



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, February 15, 2023

1:30 p.m.

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
Barry Lambson, Ferrilli (Zoom)
Chris Parker, NJCAA President (Zoom)
Tony Giest, Faculty
Allyssa Molenda, Staff
Renee Collins, Staff
Janie Rayback, Staff
Mary Stroka, County17
Weston Reynolds, student
Joe Gingerich, Faculty
Michael Carver, Faculty
Jeff Wasserburger, BOCHES

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 1:33 p.m. Trustee Wasserburger led the pledge. There was a quorum.

- Additions/Deletions to Agenda for Wednesday, February 15, 2023
- Approval of the Agenda for Wednesday, February 15, 2023
 - Trustee Williams moved to approve the agenda, seconded by Trustee McGrath. Motion carried.
- Approval of Consent Agenda

Trustee Gee commented that future staffing updates should list the positions along with the names. Trustee Gee moved to approve the consent agreement. Seconded by Trustee Anderson. Motion carried.

For the Good of the District

2023 President's Circle of Excellence Award Recipients were introduced and applauded.

Nominations came from their peers and went to the Cabinet for the final approvals. Allyssa Molenda – Classified Staff, Renee Collins – Administrative Staff, Tony Giest – Faculty. Trustee Smith's grandson is celebrating his 8th birthday today. Trustee Gee is excited about the good things coming and how many positions have been hired. 34 days until the spring equinox according to Trustee Williams. Chair Palmer is excited more snow and moisture is still coming.

Organizational Reports

1. President's Report – Dr. Oberlander

- a. GCCD is able to receive Wyoming Innovation Project funds and VP Spriggs and Dean Grubb are actively pursuing that opportunity.
- b. President Oberlander was in Cheyenne last week and it was a slow week for the bills the WACCT was tracking. President Oberlander had lunch with Rep. Angelos and Rep. Knapp and touched base with all of the delegation. She had a productive discussion with the Wyoming Community College Commission about adopting the course catalog for GCCD. The Trustees will need to approve the catalog around May then it will go to the WCCC for approval as well.
- c. The Ellucian contract should be signed by the end of this week. Cisco hardware is arriving on-site and will begin installation on March 1. In the next few months the first modules of Ellucian will be up and running.
- d. Faculty received non-renewal notices from Sheridan College and that was expected as part of the process. April 1 will be when contracts will be instituted with GCCD faculty and it is the last group of employees to transfer.
- e. Draft accreditation documents will be reviewed at the March board meeting.
 - i. Trustee Gee would like to discuss the trusteeship book and discuss a few of the topics with the board. Chair Palmer said he would like each Trustee to take a chapter and report back to the board. He will start it off at the March meeting.
- f. There have been initial conversations about building a building on campus in honor of Senator Enzi. A feasibility study has been started in the very initial discussions of this possibility.

2. Gillette College Advisory Board Update – Chair Richard Cisneros

- a. The Advisory Board met last week with new members, Cameron Smith and Rusty Bell. There is still an open position in the Oil & Gas sector for the board. Student Senate

President Avery Maxwell attended and gave an update. Chair Cisneros has added an industry sector report to the agenda for the Advisory Board. He will share those reports with the Board.

3. **Gillette College Foundation Executive Director Report – Heidi Gross**
 - a. Next week is scholarship night on Feb. 23 and a Planned Giving dinner, March 30, with Stan Wolfe. The Foundation will have a table at the March 16 Chamber Mixer at the College as well as at the Home Show. April 15 is Casino Night, 39 tables have been sold already. A new Foundation assistant will start next week as Danielle Sanders has transitioned to a position with Human Resources. At 2 p.m. tomorrow the Office of Transformation will have a forum at the college in the Pronghorn Center and Governor Gordon will be in attendance.
4. **Faculty Senate President Update – President Carver**
 - a. The Faculty Senate is meeting once a month this semester. Faculty are pleased that the supplemental leave issue has been resolved. Curriculum and Assessment Committees have been established and they are starting to meet. Priorities for this semester have been set: faculty load calculation recommendations, tenure process, faculty evaluation process, course fees for labs, online courses, and advising models that include faculty. Dr. Oberlander praised President Carver for his work on addressing faculty concerns and for the faculty being a huge part of the accreditation process. Trustee Gee shared her appreciation for the faculty handling all the challenges of the transition. Chair Palmer asked that President Carver share the board's appreciation and gratification to the faculty for their work and tackling all the other committees and responsibilities that have come up.
5. **NJCAA President/CEO – Dr. Chris Parker**
 - a. Dr. Oberlander has positioned the college for athletics. 1/3 of NJCAA athletes are first generation college attendees. Generational change will happen when athletics are welcomed and encouraged to succeed. Student success, student change, diversity, and inclusion are some main factors that contribute to the college and the community. The return on investment for an athletics program is immeasurable. But for athletics, where would these men and women be?
Trustee McGrath inquired about postseason play and if the college can appeal the decision to not allow postseason play. Chris Parker replied that yes, an appeal can be made. Trustee Williams added that junior college schools are extremely important and allow student athletes to compete and have another option for their academic level that aren't open for all student athletes at a four year university. Trustee Gee asked if there are any numbers that quantify the return on investment for athletics for the local economy. Chris Parker will share an article from 2011 from a study about that. 25-35% of out of area student athletes stay in the community in Chris's experience.

Old Business

1. **Financial Update/January 2023 Financials – Vice President Larsen**
 - a. Tuition from Sheridan is recorded and what the college paid off for the warrant is also noted.

Chair Palmer requested a motion to approve the January 2023 Financials. Trustee Gee moved and Trustee McGrath seconded to approve the January 2023 Financials. Motion carried.

2. **Approval of Financial Institutions – Vice President Larsen**

Chair Palmer requested a motion to approve First National Bank and Security State Bank as authorized depository institutions for GCCD funds for the 2023 calendar year. Trustee Wasserburger moved and Trustee Anderson seconded to approve First National Bank and Security State Bank as authorized depository institutions for GCCD funds for the 2023 calendar year. Motion carried.

New Business

1. Policy Series 3000.21-3000.32 (Data Governance) First Read – Dr. Oberlander and Interim CIO Barry Lambson
 - a. This outlines how to protect and secure the college’s data. Trustee Gee moved and Trustee Williams seconded to approve the First Reading of Policy Series 3000.21-3000.32, the Data Governance Policy as presented. Motion carried.
2. Policy Series 5000.8 (CARE Team) – Dr. Oberlander
 - a. Part of the Clery Act and federal compliance is to have a safe campus and this policy establishes the CARE Team. Our CARE Team receives training to handle notifications of distress and safety and all the variety of reasons someone might notify the CARE Team of an area of concern. Trustee McGrath moved and Trustee Williams seconded to approve the First Reading of Policy Series 5000.8, the CARE Team Policy. Motion carried.
3. Policy Review/Updates
 - a. We will get on a cycle of reviewing policies and updating them. Trustee Anderson requested to vote on all the policies individually.

Trustee Gee moved and Trustee Smith seconded to approve first reading of 1000.0, Non Discrimination. Trustee Wasserburger suggested removing a specific name and just listing the department for simplicity. Motion carried.

Trustee Anderson moved and Trustee Wasserburger seconded to approve the first reading of 1000.3, Membership of the Gillette Community College Board of Trustees. Trustee Gee suggested the last sentence isn’t needed. Motion carried.

Trustee Gee suggested 1000.7, Board Code of Ethics, be referred to committee.

Trustee Gee moved and Trustee Anderson seconded to approve the first reading of policy 4000.0, Employment. Motion carried.

4. Ratification of Nathan McLeland, Foundation Board Member – Heidi Gross

Trustee Gee moved and Trustee McGrath seconded the ratification of the new Foundation Board member, Nathan McLeland. Motion carried.

Committee Reports

1. Negotiation Committee report – Chair Palmer
 - a. The two negotiation teams were scheduled to meet face to face this week but because of a scheduling conflict the meeting was not able to happen. Another will be scheduled to highlight the successes so far and meet the new NWCCD negotiation team members. President Tribley did reach out to President Oberlander to say NWCCD would pay supplemental leave to the faculty. Lease assignments are very close to being finished and hopefully will be approved at the March board meeting. An intellectual property agreement may need to be formalized.
2. Wyoming Community College Commission – Dr. Oberlander

- a. There is a WCCC meeting this week and Trustee Smith will join Dr. Oberlander at the meeting in Cheyenne.

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.)

Upcoming Events/Activities

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

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

March 16, 2023 – College Hosted March Chamber Mixer, 5-7 p.m., Main Building Commons

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

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

May 12, 2023 - Commencement

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

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

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

Chair Palmer adjourned the meeting at 3:29 p.m.

Adjourn

Submitted by:



Tracy Wasserburger
GCCD Board of Trustees, Secretary



Robert Palmer
GCCD Board of Trustees, Chair