

**LARAMIE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
BOARD MEETING  
Wednesday, December 5, 2018  
7:00 p.m.  
Petersen Board Room  
Administration Building**

**Dinner 5:30 p.m. – CCC 178/179**

Please make your dinner selections from the Dining Hall buffet.

**Faculty Presentation of Program Reviews**

Introduction by Academic Standards Program Review Subcommittee Chairman Nate Huseman

[A&H – Mass Media/Multimedia – Jake Sherlock](#)

[BATS – Agriculture \(A.S., A.A.S\) – Bruce Nisley, Rosemary McBride](#)

[BATS – Industrial Maintenance and Technical Studies – Susie Lemaster](#)

***AGENDA***

1. **CALL TO ORDER** of the December 5, 2018, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Bradley Barker
2. **APPOINTMENT OF CHAIRMAN PRO TEM** – Board Chairman Bradley Barker
3. **RECOGNITION OF OUTGOING BOARD MEMBER BRADLEY BARKER** – President Joe Schaffer
4. **INSTALLATION OF TRUSTEES**
  - A. Administering Oath of Office to Newly-Elected Trustee Janine Thompson and Re-Elected Trustees Brenda Lyttle and Carol Merrell – Tara Nethercott
5. **ELECTION OF BOARD CHAIRMAN** – Chairman Pro Tem

Upon election, Chairman Pro Tem passes the gavel to the newly-elected Board Chairman who oversees the election of Vice Chairman, Secretary, and Treasurer; WACCT and Foundation board members; and Finance and Facilities, Academic Affairs and Student Services Ad Hoc Committee, and President’s Evaluation/Performance Review Committee members. (Note: The Chairman serves on all committees.)
6. **ELECTION OF VICE CHAIRMAN, SECRETARY, AND TREASURER**
  - A. Vice Chairman
  - B. Secretary
  - C. Treasurer

**7. ELECTION OF OTHER BOARD AND COMMITTEE MEMBERS**

- A. WACCT Board Members (two voting members)
- B. Foundation Board Members (three non-voting members)
- C. Finance and Facilities Committee (two members)
- D. Academic Affairs/Student Services Committee (two members)
- E. President's Evaluation/Performance Review Committee (two members)

**8. MINUTES** – The November 7, 2018, Board Minutes will be presented for approval in January. – Newly-Elected Board Chairman**9. REPORTS TO THE BOARD**

- A. Staff Senate – Shauna Best, President – No Report
- B. Faculty Senate – Nate Huseman, President – No Report
- C. Construction Update – Vice President Rick Johnson
- D. Pathways Update – Vice President Clark Harris and Vice President Judy Hay

**10. PRESIDENT'S REPORT**

- A. Higher Education Attainment Council & Statewide Listening Sessions
- B. Presidents'/Executive Council Meeting Updates
- C. Proposed Dates for Spring Meetings
  - 1) January 11<sup>th</sup> – Board Retreat
  - 2) January 23<sup>rd</sup> – Board Meeting
  - 3) February 20<sup>th</sup> – Board Meeting
  - 4) March 20<sup>th</sup> – Board Meeting
  - 5) April 17<sup>th</sup> – Board Meeting
  - 6) May 15<sup>th</sup> – Board Meeting
  - 7) June 19<sup>th</sup> – Board Meeting
- D. Retreat Topics
- E. Vice President of Student Services Search Committee Board Representative

**11. APPROVAL ITEMS**

- A. [Laramie County Community College District FY 2018 Audit](#) – (Hard copies will be provided.)  
– Wayne Herr (McGee, Hearne, and Paiz)

*Staff Recommendation:* That the Board of Trustees approves the acceptance of the Laramie County Community College District FY 2018 Audit

- B. Student Success Technology Purchase – Dr. Stephen Crynes, Chad Marley, and Julie Gerstner
  - 1) [Recommendation Memo](#)
  - 2) [Case Statement](#)
  - 3) [PowerPoint Presentation](#)

*Staff Recommendation:* That the Board of Trustees authorizes the President to expend funds for the purchase of a Student Success Technology platform, specifically EAB's *Navigate* solution, with the funding source coming from student technology fees.

**12. BOARD REPORTS**

- A. Board Member Updates – Newly-Elected Board Chairman (*Standing Agenda Item*)

B. Finance and Facilities Committee (December 5<sup>th</sup> Meeting) – Newly-Elected Members

**FINANCE AND FACILITIES COMMITTEE RECOMMENDATION**

That the Board of Trustees accepts and approves the following items:

- 1) [Current and Auxiliary Fund Balance Sheet Reports as of October 2018](#)
- 2) [Current and Auxiliary Fund Budget Reports as of October 2018](#)
- 3) [Procurement and Contracting Report November 2018](#)

**13. EX OFFICIO TRUSTEE UPDATES** (*Standing Agenda Item*)

- A. ACC Advisory Board Ex Officio Trustee – Mr. Butch Keadle
- B. Student Ex Officio Trustee – Mr. Austin Babcock

**14. NEW BUSINESS** – Newly-Elected Board Chairman

**15. ADDITIONAL ITEMS** – Information Only – Newly-Elected Board Chairman

- A. [Board Correspondence – Rosalind Schliske](#)
- B. [Historical List of Board Motions](#)

**16. NEXT MEETINGS/EVENTS**

- January 14-18 (Monday – Friday) – In-service and Faculty Planning
- January 21 (Monday) – MLK Day – College Closed
- February 7 (Thursday) – WACCT Legislative Reception and Awards
- February 8 (Friday) – WCCC Meeting – LCCC
- February 10-13 (Sunday – Wednesday) – NLS – Washington, DC
- March 18-22 (Monday – Friday) – Spring Break
- March 22 (Friday) – Staff Spring Break – College Closed
- April 11 (Thursday) – WCCC Meeting – Casper
- April 13-16 (Saturday – Tuesday) – AACC 99<sup>th</sup> Annual Convention – Orlando
- May 18 (Saturday) – Commencement
- June 25 (Tuesday) – WCCC Meeting – CWC

**17. PUBLIC COMMENT** (Public comment may be made on anything not on the agenda. Comments will be limited to five minutes.) – Newly-Elected Board Chairman

**18. ADJOURNMENT** of the December 5, 2018, Board Meeting of the Laramie County Community College District Board of Trustees – Newly-Elected Board Chairman