



Regular Board of Trustees Meeting Minutes

Gillette College

6/18/2025 11:30 AMMDT

@ Tech Center, 3251 South 4-J Road

Attendance

Present:

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

Guests: Dave Horning, Susan Monaghan

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

Staff: Renee Collins, Debbie Craig, Samantha Rankin, Marty Woulfe

I. Call to Order

[Motion Agenda 6-18-2025.pdf](#)

A. Pledge of Allegiance

Trustee Palmer led the pledge.

B. Roll Call

There is a quorum.

C. Additions/Deletions to Agenda for Wednesday, June 18, 2025

Motion:

Trustee Anderson requested an amendment to item 8 on the agenda to read, executive session, pursuant to WS 16-4-405(ii) on matters concerning personnel and action may be taken following the Executive Session.

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

Motion:

Chair McGrath requested a motion to approve the Agenda for the Regular GCCD BOT meeting held today, Wednesday, June 18, 2025.

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

D. Approval of Consent Agenda for Wednesday, June 18, 2025

Motion:

Chair McGrath requested a motion to approve the Consent Agenda for the Regular GCCD BOT Meeting held on Wednesday, June 18, 2025.

Motion moved by Tracy Wasserburger and motion seconded by Robert Palmer. Motion carried.

1. Minutes of GCCD Regular BOT Meeting held on May 21, 2025
 [Regular Board of Trustees Meeting Minutes 5-21-2025.pdf](#)
2. Approval of BOT Executive Session Minutes Held on May 21, 2025
3. Staffing Report
 [Staffing Report 6-1-2025.pdf](#)
4. May 2025 Financials
 [Finance Pack May F25.pdf](#)

II. For the Good of the District

A. Good News from the Trustees

Chair McGrath celebrated his 25th wedding anniversary. Trustee Williams and Marsha are celebrating their 59th wedding anniversary today! Trustee Anderson's granddaughter had her 1 year post brain surgery check ups and her MRI looked very good. Robert Palmer wanted to thank Diane Monahan for her editorial in the paper.

III. Organizational Reports

A. President's Report - President Oberlander

Dr. Marr's visit is going very well and the workshop was very informative. A tabletop exercise was held with community partners to walk through a mock crisis on the campus and it was a very informative exercise. The Governor was on campus last week with a delegation from Japan to discuss energy. BWXT and Oneok were also on campus touring and visiting the area as they look at possibly bringing their businesses to town. The subfloor in I-Hall is being repaired and the payment is being split between the City of Gillette, NWCCD and Gillette College. The lead gift for the Enzi building is no longer on the table and the donor sent those gifts to another college outside of Wyoming based on the County's decision not to match it.

B. Gillette College Advisory Board Report - Chair Scott Durgin

Scott was not in attendance.

C. Academic and Student Affairs Report - Dr. Barry Spriggs

The Program Development Committee has been examining programs that we may or may not take through the accreditation process as we explore feasibility.

Dr. Marr is here today to help us all be as educated as possible on the accreditation process.

We are looking forward to the mock comprehensive visit in August.

Professional Development Week is planned with an addition AI panel with an evening community event.

The paraprofessionals work with the school district is progressing as we look into alternative scheduling. 2 have been registered so far but it will still likely take more than a year to get that group and cohort moving.

The Faculty Senate will be working on faculty load, the faculty handbook and even an adjunct handbook. Looking into more leadership professional development is also a focus.

Recruitment and retention efforts continue in the next 8-10 weeks in preparation for the fall semester. The code of conduct is being examined as well.

D. Facilities Update - Facilities Direction Marty Woulfe

The Facilities Department has 16 full time staff members and they all have completed a 10 hour OSHA card. Total work orders completed are over 6,000 with 75% completed within 7 days. The college has had 239 events requiring labor for setup and teardown, 65 of those being external. All trees have survived the past year with more scheduled to be planted. Trustees complimented the looks of the grounds and commented on how the facilities staff are always a pleasure to work with.

IV. Old Business

A. Second and Final Reading of Policy 3000.36 - Dangerous Weapons Policy - Dr. Oberlander

 [DRAFT GCCD Dangerous Weapons Policy 3000.36 - 6-13-2025.pdf](#)

Motion:

Chair McGrath requested a motion to approve the Second and Final Reading of Policy 3000.36, Dangerous Weapons Policy.

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

V. New Business

A. Fiscal Year 2026 Budget Approval - President Oberlander

Trustee Palmer pointed out that no one from the public was at the budget hearing last night. If you have concerns or comments, the budget hearing is the place for those comments. He encourages our public to come out and be heard and be part of the process. Trustee Smith shared that the budgets from the other colleges show that Gillette College is running lean and very efficiently.

Motion:

Chair McGrath requested a motion to approve the Fiscal Year 2026 Budget.

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

B. Zoom Subscription - Vice President Larsen

 [Zoom Renewal.pdf](#)

Motion:

Chair McGrath requested a motion to approve the purchase of Zoom phone licenses and subscriptions for \$63,573.42.

Motion moved by Tracy Wasserburger and motion seconded by Nello Williams.
Motion carried.

- C. First Reading of Policy 4000.13 - Faculty Credentials - Dr. Spriggs

 [4000.13 Policy Faculty Credentials.pdf](#)

Motion:

Chair McGrath requested a motion to approve the First Reading of Policy 4000.13, Faculty Credentials.

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

- D. Approval of Fiscal Year 2026 Board of Trustee Meeting Calendar - Dr. Oberlander

 [2025-2026 GCCD BOT Public Meeting Schedule.pdf](#)

Motion:

Chair McGrath requested a motion to approve the Fiscal Year 2026 Public Meeting Calendar.

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

VI. Committee Reports

- A. WACCT/WCCC - Trustee Smith and Trustee Day

Trustee Smith shared that at the last meeting they were hoping to hold the budget neutral but the ex-officio member who is also a President proposed a motion to pass a budget with an amendment with an additional \$3,000 in funding for marketing per college. The dues to WACCT come from our Foundation. A college offered to cover the difference in funds and the amendment passed. Dr. Oberlander shared that we stand in support of the other colleges but at the same time we do our own lobbying due to our status of accreditation and state funding. Justifying more funds toward marketing when we don't feel the full effect of those efforts yet is difficult. Chair Palmer added that he would like to see more communication from WACCT on agendas and not get items dropped on us so last minute. Trustee Wasserburger suggested a letter to WACCT sharing that we want to be full partners within WACCT and we look forward to their efforts in lobbying for Gillette College in the legislature. Trustee Day shared that WACCT also had a virtual meeting with representatives for the federal delegation and there is a big focus on career and technical education and they are looking to see the ROI on those programs around the state.

- B. Enzi Finance Committee Update - Trustee Palmer

Trustee Smith, Trustee Anderson and Trustee Palmer are on this committee with Vice President Larsen and President Oberlander. There is a plan to finance the building and when the time is right the plan will be shared. They are also looking into a request for proposal for state bonding agencies and when there is a document to look over the trustees can hold a workshop with Executive Director Gross.

VII. Public Comments

VIII. X. Executive Session (pursuant to state statute 16-4-405 (ii) on matters concerning personnel - Action May Be Taken

Motion:

Chair McGrath requested a motion to enter into executive session pursuant to WS 16-4-405(ii) on matters concerning personnel.

Motion moved by Tracy Wasserburger and motion seconded by Ellis Day. Motion carried.

The board came out of executive session at 1:14 p.m.

Motion:

Chair McGrath requested a motion to pay Dr. Oberlander a lump sum of 2%, as long as it meets all benefit eligibility requirements, and if not then it would go toward a salary increase of the same amount, and the 40 hours of discretionary leave shall remain in her contract and add a one year extension of her contract.

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

IX. Upcoming Events

- A. July 16, 2025 - Board of Trustees Meeting in Wright, Wyoming
- B. August 8, 2025 - Gillette College Foundation Golf Scramble, Bell Nob

X. Adjourn

Motion:

Chair McGrath requested a motion to adjourn.

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

