



## **NWCCD Mission**

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

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

### **Minutes**

### **Budget Work Session Followed Immediately by Regular Meeting**

**Tuesday, June 21, 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  
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

#### **Others Present**

Clint Langer, NWCCD Board Counsel  
Kevin Koile

Randy Schmidt  
Kristin Czaban

Devin Dugaard  
Genie Mayfield

#### **Recorder**

Andrea Morgan

### **1. Call to Order & Roll Call – Budget Work Session**

Chair Wendtland called the NWCCD Budget Work Session to order at 4:41 p.m. There was a quorum.

Dr. Tribley introduced the proposed budget for Fiscal Year Ending 2023 (FYE23). He noted the budget includes a surplus of \$600k and a contribution to reserves. He explained that NWCCD made an additional payment of \$1M to the 2018 bond for facilities in FYE22 and would make another similar payment in FYE23, should the budget allow for it. He noted several budget assumptions including changes in costs

and revenues from both state appropriations and Campbell County, City of Gillette, and BOCHES. He discussed the proposed 4% salary increase for staff, adjunct instructors, and the two step increase for full-time faculty in addition to catching-up all missed steps. He discussed strategic initiatives, efficiencies, and monies set aside for the future of NWCCD.

VP Achord provided the Board with a high-level summary of the FYE23 document. The Board discussed BOCHES funded positions and that faculty remain employed by NWCCD through August 2023. VP Achord discussed the auxiliary budgets for SC and GC. Dr. Tribley discussed Exhibit B, which is currently being discussed in the transition team meetings. The Board discussed plans and funding for the SC advanced manufacturing facility. VP Achord explained Sheridan County local funding, the current value of one mill in Sheridan County, and funding related to grants and contracts.

**2. Adjourn**

Chair Wendtland adjourned the NWCCD Budget Work Session at 5:24 p.m. The Board took a short break.

**3. Call to Order & Roll Call – Regular Meeting**

Chair Wendtland called the NWCCD Regular Board Meeting to order at 5:31 p.m.

**4. Pledge of Allegiance**

**5. Agenda Additions/Deletions**

There were no additions to nor deletions from the agenda. Chair Wendtland requested a motion to approve the agenda as presented. Trustee Swanson moved, and Trustee Kilbride seconded. The motion carried.

**6. Consent Agenda**

- Regular Meeting Minutes – May 17, 2022
- May 2022 Financials
- May 2022 Check Register
- Employee Hires and Exits

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

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

**a. COVID-19**

The number of COVID-19 cases across the District remain low. No changes recommended.

**b. District Division Update**

Dr. Tribley reported that the GC and SC Transition Teams agreed to Exhibit B, which outlines the process by which employees transfer from NWCCD to GCCD. Dr. Tribley explained that the Board would be asked to ratify Exhibit B later in the meeting as item 13a. He also explained that with the exception of those teaching or supporting the nursing program in Gillette, NWCCD employees in Gillette will be managed by GCCD beginning July 1, 2022. Dr. Tribley asked Clint Langer to summarize the most recent meeting with representatives from NWCCD, GCCD, City of Gillette, Campbell County, and other elected officials. Mr. Langer reported that GCCD requested the urgent transfer of real property leases and that the two teams agreed to set another meeting to exchange offers and counter offers related to property. Dr. Tribley reported that GCCD hired a technology consulting company to assist with the transition along with several key employees including a VPSA/VPAA and an HR director. He explained that the teams are also in discussion about a document defining the flow of costs and revenues during the transition. Dr. Tribley reported that GCCD levied 2.54 mills and that under current statutes they cannot receive state funding. Drs. Tribley and Castillo-Garrison explained that NWCCD has been working toward efficient scheduling and increasing online courses to help NWCCD adjust to the transition into two districts and to adjust to the post-pandemic flexible modalities of teaching and learning.

**c. Time, Place, and Manner for Freedom of Expression Procedure –**

Dr. Tribley stated that he would send a draft time, place, and manner procedure to the Board for their review. He gave a brief overview of the concept, which relates to the opportunity for people to share their beliefs in public in an appropriate manner that does not interfere with student learning, student programs, health, safety, or the integrity of NWCCD facilities.

**d. Potential Land Swap Update –**

Dr. Tribley explained that after approximately three months, the potential land swap stalled in negotiations with the Wyoming National Guard. Dr. Tribley did not recommend moving forward with the potential land swap given that conditions favorable to the District are not present in the proposal.

**e. General Updates –**

Dr. Tribley attended the graduation held for the 17 Sheridan students enrolled in the Adult Basic Education program. Dr. Tribley asked the Board to review the community education courses at SC and asked that everyone consider taking a course. The health science building has a hopeful completion date of March 2023. Dr. Tribley distributed the annual evaluation surveys with the instruction that the process would be the same as last year. JCSD #1 voted unanimously to leave the Campbell County BOCHES board and to join a new BOCHES board with NWCCD and SCSD #1. Dr. Tribley stated he plans to include an action item related to BOCHES on the agenda for the July NWCCD Regular Board meeting.

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

Ms. Kremers reported that Johnson County continues to focus on enrollment with a Facebook campaign and new fliers in hopes of reaching new audiences and increasing enrollment. This year, the SCJC Advisory Board plans to set-up a booth at the Johnson County fair to promote SCJC courses. She thanked everyone for their participation in the Golf for Knowledge Tournament, which raised \$16k total, and \$6k for scholarships.

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

VP Crouse reported that SCF received \$100k from the Kunene Foundation to support veterans' advisors. The Elbogen Foundation awarded SCF \$100k to support TriO students. She reported that SC will have a presence in the Third Thursday festivals, the WYO Rodeo parade, WYO gives, and SCJC 4-H this summer. Dr. Tribley noted that NWCCD purchased a semi-truck and plans to purchase a simulator to support a CDL training program. The semi will be in the rodeo parade.

**9. Organization Reports – There are no reports in May, June, July & August.**

**10. Public Comments –**

Mr. Daugaard expressed concerns about a 5-acre piece of property located on Solutions Way adjacent to a property owned by the College. He requested information about shared expenses related to utilities and road access. He requested increased communication from the realtor company and asked if there were any questions. Chair Wendtland thanked him for his comment and explained that the Board does not dialogue during Public Comment.

**11. Key Monitoring Reports – None**

**12. Unfinished Business – None**

**13. New Business**

**a. Ratification of Exhibit C and its Addendum to the MOU between NWCCD & GCCD – Action**

On behalf of the SC Transition Team, Dr. Tribley recommended the ratification of Exhibit C and its Addendum to the MOU between NWCCD and GCCD. Chair Wendtland requested a motion to approve Exhibit C and its Addendum. Trustee Kinnison moved, and Trustee Kilbride seconded. Trustee Swanson requested clarification as to whether GCCD had also ratified the Exhibit and its Addendum. Dr. Tribley reported that they had. There was no further discussion. The motion carried.

**b. Approve Expenditures from July 1, 2022 through July 12, 2022 – Action**

Dr. Tribley requested that the Board authorize expenditures for the operation of the District for the period of July 1, 2022 through July 12, 2022. Chair Wendtland requested a motion to approve expenditures as presented. Trustee Swanson moved, and Trustee Healy seconded. There was no further discussion. The motion carried.

**14. Adjourn**

The next regular meeting of the NWCCD Board of Trustees is on July 12, 2022 at 6:30pm in the Whitney Center for the Arts in room 235. This meeting will include a public hearing on the NWCCD budget for fiscal year 2023. Chair Wendtland adjourned the meeting at 6:23 p.m.

Respectfully Submitted:



Norleen Healy  
NWCCD Board of Trustees, Secretary



~~Debra Wendtland~~  
NWCCD Board of Trustees, Chair