



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, August 15, 2023 5:30 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
Ward Cotton
Elaine Olafson Henry
Chuck Holloway

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, 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
Robert Briggs, Associate Vice President for Institutional Research
Gina Kidneigh, Assistant Vice President for Finance & Controller
Jennifer McArthur, Assistant Vice President for Human Resources
Kent Andersen, Assistant Vice President for Facilities Management

Others Present

Clint Langer, NWCCD Board Counsel	Bob Berger	Roger Davis	Caroline Elik
Kevin Koile	Debi Isakson	Jana Clements	

Recorder

Andrea Morgan

1. **Call to Order and Roll Call** – Regular Meeting
Chair Wendtland called the meeting to order at 5:47 p.m. There was a quorum.
2. **Pledge of Allegiance**
3. **Agenda Additions/Deletions**

There were no additions to or deletions from the agenda. Chair Wendtland requested a motion to approve. Trustee Henry moved, and Trustee Koltiska seconded. There was no further discussion. The motion carried.

4. Consent Agenda

- Regular Meeting Minutes – July 18, 2023
- July 2023 Financials
- July 2023 Check Register
- Employee Hires and Exits

There were no questions or changes. Chair Wendtland requested a motion to approve. Trustee Swanson moved, and Trustee Holloway seconded. There was no further discussion. The motion carried.

5. President's Report – Dr. Walt Tribley

- a. **District Division Update** – Dr. Tribley reported that Administration has recently begun to recalculate the effect of losing revenue from Gillette College. After challenging previous assumptions, the impact will likely be greater than previous calculations. Dr. Tribley will bring new information to the Board once completed. Dr. Tribley discussed fiduciary responsibility, fiscal solvency, District reserves at near maximum level, and support from local non-profit organizations.
- b. **Advanced Manufacturing and Applied Sciences Update** – Dr. Tribley asked VP Achord to give an update. VP Achord reported that construction is on schedule and on budget.
- c. **General Updates** – Dr. Tribley discussed SC rodeo updates and upcoming WCA and community events. He reported that there would be an official enrollment report in September, strategic planning would become a standing item on the agenda beginning in September, and that he would reinvigorate the work of the policy subcommittee. He reported a fire with no injuries or structure loss on the Whitney Benefits property at Solutions Way. Dr. Tribley and Dr. Castillo-Garrison updated the Board on the change in the accreditation review process. NWCCD will go through a more comprehensive review than previously reported. This became necessary as the HLC no longer recognizes the AQIP pathway for review, which is the pathway NWCCD was previously accredited under. Therefore, changing pathways requires a more comprehensive mid-accreditation review. This will require more work for the administration and a site visit in early December. The report is due November 15, 2023.

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

Ms. Kremers reported that a several SCJC representatives, including Trustee Swanson, gave out ice cream bars at the recent Johnson County Fair. It was a great event and chance to visit with students and community members.

Sheridan College Foundation (SCF) Report – Jennifer Crouse, Executive Director

VP Crouse introduced Bob Berger to the Board as the likely next Chair of the SCF board after its vote for officers on 8/16. She discussed scholarship awards, the alumni newsletter, Third Thursday, student partners leadership program, and the Perkins Health Science Center ribbon cutting on 9/7. She discussed Whitney Days, the annual week of activities dedicated to learning about E.A. Whitney and connecting with past and present students. Lastly, she reviewed a list of recent donations to the College.

7. Department Spotlight – Campus and Facilities Update

AVP Andersen presented an overview of the facilities department by reviewing its mission statement, discussing the dedication of his team, and giving a brief review of the many capital construction projects in the recent history of the District. Trustees Koltiska and Henry congratulated Kent on a job well done and thanked him for his service to the District.

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

9. Public Comments – There were no public comments.

10. Key Monitoring Reports

- a. **Mission and Vision Review** – Dr. Tribley reviewed the current mission and vision of the District. The Board was invited to provide input. There were no concerns raised regarding the mission and vision. He explained that an evaluation of the mission during the upcoming strategic planning process may result in a new, revised statement.
- b. **Overview of Title IX and Clery Act Report** – AVP McArthur presented a handout to the Board defining Title IX and Clery Act. She explained reporting responsibilities, compliance, training, and reports for the 2022-23 academic year. She explained some of the new rules emphasizing ADA accommodations for pregnancy and lactation.
- c. **Community College Survey of Student Engagement (CCSSE) Summary** – AVP Briggs presented an overview of the CCSSE report highlighting key responses from students who endorse flexible course schedules. AVP Briggs noted the opportunity to utilize CCSSE data to inform the strategic plan. The Board engaged in a brief discussion about the response rate and how to increase student participation in the survey.

11. Unfinished Business – None

12. New Business

- a. **Approval of CVC Board Member, David Peterson** – Action
VP Crouse read David Peterson's bio to the Board and recommended him for appointment to the CVC board. Chair Wendtland requested a motion to approve the appointment of David Peterson as recommended. Trustee Cotton moved, and Trustee Henry seconded. Trustee Koltiska requested more information on the purpose of the CVC. Dr. Tribley articulated the connection between the CVC and the College's mission to educate, train leaders, and facilitate community conversations. Bob Berger and Trustee Leibrich concurred with Dr. Tribley. Upon no further discussion, Chair Wendtland called for a vote. The motion carried.
- b. **Approval of CVC Board Member, Ashleigh Snoozy** – Action
VP Crouse read Ashleigh Snoozy's bio to the Board and recommended her for appointment to the CVC board. Chair Wendtland requested a motion to approve the appointment of Ashleigh Snoozy as recommended. Trustee Leibrich moved, and Trustee Swanson seconded. There was no further discussion. Chair Wendtland called for a vote. The motion carried.
- c. **Update on the Whitney Benefits Legacy Grant to Sheridan College** – Information
Dr. Tribley provided the annual report presented to the Whitney Board for the NWCCD Trustees' review.
- d. **Post Legacy Grant Joint Visioning Session with Sheridan College Trustees and Whitney Benefits Board Members** – Information
Dr. Tribley explained that Whitney Benefits invited the NWCCD Board, Sheridan County School District #2, and industry partners to participate in a discussion about community needs and future goals and plans for Sheridan. Dr. Tribley expressed agreement with the collaborative effort but noted the additional actions related to accreditation for the District and that they would require significant time and effort of the administration. A timeline that would account for this would be best for Sheridan College. Trustees Swanson and Henry agreed that Sheridan College should be involved in future planning efforts with its community partners. Ms. Kremers offered the participation of SCJC Advisory Board.

13. Adjourn

Trustee Swanson thanked the Board for moving the evaluation discussions to October so that he could participate. He also encouraged everyone to see the upcoming guest lecturer, Peter Sabella. Chair Wendtland adjourned the meeting at 7:27 p.m.

Respectfully Submitted:



Gary Koltiska
NWCCD Board of Trustees, Secretary



Debra Wendtland
NWCCD Board of Trustees, Chair