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Our Mission

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

NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES

Minutes

Tuesday, September 15, 2020, 6:30 p.m.

Sheridan College – Whitney Center for the Arts – Kinnison Hall

Trustees Present

Walt Wragge, Chair
Robert Leibrich, Vice Chair
Debra Wendtland, Treasurer
Shelley Wilson Kinnison
Norleen Healy
Bruce Hoffman
Gary Koltiska

Trustees Absent

Advisory Board Representatives Present

Cindy Kremers, Chair, Johnson County Advisory Board
Robert Palmer, Chair, Gillette College Advisory Board

Advisory Board Representatives Absent

Administration Present

Dr. Walt Tribbley, President
Janell Oberlander, Vice President of Gillette College
Cheryl Heath, Vice President for Academic Affairs
Jen Crouse, Sheridan College Foundation Executive Director & Vice President for Student Affairs
Estella Castillo-Garrison, Vice President of Academic Affairs
Heidi Gross, Gillette College Foundation Executive Director
Wendy Smith, Associate Vice President for Strategic Communication & Public Relations
Jennifer McArthur, Assistant Vice President of Human Resources

Others Present

Hayden Heaphy, NWCCD Board Counsel
Jonni Joyce, Faculty Senate Vice President
Tracy Swanson

Precious Oyewole, SC SGA President
Pat Blair, Sheridan Media
Kristen Czaban

Gina Kidneigh
State Senator Jeff Wasserburger
Steve Zapiler

Robert Briggs
Barb Williams

Recorder

Andrea Morgan

1. Call to Order and Roll Call – Regular Meeting

NWCCD Board Chair, Walt Wragge called the regular meeting of the NWCCD Board of Trustees to order at 6:30 p.m. and asked if there was a quorum. There was a quorum.

2. Agenda Additions/Deletions

Chair Wragge asked if there were any additions or deletions to the agenda. There were none.

3. Consent Agenda

- Special Meeting Minutes – August 11, 2020
- Regular Meeting Minutes – August 18, 2020
- August 2020 Financials
- August 2020 Check Register
- Employee Hires and Exits

Chair Wragge read the list of items in the consent agenda and asked if any Trustee wanted to withdraw any of the items. Hearing none, Chair Wragge requested a motion to approve the consent agenda. Trustee Healy moved and Trustee Hoffman seconded the motion. The motion passed unanimously.

4. President's Report – Dr. Walt Tribley

a. General Updates

As of 9-15-2020, NWCCD has no active COVID-19 cases, though it is tracking a number of students and employees. The total number of confirmed cases in the District is 3. NWCCD is not using a metric to direct decision-making related to COVID-19. NWCCD will take appropriate actions as needed.

NWCCD received a \$700k gift from an anonymous donor earmarked for the health sciences center on the SC campus. NWCCD has \$700k left to raise.

Dr. Tribley presented the Spring 2021 academic calendar, adjusted to minimize, mitigate, and reduce infections that impact learning. It includes no traditional spring break. Instead, spring break was moved to the end of the semester. All modalities of instruction are expected to be offered.

COVID-19 slowed work on the applied baccalaureate program, but NWCCD has picked up pace on this project. At this point, NWCCD will begin gathering input from advisory committee members

and business leaders across the district. NWCCD will then bring the program to the Board of Trustees, WCCC, and accrediting body for approval.

There has been a collaborative effort among academics, student services, and PIO to promote late start courses. These 8-week courses begin midway through the current fall semester so that students may add a class or begin later than August. It will help NWCCD to increase enrollment.

Trustee Wendtland asked for an update on enrollment and how NWCCD compares nationally. Dr. Tribley referred to an enrollment report scheduled for later in the meeting, but explained that, at this point in the semester, the District is down 15%, which is better than what was budgeted.

b. District Division Update

Dr. Tribley shared the third installment on information related to Gillette College seeking to become its own district. The report was an informal review of the fiscal impact to the District and each college should GC leave the District. Dr. Tribley referenced the documents NWCCD Funding: Continuation of Information Sharing Regarding Potential District Split, W.S. 21-18-103, a district map of Wyoming and asked VP Heath to provide information related to them.

VP Heath provided an informational presentation on the funding formula, funding profile, estimated fiscal ramifications of a split, and assessed valuation. Trustee Wendtland asked for clarification regarding the transfer of assets, liabilities, and equity. Dr. Tribley reported that NWCCD is seeking clarity on this and that there would be more information available later. He explained that some in the state see adding an eighth district as a way to increase revenue to support the community colleges due to the recapture and redistribution of funds across the state. However, Trustee Wendtland pointed out that this presumes Campbell County would vote for the required 4-mill levy for the creation of a new district. Dr. Tribley explained that one way to approach this is to change the statutes. Trustee Leibrich asked if the current statutes change, would it be likely to see voter movement in the other districts. Trustee Hoffman discussed Gillette's commitment to athletics as their reason for seeking to be its own district. Trustee Kinnison asked if there is any possibility of redistricting. Dr. Tribley noted that during this financial crisis, the state is looking at the funding of community colleges. Redistricting may happen if all counties in Wyoming are taxed to support the state's community college system.

5. Gillette College Advisory Board Report – Robert Palmer, Chair

Mr. Palmer listed his roles as GC Advisory Board Chair, Task Force Chair, and Census Supervisor. Mr. Palmer reported that Gillette College has submitted an application to the WCCC to become a college district and that they have received no questions, so far, related to the application. The WCCC will decide by November 30, 2020. Mr. Palmer requested that Chair Wragge allow Senator Wasserburger to give a report. Chair Wragge agreed.

Dr. Tribley asked to add information to his report to include that the community forum in Campbell County regarding the formation of a new district will be on October 10, and the community forum outside of Campbell County will be in Riverton on October 14. Details will be provided as they become available.

Mr. Palmer noted that the October NWCCD Board meeting will be held in Gillette.

Senator Jeff Wasserburger reported that BOCHES has nearly tripled its numbers since he started five years ago, although COVID-19 has negatively impacted numbers. Funds increased from \$40k to \$120k to pay for students taking dual enrollment course at GC. There are school-specific programs at each of the area high schools to support students.

Senator Wasserburger, as Co-Chair of the Community College Funding Task Force invited the NWCCD Board of Trustees to attend an in-person a meeting in Gillette on October 16, 2020. Governance and funding of higher education will be discussed. Senator Wasserburger requested that someone on the NWCCD Board present in support of the Gillette College application. The Education Commission of the States will present along with other national organizations. The Gillette College Foundation will provide breakfast for the meeting participants. Senator Wasserburger also invited the Board to attend a dinner with committee members and staff the previous evening. There were no questions.

VP Oberlander reported that GC recently signed a lease agreement with Campbell County for grazing land. The Campbell County Commissioners approved construction of a virtual reality classroom for use by the MSHA program. With the decline in enrollment, GC did not open Inspiration Hall, which eliminated food service on campus. Although, a local caterer is interested in leasing the kitchen in the TEC building. Elections for Student Senate are underway with many students giving phenomenal campaign speeches. GC Advisory Board workshop is on October 16. Cheryl Heath will present the annual budget and Robert Briggs will present an enrollment report. The Perkins Advisory Committee will meet in Gillette on October 17. There were no questions.

Johnson County Advisory Board Report – Cindy Kremers, Chair

Ms. Kremers thanked administration for attending the recent SCJC Advisory Board meeting. Fall courses are successfully underway at the SCJC campus. Math 1400 course was Zoomed to Kaycee High School with 6 students in attendance. Parents are excited about Zoom facilitated classes being offered. SCJC preparing for annual gingerbread house event taking place the second week in November. This fundraiser supports a local foodbank.

Gillette College Foundation – Heidi Gross, Executive Director of Gillette College Foundation

Ms. Gross reported the GCF WYO gives initiative was a success. The GCF raised about \$7500. The GCF golf tournament brought in about \$30k net. The Cocktails & Jazz event featured an online auction, which raised approximately \$25k. The whole event will net about \$75k, about \$20k more than last year's event. GCF is working with auditors to complete audit. The annual donor reception will take place on October 22. Anyone who donated \$1500 or more will be invited.

6. Organization Reports

a. Faculty Senate – Jonni Joyce, Vice President

Vice President Joyce reported that the Faculty Senate has had one meeting this academic year, which was organizational in nature. The meeting topics included the purpose of faculty senate, Robert's Rules of Order, COVID-19, confirmation of meeting dates for 2020-21, CTLE and assistance available to faculty. Michael Carver, Faculty Senate President, instructed members to contact their

constituents to collect input on items faculty members would like faculty senate to explore. With that information, priorities will be set. There were no questions.

b. Student Government Association – Precious Oyewole, President

President Oyewole reported that SGA members are working to encourage students to wear their masks and wear them properly. Mr. Oyewole made an educational video to be sent out to students soon. SGA is seeking academic senators to serve as a bridge between their academic program and SGA. Student fees, previously allocated to athletics, were reallocated to the fitness center for new equipment. Student clubs and organizations are required to submit requests for student fees. The SGA stocks the Hope Closet with free of charge necessities for students. There is a food drive to benefit the Hope Closet on September 18. SGA also working to develop parking passes for students.

7. Public Comments – None

8. Unfinished Business - None

9. Key Monitoring Reports

a. Enrollment Report

Robert Briggs, Associate Vice President for Institutional Research reported that presently, NWCCD FTE enrollment is down 15% compared to the Fall 2019 semester. NWCCD has not yet received data on concurrently enrolled students. NWCCD anticipates data on these students in October and November. Industry enrollments such as MSHA also come in throughout the term.

Dr. Tribley reported that he and VP Heath watched enrollment prior to July 1. Dr. Tribley is working with VPAA Dr. Castillo-Garrison on improving efficiency to respond to the current fiscal crisis by increasing course enrollment and efficient scheduling. The average number of students in each class in the state is 15 and 11 at NWCCD.

b. Housing Report

Dr. Tribley explained that housing capacity is limited due to COVID requiring single occupancy rooms as well as rooms set aside for quarantine. Trustee Healy asked for more information related to the significant drop in number of students in the GC residence halls. Dr. Tribley explained it is primarily driven by not having student-athletes. VP Oberlander confirmed. She reported working with VP Crouse on possible solutions to address this. No further questions.

10. New Business

a. Appointment of Gillette College Foundation Board Member, Jean Kingan – Action

Ms. Gross brought before the Board a proposal to approve the appointment of Ms. Jean Kingan, from the town of Wright, to serve on the GCF Board for a term beginning September 2020 and ending December 2021.

Chair Wragge requested a motion to approve GCF board member appointee, Jean Kingan as presented. Trustee Leibrich moved and Trustee Wendtland seconded. There was no discussion. Chair Wragge called for a vote. The motion passed unanimously.

b. Board Policy 3003: Sexual Misconduct Policy Governing Students and Employees - Second and Final Reading

Dr. Tribley reported that Mr. Palmer recently provided NWCCD with really good feedback on proposed policy 3003. NWCCD is considering the feedback, and there will likely be edits. Dr. Tribley recommended the Board pass the policy because NWCCD is presently operating under new federal laws, and the main elements of the policy are factually accurate.

Chair Wragge requested a motion to approve on second and final reading NWCCD Board Policy 3003: Sexual Misconduct Policy Governing Students and Employees as presented. Trustee Kinnison moved and Trustee Koltiska seconded the motion. Chair Wragge asked discussion or questions. Mr. Palmer complimented the document for being thorough, detailed, and contributed minor corrections. Chair Wragge thanked him for his review of the document. There were no other comments. Chair Wragge called for a vote. The motion passed unanimously.

c. Approval of the Amended and Restated Sheridan Economic and Educational Development Authority Joint Powers Board Agreement – Information, Action.

Dr. Tribley asked Mr. Briggs, SEEDA administrator, to present to the NWCCD Board for approval the Amended and Restated Sheridan Economic and Educational Development Authority Joint Powers Board Agreement.

Mr. Briggs explained that the Board saw the agreement quite some time ago. The agreement, once approved by governing bodies, was sent to the Attorney General's office for review. The AG office recommended a few corrections including several typos and asked that a state statute reference on the front page reference the specific section. The city of Sheridan requested that the City Council review it again. NWCCD is now following to remain consistent. The changes were minor and did not change the substance of the agreement. Chair Wragge asked if there were any questions. There were none.

Chair Wragge requested a motion that the Board approve the Resolution to Approve the Amended and Restated Joint Powers Board Agreement. Trustee Wendtland moved and Trustee Hoffman seconded. Chair Wragge called for a vote, and the motion passed unanimously.

11. Executive Session

Chair Wragge explained that the Board would be going into Executive Session with a high probability of action afterward. Chair Wragge requested a motion to enter into Executive Session. Trustee Leibrich moved and Trustee Koltiska seconded the motion. The motion passed unanimously. The Board left Kinnison Hall to convene an Executive Session in the W 132 Boardroom at 7:49 p.m.

Chair Wragge explained that he did not make the purpose of the Executive Session clear before entering Executive Session. Per Chair Wragge, the Board discussed land acquisition and property.

Chair Wragge requested a motion to reconvene the Regular Meeting at 9:10 p.m. Trustee Kinnison moved and Trustee Hoffman seconded the motion. Chair Wragge called for a vote, and the motion passed unanimously.

12. Potential Actions Related to Executive Session – Action

Chair Wragge reported that there would not be any action taken.

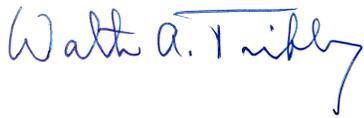
13. Adjourn

Chair Wragge reiterated an invitation received by the Board to attend Whitney Day on Friday, September 18 for coffee and donuts at 9:00 a.m. in the Whitney Atrium to meet with the Whitney Board.

The next NWCCD Board meeting will be on October 20, 2020 at Gillette College. Details will be provided as they become available.

Meeting adjourned at 9:14 p.m.

Respectfully Submitted:



Michelle Wilson Kinnison
NWCCD Board of Trustees, Secretary



Walter Wragge
NWCCD Board of Trustees, Chair

Trustee Kinnison was unable to attend.
NWCCD President Dr. Tribley is attesting
to the approval of the minutes written
above.