



## **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 the Regular Meeting**

**February 15, 2022, 4:30 p.m.**

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

#### **Trustees Present**

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

#### **Trustees Absent**

#### **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  
Wendy Smith, Vice President of Community Engagement, Strategic Communications & PIO  
Kent Andersen, Assistant Vice President for Facilities Management  
Robert Briggs, Associate Vice President of Institutional Research

#### **Others Present**

Clint Langer, NWCCD Board Counsel  
Stephan Mullins  
Kristen Czaban

Sydney Scheresky-O'Neil  
Kevin Koile

#### **Recorder**

Andrea Morgan

### **1. NWCCD Board Work Session**

#### **a. Working Dinner and Report on NWCCD Strategic Plan**

Dr. Tribley, AVP Briggs, and VP Smith presented a report on the NWCCD Strategic Plan to the Board. Robert Briggs reported the updated metrics used to gauge student success and organizational health. He explained the use of surveys, and national and local data to provide updates to the Board. Dr. Tribley

explained that creating a new strategic plan at this time would not be prudent as there are still many unknowns given the creation of two districts from one. Dr. Tribley highlighted the College initiatives, such as the expansion of distance education, teaching modalities, and programs. He explained how the initiatives align with the data presented to the Board.

**b. Tour of Dental Hygiene Wing**

At 5:35 p.m. the Board, with the exceptions of Trustee Koltiska and Trustee Swanson, toured the newly remodeled dental hygiene wing. They returned to the meeting room at 6:15 p.m. No one arrived for the meeting in their absence.

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

Chair Wendtland called the work session and meeting to order at 4:41 p.m. There was a quorum. Trustee Swanson was unable to attend the work session but attended the regular meeting by phone beginning at 6:17 p.m.

**3. Pledge of Allegiance**

**4. Agenda Additions/Deletions**

There were no additions to or deletions from the agenda for the work session or the regular meeting. Chair Wendtland requested a motion to accept the agenda for the work session and regular meeting. Trustee Kilbride moved, and Trustee Leibrich seconded the motion. The motion carried.

**5. Consent Agenda**

- Regular Meeting Minutes – January 18, 2022
- January 2022 Financials
- January 2022 Check Register
- Employee Hires and Exits

Chair Wendtland requested a motion to approve the consent agenda including the minutes from last month's meeting. Trustee Healy moved, and Trustee Koltiska seconded the motion. The motion carried.

**6. President's Report – Dr. Walt Tribley**

**a. COVID-19**

The number of COVID-19 cases across all campuses seems to be steadily declining. The IMT was asked to re-evaluate internal processes to find new efficiencies; however, the protocols in place for reporting and tracking cases remain unchanged at this time.

**b. District Division Update**

GCCD and NWCCD continue the work of the district division through mediator, Mark Gifford. The work of separation happens through a series of exhibits mutually agreed upon by both districts. The current focus is on the draft exhibit related to the transfer of NWCCD employees to GCCD. It is complicated given that employee transfer also requires discussion on employee pay and access to technology.

**c. General Updates**

The Wyoming legislative budget session began yesterday. Dr. Tribley will spend the week of February 21 – 25 in Cheyenne to attend the session as well as the corresponding WACCT and WCCC meetings. The new NWCCD academic programs approved by the Board on February 8 will be on the WCCC agenda for commission approval. In the legislature, Wyoming's tomorrow scholarship program (House Bill 0031) was introduced; however, the Wyoming community college investment fund (Senate File 0030) failed to be introduced. The State funded capital construction bill (Senate File 0067) is moving forward. Trustee Kilbride recommended the WACCT website as a good source for legislative information pertaining to the community colleges. Dr. Tribley invited all to attend several upcoming events including the spring 2022

lecture series and the Supaman performance. Dr. Tribley congratulated the NWCCD students who recently graduated after completing the Fall 2021 semester.

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

Ms. Kremers reported that the SCJC scholarship committee met recently with 2-3 times the typical amount of scholarship applications received. They attribute this increase to better marketing and increased contact with local high school counselors. The evening registration events were also very successful. The enrollment process has been simplified to allow for easier registration for community education courses.

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

VP Crouse gave a brief overview of the SCF annual report highlighting the increase in the SCF endowment. The recent call for distinguished alum nominations yielded many results. Dr. Tribley will announce the winner soon. Ms. Crouse invited everyone to purchase tickets to the rodeo banquet on March 5. Fundraising efforts continue to focus on housing scholarships to promote new and full-time student enrollment.

**8. Organization Reports**

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

Mr. Thoney reported that the focus of faculty senate would be the support of governance groups while the district transitions into two districts. The committees do great work on behalf of the students and NWCCD including vetting academic programs, awarding faculty development grants, making documents and other resources available through the new intranet, and the perpetual work of assessment.

**b. Student Government Association – Sydney Scheresky-O'Neil – No report given.**

**9. Public Comments – None**

**10. Key Monitoring Reports**

**a. Complaint Log Summary Report**

VP Crouse reported an overall decrease in complaints from the previous year. She attributed this to a streamlined process wherein students received assistance from student affairs or academic affairs before filing a formal complaint.

**11. Unfinished Business – None**

**12. New Business**

**a. State Clay LLC. – Information**

Chair Wendtland suggested that the State Clay, LLC. agenda item be moved to first under new business. Dr. Tribley and VP Achord addressed the questions raised by trustees at a previous meeting about the possible partnership with State Clay, LLC. Dr. Tribley pointed out that public/private partnerships do happen on college campuses. At NWCCD, both the bookstore and catering services are examples of partnerships with for profit entities. There was no action taken. Dr. Tribley did not make a recommendation at this time. This item is still under discussion with the key issue being taxation.

**b. Consideration of Sale of Real Property (1600 Solutions Way, Sheridan, WY – 21 Acres) – Information & Action**

Dr. Tribley and VP Achord presented the Board with information and a recommendation for the sale of the 21 acres of listed property at 1600 Solutions Way, Sheridan, WY. They reviewed the process related to the selection of the realtor, broker, and working with the sub-committee to present a full-price offer to the Board. Trustee Koltiska expressed concerns related to the sale of the property including the property easement, owing commission for not accepting a full-price offer, meeting subdivision regulations, and the use of proceeds from the sale. Mr. Langer offered to look into the matter to provide further detail. Dr. Tribley explained the potential to remodel the remaining property on Solutions Way, which includes 3.5 acres and a building. He also explained the possibility for expansion onto the Adams Ranch for future development of the

College. Chair Wendtland requested a motion to approve the contract as presented. Trustee Kinnison moved, and Trustee Healy seconded the motion. The motion carried.

**c. Consideration of Sale of Real Property (1600 Solutions Way, Sheridan, WY – 5 Acres) – Information & Action**

Trustee Koltiska recused himself from the discussion and abstained from voting for this item. Dr. Tribbley and VP Achord presented the Board with information and a recommendation for the sale of the 5 acres of listed property at 1600 Solutions Way, Sheridan, WY. Chair Wendtland requested a motion to approve the contract for sale as presented. Trustee Leibrich moved, and Trustee Kilbride seconded the motion. The motion carried with one abstention.

**13. Adjourn**

Chair Wendtland adjourned the meeting at 7:23 p.m.

Respectfully Submitted:



Norleen Healy  
NWCCD Board of Trustees, Secretary



Debra Wendtland  
NWCCD Board of Trustees, Chair