



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, October 18, 2022, 6:30 p.m.

Sheridan College – Whitney Building – Room 235

Trustees Present

Debra Wendtland, Chair
Gary Koltiska, Vice Chair
Shelley 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
Gina Kidneigh, Assistant Vice President for Finance & Controller

Others Present

Clint Langer, NWCCD Board Counsel
Kevin Koile

Racheal Simons

Recorder

Andrea Morgan

1. Call to Order and Roll Call – Regular Meeting

Chair Wendtland called the meeting to order at 6:34 p.m. There was a quorum.

2. Pledge of Allegiance

3. Agenda Additions/Deletions

There were no additions to nor deletions from the agenda. However, Chair Wendtland moved to consider items #8 (Organization Report) and #12a (New Business) after item #4 (Consent Agenda). Trustee Healy

moved, and Trustee Swanson seconded. The motion carried.

4. Consent Agenda

- Regular Meeting Minutes – September 20, 2022
- September 2022 Financials
- September 2022 Check Register
- Employee Hires and Exits

The Board did not request any changes to the consent agenda. Chair Wendtland requested a motion to approve the consent agenda. Trustee Leibrich moved, and Trustee Koltiska seconded. The motion carried.

5. Organization Report

Student Government Association (SGA) – Rachael Simons, SGA President

Ms. Simons reported that SGA ran a campaign to promote MyVoice as a way for students to submit anonymous or non-anonymous concerns. SGA has had more attendance at recent meetings. SGA will host 3 blood drives on campus. SCAN will be hosting a clothing drive to support students. The JEDI council is working to promote inclusiveness at SC. RHA will be working to create a thrift store on campus. SGA bought a whole beef from the ag club, which was donated to the student food pantry.

6. New Business

a. Center for a Vital Community (CVC) Report – Information

CVC director, Amy Albrecht presented information to the Board about the CVC and its projects in support of the community. She described leadership training events, community conversations, and study circles to promote CVC initiatives in support of Sheridan, WY and its non-profit organizations. Trustee Kinnison commented on the efficacy of the CVC leadership program.

7. Executive Session – NWCCD President Contract – As Outlined in W.S. Statute 16-4-405 (a)(x) – Personnel Matter

Chair Wendtland requested a motion to adjourn the Regular Meeting to enter Executive Session as outlined in W.S. Statute 16-4-405 (a)(x) to discuss a personnel matter. Trustee Koltiska moved, and Trustee Swanson seconded the motion. The motion carried. TIME – 6:49 p.m.

a. Adjourn Executive Session

b. Reconvene the Regular Meeting of the Board

Chair Wendtland requested a motion to reconvene the Regular Meeting. Trustee Koltiska moved, and Trustee Leibrich seconded. The motion carried. TIME – 7:16 p.m.

c. Summary of Executive Session Discussion – Information

There was no summary given.

d. Vote to Approve President/CEO Contract – Action

Chair Wendtland requested a motion to renew Dr. Walter Tribble's CEO Contract per the terms brought before the Board, which includes extending the term of the contract to September 1, 2027, and an increase in salary by 6% effective July 1, 2022, which reflects the salary increases for executives since July 1, 2019, and 2% each year thereafter starting July 1, 2023 as long as a 2% or higher raise is given to employees. Trustee Healy moved and Trustee Koltiska seconded. There was no further discussion. The motion carried.

8. President's Report – Dr. Walt Tribble

- a. COVID-19** – Dr. Tribble reported low incidence of infection and that he would be removing the routine report. All current procedures will remain in effect, but the report would not be given each month unless it becomes necessary again.
- b. District Division Update** – Dr. Tribble reported working on sharing revenue with GCCD. The plan related to this should be finalized soon. Dr. Tribble reported submitting a letter to the Higher

Learning Commission (HLC) to change the status of GC from a "campus" to a "center". He is awaiting their reply.

- c. **General Updates** – Dr. Tribley reviewed upcoming WCA events and lecture series events. He asked everyone to consider taking an eight-week course beginning in October. He reported that the software development program was approved by the HLC. Chair Wendtland read a letter aloud to be sent on behalf of the President and Trustees to Northwest Community College in recognition of the bravery of its students in a recent experience reported by local media. Trustee Swanson recommended having a dedication event for the recently built wood-fired kiln on campus.

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

Ms. Kremers reported on the success of the recent concert hosted by the Johnson County library featuring SC faculty. It was well-attended, and there will be two more concerts given on 11/14 and 12/5. She asked everyone to consider attending the Johnson County Library benefit auction on 11/4.

10. Public Comments – There were no public comments made.

11. Key Monitoring Reports – None

12. Unfinished Business – None

13. New Business

a. Trustee Kilbride Appointment as WY State Representative to Association of Community College Trustees – Information

Dr. Tribley recognized Trustee Kilbride for her recent appointment as the representative for the state of Wyoming to the Association of Community College Trustees.

b. Consideration of Sale of Real Properties – Information & Action

Dr. Tribley presented the Board with information and a recommendation to accept the offer from the buyer (Whitney Benefits) for two properties, 5 acres located at 1600 Solutions Way and 21.08 acres located at 1600 Solutions Way. Chair Wendtland requested a motion to approve the real property sale contract recommended by staff as proposed in the board packet materials.

Trustee Swanson moved, and Trustee Kinnison seconded the motion that the Board approve the real property sale contract recommended by staff. The Board directs the President to receive \$2,144,000 from the buyer (Whitney Benefits). The funds can come to the college in any combination of a new grant from Whitney Benefits and/or as a fee for purchase. There was no further discussion. Chair Wendtland called for a vote. The motion carried. Dr. Tribley thanked VP Achord for his work on the sale of the property. Chair Wendtland thanked Whitney Benefits.

14. Adjourn

Chair Wendtland adjourned the meeting at 7:34 p.m.

Respectfully Submitted:



Norleen Healy
NWCCD Board of Trustees, Secretary



Debra Wendtland
NWCCD Board of Trustees, Chair