



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, August 16, 2023

11:30 a.m.

Gillette College Tech Center, Pronghorn Board Room

Trustees Present

Robert Palmer, Chair
Josh McGrath, Vice Chair
Alison Ochs-Gee, Treasurer (zoom)
Tracy Wasserburger, Secretary
Nello Williams
Larry Smith
Teri Anderson

Administration Present

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

Others Present

Dave Horning, Legal Counsel
Cassia Catterall, Reporter, Gillette News Record
Richard Cisneros, Advisory Board Chair
Travis Grubb, Dean of Career and Technical Education
Renee Collins, Director of IT
Tom Malone, Faculty
Ashlynn Keetley, Student Senate President
Jeff Wasserburger, BOCHES
Matt Olsen, Campbell County Government

Recorder

Elly Henning, Executive Assistant

Call to Order

Chair Palmer called the regular meeting to order at 11:30 a.m. Chair Palmer led the pledge. There was a quorum.

- Additions/Deletions to Agenda for Wednesday, August 16, 2023
 - Chair Palmer requested an addition under Committee Reports that #1 be moved to the end and to also include an executive session.

- Approval of the Agenda for Wednesday, August 16, 2023
 - Trustee McGrath moved, Trustee Williams seconded to approve the agenda as amended. Motion carried.
- Approval of Consent Agenda
 - Minutes of GCCD Regular BOT Meeting held on July 19, 2023
 - July 2023 financials
 - Trustee Wasserburger moved, Trustee Smith seconded. Motion carried.

For the Good of the District

SkillsUSA State Advisory Board Appointment

Dean Travis Grubb is replacing Brent Heusinkveld on the State SkillsUSA board. Being on the board is instrumental in promoting the program around the state and to help promote the program in post-secondary education.

Introduction of new Student Senate President

Ashilynn Keetley is currently majoring in general studies and might switch to sociology. She's originally from Minnesota but has been in Gillette since second grade. Her goal for the Student Senate this year is to develop professionalism and personal development within the group.

Good news from the Trustees

Trustee Williams commented on how nice the campus looks. The Dip Party with the Adopt a Player program meet and greet was a success. Scrimmages have already been underway for soccer and volleyball.

Organizational Reports

1. President's Report - Dr. Oberlander
 - a. President Oberlander went over the staffing update. There will be 107 total employees at the college this fall. She went over the newly hired positions. All of the academic deans are in place and their offices are in the main building.
 - b. Work is still being done on the leases for the Health Science building to move those forward.
 - c. The CapCon process is moving forward and the next step will be the legislature for approval in February/March.
 - d. The Cabinet had a retreat on July 26 with a lot of discussion about challenges and opportunities for the upcoming year.
 - e. The Deans and Directors retreat on August 3 was very productive and they set their intention for the group and top goals for the year.
 - f. August 30th is the interview with the Higher Learning Commission.
 - g. Professional Development starts next week with faculty returning and the end of next week will be capped off with our first Convocation Ceremony.

2. Gillette College Vice President of Academic and Student Affairs Report – Dr. Spriggs
 - a. Much of the focus of work is executing the Strategic Plan.
 - b. The Professional Development week calendar was full of sessions for staff and faculty regarding further education as well as compliance sessions.
 - c. The Faculty Handbook is being worked on with the Faculty Senate. The evaluation process still needs to be worked on.
 - d. The tutoring center and library got a face lift to increase student spaces.
 - e. The first International Student Orientation was a helpful event for incoming students.

3. Gillette College Advisory Board Report – Chair Cisneros

- a. The Executive Board met this morning and this month their main meeting will be next week prior to the Welcome Back luncheon. They are planning an October town hall and hope to increase participation at that event. They will focus on a specific topic and they will have one in the fall and one in the spring instead of quarterly.

4. Annual Information Technology Report – Dr. Oberlander

- a. Barry Lambson, CIO, presented his annual report for information technology.

Old Business

1. 2023 Board Retreat Planning – Chair Palmer

- a. November 3 is the retreat date. Chair Palmer recommends going with ACCT to facilitate.

New Business

1. Compensation Study Report – Dr. Oberlander

- a. The compensation study is completed and now work is being done on how to roll it out to the staff. Vice President Larsen reviewed that the process started in January and Gallagher Associates lead this project. The City also worked with this group. They benchmarked jobs by looking at data from various organizations, the whole U.S., the western part of the country, Wyoming and the county and city. Every job had to have a comparable 5 points. This information helped build the tables and grades going forward.

2. Add-on Printing Software Package – Dr. Oberlander

Chair Palmer requested a motion to approve \$125,000 for the Team ia printing solution and \$25,000 for a dedicated cloud server solution.

Trustee Williams moved, Trustee McGrath seconded to approve \$125,000 for the Team ia printing solution and \$25,000 for a dedicated cloud server solution. Motion carried.

3. Alertus Critical Communication System – Dr. Oberlander

Chair Palmer requested a motion to approve \$151,847 for the Alertus critical communication system.

Trustee Smith moved, Trustee Anderson seconded to approve \$151,847 for the Alertus critical communication system. Motion carried.

4. MOU with City of Gillette for Law Enforcement on Campus – Dr. Oberlander

Chair Palmer requested a motion to approve the memorandum of understanding with the City of Gillette for law enforcement on campus.

Trustee Gee moved to approve the motion subject to a request to negotiate the terms of the vehicle and reimbursement of the vehicle if the contract is ended early. Trustee Anderson seconded. Motion carried.

5. County Request for Boxelder Extension Right-of-Way – Dr. Oberlander and Mr. Matt Olsen

- a. The Pronghorn Industrial Park is moving forward and in order to do so a right of way needs to be established by the college ag building in order to access the park. Diagrams were passed out to show the area and scope of the project.

- b. Mr. Olsen and Director Gross will work on scheduling a joint meeting of the GC Foundation Board and the Board of Trustees to hear a formal presentation on the right-of-way request.

Committee Reports

1. Wyoming Community College Commission – Dr. Oberlander
 - a. The joint meeting with the community college trustees and the University of Wyoming went well and there was good discussion around bachelor’s degrees and transferability. Chair Palmer shared that the dialogue was constructive and he looks forward to furthering those discussions.
2. Wyoming Association of Community College Trustees Governance Training Report – Trustee Smith and Trustee Anderson
3. Board Education – Trustee Wasserburger
A chapter 6 handout was passed out and discussed regarding Best Practices of Effective Governing Boards, *“Anatomy of a Healthy Governing Board”*.
4. 2023 President’s Evaluation – Chair Palmer
 - a. Trustee Wasserbuger, Williams and Chair Palmer have met to discuss using ACCT to help with the President’s evaluation.

Executive Session

Trustee Smith moved to go into executive session to discuss personnel, seconded by Trustee McGrath. Motion carried.

Trustee Wasserbuger moved, Trustee Williams seconded to adjourn from executive session at 2:23 p.m.

Public Comments - There were no public comments.

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

Upcoming Events/Activities

August 21, 2023 – Faculty Return

August 23, 2023 – Advisory Board Sponsored Welcome Back Lunch, 12 p.m., Main Building Back Patio

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

August 28, 2023 – Classes Start

August 31, 2023 – Legislative Update Breakfast, 8 a.m., Pronghorn Center

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

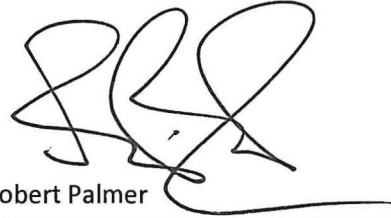
Adjourn

Trustee Williams moved to adjourn the meeting, Trustee Anderson seconded. Motion carried. Chair Palmer adjourned the meeting at 2:25 p.m.

Submitted by:

Tracy Wasserburger

Tracy Wasserburger
GCCD Board of Trustees, Secretary

A stylized, handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the bottom.

Robert Palmer
GCCD Board of Trustees, Chair

