



Gillette Community College District

Regular Meeting Minutes

Wednesday, January 19, 2022, 11:30 a.m.

Gillette College Tech Center, Pronghorn Board Room

Trustees Present

Robert Palmer, Chair
Olin Oedekoven, Vice Chair
Alison Gee, Treasurer
Tracy Wasserburger, Secretary
Josh McGrath
Nello Williams
Frank Stevens

Trustees Absent

Administration Present

Janell Oberlander, Interim President
Heidi Gross, Executive Director of Gillette College Foundation

Others Present

Megan Baumeister, Tilt Shift Brands
Erin Taylor, Wyoming Community College Commission
Kelly Derryberry, Faculty
Richard Cisneros, Advisory Board Vice Chair
Jack Goodrick, Reporter, Gillette News Record
Kristen Czaban, Publisher, The Sheridan Press
Dave Horning, Legal Counsel
Senator Jeff Wasserburger

Recorder

Jenna Waldner

Call to Order Public Hearing – Gillette Community College District Fiscal Year 2021/22 Budget

- Open Discussion

Chair Palmer called the Public Hearing to order at 11:30 a.m.

Gillette Community College District
300 W Sinclair Drive
Gillette, Wyoming 82718

Chair Palmer opened for public discussion on the Gillette Community College District Fiscal Year 2021/22 Budget. There was no discussion. Chair Palmer expressed gratitude on the work done for this budget and stated it will get GCCD through until the 2022/2023 fiscal year.

Adjourn Back to Regular Meeting

Chair Palmer adjourned the Public Hearing and called to order the Regular Meeting at 11:33 a.m.

Call to Order Regular Meeting of the Gillette Community College District Board of Trustees

Chair Palmer called the Regular Meeting to order at 11:33 a.m. There was a quorum. Trustee Gee led the pledge.

- a. Additions/Deletions to Agenda
There were no additions or deletions to the agenda.
- b. Approval of Consent Agenda
Chair Palmer requested a motion to approve the Consent Agenda. Trustee McGrath moved and Trustee Wasserburger seconded. The motion carried.

For the Good of the District – Erin Taylor – Wyoming Association of Community College Trustees

Interim President Oberlander introduced Erin Taylor. Erin Taylor is an advocate for Wyoming Community Colleges and works within the Wyoming Association of Community College Trustees. Erin gave an overview of her role and expressed that she is our voice in front of legislature. Erin expressed the importance of the Community Colleges within Wyoming and their impact on the economy and state itself. Erin opened for any questions. Chair Palmer thanked her and asked her to share more information on her background and experience. Erin stated she is a trained Economist and received her master's degree from the University of Wyoming. She has worked for Pacific Power and the Wyoming Taxpayer's Association. She also did work for Senator Mike Enzi's campaign. Chair Palmer thanked her for her time.

Organizational Reports

1. **Interim President's Report – Janell Oberlander**
Interim President Oberlander shared the following updates:
 - a. GCCD has received all the transfer funds from NWCCD, which included local 1%, bookstore funds, and Foundation funds. GCCD has hired two faculty members, Diesel, and Industrial Electrical. They have worked with NWCCD to transfer funds for these positions and access the currently email platform and technology on campus. Toni Bell will be assisting Interim President Oberlander on the on-boarding paperwork.
 - b. Interim President Oberlander will be in Cheyenne, Wyoming during the week on February 14th for the legislative session and inquired if GCCD Board of Trustees would like her to attend the next upcoming regular meeting via Zoom or move it to the following week. She added this item can be discussed later as well.

- c. The Gillette College Booster Club met and updated their By-Laws. The GC Booster Club Basketball Tournament (previously known as the Loren Larsen Basketball Tournament) is this weekend, January 21 and 22.
- d. Three executive team positions for GCCD are currently posted: CFO, Executive Administrative Assistant, and Vice President of Academic and Student Affairs. There are currently two candidates for CFO, and seven applications for the Vice President of Academic and Student Affairs. Interim President Oberlander is working on a search committee including herself, the CFO of Casper College, Toni Bell, and the CFO from Visionary on this initial search. They will be doing Zoom interviews for the CFO position next week and plan to do on-campus interviews after. She added they will also attempt to bring community members on board for this process. Interim President Oberlander stated she will begin interviews for the Executive Administrative Assistant next week as well.
- e. We held our Welcome Back Breakfast and Employee Recognition event on Monday.

Those awarded the Excellence award on Gillette Campus included:

Hannah Smithson (Student Award)
Ashley Corkins (Classified Staff Award)
Susan Serge (Administrative Staff Award)
Dr. John Kodet (Faculty Award)
Mary Allison (Adjunct Award)

These individuals will be invited to our next regular board meeting to be recognized. The following employees were also recognized during this event:

5 Years of Service:

Klancie Britton – Interim Director of College and Career Readiness
Renee Collins – IT Site Coordinator
Samantha Griffis – Library Specialist
Leslie Petersen – Coordinator, Industry Safety Training

10 Years of Service:

Michael Carver – Faculty, Assistant Professor Math
Elia Mara Castillo de Martinez – Facilities Specialist
Jessica Maurer – Coordinator of Academic Affairs
Troy Miller – Faculty, Assistant Professor Welding

15 Years of Service:

Travis Grubb – Dean of Career and Technical Education
Will LaDuke – Rodeo/Ag Complex Coordinator
Kristin Young – Gear-Up Site Coordinator

20 Years of Service:

Scott Engel – Faculty, Assistant Professor Social Science and Psychology

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Interim President Oberlander opened for any questions. Trustee Wasserburger asked if faculty will be involved in the interview processes for new GCCD administration. Interim President Oberlander stated they will be to the extent that's possible because they still work for NWCCD, she is unsure how this will occur. Chair Palmer added that if any Trustees have suggestions for Interim President Oberlander for the interview teams to please pass information on to her.

Vice Chair Oedekoven asked after these initial three positions are filled, what ones will be next. Interim President Oberlander stated the next positions will likely be Human Resources and a Chief Information Officer.

Chair Palmer inquired about the next GCCD Board of Trustees meeting date. The board discussed moving the upcoming meeting from February 16th, to a week later, on February 23rd. This will be further discussed.

2. Gillette College Foundation Executive Director Report – Heidi Gross

Heidi Gross gave the following updates:

- a. The Gillette College Foundation is working on collecting letters of support to finalize the EDA Good Jobs Grant. They will hopefully submit it this weekend. They will also continue to update the narrative to the Office of Transformation grant and re-submit soon.
- b. The Foundation's Strategic Plan was approved and will begin this month. Their four priorities are: revenue stream diversification, community engagement, targeted and diversified fundraising, and alumni development.
- c. Wild West Casino Night is scheduled for April 9th, 2022, at Cam-Plex Energy Hall. Tables sell out fast, and there are many sponsorships available. Heidi expressed this is the Foundation's Annual Fundraising event and it is very fun.

Chair Palmer thanked Heidi for her report and inquired about the Rodeo Banquet. Heidi let the board know the Rodeo Banquet is on February 19th at Cam-Plex Energy Hall, and to contact Anna Rorison for tickets and additional information.

3. Gillette College Advisory Board Update – Richard Cisneros

Richard Cisneros shared information regarding the Gillette College Advisory Board. They have updated their bylaws and determined a new role – to support Gillette Community College District and work to support our community. Richard shared updates regarding new Advisory Board members, including Larry Smith and Abby Sessions.

All Advisory Board terms will start retroactively to the first of January 2022. The two-year terms are Richard Cisneros, Jerry Tystad, Alex Ayers, Brian Worthen, and a vacant position. The four-year terms are Larry Smith, Angie Laakso, Scott Durgin, Ryan Schrock, Abby Sessions, and a vacant position.

Old Business

Gillette Community College District
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1. Adoption of the Fiscal Year 2021-2022 Gillette CCD Budget – Interim President Oberlander

Chair Palmer requested a motion to approve the Fiscal Year 2021-2022 Gillette Community College District Budget. Trustee Williams moved and Trustee Gee seconded. There was no discussion. The motion carried.

2. Second Reading and Adoption of Policy Series 2000 and 4000

Interim President Oberlander reviewed Policy Series 2000 and suggested the only change would be updating the term “shared governance” to “participatory governance” to capture the spirit of what GCCD should establish. She reviewed Policy Series 4000 and the only change is determining to use the term “healthcare providers” over “advanced practitioner”. Interim President Oberlander recommended leaving this as “healthcare provider” to allow faculty and staff to choose.

Chair Palmer asked if there were any questions. Trustee Wasserburger asked if the healthcare provider term was plural, and Interim President Oberlander stated it is not. Chair Palmer requested a motion to approve and adopt Policy Series 2000 and Policy Series 4000. Trustee McGrath moved, and Vice Chair Oedekoven seconded. The motion carried.

3. Ratify Gillette College Advisory Board By-Laws – Richard Cisneros

Richard Cisneros gave the Board an updated copy of the Gillette College Advisory Board By-Laws and requested the GCCD Board move to ratify. Chair Palmer requested a motion to ratify the Gillette College Advisory Board By-Laws. Trustee Gee moved, and Vice Chair Oedekoven seconded. The motion carried.

4. Mission Documents – Interim President Oberlander

Interim President Oberlander went over the finalized Mission, Vision, and Values document. This document began with a workshop and has since been worked on and viewed by several different committees consisting of faculty, staff, and students. There was also an open Town Hall in which the community was shown this document and provided input. Interim President Oberlander shared that Vice Chair Oedekoven suggested the term “learners” in place of the term “students” within the mission statement and under the values section. Vice Chair Oedekoven expressed that the term learner seems to fit non-traditional students as well as the typical 18-22-year-old attending college. The board discussed this change and asked Kelly Derryberry, a present faculty member, her thoughts on these two terms. Kelly agreed that the term learner feels more inclusive. After additional discussion, Interim President Oberlander reminded the board that this document can change in the future and is not set in stone. Chair Palmer voiced a concern to change the wording after this document has been vetted by faculty, staff, and the community. Trustee McGrath suggested having both the terms student and learner within it. Vice Chair Oedekoven agreed.

Trustee Gee moved to update the document to have the terms student and learner in both the Mission statement, and underneath Values in the Commitment section.

The mission statement will read: Gillette College is dedicated to student and learner success by offering opportunities for academic, technical, and career excellence in a diverse and innovative

environment that focuses on community partnerships to ensure lifelong quality education and training. The Commitment section underneath the Values would read: Student and learner success, quality education, and community engagement.

Trustee McGrath seconded. The motion carried.

New Business

1. Technology Audit and Plan – Interim President Oberlander

Interim President Oberlander went over the Technology Audit plan. She is working with a committee to set up GCCD Technology Infrastructure and obtaining proposals. At present, there are two proposals – one from Dynamic Campus and one from Ferrilli. Chair Palmer requested Interim President Oberlander get a full 3-year proposal from both companies. Interim President Oberlander will work on this. She requested two GCCD board members join this committee to assist. Trustee Wasserburger and Trustee Williams volunteered. Vice Chair Oedekoven suggested Mr. Matt Ramey, CFO with Peregrine Global Services, to assist as well.

2. Staffing Update – Interim President Oberlander

Interim President Oberlander shared two new faculty members under GCCD, Mike Robbins, Industrial Electrical Instructor, and Skylar Stitt, Diesel Technology Instructor. Gillette College has a couple new staff members including Mary Coleman, Enrollment Specialist, and Isaiah Hale, Computer Specialist.

3. Update to Interim President Contract – Dave Horning

Dave Horning gave an overview of the updates to the Interim Presidents Contract. He shared that the main change is obtain the unused paid and leave balances. Trustee Gee moved to approve the Updated Interim Presidents Contract, and Vice Chair Oedekoven seconded. The motion carried.

4. Ratify Appointment of Dr. Joe Lawrence to Gillette College Foundation Board of Directors – Heidi Gross

Heidi Gross requested the board ratify the appointment of Dr. Joe Lawrence to the Gillette College Foundation Board. Trustee Wasserburger shared her excitement for this appointment, and that Dr. Lawrence will be an excellent addition to the Foundation Board. Trustee Wasserburger moved, and Trustee McGrath seconded. The motion carried.

5. Ratify Gillette College Advisory Board Members – Richard Cisneros

Richard Cisneros requested the board ratify the newest appointments to the Gillette College Advisory Board – Larry Smith and Abby Sessions. Trustee Gee moved, and Trustee Stevens seconded. The motion carried.

6. Strategic Planning – Interim President Oberlander

Interim President Oberlander requested the board to look at their calendars in March for availability to participate in a two-day Strategic Planning Workshop. Trustee Gee suggested the possibility of breaking this up, and Interim President Oberlander shared this may be difficult

with bringing someone back and forth. Vice Chair Oedekoven stated he would be happy to meet and visit with Interim President Oberlander on this topic. Interim President Oberlander agreed, and stated it is important to get this document moving forward, as it is one of the pieces needed for accreditation. Chair Palmer requested Interim President Oberlander bring forth this topic in February and have her executive staff in place. Interim President Oberlander stated she should be close in March.

7. Higher Learning Commission Annual Meeting – Interim President Oberlander

Interim President Oberlander shared the virtual option for the Higher Learning Commission Annual Meeting and if any board members would like to attend to let her know. Early registration ends on February 1st. Chair Palmer encouraged board members to attend.

Committee Reports

1. GCCD Branding – Trustee McGrath

Trustee McGrath introduced Megan Baumeister with Tilt Shift Brands. Megan gave an overview of the Tilt Shift Brands proposal for GCCD Branding. Megan went over details for the proposal including what services would be offered and the suggested timeline. Each board member was given the proposal document as well. Megan stated the cost for phase one of this proposal amounts to \$8,495.00. The board discussed the proposal and agreed to move forward with Tilt Shift Brands. Megan suggested aligning branding updates with the regular GCCD Board of Trustees meeting, and Chair Palmer agreed. Megan stated she will update the timeline given and have this ready for the next board meeting to expedite the process.

Trustee Wasserburger suggested the Branding Committee bring forth these updates at upcoming board meetings. Chair Palmer agreed.

Vice Chair Oedekoven moved to approve the Tilt Shifts Branding proposal as presented, and Trustee Williams seconded. The motion carried.

2. Negotiation Update – Chair Palmer

Chair Palmer discussed various updates regarding the MOU with NWCCD. The last meeting was in December of 2021, and they have been in contact with the moderator, Mr. Gifford, to continue the process and finishing Exhibit C. Chair Palmer expressed that we must address staffing and personnel transition as efficiently as possible. This process is complicated by first needing infrastructure, building leases, etc., however the GCCD Board of Trustees is moving as quickly as possible to ensure a smooth transition.

Chair Palmer stated he would like to have negotiations finished by June 30th and a clear path from there. There has been tremendous progress since the college vote passed in August of 2021. There is concern with many Gillette College classes being moved online by NWCCD, and how this may impact students and faculty. Chair Palmer stated there are still unanswered questions regarding concerns such as this, including what the overhead amount is from the state appropriation funds. There will be another formal meeting next week to discuss negotiations.

Chair Palmer added that we want to hold NWCCD harmless, as well as GCCD harmless, while also protecting all students, faculty, and staff.

Public Comments

Senator Jeff Wasserburger spoke about the upcoming bill that he and Speaker Barlow are currently working on regarding the GCCD Board of Trustees term lengths. They determined it may be best for the board members with the highest votes from the Vote Yes Campaign to select which term length they'd like (2 years or 4 years) and move down from there.

Senator Wasserburger shared that within the MOU with NWCCD, GCCD was promised \$925,000.00 in funding with no strings attached for career and technical education. He expressed that concurrent enrollment and dual enrollment is a separate budget. Senator Wasserburger added that he cannot spend any BOCHES funding outside of Campbell County.

Chair Palmer asked when the GCCD Board of Trustees terms would begin. Senator Wasserburger was unsure and will get back to him on this.

Kelly Derryberry, Gillette College faculty member, spoke on the gratitude she feels for all the work done thus far for Gillette Community College District. She added that given many courses going online, she and many other faculty members are fearful for their jobs. There are positions that are not being filled, and there doesn't seem to be a clear path forward. They also feel concerned with who they may reach out to for answers. Chair Palmer thanked Kelly for her comments and expressed that faculty and staff are of the utmost importance and they will proceed accordingly to address these concerns.

Upcoming Events/Activities

January 21 and 22 – Wild Hockey Pronghorn Jersey Auction

January 22 – 23 – Pronghorn Booster Club Basketball Tournament

January 24 – Spring 2022 semester begins

February 1 – Eggs and Issues – 6:30 am, program begins at 7:00 am – Senior Citizens Center

February 14 – Legislative Session Begins

February 16 – GCCD Regular Board of Trustees Meeting

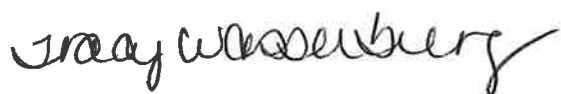
February 19 – Gillette College Rodeo Banquet

April 9 – Gillette College Foundation Casino Night

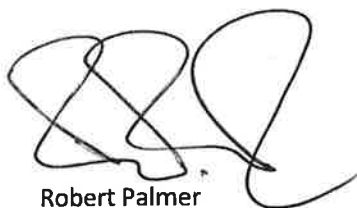
Adjourn

Chair Palmer requested a motion to adjourn the meeting. Trustee Wasserburger moved, and Trustee McGrath seconded. The meeting was adjourned at 1:54 p.m.

Submitted by:



Tracy Wasserburger
GCCD Board of Trustees, Secretary



Robert Palmer
GCCD Board of Trustees, Chair