



# Regular Board of Trustees Meeting Minutes

Gillette College

Wednesday, July 17, 2024 at 11:30 AM MDT

@ Wright Town Hall, 395 Lariat Way, Wright, Wyoming 82732

## **Attendance**

### **Present:**

Members: Teri Anderson, Alison Gee, Robert Palmer, Larry Smith, Tracy Wasserburger, Nello Williams

Guests: Dylan Kelly, Ryan McGrath, Doug Schrader, Anne Ziegenhorn

Administration: Heidi Gross, Elly Henning, Roger Humphrey, Anne Larsen, Maggie Longo, Janell Oberlander

Faculty: Tony Giest

Staff: Renee Collins, Chrisondra Kern

### **Absent:**

Members: Josh McGrath

## I. Call to Order

Vice Chair Wasserburger called the meeting to order at 11:39 a.m.

 [Motion Agenda 7-17-2024.pdf](#)

### A. Pledge of Allegiance

Trustee Smith led the pledge.

### B. Roll Call

There was a quorum. Vice Chair Wasserburger shared her appreciation for our partners in Wright and the work of the college staff that coordinated the meeting here in Wright.

### C. Additions/Deletions to Agenda for Wednesday, July 17, 2024

#### **Motion:**

Vice Chair Wasserburger requested a motion to approve the Agenda for the Regular GCCD BOT meeting held today, Wednesday July 17, 2024.

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

### D. Approval of Consent Agenda

#### **Motion:**

Vice Chair Wasserburger requested a motion to approve the Consent Agenda for the Regular GCCD BOT Meeting held today, Wednesday, July 17, 2024.

Motion moved by Alison Gee and motion seconded by Larry Smith.  
Motion carried.

1. Minutes of GCCD Regular BOT Meeting held on June 19, 2024

 [6-19-2024 Board of Trustees Meeting Minutes.pdf](#)

2. Minutes of Executive Session, June 19, 2024

3. Minutes of GCCD Public Budget Hearing, July 1, 2024

 [Public Budget Hearing Minutes.pdf](#)

4. Minutes of GCCD Special Meeting, July 1, 2024

 [Special Board of Trustees Meeting Minutes.pdf](#)

5. Staffing Report

 [Staffing Report 7-17-2024.docx](#)

6. June 2024 Financials

 [Pre-audit June Finance Pack.pdf](#)

## II. For the Good of the District

### A. SkillsUSA National Results

Tony Giest, Machine Tool Faculty and SkillsUSA advisor, presented the great news and results from the national competition. John David Crump, our high school/Gillette College student placed 22nd in Diesel Equipment technology in the nation. The Mechatronics Team consisting of Timothy Ruban and Luke Molder placed 15th in the nation with a very challenging project. All those students will be back next year at Gillette College. The trustees shared their appreciation for Tony as an advisor and for the strong program the college has fostered over the years with this program.

### B. Good News from the Trustees

Trustee Anderson shared good news about her granddaughter's brain surgery and she's doing well considering the circumstances. She also congratulated Trustee Gee for being sworn in as a city court judge. Trustee Williams' grandson, Gibby, who is a sophomore was asked to play on several all-star basketball teams in other states. Trustee Palmer shared that his eldest grandson is working on his pilot's license and completed his first solo flight successfully even with a blown out tire on the landing. President Oberlander shared that she is going to be a grandparent in February.

## III. Organizational Reports

### A. President's Report - Dr. Oberlander

President Oberlander shared that summer is a busy time of year at the college. The bridge has been closed for staining and the electricians are now putting LED lights on. A bridge lighting ceremony will be forthcoming. We're finalizing some TEC board room updates and are looking forward to further updates in the TEC flex space. The Pronghorn Center floor is getting buffed and sealed. The Main Building parking lot has been resurfaced and some cracks were repaired. Workforce and Community Development was awarded just under \$500,000 for the continuation of that program. The Community Development program has trained 140 people as of June 1 and awarded 65 industry certificates. The first 2 students have graduated from the CDL program and there are more in the program now. The CDL program purchased a simulator and a belly dump trailer. The MOU is being worked on with the County for the space for the CDL program at the old road and bridge facility space.

Accreditation - The eligibility filing draft is due to Dr. Oberlander by August 1 with enough time to review before submitting it in December.

Camporee is coming soon and the campers will work on planting bulbs and trees, they will pull weeds, clean team buses and vehicles, they will clean bleachers in the Pronghorn Center, deep clean the High Plains Grill, and pick up trash along Donkey Creek.

The cabinet is retreating tomorrow to re-assess the strategic plan and set goals and priorities for the next year.

B. Director of Institutional Research - Roger Humphrey

Roger gave an overview of the work he is embarking upon to get things up and running. He plans to bring regular reports to the trustees as data starts to be collected and compiled.

 [IR BOT Presentation 7-13-24.pptx](#)

IV. Old Business

V. New Business

A. First Reading of Policy 4000.1 Awarding of Tenure

Trustee Gee asked if this is similar to other community colleges around the state. Dr. Oberlander said it varies but by and large the end result is similar with a faculty member going through a process and doing extensive work to achieve tenure. The procedure for GCCDs process of tenure is still being finalized. Legal counsel McGrath shared that Wyoming is an at will state.

 [Policy 4000.1 Awarding of Tenure Draft 5.13.2024 redline.docx](#)

**Motion:**

Vice Chair Wasserburger requested a motion to approve the First Reading of Policy 4000.1, Awarding of Tenure.

Motion moved by Robert Palmer and motion seconded by Teri Anderson. Motion carried.

B. Colleague Software License Approval

 [WCCC Ellucian License 0724-0625 Invoice 25 041524.doc](#)

 [Ellucian Price Presentation.pptx](#)

**Motion:**

Vice Chair Wasserburger requested a motion to approve the purchase of a yearly software license for Ellucian and Colleague for a total of \$362,807.00.

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

C. Invoice for College Contribution to Student Housing, PH II Debt Service

 [Invoice 19711 - City of Gillette.pdf](#)

**Motion:**

Vice Chair Wasserburger requested a motion to approve the payment to the City of Gillette for \$244,822.35.

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

D. Zoom Phone Purchase Approval

Chair Palmer asked how often we assess what programs to use for technology needs. Renee Collins said 2 years ago we made the decision to keep it the same as the transition from NWCCD was underway. Over the next year we will re-evaluate between Zoom and Teams or a mix between the two.

 [Zoom Phone.pdf](#)

 [Zoom Phone #2.pdf](#)

**Motion:**

Vice Chair Wasserburger will request a motion to approve the purchase of Zoom phone licenses and subscriptions for \$63,182.28.

Motion moved by Robert Palmer and motion seconded by Larry Smith. Motion carried.

E. Approval of Spend Authority for Audio/Visual Technology Upgrade for Tech Center Flex Space and Tech Center Board Room

Renee Collins shared that this would be a new projector, microphones, cameras, etc. since there are currently no technology assets in the Flex Space. Dr. Oberlander hopes to have the project complete by the end of the fall semester. Chair Palmer shared that every group who uses the space will benefit from this upgrade. Chair Palmer suggested we consider our bid procedures and purchasing procedures to preference local vendors.

**Motion:**

Vice Chair Wasserburger will request a motion to approve authority to spend up to \$110,000.00 for audio/visual equipment upgrades in the Tech Center Flex Space and Tech Center Board Room.

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

VI. Committee Reports

Trustee Smith shared that WACCT doesn't have any updates.

VII. Public Comments

Chair Wasserburger thanked the meeting attendees for coming to visit. The attendees thanked the trustees for coming to Wright.

Jeff Wasserburger, BOCHES director, shared that Wright students have the same percentage of students taking college classes at Wright high school as any other high school in our community. Rachel Barnhurst, the guidance counselor at Wright High School and gets the kids enrolled and through the process. The BOCHES budget meeting is tonight.

VIII. Upcoming Events

- A. August 7 - 26, 2024 - Filing Period for Trustees, County Clerk's Office
- B. August 20, 2024 - Welcome Back Lunch Sponsored by the Advisory Board, 12 p.m. Tech Center
- C. August 23, 2024 - Foundation Golf Scramble, Bell Nob Golf Course
- D. August 26, 2024 - Classes Begin

IX. Adjourn

Vice Chair Wasserburger adjourned the meeting at 1:11 p.m.

