

Our Mission

NWCCD welcomes all learners, empowers student success, encourages and strengthens community development.

**NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting & Executive Session
MINUTES**

Thursday, November 21, 2019 5:30 p.m.

Sheridan College – Whitney Building – W132 Boardroom

Board of Trustees Present:

Norleen Healy, Chair
Walt Wragge, Vice Chair
Bob Leibrich, Treasurer
Debra Wendtland, Secretary
Shelley Kinnison, Trustee
Gary Koltiska, Trustee
Bruce Hoffman, Trustee

Board of Trustees Absent:

Advisory Board Members Present:

Cindy Kremers, Johnson County Advisory Board Chair
Jerry Tystad, GC Advisory Board Member

Advisory Board Member Absent:

Tracy Wasserburger, GC Foundation Chair

Administration Present:

Walt Tribley, President
Cheryl Heath, Vice President for Administration & CFO
Estella Castillo-Garrison, Vice President for Academic Affairs
Jen Crouse, Sheridan College Foundation Executive Director & Interim VP for Student Affairs

Administration Absent:

Janell Oberlander, VP Gillette College
Wendy Smith, AVP Public Information Office

Others Present:

Derek Andrews, Director of Sheridan College in Johnson County
Andrea Pfeil, Gillette College SGA President
Jennifer McArthur, AVP for Human Resources
Pat Blair, Media
Dennis Zezas, SC Student Government Association President
Carter Dubberley, High School Govt. Class
Jadynn Outland, High School Govt. Class
Savvy Phillips, High School Govt. Class
Spencer Martinez, High School Govt. Class

Hayden Heaphy, NWCCD Legal Counsel
Matt Craig, Faculty Senate
Ryan Shippy, SC Public Information Office
Dan McArdle, Sheridan Press
Luke Keller, High School Govt. Class
Sam Lecholur, High School Govt. Class
Annie Mitzel, High School Govt. Class
McCade Brown, High School Govt. Class
Selina Kamran, High School Govt. Class

Recorder Present:

Jana Clements

1. **Call to Order and Roll Call for the Regular Meeting** – NWCCD Board Chair Norleen Healy called the Regular Meeting to Order at 6:30 p.m. and asked if there was a quorum. There was a quorum.
2. **Agenda Additions/Deletions** – Chair Norleen Healy asked if there were any additions or deletions to the agenda. There were none.
3. **Consent Agenda** – Chair Norleen Healy asked if the Board of Trustees approved the October 24, 2019 minutes of the meeting along with the October Financials, Check Register and Employee Hires / Exits. Chair Norleen Healy asked for a **MOTION** to approve the Consent Agenda. Trustee Bruce Hoffman **MOVED** and Secretary Bob Leibrich **SECONDED**. There were no changes and the Consent Agenda was approved as presented.
4. **President’s Report** – Dr. Walt Tribley spoke of John McGuire, Gillette faculty, who recently passed away unexpectedly and of his many contributions to the College and community. He informed the Board of the 20 high school students who visited the Sheridan Campus from the Crow Agency. He notified the Board that close to 700 high school student council students visited the campus for the WASC (Wyoming Association of Student Council) conference recently. Dr. Tribley summarized the visits he, Wendy Smith, and Mrs. Tribley have made to the smaller towns in the District including Wright, Kaycee, Ranchester, and Big Horn. Dr. Tribley reported on several of the awards and events occurring in the District.
5. **Gillette College Advisory Board Report** – Mr. Jerry Tystad, Gillette Advisory Board Secretary provided the Gillette report. Mr. Tystad gave the Board updates on the women’s soccer team and the Start Up Weekend’s successes. He spoke of the Energy City Voices fundraiser and how well it was run. He also mentioned the upcoming events on the Gillette Campus. He was especially impressed with Brian Yaeger, the new veteran’s coordinator, and the presentation he gave to the advisory board.

Johnson County Advisory Board Report – Cindy Kremers, Chair, asked Derek Andrews, Director for Sheridan College Johnson County, to provide their report. Mr. Andrews updated the Board on the CNA move to their location. Equipment was moved successfully and he thanked the efforts of the custodial staff.

Sheridan College Foundation Report – Executive Director & Vice President Jen Crouse informed the Board that the Foundation just recently mailed out over 180 donor reports. She also notified the Board that the Foundation officially passed the recent audit.

6. Organization Reports

Faculty Senate Report – Matt Craig, Vice President of Faculty Senate (Gillette College), provided the Faculty Senate report. He updated the Board on the progress of the tenure / post-tenure process. The Faculty Senate held information sessions the past week. The first week in December, faculty will be voting and December 11 is when the votes will be counted.

Student Senate Report – Dennis Zezas, Sheridan College Student Government Association President, gave the Student Senate Report. He shared the highlights of attending the Student Government Association (SGA) Conference in St. Louis. The students are still working on the emergency textbook program. Trustee Deb Wendtland asked Dennis how many students possibly

need emergency textbook assistance. He said there hasn't been an official number determined but there is a need at the point when students are waiting for financial aid verification.

7. Public Comments – There were no public comments except Chair Norleen Healy did welcome the high school students from government class who were present at the meeting.

8. Old Business – There was no old business.

9. New Business

a. Applied Baccalaureate Resolution.

Administration brought before the Board, information regarding the Applied Baccalaureate Resolution. The Resolution below was provided to the Board for their information only at this time. No action was taken.

RESOLUTION

A Resolution of the Board of Trustees of the Northern Wyoming Community College District in support of offering Applied Baccalaureate/Bachelors of Applied Science Programs

WHEREAS, NWCCD's mission is to "welcome all learners, empower student success, encourage and strengthen community development;" and

WHEREAS, the board's vision statement reads: NWCCD will be the premier higher education institution in the region; we will provide all students with a diverse range of experiences to prepare for a dynamic future; and

WHEREAS, NWCCD plays an integral role in economic development initiatives in its service region including in the counties of Campbell, Johnson, and Sheridan; and

WHEREAS, national studies report that an increased educational attainment rate for working-age adults is required for our national economy to be competitive on a global stage; and

WHEREAS, an increased educational attainment rate in occupations aligned to Wyoming's economic landscape is required for Wyoming's economy to diversify and its people to prosper; and

WHEREAS, in 2010, NWCCD committed to doing its part to increase educational attainment among Wyoming working-age adults and set an ambitious goal of awarding 1,000 meaningful degrees and certificates by 2020; and

WHEREAS, NWCCD has awarded an increasing number of meaningful degrees and certificates every year, nearly doubling the annual awards over the past nine years; and

WHEREAS, in 2018, Wyoming set a statewide educational attainment goal for 67 percent of working-age adults to hold a post-secondary credential (certificate or degree) by 2025 and 82 percent to hold a post-secondary credential by 2040; and

WHEREAS, in its 2018-2023 Strategic Plan, NWCCD commits to "align our programs to the local and regional economies to ensure our curricula, schedules, campus environment, and services help students graduate on time with minimal debt and multiple job opportunities;" and

WHEREAS, NWCCD's first goal in its strategic plan states "improve student retention by reducing obstacles to completion;" and

WHEREAS, many of NWCCD's students and potential students are site-bound in our communities due to employment and family obligations and, therefore, do not have the opportunity to complete bachelor's degrees at area universities; and

WHEREAS, several occupations which are in-demand in our regional economy require bachelor's degrees for entry-level or promotion; and

WHEREAS, NWCCD views the lack of opportunity for students to complete a bachelor’s degree in their preferred format while living in the region as an obstacle to completion of their desired degree; and WHEREAS, fifty of the 90 industry partners and program advisory board members surveyed in May 2019 affirmed that they will be willing to support current employees with scholarships and/or release time to complete an applied baccalaureate degree and an additional 21 said they may be willing; WHEREAS, forty-nine of the 90 surveyed industry partners and advisory board members indicated they will be hiring new employees with four-year degrees in the next three years; and WHEREAS, the majority of students enrolled in an applied associate degree program at NWCCD indicated they would be interested in pursuing a four-year degree at NWCCD if the right opportunity were available; and WHEREAS, NWCCD has processes in place or in development to guide new program development, implementation and evaluation, student recruitment, and student success; and WHEREAS, in March 2019, the Wyoming Legislature passed legislation enabling Wyoming’s community colleges to offer bachelors degrees in applied sciences; and WHEREAS, NWCCD’s faculty, academic leadership, and area employers will collaborate on program selection and curriculum development for new Applied Baccalaureate/Bachelors of Applied Science programs; and WHEREAS, the NWCCD Board of Trustees, in consideration of the needs of our communities and Wyoming’s economy, the demand for increased educational attainment among working-age adults by our employers, and interest from our students and alumni in pursuing bachelor’s degrees while remaining in our service region, believe that providing opportunities for students to complete Applied Baccalaureate/Bachelors of Applied Science degrees is consistent with the mission and vision set for the District.

NOW, THEREFORE, BE IT RESOLVED, that at its regularly scheduled meeting on December 12, 2019 the Board of Trustees of the Northern Wyoming Community College District approved NWCCD offering Applied Baccalaureate/Bachelor of Applied Science Programs and pursuing approval from the Wyoming Community College Commission and the Higher Learning Commission to do so.

Northern Wyoming Community College District

_____ Date _____
 Mrs. Norleen Healy, Chair
 Board of Trustees

_____ Date _____
 Dr. Walter A. Tribley, President

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b. Applied Baccalaureate Degree Program for NWCCD

Administration brought before the Board, information regarding the proposed applied baccalaureate degree program for NWCCD.

Two documents were provided with the agenda for the Board's review:

- 1.) The AB Steering Committee Recommendation 102319 (pg. 5) ~and~
- 2.) The AB Academic Workgroup Summary Report 111019 (pg. 6).

Chair Norleen Healy opened the floor for discussion. The Board wanted to hear about future considerations and Dr. Tribley asked Vice President of Academic Affairs, Estella Castillo-Garrison to provide some additional information regarding how the two programs of Business and Industrial Technology were determined. Dr. Castillo-Garrison explained the process of capturing partner information in April 2019 by a series of key stakeholder surveys. The data was analyzed by the IR Department. Business and Industrial Technology rose to the top of the list of the key stakeholders, including community and approximately 385 students who were surveyed. Trustee Shelley Kinnison wanted to know if NWCCD was limited to just two BAS programs. Dr. Castillo-Garrison said yes, limited by the State. Vice Chair Walt Wragge asked if the two BAS programs would be ready by 2021. Dr. Tribley said that we cannot guarantee a timeline as the Higher Learning Commission will review and make the final determination when the program can be offered. No ACTION was taken.

Upon hearing no discussion, Administration asked the Board to adjourn into Executive Session to discuss real estate matters as outlined in W.S. Statute 16-4-405 (a) (vii).

10. Executive Session - Board Chair Norleen Healy asked for a **MOTION** to adjourn into Executive Session.

Vice Chair Walt Wragge **MOVED** and Trustee Gary Koltiska **SECONDED** the request for the Board to adjourn into Executive Session. The **MOTION** to approve passed unanimously at 7:06 p.m.

Upon the conclusion of the Executive Session at 7:55 p.m., Board Chair Norleen Healy asked for a **MOTION** to adjourn the Executive Session and re-open the Regular Meeting.

Trustee Shelley Kinnison **MOVED** and Trustee Gary Koltiska **SECONDED** the request to re-open the Regular Meeting. The **MOTION** passed unanimously.

11. Adjourn - Upon hearing no request for action items for the good of the District, the Regular Meeting of the NWCCD Board of Trustees was adjourned by Chair Norleen Healy at 8:05 p.m.

Respectfully Submitted:



Walt Wragge
NWCCD Board of Trustees, Vice Chair

Approved:



Norleen Healy
NWCCD Board of Trustees, Chair