



Regular Board of Trustees Meeting Minutes

Gillette College

Feb 21, 2024 at 11:30 AM MST

@ Tech Center, 3251 South 4-J Road

Attendance

Present:

Members: Teri Anderson, Alison Gee, Josh McGrath (remote), Robert Palmer, Larry Smith, Tracy Wasserburger, Nello Williams

Guests: Angie Laakso, Jeff Wasserburger, Dave Horning, Ashilynn Keetley, Ryan Lewallen, Cassia Catterall

Administration: Heidi Gross, Elly Henning, Anne Larsen, Maggie Longo, Janell Oberlander, Barry Spriggs

Faculty: Matt Craig, Miranda Finn, Joe Gingerich, Sky Stitt

Staff: Renee Collins, Brandi Martin, Shantel Moore, Lindsay Wakefield

I. Call to Order

Chair McGrath called the meeting to order at 11:30 a.m. and passed the running of the meeting to Vice Chair Wasserburger.

 [Motion Agenda 2-21-2024.pdf](#)

A. Pledge of Allegiance

Chair Palmer led the pledge.

B. Roll Call

There is a quorum.

C. Additions/Deletions to Agenda for Wednesday, February 21, 2024

Motion:

To approve the Agenda for the Regular GCCD BOT meeting held today, Wednesday, February 21, 2024.

Motion moved by Nello Williams and motion seconded by Robert Palmer. Motion carried.

D. Approval of Consent Agenda

Motion:

To approve the Consent Agenda for the Regular GCCD BOT Meeting held today, Wednesday, February 21, 2024.

Motion moved by Alison Gee and motion seconded by Teri Anderson.
Motion carried.

1. Minutes of GCCD Regular BOT Meeting held on January 17, 2024

Trustee Anderson pointed out that in last month's minutes Trustee Williams celebrated the addition of a great grandchild, not a grandchild.

 [Regular Board of Trustees Meeting Minutes 1-17-2024.pdf](#)

2. Staffing Report

 [Staffing Report 2.16.2024.pdf](#)

3. January 2024 Financials

 [Finance Pack January Final.pdf](#)

II. For the Good of the District

A. All-Wyoming Academic Team

Miranda Finn and Brandi Martin introduced the All-Wyoming Academic Team, Gino Burioni, Colson Kluck and Kayla Amos. Gino came from France and is on the soccer team and he's looking forward to spending the summer in Gillette and he's enjoying his host family. Colson was at work in his apprenticeship at one of the mines and Kayla is at a clinical for her nursing program and couldn't be present.

 [All-Wyoming Academic Team.pdf](#)

B. Good News from the Trustees

Condolences were shared on the passing of Cynthia Saunders who was a great supporter of the college. Casino Night is coming up on April 6 and Trustee Gee challenged the other trustees to support the event by donating something for the silent auction. Trustee Smith shared that the Rodeo Banquet had over 400 people and both men and women's teams are #1 in the Rocky Mountain region and the women are #4 in the nation. They've broken every record from last year already.

III. Organizational Reports

A. President's Report - Dr. Oberlander

Trustee Smith and Dr. Oberlander attended the Association of Community College Trustees conference in Washington, D.C. They had a chance to speak to some of the members of the Wyoming delegation about Pell Grants and other issues important to community colleges as well as hear some guest speakers at the conference. Artificial intelligence was a big topic and Trustee Smith was pleased to see how Gillette College is staying ahead of the curve and embracing new technology. Dr. Oberlander shared that during industry visits they've been discussing AI and augmented reality.

Area 59 had 66 community maker classes, 26 robotics league members, 52 monthly memberships, and 45 veterans were served in 2023. Field trips will start with all 2nd grade classes in the school district with a new agreement. Drone workshops also continue as well as professional development for STEM teachers within the district.

The Encore Club is ramping up to support Energy City Voices and they're planning Sonnets and Chocolates on April 26.

Accreditation is a main focus and main priority and our letter of intent to submit eligibility will be submitted at the beginning of March. Our leadership teams continue to work on the actual application to be ready for the next step of the process.

B. Gillette College Advisory Board Report - Angie Laakso

Chair Laakso shared her first report on the industry report about the Council of Community Services. After hearing that the Student Senate helped out over Christmas with meal baskets she wanted to highlight that sector. The Council has an average of 32 people per night at their homeless shelter, many of those who are employed. They also have low income apartments as well as mental health specific apartments. They also have the food pantry and the soup kitchen.

C. Administrative Services and Chief Financial Officer Report - Vice President Larsen

Human Resources is getting their legs underneath them under their new leadership and creating processes for annual reviews.

Facilities is also under new leadership and working on a big project to light the bridge.

The Business Office has completed their first payroll in Colleague with the new system. It was a big project to move forward.

At the beginning of next month we will start hearings for the departmental budgets. Then there will be meetings with the Finance Committee.

VP Larsen shared a power point about some proposed property tax bills and how they might impact college funding. She will continue tracking these as the legislative session continues.

D. Faculty Senate Report - Matt Craig

Faculty are happy to be back for the semester and have given their first set of exams for the semester. The Curriculum and Assessment Committees are working to get things in order so that we can seamlessly move forward as we get closer to HLC accreditation. The Faculty Senate has moved forward another draft of the Faculty Senate Constitution and bylaws to the Cabinet. The new faculty handbook was distributed and faculty are reviewing it. Faculty completed their performance evaluations using the new evaluation tool. The Arts and Sciences faculty were denied their request for further compensation adjustments, unlike the Nursing and Tech faculty. The cultural assessment report suggested creating a committee to further the work and findings of the report and the faculty senate thinks that is a real positive. However, contrary to some recent news articles, many concerns are ongoing and have not reached a satisfactory resolution.

Dr. Oberlander clarified that Arts and Sciences faculty did receive salary adjustments at the beginning of the academic year. Trustee Gee added that she does not believe this is the forum for some of these conversations and the Trustees are well aware of the cultural assessment report and are hopeful that all sides will take a serious look at how they can positively contribute to making this a better college.

IV. Old Business

A. Second Reading of Board Policy 3000.33 - Investment - Dr. Oberlander

 [Investment Policy 3000.33.pdf](#)

Motion:

To approve the second and final Reading of Policy 3000.33.

Motion moved by Alison Gee and motion seconded by Larry Smith. Procedure is currently being worked on to go hand in hand with this policy. Motion carried.

V. New Business

- A. Academic Calendar for 2024/2025 Approval - Dr. Oberlander

 [2024-2025-Academic-Calendar GCCD-Convocation.pdf](#)

Motion:

To approve the Academic Calendar for the 2024/2025 year.

Motion moved by Teri Anderson and motion seconded by Nello Williams. Motion carried.

- B. Ratification of Foundation Board Member - Executive Director Gross

 [Foundation Board Member - Don McKillop.pdf](#)

Motion:

To ratify Foundation Board Member Don McKillop.

Motion moved by Nello Williams and motion seconded by Teri Anderson. Motion carried.

- C. Deposit Account Authorities Updated, New Accounts Opened - Vice President Larsen

The approved signers need to be updated on some existing bank accounts. The new accounts would move what we have currently in a basic checking account with no interest to interest bearing accounts.

 [Changes to the FNB bank account.pdf](#)

Motion:

To approve the new deposit account authorities and the new accounts.

Motion moved by Alison Gee and motion seconded by Robert Palmer. Motion carried.

- D. Agreement for Purchase of Property - Dr. Oberlander

The 6.4 acres between College Drive and Enzi Drive. This purchase has been approved by the Wyoming Community College Commission and is currently being considered at the state legislature.

 [lots for purchase.pdf](#)

Motion:

To approve the purchase of city lots from the City of Gillette as presented and amended.

Motion moved by Robert Palmer and motion seconded by Nello Williams. Motion carried.

Trustee Gee had concerns about having enough time for a title commitment and she recommends the effective date be today, February 21, 2024

Motion:

Trustee Gee moved to amend the motion on the table to make the effective date of the signature of Gillette College to be February 21, 2024 and further authorizing President Oberlander and Chair McGrath to co-sign without further action by the board and to sign other documents as necessary.

Motion moved by Alison Gee and motion seconded by Robert Palmer. Motion carried.

E. Legislative Updates - Dr. Oberlander

There is a lot happening in Cheyenne. The Capital Construction bill did not make it out of the House. It is the understanding that the Capital Construction bill will be reintroduced with budget amendments and the college projects specifically will be brought forward by Rep. Clouston. The property tax bills are being watched closely. WIP funding might be removed as well.

VI. Committee Reports

A. Governance Committee Report

Trustee Anderson shared that a final draft has been published of the trustee handbook. It is available on the resources page on OnBoard so please look at it and get any feedback to the committee. This is a resource for any new trustees and future boards and it is a living document.

B. WACCT Report - Trustee Williams and Trustee Smith

Trustee Smith shared that the majority of the discussion was what is happening with the legislature. They elected new officers and Trustee Smith is now the Treasurer of WACCT.

VII. Public Comments

VIII. Upcoming Events

 [Upcoming Events 2-21-2024.pdf](#)

Trustee Wasserburger adjourned the meeting at 1:08 p.m.

LSM

Larry Smith