



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, July 16, 2024 4:30 p.m.

Sheridan College – Whitney Academic Center – Room 132

Trustees Present

Debra Wendtland, Chair
Tracy Swanson, Vice Chair
Gary Koltiska, Secretary
Bob Leibrich, Treasurer
Ward Cotton
Elaine Olafson Henry
Chuck Holloway

Trustees Absent

Advisory Board Representative Present

Advisory Board Representative Absent

Cindy Kremers, Chair, SCJC Advisory Board

Administration Present

Dr. Walt Tribley, President
Craig Achord, Vice President of Administrative Services & CFO
Jennifer 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
Dr. Bobbie Murray, Chief Human Resources Officer

Others Present

Hector Martinez Kevin Koile Dylan Branson Vicky Koltiska

Recorder

Andrea Morgan

1. Call to Order and Roll Call – Regular Meeting

Chair Wendtland called the meeting to order at 4:30 p.m. There was a quorum.

2. Pledge of Allegiance

3. Agenda Additions/Deletions

Trustee Holloway requested to add an item to the agenda to discuss changing the policy related to dorm requirements. Because the State of Wyoming has joined litigation opposing the changes to Title IX regulations, Chair Wendtland proposed that the Board does not act on the item related to Board Policy 3003 and that the Board only consider the topic for information until there is determination on the litigation.

It was the consensus of the Board to consider the changes to the agenda in one motion. It was moved to approve both amendments to the agenda by Trustee Swanson and seconded by Trustee Henry. The motion carried. Chair Wendtland requested a motion to approve the amended agenda. Trustee Koltiska moved and Trustee Holloway seconded. The motion carried.

4. Consent Agenda

- Regular Meeting Minutes – June 18, 2024
- June 2024 Financials
- June 2024 Check Register
- Employee Hires and Exits

Chair Wendtland requested a motion to approve the consent agenda. Trustee Cotton moved to approve the consent agenda, and Trustee Swanson seconded. The motion carried.

5. President's Report – Dr. Walt Tribley

a. District Division Update

NWCCD and GCCD are working on an agreement related to state-wide data access for the new GCCD institutional research director. The agreement has not yet been finalized. Dr. Tribley will update the Board in August on the GCCD accreditation timeline.

b. Advanced Manufacturing and Applied Sciences Update

VP Achord reported that the architect, builder, state representative, and College personnel will convene on Monday to do a final check of the punch list for the building. Dr. Tribley explained that the Board hopes to host its August board meeting in the newly remodeled building.

c. Science Building

The science building project has moved from concept to approval on the prioritization list of both the WCCC and the State Building Commission. The next step is for it to be considered by the Joint Appropriation Committee for funding. The building supports workforce needs in STEM fields. The building needs updates including a fire suppression system, ADA updates, and HVAC updates. The project was given apriority ranking of #3 at WCCC and #9 by the state by the State Building Commission.

d. Strategic Planning

Dr. Tribley invited the Trustees (not more than 3 for each meeting) to the upcoming strategic planning community meetings. After an update on the College, Dr. Tribley would like board members to ask the community what the College is doing well and where it can improve. The planning for a strategic planning workshop including the NWCCD Board, Whitney Benefits executive committee, and the SCF president is also underway.

e. General Updates

Dr. Tribley reported that the SC rodeo coach resigned. The College attempted to contact all rodeo student-athletes about the coach and to let them know we will find a coach ASAP. The College plans to hire an interim coach and then a permanent coach. The Adult Basic Education program hosted its graduation this past weekend with 35 individuals who completed the program and 23 who participated in the ceremony. In a recent Whitney Benefits quarterly meeting, Administration shared financial information about the Legacy Grant and the projected timeline for loss of revenue from the District division and a strategy to keep the district's budget balanced.

6. Johnson County Advisory Board Report – There was no report.

7. Organization Reports – There are no organization reports in May, June, July, or August.

8. Public Comments – There were no public comments.

9. Public Hearing for the Fiscal Year 2025 Budget

Chair Wendtland opened the Public Budget Hearing for the Fiscal Year 2025 Budget at 4:50 p.m. Administration presented an overview of the Fiscal Year 2025 Budget. There were no significant changes to the revenue or cost structure as reported at the June Budget Workshop. There was a change to the faculty pay scale for a subset of the faculty, which has been accounted for in the budget. VP Achord reiterated that there were no major changes to the operating budget. The budget is balanced with revenue matching expenses. Chair Wendtland asked if the Board had any questions. There were none. Chair Wendtland asked if any members of the public had any questions. There were none.

10. Adjourn Public Hearing & Reconvene Regular Meeting

Chair Wendtland requested a motion to adjourn the public hearing. Trustee Swanson moved and Trustee Koltiska seconded. The motion carried.

11. Fiscal Year 2025 Budget Adoption: Approval of Expenditure Authority Resolution and the Resolution to Provide Income – Action

Chair Wendtland requested a motion as requested by Administration (Expenditure Authority Resolution in the amount of \$81,253,664 and the Resolution to Provide Income in the amount of \$81,253,664, which adopts the Fiscal Year 2025 Budget) to approve the budget. Trustee Henry moved and Trustee Cotton seconded. The motion carried. Chair Wendtland reiterated that the Board approved the Fiscal Year 2025 Budget. VP Achord requested signatures from the Board following the meeting on the Budget documents.

12. Approval of Two (2) Expenditure Authority Resolutions

Administration recommended the approval of two (2) Expenditure Authority Resolutions:

- a. Refunding and Improvement Lease Revenue Bonds: Mars Ag & Science Center and Whitney Center for the Arts in the amount of \$1,490,000.
 - b. Refunding and Improvement Lease Revenue Bonds: Tech Ed Center in the amount of \$810,000.
- VP Achord will need to research the payoff dates and report back to the Board. There were no further questions. Chair Wendtland requested a motion to approve. Trustee Koltiska moved and Trustee Holloway seconded. The motion carried.

13. Key Monitoring Reports – There are no key monitoring reports.

14. Unfinished Business – None

15. New Business

a. Board Policy 6010: Degrees and Certificates – Information

Administration presented the redlined version of Board Policy 6010: Degrees and Certificates for information, which now includes language referencing a baccalaureate of applied science (BAS). The College has not yet received official approval from the HLC to offer a BAS. Once approved, the policy will be considered by the Board for action. Dr. Tribley explained that the BAS will only be offered by Sheridan College. VP Castillo-Garrison explained that no new programs developed by Sheridan College since 2021 are being offered at Gillette College.

b. Board Policy 3003: Sex Discrimination and Sex-Based Harassment – Information

Dr. Tribley presented Board Policy 3003: Sexual Misconduct Policy for information to explain necessary updates and/or changes to the policy to be compliant with federal regulations. However, he reiterated that because the State is pursuing litigation, the District will not be penalized for not yet implementing the changes to policy or procedures by August 1. The Board may meet again, as needed, to address Board Policy 3003. Trustee Leibrich asked about training for employees. Dr. Murray confirmed that training will occur. Dr. Tribley explained that the District is currently operating under 2020 regulations. Trustee Henry expressed concern that the policy doesn't reference gender. Dr. Tribley explained that the reference to gender is included in the procedure. Dr. Tribley explained that NWCCD welcomes all learners. He referenced Board Policy 3040 as the District's non-discrimination policy.

c. Board Policy 3003: Sex Discrimination and Sex-Based Harassment – Action
Action item not considered by the Board. See item #3 above.

d. Naming of Advanced Manufacturing and Applied Sciences Building – Action
Dr. Tribley recommended that the Board consider naming the advanced manufacturing and applied sciences building (1600 Solutions Way, Sheridan, WY 82801) The Sheridan College Innovation Center. Chair Wendtland requested a motion to approve the name The Sheridan College Innovation Center. Trustee Leibrich moved, and Trustee Henry seconded. The motion carried.

e. Residence Hall Requirements – Information
See item #3 above. Trustee Holloway noted that several months ago, the Trustees learned that the residence halls were at approximately 50% capacity. He requested more information on reducing the number of credit hours required to live in the residence halls to increase occupancy. VP Crouse reported that the change is underway and should be implemented by the start of the fall semester. The credit hour requirement will be reduced to six hours.

f. Executive Session – As Outlined in W.S. Statute 16-4-405 (a)(x) – Personnel Matter – Information
Chair Wendtland requested a motion to adjourn the Regular Meeting to enter Executive Session. Trustee Swanson moved, and Trustee Henry seconded. The motion carried. The time was 5:20 p.m.

g. Adjourn Executive Session & Reconvene the Regular Meeting of the Board
Upon conclusion of the Executive Session, Chair Wendtland requested a motion to adjourn the Executive Session and reconvene the Regular Meeting of the Board. Trustee Cotton moved, and Trustee Henry seconded. The motion carried. The time was 6:35 p.m.

16. Adjourn

The meeting was adjourned.

Respectfully Submitted:


Gary Koltick
NWCCD Board of Trustees, Secretary


Debra Wendtland
NWCCD Board of Trustees, Chair