



### **NWCCD Mission**

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

### **NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES**

#### **Minutes**

#### **Regular Meeting**

**Tuesday, December 21, 2021, 6:30 p.m.**

**Sheridan College – Whitney Building – W 235**

#### **Trustees Present**

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

#### **Trustees Absent**

Norleen Healy, Secretary

#### **Advisory Board Representative Present**

Cindy Kremers, Chair, SC in Johnson County Advisory Board

#### **Advisory Board Representative Absent**

#### **Administration Present**

Dr. Walt Tribley, President  
Craig Achord, Vice President of Administrative Services & CFO  
Jen Crouse, Vice President of Student Affairs & Sheridan College Foundation Executive Director

#### **Others Present**

Clint Langer, NWCCD Board Counsel  
Kevin Koile

Dennis Jacobs

Edith Johnson-LaMeres

#### **Recorder**

Andrea Morgan

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

Chair Wendtland called the meeting to order at 6:30 p.m. There was a quorum.

#### **2. Pledge of Allegiance**

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

Trustee Koltiska moved and Trustee Kilbride seconded the motion to change new business item 11d from an action item to an information item. Chair Wendtland called for a vote. The motion carried.

#### **4. Consent Agenda**

- NWCCD Board / GCCD Board Joint Meeting Notes – October 23, 2021

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

Trustee Swanson made the motion to approve the consent agenda. Trustee Leibrich seconded the motion. The motion carried.

**5. President’s Report – Dr. Walt Tribley**

**a. District Division Update**

Dr. Tribley reported that the NWCCD and GCCD transition teams continue to meet. Currently the main topics of conversation are the transition of employees, the accreditation process for GCCD, and fiscal solvency for NWCCD. There were no questions.

**b. COVID-19**

Dr. Tribley reported that there are no active positive COVID-19 cases among students or employees. There are two students in quarantine. Dr. Tribley discussed the national conversation related to vaccine mandates. While recent NWCCD data do not suggest a change in the present course of action, students and the District rely on federal funds, which would be at risk for non-compliance with federal mandates. Dr. Tribley provided the Board with a recent communication he sent to NWCCD employees.

**c. General Updates**

Dr. Tribley reported that Edith Johnson-LaMeres was appointed the SC CTE Chair. The recent SC holiday swing concert was a huge success. The Wyoming Society of Rangeland Management recently recognized Ag instructor, Mae Smith and two of her students. The SCLT donated a print to NWCCD, which gives a description of Native American history in our region. Brent Heusinkveld retires this December and was recently recognized with the Skills USA Hall of Champions award. The SC flute choir recently performed two well-attended shows of *Peter and the Wolf*. Dr. Tribley asked that everyone encourage community members to take courses. There were no questions.

**6. Johnson County Advisory Board Report – Cindy Kremers, Chair**

Ms. Kremers reported that the SCJC Advisory Board will begin recruiting new members in January 2022. SCJC will conduct a course in health science for emergency medical responders. Ms. Kremers thanked several employees for their assistance in hosting holiday activities in Johnson County and noted that SCJC has received attention in the local newspaper the recent events.

**Sheridan College Foundation Report – Jennifer Crouse, Executive Director**

In February, the SCF will host a reception and tour for the NWCCD Board and donors to celebrate the opening of the newly renovated dental hygiene wing. To help drive enrollment, the SCF will begin offering housing scholarships to students. Gifts received from First Federal Bank and the Watt Foundation make this scholarship opportunity possible. The SCF continues to collect donations for its annual dream campaign, and so far, the donations total over \$1M. During its recent audit, the SCF had no findings.

**7. Organization Reports**

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

Mr. Thoney reported that FS continues to discuss the tenure/post-tenure process. Faculty will receive training on technology tools during in-service. The SPAL group is working on assessment and using tools in Canvas. The C&S group is busy working on new programs, documentation changes, and adding dates to the course schedule.

**b. Student Senate – There was no student report given because students were on winter break.**

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

**9. Unfinished Business – None**

**10. Key Monitoring Reports – None**

## 11. New Business

### a. **Nomination and Election of Board Officers & Appointment of Two Trustees Each to the BOCHES and WACCT Boards – Action**

Chair Wendtland called upon NWCCD attorney, Clint Langer to conduct an Open Board Election of the 2021 Board Officer positions. Mr. Langer explained that Wyoming Statute requires the election of officers annually, but that the Board may elect the same slate of officers, if it so chooses. Trustee Kinnison made a motion to elect the same slate of officers. Trustee Koltiska seconded the motion. Mr. Langer called for a vote. The motion carried.

Trustee Koltiska moved to re-appoint the same individuals to each of the representative groups WACCT, BOCHES, and SEEDA. Trustee Swanson seconded the motion. Trustee Swanson asked about the future of BOCHES given the District division. NWCCD will stay in current BOCHES agreement but may change in the future. There was no further discussion. Mr. Langer called for a vote. The motion carried.

#### Open Board Election Results:

**NWCCD Board Chair:** Debra Wendtland

**NWCCD Board Vice Chair:** Gary Koltiska

**NWCCD Board Treasurer:** Shelley Kinnison

**NWCCD Board Secretary:** Norleen Healy

**NWCCD Appointed Trustee for BOCHES:** Robert Leibrich

**NWCCD Appointed Trustee for BOCHES:** Tracy Swanson

**NWCCD Appointed Trustee for WACCT:** Erin Kilbride

**NWCCD Appointed Trustee for WACCT:** Norleen Healy

**NWCCD Appointed Trustee for SEEDA:** Gary Koltiska

**NWCCD Appointed Trustee for SEEDA:** Walt Tribley

The NWCCD Board Chair, Secretary, and Treasurer have signing authority at First Interstate Bank.

### b. **Approval of Scheduled Work Sessions – Information & Discussion**

Dr. Tribley presented a proposed schedule of work sessions. The work sessions correspond with the regular meetings of the Board, but will begin at 4:30pm to allow for discussion of each work session topic before the regular meeting. Trustee Kinnison voiced her support of meetings that correspond with the regular board meetings as opposed to Saturday work sessions. See schedule below:

**January 18, 2022** – Work Session – Enrollment & College Initiatives

**February 15, 2022** – Work Session – Report on NWCCD Strategic Plan

**March 15, 2022** – Work Session – College Funding in WY & NWCCD General Budget Status

**June 21, 2022** – Work Session – 23FY Budget

### c. **Resolution of Support Authorizing SEEDA's Submission of a Grant Application to the Wyoming Business Council – Action**

Robert Briggs presented information related to a resolution of support, which, if approved, would authorize SEEDA's submission of a Wyoming Business Council Planning Grant. SEEDA conducted a public hearing on this matter, and its board approved a resolution for the Sheridan High-Tech Park Phase II Feasibility Assessment. Trustee Koltiska clarified that the money does not come from the college. The NWCCD Board would only provide approval to move forward. Trustee Leibrich moved to approve the resolution, and Trustee Kinnison seconded the motion. There was no further discussion. Chair Wendtland called for a vote. The motion carried.

### d. **Lease Agreement between Sheridan College and State Clay, LLC. – Information**

Dr. Tribley described the public/private partnership required for such a relationship to exist between NWCCD and State Clay, LLC. Trustee Koltiska expressed concerns about private enterprise use of College facilities. He requested more information about the benefit to students, cost of wood, possible pollution

effects, the location on campus, and the tax exemption. Chair Wendtland recommended having the item on the January agenda to address the aforementioned concerns.

**12. Adjourn**

Trustee Kilbride moved to adjourn the meeting. Tracy Swanson seconded the motion. The meeting was adjourned at 7:42 p.m.

Respectfully Submitted:



Norleen Healy  
NWCCD Board of Trustees, Secretary



Debra Wendtland  
NWCCD Board of Trustees, Chair

Gary Koltishka  
for Norleen Healy