



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, September 17, 2024 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
Chuck Holloway

Trustees Absent

Elaine Olafson Henry

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
Robert Briggs, Associate Vice President for Institutional Research
Dr. Bobbie Murray, Chief Human Resources Officer
Gina Kidneigh, Assistant Vice President for Finance & Controller

Others Present

Clint Langer, NWCCD Board Counsel
Tom Ringley
Tim Anderson

Hector Ramirez
Kevin Koile
Tayler Coleman

Sandy Nourian
Shaynie McRae

Troy Toth
Roger Davis

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

There were no changes made to the agenda. Chair Wendtland requested a motion to approve the agenda as presented. Trustee Swanson moved, and Trustee Koltiska seconded. The motion carried.

4. Consent Agenda

- Regular Meeting Minutes – August 20, 2024
- August 2024 Financials
- August 2024 Check Register
- Employee Hires and Exits

There were no changes made to the consent agenda. Chair Wendtland requested a motion to approve as presented. Trustee Holloway moved, and Trustee Cotton seconded. The motion carried.

5. Department Spotlight – Counseling & ADA Services Presentation

Shaynie McRae discussed counseling and ADA services available to students at Sheridan College. She discussed campus life and other programming and activities provided for students. She provided a handout with activities available to students and reported increased participation.

6. President's Report – Dr. Walt Tribley

- a. **District Division Update** – Dr. Tribley had no new updates to report. There were no questions.
- b. **Strategic Planning** – Dr. Tribley reported on the recent Special Meeting of the Board where they discussed the strategic planning efforts, next steps, financial projections for next five years, and future planning including the direction to revisit the addition of other athletic programs once The District has experienced one year after the loss of revenue from our courses in Gillette. He explained that the Board would see a DRAFT strategic plan in October with the goal of approval in November at the Board's pleasure.
- c. **General Updates** – Dr. Tribley acknowledged Rob Briggs and Gary Koltiska for their work to help secure a grant for Phase II of the High-Tech Business Park, a SEEDA project. Dr. Tribley mentioned the fall arts events at SC, the SC home rodeo on September 27-29, the Ag department's third annual Hops Harvest, and a successful grand opening of the SC Innovation Center. Trustee Holloway asked for more information on applicants for the facility's director. Dr. Tribley will report back on the status of the search.

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

Ms. Kremers was unable to attend. Dr. Tribley noted that the SCJC Advisory Board will be visiting the SC campus on 9/25 for dinner and a tour.

8. Organization Reports

- a. **Faculty Senate** – Mr. Anderson reported that the FS recently completed the revision of the tenure/post-tenure review process, which was an important, years long project. Their goals this year include identifying ways the faculty can further support student success and enrollment.
- b. **Student Government Association** – Ms. Coleman reported that SGA has its officer positions filled except for the JEDI position. SGA goals for the year include building a shelter for the bus stop on campus and supporting either more events in the Dome during weekends or YMCA passes for students for weekend activities.

9. Public Comments – There were no public comments.

10. Key Monitoring Reports

- a. **Enrollment Report** – AVP Briggs presented "NWCCD Enrollment Report Academic Year 2023-2024" to the Board. His report included data related to the relatively static enrollment over the past five years. He discussed student demographics, enrollment by mode of instruction, student residence by state and county, and the increasing enrollment at SCJC. He noted that concurrent enrollment is not included in the data at this time.
- b. **Housing Report** – VP Crouse presented data related to housing occupancy for the last five years. While COVID affected occupancy significantly, student services has now been able to look at occupancy post-COVID and ways to increase the number of students living on campus. Part time students, defined as students taking 6-11 credit hours, are now permitted to stay in the residence

halls but they must be degree-seeking students. Dr. Tribley announced the initiative to waive out of state tuition beginning in the fall semester of 2025. Other measures being discussed include possibly bringing back family housing on campus, reducing pricing on housing and food. Finally, an earn while you learn program is being established where students can stay in the residence halls, take a part time load of classes, and then work for an area employer.

11. Unfinished Business – None

12. New Business

a. Board Policy 3020: Institutional Review Board and Protection of Human Participants in Research – Action

Dr. Tribley reiterated that while the College is not a research institution, it is still important to have such a policy for the times when research projects involving human subjects are being considered. He explained that procedures would be developed to support it, and that the administration would make the ultimate decision when considering whether to allow research projects. Chair Wendtland requested a motion to approve Board Policy 3020 as presented. Trustee Swanson moved, and Trustee Leibrich seconded. The motion carried.

13. Adjourn

The meeting adjourned at 6:23 p.m.

Respectfully Submitted:



Gary Koltiska
NWCCD Board of Trustees, Secretary



Debra Wendtland
NWCCD Board of Trustees, Chair