



Regular Board of Trustees Meeting Minutes

Gillette College

10/15/2025 11:30 AMMDT

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

Attendance

Present:

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

Guests: Scott Durgin, Dave Horning, Susan Monaghan, Jeff Wasserburger, Brittany Wilson

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

Faculty: Jared Vance

Staff: Renee Collins, Debbie Craig, Maggie Longo, Anthony Longo, Janie Rayback, Greg Busch, Evonne Carter, Lindsay Wakefield

Absent:

Members: Ellis Day

I. Call to Order

[Motion Agenda 10-15-2025.pdf](#)

A. Pledge of Allegiance

Trustee Williams led the pledge.

B. Roll Call

There is a quorum.

C. Additions/Deletions to Agenda for Wednesday, October 15, 2025

Motion:

Chair McGrath requested a motion to approve the Agenda for the Regular GCCD BOT meeting held today, Wednesday, October 15, 2025.

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

D. Approval of Consent Agenda for Wednesday, October 15, 2025

1. Minutes of GCCD Regular BOT Meeting Held on September 17, 2025

[Regular Board of Trustees Meeting Minutes 9-17-2025.pdf](#)

2. Staffing Report

[Staffing Report 10-1-2025.pdf](#)

3. September 2025 Financials

 [Finance Pack September.pdf](#)

Motion:

Chair McGrath requested a motion to approve the Consent Agenda for the Regular GCCD BOT Meeting held today Wednesday, October 15, 2025.

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

Trustee Palmer asked to pull off the staffing report for discussion and he asked what the two new faculty positions were. Dr. Oberlander shared that Aaron Allen is the new industrial electrical instructor and Jerry Trode is the new diesel instructor. Trustee Palmer asked that future faculty positions list their roles.

II. For the Good of the District

A. Good News from the Trustees

Trustee Anderson shared that a Gillette College alumni has published a memoir, Earning My Value. Trustee Smith said his 10 year old grandson Waylon went to the Junior National Finals Bare Back Championships and came home as a world champion winning all 3 nights!! Trustee Williams shared that a comet is in the sky in the big dipper with a magnitude 4.5 and by Oct. 23 you'll be able to see it. FILL IN. Trustee Smith shared his Hall of Fame jacket from his induction into the 1st Hall of Fame. Chair McGrath's daughter Payton got engaged!

B. Good News from the College

Roger Humphrey introduced Dr. Evonne Carter who is our interim Dean of Arts & Sciences. She has tremendous expertise and experience in assessment and we're so happy to have her here. Dr. Spriggs shared that Dr. James Daniels is the new interim Dean of Student Affairs and he started this week. He has extensive experience and we're pleased to have him here. Dr. Oberlander introduced Women's Soccer Coach Anthony Longo who recently achieved his 100th career win. Win 1 in his career was when he took over a program at Indian Hills the day before the season started. They are in the quarter finals and will play Casper College this weekend. The Foundation was awarded the \$250,000 grant for veterans that Executive Director Gross had mentioned last meeting. Rodeo ended their fall season taking 1st and 3rd and they have good standing in the region. Coach LaDuke has announced his retirement after 20 years of head coaching at Gillette College.

Trustee Palmer asked how things have gone with the contracted grant writer. Dr. Oberlander shared that the previous consultant did not work out and we're working with another one. Trustee Williams asked about what the veterans grant assists. Dr. Oberlander and Executive Director Gross explained that it will help cover the cost of a Veterans Advisor, outreach, some childcare funds and other veteran services.

III. Organizational Reports

A. President's Report - President Oberlander

The campus is focused on the upcoming candidacy visit on Oct. 27, 28. The staff have been having Friday afternoon training sessions in preparation. We are confident in our staff and faculty and their preparation for this visit. Work doesn't stop after the visit, we will jump into the next phase of work. We are seeing a 6.3 % increase in our health insurance premiums, we budgeted for a 3% increase. Through some staffing fund and other areas we will be able to cover that extra expense. BWXT was on campus on Monday talking with Dr. Oberlander and Executive Director Gross discussing programming and what their needs will be. The Enzi Building fab lab open spaces look like they will work great for this partnership. As these discussions move forward they are working with other industry partners as well to ensure the most helpful programs are in the pipeline. BWXT has applied for energy matching funds through the Wyoming Energy Authority and has asked for a letter of support from the college as they seek those funds.

The detailed design work continues on the Enzi Building. Dean Wakefield and CEO Matt Shahan met with Dr. Oberlander to discuss the possibility of federal rural health care dollars coming into the state and what that might look like for our health science programs.

Motion:

Chair McGrath requested a motion to approve the signing of a letter of support for BWXT to the WEA.

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

B. Gillette College Advisory Board Report - Chair Scott Durgin

The Advisory Board has been busy and working on their new Curriculum Sub-Committee and the Future Workforce Sub-Committee. Both of those sub-committees are working together to get ahead of the needs that are coming down the pipeline. The BWXT folks are extremely happy with the reception they've gotten from Gillette College.

C. Director of Institutional Research - Interim Associate Vice President Roger Humphrey

Roger Humphrey presented his slide presentation of the current enrollment numbers.

 [BOT Presentation 10-15-25 - Roger Humphrey.pdf](#)

D. Faculty Senate Report - President Jared Vance

The Faculty Senate has met once since Jared presented last month. They are working on developing procedures on assigning faculty to committees so there is equity on committee assignments and no one gets added to too many.

E. Annual Security and Fire Safety Report (ASFSR) - Risk Manager Greg Busch

Greg Busch presented his slide presentation for the Annual Security and Fire Safety Report.

 [2025 BoT Clery Update.pdf](#)

IV. Old Business

- A. Second and Final Reading of Revised Policy 3000.7 - Public Records - Dr. Oberlander

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

Motion:

Chair McGrath request a motion to approve the Second and Final Reading of Policy 3000.7, Public Records Policy.

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

V. New Business

- A. Approval of Academic Programs - Dr. Barry Spriggs

These are programs we can handle in the next budget year and they are programs we'd like to present to the Wyoming Community College Commission to add to our previous 26 programs that the Commission approved in June 2023. The hope is to get the Trustees endorsement and then go through the Commission in February of 2026.

 [Gillette College programs BOT.pdf](#)

1. Associates Degree in Nursing
2. Associate of Science in Athletic Training
3. Associate of Science in Exercise Science
4. Associate of Arts in Human Services
5. Certificate in Human Services

Motion:

Chair McGrath requested a motion to approve the academic programs as presented.

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

- B. Investment Resolutions - Vice President Larsen

We have \$2 million we'd like to take out of a non-interest yielding account and put into an interest yielding account. The Business Office proposes putting \$1 million in two separate funds. Both funds align with the college cash management strategy and have similar yields.

 [Executive Summary re investment proposal Oct 2025.pdf](#)

 [Investment resolution - WYCLASS.pdf](#)

 [Investment Resolution-WyGIF.pdf](#)

Motion:

Chair McGrath requested a motion to approve the Resolution Authorizing Participation in the Wyoming Government Investment Fund (WyGIF), thereby permitting Gillette College to invest available cash balances in the Fund. Furthermore, I request the Board authorize the initial investment of one million dollars (\$1,000,000) into the WyGIF Liquid Asset Series, in accordance with the terms outlined in the Fund's Information Statement and Declaration of Trust.

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

Motion:

Chair McGrath requested a motion to approve the Resolution Authorizing Participation in the Wyoming Cooperative Liquid Assets Securities System (Wyoming CLASS), thereby permitting Gillette College to invest available cash balances in the Trust. Furthermore, I request the Board authorize the initial investment of one million dollars (\$1,000,000) into the Wyoming CLASS Liquid Asset Series, in accordance with the terms outlined in the Fund's Information Statement and Indenture of Trust.

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

C. Fiscal Year 2026 Pre-Audit Report - Vice President Larsen

Brittany Wilson with MHP gave a report on the draft audit results.

 [2025 Gillette Community College District Audit Committee Report, draft 10-10-2025.pdf](#)

 [2025 Gillette Community College District Financial and Compliance Report, draft 10-10-2025.pdf](#)

 [2025 Gillette Community College District Representation Letter, draft 10-10-2025.pdf](#)

D. Approval of Resolution to Pursue Transfer of Main Building - President Oberlander

At the workshop with the Commissioners to discuss the building transfers they requested documents for the Main Building as well as the other buildings. Legal counsel has drawn those up and also updated language to include 'improvements, fixtures and equipment' for previous Quitclaim deeds. The maintenance and reserve funds are included in the transfer document.

Motion:

Chair McGrath requested a motion to approve of the proposed form of the Memorandum of Understanding and instruments of transfer for the Main Administration Building and the proposed revised forms of Quitclaim Deed for the conveyance of the Tech Center, Pronghorn Center and Soccer Field, and Rodeo Complex to be forwarded to the Campbell County Commission.

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

VI. Committee Reports

A. WACCT/WCCC Committee Report - President Oberlander, Trustee Smith, and Trustee Day

Trustee Smith shared that he and Trustee Day attended WACCT in person in Douglas with a lot of the conversation around LCCC wanting to change their name as well as the increase in insurance premiums. Dr. Oberlander shared that the WCCC discussions focused on the budget and requests that will go to the governor. Discussions also focused on tuition and whether or not to increase tuition. A lot of questions and discussion around the right time to increase tuition considering the revenue loss from the state.

VII. Public Comments

VIII. Upcoming Events

- A. October 27, 28, 2025 - HLC Candidacy Comprehensive Visit
- B. November 12, 2025 - Board Retreat

IX. Adjourn

Motion:

Chair McGrath requested a motion to adjourn.

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

