vice President of Student Affairs

#### **Others Present**

Clint Langer, NWCCD Board Counsel	Hector Martinez	Dylan Branson	Scott Newbold
Jay Araas	Rob Milne	Karen Kelly	Shayne McRae
Kevin Koile	Trevor Larson	Cole Garafola	Edith Johnson-LaMeres
Tim Anderson	Kirk Viren		

#### **Recorder**

Andrea Morgan

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

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

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

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

Chair Swanson requested a motion to approve the agenda as presented. Trustee Cotton moved, and Trustee Henry seconded. The motion carried.

**4. Consent Agenda**

Regular Meeting Minutes – January 21, 2025

January 2025 Financials

January 2025 Check Register

Employee Hires and Exits

Trustee Reynolds moved to approve, and Trustee Holloway seconded. The motion carried.

**5. Department Spotlight – Campus Life & Housing**

Dr. Tribley introduced Micah Olsen as the new Interim Vice President for Student Affairs. VP Olsen complimented the Campus Life & Housing staff on their work and engagement with students, helping to increase student participation in campus activities. Each member of the staff discussed their role and recent activities in support of students. Dr. Tribley discussed the integral role of student engagement and being connected to student success. He also thanked VP Crouse for her years of service as the VPSA.

**6. President's Report – Dr. Walt Tribley**

a. **District Division Update** – No update given.

b. **General Updates** – Dr. Tribley reported that SC was awarded \$15k for support of CTE programs by the Gene Haas Foundation. He presented the US Department of Education Office for Civil Rights “Dear Colleague” letter sent to colleges on 2-14-2025 and explained that many would be working to learn more and ensure compliance. He spoke to several flyers for courses offered at SC and recommended signing up on “socials” (e.g., Facebook and Instagram) to follow SC to see all the information shared through these platforms. Dr. Tribley gave a brief legislative update on bills related to the removal of gun-free zones, which would expand rights for students to carry firearms on campus by eliminating our status as a gun-free zone; residential tax reduction, which would decrease the amount of tax revenue received by the colleges; removal of state funding for the new science center; and Hathaway Scholarship amendments, which would extend the scholarships to short-term CTE programs. He also discussed a bill that did not make it out of the House on legislation related to materials deemed obscene in libraries. Trustee Henry recommended the trustees review the WACCT advocacy website. Dr. Tribley and Vice Chair Henry recounted their recent and trip to Washington DC to advocate for the College with legislators.

**7. Johnson County Advisory Board Report – Cindy Kremers, Chair**

Ms. Kremers described the facilities and resources available for students at SCJC. She commended the SCJC staff on their commitment to helping students. She gave an example of a student for whom they set up a mock interview, so she could practice for her dental hygiene interview, a required part of the admission to the program. She reported that the spring concerts at the library are set and thanked the SC music department. She encouraged the board to register for the Golf for Knowledge Tournament.

**Sheridan College Foundation Report – Jennifer Crouse, Executive Director**

Ms. Crouse summarized the results of the Dream Campaign, which exceeded its goal by \$123k and took in a total of \$519k. The SCF continues to focus on its goal in raising money for housing scholarships. The lead gift was given by the Watt Foundation followed by a gift from the Zullig Foundation. They have a three-phase approach focusing on gifting foundations, donors and businesses, and the community of Sheridan and SC employees. She encouraged Trustees to reach out for tickets for the Rodeo Banquet.

**8. Organization Reports**

a. **Faculty Senate** – Mr. Anderson highlighted the work of the Digital Learning Support Team (DLST). He explained they provide support and training on Canvas for new faculty. They recently created a new faculty resource, which is a quick start guide for new faculty starting their first semester.

Finally, they made changes to the required student orientation program to make it more engaging and to update the content.

- b. Student Government Association** – Ms. Coleman reported that SGA has recently filled all its officer positions in SGA, the food pantry is going well, and they are nearly finished with the collaborative agreement with the YMCA to allow students access to its facilities.

#### **9. Public Comments**

#### **10. Key Monitoring Reports**

- a. Student Complaint Log Report** – Ms. Crouse reviewed the complaint report, described the process improvement and decreased number of complaints.
- b. Student Success Report** – AVP Briggs described methodology used to report student success, defined as a course completed with an A, B, C, or S (satisfactory) and the increase in student success course completion from the previous year.

#### **11. Unfinished Business – None**

#### **12. New Business**

- a. Facilities Construction Discussion: Science Building** – Information

Karen Kelly, Arete Design; Trevor Larson, Van Ewing Construction, and VP Achord gave a presentation on the status of the science building including a look back at its progress thus far through phase I and II of the design. They described the virtual and actual trips taken to regional science building facilities to help the team learn what works well for this type of building for students. Several faculty members that were also on the trip commented on how valuable the experience was in informing the development of the project. VP Achord explained that the state funding for the project was removed from the capital construction bill. Therefore, the project may need to be postponed until the state funding can be secured.

- b. New Program Approval – Plumbing Apprenticeship Certificate** – Action

Dean Johnson-LaMeres presented the new plumbing apprenticeship certificate for consideration and approval. She explained that the employer would sponsor the students through the on-the-job hours required and the College would provide the theory or classroom teaching component. She explained that the certificate was thoughtfully designed to transition to the AAS and then on to the BAS, should a student wish to pursue more credentials. Chair Swanson requested a motion to approve the program. Trustee Henry moved, and Trustee Reynolds seconded. The motion carried

#### **13. Adjourn**

Chair Swanson reminded everyone that the next regular meeting of the board is on March 18. Trustee Ringley noted that there is also a Joint Meeting with SCSD#2 on February 24. The meeting was adjourned at 7:02 p.m.

Respectfully Submitted:



Ward Cotton  
NWCCD Board of Trustees, Secretary

Robert Leibrich  
NWCCD Board of Trustees,  
Treasurer



Tracy Swanson  
NWCCD Board of Trustees, Chair