



Regular Board of Trustees Meeting Minutes

Gillette College

3/19/2025 11:30 AMMDT

@ Tech Center, 3251 South 4-J Road

Attendance

Present:

Members: Teri Anderson, Ellis Day, Robert Palmer, Larry Smith, Tracy Wasserburger, Nello Williams

Guests: Dave Horning, Susan Monaghan, Jeff Wasserburger

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

Faculty: Tony Giest

Staff: Chrisondra Kern, Shantel Moore

Absent:

Members: Josh McGrath

I. Call to Order

[Motion Agenda 3-19-2025.pdf](#)

A. Pledge of Allegiance

Trustee Williams led the pledge.

B. Roll Call

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

Motion:

Vice Chair Wasserburger requested a motion to approve the Agenda as revised for the Regular GCCD BOT meeting held today, Wednesday, March 19, 2025.

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

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

1. Minutes of GCCD Regular BOT Meeting held on February 19, 2025

[Regular Board of Trustees Meeting Minutes 2-19-2025.pdf](#)

Motion:

Trustee Smith motioned to pull the minutes off of the consent agenda to make a few clerical changes.

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

2. Approval of BOT Executive Session Minutes Held on February 19, 2025

3. Staffing Report

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

4. February 2025 Financials

 [Finance Pack February.pdf](#)

Motion:

Vice Chair Wasserburger requested a motion to approve the Consent Agenda, with the removal of the minutes, for the Regular GCCD BOT Meeting held today, Wednesday, March 19, 2025.

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

Discussion regarding the minutes: Dr. Oberlander shared that Dave Horning and Angie Laakso need to be added as guests on the February 19, 2025 attendance, and remove 'FILL IN' from the minutes under New Business section A.

Motion:

Vice Chair Wasserburger requested a motion to approve the meeting minutes from the February 19, 2025 board meeting with the amended changes.

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

II. For the Good of the District

A. Good News from the Trustees

Trustee Anderson shared her thanks for the Facilities team and the Booster Club for all their efforts over the past week for all the athletics events with rodeo and basketball over the weekend. Trustee Wasserburger added that Athletic Director Rayback did a wonderful job running the tournament and involving the youth of the community. Dr. Oberlander acknowledged the work of Maggie Longo in preparing all of the materials for the website and logo, brochures and images for the tournament. Trustee Smith said several parents asked about the Energy City Voices at the rodeo and were very impressed with their performances. Trustee Williams mentioned how the high school basketball teams performed at the state tournament. Trustee Williams shared that his grandson is now an FBI agent stationed in Casper.

Trustee Wasserburger's grandsons placed very well in the Nebraska wrestling tournament.
Trustee Anderson's granddaughter performed with a National Children's Choir in Chicago.

III. Organizational Reports

A. Legislative Update - Erin Taylor

Erin was not able to join the meeting on zoom.

B. President's Report - President Oberlander

Scott Cargill has been selected as the commencement speaker. The new Dean of Student Affairs is Dr. Lemon from Pennsylvania and she will join us permanently in August while working remotely throughout the summer. Spencer Durfee will join the college as the new men's soccer coach starting next month. A few legislative bills will require updated policies and the vice presidents are working on items to bring forward in the next few months. Vice Chair Wasserburger asked how the faculty has been informed and supported during the new gun bill legislation. Dr. Oberlander shared that even before the legislative session opened meetings were held with departments letting them know of the prospective bills and how they might impact the college if they were to pass. Since then there have been more updates shared with the entire campus.

C. Gillette College Advisory Board Report - Chair Scott Durgin

Scott was not able to make it to the meeting.

D. Gillette College Director of Administrative Services and Chief Financial Officer - Vice President Larsen

The Facilities team is currently in the process of updating classroom space at the new CDL location. The Pronghorn Center storage space is moving forward to make a space for Energy City Voices. The I-Hall boiler project is in the works to start in May and conclude in July. 5,227 work orders have been completed in the last 12 months. Our Risk Manager has scheduled a tabletop exercise for June, is customizing the Alertus system and is training staff and faculty to handle crisis situations. Human Resources has implemented a new applicant tracking system for more efficiency and to enhance the applicant experience. The first budget hearings with budget managers will be held next week and the Finance Committee will be meeting next month to review. The property tax bill potential impacts are being studied and it is likely the college will see around a \$500,000 decrease in funding due to them.

E. Faculty Senate Report - Faculty Senate President Jared Vance

Dr. Oberlander read the written report.

 [Faculty Senate Written Report 3-14-2025.pdf](#)

IV. Old Business

A. Strategic Plan Update - Dr. Barry Spriggs

Dr. Spriggs and Roger Humphrey discussed the key performance indicators and how they are tied to our strategic plan.

 [2025 KPI Report - 3-19-25.pdf](#)

 [Strategic Plan BOT Presentation 3-19-25.pdf](#)

V. New Business

A. Spending Authority Approval for CNC Machine - Vice President Larsen

Tony Giest shared that this will allow all 6 students to work on these machines and increase the number of industry standard machines.

 [CNC Machine Background.pdf](#)

 [CNC Machine Quote.pdf](#)

Motion:

Vice Chair Wasserburger requested a motion to approve up to \$137,000 in budgeted funds for the purchase of a CNC Vertical Machining Center.

Motion moved by Robert Palmer and motion seconded by Ellis Day. Motion carried.

B. Tenure Approval - Dr. Oberlander

Dr. Oberlander shared that this is the first opportunity for the board to award tenure to Gillette College faculty. Some of these faculty had tenure through NWCCD and they also went through the rigor of applying for tenure through Gillette College.

 [Faculty Tenure Recommendation 2025.pdf](#)

Motion:

Vice Chair Wasserburger requested a motion to approve tenure for the following faculty: Beau Corkins, Joe Gingerich, Rachelle Gingerich, Liz Hunter, Rob Livingston, Amanda Malyurek, Gwen Reed, Megan Rourke, Cheri Topping, Jared Vance and Heather Wofford.

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

VI. Committee Reports

A. WACCT/WCCC - Trustee Smith and Trustee Day

They've been looking over all of the legislation and appreciated Erin Taylor's weekly updates during the legislative session.

B. BOCHES Report - Trustee Anderson and Trustee Day

Trustee Anderson shared that the Board of Cooperation of Higher Education Services assessed .5 of a mill levy and that comes to about \$2.7 million. The college gets \$926,000 in a block grant and an additional allocation of \$1.3 million and an additional amount for Pronghorn Advantage students totaling \$2.596 million. The Campbell County School District also gets some grants for CTE programs and additional requests that don't meet Perkins grant requirements. Mill levy revenues will be decreasing and the board has set aside some reserve funds. Trustee Day added that the Pronghorn Drive program through BOCHES allows Gillette College students to get their

CDL license as well. Director Jeff Wasserburger added that 22 students are in the Pronghorn Advantage scholarship program who will be receiving their associates degrees from Gillette College in May.

VII. Board Education - Trustee Smith

Trustee Smith shared NJCAA bylaws that he looked over with Athletic Director Rayback to find out more about the reporting, incident and sanctions during the men's basketball game with Casper College. He learned all about the reporting requirements and consequences for not self reporting and how the whole process played out.

VIII. Public Comments

Vice Chair Wasserburger shared a health notice about staying healthy and getting a pertussis vaccination because there is an active case in the county right now.

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

Motion:

Vice Chair Wasserburger requested a motion to move into executive session.

Motion moved by Robert Palmer and motion seconded by Nello Williams. Motion carried at 1:14 p.m. Executive Session ended at 1:37 p.m.

X. Upcoming Events

- A. March 20-21, 2025 - College Closed for Spring Break
- B. March 24, 2025 - Joint Foundation Board, Advisory Board and Board of Trustees Meeting, 5:30 p.m., Tech Flex
- C. March 27, 2025 - Legislative Wrap Up, 6:30 a.m., Senior Center
- D. April 11, 2025 - Casino Night, 6 p.m. - Cam-Plex
- E. April 16-17, 2025 - Wyoming Community College Commission Meetings, Pronghorn Center
- F. April 16, 2025 - Wyoming Community College Commission Reception, 6:30 p.m., Pronghorn Center
- G. May 9, 2025 - Commencement, Dinner at 4:30 p.m. at Prime Rib, Ceremony at 7 p.m., Pronghorn Center

XI. Adjourn

Vice Chair Wasserburger adjourned the meeting at 1:37 p.m.

