



1 Whitney Way
Sheridan, WY 82801
(307) 675-0505



300 W. Sinclair
Gillette, WY 82718
(307) 681-6000

Our Mission

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

NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES

Minutes

Regular Meeting

Tuesday, January 19, 2021, 6:30 p.m.

Zoom

Trustees Present

Debra Wendtland, Chair
Gary Koltiska, Vice Chair
Shelley Wilson Kinnison, Treasurer
Norleen Healy, Secretary
Erin Kilbride
Robert Leibrich
Tracy Swanson

Trustees Absent

Advisory Board Representatives Present

Cindy Kremers, Chair, Johnson County Advisory Board
Brian Worthen, 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
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
Bren Steel
Jordyn Diaz

Pat Blair
Michael Carver

Recorder

Andrea Morgan

1. Call to Order and Roll Call – Regular Meeting

NWCCD Board Chair, Debra Wendtland began the regular meeting of the NWCCD Board of Trustees at 6:29 p.m.

2. Pledge of Allegiance

Chair Wendtland asked Trustee Koltiska to lead participants in the Pledge of Allegiance.

3. Agenda Additions/Deletions

Chair Wendtland asked if there were any additions or deletions to the agenda. Dr. Tribley requested an addition to the agenda related to adding a motion to accept the audit report presented to the Board at the previous meeting on December 15, 2021.

Chair Wendtland requested a motion to add the acceptance of the audit report presented to the Board on December 15, 2020 to the agenda under new business. Trustee Koltiska moved and Trustee Swanson seconded the motion. There were no further questions, additions, or deletions to the agenda.

4. Consent Agenda

- Regular Meeting Minutes – December 15, 2020
- December 2020 Financials
- December 2020 Check Register
- Employee Hires and Exits

Chair Wendtland requested a motion to adopt consent agenda. Trustee Leibrich moved and Trustee Kilbride seconded the motion. There were no questions or discussion.

5. President’s Report – Dr. Walt Tribley

a. General Updates

Dr. Tribley reported that the District extended an offer to Mr. Craig Achord to be the Vice President for Administrative Services and CFO. Faculty in-service occurred the week of January 11. Dr. Castillo-Garrison and others collaborated to facilitate this week of instruction for NWCCD staff and faculty. Dr. Tribley announced the 2020 NWCCD Excellence Award winners for this incredibly challenging year when many stepped forward to support the District. Those selected for their exemplary efforts were:

Sheridan College Recipients:

Sarah Aksamit, administrative coordinator for the vice president of student affairs
Ryan Shippy, digital strategist
Jill McGraw, business faculty
Keegan Jenness, secondary education and business student

Gillette College Recipients:

Jessi Mauer, coordinator of academic affairs
Grace Henderson, assistant director of campus life and housing
Liz Hunter, physics and engineering faculty
Zachary Milliron, elementary education student

Dr. Tribley reported continued collaborations between the Wyoming community colleges and the University of Wyoming in the formation of the Wyoming Innovation Network. Dr. Tribley reported that NWCCD anticipates COVID-19 vaccines will be available within our District soon.

b. Legislative Talking Points

Dr. Tribley referenced WACCT handouts related to legislative advocacy and speaking points. Handouts available to public at www.WACCT.org. Contact Wendy Smith for help in receiving these documents.

c. District Division Update

Dr. Tribley welcomed new Gillette College Advisory Board chair, Brian Worthen. Dr. Tribley reported that the bill to form a new district was on the agenda for the Management Council of the Legislature. It was not sponsored by the Management Council, but it is likely to be sponsored by individual(s) in the legislature.

Dr. Tribley referenced a District enrollment report provided by director of institutional research. The District, on day 1 of the Spring 2021 semester, is down 12.3% in headcount and 12.7% in FTE from day 1 of the Spring 2020 semester. The District budgeted for a 20% loss of enrollment. Dr. Tribley agreed to forward the report to the Board. Trustee Koltiska asked for clarification related to community college funding. There was further discussion related to enrollment and financial support of Wyoming community colleges as it relates to current and possible legislation. Dr. Tribley asked Cheryl Heath to provide information for this conversation.

6. Gillette College Advisory Board Report – Brian Worthen, Chair

In the December GC Advisory Board meeting, the group established new officers: Brian Worthen, chair; Richard Cisneros, vice chair; Jerry Tystad, secretary; Robert Palmer, immediate past chair. Mr. Worthen reported that several GC Advisory Board and Foundation Board members have been recognized regionally and nationally for their accomplishments.

VP Oberlander reported being pleased to work with Mr. Worthen, CEO Visionary Communication. She recognized several students named to the Gillette College PTK All-USA Academic team including Raymond Burger, Kindall Seamands, and Codi Brock.

VP Oberlander reported that Gillette is bringing an arena football team, the Wyoming Mustangs, to the city. Mrs. C's café is open in the tech center, which helps to generate revenue for auxiliaries.

Johnson County Advisory Board Report – Cindy Kremers, Chair

Ms. Kremers reported that MSHA classes are underway at the Bomber Mountain Civic Center. Upon request, there was a special session of the CNA class for a student who was unable to complete last semester. She was able to finish the program and begin her career. Pro-Metrics testing will begin at the end of the week.

Sheridan College Foundation Report – Jennifer Crouse, Executive Director

Ms. Crouse reported that the health sciences campaign is wrapping up with the goal of 6 million dollars being met. The SCF Dream campaign took place over November and December. SCF donors exceeded last year's donations by \$10,000.00. NWCCD is grateful for the generous support of its donors. Ms. Crouse highlighted several items from the SCF annual report.

7. Organization Reports

a. Faculty Senate – Michael Carver, President

Mr. Carver reported that with the spring semester just starting, faculty are focused on a strong start to the semester for their students. Faculty are happy to be back, face-to-face with their students. The online courses were a struggle for some. The first Faculty Senate meeting of the semester is on 1-20-2021.

b. Student Government Association – Bren Steel, financial manager and Jordyn Diaz, secretary of the Sheridan College Student Government Association

Ms. Steel reported that SGA will hold elections for a new president and vice president soon. SGA is working on are the You Matter Period project. This project will provide free period products in 25 bathrooms across campus. SGA is working on an emergency textbook program, which offers free or reduced price textbooks to students in need. This semester, SGA will reallocate student fees, evaluate parking issues, and review the student code of conduct.

8. Public Comments – There were no public comments.

9. Unfinished Business – None

10. Key Monitoring Reports – None

11. New Business

a. Acceptance of Audit Report – Action – Key monitoring report presented at the December 15, 2020 NWCCD Board of Trustees Meeting.

Chair Wendtland requested a motion to accept the audit report that was presented at the December 15, 2020 NWCCD Board of Trustees Meeting. Trustee Leibrich moved and Trustee Kinnison seconded the motion. Chair Wendtland called for a vote. The motion passed unanimously.

b. Executive Session – The Board will enter into Executive Session to discuss real estate as outlined in W.S. Statute 16-4-405 (a)(vii). – Information. Discussion.

Chair Wendtland asked for a motion to recess the Regular Board meeting and enter into Executive Session regarding real estate as outlined in W. S. State 16-4-405(a)(vii) at 7:27 p.m. Trustee Kinnison moved and Trustee Swanson seconded the motion. Chair Wendtland called for a vote, and the motion carried. Dr. Tribley explained procedure for executive session.

12. Reconvene Regular Meeting

Upon conclusion of the discussion in the Executive Session, Chair Wendtland reconvened the Regular Meeting at 8:25 p.m.

13. Potential Action Related to Executive Session – Action

Chair Wendtland suggested possible motion language related to the discussion in Executive Session. She requested a motion that the Board move to issue an RFP seeking a broker to review, advise, and assist the Board of Trustees, NWCCD, and staff on the selling of potential properties. Trustee Kinnison moved and Trustee Healy seconded the motion. There was no further discussion. Chair Wendtland called for a vote. The motion carried with 6 ayes and one no vote counted.

14. Adjourn

Chair Wendtland adjourned the meeting at 8:28 p.m.

Respectfully Submitted:



Norleen Healy
NWCCD Board of Trustees, Secretary



Debra Wendtland
NWCCD Board of Trustees, Chair