

**LARAMIE COUNTY COMMUNITY COLLEGE**  
**COLLEGE COUNCIL**  
**Friday, December 19, 2014**  
**3:15 p.m. to 5:00 p.m.**  
**Center for Conferences and Institutes**  
**CCI 130**

**MINUTES**

**CALL TO ORDER** of the December 19, 2014, College Council Meeting – Chad Marley, Co-chair

College Council Co-chair Chad Marley called to order the December 19, 2014, College Council meeting at 3:15 p.m.

**APPROVAL OF THE MINUTES**

1. **Approval of the College Council [November 21, 2014, Minutes](#)** – Chad Marley, Co-chair

Melvin Hawkins moved and Kim Bender seconded,

**MOTION:** That the College Council approves the November 21, 2014, minutes.

**DISCUSSION:** None

**MOTION CARRIED** unanimously with abstentions due to absence from the last meeting.

**ACTION ITEMS** (*Items on which College Council will make recommendations.*)

2. **[Student Activity Fee Allocation Committee Procedure 4.10.2P](#)** (Feedback 11-18-14 thru 12-5-14 Feedback received.) – Carol Hogle

Terry Harper moved and Melvin Hawkins seconded,

**MOTION:** That the College Council recommends ratification of the Student Activity Fee Allocation Committee Procedure 4.10.2P and advancement to President Schaffer for signature.

**DISCUSSION:** Carol Hogle stated some of the activities funded are more tied to instructional programs than extra-curricular activities and would be better served if funded through the General Fund. The extra-curricular activities would be funded by a General Fund account that would fall under Student Services, who would manage the activities. Judy Hay explained the procedure as written allows for unanticipated activities to be funded through the General Fund, which supports the students seeking achievement in these unanticipated activities that would otherwise go unfunded if they had to be dependent upon Student Activity Fee Allocation Committee funding. President Schaffer suggested changing student organizations to student groups under 4.0 H. and then define the different groups below. The new language would not substantially change the structure of the procedure.

Terry Harper and Melvin Hawkins accepted the proposed amendment as a friendly amendment.

**MOTION CARRIED** unanimously.

3. [Counseling and Campus Wellness Policy 3.19](#) (Feedback 11-18-14 thru 12-5-14 – No feedback received.) – Judy Hay
4. [Counseling and Campus Wellness Procedure 3.19P](#) (Feedback 11-18-14 thru 12-5-14 – No feedback received.) – Judy Hay

Melvin Hawkins moved and Terry Harper seconded,

**MOTION:** That the College Council recommends ratification of Policy 3.10 Counseling and Campus Wellness to go forward for Board approval and Procedure 3.10P Counseling and Campus Wellness for President Schaffer's signature.

**DISCUSSION:** Judy Hay stated the procedural changes narrow the focus to students instead of the campus community and defines the type of counseling that should be provided by the institution. Jill Koslosky stated for Terry Harper that the number of "no shows" varies throughout the semester, but at least a quarter of the students are "no shows". Terry asked what is done to reach out to "no show" students. Jill stated that depending on how the student is referred. If the student is self-referred, a counselor will follow up with a couple of phone calls. If a faculty referral, the faculty making the referral will be asked to help. Sometimes the "no show" student will be referred to the CARE Team. Group counseling sessions are also being considered because they are sometimes less intimidating than one-on-one sessions.

Judy Hay asked that 5.0 E. 2) be removed because the language is not pertinent to the procedure.

Melvin Hawkins and Terry Harper agreed to accept the change as a friendly amendment.

**MOTION CARRIED** unanimously.

**DISCUSSION ITEMS** (*Items needing discussion by College Council.*)

None

**INFORMATION ITEMS** (*Items not needing large discussion, but are important for College Council's awareness.*)

5. **Enrollment Report** – The End of Full Term Enrollment Report for Fall 2014 (unofficial) will be emailed Monday or Tuesday, December 15 or 16.

President Schaffer stated he shared the report with President's Cabinet. He noted the number of new students increased by 3.7% as did the number of re-enrolling students (those students who have returned to LCCC but were gone long enough to not be considered continuing students. However, the number of continuing students decreased by 8.8% is an indication of where the College needs to focus—retaining students through completion. He also shared that Casper College is struggling with increasing the number of new students but their retention is up.

6. [Human Resource Recruitment \(Position Vacancy Status\) Report](#) – Peggie Kresl-Hotz (email attachment)

No discussion took place.

7. **Next Meetings** – All meetings are on the third Friday of each month from 3 to 5 p.m. in HS 311. E-vites for these meetings were sent 12/9/14.
  - January 16
  - February 20

- March 20 – spring break – send out Friday on the week after – 27<sup>th</sup> or Friday the 13<sup>th</sup>
- April 17
- May 15

**8. Constituent Feedback – None**

**ADJOURNMENT** of the December 19, 2014, College Council Meeting – Chad Marley, Co-chair

College Council Co-chair Chad Marley adjourned the December 19, 2014, College Council meeting at 3:34 p.m.

Respectfully submitted,

Vicki Boreing  
Recorder