



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, March 16, 2021, 6:30 p.m.

Sheridan College – Whitney Building – W 129

Trustees Present

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

Trustees Absent

Debra Wendtland, Chair
Erin Kilbride

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 Tribley, President
Janell Oberlander, Vice President of Gillette College
Craig Achord, Vice President of Administrative Services & CFO
Jennifer 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
Gina Kidneigh, Assistant Vice President for Finance & Controller

Others Present

Clint Langer, NWCCD Board Counsel
Derrick Kimble, GC Student Senate President

Jana Clements
Sydney O'Neil, President SGA

Recorder

Andrea Morgan

1. Call to Order and Roll Call – Regular Meeting

NWCCD Board Vice Chair, Gary Koltiska called the meeting to order at 6:32 p.m. There was a quorum.

2. Pledge of Allegiance

Trustee Swanson led the attendees in the Pledge of Allegiance.

3. Agenda Additions/Deletions

Trustee Healy made a motion to delete new business item 11f, Approval of the Renewal of the 2021 First Interstate Bank Line of Credit from the agenda. Trustee Kinnison seconded the motion. The motion carried with one abstention by Trustee Leibrich.

Vice Chair Koltiska requested a motion to approve the revised agenda. Trustee Kinnison moved and Trustee Swanson seconded the motion. The motion carried.

4. Consent Agenda

- Regular Meeting Minutes – February 16, 2021
- February 2021 Financials
- February 2021 Check Register
- Employee Hires and Exits

Vice Chair Koltiska asked the Board if they had any corrections or additions for each item in the consent agenda. There were no questions and no further discussion.

5. President's Report – Dr. Walt Tribley

a. General Updates

NWCCD will continue its COVID-19 protocol with the primary rationale being to keep people healthy and to help ensure students have access to education.

Dr. Tribley reported that the Board will receive monthly strategic plan updates beginning in April. The first update is related to Goal 1 – Student Success Strategy: Improve student retention by reducing obstacles to completion. Student retention data were distributed to Trustees in preparation for the agenda item to be discussed next month.

Dr. Tribley announced that both NWCCD commencement ceremonies will take place in-person on each campus with no additional COVID-19 restrictions, just those prescribed by each county.

This month, NWCCD will begin construction on the new, state-of-the-art health science facility for nursing and dental hygiene students. The bids for the facility came in 10% over budget, but construction will commence by reducing costs and using some funding reserves. NWCCD will not take out a loan for its completion. Dr. Tribley publicly thanked the contributors to this project for their support.

Dr. Tribley reported that Johnson County may seek a bond for approximately \$20 million dollars for improvements to several Johnson County facilities. This will include a vision for Sheridan College in Johnson County and our continued relationship.

Dr. Tribley recognized the PTK All-USA Academic Teams.

Trustee Healy asked for clarification on the bond in Johnson County. Jen Crouse provided further information and explained that this is in the very beginning stages of planning.

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

Mr. Worthen reported that the GC Rodeo Banquet raised \$75k for the rodeo team; Dr. Tribley and many others attended the event. The NWCCD home rodeo begins Thursday, March 18. The GC Advisory Board meeting has been rescheduled for March 24. Mr. Worthen invited the Board to GC for a tour as well as to the GC commencement dinner.

VP Oberlander reported that GC hosted a vaccine clinic with Campbell County Public Health for those GC employees who wished to be vaccinated. On February 26, GC held a PTK induction ceremony. GC Student Senate reallocated student fees in order to purchase new classroom chairs. GC established an MOU agreement to host a satellite office for the Gillette Police Department on campus. On April 10, GC will host a Skills USA competition. AREA 59 will organize 10 summer camps this year. With Verizon grant funding, GC hopes to bring approximately 100 middle school girls to AREA 59 this summer for STEM education.

Johnson County Advisory Board Report – Cindy Kremers, Chair

Ms. Kremers offered further information and context for the Johnson County bond issue. There are two Zoom rooms being installed in the SCJC facility this week. MSHA meetings are happening regularly. The next CNA class is completely full, and the last few have had a waiting list. Ms. Kremers invited the Board to attend the SCJC golf tournament in May.

Sheridan College Foundation Report – Jen Crouse, Executive Director

Ms. Crouse reported that the SC Rodeo Banquet will be on April 10 in the Bruce Hoffman Golden Dome. The SCF is in the middle of an employee giving campaign. Ms. Crouse reported helping the SCJC Advisory Board plan their golf tournament.

7. Organization Reports

a. Faculty Senate – Mark Thoney, Vice President

Mr. Thoney reported that FS completed a revision of the sabbatical process. FS has also been working with enrollment services to streamline the process for declaring a certificate rather than a program. This will increase accuracy in enrollment reporting. FS will be assigning faculty to different governance groups. This helps faculty to participate in the governance process as well as work with colleagues across the District.

b. Student Government Association – Sydney O’Neil, President

Ms. O’Neil reported that SGA met recently to discuss parking, offering scholarships for participation in student government, the You Matter Period project, and new furniture for the downstairs area of the Thorne Rider Campus Center. The new furniture will be easier to clean and move. SGA will hold elections for next year’s officers next week.

8. Public Comments

Derrick Kimble introduced himself to Ms. O’Neil and wished her luck in her studies.

9. Key Monitoring Reports – None

10. Unfinished Business – None

11. New Business

a. Ending State of Financial Exigency at NWCCD – Action

Dr. Tribley discussed the improved financial position of the District and recommended ending the state of financial exigency at NWCCD, originally enacted in June 2020. Dr. Tribley noted that due to the quick action taken by the Board to address financial concerns, slightly better than predicted enrollment, and efficiency efforts, the District is no longer in a state of financial exigency. Without any unforeseen circumstances, NWCCD plans to present a balanced budget with ongoing revenue meeting ongoing costs.

Vice Chair Koltiska requested a motion to end the state of financial exigency at Northern Wyoming Community College District. Trustee Leibrich moved and Trustee Healy seconded the motion. Trustee Swanson asked when the state of financial exigency would end. Dr. Tribley stated that it would end immediately and that a letter would be sent to the accrediting body tomorrow. Upon no further questions or discussion, Vice Chair Koltiska called for a vote. The motion carried.

b. Approval of Bank as Public Funds Depository – Action

In accordance with Board Policy 3001, Dr. Tribley and VP Achord recommended First Interstate Bank as a depository of District funds. Vice Chair Koltiska asked for a motion to approve First Interstate Bank as a depository of College District funds. Trustee Swanson moved and Trustee Kinnison seconded the motion. Upon no further questions or discussion, Vice Chair Koltiska called for a vote. The motion carried with one abstention by Trustee Leibrich. Dr. Tribley clarified that Trustee Leibrich abstained from the vote for the benefit of the recorder.

c. Financial Disclosure Forms – Action

Dr. Tribley noted that Jana Clements was present to assist with the task of distributing the Affidavits Disclosing Financial Interest forms to all board members, President Tribley, VP/CFO Achord, and Director of Finance/Controller Kidneigh, to be completed, signed, notarized, and become part of the permanent records of the Board. Vice Chair Koltiska requested a motion that the Board allow Administration to distribute the "Affidavits Disclosing Financial Interest" forms for signature. Trustee Healy moved and Trustee Kinnison seconded the motion. There were no further questions or discussion. The motion carried.

d. President Recommends Faculty for Tenure – Action

Dr. Tribley introduced this agenda item then turned over the floor to Dr. Estella Castillo-Garrison to present the faculty to the Board for consideration to grant tenure. Dr. Castillo-Garrison gave a brief bio on each candidate: Jeanne Anderson, Anna Egging, Elizabeth Hunter, and John Kodet. Vice Chair Koltiska requested a motion to approve the tenure of the faculty tenure candidates as presented. Trustee Healy moved and Trustee Leibrich seconded the motion. Upon no further questions or discussion, Vice Chair Koltiska called for a vote. The motion carried.

e. District Division Update – Information

Dr. Tribley reported that Wyoming Senate File 0083, the bill to establish the Gillette Community College District, was approved by the Senate and is now in the House. It has been referred to the House Education Committee. The bill includes a compromise amendment written by Senators Wasserburger and Biteman. If the bill passes in the House, it would then go to Governor Gordon to be signed into law. Once signed, Campbell County would be able to place this item on a ballot. If approved by the voters, there would be an election of a board and the hiring of a CEO. Dr. Tribley reported that he believes best practice would be that while an elected board has the authority to hire every employee in a District, that they typically delegate that responsibility to the CEO of any district. Once the CEO is identified, NWCCD would certainly work with that CEO on creating plans for the two districts. The two operational groups will work together to support students and present the agreement to both boards as well as the WCCC for review and approval. Until that time, it is premature to discuss specific plans. There was further discussion related to the relevant statutes pertaining to the formation of a college district.

12. Adjourn

Vice Chair Koltiska asked the Board to think about having a retreat. The meeting was adjourned at 7:28 p.m.

Respectfully Submitted:



Norleen Healy
NWCCD Board of Trustees, Secretary

~~Debra Wendtland~~ Gary Koltiska
NWCCD Board of Trustees, Chair

