



Regular Board of Trustees Meeting Minutes

Gillette College

8/20/2025 11:30 AMMDT

@ Technical Education Center, 3251 4-J Road, Gillette, WY 82718

Attendance

Present:

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

Guests: Matt Craig, Caleb Elkins, Dave Horning, Susan Monaghan, Jenny Sorenson, Sky Stitt

Administration: Anne Larsen, Heidi Gross, Elly Henning, Roger Humphrey, Barry Spriggs

Faculty: Lisa Arhart

Staff: Renee Collins, Debbie Craig, Sam Griffis, Chrisondra Kern, Janie Rayback, Lindsay Wakefield

I. Call to Order

 [Motion Agenda.pdf](#)

A. Pledge of Allegiance

Trustee Smith led the pledge.

B. Roll Call

There is a quorum.

C. Additions/Deletions to Agenda for Wednesday, August 20, 2025

Motion:

Chair McGrath requested a motion to approve the Agenda for the Regular GCCD BOT meeting held today, Wednesday, August 20, 2025.

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

D. Approval of Consent Agenda for Wednesday, August 20, 2025

1. Minutes of GCCD Regular BOT Meeting Held on July 16, 2025

 [Regular Board of Trustees Meeting Minutes 7-16-2025.pdf](#)

2. Staffing Report

 [Staffing Report 8-1-2025.pdf](#)

3. July 2025 Financials

 [Finance Pack July.pdf](#)

Motion:

Chair McGrath requested a motion to approve the Consent Agenda for the Regular GCCD BOT Meeting held on Wednesday, August 20, 2025.

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

II. For the Good of the District

A. Good News from the Trustees

Trustee Smith shared that 2 grandsons, Waylon, 10, and Ty, 8, have both qualified for the National Junior Roughstock Riding competition. Trustee Palmer shared a pamphlet from one of his archive boxes that showed a picture of the field that the Main Building is now built on. Robert Knowling Jr. gave a matching donation for the golf tournament and a thank you card is going around and we are thankful for him and his continued support.

B. Good News from the College

It is Lisa Arhart's 20th year of teaching this year! There is a lot of activity on campus today with students moving into the residence halls. There are handouts for Student Activities for the fall as well as the Week of Welcome. We are kicked off for this academic year.

III. Organizational Reports

A. President's Report - President Oberlander

Preliminary numbers are looking really good and numbers are up over Fall 2024. Registered credit count is up over 500 from last year. First time enrolled student count is also up over fall of last year. The business program has 85 students, elementary and secondary education programs have 48 students and that program has more than doubled since last year, the diesel program has 30 students, electrical apprentice certificate has 46 students, and industrial electrical has 42 students. Dual and concurrent numbers will still come in throughout the month of September.

The Cabinet retreated and came back with some updated Focus Areas and the guiding north star is cultivating a culture of innovation followed by data informed decisions, promoting college wide ownership of the "new" Gillette College, and making professional development meaningful.

Organizational restructure continues as the college grows and transforms: Elly has taken on the role of Public Relations Director in addition to her Executive Assistant duties, Maggie will continue as the Senior Director of Marketing and Communications. Roger Humphrey is the Interim Vice President of Academic Affairs and the interim Dean of Arts and Sciences. We are working with The Registry to find an interim Dean of Arts and Sciences and a Dean of Student Affairs as we work through the recruitment of those long-term positions.

The mock interview over the course of a day and a half was a good practice run for the official visit in October. Chair McGrath shared his takeaways from the mock candidacy visit by thanking everyone who participated across the campus. They were very happy with the board and their commitment and knowledge of the college. He reiterated that all trustees and everyone on campus need to be in attendance on October 27 and 28 because accreditation is everybody's job. Dr. Oberlander added that the strategic plan needs to be fully threaded throughout the assurance argument and we will audit all of the assurance document evidence and produce more evidence about the future planning. Areas of celebration include that the campus has a

'spirit of determination' and as the process went on staff and faculty provided more detail throughout the day. We will continue working through the areas for improvement. We will go through the full report mock visit report in more detail at the next board meeting.

B. Gillette College Advisory Board Report - Chair Scott Durgin

The Advisory Board doesn't meet in June and July and they will have their next meeting tomorrow and then have lunch with the campus.

C. Chief Financial Officer and Vice President of Administration - Anne Larsen

Human Resources has launched a leadership academy called Bridge Builders to invest in our future leaders and invest in our employees to grow in their roles. The college is in the midst of an audit and it is going well with no issues to report as of right now. The CFI number is 7.6 and anything above 1.0 for community colleges is a good number. The college continues to have a very strong balance sheet. The Business Office implemented the accounts receivable module in Colleague. Chair Palmer congratulated the HR team on the leadership academy. Trustee Anderson thanked Vice President Larsen and Debbie Craig for their help with her trustee education slide deck that she'll present next month.

D. Athletics Update - Janie Rayback

There is a lot to celebrate in the last year of athletics. There is a new head soccer coach, Spencer Durfee, and a new women's volleyball coach, Chase Soennichsen. 2024/2025 we had 22 student athletes receive NJCAA Academic All American standings, an increase from 7 students from the previous year, as well as 6 athletes with a 4.0 GPA. 37 students are on the Academic All Region team, 3 students are NIRA Scholar Americans, and 40 student athletes were recognized at the regional or national level for academic achievements. Approximately 1,800 volunteer hours were fulfilled in the community last year by the student athletes, an increase of 400 hours from last year.

The Outlook for next year: there is an increase in roster sizes across the board for athletes: 23 rodeo, 27 men's soccer, 27 women's soccer, 17 volleyball, Energy City Voices 20, both basketball teams have 12 athletes. There are 56 male athletes and 62 female athletes. Energy City Voices has 8 males 12 females, 138 total student athletes and Energy City Voices. Location demographics include 16% of student athletes are from Campbell County, 21% from Wyoming and 33% from regional states, 30% from international and other non bordering states. There are 18 countries represented including the US.

Trustee Williams shared his thanks to Athletic Director Rayback and to the community for their support of our athletics and acknowledged how far we've come. He is also anxious to hear the fight song when it is completed. Trustee Palmer thanked Athletic Director Rayback for her enthusiasm and hard work.

E. Pursuant to Board Policy 3000.30 – Annual Information Technology Report - Renee Collins

Renee Collins presented the annual report.

 [2024-2025 ITS Board of Trustee Annual Report.pdf](#)

F. Open Educational Resources (OER) Presentation - Samantha Griffis and Lisa Arhart

Sam and Lisa presented the work of the Open Education Resources Group that has been meeting over the past year.

 [Open Education Resources Presentation.pdf](#)

IV. Old Business

- A. Second and Final Reading of Policy 3000.37 - Records Management - Dr. Spriggs

 [Policy 3000.37 - Records Management.pdf](#)

Motion:

Chair McGrath requested a motion to approve the Second and Final Reading of Policy 3000.37 – Records Management.

Motion moved by Larry Smith and motion seconded by Ellis Day. Motion carried.

V. New Business

- A. First Reading of Revised Policy 6000.3 - Degrees and Certificates - Roger Humphrey

 [6000.3 \(Policy\) Degrees and Certificates.pdf](#)

Motion:

Chair McGrath requested a motion to approve the First Reading of Revised Policy 6000.3 – Degrees and Certificates.

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

- B. MOA Contract Additional Service - Vice President Larsen

 [Enzi Applied Learning Center MOA Proposal Add Service 2-Masterplanning 2025.08.15 REV 4.pdf](#)

Motion:

Trustee Palmer moved to approve the addition of Master Plan work and design to the existing MOA contract, with an added provision of a 5 year review.

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

- C. Master Plan Spending Approval - Vice President Larsen

Motion:

Chair McGrath requested a motion to approve up to \$372,500 for the Master Plan process work and design and up to \$40,000 for reimbursable expenses.

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

D. County Building Transfer - Dr. Oberlander and Legal Counsel Horning

This would transfer the ownership of these properties to the District, as originally laid out in the initial building documents. These documents don't include Old Main because it is in a 99 year lease with the County and Gillette College. Trustee Palmer added some history in that the County took ownership of these buildings when they were built because NWCCD did not want to own buildings in Campbell County. The sinking maintenance funds that were established are included in these transfer documents. Trustees requested that Legal Counsel include the transfer of Old Main at a later date.

 [DRAFT Assignment of Interests \(Pronghorn Center and Soccer Field\)](#)

[8.14.25.pdf](#)

 [DRAFT Assignment of Interests \(Tech Center w assignment of rights in sinking fund \) 8.14.25.pdf](#)

 [DRAFT Campbell County Commissioners Letter 8.13.25.pdf](#)

 [DRAFT Quitclaim Deed \(Pronghorn Center and Soccer Field\) County to GCCD 8.14.25.pdf](#)

 [DRAFT Quitclaim Deed \(Tract A of Gillette College Rodeo Subdivision\) County to GCCD 8.14.25.pdf](#)

 [DRAFT MOU re Assignment Transfer and Conveyance \(Pronghorn Center Soccer Field\) 8.18.25.pdf](#)

 [DRAFT Quitclaim Deed \(Tract A of Gillette Tech Center\) County to GCCD 8.14.25.pdf](#)

 [DRAFT Assignment of Interests \(Agricultural Complex\) 8.14.25.pdf](#)

 [DRAFT MOU re Assignment Transfer and Conveyance \(Agricultural Complex\) 8.18.25.pdf](#)

 [DRAFT MOU re Assignment Transfer and Conveyance \(Tech Center\) 8.18.25.pdf](#)

Motion:

Chair McGrath requested a motion to approve the legal documents to forward to the County Commissioners for the Pronghorn Center, soccer field, Tech Center and the agricultural complex as well as the maintenance funds associated with those.

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

VI. Committee Reports

VII. Public Comments

Jenny Sorenson - Read a letter on behalf of Martin Fashbaugh.
Matt Craig, former faculty.
Sky Stitt, former faculty.

VIII. Executive session, pursuant to WS 16-4-405 (ii), on matters concerning personnel, no action will be taken afterward.

Motion:

Chair McGrath will request a motion to move into executive session.

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

IX. Upcoming Events

A. August 21, 2025 - Artificial Intelligence Report Panel, Tech Center 5-6:30 p.m.

 [The AI Report Panel 8-21-2025.pdf](#)

B. August 26, 2025 - Backyard Bash by the Bridge, 3-7 p.m.

 [Backyard Bash by the Bridge 8-26-2025.pdf](#)

C. September 2, 2025 - Meet the Pronghorns, Pronghorn Field, 6-7:30 p.m.

 [Meet the Pronghorns 9-2-2025.pdf](#)

D. September 4, 2025 - Dinner with Student Senate, Tech Center Board Room, 6 p.m.

E. October 4, 2025 - Hall of Fame Induction Ceremony, 5 p.m. social hour, 6 p.m. dinner begins, tickets on sale August 11

F. October 27, 28, 2025 - HLC Candidacy Comprehensive Visit

X. Adjourn

The board came out of executive session at 2:33 p.m. and adjourned.

