



## 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, January 20, 2026, 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  
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

#### Others Present

Clint Langer, NWCCD Board Counsel    Hector Martinez    Kevin Koile    Kirk Viren  
Kaira Stomprud    Katey McPherson    Josh Cohoon    Grace Bailey    Thad Rigby

#### 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. **Approval of Agenda**  
Chair Swanson requested a motion to approve the agenda. Trustee Leibrich moved, and Trustee Holloway seconded. The motion carried.
4. **Consent Agenda**
  - Regular Meeting Minutes – December 16,
  - 2025 December 2025 Financial Report
  - December 2025 Check Register

– Employee Hires and Exits

Trustee Ringley moved to approve the consent agenda. Trustee Cotton seconded. The motion carried.

**5. Department Spotlight – Recruiting & Advising Teams**

IVP Micah Olsen gave a brief overview of the purpose and goals of the recruiting team at SC. He introduced Director Rigby who provided additional information on recruiting methods such as reaching out to create a direct communication line with students to provide information on academic programs and other benefits and opportunities at SC, answering any questions they may have, and guiding them through the enrollment process. Each member of the recruiting team introduced themselves and gave a brief description of their work at the College.

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

a. **District Division Update** – Dr. Tribley reported that he shared the financial concerns related to the separation of GCCD from NWCCD with College employees and that while the District is not in a financial crisis, it is poised to offer an early retirement program (ERIP). The ERIP proposal will be presented to the Board at the 2-17-2026 meeting for their consideration. The savings of such a program would be realized at the time the District would be experiencing the loss of revenue for courses taught in Gillette.

b. **Science Building Update** – The Joint Appropriations Committee (JAC) did not cut the budgets of the WY community colleges. They added \$7.5M to the base funding of the colleges for CTE to be distributed through the resource allocation model. The science building project will be considered as a separate bill in the upcoming legislative session as part of the state's capital construction. The District remains hopeful that it will receive the funding as the only "shovel-ready" project presented to the legislature.

c. **General Updates** – Dr. Tribley referenced a press release regarding the 2026 Excellence Award winners. He spoke about each winner and told the board a press release would be published in recognition of their achievements. Dr. Tribley plans to create a steering committee and design team for the Johnson County Center for Higher Education (not officially named yet). By the end of February, the committees will meet to choose the architect and contractor per the bids received. Dr. Tribley tasked AVP Briggs to begin writing an early draft of the self-study for the HLC re-accreditation visit to be submitted in the spring of 2028.

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

Ms. Kremers reported that the residents of JC continue to discuss their excitement about the new Center. They're eager to see a sign at the site and for work to begin. SCJC community interest classes are filling up, and the Kaycee basketball game and scholarship giveaway need to be rescheduled. It was canceled due to inclement weather.

**8. Organization Reports**

a. **Faculty Senate (FS)** – Ms. Sandy reported that the FS has not had its first meeting of the spring semester yet; however, the goal of the semester will be to update the faculty handbook.

b. **Student Government Association (SGA)** – Mr. Stomprud reported that SGA received 3 applications for the opportunity officer position. The election will take place on 1/28. SGA plans to purchase beef for the student food pantry to replace what was lost due to a broken freezer. Ms. Stomprud reported seeing SC billboards in South Dakota.

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

**10. Key Monitoring Reports** – None. Dr. Tribley explained that the strategic plan was up for an annual report; however, it is his intention to bring monthly updates on the initiative team work beginning next month.

**11. Unfinished Business** – None

**12. New Business**

**a. Policy Review and Approval – Board Policy 3002: Incident Management Team – Action**  
Dr. Tribley presented Board Policy 3002: Incident Management Team for action. He explained that there were a few edits made since the last meeting as indicated by the “redlines” in the document. He discussed two primary concepts in the policy. First, all employees are instructed to participate in incidents, but they are not required to put themselves in harm’s way. Second, the District will protect employees from liability if they act in good faith as a “good Samaritan” in support of the District during an incident. He requested that the Board consider approving the new policy but that they could take the time they needed with it. Chair Swanson requested a motion to approve Board Policy 3002: Incident Management Team as presented. Trustee Reynolds moved, and Trustee Holloway seconded. The motion carried.

**b. Executive Session – Personnel Matters – As Outlined in W.S. Statute 16-4-405 (a)(x) – Personnel Matters.**  
Chair Swanson requested a motion to enter Executive Session. Trustee Leibrich moved, and Trustee Cotton seconded. The motion carried. TIME: 6:28 p.m.

**c. Adjourn Executive Session and Reconvene Regular Board Meeting**  
Chair Swanson requested a motion to come out of Executive Session. Trustee Reynolds moved, and Trustee Cotton seconded. The motion carried. TIME: 6:39 p.m.

There was no action taken related to the Executive Session.

**13. Adjourn** – Chair Swanson announced that the next regular meeting of the NWCCD Board of Trustees is on Tuesday, February 17, 2026 at 5:30pm in the Whitney Center for the Arts, room 235. He adjourned the meeting at 6:40 p.m.

Respectfully Submitted:

Ward Cotton  
NWCCD Board of Trustees, Secretary



Tracy Swanson  
NWCCD Board of Trustees, Chair