

**LARAMIE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
BOARD MEETING**

Wednesday, February 17, 2016

7:00 p.m.

**Administration Building
Petersen Board Room**

5:30 p.m. – Dinner – CCC 178/179

Please make your dinner selections from the dining hall buffet and dine in CCC 178/179.

LEARNING AGENDA

[Residence Hall Update – Jason Ostrowski, Interim Dean of Students](#)

AGENDA

1. **CALL TO ORDER** of the February 17, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher
2. **MINUTES** – Approval of the [February 3, 2016, Board Meeting Minutes](#) – Board Chairman Ed Mosher
3. **REPORTS TO THE BOARD**
 - A. LCCC Reports
 - 1) SGA (Student Government Association) – The SGA report will be given along with the Student Ex Officio Trustee Report.
 - 2) Staff Senate – Candy Ferrall, President; Amy Ehlman, Vice President-Classified Staff; Kevin Yarbrough, Vice President-Professional Staff; Jennifer Thompson, Secretary; Sarah Smith, Treasurer
 - 3) Faculty Senate – Leah Noonan, President; Zac Roehrs, Vice President; Mary Ludwig, Secretary
 - 4) LCCCEA (LCCC Education Association) – Meghan Kelly, President; Les Balsiger, Vice President; Maggie Swanger, Secretary; Jim Streelman, Treasurer
4. **WORK ITEMS**
 - A. [Data Byte: KPI F – Instructional Productivity](#) (KPI F.3 FTE Student to FTE Faculty Ratio, F.4.a Percent of Sections Taught by Full-time Faculty, and F.4.b Percent of Credits Taught by Full-time Faculty) – Institutional Research Director Ann Murray
 - B. [Convert AAS in Nursing to Associate Degree in Nursing \(ADN\)](#) – Interim Vice President of Academic Affairs Terry Harper, Interim Dean of Health Science and Wellness Cindy Henning, and Nursing Faculty Jean Zlomke
5. **APPROVAL ITEMS**
 - A. [Women’s Basketball](#) – President Schaffer, Vice President of Student Services Judy Hay, Athletics and Campus Recreation Director Scott Noble

Staff Recommendation: That the Board of Trustees approves the reinstatement of Women’s Basketball at Laramie County Community College.

- B. [Increase Spending Authority for Wayfinding Project](#) – President Schaffer, Vice President of Administration and Finance Rick Johnson

Staff Recommendation: That the Board of Trustees approves an increase in spending authority for the campus Wayfinding Project, increasing this authority from \$475,000 to \$605,001.

6. **PRESIDENT’S REPORT** – President Schaffer
- A. [Construction Update](#) (*Standing Agenda Item*)
 - B. [Legislative Update](#)
 - C. [Spring Board Meeting Proposal](#)

7. **BOARD REPORTS**

- A. Board Member Updates – Board Chairman Ed Mosher (*Standing Agenda Item*)
 - 1) February 17th WCCC Meeting – Trustee Erickson, Trustee Barker
 - 2) February 17th WACCT Board Meeting – Trustee Erickson, Trustee Barker
 - 3) February 18th WACCT Conference – Board Chairman Mosher
- B. Finance and Facilities Committee (February 10th Meeting) – Trustees Erickson and Merrell

FINANCE AND FACILITIES COMMITTEE RECOMMENDATION: That the Board of Trustees accepts and approves the following items:

- 1) [January 2016 Current and Auxiliary Fund Balance Sheet Reports](#)
- 2) [January 2016 Current and Auxiliary Fund Budget Reports](#)
- 3) [January 2016 Procurement and Contracting Report](#)

8. **EX OFFICIO TRUSTEE UPDATES** (*Standing Agenda Item*)
- A. ACC Advisory Board Ex Officio Trustee – Mr. Butch Keadle
 - B. LCCC Student Ex Officio Trustee – Mr. Noah Cheshier

9. **NEW BUSINESS** – Board Chairman Ed Mosher

10. **ADDITIONAL ITEMS** – Information Only

- A. [Historical List of Board Motions](#)

11. **NEXT MEETINGS/EVENTS**

- **February 17 (Wednesday)** – WCCC Open House – Commission Office (2300 Capitol Ave., 5th Floor, Suite B) – 7:30 to 8:30 a.m.
- **February 17 (Wednesday)** – WCCC Meeting – CCI 130 – 9 a.m.
- **February 17 (Wednesday)** – LCCC Trustees and WCCC Commissioners Lunch – CCI 129 – 12 noon to 1:30 p.m.
- **February 17 (Wednesday)** – WACCT Board Meeting – CCI 129 – 4 p.m.
- **February 18 (Thursday)** – WACCT Trustee Education – CCI 130 – 8:45 to 11:30 a.m.
- **February 18 (Thursday)** – WACCT Luncheon and Ellucian Roundtable – TC 120 and 121 – 12 noon to 2 p.m.
- **February 18 (Thursday)** – WACCT “Capitol Visits” – Jonah Financial Center – 2 to 5 p.m.
- **February 18 (Thursday)** – WACCT Awards (5:00 p.m.) and Legislative Reception (6:30 p.m.) – Little America – Grand Ballroom

12. **PUBLIC COMMENT** (Public comment may be made on anything not on the agenda. Comments will be limited to five minutes.) – Board Chairman Ed Mosher

13. **ADJOURNMENT** of the February 17, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher

14. EXECUTIVE SESSION – *An executive session may be held.*

*February Special Events**

February 17 and 18 WCCC and WACCT Full Schedule

February 17 **WACCT and WCCC Meetings – LCCC** (*details below in bold*)
February 18 **WACCT Community College Conference, Awards, and Legislative Reception – Little America** (*details below in bold*)

***Cultural Event Details** – <http://lccc.wy.edu/about/foundation/culturalseries.aspx>

***Athletic Events** – <http://www.lccc.wy.edu/athletics/>

***Rodeo Events** – <http://lccc.wy.edu/athletics/rodeo/schedule.aspx>

2016 Annual Calendar

Changes to the calendar below since its last publication are in **Bold**.

2016 (*Dates and times are subject to change and will be added as they become known.*)

February 17 – WCCC Open House – Commission Office (2300 Capitol Ave., 5th Floor, Suite B) – 7:30 to 8:30 a.m.

February 17 – WCCC Meeting – CCI 130 – 9 a.m.

February 17 – LCCC Trustees and WCCC Commissioners Lunch – CCI 129 – 12 noon to 1:30 p.m.

February 17 – WACCT Board Meeting – CCI 129 – 4 p.m.

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February 18 – WACCT “Capitol Visits”– Jonah Financial Center – 2 to 5 p.m.

February 18 – WACCT Awards (5:00 p.m.) and Legislative Reception (6:30 p.m.) – Little America – Grand Ballroom

February 25 – Foundation Full Board Meeting – Board Room

March 2 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

March 16 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

March 18 – Spring Break – College closed

April 6 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

April 9-12 – 96th AACCC Annual Convention – Chicago, IL

April 20 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

May 4 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

May 6 – Employee Recognition Reception and Awards – Kiwanis Community House – Time TBD

May 14 – Commencement, Nurses’ Pinning, High School Equivalency (GED)

May 18 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

May 19 – Foundation Full Board Meeting – Board Room

May 30 – Memorial Day – College closed

June 1 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

June 3 – GISS (Governance Institute for Student Success) – Casper College

June 29 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room) – One Mill and Annual Budget Public Hearing; One Mill and Budget Approval

July 4 – Independence Day – College closed

July 20 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

August 10-29 – Filing for Office Period for School Board, Community College Trustee, and Special Districts

<http://www.laramiecountyclerk.com/elections.aspx>

August 16 – Primary Election Day

August 17 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

September 5 – Labor Day – College closed

September 7 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

September 15 – Foundation Full Board Meeting – Board Room

September 21 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

October 5 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

October 5-8 – ACCT Leadership Congress – New Orleans

October 19 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

November 2 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

November 8 – General Election Day

November 16 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

November 17 – Foundation Full Board Meeting – Board Room

November 23-25 – Thanksgiving Break – College closed

December 7 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

December 21 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

December – Winter Break – College closed – TBD