



### **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 & Public Hearing**

**Tuesday, April 15, 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  
Micah Olsen, Interim Vice President of Student Affairs  
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	Dylan Branson	Kent Andersen	Karen Kelly
Hector Martinez	Kevin Koile	Trevor Larson	Wes Freese
Michelle Terry	Christina Rigdon	Marti Selig	Taylor Coleman

#### **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**

Dr. Tribley requested a change to the agenda. He asked for item 14c to be moved to item 8c. Chair Swanson requested a motion to approve the agenda. Trustee Leibrich moved, and Trustee Henry seconded. The motion carried.

**4. Consent Agenda**

- Regular Meeting Minutes – March 18, 2025
- March 2025 Financials
- March 2025 Check Register
- Employee Hires and Exits

Chair Swanson asked for a motion to approve the consent agenda. Trustee Holloway moved, and Trustee Henry seconded. The motion carried.

**5. Department Spotlight – Commencement Committee**

SC Registrar, Christina Rigdon presented on the history of commencement, traditional elements of commencement ceremonies and regalia, and gave details for the 2025 SC Commencement.

**6. Public Hearing on Sheridan / Johnson BOCHES ½ Mill Levy – Public Hearing**

Chair Swanson opened the public hearing at 5:46 p.m. Dr. Tribley gave a brief history and purpose of the ½ mill property tax levy to support dual and concurrent enrollment students through the purchase of technology. He summarized the Sheridan / Johnson Board of Cooperative Higher Education Services (BOCHES) membership and partnership with SCSD#1 and JCSD#1. Chair Swanson requested any questions or comments. There were none. Chair Swanson closed the public hearing at 5:48 p.m.

**7. Approval of Sheridan / Johnson BOCHES ½ Mill Levy – Action**

Chair Swanson noted that Johnson County also supports Sheridan / Johnson BOCHES by levying ½ mill. Chair Swanson requested a motion to approve. Trustee Henry moved, and Trustee Cotton seconded. There was no further discussion. The motion carried.

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

- a. **Strategic Plan (SP) Implementation** – Dr. Tribley described the work beginning to implement the SP through goals and initiatives as coordinated by Dr. Castillo-Garrison. Assigned team leaders will solicit volunteers to help support the work of the initiatives such as enrollment, CRM, athletics, civil discourse, and more. Trustee Leibrich commended this work and the full involvement of faculty and staff in the implementation of the SP initiatives to facilitate change.
- b. **District Division Update** – Academic agreement between the two institutions has been renewed for another year for the 26 academic programs included in GCCD's initial accreditation. The nursing agreement is currently being reviewed for renewal.
- c. **Science Building Update** – Kent Andersen, Karen Kelly, and Trevor Larson presented an update on the design of the science building. They explained the exterior design intentionally mimics other buildings on campus and that there is a lab designed specifically to be used by the community. Mr. Larson described his role in estimating the building cost with as much accuracy as possible given market fluctuation.
- d. **General Updates** – There are 40 stalls being added to the AgriPark. The College is also considering adding an outdoor arena and stalls to the south side of campus. PTK inducted 30 new members to the SC 5-star chapter. Dr. Tribley gave an overview of recent and upcoming events, thanking the board for attending as many as they can during this busy time of year.

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

The Advisory Board made a presentation to Johnson County for additional funding. They are awaiting results. There are two more SC arts events in JC for the season. Golf for Knowledge is on 5/23. Register your team to be a part of the 5<sup>th</sup> annual event, which funds scholarships.

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

VP Crouse gave an update on the housing scholarship fundraising efforts. The SCF has raised \$402k so far,

with \$375k pending, for a possible total of \$847k, so far. She reviewed several upcoming events including the Distinguished Alum recognition on 5/7 and the GFK tournament on 5/23.

**10. Organization Reports**

- a. **Faculty Senate** – Mr. Anderson reported that the FS continues to make improvements to the tenure process.
- b. **Student Government Association** – SGA recently inducted new executive team members, including the new SGA president, who was not able to attend this evening. Chair Swanson thanked Tayler for her service as the SGA president for the 2024-25 academic year.

**11. Public Comments** – There were no public comments.

**12. Key Monitoring Reports** – None

**13. Unfinished Business** – None

**14. New Business**

- a. **President Recommendation for Faculty Sabbatical Leave:** Dr. Ami Erickson – Action  
Dr. Tribley recommended that the Board approve the sabbatical leave for Dr. Ami Erickson. Trustee Holloway moved to approve, and Trustee Ringley seconded. Trustee Henry commended Dr. Erickson's proposal. Chair Swanson called for a vote. The motion carried.
- b. **President Recommends Faculty for Tenure** – Action  
Dr. Tribley recommended Alicia Burr and Troy Toth for tenure having both completed the process to be considered for tenure.
  - i. **Alicia Burr** – Chair Swanson requested a motion to approve Alicia Burr for tenure. Trustee Henry moved, and Trustee Leibrich seconded. The motion carried.
  - ii. **Troy Toth** – Trustee Ringley moved to approve the tenure of Troy Toth as presented by Administration. Trustee Holloway seconded. The motion carried.
- c. **Science Building Update** – Information – Moved to item 8c.
- d. **Academic and Holiday Calendar 2027-28** – Action  
Dr. Tribley explained that the calendar meets requirements for the number of teaching days and hours. Chair Swanson requested a motion to approve. Trustee Henry moved, and Trustee Cotton seconded. The motion carried.
- e. **Preliminary Budget Presentation** – Information  
Dr. Tribley introduced the presentation of the preliminary budget and explained that Administration will provide budget training for new and all trustees who wish to attend soon. VP Achord presented budget to actuals for FYE 2025 and a preliminary budget for FYE 2026. He explained that the preliminary budget is only an estimate at this point with numbers expected to change with additional information on revenue pending.
- f. **Composite Financial Indicator (CFI)** – Information  
VP Achord explained that the CFI is a calculation required the HLC to determine financial health of the institution. Per VP Achord, the CFI calculations for NWCCD indicate no cause for concern.

**15. Adjourn** – Chair Swanson adjourned the meeting at 6:50 p.m.

Respectfully Submitted:

  
Ward Cotton  
NWCCD Board of Trustees, Secretary

  
Tracy Swanson  
NWCCD Board of Trustees, Chair