



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 begins at 5:00 p.m.

Public Hearing begins at 5:15p.m. followed by the Remainder of the Regular Meeting

Tuesday, April 18, 5:00 p.m.

Sheridan College – Whitney Center for the Arts – Room 235

Trustees Present

Debra Wendtland, Chair

Tracy Swanson, Vice Chair

Gary Koltiska, Secretary

Bob Leibrich, Treasurer

Elaine Olafson Henry

Chuck Holloway

Trustees Absent

Ward Cotton

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

Dr. 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

Kevin Koile

*See sign-in sheet list

Recorder

Andrea Morgan

1. Call to Order and Roll Call – Regular Meeting

Chair Wendtland called the Regular Meeting to order at 5:04 p.m. There was a quorum.

2. Pledge of Allegiance

3. Agenda Additions/Deletions

Chair Wendtland asked if there were any additions to or deletions from the agenda. Trustee Leibrich

requested a motion to remove the March 2023 Financials from the Consent Agenda to the first item under New Business. Trustee Koltiska seconded the motion. The motion carried.

4. Consent Agenda

- Regular Meeting Minutes – March 21, 2023
- Joint Meeting Minutes – March 10, 2023
- March 2023 Financials (moved to item 16(a))
- March 2023 Check Register
- Employee Hires and Exits

There were no other changes to the consent agenda requested, and Chair Wendtland noted the remainder of the consent agenda was accepted as presented.

5. President's Report – Dr. Walt Tribley

- a. **District Division Update** – Dr. Tribley asked District Counsel, Clint Langer to give a brief update of the progress on property transfer. Mr. Langer explained that the documents approving the consent for the transfer of some of NWCCD's interest in Campbell County properties to Gillette College were signed by Campbell County officials last week. Upon signatures of all parties, the anticipated date of transfer will be 5-1-2023. Dr. Tribley added that Campbell County also decided not to renew leases related to land previously used in support of Gillette College Rodeo Team. There is no anticipated impact to NWCCD related to the leases for the land
- b. **Advanced Manufacturing and Applied Sciences Update** – No update given.
- c. **General Updates** – Dr. Tribley gave an update on current events on campus including Demo Days, SC Art Intensive, Imani Winds Dinner and a Show at Kinnison Hall, SCJC Monday night music performances at the library, SC rodeo team scores and highlights, and SC Dental Hygiene "Give Kids a Smile" event to provide exams and cleanings for local children. Dr. Tribley also recognized the work of the SC team related to the six WIP proposals submitted to receive state funding for the College.

6. Public Hearing – BOCHES Levy

At 5:15 p.m., Chair Wendtland recessed the Regular Meeting and opened the Public Hearing. Dr. Tribley described the use for the funds provided by the $\frac{1}{2}$ mill levy, if approved, as technology updates for Sheridan College. He defined the BOCHES Board as JCSD #1, SCSD #1, and Sheridan College. The Board engaged in discussion about the tax serving the district in which it's levied. Dr. Tribley explained that support for the BOCHES levy would be required to have the partnership with the other two districts. Chair Wendtland asked for any public comments or questions. There were none.

7. $\frac{1}{2}$ Mill BOCHES Levy

Chair Wendtland requested a motion to approve the $\frac{1}{2}$ mill BOCHES levy as presented by Administration. Trustee Leibrich moved, and Trustee Henry seconded. The motion passed with one dissenting vote cast by Trustee Koltiska.

8. Recognition of Students – Information

- a. **Shaping Wyoming's Future Award Winner** – Eric Trueblood

Trustee Henry read a description of Eric Trueblood's many accomplishments including the awards he received, 2022 Sheridan College Student of the Year and the Shaping Wyoming's Future Award.

- b. **2023 New Century Transfer Pathway Scholar** – Landry May

VP Crouse introduced Landry May and described the award she received. Ms. May represents the State of Wyoming and is one of only 104 students nationally to receive this award. VP Crouse spoke very highly of Ms. May and her accomplishments.

9. TRIO Service-Learning Trip to Columbia – Information

Joseph Aguirre, director of the college success program introduced several students who participated in a service-learning trip to Columbia. Each student gave a brief description of what they learned and how the trip impacted their lives.

10. Digital Learning Support Team Spotlight – Information

The Digital Learning Support Team (DLST) presented their scope of work to the Board to highlight the role they play in assisting faculty and students using distance education modalities. See attached.

11. Johnson County Advisory Board Report – Cindy Kremers, Chair

Ms. Kremers reminded the Board about the Golf for Knowledge fundraising tournament taking place Memorial Day weekend. She reported SCJC continues to prepare for summer and fall courses and that the enthusiasm continues for the music events on Mondays at the JC library.

12. Organization Reports

a. Faculty Senate – Mark Thoney, President

The FS constitution and bylaws passed with a unanimous vote of the faculty that voted (28 of 55) and will be implemented for the 2023-24 academic year.

b. Student Government Association – Rachael Simons, SGA President

SGA elected officers for the 2023-24 academic year with an impressive 16 students running for office. The new president was not able to attend the meeting, but she has previous SGA experience and will bring that to her presidency next year. SGA and RHA continue to work on General's Thrift to support students by providing an economical option for purchasing needed items, with all proceeds supporting the student food pantry.

13. Public Comments – There were no public comments.

14. Key Monitoring Reports – There were no key monitoring reports.

15. Unfinished Business – There was no unfinished business.

16. New Business

a. March 2023 Financials – Discussion

Trustee Leibrich requested clarification on the March 2023 Financial Report. He explained that there is a significant difference between the monies received and monies spent in the Plant Fund and Grants and Contracts Fund. He noted that the funds typically appear this way, but he asked if VP Achord would give the Board an explanation as to the difference. VP Achord referred to pages 6 and 8 of the financial report. He explained the difference as a lag between revenue received and expenses paid from granting institution or the State of Wyoming.

b. President Tribley Recommends Faculty for Tenure – Action

Administration recommended tenure for faculty members for the last cohort under the current tenure process.

- i. Chair Wendtland requested a motion to approve Rick Aili for tenure as presented by Administration. Trustee Henry moved, and Trustee Swanson seconded. The motion carried.
- ii. Chair Wendtland requested a motion to approve Tammy Aksamit for tenure as presented by Administration. Trustee Koltiska moved, and Trustee Henry seconded. The motion carried.
- iii. Chair Wendtland requested a motion to approve Cami Cunningham for tenure as presented by Administration. Trustee Swanson moved, and Trustee Henry seconded. The motion carried.

- iv. Chair Wendtland requested a motion to approve Kori Kosma for tenure as presented by Administration. Trustee Henry moved, and Trustee Koltiska seconded. The motion carried.
- v. Chair Wendtland requested a motion to approve Charity McKenzie for tenure as presented by Administration. Trustee Swanson moved, and Trustee Koltiska seconded. The motion carried.
- vi. Chair Wendtland requested a motion to approve Lora Munroe for tenure as presented by Administration. Trustee Henry moved and Trustee Holloway seconded. The motion carried.

c. Preliminary Budget Presentation – Information

Dr. Tribley introduced the presentation of the preliminary budget for FYE 24 as a high-level overview. He explained the budget is balanced, on track, and Administration does not see any cause for concern. He explained that VP Achord is still receiving input on the budget such as requests for new positions, new services, and one-time expenses. VP Achord presented the preliminary budget as referenced in W. S. § 16-4-104. He explained page 1 as the summary page for the document with the subsequent pages providing a greater level of detail on the preliminary budget. Chair Wendtland suggested that the Board familiarize themselves with the preliminary budget in preparation for the budget presentation in June. Trustee Leibrich asked for an estimate of the increase in state aid. VP Achord referred Trustee Leibrich to page 2 of the preliminary budget showing state aid, and Dr. Tribley offered to get back to him with an exact amount of the increase. There were no further questions.

d. Composite Financial Indicator – Information

The Higher Learning Commission (HLC) utilizes the Composite Financial Indicator (CFI) to measure the overall financial health of an organization. NWCCD is in the range of no review necessary by the HLC with or without the contributions of Whitney Benefits as determined by the CFI.

17. Adjourn

Chair Wendtland adjourned the meeting at 6:56 p.m.

Respectfully Submitted:



Gary Koltiska
NWCCD Board of Trustees, Secretary



Tracy Swanson
NWCCD Board of Trustees, Vice Chair