



# Regular Board of Trustees Meeting Minutes

Gillette College

9/17/2025 11:30 AMMDT

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

## **Attendance**

### **Present:**

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

Guests: Tiffany Enamorado, Dave Horning, Susan Monaghan, Cameron Smith, Jeff Wasserburger

Administration: Janell Oberlander, Elly Henning, Heidi Gross, Roger Humphrey, Barry Spriggs

Faculty: Jared Vance

Staff: Renee Collins, Debbie Craig, Stacy Helwig, Maggie Longo, Kjersti Waldemar, Brian Yeager

### **Absent:**

Members: Robert Palmer

## I. Call to Order

[Motion Agenda 9-17-2025.pdf](#)

### A. Pledge of Allegiance

Trustee Anderson led the pledge.

### B. Roll Call

There is a quorum.

### C. Additions/Deletions to Agenda for Wednesday, September 17, 2025

#### **Motion:**

**Trustee Smith moved to amend the agenda to add item C under New Business to approve the letter that was sent to the Gillette News Record.**

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

Motion carried.

#### **Motion:**

**Chair McGrath requested a motion to approve the amended Agenda for the Regular GCCD BOT meeting held today, Wednesday September 17, 2025.**

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

### D. Approval of Consent Agenda for Wednesday, September 17, 2025

1. Minutes of GCCD Regular BOT Meeting Held on August 20, 2025  
 [Regular Board of Trustees Meeting Minutes 8-20-2025.pdf](#)
2. Minutes of GCCD Executive Session Held on August 20, 2025
3. Staffing Report  
 [Staffing Report 9-1-2025.pdf](#)
4. August 2025 Financials  
 [Finance Pack August.pdf](#)

## II. For the Good of the District

### A. Good News from the Trustees

Trustee Anderson shared that she had a lovely time at last Friday's soccer game when she discovered it was staff and appreciation day at the game. Trustee Wasserburger celebrated her 40th year at the Campbell County hospital. Chair McGrath's daughter Reece has had 1,000 digs in her volleyball career.

### B. Good News from the College

Stacy Helwig, Professional Advisor for Career and Technical Education, presented on behalf of Cristian Martinez, Interim Director of Recruitment and Retention. Registration Days have been revamped with a new format leading to a great increase from 14-77 students and 51 of those turned out to be new students. Over the course of three One-Stop Wednesdays 63 students attended. There were also college tables at Downtown Thursday Nights and the County Fair and currently our Recruitment Director is traveling the Wyoming College Fair circuit. There has also been outreach across the state through the State FFA in Cheyenne and SkillsUSA in Casper. Text message communication with students has also helped with attendance for Convocation and New Student Orientation.

Kjersti Waldemar, Activities Coordinator, is starting her second year in this role. Attendance at activities this fall has seen a huge increase, some events more than doubling. Today the campus is hosting Constitution Day with pocket constitutions, a scavenger hunt and a photo booth to educate students and staff about our democracy. Student attendance has been impacted positively because of faculty members bringing their classes to the events and incorporating the events into their coursework. Athletes have also had a big focus on participation this year and are a big part of promoting the events.

## III. Organizational Reports

### A. President's Report - President Oberlander

The Memory of the 8 walk/run was last night and Dr. Oberlander spoke with the father of one of the boys, Josh Jones, who was killed September 16, 2001 by a drunk driver. It was the first year Debbie McLeland wasn't there and it was an honor and a privilege to be a part of that event and to visit with Josh's dad.

The census enrollment data has been taken and we are up 4% from this time last year. The Elementary and Secondary Education as well as Criminal Justice programs are growing. As of September 18 our headcount is 1,108, 145 more students than last year.

A 'Did You Know' document has been shared with college boards to get accurate information out to the community about the true and good things happening at Gillette College. Some of those 'Did You Knows' will be highlighted on social media as well.

Chair McGrath shared that with the recent addition of Spanish with the school district, the dual and concurrent students are going to need to be mindful of their credit load and where those credits are received. HLC requires that if you get more than 50% of your credit for your degree from an off-site location, that campus has to be certified and under the college. Neither of the high school campuses are under the college. The high school and college advisors need to be sure to look at the credits and the off-site locations that are being used to ensure no more than 50% of credits come from those.

**B. Gillette College Advisory Board Report - Chair Scott Durgin**

Vice Chair Cameron Smith reported on behalf of the Advisory Board. They have formed 2 subcommittees, the Future Workforce and Program Curriculum Committees. Scott Durgin gave a report on nuclear energy as part of the Future Workforce subcommittee. Dr. Oberlander also added that the college has worked with the school district for paraprofessional training and a new program that is geared specifically for them.

**C. Gillette College Foundation Report - Executive Director Gross**

The Elbogen grant matching funds continue to grow for the paraprofessional program. The draft case for support for the Enzi building campaign is available for the Trustees to view. The Enzi Building Campaign Executive Committee met last month and they are looking at prospect lists to further cultivate. A new software package was purchased to help with prospect research. The foundation has recently received \$16,000 from the Gene Haas Foundation for the Machine Tool Technology program. A bequest of \$717,000 was also received for the nursing program. The Foundation was invited to submit a second grant application from an existing funding source and we should hear about those funds very shortly. If that comes through and one more grant that is still outstanding, the college will have utilized all of the state matching funds.

The golf tournament raised more money than ever with a net of \$56,000. November 20th is the scholarship dinner. A Tech and Nursing alumni gathering is in the works.

**D. Faculty Senate Report - President Jared Vance**

The Faculty Senate members are the same this fall as they were last semester. They have met twice so far this year. The Faculty Senate focus is on OER, load equity, creating a procedure for placing faculty onto committees so that is equitable, and bringing back the Center for Teaching and Learning Excellence. They have also shortened the time it takes to approve minutes so they can circulate those to the faculty sooner. Jared brought this suggestion forward to District Council and that group is now also shortening the time it takes to get those minutes out to the groups. Faculty attendance at meetings is a challenge that the board is looking to improve this year.

**E. Student Senate Report - President Tiffany Enamorado**

Tiffany is a sophomore on the pre-med track, a women's soccer player and a first generation college student. This year the Student Senate launched a new mentorship program that pairs them with college leadership and they've already started meeting with their mentors and are excited for the rest of the year with them. They are continuing the tradition of a class gift and looking into options to put forward in their proposal. She is honored for the opportunity to serve in this role and speak to the Trustees.

**F. Veterans Services and Cultural Working Group Updates - Brian Yeager**

Brian shared a presentation that outlined veteran retention is high with a 98% returning veteran students rate in August 2025. There are 19 year olds all the way up to Vietnam veterans and every war in between with veterans represented on our campus. Veterans are

active with Quilts of Valor and The Overwatch Project as well as a myriad of volunteer projects totaling 1,100 hours of community service.

#### IV. Old Business

- A. Second and Final Reading of Policy 6000.3 - Degrees and Certificates - Roger Humphrey

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

**Motion:**

**Chair McGrath requested a motion to approve the Second and Final Reading of Policy 6000.3, Degrees and Certificates Policy.**

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

#### V. New Business

- A. First Reading of Revised Policy 3000.7 - Public Records - Dr. Oberlander

 [3000.7 \(Policy\) Public Records.pdf](#)

**Motion:**

**Chair McGrath requested a motion to approve the First Reading of Policy 3000.7, Public Records.**

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

- B. Mock Candidacy Visit Report Overview - Dr. Oberlander, Dr. Spriggs, Roger Humphrey

This was a mock visit with peer reviewers and is in no way associated with the Higher Learning Commission. Trustees, Cabinet, Faculty Senate, Vice Presidents reviewed with departments and deans who reviewed with their schools and cabinet reviewed with District Council. This has been vetted across campus now. The college's greatest strengths 'a palatable spirit of grit and determination to succeed as a standalone college.' We have met all 4 of the criterion, 2 met with concern but still met. 14 of the 18 subcomponents of those criterion were met. This is an excellent report and Gillette College did very well. We knew Criterion 3 would have room to improve because of our short timeframe for data and we'll continue working through that section.

Dr. Spriggs shared that the work done here is remarkable when you examine where we were, where we are now and where we are going. We are clarifying our documents now around the strategic plan for our evidence filing.

Dr. Oberlander shared names of a few rockstars of the mock visit that the reviewers mentioned specifically for being excellent during their sessions: Brandi Martin, Lindsay Wakefield, Renee Collins, Kiley Dodson, Rachael Lane, Janie Rayback, Megan Rourke, Jason Olsen, Travis Grubb, Jared Vance, Shantel Moore and other members of the Steering Committee.

Trustee Wasserburger would like to issue a letter of acknowledgment and thanks on behalf of the Trustees to the campus for all of their hard work on accreditation so far.

**Chair McGrath requested a motion to approve the letter to the Gillette News Record.**

**Motion:**

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

VI. Committee Reports

A. Finance Committee Report - Trustee Smith and Trustee Anderson

The Finance Committee met with 2 different investment brokerages, Wyoming Class and Wyoming Investment Fund, to learn about their portfolios and what they could do for the college investments. State statute regulates how the colleges can invest their money. Further information is being sought by the Business Office and the committee will bring forward a proposal at a later date.

VII. Board Education Report - Trustee Anderson

Trustee Anderson went over her slide show explaining the college financial statements. This document can be added to the Trustee handbook.

 [Deciphering Financial Statements - Board Education Trustee Anderson.pptx](#)

VIII. Public Comments

IX. Upcoming Events

- A. September 17, 2025 - Board Dinner, 5-6 p.m. social hour, 6-7:30 p.m. - dinner, Prime Rib

 [Board Dinner 9-17-2025.pdf](#)

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

- C. October 6, 2025 - Workshop With Commissioners on Land Transfer, 3 p.m., Commissioners Chambers

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

- E. November 12, 2025 - Board Retreat

X. Adjourn

**Motion:**

**Chair McGrath requested a motion to adjourn.**

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

