

BOARD MEETING MINUTES OF THE BOARD OF TRUSTEES OF LARAMIE COUNTY COMMUNITY COLLEGE DISTRICT, STATE OF WYOMING, HELD WEDNESDAY, OCTOBER 7, 2015, PETERSEN BOARD ROOM, ADMINISTRATION BUILDING, LARAMIE COUNTY COMMUNITY COLLEGE

Board Present: Board Chairman Ed Mosher, Vice Chairman Bill Dubois, Treasurer Don Erickson, Secretary Christine Lummis, Trustees Bradley S. Barker, III, Brenda Lyttle and Carol Merrell, and Student Ex Officio Trustee Noah Cheshier

Board Excused: ACC Advisory Board Ex Officio Trustee Butch Keadle

Staff Present: President Joe Schaffer; Vice Presidents Judy Hay and Rick Johnson, Interim Vice President Terry Harper, and Executive Director Tammy Maas; Faculty and Staff Members Juan Antonio Bernabeu, Dave Curry, Amy Ehlman, Candy Ferrall, Jeri Griego, Meghan Kelly, Lean Noonan, Arshi Rizwani-Nisley, Jeff Shmidl, and Amanda Widup; and Legal Counsel Tara Nethercott

Visitors: Dave Holt (WEA), SGA President Danielle Kienzle, *Wingspan* Editor Daniel Martinez, and *Wingspan* Online Editor Shari Johnson

1. CALL TO ORDER of the October 7, 2015, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher

Board Chairman Ed Mosher called the October 7, 2015, Board Meeting of the Laramie County Community College District Board of Trustees at 7:02 p.m.

2. MINUTES – Approval of the [September 23, 2015, Board Minutes](#) – Board Chairman Ed Mosher

Trustee Merrell moved and Trustee Erickson seconded,

MOTION: That the September 23, 2015, Board Minutes be approved as written.

DISCUSSION: None

MOTION CARRIED unanimously.

3. DISCUSSION (WORK) ITEMS

A. Draft Compensation Policy Statements – Human Resources Executive Director Tammy Maas, President Joe Schaffer

Board Chairman Mosher asked the Board to move to Agenda Item No. 3.A.5). Hearing no objections, the Board did so.

Board Chairman Mosher thanked each of the employee groups for the taking the time to comprise the policy statements they submitted. Noting the trustees have had an opportunity to review the statements, he asked each employee group's representative to share the overarching points of their recommended policy statements. He also stated the employee groups' feedback is providing the Board with issues their policy should address. Each employee group's full report was linked to the Board's agenda and is attached to these minutes.

1) [Staff Senate](#)

Staff Senate President Candy Ferrall and Classified Staff Vice President Amy Ehlman stated on behalf of professional and classified staff that compensation differentials should be given for longevity, performance, and educational advancement. The policy statement should be consistent with the College's mission, vision, and values statements. And, the target market should include state, regional, and national salary data for positions specific to a college setting.

2) [Faculty Senate](#)

Faculty Senate President Leah Noonan shared the highlights of the Faculty Senate's "Report on Compensation." The report suggested the Board's compensation policy include statements that LCCC values its employees, aspires to be an employer of choice, offers a compensation package designed to attract and retain highly qualified and competent employees, and strives to hire permanent employees when possible to better ensure employee investment in the College's mission, goals, students, and community.

President Schaffer spoke to concerns about terminal degrees, stating the current salary and placement schedule for faculty is based on education on the horizontal plane and steps on the vertical plane. The horizontal plane defines degrees and does not use the terminology "terminal degree." A Master of Fine Arts Degree in many realms is considered a terminal degree. However, a Master of Fine Arts Degree is not interpreted as a terminal degree on the College's current placement schedule. In some cases within the career and technical area, an associate of applied science could be considered a terminal degree. The current placement schedule "levels it" by doctorate, master's, and bachelor's degrees and includes thresholds for additional credits. CUPA-HR (College and University Professional Association for Human Resources) salary data includes market thresholds for institutions with enrollments and budgets comparable to LCCC's. Compensation data by discipline and education level is also available. President Schaffer stressed that if the Board directs the College's compensation to be based on market and equity, the corresponding procedure will need to include steps to accomplish the directive.

3) [LCCCEA](#)

LCCCEA President Meghan Kelly summarized the feedback from LCCCEA members, noting the policy statement should include: "LCCC values its employees and will offer compensation to both attract and retain employees and will implement the policy equitably and consistently." Also of importance to the LCCCEA is that they will have opportunity for input when the policy draft is distributed. Board Chairman Mosher asked if any discussion was held concerning market to which President Kelly responded she did not believe the same market should be used for all employee groups. President Schaffer stated as a matter of information that job re-classifications and specific job groups have been an ongoing consideration for quite some time. He also stated market is essentially the geographical region from which qualified applicants are sought to fill positions at the College. The College is at risk of losing its employees to that same geographical region if the College is not competitive within that region. Additionally, different positions require different markets for hiring pools.

Trustee Dubois stated merit pay in the secondary school districts has historically been a major issue and generating a policy and procedure that is acceptable to all persons is very difficult.

4) [Other Responses](#)

Accounting Instructor Jeri Griego stated she took a different approach in seeking input on the topic of compensation by having her Principals of Management students respond as if they were considering LCCC as an “employer of choice.” Ms. Griego crafted the statement below based on her students’ and colleagues’ responses. A new concept—a full work/life integration (formerly known as work/life balance)—was included as one of the policy statements, and that with technological advances, a full work/life integration is possible. She shared that one of her students, who is in the health care industry, stated “employer of choice” was used at her workplace but the slogan meant: “You have a choice to work there, but they have a choice for you not to work there.” Also, “You have a choice to work full-time, but they have a choice for you to work only part-time.” In this case, the slogan worked against the culture of a positive workplace.

LCCC endeavors to be a first-class employer, valuing and retaining employees as respected assets of the college. LCCC offers employees competitive wages, a comprehensive benefits package, and an innovative and supportive work environment. A full work/life integration is encouraged as employees meet the needs of students in this dynamic higher learning organization.

Board Chairman Mosher thanked Ms. Griego for providing the student perspective. Ms. Griego responded the policy statement from a student perspective postures the College for what the new wave of employees will be expecting in the coming years. Trustee Lyttle echoed Board Chairman Mosher’s appreciation for providing the students’ perspective.

In response to Board Chairman Mosher’s questions concerning policy development and job descriptions, Executive Director Maas stated the policy statements include her comments and that she anticipates a lot of work will be needed before the policy and procedure are finalized. Concerning job descriptions, the few that need to be completed are in process.

Regarding meritorious pay or pay for performance, Board Chairman Mosher observed that sustainable monies must be budgeted in order for the College to offer this benefit. President Schaffer stated that’s why in the draft policy statement the word “meritorious” does not appear and why the policy and procedure conversation should include a broader perspective for rewarding performance beyond the responsibilities of the position. A full work/life benefit such as rewarding an employee with a day off would be an example. Funds are budgeted for educational advancements and could likewise be set aside to fund financial reward for employee contributions at an extraordinary level. Trustee Lyttle cautioned the policy to not include language of the past, such as meritorious pay or pay for performance. She preferred the language included in No. 4 of the draft Compensation Policy Statement provided by Executive Director Maas: “Where appropriate, the Board believes that extraordinary efforts of employees should be rewarded...”. Trustee Barker agreed with Trustee Lyttle, further stating an employee should not feel bad about leaving work for an hour to participate in a family activity. He acknowledged, however, other generations may prefer additional pay. Counsel Nethercott advised the policy should state a specific target such as 25% and should include other forms of compensation the Board values, which do not necessarily have to be monetary compensation. She added the trustees need to be mindful of not including inconsistent statements and to be cautious in how the target is addressed. President Schaffer later stated the target will need to be defined in procedure, otherwise the assumption will be that the target determination is relegated to him. He is comfortable with doing so, but others may not be. President Schaffer also shared that he is still “on the fence” about the inclusion of a longevity provision. He explained, noting first that he is not talking about retention, that in many cases employees with longevity are earning well above 100% market in their respective job areas. He explained further that when longevity leads to increased compensation

that surpasses market goals and subsequently also surpasses the compensation of others doing the same job, then issues could occur. He also stated, however, that if the Board is adamant about including a longevity statement in their policy, he would like the Board to provide him with that language before October 28th. Board Chairman Mosher suggested the Board be provided policy options with and without a longevity statement.

Board Chairman Mosher concluded that the Board has been provided with a lot of valuable information and that the trustees understand the importance of “getting it right.” President Schaffer clarified for Trustee Erickson that the Budget Development and Management Policy addresses a different topic and that the compensation policy draft, once accepted by the Board, will be processed separately and fully through the review and consultative feedback process required for the adoption of a policy and procedure. Board Chairman Mosher continued that although compensation determinations are inherent in the College’s budget process, the Board is looking for a separate policy addressing their philosophy on compensation for the College’s employees. President Schaffer and Executive Director Maas agreed to bring forward a second draft policy on compensation during the Board’s October 28th meeting. If the Board agrees with the second draft’s content, the policy will be routed as provided in the Board’s *Policy Development and Approval Procedure* 1.2.11P. <http://policies.lccc.wy.edu/1.shtml>

Board Chairman Mosher asked the trustees to move to Agenda Item No. 3.B.

5) [President Schaffer and HR Executive Director Maas](#)

Board Chairman Mosher thanked the employee groups for providing their perspectives on a compensation policy. He emphasized the development of a Board policy on compensation is in the beginning stages of gathering and compiling information and that the policy approval process will involve many other steps and opportunities for employee input.

President Schaffer prefaced HR Executive Director Maas’ remarks stating that at the direction of the Board during their September 9th meeting a draft of five compensation policy statements was developed on which Executive Director Mass will elaborate.

HR Executive Director Maas explained the draft encompasses overarching goals in a bulleted format to help facilitate conversations that will produce a Board policy statement that aligns with employee perspectives on compensation. The overarching goals were:

- Externally Competitive
- Internally Equitable
- Readily Updated
- Easily Understood
- Fiscally Responsible

The Board’s directive of “employer of choice” was further defined as “an employer of choice among job seekers within the community, state, and region.” Further, an employer of choice would have an organizational atmosphere where current and potential employees are attracted to the College “because of competitive salaries/wages, unsurpassed benefits, an engaging workplace environment, and meaningful work.” [Compensation Policy Statements Draft 10.7.15 – Executive Director Maas]

Further delineating the Board’s directives were statements concerning fair compensation, market placement, and employee rewards for extraordinary efforts. HR Executive Director Maas noted the Board will need to provide feedback on what they perceive the target market to be for employee

compensation. She shared suggested components of an administrative procedure that would accompany the policy, noting they were not in any particular order and would happen concurrently. In addition, she acknowledged the employee groups' input and stated she welcomed their collaboration in the development of both the policy and the procedure.

Board Comments and Considerations

Referring to No. 3 “The Board of Trustees believes compensation should be fair.”, Trustee Erickson stated “fair” may be interpreted in different ways—what’s “fair” to one person may not be “fair” to another. However, he did not have a recommendation for a different word. President Schaffer suggested “fair” would mean what is equitable to the market based on what the Board determines the target market to be for compensation and would also address inequalities that may exist in compensation for similarly-situated individuals with the same responsibilities on campus. He asked: Are we shooting for the median of the target market? Above the median? In the upper 25% of the market? At the very top of the market? Each would have a different impact on budget calculations for compensation. He encouraged the Board not to balk at setting the level that will attract and retain the most desirable employees, who will do the work with the efficiencies and expertise necessary to move the College forward. Trustee Lyttle stated the College’s target should be within the top 25% of the target market. She elaborated that an “employer of choice” should provide competitive salaries, a fair employment structure where job duties are well-defined and should have an environment of comradery. She added that her observations have not been qualified by knowledge of what the target market is or an understanding of the budget impact, which she emphasized should be sustainable.

Citing the College’s Vision Statement, which was the subject of much discussion during a recent strategic plan refresher meeting, Trustee Erickson noted the reference to “We develop world-class instructors.” He asked: What types of incentives are necessary to achieve that? And continued that he is concerned about making a statement the Board and College cannot deliver. The bottom line is world-class instructors cannot be attained or developed with median salaries. Board Chairman Mosher offered that when defining job markets the AAUP (American Association of University Professors) and MSACC (Mountain States Association of Community College) salary information should be used in determining a benchmark. He strongly believed markets other than regional should be included in any compensation analysis for “world-class instructors.”

Referring to meritorious performance, Trustee Erickson stated as a former mayor for 12 years he is “highly cynical that that [meritorious performance] can happen.” He explained financial incentives (e.g., bonuses) that were awarded caused negative reactions among employees so much so that one employee gave back the \$50 bonus he received for outstanding performance. The decisions on meritorious performance were made “from the top down;” i.e., managers decided which employees would receive awards for meritorious performance. Conversely, however, decisions “from the bottom up” would also be risky because the groups making those decisions would have expectations that their recommendations would be upheld. Regardless, the employees should govern the requirements for giving incentives. President Schaffer stated if the Board says it’s important to recognize employees for extraordinary contributions to the institution, then he will work to incorporate steps in procedure to accomplish this that may include: 1) add-to-pays for employees who accept challenges outside their roles, 2) release time or additional compensation for faculty who accept challenges outside their contracted duties (e.g., department chair), and 3) merit or performance pay. The first two are for the most part in place. The third one will require a joint determination of the best mechanism for doing this for performance above certain thresholds. The process would incorporate at the least performance evaluations and clear and objective goal setting. Board Chairman Mosher clarified the Board is speaking to policy and not procedure but is voicing an interest in the inclusion of meritorious pay along with the other recognitions (add-to-pays and release time) for exemplary performance.

President Schaffer confirmed for Trustee Erickson that the policy statements will be developed into a draft policy that will have a corresponding draft procedure and both will be submitted to the full policy and procedure vetting and consultative feedback process. For Trustee Merrell, President Schaffer stated he does not want the policy and procedure details to cloud or compromise what the Board wants included in their policy statement. Trustee Lyttle stated that based on President Schaffer's comments, she would encourage the College to reward employees for extraordinary efforts and would like to see that directive included in the Board's policy. Trustee Barker recognized the Board's position is to develop policy but added that one can't help but ask how the Board's directives will be implemented.

Noting the employee groups have given good direction on policy statements, Board Chairman Mosher asked the Board to move back to Agenda Item No. 3.A.1).

B. Tuition Considerations for AY/FY 2017 – President Joe Schaffer

President Schaffer stated the Wyoming Community College Commission, who is responsible for setting tuition at the seven community colleges, typically addresses tuition during their December meeting. However, a continuing discussion has taken place during the last year concerning the Wyoming Community College Commission's policy on tuition and its limitations. The Commission will be discussing tuition during their October 20th meeting. Whether or not they will take action on tuition changes is not known. He shared a couple of perspectives should the opportunity for feedback occur during the October 20th meeting. First, a more robust policy is needed on how the Commission determines tuition needs to be increased. Currently, the Commission compares the tuition of Wyoming's community colleges to that of community colleges in the western region and also median household income. Other revenues and rising expenditures are not considered. President Schaffer said he is hesitant to engage in a conversation about setting tuition until the 2016 legislature's action is known. He reasoned that if the community colleges make a decision in October to raise tuition because of anticipated revenue shortfalls, then the legislature may hesitate to fund the community colleges at their requested budget levels. At some point in the future the community colleges may decide that a tuition increase is the right approach for supporting high quality education.

Board Chairman Mosher stated the trustees as a trustee organization will be asked to take a position on tuition during the October 19th Wyoming Association of Community College Trustees meeting. His recommendation would be to delay a WACCT decision until the Wyoming Community College Commission has gathered information and provided a recommendation. The trustees supported that position.

C. Performance Review Process Committee Update – Trustee Carol Merrell

Trustee Merrell read a statement prepared by the Performance Review Process Committee—Trustee Erickson, Trustee Barker, and Trustee Merrell. That statement, as agreed upon by the Board and President Schaffer, is below. For the record, "behavior" was changed to "personal effectiveness," which is a term used in Wyoming's State government.

The President will provide and present an annual report on Institutional Effectiveness in September, as that is when the data becomes available. The annual report will also provide progress on the Strategic Plan.

The President will provide two reports to the Board of Trustees on his/her annual goals, one in January and a final one in May. These will aid the Board in assessing the President's ability to fulfill his/her responsibility in the presidential position, his/her personal effectiveness, and continuing progress on proposed goals.

A formal evaluation will be conducted each May/June and will be finalized no later than the middle of June. The Committee will review and improve the evaluation instrument in January of 2016.

Trustee Merrell stated the next report will come to the Board regarding the evaluation instrument at the January 20, 2016, Board meeting.

4. APPROVAL ITEMS – None

5. POLICIES – 1st READING

A. [Budget Development and Management Policy No. 4.8](#) (No Feedback Received) – Administration and Finance Vice President Rick Johnson

In order to have an historical perspective, Trustee Erickson stated he reviewed the current Budget Preparation and Management Procedure 8200 that was adopted in the late 1980's. He agreed the procedure needs to be refined and thought the compensation policy was going to be subsumed into the *Budget Development and Management Policy No. 4.8*. However, after reviewing Policy No. 4.8 he believed the compensation policy should be separate and suggested "attracting and retaining" be added to that policy's language. President Schaffer confirmed *Budget Development and Management Policy 4.8* and Procedure 4.8P will replace Procedure 8200. The College's current practice of adopting a policy and corresponding procedure are a function of the Board's changing their form of governance from a policy governance model back to a traditional model.

Trustee Erickson asked that the procedure include language that stipulates the budget will be approved more in line with the beginning of the fiscal year. President Schaffer stated the statutory language now reads "Hearings for...community college districts [budgets shall be held] not later than the third Wednesday in July." In accordance with the Board's request, he has asked Administration and Finance Vice President Rick Johnson, Budget Director Jayne Myrick, and the Budget Process Advisory Committee to provide recommendations on the budget readings and the feasibility of approving the College's budget by July 1st. Because a statutory timeline exists, he would not be opposed to having a target timeline in the Board's policy, perhaps with the language "approve no later than" along with a target date of July 1st, the beginning of the fiscal year. Counsel Nethercott concurred that adding the language would be prudent and good practice. Trustee Lyttle agreed. She also observed that the *Budget Development and Management Policy* is more of a broad policy giving the President authority to bring forth a budget based on the College's mission, vision, and values statements and the College's strategic plan. If budget directives for compensation were included, then budget directives for buildings and other budget considerations would also need to be included. For clarification, President Schaffer stated the *Budget Development and Management Policy* has to do with fiscal management, whereas the compensation policy is a Human Resources policy. He added a lot of the policies and procedures are connected but fall under different domains. Trustee Erickson said President Schaffer's explanation cleared up policy and procedure relationship questions for him.

B. [Medical Amnesty Policy No. 3.21](#) (No Feedback Received) – Student Services Vice President Judy Hay

Trustee Erickson asked that the following sentence in 1.0.A.1)

"The purpose of the Medical Amnesty Policy is to increase the likelihood that individuals will call for assistance when faced with an alcohol-related emergency."

be changed to read,

“The purpose of the Medical Amnesty Policy is to increase the likelihood that individuals will call for assistance when faced with a drug- or alcohol-related emergency.”

The trustees agreed to accept the recommended language change.

Ex Officio Student Trustee Cheshier asked about abuse of the policy to which Counsel Nethercott responded the corresponding procedure will include language addressing abuse. Board Chairman Mosher thanked Mr. Cheshier for his question.

6. PRESIDENT’S REPORT – President Joe Schaffer

A. Joint Appropriations Subcommittee on Community College Funding

The community college presidents and Wyoming Community College Commission Executive Director Jim Rose met last week, during which they reviewed a detailed response to the Joint Appropriations Subcommittee who have drafted legislation on community college funding. The comprehensive document was mostly written by Commission staff and highlights the challenges with the proposed legislation and also recommends changes to that legislation. President Schaffer stated the legislation will probably not gain much momentum because of the State’s revenue picture and because the document’s recommended changes are so far off from the legislative draft. The document will be forwarded to the trustees when received. (POSTSCRIPT TO MINUTES: The document was emailed to the trustees on October 8th.)

B. [Construction Update](#) (*Standing Agenda Item*)

President Schaffer reminded the trustees the College’s home page has a link to the construction update, which is revised weekly. Tours of the facilities will be planned when the construction is farther along. President Schaffer stated he is impressed with how the contractors and their construction teams have juggled time and projects on the two construction sites. In response to Student Trustee Ex Officio Cheshier’s comment that students don’t know why the University/Student Center and Flex-Tech Building are being built, President Schaffer asked that students be directed to the construction update link on the College’s home page, which contains comprehensive information and colorful pictures of the construction’s progress. College Council also receives updates, and Mr. Cheshier is a student representative on the Council.

C. *Community College Week*

President Schaffer shared the *Community College Week* each year has includes a listing of the top 100 associate degree producers. The list is also broken down by discipline. Last year, LCCC was included in the listing for the number of associate degrees produced in agriculture but was ranked behind Casper College and Northwest College. This year, according to 2012-2013 IPEDS data, LCCC is listed as 43rd behind Casper College (ranked 31st) but ahead of Northwest College. LCCC was ranked 39th in the nation (1,300 community colleges and four-year colleges that offer associates degrees) for the number of associate degrees produced in education, which is also impressive. No other Wyoming community college is listed under education degrees. President Schaffer noted the rankings are an indication of the work the College is doing in the area of completion.

7. BOARD REPORTS

A. Board Member Updates – Board Chairman Ed Mosher (*Standing Agenda Item*)

- Referring to student success and completion, Trustee Erickson said he and Board Chairman Mosher will be attending the ACCT Leadership Congress in San Diego and that he was invited to sit in on a breakfast on governance leadership for student success. He and Western Wyoming Community

College President Karla Leach attended a similar meeting last year. He asked the trustees if they had any interest in a governance leadership institute that he could share with the ACCT representatives at the breakfast. The trustees preferred Trustee Erickson provide them with information shared during the breakfast. Board Chairman Mosher will be a co-presenter on Complete College Wyoming during the ACCT Congress.

- The Finance and Facilities Committee will meet Monday, October 12th, at 10 a.m.
- A tour of Central Plaza (former Downtowner) is scheduled for Monday, October 12th, following the Finance and Facilities Committee meeting. The tour has been coordinated by Chuck West, a realtor. The College is not looking to purchase the property but might consider a lease relationship for student housing.
- Trustee Erickson attended the strategic plan refresh meeting on September 29th, the purpose of which was to look at the progress on strategic planning goals and to determine how to develop evidence that the strategic directives are being achieved. Trustee Erickson was pleased he was invited to participate and was impressed with the openness, trust, and healthy debate about concepts and changes. Board Chairman Mosher was also invited to participate but was unable to attend. President Schaffer added the strategic planning group's charge is to update the College's strategic plan.

B. [WACCT Trustee Nomination](#) – Deadline 12/9/15

Board Chairman Mosher stated the nomination packets have been received by each community college. The WACCT under the leadership of Walt Wragge is assuming more responsibility for the nomination process. WACCT Executive Director Erin Taylor will coordinate the scoring of the nominations. President Schaffer asked the trustees to forward their nominee to him, and he will work directly with Ty Stockton on compiling the information in support of the nomination.

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

A. ACC Advisory Board Ex Officio Trustee – Mr. Butch Keadle

Mr. Keadle was not able to attend the meeting.

B. LCCC Student Ex Officio Trustee – Mr. Noah Cheshier

Mr. Cheshier reported on the homecoming events to date, noting they are being enjoyed by faculty, staff and students. He also shared the upcoming events for the remainder of the week, including a chili cook-off, bon fire, tailgate lunch, rodeo, and men's and women's soccer games. In other news, the SGA's executive board is brainstorming ways to acquire student suggestions. The SGA mission statement is on the "SGA desk." And new senators have been elected from their respective academic schools. In addition to being the Student Ex Officio Trustee this year, Mr. Cheshier is a Residence Assistant, Student Ambassador, and an SGA senator. Mr. Cheshier stated the student leadership institute he attended earlier this semester along with other student leaders was extremely beneficial in preparing him to assume these leadership roles. President Schaffer commended Mr. Cheshier on his exceptional leadership qualities.

9. NEW BUSINESS – Board Chairman Ed Mosher

No new business was brought forward.

10. ADDITIONAL ITEMS – Information Only

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

11. NEXT MEETINGS/EVENTS

- **October 28 (Wednesday)** – Board Meeting and Dinner: Dinner – 5:30 p.m. – CCC 178/179; Meeting – 7 p.m. – Petersen Board Room
- **November 18 (Wednesday)** – Board Meeting and Dinner: Dinner – 5:30 p.m. – CCC 178/179; Meeting – 7 p.m. – Petersen Board Room

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

Board Chairman Mosher asked for a moment of silence in observation of George McIlvaine's passing. Mr. McIlvaine served on both the LCCC Board of Trustees and the LCCC Foundation Board, most recently as the Foundation Board's President. Board Chairman Mosher remembered Mr. McIlvaine as a man whose community relations and volunteerism had a local, regional and global impact, and that those who knew him were blessed by the experience.

13. ADJOURNMENT of the October 7, 2015, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher

Board Chairman Ed Mosher adjourned the October 7, 2015, Board Meeting of the Laramie County Community College Board of Trustees at 9:30 p.m.

14. EXECUTIVE SESSION – *An executive session was not held.*

Respectfully submitted,

Vicki Boreing
Board Recording Secretary