



NWCCD Mission

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

NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES

Minutes

Work Session Followed Immediately by Regular Meeting

Tuesday, January 18, 2022, 4:30 p.m.

Sheridan College – Whitney Building – W 235

Trustees Present

Gary Koltiska, Vice Chair (Acting Chair for Meeting)
Shelley Wilson Kinnison, Treasurer
Norleen Healy, Secretary
Erin Kilbride
Robert Leibrich
Tracy Swanson

Trustees Absent

Debra Wendtland, Chair

Advisory Board Representative Present

Cindy Kremers, Chair, SC in Johnson County Advisory Board

Advisory Board Representative Absent

Administration Present

Dr. Walt Tribbley, President
Craig Achord, Vice President of Administrative Services & CFO
Jen Crouse, Vice President of Student Affairs & Sheridan College Foundation Executive Director
Estella Castillo-Garrison, Vice President of Academic Affairs
Wendy Smith, Vice President of Community Engagement, Strategic Communications & PIO
Gina Kidneigh, Assistant Vice President for Finance & Controller
Robert Briggs, Associate Vice President for Institutional Research
Kent Andersen, Assistant Vice President for Facilities Management

Others Present

Clint Langer, NWCCD Board Counsel
Kirk Viren
Mark Thoney

Heidi Balster
Kevin Koile
Stephen Mullins

Recorder

Andrea Morgan

1. NWCCD Board Work Session

At 4:34 p.m., Chair Koltiska called the Work Session to order. There was a quorum.

a. Enrollment

Robert Briggs presented data related to current NWCCD enrollment giving both national, state, and local context.

b. College Initiatives

Dr. Tribley and VP's Crouse, Castillo-Garrison, and Smith provided the Board with information on new and continuing College initiatives including expansion of distance education offerings, increasing presence in outreach areas including Dayton, Ranchester, and Johnson County, community interest courses, new programs, evening programming, and housing scholarships. These initiatives correspond to the goal of increasing enrollment.

c. Presentation of Audit

VP Achord presented an overview of the 2021 Audit Report for the District. His presentation included a handout. He explained that the auditors gave an unmodified opinion of the District's financial statement. There were no significant deficiencies. NWCCD qualifies as a low-risk audit. NWCCD also underwent a single audit. There were two findings related to the single audit. There was one finding on internal controls in the distribution HEERF funds. The error has been identified and corrected. There was one finding on internal control related to financial aid, a major federal program, in the incorrect reporting of a withdraw date. Kristin Diggs, partner at Eide Bailly reiterated that Eide Bailly issued an unmodified report of the District's financial statement. She discussed the report and findings. She asked for questions. There were none. Trustee Leibrich congratulated the team on a job well done.

2. Call to Order and Roll Call – Regular Meeting

Chair Koltiska called the Regular Meeting to order at 6:38 p.m. There was a quorum.

3. Pledge of Allegiance

4. Agenda Additions/Deletions

There were no additions to or deletions from the agenda. Chair Koltiska requested a motion to approve the agenda. Trustee Kilbride moved, and Trustee Kinnison seconded the motion. The motion carried.

5. Consent Agenda

- Regular Meeting Minutes – December 21, 2021
- December 2021 Financials
- December 2021 Check Register
- Employee Hires and Exits

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

6. Presentation and Acceptance of Audit Report – Action

Chair Koltiska requested a motion to accept the audit report. Trustee Kinnison moved, and Trustee Leibrich seconded the motion. There was no further discussion. The motion carried.

Administration will review salient points from the audit presentation given during the work session.

7. President's Report – Dr. Walt Tribley

Dr. Tribley echoed Trustee Leibrich's sentiments in complimenting staff on an unmodified report.

a. COVID-19

Dr. Tribley reported the total, present number of COVID-19 cases. He discussed the change in CDC guidelines related to quarantine protocol now implemented on all campuses. The U.S. Supreme Court did not uphold OSHA's ability to enforce a vaccine mandate. However, NWCCD health care programs must operate in a manner that recognizes the vaccine mandate in effect within the healthcare sector.

b. District Division Update

The transition teams continue to discuss employee and property transfer to GCCD. This will be discussed at the next meeting on January 27, 2022. The Board will continue to receive updates throughout the process.

c. General Updates

The NWCCD Board will host a joint board meeting with the SCSD #2 Board in February. Some of the topics to be discussed are the use of the SCSD #2 property located on Fifth Street and dual and concurrent enrollment. Dr. Tribley recognized the NWCCD Excellence Award winners (see below) as well as reported that NWCCD had 83 students on the president's honor roll (4.0 GPA), 79 students on the vice president's honor roll (3.5 GPA), and 44 students on the part time student honor roll.

Sheridan College

Eric Trueblood, Student of the Year
Jonni Joyce, Faculty of the Year
Amber Townsend, Adjunct of the Year
Dennis Wood, Classified Staff of the Year
Christina Rigdon, Administrative Staff of the Year
Dr. Tribley reported that he plans to sign-up for the fly-fishing course offered this spring. There were no questions.

Gillette College

Hannah Smithson, Student of the Year
Dr. John Kodet, Faculty of the Year
Mary Allison, Adjunct of the Year
Ashley Corkins, Classified Staff of the Year
Susan Serge, Administrative Staff of the Year

8. Johnson County Advisory Board Report – Cindy Kremers, Chair

Ms. Kremers thanked staff for their work to bring events to Johnson County. She reported that people seem to be more aware of classes in Johnson County particularly about the CNA program.

Gillette College Foundation Report – Heidi Gross, Executive Director – Written Report

9. Organization Reports

- a. **Faculty Senate** – No report as FS has not met since the last NWCCD board meeting.
- b. **Student Government Association** – No report as students are on winter break.

10. Public Comments – None

11. Key Monitoring Reports – None

12. Unfinished Business – None

13. New Business

a. WACCT Advocacy Update – Information

Trustees Healy and Kilbride presented information to the Board related to advocacy for the Wyoming community colleges informed by the Wyoming Association of Community College Trustees (WACCT). The main themes for advocacy are sustainable funding for community colleges, support for increased compensation, and consistent support for fixed costs. The mill levy in Sheridan County does not supply the District with as much funding as in other counties. Trustee Kilbride discussed capital construction funding and echoed the need to discuss sustainability with legislators. She complimented the work of Erin Taylor on behalf of the community colleges. Dr. Tribley explained the need to advocate for capital construction funding for CTE programs, a science center, and a recreation center for students. Dr. Tribley described the challenge of finding sustainable funding for the state of Wyoming unrelated to fossil fuels and suggested a shift in philosophy and industry may be required to help support relevant education in the future.

b. State Clay, LLC. – Information

Dr. Tribley called upon Clint Langer to address one of the concerns expressed by trustees during the 12-21-2021 meeting. Mr. Langer reviewed the agreement as it is currently written. In it, NWCCD would be responsible for real property taxes, and State Clay would be responsible for personal property taxes. The statutes default to everything being taxable unless one can prove an exemption. To prove an exemption, Mr. Fall would determine the percentage of time the facility is used for government or educational

purposes and percentage of time for private purposes. Mr. Langer suggested defining in the agreement the devotion of the facility to educational purposes in terms of its total availability and shifting the entire tax burden to the lessee. The other concerns expressed will be addressed at the February 15, 2022 meeting.

14. Adjourn

Chair Koltiska requested a motion to adjourn. Trustee Swanson moved, and Trustee Kilbride seconded the motion. The motion carried. The meeting adjourned at 7:02 p.m.

Respectfully Submitted:



Norleen Healy
NWCCD Board of Trustees, Secretary



Debra Wendtland
NWCCD Board of Trustees, Chair

Gary Koltiska
for Debra Wendtland