



## **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 15, 2022, 5:30 p.m.**

**Sheridan College – Whitney Building – Room 235**

#### **Trustees Present**

Debra Wendtland, Chair  
Gary Koltiska, Vice Chair  
Shelley Kinnison, Treasurer  
Norleen Healy, Secretary  
Erin Kilbride  
Tracy Swanson

#### **Trustees Absent**

Robert Leibrich

#### **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  
Jen Crouse, Vice President of Student Affairs & Sheridan College Foundation Executive Director  
Estella Castillo-Garrison, Vice President of Academic Affairs  
Wendy Smith, Vice President of Community Engagement, Strategic Communications & PIO  
Gina Kidneigh, Assistant Vice President for Finance & Controller

#### **Others Present**

Clint Langer, NWCCD Board Counsel	Racheal Simons	Mark Thoney
Kevin Koile	Lora Hosman	Mark Gilkerson
Wyatt Phelps	Brodie Bates	Tipton Wilson
Elaine Henry	Ward Cotton	

#### **Recorder**

Andrea Morgan

- 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**

Chair Wendtland requested a motion to add a second resolution to be considered after item 15(d). Trustee Koltiska moved to approve with the additional resolution, and Trustee Healy seconded. The motion carried.

**4. Consent Agenda**

- Regular Meeting Minutes – October 18, 2022
- October 2022 Financials
- October 2022 Check Register
- Employee Hires and Exits

Chair Wendtland asked the Board if they had any changes to the consent agenda upon having reviewed the materials in their packets. There were none. Trustee Swanson moved to adopt the consent agenda as presented. Trustee Kilbride seconded the motion. The motion carried.

**5. Recognition of Students & Faculty – Information**

Coach Gilkerson introduced Wyatt Phelps, Brodie Bates, and Tipton Wilson to the Board as examples of fine young men who were raised to be gentlemen and do the right thing in their assistance of a woman in distress after an accident left her alone with a broken-down vehicle on the side of the highway. Chair Wendtland read aloud the communication sent by the woman to Sheridan College describing the event. In it, the woman expressed her gratitude for the SC rodeo athletes who assisted her. Dr. Tribley, VP Crouse, Chair Wendtland, the Board, and the audience expressed their pride and appreciation for the students and applauded their heroism. VP Smith took a photo to commemorate the moment.

Dr. Tribley introduced Lora Hosman to the Board as the Sheridan College awardee from the Wyoming Distance Education Consortium as the Innovative Educator of the Year. He expressed pride in her accomplishments on behalf of the Board, VP Garrison, and Faculty Senate President Thoney. All in attendance applauded her exemplary efforts as an educator. Chair Wendtland expressed her gratitude for Ms. Hosman. Ms. Hosman addressed the board noting that she and her peers have evolved to engage students and promote learning in an increasingly online environment.

**6. Executive Session – NWCCD President Evaluation – As Outlined in W.S. Statute 16-4-405 (a)(x) – Personnel Matter**

Chair Wendtland requested a motion to adjourn the Regular Meeting to enter Executive Session as outlined in W.S. Statute 16-4-405 (a)(x) to discuss a personnel matter. Trustee Kilbride moved to adjourn to enter executive session, and Trustee Koltiska seconded. The motion carried. TIME – 5:46 p.m.

**7. Reconvene the Regular Meeting of the Board**

Trustee Kilbride moved to reconvene the regular meeting of the board, and Trustee Kinnison seconded. TIME – 5:54 p.m.

**8. Summary of Executive Session Discussion – Information**

Chair Wendtland indicated that no action was necessary following the executive session.

**9. President's Report**

- a. **District Division Update** – Dr. Tribley described the transfer of certain costs and some of the tuition and fees collected for courses taught at Gillette College. The cost and revenue sharing is not in the form of an exhibit. Trustee Swanson asked if this is part of a negotiation. Dr. Tribley explained that it not part of a negotiation rather the revenue being shared it is at the discretion of Sheridan College to send some revenue to GCCD to help offset costs involved in taking on employees and other expenses. Chair Wendtland made the distinction that the funds being transferred are those paid by Gillette College students; they are not state funds.
- b. **General Updates** – Dr. Tribley described Mark Thoney's role in presenting to the Joint Education Committee in Cheyenne to report on the success of the Wyoming Innovation Partnership (WIP) initiative related to efficient, transferrable academic programs across the state. Mr. Thoney spoke to

the legislators about the computer science program at Sheridan College as a model program representative of such opportunities across the state. As early as 2016, Whitney Benefits played a key role in the development and support of computer science in the K-14 system in Sheridan, poising Sheridan College as a state leader in this field of study. The college is expanding this program into a partnership with the University of Wyoming. Dr. Tribley invited all to attend the Holiday Swing concert on 12-9-2022. Trustee Kilbride congratulated Mr. Thoney on the excellent job he did representing SC.

#### **10. Johnson County Advisory Board Report**

Ms. Kremers reported that the Johnson County Advisory Board recently awarded scholarships and had a record number of requests. The board recently elected new officers to include the retention of Ms. Kremers as chair and a newly elected vice chair, Haley Odenbach. Ms. Kremers announced the partnership with BMCC to purchase new furniture. Ms. Kremers invited everyone to join her in taking an Italian cooking class at SCJC.

##### **Sheridan College Foundation Report**

VP Crouse explained that the SCF participates in a Center for Fiduciary Excellence (CEFEX) audit, which is a more comprehensive audit, adding an additional focus on fiduciary responsibility and transparency. For the sixth year in a row, the SCF received the gold standard of excellence in its CEFEX audit. The SCF has begun its Dream campaign to raise general operations funds. The SCF annual report will soon be sent to donors.

#### **11. Organization Reports**

##### **a. Faculty Senate – Mark Thoney, President**

Mr. Thoney reported on the faculty governance groups, their current projects including planning in-service week for the spring semester, awarding faculty development grants, five-year review of academic programs, automated process for curriculum documentation, new by-laws and constitution for faculty senate, and supporting faculty in online branding of course shells.

##### **b. Student Government Association – Rachael Simons, President**

Ms. Simons discussed the status of current student projects including the proposed hammock village, recent blood drive, creation of thrift store on campus, and work on supporting preferred pronouns.

#### **12. Public Comments**

Elaine Henry, trustee-elect, offered that it was great to be in attendance and gave a brief description of her educational history. Ward Cotton, trustee-elect, gave a brief description of his background and connection to Sheridan College.

Stephan Mullins discussed the first firing, a test firing, of the newly built kiln. The firing was well attended by students, professional artists, and community members from across the state. The first official firing will take place in May. The Board expressed interest in being involved in the May program.

#### **13. Key Monitoring Reports – None**

#### **14. Unfinished Business – None**

#### **15. New Business**

Trustees Swanson and Kilbride gave a brief description of their recent trip to New York City to attend the Association of Community College Trustees conference. Trustee Kilbride noted a focus on meeting students' basic needs and strategies for increasing enrollment such as dual enrollment and the importance of meeting with dual students on campus, so they can meet other students and faculty. Trustee Swanson reported that he attended sessions on board

responsibilities, working with the one board employee, the president, and reviewing board policies at each meeting.

**a. Board Policy Review – Information**

Dr. Tribley explained that the College would bring policies for review at the December board meeting and continue to bring them on a regular basis. The College will also bring interim changes to the strategic plan followed by a full-scale strategic planning process in the future. The Board engaged in a brief discussion about the policy review process including updated resources and number of readings.

**b. BOCHES Agreement – Action**

Clint Langer described the edits to include the language suggested by the Attorney General's office when it was reviewed and approved by the Wyoming State Board of Education. Chair Wendland requested a motion to approve as presented by Administration in packet. Trustee Swanson moved, and Trustee Kilbride seconded. The motion carried.

**c. Sheridan College in Johnson County Advisory Board Members Approval – Action**

Ms. Kremers presented new candidates and renewing members for membership on the Sheridan College in Johnson County Advisory Board for consideration and approval. Chair Wendtland requested a motion to approve the appointments as presented. Trustee Koltiska moved, and Trustee Kinnison seconded. The motion carried

**d. Resolution 2022-01: Resolution of Recognition and Appreciation – Action**

Chair Wendtland read aloud Resolution 2022-01: Resolution in Appreciation and Recognition of Extraordinary Service by Sheridan College Employees and Distinguished Leadership by Dr. Walter Tribley to the audience. Trustee Kilbride moved to approve, and Trustee Healy seconded. The motion carried.

**e. Resolution 2022-02: Resolution thanking Trustees Healy, Kinnison, and Leibrich for their years of service to Sheridan College – Action**

Chair Wendtland read aloud Resolution 2022-02: Resolution thanking Trustees Healy, Kinnison, and Leibrich for their years of service to Sheridan College. Trustee Swanson moved to approve, and Trustee Kilbride seconded. The motion carried.

**16. Adjourn**

Chair Wendtland adjourned the meeting at 7:04 p.m.

Respectfully Submitted:



NWCCD Board of Trustees, Secretary



NWCCD Board of Trustees, Chair