

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

**Wednesday, January 20, 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**

Admissions and Enrollment Process – Director of Admissions and Welcome Center Sarah Hannes

*AGENDA*

1. **CALL TO ORDER** of the January 20, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher
2. **MINUTES** – Approval of the [December 2, 2015, Board Meeting Minutes](#) and [December 9, 2015, Special Board Meeting Minutes](#) – Board Chairman Ed Mosher
3. **REPORTS TO THE BOARD**
  - A. LCCC Reports
    - 1) SGA (Student Government Association) – Danielle Kienzle, President; Sawyer Burkett, Vice President
    - 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; Mohamed Chakhad, 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. [Customized Training, Measures E.1.a-E.1.c](#) – Institutional Research Director Ann Murray
  - B. Budget Document Concept – Trustee Erickson, President Schaffer
5. **APPROVAL ITEMS**
  - A. [Recommendation to Fill Building Authority Position](#) – Vice President Rick Johnson

*Staff Recommendation:* That the Board of Trustees approves Dr. Martin Carroll for another two-year term appointment through December 31, 2018.

- B. Recommendation to Approve Credit Diploma/Certificate Programs
  - 1) [Central Sterile Processing Credit Diploma/Certificate Program](#) – Interim Vice President Terry Harper

*Academic Affairs and Student Services Ad Hoc Committee Recommendation:* That the Board of Trustees approves the Central Sterile Processing Credit Diploma/Certificate Program.

- 2) [Exercise Science Personal Trainer Credit Diploma/Certificate Program](#) – Interim Vice President Terry Harper

*Academic Affairs and Student Services Ad Hoc Committee Recommendation:* That the Board of Trustees approves the Exercise Science Personal Trainer Credit Diploma/Certificate Program.

**6. PRESIDENT'S REPORT** – President Schaffer

- A. [Goals Progress Report](#)
- B. Wyoming State Superintendent Policy Summit – January 13-15, 2016
- C. [Construction Update](#) (*Standing Agenda Item*)

**7. BOARD REPORTS**

- A. Board Member Updates – Board Chairman Ed Mosher (*Standing Agenda Item*)
- B. Upcoming Meetings/Events – Trustee Erickson
  - 1) WCCC Meeting – February 17<sup>th</sup> – LCCC, CCI 130
  - 2) WACCT Board Meeting – February 17<sup>th</sup> – 4 p.m. – LCCC, CCI 129
  - 3) WACCT Community College Conference – February 18<sup>th</sup> – LCCC
  - 4) WACCT Community College Conference Awards and Legislative Reception – February 18<sup>th</sup> – Little America
  - 5) GISS (Governance Institute for Student Success) – June 3<sup>rd</sup> – Casper College – Trustee Erickson
- C. Finance and Facilities Committee (January 13<sup>th</sup> 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) [FY 2016 Current and Auxiliary Fund Budget Reports](#)
- 3) [December 2015 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 3 (Wednesday)** – Board Meeting and Dinner: Dinner – 5:30 p.m. – CCC 178/179; Meeting – 7 p.m. – Petersen Board Room
- **February 17 (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

**13. ADJOURNMENT** of the January 20, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher

**14. EXECUTIVE SESSION** – *An executive session to discuss real estate matter will be held.*

## January Special Events\*

No special events are planned for the remainder of the month at this time.

\*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 3 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

February 8 – 64<sup>th</sup> WY Legislature Budget Session Convenes

February 8-11 – ACCT National Legislative Summit – Washington, DC

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

February 17 – WACCT and WCCC Meetings – LCCC

February 18 – WACCT Community College Conference, Awards, and Legislative Reception – Little America  
5:00 p.m. – Awards

6:30 p.m. – Legislative Reception

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 – 96<sup>th</sup> AACC 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 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 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 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