



Regular Board of Trustees Meeting Minutes

Gillette College

5/21/2025 11:30 AMMDT

@ Tech Center, 3251 South 4-J Road

Attendance

Present:

Members: Teri Anderson, Josh McGrath, Robert Palmer, Larry Smith, Tracy Wasserburger, Nello Williams

Guests: Dave Horning, Susan Monaghan, Jeff Wasserburger

Administration: Elly Henning, Roger Humphrey, Anne Larsen, Maggie Longo, Barry Spriggs

Staff: Renee Collins, Shantel Moore, Debbie Craig, Ellen Peterson

Absent:

Members: Ellis Day

I. Call to Order

 [Motion Agenda 5-21-2025.doc](#)

A. Pledge of Allegiance

Trustee Williams led the pledge.

B. Roll Call

There is a quorum.

C. Additions/Deletions to Agenda for Wednesday, May 21, 2025

Motion:

Chair McGrath requested a motion to approve the Agenda for the Regular GCCD BOT meeting held today, Wednesday, May 21, 2025.

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

D. Approval of Consent Agenda for Wednesday, May 21, 2025

Motion:

Chair McGrath requested a motion to approve the Consent Agenda for the Regular GCCD BOT Meeting held on, Wednesday, May 21, 2025.

Motion moved by Tracy Wasserburger and motion seconded by Larry Smith. Motion carried.

1. Minutes of GCCD Regular BOT Meeting held on April 16, 2025

 [Regular Board of Trustees Meeting Minutes 4-16-2025.pdf](#)

2. Approval of BOT Executive Session Minutes Held on April 16, 2025

3. Staffing Report

 [Staffing Report 5-1-2025.pdf](#)

4. April 2025 Financials

 [Finance Pack April Final.pdf](#)

II. For the Good of the District

A. Good News from the Trustees

Trustee Anderson shared that the commencement ceremony was lovely and thanked all the faculty and staff who took part in organizing it. Trustee Wasserburger shared that her daughter just graduated with her doctorate. She has also been selected to serve on the Wyoming Section 8 of the American Academy of Pediatrics as the Wyoming Representative for Neonatal and Fetal Medicine Subdivision. Mr. Palmer said his youngest son graduated with his master's degree in finance and next weekend his oldest grandchild will be graduating from high school. Trustee Williams's 6 year old grandson graduated from kindergarten. Trustee McGrath shared that his daughter's ACL injury is healing really well and she's jumping and running again.

III. Organizational Reports

A. President's Report - President Oberlander

Dr. Oberlander shared that we graduated over 220 students this year. In July the cabinet will have their annual retreat and focus on things beyond accreditation, such as the pathways that we have and how to decrease as many barriers as possible. An HLC visit will happen on October 27 and 28 with a team of 5 peer reviewers. We had 3 programs (electrical, biology and english) that worked through a new pilot of our program review. Faculty Senate concluded their year with the same officers in place with the focus areas being: faculty membership on committees, load and equity for faculty, and overload pay. They are also interested in faculty leadership opportunities and their role in the strategic plan. Student Senate has also elected their officers as well as the District Council officers. The bookstore may move from the book model we have now more toward a per credit flat rate book charge. The capital campaign work continues for the Enzi building. Chair McGrath shared that Dr. Oberlander's presentation to the City Council last night went really well.

B. Gillette College Advisory Board Report - Chair Scott Durgin

Dr. Oberlander attended their last meeting to go over the Dangerous Weapons policy.

C. Institutional Research Report- Roger Humphrey

Roger shared a report on the student survey as well as the data used for reviewing programs.

D. Area 59 Report - Ellen Peterson

Ellen shared a comprehensive view of the work Area 59 has done over the past year.

IV. Old Business

- A. Second and Final Reading of Policy 2000.5 - Institutional Review Board - Dr. Oberlander

 [Policy 2000.5 - Institutional Review Board Policy.pdf](#)

Motion:

Chair McGrath requested a motion to approve the Second and Final Reading of Policy 2000.5, Institutional Review Board.

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

- V. New Business

- A. First Reading of Policy 3000.36 - Dangerous Weapons Policy - Dr. Oberlander

Dr. Oberlander shared that there is a new state statute, HB 175, that requires this policy. This draft was a collaboration with the other community colleges. The policy very closely aligns with the policy at the University of Wyoming. Legal Counsel Horning added that the statute says that there will be concealed carry of firearms in college facilities for those persons with a concealed carry permit issued by the State of Wyoming. It doesn't allow concealed carry in areas with volatile materials present and it does require employees and students to store weapons in a locked box when not carrying them on their person. Trustee Palmer added that he finds the second paragraph duplicative. Chair McGrath said the first part should read that 'it is the board's policy'. The first two sentences could be stricken as well as the entire second paragraph. Legal Counsel said removing the second paragraph would not affect the legality of the policy. The District is given the authority to prohibit open carry. Chair McGrath said he is not sure it needs to include that the President will formulate procedures. Trustee Wasserburger said 'permit and permitted' are used twice in one sentence and Legal Counsel Horning said it is written as closely to the statute as possible.

Dr. Oberlander added that the campus has been preparing for this and will continue to have trainings and make sure the campus understands what is happening.

 [DRAFT GCCD Dangerous Weapons Policy 3000.36 - 5.13.2025.pdf](#)

Motion:

Chair McGrath requested a motion to approve the First Reading of Policy 3000.36, Dangerous Weapons Policy, with the changes discussed.

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

- B. Colleague Invoice - Vice President Larsen

 [Colleague Invoice.pdf](#)

Motion:

Chair McGrath requested a motion to approve \$373,691 for the Colleague/Ellucian annual subscription covering July 1st 2025 to 6/30/2026 per the original five year agreement.

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

- C. Final Housing Payment to City of Gillette - Vice President Larsen

 [City of Gillette Invoice.pdf](#)

Motion:

Chair McGrath requested a motion to approve \$245,516.41 for the final housing payment to the City of Gillette.

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

- D. MOA Architecture Payment - Vice President Larsen

 [MOA Invoice.pdf](#)

Motion:

Chair McGrath requested a motion to approve \$663,041 and up to \$25,000 in reimbursable expenses for the Design Development with MOA Architecture.

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

- E. Trailer Purchase - Vice President Larsen

 [Absolute Auto Trailers Estimate.pdf](#)

Motion:

Chair McGrath requested a motion to approve up to \$63,000 to purchase 3 bumper pull double axel trailers.

Motion moved by Tracy Wasserburger and motion seconded by Teri Anderson. Motion carried.

- F. Ratification of Foundation Board Member - Dr. Oberlander

 [Barb Pilon - Foundation Member Ratification.pdf](#)

Motion:

Chair McGrath requested a motion to ratify the new Foundation Board member, Barb Pilon.

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

VI. Committee Reports

A. WACCT/WCCC - Trustee Smith and Trustee Day

WACCT and the Commission were on campus last month and there are discussions happening about Pell Grants and risk sharing and WACCT is drafting a letter to Representative Hageman about the impacts to community colleges with some recent executive orders and changes at the Department of Education.

B. BOCHES Update - Trustee Anderson and Trustee Day

Trustee Anderson shared that at graduation there were 24 graduates who earned their associate degrees before their high school degree. The preliminary budget estimates show \$2.2 million. Director Wasserburger shared that for calendar year 2024 for the kickstart medical career program, 47 students took the CNA class and 36 passed the national accreditation. There were 56 DLI student assessment tests taken and he will have the final results of those tests at the next meeting. He has completed the exit interviews for the 24 graduates.

VII. Public Comments

VIII. X. Executive Session (pursuant to state statute 16-4-405 (ii), (iii) and (ix) on matters concerning personnel, litigation, attorney-client privilege - No Action Will Be Taken

Motion:

Chair McGrath requested a motion to enter into executive session pursuant to 16-4-405(ii)(iii) and (ix) on matters concerning personnel, litigation, and attorney-client privilege.

Motion moved by Tracy Wasserburger and motion seconded by Teri Anderson. Motion carried at 12:58 p.m.

IX. Upcoming Events

- A. June 16, 2025 - College National Finals Rodeo Slack Round Watch Party - 9 a.m., Casper, Wyoming
- B. June 17, 2025 - Public Budget Hearing, 5:30 p.m., Tech Board Room
- C. July 16, 2025 - Board of Trustees Meeting in Wright, Wyoming
- D. August 8, 2025 - Gillette College Foundation Golf Scramble, Bell Nob

X. Adjourn

Motion:

Chair McGrath requested a motion to adjourn.

Meeting adjourned at 2:09 p.m.



Larry Smith