



Regular Board of Trustees Meeting Minutes

Gillette College

2/19/2025 11:30 AMMST

@ Tech Center, 3251 South 4-J Road

Attendance

Present:

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

Guests: Mia Blinkinsop, Dave Horning, Angie Laakso

Administration: Heidi Gross, Elly Henning, Roger Humphrey, Anne Larsen, Maggie Longo, Janell Oberlander (remote), Barry Spriggs

Faculty: Lisa Arhart, Jared Vance

Staff: Tyler Buchan, Debbie Craig, Janie Rayback

I. Call to Order

 [Motion Agenda 2-19-2025.doc](#)

A. Pledge of Allegiance

Trustee Anderson led the pledge.

B. Roll Call

There is a quorum.

C. Additions/Deletions to Agenda for Wednesday, February 19, 2025

Motion:

Trustee Smith moved to add a section on the consent agenda to approve the executive session minutes from January 15, 2025. Trustee McGrath moved to move the Gillette College Advisory board report under A. of For the Good of the District.

Motion moved by Larry Smith and motion seconded by Teri Anderson. Motion carried.

D. Approval of Consent Agenda for Wednesday, February 19, 2025

1. Minutes of GCCD Regular BOT Meeting held on January 15, 2025

 [Regular Board of Trustees Meeting Minutes 1-15-2025.pdf](#)

2. Staffing Report

 [Staffing Report 2-3-2025.docx](#)

3. January 2025 Financials

 [Finance Pack January final for board meeting.pdf](#)

Motion:

Chair McGrath requested a motion to approve the Consent Agenda as amended for the Regular GCCD BOT Meeting held today, Wednesday, February 19, 2025.

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

II. For the Good of the District

Chair McGrath, the trustees and President Oberlander shared his appreciation to Angie for her work as the Advisory Board chair over the past year.

A. Good News from the Trustees

Trustee Williams thanked everyone for their assistance last meeting when he had his medical episode.

B. Staff of the Month for February (Casey Rae Sellers, Assistant Rodeo Coach) - Athletic Director Rayback

Athletic Director Rayback shared that Casey Rae Sellers is an exceptional member of the Pronghorn team who was pivotal in the recent rodeo banquet and she is a leader across the nation regarding western heritage and her leadership.

C. Student of the Month for February (Mia Blinkinsop) - Lisa Arhart

Lisa introduced Mia who is the president of Creative Writing Club, on the student senate, in the Energy City Voices and taking classes through the University of Wyoming. She will be receiving her Bachelor's in psychology from the University of Wyoming this May.

D. Faculty of the Month for February (Megan Rourke, Math Instructor) - Dr. Spriggs

Megan is the chair of the Assessment Committee and has been with the college since 2011. She has been an important part of getting framework together for accreditation in regard to assessment.

III. Organizational Reports

A. President's Report - President Oberlander

Dr. Oberlander shared with us the news of the birth of her granddaughter, Maverik Elizabeth Jones.

Dr. Oberlander then introduced the President's Circle of Excellence Award winners. Gaylene Boyle is the Classified Staff of the Year and her nominators described her as going above and beyond, a mentor, colleague and friend and getting down to business and getting things done. Brandi Martin is the Administrative Staff of the Year for many reasons, never hesitating to ask faculty and staff to participate in student initiatives, always a ray of sunshine with so much leadership potential, operating with honesty and creativity in all that she does. Tom Malone is the Faculty of the Year because of his joyful attitude, his mentorship of students and his enthusiastic dedication to professionalism and excellence. Lisa Arhart introduced the Shaping

Wyoming's Future Award recipient, Makayla Yelenich, who is the Student of the Year. Makayla was acknowledged in Cheyenne on the House and Senate floors this month along with the other Shaping Wyoming's Future Award winners from the other community colleges.

Dr. Oberlander continues to watch what is happening in the legislature regarding property tax bills and others that may impact community colleges.

The Higher Learning Commission has assigned our permanent accreditation liaison and we continue to work on moving those steps forward. The U.S. Department of Education process is currently on pause and we are working on stepping through that process further.

The conceptual design phase for the Enzi building is coming to a close with industry partner meetings being scheduled soon along with community and student meetings.

B. Gillette College Advisory Board Report - Chair Scott Durgin

Angie stood in for Scott since he had a travel delay and couldn't make it. Angie shared that the Advisory Board continues to meet and has moved forward with their new officers.

C. Gillette College Executive Director of Marketing and Strategic Communications - Maggie Longo

Maggie discussed Element 451 and the CRM system that she is working on with the admissions team. That system has helped take recruitment contacts and push out texts, emails and physical marketing to them in a focused way. Digital billboards, facebook ads and the movie theater ads continue. Social media reach continually goes up and our audience retainment has increased since last year.

D. Spring Enrollment - Roger Humphrey

Roger shared a presentation outlining current enrollment numbers.

 [Data Presentation - 2-19-25.pptx](#)

E. Faculty Senate Report - Faculty Senate President Jared Vance

There is a full Faculty Senate now. Jared Vance as President, Michael Carver as Vice President, Lisa Arhart as Secretary, Heather Green and Gwen Reed as senators. Their priorities for this semester are: reviewing bylaws and Constitution, looking into faculty load calculations, effectively communicating between faculty and administration. Trustees praised the senate members and appreciated the report.

F. Student Senate Report - Student Senate President Fetuao Tapasa

Mia Blinkinsop spoke on behalf of Fetuao. They are working on a job readiness event to benefit students. They will have elections opening up in March and are working on the applications and marketing for them. They are starting a Student Fund Allocation Committee to make a more smooth process for getting those funds to clubs. They are collaborating more with clubs and organizations, updating their bylaws and also working on a class gift.

















IV. Old Business

A. Second Reading of Policies - President Oberlander

1. Policy 3000.14 (Revised) Audit Policy

 [Policy 3000.14 \(Revised\) Audit Policy.pdf](#)

2. Policy 4000.8 (Revised) Employee Benefits Program

-  [Policy 4000.8 \(Revised\) Employee Benefits Program.pdf](#)
- 3. Policy 6000.3 (Revised) Program Compliance, Requirements for Degrees
 -  [Policy 6000.3 \(Revised\) Degrees and Certificates.pdf](#)
- 4. Policy 6000.4 Student Outcomes and Assessment
 -  [Policy 6000.4 Student Outcomes and Assessment.pdf](#)
- 5. Policy 6000.5 Development and Revision of Curriculum
 -  [Policy 6000.5 Development and Revision of Curriculum.pdf](#)
- 6. Policy 6000.6 Program Review
 -  [Policy 6000.6 Program Review.pdf](#)
- 7. Policy 6000.7 Course Outlines and Syllabi
 -  [Policy 6000.7 Course Outlines and Syllabi.pdf](#)
- 8. Policy 6000.8 Attendance
 -  [Policy 6000.8 Attendance.pdf](#)
- 9. Policy 6000.9 Change of Grades, Academic Forgiveness
 -  [Policy 6000.9 Change of Grades, Academic Forgiveness.pdf](#)
- 10. Policy 6000.10 Academic Freedom
 -  [Policy 6000.10 Academic Freedom.pdf](#)
- 11. Policy 6000.11 Credit Hour
 -  [Policy 6000.11 Credit Hour.pdf](#)
- 12. Policy 6000.12 Academic Calendar
 -  [Policy 6000.12 Academic Calendar.pdf](#)
- 13. Policy 6000.13 Verification of Rosters
 -  [Policy 6000.13 Verification of Rosters.pdf](#)
- 14. Policy 6000.14 Specialized Accreditation
 -  [Policy 6000.14 Specialized Accreditation.pdf](#)
- 15. Policy 5000.9 Scholarship Policy
 -  [Policy 5000.9 Scholarship and Waiver Policy.pdf](#)
- 16. Policy 2000.4 Data Governance
 -  [Policy 2000.4 Data Governance.pdf](#)
- 17. Policy 3000.35 Grant Writing and Grant Management
 -  [Policy 3000.35 Grant Writing and Grant Mangement.pdf](#)

Motion:

Chair McGrath requested a motion to approve the policies with the amendment to Policy 6000.7 as brought forth by the Faculty Senate and a clerical amendment to 6000.6.

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


B. Economic Impact Study - Dr. Oberlander

All of the Wyoming community colleges participated in this study. Roger Humphrey led the presentation going over the highlights of this important study. The study shows that completing a degree directly impacts the economic standing of students within their community. Chair McGrath highlighted that Gillette College alumni generated \$35.6 million which is the equivalent of 1 in 62 jobs in the county.

 [Economic Impact-All Reports-Optimized.pdf](#)

C. A2A Discussion and Approval - Chair McGrath

Chair McGrath would like to hold off on this while the County looks into some revisions.

 [ECED MOU \(City, County, College\) 9.4.2024 workshop edits incorporated clean.docx](#)

Motion:

Trustee Palmer moved to table the motion of approval of the A2A Memorandum of Understanding, pending additional information from Campbell County.

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

V. New Business

A. Vision 2025 Meeting Follow Up - Trustee Palmer

Trustee Palmer shared that after the Vision Dinner with the County, City, hospital, school district and Wright he is advocating for ways to help each other with issues when they arise for those entities and to work together. Trustee Palmer will take the lead on drafting a resolution letter and get it circulated for signatures.

Motion:

Trustee Anderson moved that Trustee Palmer draft a resolution letter to be send to the legislature.

Motion moved by Teri Anderson and motion seconded by Ellis Day. Motion carried.

B. Signers on Bank Accounts Update - Vice President Larsen

 [Bank Signers Updated.docx](#)

Motion:

Chair McGrath requested a motion to approve the updated bank signers for Security State Bank as Teri Anderson, Josh McGrath, Debbie Craig and Anne Larsen and the updated bank signers for First National Bank as Teri Anderson, Josh McGrath, Debbie Craig and Anne Larsen.

Motion moved by Larry Smith and motion seconded by Nello Williams. Motion carried.

VI. Committee Reports

A. WACCT/WCCC - Trustee Smith and Trustee Day

Trustee Ellis had new WACCT member training. There is an updated website and new member handbook with valuable information for new trustees. Trustee Ellis enjoyed his time at the capitol and he learned a lot. Trustee Smith is the treasurer of WACCT for another year. President Oberlander shared that at the WCCC meeting 2 commissioners had their final meeting. The next meeting will be hosted in Gillette.

B. Art Committee

Trustee Anderson shared the mock up that Joan Sowada has provided thus far for the Board Room art commission.

VII. Board Education - AI Demonstration - Dr. Oberlander and Dr. Jill Maschio

Dr. Maschio shared a lot of information about the future of artificial intelligence.

 [AI demonstration Maschio_GC.pptx](#)

VIII. Executive Session (pursuant to state statute 16-4-405(ix) to consider or receive information classified as confidential by law and state statute 16-4-405 (ii) personnel) - No Action Will Be Taken

Chair McGrath shared that since there is no one here for public comment and there will be no action after the Executive Session that the live stream will end now.



Motion:

Chair McGrath requested a motion to move into Executive Session pursuant to state statutes 16-4-405(ix) and 16-4-405 (ii).

Motion moved by Nello Williams and motion seconded by Ellis Day. Motion carried.

IX. Public Comments

X. Upcoming Events

- A. March 7, 2025 - Sonnets and Chocolates - Tech Center
 [25 ECV SonnetsChocolates.pdf](#)
- B. March 24, 2025 - Joint Foundation Board, Advisory Board and Board of Trustees Meeting, 5:30 p.m., Tech Flex
- C. April 11, 2025 - Casino Night, 6 p.m. - Cam-Plex
 [Casino Night 2025.pdf](#)

XI. Adjourn

Executive session concluded at 2:03 p.m. and the meeting was adjourned.

Tracy Wassenburg

Larry Smith