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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**

**Regular Meeting**

**Tuesday, April 20, 2021, 6:30 p.m.**

**Sheridan College – Whitney Building – W 129 (Choral Room)**

**Trustees Present**

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

**Trustees Absent**

Shelley Wilson Kinnison, Treasurer

**Advisory Board Representatives Present**

Cindy Kremers, Chair, Johnson County Advisory Board  
Richard Cisneros, Vice Chair, Gillette College Advisory Board

**Advisory Board Representatives Absent**

**Administration Present**

Dr. Walt Tribbley, President  
Janell Oberlander, Vice President of Gillette College  
Craig Achord, Vice President of Administrative Services & CFO  
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  
Gina Kidneigh, Assistant Vice President for Finance & Controller

**Others Present**

Clint Langer, NWCCD Board Counsel	Dennis Mansfield
Derrick Kimble, GC Student Senate President	Kirk Viren
Mark Thoney	

**Recorder**

Andrea Morgan

**1. Call to Order and Roll Call – Regular Meeting**

Chair Wendtland called the regular meeting of the NWCCD Board of Trustees to order at 6:31 p.m. There was a quorum.

## **2. Pledge of Allegiance**

## **3. Agenda Additions/Deletions**

Dr. Tribley requested that the Board consider adding language to agenda item 11e Executive Session so that the revised item would read:

The Board will enter into Executive Session to discuss real estate as outlined in W.S. Statute 16-4-405 (a)(vii) and to receive legal advice as outlined in W.S. Statute 16-4-405 (a)(ix).

Chair Wendtland requested a motion to make the proposed addition. Trustee Kilbride moved and Trustee Koltiska seconded the motion. The motion carried. There were no further additions or deletions to the agenda.

## **4. Consent Agenda**

- Regular Meeting Minutes – March 16, 2021
- NWCCD Board / SCF Board Joint Meeting Minutes – March 26, 2021
- March 2021 Financials
- March 2021 Check Register
- Employee Hires and Exits

Chair Wendtland requested a motion to approve the consent agenda. Trustee Koltiska moved and Trustee Swanson seconded the motion. The motion carried.

## **5. President's Report – Dr. Walt Tribley**

Dr. Tribley reported that NWCCD will keep COVID-19 protocols in place through the end of the semester, April 30, 2021. NWCCD has submitted variances to request relaxed restrictions for the end of the academic year celebrations including commencement. Participation in these events will be voluntary. NWCCD has a new visual arts certificate. NWCCD CTE students performed exceptionally well in the recent Skills USA competition. Gillette College students earned the 2021 Wyoming High Point Chapter Award. NWCCD will graduate its first cohort of Weekend Welding program students this spring.

## **6. Gillette College Advisory Board Report – Richard Cisneros, Vice Chair**

Mr. Cisneros gave a summary of the GC commencement schedule of events. He noted Trustees Kilbride and Swanson came to GC for a campus visit. Mr. Cisneros reported that MSHA hosted advisory board members to demonstrate some of the functionality of the new virtual reality classroom. AREA 59 recently held a drone training for local educators. The GC Booster Club golf tourney is on May 8, 2021. The GC men's rodeo team is currently second in the region, and the women's team is third with two rodeos left in the season. Mr. Cisneros congratulated GC students on their Skills USA competition performance.

### **Johnson County Advisory Board Report – Cindy Kremers, Chair**

Ms. Kremers reported that Tom Spence retired from the SCJC Advisory Board. Two students spoke at the recent board meeting on how receiving scholarships has helped in their pursuit of education. SCJC is pleased to report enrollment growth and that a Kaycee high school student graduated from high school with 32 college credits. The search for a new director of Sheridan College in Johnson County is underway. Ms. Kremers invited everyone to participate in the Golf for Knowledge tournament. The NWCCD Board will meet in Johnson County next month on May 18.

### **Gillette College Foundation Report – Heidi Gross, Executive Director**

Ms. Gross reported the first ever GCF casino event on April 10 was a success raising \$106k. They received positive feedback, so they have already begun planning next year's event for April 9, 2022. The GCF will begin an employee giving campaign, and host the upcoming GCF golf tournament on August 20, 2021.

## **7. Organization Reports**

### **a. Faculty Senate – Mark Thoney, Vice President**

Mr. Thoney reported that Faculty Senate is currently conducting elections for senate and making appointments to governance committees for the next academic year. The senate is reviewing a proposal

from the Digital Learning Workgroup to increase Canvas requirements, which would require faculty to utilize this technology more for the purpose of increasing student success and improving student outcomes. Recently, two NWCCD students participated in the University of Wyoming and Wyoming community colleges' computer boot camp, and they did very well.

**b. Student Senate – Derrick Kimble, President**

Mr. Kimble reported that the class gift from the class of 2021 will be a donation of \$3k to the Hope Cupboard. There were several recent service opportunities for students including a Hope Cupboard food drive, Pronghorn Perseverance t-shirt campaign, and an animal shelter supply drive. The senate will be electing an executive team for the 2021-22 academic year at the next meeting.

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

**9. Key Monitoring Reports**

**a. Preliminary Budget – Information**

Dr. Tribley introduced VP Achord to give the preliminary budget report to the Board. VP Achord presented the preliminary budget and gave a brief description of each fund. The Board will receive more detailed budget reports in the coming months. Dr. Tribley noted that the preliminary budget is balanced.

**b. Composite Financial Indicator – Information**

VP Achord reported the information required by the Higher Learning Commission to the Board. VP Achord referenced a handout provided noting that the ratio is used to measure the overall financial health of the institution. The HLC may review and require additional documentation.

**10. Unfinished Business – None**

**11. New Business**

**a. Strategic Plan Update – Information**

Dr. Tribley provided information related to NWCCD Strategic Plan Goal 1 – Student Success Strategy: Improve student retention by reducing obstacles to completion. Dr. Tribley suggested that the director of institutional research provide further information for the Board at a later date. He reported that the District retention rate is 54%, which is down 6% and is adjusted for the programs eliminated in July 2020. There was further discussion related to retention and how it correlates with goals as well as funding. Dr. Tribley mentioned that the District launched a campaign to help support student success at the end of the semester. Dr. Tribley suggested that the data could be further analyzed to help identify ways to increase retention and support student success.

**b. District Division Update – Information**

Dr. Tribley reported that on April 6, 2021, Governor Mark Gordon signed SEA 47, an act approving the formation of the Gillette Community College District. The next step is for there to be a vote in Campbell County. VP Oberlander clarified that the date for the election is August 17, 2021 and the ballot will have two issues on it, the levy of up to 4 mills as well as the election of trustees. The filing date to become a trustee is not set, but that information can be provided at the next Board meeting.

**c. Gillette Community College District SEA 47 – Information**

As indicated above, Dr. Tribley reported that Governor Gordon signed SEA 47 on April 6, 2021.

**d. Resolution to Approve the Refinance of the 2018 Bond – Information & Action**

Dr. Tribley and VP Achord brought before the Board the Resolution to approve the amending of the 2018 bond to the Board. VP Achord provided details related to the amended bond and that, if approved, it would save the District money.

Chair Wendtland requested a motion. Trustee Swanson moved and Trustee Healy seconded the motion that the Board approve the refinancing of the 2018 bond. Upon no further questions or discussion, Chair Wendtland called for a vote. The motion carried.

**e. Executive Session – Information**

Chair Wendtland asked for a motion to recess the Regular Board meeting and enter into Executive Session to discuss real estate as outlined in W.S. Statute 16-4-405 (a)(vii) and to receive legal advice as outlined in W.S. Statute 16-4-405 (a)(ix) at 7:24p.m. Trustee Leibrich moved and Trustee Kilbride seconded the motion. Chair Wendtland called for a vote, and the motion carried.

Chair Wendtland requested a motion to adjourn the Executive Session at 7:41 p.m. Trustee Swanson moved and Trustee Kilbride seconded the motion to adjourn the Executive Session. The motion carried.

**12. Adjourn**

Trustee Koltiska moved to reconvene the regular meeting, and Trustee Leibrich seconded the motion. The motion carried. There was no action related to the Executive Session.


Chair Wendtland requested a motion to adjourn. Trustee Koltiska moved and Trustee Swanson seconded the motion. The motion carried. The meeting was adjourned at 7:44 p.m.

Date of next meeting Tuesday, May 18, 2021, Bomber Mountain Civic Center, 6:30pm

Respectfully Submitted:



Norleen Healy  
NWCCD Board of Trustees, Secretary



Debra Wendtland  
NWCCD Board of Trustees, Chair