



Regular Meeting Minutes

Wednesday, Sept. 21, 2022, 11:30 a.m.

Gillette College Tech Center, Pronghorn Board Room

Trustees Present

Robert Palmer, Chair
Tracy Wasserburger, Secretary
Alison Gee, Treasurer
Nello Williams
Josh McGrath

Administration Present

Dr. Janell Oberlander, President
Anne Larsen, Vice President of Administration, Chief Financial Officer
Heidi Gross, Executive Director of the Gillette College Foundation
Dr. Barry Spriggs, Vice President of Academic and Student Affairs

Others Present

Dave Horning, Legal Counsel
Brian Worthen, Gillette College Advisory Board Chair
Cassia Catterall, Reporter, Gillette News Record
Kristyn Percifield, Human Resources Director
Kelly Derryberry, Faculty

Attendees

Avery Maxwell, Student Senate President
Hannah Smithson, RA
Taj Barnett, RA
James Cox, RA
Chelsea Schulz, Staff
Alex Ayers, CCSD
Shanele Wilson
Chris Mallory, Ferrilli
Barry Lambson, Ferrilli
Kelly Sinacola, Ferrilli
Jeff Wasserburger, BOCHES
Larry Smith

Recorder

Elly Henning

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

Chair Palmer granted Secretary Wasserburger the role of chairing the meeting since he was not physically present but joining via zoom. Trustee Wasserburger called the Regular Meeting to order at 11:30 a.m. There was a quorum. Trustee McGrath led the pledge. Trustee Wasserburger mentioned the

sadness the board feels about the loss of Trustee Stevens. His memorial service was beautiful and fitting for such a great man. The room shared a moment of silence for Frank and Trustee Oedekoven, who is battling a major sickness.

a. Additions/Deletions to Agenda

Dr. Oberlander requested an addition under New Business Item #6, that Student Senate President Avery Maxwell will be providing the overview. Trustee Gee moved to add #6 to New Business. Trustee Palmer seconded. Motion passes.

b. Approval of the Agenda for Wednesday, September 21, 2022

Trustee Gee moved to approve the agenda. Trustee Palmer seconded. Motion carried.

c. Approval of Consent Agenda

Trustee Gee moved to approve the consent agenda. Trustee McGrath seconded. Motion carried.

For the Good of the District

Resident Assistant Update

Hannah Smithson shared that learning communities by field of study are going really well this year and the students are enjoying them. Taj Barnett said the events have been well attended. James Cox, the newest RA, has been well received in his new role and feels there is a much greater sense of community this year. RAs go through QPR training for suicide prevention, team builders, conflict resolution, community service. There are nearly 60 students on campus, more than double from last year.

Board Celebrations

Trustee Williams has met college students around town and in his conversations he's heard very positive feedback on the college. President Oberlander shared that the Women's Rodeo team won their first rodeo last weekend. The Memory of the 8 walk/run had a great turnout despite the weather and several college students were volunteers for the events.

Community Announcements

Trustee McGrath, Oct. 4 at 6 p.m., ERA and Gridders are doing a trivia night and all proceeds go to Paint Gillette Pink.

Organizational Reports

1. President's Report – Dr. Oberlander

- a. Enrollment numbers are coming in and they look good. Dual and concurrent numbers aren't finalized yet but they are already increasing. MSHA numbers are not included in the numbers like they have previously, they are in a separate enrollment report. First year students have increased 5%. We will look into all of these numbers more.
- b. District Councils are now engaged and have been tasked with duties.
- c. WACCT/WCCC meetings here on campus.
- d. Hold Sept. 30 for trustee vacancy application review and interviews. We have received 2 applications so far.
- e. Dr. Spriggs is attending the University of Wyoming Articulation Summit this week. This is an annual event that brings community college presidents together to go over curriculum to see programs are transferred between community colleges and the University.

2. Gillette College Advisory Board Update – Chair Brian Worthen

- a. Advisory Board Town Hall had good discussion but not strong attendance. RAs reported to the GCAB meeting. Workforce development discussion continues with Dr. Spriggs. One board seat remaining and there is discussion to hold that for the upcoming EDA grant position. Chair Worthen's mother had a health event and several of her caregivers were Gillette College nursing graduates. The impact this college has on the community is very important.
- 3. Gillette College Administrative Services/CFO Update – Vice President Larsen
 - a. 3 members of the Ferrilli team are on-site today. The switch from .com to .org has been completed. We purchased an A5 license which is a Microsoft Office function to improve security. They have established network infrastructure plan and it will come in at a cost of \$600,000. When that is a little farther along the Finance Committee can review. IP addresses have been secured and the landing page is up.
 - b. The audit is ongoing with a report to be presented at the next meeting. The report will be a draft next month until the Foundation report is completed later. Financials for August are in the board packet. The focus is on a conservation of cash until the mill levy starts coming in.
 - c. Childcare assistance grant has approved \$78,600, for 24 students and covering 40 children.
 - d. The college has 65 employees. 34 are part-time/student employees/teaching assistants. MSHA transition will happen later this month.

Trustee Gee commented on how many employees have been onboarded in a very short amount of time. HR Director Percifield said it has been a lot of work but also a lot of fun.

- 4. Student Senate Update – President Avery Maxwell
 - a. President Maxwell shared that elections are open and applications are due this Friday. Sept 30-Oct. 5 is when voting is open to all students. Currently in the planning stages of some annual student events: pumpkin walk, trunk or treat, food drive. Goals: building GCCD, fostering a welcoming environment, retention. Starting the process of getting students a part of the accreditation process.

Old Business

- 1. Second and Final reading of Policy 3000.12 – Vehicle Use Policy – Dr. Oberlander
 - a. One page of policy is where the corrections were made and one page is the updated one.
 - b. Trustee McGrath moves, Gee seconded. Motion carries.
- 2. GCCD Board Retreat – Dr. Oberlander
 - a. Reminder the Nov. 4 is the date scheduled to retreat. Location will be local and details will be forthcoming.

New Business

- 1. BOCHES Partnership – Dr. Ayers, Superintendent of Campbell County Public Schools
 - a. As of today BOCHES has 4 partners. 3 of those partners have withdrawn and will start their own BOCHES. July 1, 2023 is the proposed start date to form a new BOCHES with CCSD and GCCD. A new board would need to be formed, 3 from CCSD and 2 from GCCD with those being renewed annually. CCSD is asking GCCD to request to join a BOCHES partnership with them. After that request has been made, Dr. Ayers would take that request to the School Board.
 - b. Senator Wasserburger shared that NWCCD will form a new BOCHES with Sheridan #1 and Johnson #1.

- c. Trustee Gee declared a conflict of interest.
 - d. Senator Wasserburger explained that BOCHES can appropriate funds from 7-14th grade. Since 1989 CCSD has levied a .5 mill levy. A portion of that money is earmarked for Gillette College. BOCHES has a CTE grant fund for equipment. Students that earn 3.5 GPA an ACT score of 23 can qualify for Pronghorn Advantage full tuition scholarship for Gillette College. 6 credits the first semester with a C or better. The second semester could be 16 credits. Typically, 5 students graduate with an Associate's Degree before they graduate from high school. 118 students were in the scholarship last year. 146 students are in the program this year. They also administer a JumpStart Your Medic Career Program with CCH.
2. Gillette Community College District Board of Trustees Vacancy – Chair Palmer
 - a. 2 individuals have applied so far. Applications are due Monday by 5 p.m. Interviews will be public. Trustees prefer to meet in the morning on Sept. 30.
 3. Federal Compliance Program – Dr. Oberlander
 - a. The college is working with D. Stafford to stand up a federal compliance program in the interim until we can bring on board a staff person. D. Stafford is the consultant to help us be 10 steps ahead for the accreditation process.
 4. EDA Grant – Office of Transformation – Executive Director Heidi Gross
 - a. Economic Development approved a grant for the Office of Transformation. The 3 year grant will allow for 2 contractors to be hired to work closely with the County and City and others across the state to work toward industry diversification in the area and responding to workforce needs. There will be a 5 person board.
 5. First reading of Policy 4000.11 – Infectious Disease Policy – Dr. Oberlander
 - a. Trustee Gee moved to approve the first reading of Policy 4000.11. Trustee Williams seconded. Trustee Gee expressed her desire to include a more educational component. Dr. Oberlander responded that the educational component was taken out and would be part of the procedure. Trustee Gee would like it to be reflected in policy since it's important to the board. Trustee Wasserburger asked if there is a health policy and if not should there be? The motion carried.
 6. Student Senate bylaws – Student Senate President – Avery Maxwell
 - a. President Maxwell said these presented bylaws have been voted on by the Student Senate bylaws. They hadn't been updated by 2015. The last 2 executive teams worked on the updated version. They took out some antiquated processes, streamlined some executive duties, updated purposes of committees, updated election process to include on-line voting.
 - b. Trustee Gee moved to ratify the Student Senate Bylaws. Trustee McGrath seconded.
 - c. Trustee Gee mentioned that the first paragraph could be confusing with someone unfamiliar with the process.
 - d. Motion carries.
 7. Ratification of Dan Neal, Foundation Board Member – Executive Director Gross
 - a. Heidi is thrilled with his experience and that he is back in the community.
 - b. Trustee Williams motioned to ratify the new Foundation Board member, Dan Neal. Chair Palmer seconded. Motion carries.
 - c.

Committee Reports

1. Negotiation Committee report – Chair Palmer
 - a. City and County are still working on the assignment of leases. The negotiation team is meeting tomorrow with the NWCCD negotiation team.

2. Accreditation – Trustee Oedekoven
 - a. Dr. Oberlander reported that work continues on accreditation. Committees have been formed. The secondary goal is to have the first draft of eligibility filing done by March.
3. Wyoming Community College Commission – Dr. Oberlander
 - a. Hosting the meeting on campus in October.
4. Wyoming Association of Community College Trustees – Chair Palmer
 - a. Their meeting is in conjunction with the WCCC meeting on campus.

Public Comments

(Public comments should be limited to three (3) minutes duration for each agenda items. Please state your name, affiliation, and agenda items to address.)

Trustee Williams asked if the Camporee has approached the college about helping them. Dr. Oberlander responded that the college has signed contracts with Camporee for use of the dorms, soccer pitch, Area 59 and a few other buildings.

Upcoming Events/Activities

September 22, 2022, 6 p.m. - Perkins Grant Fall Advisory Committee Dinner
September 26, 2022 - Board Vacancy Applications Due
September 30, 2022 - Special Meeting - Board Vacancy Interviews –Time TBD
October 5, 2022, 7:30 am - Legislative Update Breakfast, Pronghorn Flex Space
October 5 – 6, 2022, - WACCT/WCCC meetings, Gillette College, Tech Center
October 5, 2022, 5:30 pm, WACCT/WCCC Reception, Gillette College, Tech Center

Adjourn

Trustee Wasserburger asked if there was a motion to adjourn the meeting. Trustee McGrath moved to adjourn the meeting. Trustee Williams seconded. Motion carries. Trustee Wasserburger adjourned the meeting at 1:08 p.m.

Submitted by:



Tracy Wasserburger
GCCD Board of Trustees, Secretary



Robert Palmer
GCCD Board of Trustees, Chair