



## **NWCCD Mission**

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

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

**Work Session Immediately Followed by Regular Board Meeting**

**Tuesday, March 15, 2022, 4:30 p.m.**

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

### **Trustees Present**

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

### **Trustees Absent**

Gary Koltiska, Vice Chair

### **Advisory Board Representative Present**

### **Advisory Board Representative Absent**

Cindy Kremers, Chair, SCJC Advisory Board

### **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  
Gina Kidneigh, Assistant Vice President for Finance & Controller

### **Others Present**

Clint Langer, NWCCD Board Counsel  
Kevin Koile  
Stephan Mullins

Randy Schmidt  
Rod Dugal

### **Recorder**

Andrea Morgan

## **1. Work Session**

### **a. Community College Funding in Wyoming**

Dr. Tribley and VP Achord presented information related to the Wyoming community college funding formula, funding distribution across revenue sources, and recent legislative changes and their estimated effect on the NWCCD budget.

**b. NWCCD General Budget Status**

Dr. Tribley and VP Achord presented information on the budget to actual expenditures for FYE 22. The board engaged in discussion about fiscal challenges such as the loss of revenue from Gillette College as well as opportunities to drive enrollment. The discussion ended at 5:26 p.m., and the Board took a short break.

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

Chair Wendtland called the meeting to order at 5:34 p.m. There was a quorum.

**3. Pledge of Allegiance**

**4. Agenda Additions/Deletions**

There were no additions to nor deletions from the agenda. Chair Wendtland requested a motion to approve the agenda. Norleen Healy moved, and Shelley Kinnison seconded the motion. The motion carried.

**5. Consent Agenda**

- Special Board Meeting Minutes – February 8, 2022
- Regular Meeting Minutes – February 15, 2022
- NWCCD Board / SCSD2 Board Joint Meeting Minutes – February 28, 2022
- February 2022 Financials
- February 2022 Check Register
- Employee Hires and Exits

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

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

**a. COVID-19**

Dr. Tribley reported that Governor Gordon ended the state of public health emergency and that the number of cases across the district remain low.

**b. District Division Update**

NWCCD hired two consultants to help support the work of the SC transition team. The districts continue to exchange documents as they work toward agreements. Recently, a comprehensive inventory was provided to GCCD. GCCD hopes to pursue an accelerated path to accreditation. The transitions teams plan to meet in person on April 26, 2022. Chair Wendtland and Trustee Kilbride commended NWCCD employees on their efforts toward this work while continuing to run the District

**c. General Updates**

Dr. Tribley congratulated Gillette College student, Olivia Dilulo who was named a 2022 New Century Workforce Scholar. He reported on several events including Boarder Wars and the rodeo competition hosted by Gillette College. There were no questions.

**7. Johnson County Advisory Board Report – Wendy Smith**

Wendy Smith reported briefly on behalf of Ms. Kremers and reminded the Board that their regular meeting in May will be in Johnson County. She explained that there are several new business items related to SC in Johnson County being addressed later in the agenda.

**8. Organization Reports**

- a. Faculty Senate** – No report given.

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

**10. Key Monitoring Reports** – None

**11. Unfinished Business – None**

**12. New Business**

**a. Ratification of Exhibit D to the MOU Between NWCCD & GCCD – Action**

Dr. Tribley summarized Exhibit D as the document that outlining the agreement between NWCCD and GCCD related to GC commencement and other special events. NWCCD will continue to support the event by providing funding, programs, regalia for the GCCD board, and verification of the degrees and certificates. Chair Wendtland requested a motion to ratify Exhibit D to the MOU between NWCCD & GCCD as presented. Trustee Kinnison moved, and Trustee Kilbride seconded the motion. There was no further discussion. The motion carried.

**b. Removal of Emergency Powers Given to the District President in Response to State of Wyoming Public Health Emergency and the COVID-19 Pandemic – Action**

Given that Governor Gordon announced the end of the state of public health emergency on March 14, 2022, President Tribley recommended that the Board remove the emergency powers granted to him in response to the pandemic. Chair Wendtland requested a motion to remove the emergency powers given to the District President as recommended. Trustee Swanson moved, and Trustee Healy seconded the motion. There was no further discussion. The motion carried.

**c. Approval of Bank(s) as Public Funds Depository – Action**

In accordance with Board Policy 3001, Dr. Tribley and VP Achord recommended First Interstate Bank for a depository of District funds. There has not been an RFP since VP Achord's employment with the District. Chair Wendtland requested a motion to approve First Interstate Bank as a depository of College District funds. Trustee Kilbride moved, and Trustee Kinnison seconded the motion. Trustee Leibrich recused himself from the vote. There was no further discussion. The motion carried.

**d. Financial Disclosure Forms – Action**

Dr. Tribley requested that the NWCCD Board of Trustees, VP/CFO Achord, and Controller Gina Kidneigh complete and sign the Affidavits Disclosing Financial Interest forms so that they may become part of the permanent record of the board. The forms are to be notarized. Chair Wendtland requested a motion to allow distribution of the forms to be signed either upon conclusion of the meeting or at a different time. Trustee Kinnison moved, and Trustee Swanson seconded the motion. There was no further discussion. The motion carried.

**e. President Tribley Recommends Faculty for Tenure – Information**

Dr. Tribley described the process for recommending faculty for tenure. The Board received copies of the faculty bios for their review. During next month's regular meeting, Drs. Tribley and Castillo-Garrison will present each faculty candidate. Dr. Tribley will recommend the candidates for tenure.

**f. Approval of By-Law Changes for Sheridan College in Johnson County Advisory Board – Action**

VP Smith presented proposed by-law changes for Sheridan College in Johnson County Advisory Board for Board approval. A redline copy of the by-laws were provided in the Board packet. The changes were related to membership on the board and outdated language, which was updated for accuracy. Chair Wendtland requested a motion to approve the by-law changes for Sheridan College in Johnson County Advisory Board as presented. Trustee Leibrich moved, and Trustee Swanson seconded the motion. There was no further discussion. The motion carried.

**g. Approval of New Members for the Sheridan College in Johnson County Advisory Board – Action**

VP Smith presented new candidates Roxanne Ostlund and Marcia Schiffer for membership on the SCJC Advisory Board for consideration and approval. She read their bios aloud. Chair Wendtland requested a motion to approve the appointments. Trustee Healy moved, and Trustee Kilbride seconded the motion. There was no further discussion. The motion carried.

**h. Approval of MOU between NWCCD and State Clay, LLC. – Action**

Dr. Tribley recommended that the Board approve the revised MOU between NWCCD and State Clay, LLC. Dr. Tribley thanked Clint Langer for his work on the lease. There is one addition necessary in the agreement on page two, item number five. The blank should read 100% because for 100% of the uses of the kiln, SC students will be able to participate and learn. Art faculty, Rod Dugal added that having students engaged in the use of the kiln will help them learn to work as a team and possibly inspire new students to pursue art education at Sheridan College. Chair Wendtland requested a motion to approve as proposed by Administration. Trustee Healy moved, and Trustee Kinnison seconded the motion. There was no further discussion. The motion carried.

**13. Adjourn**

Chair Wendtland adjourned the meeting at 6:09 p.m. The next regular board meeting is on April 19, 2022 in the Whitney building room 235 at 6:30 p.m.

Respectfully Submitted:



Norleen Healy  
NWCCD Board of Trustees, Secretary



~~Debra Wendtland~~ Gary Koltiska  
NWCCD Board of Trustees, ~~Chair~~  
Vice Chair