



NWCCD Mission

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

NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES

Minutes

NWCCD Board Work Session Followed Immediately by Regular Meeting

Tuesday, January 17, 2023, 5:00 p.m.

Sheridan College – Whitney Center for the Arts – Room 235

Trustees Present

Debra Wendtland, Chair
Tracy Swanson, Vice Chair
Gary Koltiska, Secretary
Bob Leibrich, Treasurer
Ward Cotton
Elaine Olafson Henry
Chuck Holloway

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
Robert Briggs, AVP Institutional Research

Others Present

Clint Langer, NWCCD Board Counsel	Mark Thoney	Micah Olsen	Kristin Diggs
Kevin Koile	Edith Johnson-LaMeres	Kirk Viren	

Recorder

Andrea Morgan

1. NWCCD Board Work Session

a. Presentation of Audit – Eide Bailly

Kristin Diggs, Partner, Eide Bailly reported on the Fiscal Year Ending 2022 (FYE 22) audit to the Board. She provided a high-level summary of the governance letter and the financial statements. She described the responsibilities of the auditor and new auditing standards. She reported that NWCCD received an unmodified opinion, a clean opinion. Ms. Diggs explained the change in net position for the District. She discussed the financial statement finding with two instances that were corrected as part of the FYE 22 audit. She also discussed the one finding in financial aid related to the miscalculation of funds returned to the Department of Education. Chair Wendtland, Dr. Tribley, and Trustee Leibrich thanked and

congratulated staff. Please see 2022 Financial Statement posted to the NWCCD Board of Trustees website for reference.

b. Enrollment

Robert Briggs gave an update to the Board related to the final enrollment data for the Fall 2022 semester and a first look at the data for the Spring 2023 semester. The Board engaged in discussion about national enrollment trends, dual and concurrent enrollment, and MSHA enrollment, and online education.

2. Call to Order and Roll Call – Regular Meeting

Chair Wendtland called the Regular Meeting to order at 6:06 p.m. There was a quorum

3. Pledge of Allegiance

4. Agenda Additions/Deletions

There were no additions/deletions to the agenda. Chair Wendtland requested a motion to approve the agenda as presented. Trustee Henry moved, and Trustee Swanson seconded. The motion carried.

5. Consent Agenda

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

Trustee Henry requested an edit to the minutes from 12-20-2022. There was a typo related to the Board Secretary, which should have been updated with the recent election of Trustee Koltiska to the officer position of Secretary of the Board. Chair Wendtland requested a motion to amend the minutes as suggested. Trustee Swanson moved, and Trustee Henry seconded. The motion carried. Chair Wendtland requested a motion to approve the consent agenda as amended. Trustee Leibrich moved, and Trustee Cotton seconded. The motion carried.

6. Presentation and Acceptance of Audit Report – Action

VP Achord reviewed salient points from the audit presentation. He reiterated that NWCCD received an unmodified opinion on the financial statements as well as an unmodified opinion on the single audit. He reviewed the one finding on the financial statements with two instances and the one finding in financial aid on the single audit. He reported that NWCCD made the necessary corrections. Chair Wendtland requested a motion that the NWCCD Board accept the 2022 Audit Report as presented in the Work Session by Administration and Eide Bailly. Trustee Henry moved and Trustee Leibrich seconded. Hearing no further discussion or questions, Chair Wendtland called for the vote. The motion carried.

7. President's Report – Dr. Walt Tribley

a. District Division Update

Dr. Tribley reiterated the purpose of this item on the agenda, which is to allow the Trustees and public the opportunity to discuss the topic and ask questions. He reported a recent request for information from GCCD. Administration is working to provide a response, but it would be delivered after the beginning of the semester. Dr. Tribley explained there would be two NWCCD trustees added to the transition team. Lastly, Dr. Tribley reported that NWCCD sent approximately \$660k to GCCD (CFO Achord provided the precise amount \$688,994.57), which is 75% of what NWCCD will send this semester, with the remainder that we collect, less any expenses, sent at the end of the semester.

b. General Updates

Dr. Tribley encouraged the Board to attend the upcoming SC Rodeo Banquet. Dr. Tribley updated the Board on the massage therapy program's new location on campus. He explained there would be major AV and IT upgrades made to the Golden Dome utilizing federal funds and that the construction of the Perkins Health Science Center would be completed sometime during the current semester. Work continues on the four-year degree. The next step is for the HLC to visit campus. The earliest possible implementation would be FA/23, if accredited.

c. Stakeholder Meeting Presentation and Summary

Dr. Tribley presented an update to the Board on the Advanced Manufacturing and Applied Sciences Center at SC. He supplied the Board with the Phase I booklet and discussed the project budget. He explained that he would have a better estimate after receiving feedback from the construction manager at risk. The estimated timeline for construction to start is July 2023 with a completion date of start of fall 2024.

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

Ms. Kremers reported that SC provided new furniture in the BMCC. Walk-in Wednesdays continue to be well attended. SCJC Advisory Board is collecting scholarship applications and will award them soon. There will be a SC day at the Buffalo High School boys' and girls' varsity basketball games with a half-time competition with a scholarship prize going to the winner.

Sheridan College Foundation Report – Jennifer Crouse, Executive Director

VP Crouse discussed the SCF audit. The SCF received no findings. The SCF annual report will be sent out to donors in two weeks. VP Crouse explained that the SCF has \$33 million in assets. The SCF also saw a 12% increase in giving to the "Dream" campaign, which supports general operations. SCF saw an increase in alumni giving. VP Crouse encouraged everyone to attend the Rodeo Banquet on 3/4 and to nominate someone for the 2023 Distinguished Alum award.

9. Organization Reports

a. Faculty Senate – Mark Thoney, President

Mr. Thoney gave a brief report reminding the Board that FS continues to work on finalizing their new constitution and by-laws with the goal of implementation by the end of the semester. He summarized faculty in-service as a way for faculty to connect and learn with this year's theme being "students first".

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

11. Key Monitoring Reports – None

12. Unfinished Business – None

13. New Business

a. Policy Review – Board Policy 3031: External Communications – Second Reading – Information

Dr. Tribley explained there are many policies to review, starting with this one. He explained this is an important policy that addresses SC brand standards and public image. He pointed out that the edit suggested by Trustee Henry in the last Board meeting has been made. There were no questions.

b. Policy Approval – Board Policy 3031: External Communications – Second Reading – Action

Chair Wendtland requested a motion to approve Board Policy 3031: External Communications as presented. Trustee Swanson moved, and Trustee Henry seconded. The motion carried. The Board engaged in a brief discussion about utilizing NWCCD as a name for the District. Dr. Tribley explained that the legislature still identifies SC and SCJC as NWCCD, but we are doing business as SC and SCJC.

14. Adjourn

Respectfully Submitted:


Gary Koltiska
NWCCD Board of Trustees, Treasurer
Secretary

Robert Leibrich


Debra Wendtland
NWCCD Board of Trustees, Vice Chair
Chair

Tracy Swanson