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Our Mission

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

NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES

Minutes

Special Meeting

Friday, July 23, 2021, 9:30 a.m.

Sheridan College – Whitney Building – W 203

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

Brian Worthen, Chair, Gillette College Advisory Board

Advisory Board Representatives Absent

Cindy Kremers, Chair, SCJC Advisory Board

Administration Present

Dr. Walt Tribley, President

Others Present

Clint Langer, NWCCD Board Counsel
Kevin Koile

Dennis Mansfield

Recorder

Andrea Morgan

1. **Call to Order and Roll Call** – Special Meeting
Chair Wendtland called the special meeting to order at 9:39 a.m. There was a quorum.
2. **Pledge of Allegiance**
3. **Executive Session** – As Outlined in W.S. Statute 16-4-405 (a)(x) – Personnel Matter
Chair Wendtland requested a motion to adjourn the Special Meeting to enter into Executive Session as outlined in W.S. Statute 16-4-405 (a)(x) to discuss a personnel matter. Trustee Koltiska moved and Trustee Healy seconded the motion. The motion carried. The NWCCD Board of Trustees entered into Executive Session at 9:40 a.m.

4. Adjourn Executive Session and Reconvene Special Meeting

Chair Wendtland requested a motion to adjourn the Executive Session as outlined in W.S. Statute 16-4-405 (a)(x) and reconvene the Special Meeting. Trustee Leibrich moved and Trustee Koltiska seconded the motion. The motion carried. The NWCCD Board reconvened the Special Meeting at 11:59 a.m.

Chair Wendtland requested a motion to extend Dr. Tribley's contract at current salary and benefits level. Trustee Leibrich moved and Trustee Koltiska seconded the motion. The motion carried unanimously.

5. NWCCD Board of Trustees Self-Evaluation – Information & Discussion

Chair Wendtland reviewed the board self-evaluation summary. On a scale of 1 to 5, the average score of all the survey questions was 3.72. She discussed each sub-section of the report. She highlighted Board strengths and noted self-reported areas for improvement including the need for more training. She also recommended quarterly work sessions to discuss the strategic plan and its emphasis on each of the following topics: finance, budget, and forecasting; enrollment and retention of students; Gillette College; and professional development opportunities and climate survey. Chair Wendtland reviewed the Board goals and the need to improve in the area of being visible in the more rural areas of the District, though COVID made this a difficult goal to achieve. Mr. Worthen observed that the Board was harder on itself than on the President and that the report was insightful and shows that the Board wants to learn more about the issues and look forward. Trustee Leibrich suggested that the Board submit suggested goals for the 2021-22 school year.

6. Determine Structure for the annual NWCCD Board Retreat – Action

The Board discussed plans for the annual NWCCD Board Retreat. Chair Wendtland suggested having a facilitator to assist the Board in learning best practices for a policy board, identifying possible conflicts of interest, and learning how to work with constituents. Trustee Healy supported the use of the Association of Community College Trustees (ACCT) as a facilitator. Dr. Tribley suggested the Board could also engage in discussion as an update to his performance evaluation to discuss anything related to his responsibility for the operations of the District. He also advocated for policy governance training. Chair Wendtland requested a motion that the Board of Trustees participate in a facilitated work session. Trustee Kilbride moved and Trustee Healy seconded the motion. The motion passed with one "nay" vote.

Chair Wendtland opened a discussion about utilizing Dr. Pamela Fisher from the ACCT as the facilitator for a Board retreat. Trustee Leibrich moved that the Board contract with ACCT for a facilitation based on the priorities identified with Dr. Fisher as the preferred facilitator. Trustee Kilbride seconded the motion. Trustee Swanson requested further discussion on logistics for the work session. Chair Wendtland suggested that the Board determine its goals before committing to a full or half-day work session. Chair Wendtland called for the vote. The motion carried.

7. Adjourn

Trustee Swanson moved to adjourn. Trustee Healy seconded the motion. The motion carried. The meeting was adjourned at 12:34 p.m.

Respectfully Submitted:



Norleen Healy
NWCCD Board of Trustees, Secretary



Debra Wendtland
NWCCD Board of Trustees, Chair