



Mission:

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 access to lifelong quality education and training.

BOARD OF TRUSTEES REGULAR MEETING MINUTES

Wednesday, January 18, 2023

11:30 am

Gillette College Tech Center, Pronghorn Board Room

Trustees Present

Robert Palmer, Chair
Josh McGrath, Vice Chair
Tracy Wasserburger, Secretary
Alison Gee, Treasurer
Nello Williams
Larry Smith
Teri Anderson

Administration Present

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

Others Present

Dave Horning, Legal Counsel
Richard Cisneros, Gillette College Advisory Board Chair
Cassia Catterall, Reporter, Gillette News Record
Kelly Derryberry, Faculty
Barry Lambson, Ferrilli
Avery Maxwell, Student Senate President
Tony Giest, Faculty
Joe Gingerich, Faculty
Sky Stitt, Faculty
Sean McCrary, Faculty

Recorder

Elly Henning, Executive Assistant

Call to Order

Call to Order Regular Meeting of the Gillette Community College District Board of Trustees
Chair Palmer called the Regular Meeting to order at 11:30 a.m. Trustee Williams led the pledge. There was a quorum.

- **Additions/Deletions to Agenda for Wednesday, January 18, 2023**
 - Dr. Oberlander requested the following changes: Add Student Senate Report – Avery Maxwell as item #4 under Organizational Reports, Under Old Business #3 add Cisco Payment Amendment – VP Larsen and #4 Lease Assignment Update – Legal Counsel Horning, and delete New Business #4 Approved Financial Institutions – VP Larsen.
 - Trustee Anderson moved to amend the agenda per President Oberlander’s suggestions. Trustee Gee seconded. Motion carried.
- **Approval of the Agenda for Wednesday, January 18, 2023**
- **Approval of Consent Agenda**
Trustee Gee moved to approve the consent agreement. Seconded by Trustee McGrath. Motion carried.

For the Good of the District

Megan Baumeister, the college marketing consultant, is on campus today having marketing meetings and preparing for a presentation to staff tomorrow during Professional Development.

Organizational Reports

1. **President's Report – Dr. Oberlander**
 - a. Dr. Oberlander gave an update about how the Professional Development week was underway and had a well attended Welcome Breakfast and awards ceremony for years of service and President’s Circle of Excellence Award winners (who will be invited to the February meeting). The keynote address was Dr. Michael Torrence who touched on several topics including occupational capacity, relationships, innovation, communication and transparency.
 - b. The Compensation study is under legal review. The RFP is about to go out for food service. The employee handbook is in the works as well.
 - c. The hiring committees are in process. A Registrar position will be posted in the next few months.
 - d. Enrollment numbers – FTE: 656.6, Headcount 758. These are all preliminary. Dr. Spriggs explained there are many variables and he will be digging deeper into the trends and what they can tell us and what can be improved.
2. **Gillette College Advisory Board Update – Chair Richard Cisneros**
 - a. The joint meeting last week was well attended. The 2 new board positions were approved (Cameron Smith, Rusty Bell) but there is now another board opening with the resignation of Abby Sessions holding the Oil & Gas position. Board Officers: Angie Laakso is secretary, Jerry Tystad is Vice Chair and Richard Cisneros is Chair.
3. **Gillette College Vice President of Academic and Student Affairs Report – Dr. Barry Spriggs**
 - a. All staff is transitioned over but it remains an ongoing process for access and technical needs. Interview processes are ongoing, 2 offers have been made to coaches with women’s volleyball candidates on campus next week. Reorganizations are happening within Student Affairs with interviews for Dean of Student Affairs in the next few weeks. Students are still being registered and classes start next week.
4. **Student Senate Report – President Avery Maxwell**
 - a. 3,000 in mini grants were given for the Miracle on Sinclair program, 5 families were helped. 7 students signed up with accreditation efforts, Pumpkin Walk and Trunk or Treat were successes. The Safety on Campus committee held a hand washing education event. 242 hours of service completed. The Student Senate office is moving from the Pronghorn Center to the Main Building and they’re excited about the centralized

location. They are working on a class gift. Their Executive team is attending a leadership conference in Boston this spring and will report back in March on all that they learn there.

Old Business

1. Ellucian Update – Dr. Oberlander

- a. The contract has been submitted to the WCCC and should be approved within days. Then we will set the project dates and get the modules launched. Trustee Gee inquired about the wi-fi service being switched entirely over to GCCD. Barry Lambson responded that the college is acquiring its own equipment that should arrive in the next few weeks and there will be a phased plan to get a GCCD wi-fi switch over.

2. Financial Update/December 2022 Financials – Vice President Larsen

- a. The cash position is healthy right now due to the county funding received in December. We were able to pay off a portion of the warrant which is left with a balance of \$1.8 million. We still expect to receive \$3.9M from the county before the end of the fiscal year to get to the \$11.5M total mill levied.
- b. The balance sheet now contains all the year end adjusting entries including the Foundation asset values and the net pension liabilities.

Chair Palmer requested a motion to approve the December 2022 Financials. Trustee Wasserburger moves and Trustee Williams seconds to approve the December 2022 Financials. Motion carried.

3. Cisco Payment Amendment

Chair Palmer requested an amendment to the December motion that approved the Cisco payment to Cisco, with a new motion to change the payment recipient to Ferrilli for the Cisco hardware necessary to provide GCCD with a network infrastructure and wireless services for up to \$323,841.

Trustee Gee moved and Trustee Anderson seconds to approve the amendment to the December motion that approved the Cisco payment to Cisco, with a new motion to change the payment recipient to Ferrilli for the Cisco hardware necessary to provide GCCD with a network infrastructure and wireless services for up to \$323,841. Motion carried.

New Business

1. Lease Agreements – Dave Horning, Legal Counsel

- a. Communication continues with NWCCD legal counsel to work on an amendment to Exhibit B which would address insurance for both districts.

2. Gillette College Advisory Board Member Ratification – Chair Cisneros

Chair Palmer requested a motion to ratify the new Gillette College Advisory Board member, Rusty Bell. Trustee Williams moved and Trustee McGrath seconded to ratify the new Gillette College Advisory Board member, Rusty Bell. Motion carried.

Chair Palmer requested a motion to ratify the new Gillette College Advisory Board member, Cameron Smith.

Trustee Anderson moved and Trustee Wasserburger seconded to ratify the new Gillette College Advisory Board member, Cameron Smith. Trustee Smith abstained. Motion carried.

3. Approval of Finance Committee Membership – Chair Palmer

Chair Palmer requested a motion to approve the Finance Committee membership of Trustee Gee, Trustee McGrath and Trustee Smith.

Trustee Anderson moved and Trustee Williams seconded to approve the Finance Committee membership of Trustee Gee, Trustee McGrath and Trustee Smith. Motion carried.

4. Strategic Plan Discussion – Dr. Oberlander/Dr. Spriggs

- a. The executive team would like input from the board on the strategic plan goals and priorities so changes can be made if it isn't heading in the direction you intend. Trustee Gee would like a priority to be reflected in the document outlining the understanding of the college to be a good steward of revenue and taxpayer dollars and being fiscally sustainable. The goal is to have the strategic plan wrapped up in March. Staff and faculty focus groups are starting tomorrow and then the 3 accreditation working groups will discuss the strategic plan and then all the information will be solidified. Student Senate and the Gillette College Advisory board will look at it. Chair Palmer would like the document a week before the February meeting to give Trustees ample time to review.

5. Approved Financial Institutions – VP Larsen

This item is tabled.

6. Official Newspaper – Dr. Oberlander

State statute requires the designation of an official printed newspaper. Chair Palmer requested a motion to designate the Gillette News Record as the Official Newspaper for the one year term for 2023.

Trustee Smith moved and Trustee Anderson seconded to designate the Gillette News Record as the Official Newspaper for the one year term for 2023. Motion carried.

Committee Reports

1. Negotiation Committee report – Chair Palmer

- a. The NWCCD negotiation team has some new members and the committee is working on getting a meeting soon to go over the final negotiations.

2. Accreditation – Dr. Oberlander

- a. Work continues and the committees are meeting and gathering evidence. The Higher Learning Commission is pleased with our progress and we are still on track to submit the application for eligibility.

3. Wyoming Community College Commission – Dr. Oberlander

- a. The February meeting will be in Cheyenne during the legislative session.

4. Wyoming Association of Community College Trustees – Trustee Williams and Trustee Smith

- a. Trustee Williams shared that Erin Taylor's Friday zoom updates are very educational and it would be helpful if her email updates could be forwarded to all the Trustees.

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.)

Joe Gingerich, faculty, added that students have come from all over the country because they heard that our diesel program is the best in the country.

Trustee Anderson asked if any faculty in the room would like to share any concerns. Sky Stitt, faculty, added that giving faculty opportunities for feedback is important and could be improved.

Kelly Derryberry, faculty, added that communication is a 2-way street. After the vote everyone was excited, and everyone wants to be involved with a level of input from the beginning of decisions. She added that there is fear from the staff because of the unknown and that it is hard to move forward from retaliation. Dr. Oberlander expressed that there are channels to go through for input for faculty to express concerns and ideas and a Board meeting is not the proper avenue for this discussion.

Upcoming Events/Activities

January 16 - 20, 2023 – In-Service

January 23, 2023 – Classes Begin

February 1, 2023 – Vision Dinner, 6 p.m. Tech Center

February 16 -17, 2023 – WACT/WCCC Meetings, Laramie County Community College

March 9, 2023 – Pronghorn Town Hall, 5:15, Presentation Hall

March 23 – 24, 2023 – College Closed for Spring Break

April 12 – 13, 2023 – WACT/WCCC Meetings, Eastern Wyoming College

May 12, 2023 - Commencement

June 7-8, 2023 - WACT/WCCC Meetings, Northwest College

August 24-25, 2023 – WACT/WCCC Meetings (budgetary approval), Casper College

October 4-5, 2023 - WACT/WCCC Meetings, Northern Wyoming Community College District

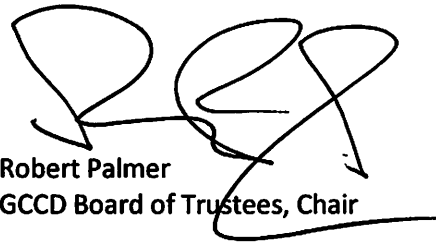
Chair Palmer adjourned the meeting at 1:40 p.m.

Adjourn

Submitted by:



Tracy Wasserburger
GCCD Board of Trustees, Secretary



Robert Palmer
GCCD Board of Trustees, Chair