

BOARD MEETING MINUTES OF THE BOARD OF TRUSTEES OF LARAMIE COUNTY COMMUNITY COLLEGE DISTRICT, STATE OF WYOMING, HELD WEDNESDAY, APRIL 6, 2016, PETERSEN BOARD ROOM, ADMINISTRATION BUILDING, LARAMIE COUNTY COMMUNITY COLLEGE

Board Present: Board Chairman Ed Mosher, Treasurer Don Erickson, Secretary Christine Lummis, Trustees Bradley S. Barker, III, and Carol Merrell, and ACC Ex Officio Trustee Butch Keadle, and Student Ex Officio Trustee Noah Cheshier

Board Excused: Vice Chairman Bill Dubois and Trustee Brenda Lyttle

Staff Present: President Joe Schaffer; Vice Presidents Judy Hay, Rick Johnson, and Interim Vice President Terry Harper; Associate Vice President James Malm and Executive Director Tammy Maas; Administrators and Faculty Members Jeri Griego, and Ann Murray; and Legal Counsel Tara Nethercott

Visitors: Amber Munjar (*Wingspan* Online Editor), Cody Fox and Jacob Hamel (*Wingspan*), Dylan Martin and Preston Thurin (Intro to Education Class)

1. CALL TO ORDER of the April 6, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher

Board Chairman Ed Mosher called to order the April 6, 2016, Laramie County Community College District Board of Trustees at 7:00 p.m.

2. MINUTES – Approval of the and [March 2, 2016, Board Meeting Minutes](#) – Board Chairman Ed Mosher
Trustee Erickson and Trustee Barker seconded,

MOTION: That the Board of Trustees approves the March 2, 2016, Board Meeting Minutes as written.

DISCUSSION: None

MOTION CARRIED unanimously.

3. WORK ITEMS

A. [Data Byte: KPI G – Fiscal Stewardship \(KPI G.1 Core Expenditures per FTE Student and G.2 Core Expenditures per Completion\)](#) – Institutional Research Director Ann Murray

The Data Byte report on the two measures under KPI G is the seventh in a series of nine KPIs on which Director Murray will report.

“Core Expenditures” is an IPEDS definition and includes almost everything out of the College’s operating budget—instruction, research (not applicable to LCCC), public service, academic support, institutional support, student services, physical plant, depreciation, scholarships and fellowships, and other expenditures and non-operating expenditures. Not included are the Auxiliary and Foundation expenditures. Budget Director Jayne Myrick later defined non-operating expenditures to include depreciation and interest expense, which are included in the totals for the different functions (instruction, public service.) Depreciation is allocated based on square footage, and interest expense is allocated based on projects.

Institutional Research Director Ann Murray provided some background on the data collected from 2008-09 to 2013-14 and explained the grading method (reverse scoring) and criteria. These data calculations will always be running a year behind, because the calculations are performed in July and August during the time the audit is taking place—usually August. The most recent expenditure data available when the KPIs were calculated last August 2015 were those expenditures from August 2014 (FY 2013-2014), because the 2015 audit had not yet been completed.

The grading method's reverse scoring used for expenditures equates to less is better. The same data points used for regular scoring are used. From the five-year history the minimum and maximum values are determined and then averaged. The IPEDS peer group is used as the external benchmark value. An improvement goal based on trend lines from last year was set for slightly doing better this year. No aspirational goals have been set for these measures yet. Statistical calculations are performed on the average of the previous six data points. (The average is the break between B and C; the standard deviation is the break between A and B, because it's scoring.)

1) KPI G.1 – Core Expenditures per FTE – Grade D

The College's expenditures per FTE in 2013-2014 were \$17,391 compared to the benchmark of \$11,447. The big dip in expenditures during the 2012-2013 fiscal year was due to a lot of turnover during the prior year, a delay in filling those positions that had monies budgeted, and the resulting vacancy savings. The big jump in expenditures during 2013-14 was due to having to spend down the College's reserves by \$2 million, which strongly impacted the "Expenditures per FTE".

Director Murray explained that when the numerator of a fraction gets bigger (the numerator is the expenditures that increased because the reserve had to be spent down) and the denominator of a fraction gets smaller (the denominator is the FTE that decreased because of a drop in enrollment) the fraction itself gets bigger. In this scenario, the resulting percentage of expenditures to FTE increases, and that's why the "KPI G.1 – Core Expenditures per FTE" received a Grade D, which again was due to the big jump in expenditures because the reserve had to be spent down and the big dip in enrollment during the same timeframe.



2) KPI G.2 – Core Expenditures per Completion – Grade B

The College's expenditures per Completion in 2013-2014 were \$63,055.22 compared to the benchmark of \$48,267. During the timeframe of 2008-09 through 2013-14 represented on the "G2: Expenditures per Completion" chart, enrollment was growing and then began declining more recently with a significant drop of 6.1% from 2012-13 to 2013-14. Conversely, the number of completions (degrees and certificates awarded) significantly increased by 48.9% from 2008-09 to 2013-14. The increase of 20.3% from 2012-13 to 2013-14 is due to the College's big push to increase completions by 5% every year. The Grade B is a result of the completions outpacing the expenditures.

President Schaffer clarified for Board Chairman Mosher that the expenditures per FTE reflect the level of revenue and what's happening with enrollment. KPI G.2 is an enrollment-based measure, the outcome of which shows the College has more students successfully completing; i.e. the College is efficiently leveraging dollars to help students complete. The goal is to educate students with the least amount of expense to taxpayers, to students through tuition, and to the State. When the College's revenue stream stays flat and enrollment drops, then the overall expenditures per student will increase, because the College is spending the same amount of money but spreading it over fewer students. This measure shows the College spent less to get a student to achieve a credential than it has in the last ten years, and this is impressive. President Schaffer pointed out that some campuses across the United

Stated will have a relatively low cost per FTE because they either have smaller revenue streams or higher enrollments but will have an incredibly high cost per completion. These institutions are spending a lot of money on students seeking a certification or degree but not many are completing. Both KPI G.1 and G.2 have to be considered when determining the College’s efficiency in leveraging its resources to serve students.

Trustee Erickson asked how relevant the measurement is if the variable cannot be controlled. President Schaffer responded with the environment the College is facing over the next few years, the measurement is, and will be, very relevant. In general, the College won’t turn money away; it’s going to spend it, but when entering budget constraint times, efficiencies need to be found. He pointed out the IPEDS benchmark of \$11,447 for Expenditures per FTE, noting the benchmark indicates the College is spending \$6,000 more per FTE than that of its peer group of 40 colleges. The benchmark comparison indicates the College should be spending less per FTE while serving the same number of students and will set a goal to do so over the next few years. The College can probably be more efficient in the spending of its dollars and still have more capacity to serve its students with the dollars it has. Director Murray added the other two measures are KPI G.3.a Expenditures in Instruction (as a Percent of Total Core Expenditures) and KPI G.3.b Expenditures in Instruction, Academic Support, and Student Services (as a Percent of Total Core Expenditures) both have a Grade A (see chart below) giving the College a composite Grade B for KPI G. – Fiscal Stewardship.

G.3.a	Expenditures in Instruction (as a Percent of Total Core Expenditures)	A	
G.3.b	Expenditures in Instruction, Academic Support, and Student Services (as a Percent of Total Core Expenditures) ^w	A	

President Schaffer stated this is the third report card since the implementation of the Key Performance Indicators. The data calculated during that time shows the College’s grade in these efficiency measures has improved from a Grade D to a Grade B. If enrollment were to start to increase substantially, this KPI would go up again but that would not really be reflective of the College’s efforts. The College has a lot of control over its spending on instruction and in other areas that affect students, such as the cost of getting students to complete. The College is moving those metrics and that is why the improvement is being seen in these areas.

Director Murray concluded her presentation with a review of improvement strategies, which included:

- Increasing completes
 - o The College already has an institutional goal that is part of the Complete College Wyoming and President Obama’s Completion Agenda.
- Increasing enrollment
 - o The College has more effective enrollment management.
- Keeping expenditures flat
 - o The budget approval process requires strong rationale for increases.

Board Chairman Mosher asked if the innovation projects in math and English have results to show those monies were well-spent; i.e., student abilities to succeed improved. President Schaffer stated most of the progress made toward increasing completions is due to the focus on changes in curriculum and how that curriculum is presented based on student needs and goals; e.g., the math and English programs re-design. The first-year’s implementation of these is just finishing up its first year and modifications are continuing. Assessment of these programs will begin the end of this year, and the benefits will be better known following those assessments. Director Murray added that the evaluation systems being designed to determine effectiveness of time to completion, course success rates, and

graduation rates for cohorts are referencing the KPI measures. The same measures being used institutionally will be used to track the re-designed math and English development courses from which a baseline will be created for determining future outcome improvements for these programs. Board Chairman Mosher asked about the statewide community college data system to which President Schaffer responded the Moving Forward Project was a three-year effort to create consistency in the data submitted by community colleges and that many of the College's data system components are driving the design of the State's system. Consistency in community college data reporting will be a huge advantage when determining benchmarks. The College's system incorporates metrics and KPI measures that will allow the College to utilize benchmark data from the other six community colleges, whereas before IPEDS, the National Community College Benchmark Project, or other data sources had to be used. The College can now develop meaningful state benchmarks from data stored by all the community colleges in the Central Station that was established from the Moving Forward Project that will indicate how well the College is doing in Wyoming. Director Murray added the College will be able to create reports comparing itself to a specific community college or to the aggregate of the other community colleges. Technical issues are being worked out, and the IR staff will receive training in June in Rock Springs.

President Schaffer explained for Ex Officio Trustee Keadle that the College functions under a biennial budget. What this means is that within the two-year biennium the College has a biennial appropriation, and while the College may see reductions in that appropriation, generally the Legislature sets a biennial (two-year) budget on which the College determines its budget on a fiscal-year-by-fiscal-year basis. During that biennium, if the monies budgeted are not spent, they may be carried over into the next year of the biennium. The vacancy savings earlier referenced and other funds such as enrollment growth, one-time funds that were not spent within a fiscal year have been carried over and noted in the budget brought to the Board. The carryover, which shows as an increase in revenue for the second year of the biennium, has to be rectified by the end of the biennium, because State statute limits a community college from having more than eight percent of its operating budget in reserves at the end of biennium. The State's rainy day fund is supposed to fund a full biennium. At the community college level, however, the College's eight percent carryover of \$7 million would not fund the College for a month. The community colleges need to make a claim that the amount needs to be raised.

Until this year, the College has budgeted more than it is expending; i.e., the College budgeted high and spent low. This forced the College to make late-year, acquisition decisions or place the monies into the reserve. Although this process maxed out the College's reserve, it also locked up funds that could be leveraged for critical operations. Ex Officio Trustee Keadle observed that if the College is able to build its reserves, this is a function of efficiency, and Board Chairman Mosher added that not being able to do so punishes the College for being efficient. President Schaffer explained for Board Chairman Mosher that the only performance assessment at the State level is course completions. This is very singular and tells a very small story. He added this is one of his concerns with performance funding, because that model limits the complexity of what the community colleges do to successfully achieve student completions. In many states, institutions are being allowed to define the most important metrics upon which they want to focus. President Schaffer stressed the Board needs to make setting outcomes and evaluating those outcomes with metrics a priority. From a strategic perspective that has more power over whether an institution will work on priorities than tying dollars to them. Higher education is not driven by raising money or revenues. Instead, institutions react to the revenues with the monies allocated to them by planning for how to help students succeed. President Schaffer shared that seeing where LCCC's graduation rates rank among the seven community colleges motivates him far more than being told a portion of the College's variable funding will come from the percent of credit hours of successfully completed courses.

President Schaffer concluded that assessing the College's efficacy is difficult and complex. That's why it's important to have multiple KPIs that intersect in order to present a complete picture. The College is just beginning to understand the process, the resulting assessments, and where the assessments indicate efforts should be focused and resources should be dedicated.

B. Proposed Changes to Building Names – President Joe Schaffer

Board Chairman Mosher acknowledged the effort made to bring forth a variety of suggestions for the College's Auto Diesel, Flex-Tech, Physical Education, Student Services, and University/Student Center buildings. President Schaffer shared the proposed names for each building and explained the list has been pared down from names submitted during a naming competition for the new Student Services Building, the Physical Education Building, and the old Student Services Building.

- Auto Diesel Building – Auto Technology Building
- Flex-Tech Building – Flex-Tech Building
- Physical Education Building – Recreation and Athletic Center (RAC)
- Old Student Services Building – Crossroads Building
- New Student Services Building – Pathfinder or Pathways Building

In the discussion that followed, the trustees provided input on the suggested names that ranged from being comfortable with all the names to an extended conversation about the name of the new Student Services Building. President Schaffer explained “Pathways” is associated with where the pathway starts for students and community members. Referring to concerns about “Pathways” not defining the building's purpose or functionality, Trustee Barker pointed out the same applies to the Arp Building, which is named after the Arp family, and that students will still need some direction a building's location regardless of the building's name. President Schaffer added the name for the new Student Services Building needs to be one to which a donor's name could be added.

Board Chairman Mosher suggested giving President Schaffer the go ahead to seek resolution for the building names and share those names with the Board once decided. The Board had no objections.

4. APPROVAL ITEMS

A. [Information Technology Governance Policy 8.2 – 2nd Reading](#) – 2nd Reading – President Joe Schaffer

Board Chairman Mosher noted the trustees were first presented the policy during their March 19th Board Retreat.

Trustee Erickson moved and Trustee Merrell seconded,

MOTION: That the Board of Trustees approves Information Technology Governance Policy 8.2.

DISCUSSION: None

MOTION CARRIED unanimously.

B. [Depositories for Applications of Public Funds](#) – Vice President Rick Johnson

Trustee Erickson moved and Trustee Barker seconded,

MOTION: That the Board of Trustees approves the following list of Laramie County Community College depositories for Applications of Public Funds as required by W.S. 9-4-818.

- ANB Bank (Capital West, First National Bank-Laramie)
- Bank of the West
- Cheyenne State Bank
- Farmers State Bank, Pine Bluffs
- First Interstate Bank
- Oregon Trail Bank
- Pinnacle Bank
- Security First Bank
- US Bank (First Tier Bank is under US Bank.)
- Wells Fargo Bank Wyoming, N.A.
- Wyoming Bank & Trust
- Wyoming State Bank

Jonah Bank declined to submit an application for Deposit of Public Funds.

DISCUSSION: None

MOTION CARRIED unanimously.

5. BOARD REPORTS

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

1) [Options for Board Meeting Schedule](#)

Referring to his recommendation within the memo linked to agenda, Board Chairman Mosher asked if the trustees have a preference. No trustee voiced an exception to either of the proposed two recommendations A or B. President Schaffer stated the recommendations rely on a two-step sequential process, the first of which would be a review by a Board standing committee. Counsel Nethercott questioned whether a quorum would be present during the standing committee meetings to which Trustee Erickson replied the meetings are noticed and no decisions are made during the meetings. Board Chairman Mosher added a quorum is seldom present. President Schaffer shared a standing committee's first review is not followed by action, similar to a first reading during a Board meeting. According to Robert's Rules, committees without a quorum or the ability to take action can still bring a committee motion or recommendation to the Board. The purpose of the standing committee is the vetting of a future Board agenda item and the sharing of their findings and general agreement with the full Board when it comes time for action on that item. Counsel Nethercott stated if the purpose of the standing committee's conversation is to bring a recommendation to the Board and if a quorum is present, minutes of that meeting should be taken. The public needs to know the work of the Board including that of a standing committee when a recommendation will be made to the Board from that standing committee. Trustee Merrell suggested the Board's retreats be held in the evening and not on a weekend, noting the retreats are usually held for about the same amount of time (three or four hours) as the Board's meetings. President Schaffer stated options will be provided for the retreats to occur either during the week or on the weekend in August or September in the fall and in March or April in the spring based on trustee availability and interest.

6. PRESIDENT'S REPORT – President Schaffer

A. WCCC Special Meeting Update

President Schaffer reported the Wyoming Community College Commission agreed during its March 21st conference call meeting to raise tuition for the next year by \$6/credit and will begin working on strategic policy recommendations for setting tuition during their meeting later this month on April 22nd or during their June 1st meeting in Casper. The additional \$6/credit will raise in-state tuition for the next year to \$89/credit; the WUE rate to \$133.50/credit (150% of the in-state tuition) and the nonresident (out-of-state) to \$178/credit (200% of the in-state tuition). The 12-credit flat spot will remain intact for next year.

B. CFD Advertising/Sponsorship

President Schaffer stated one of the elements of last year's Cheyenne Frontier Days (CFD) sponsorship was the Rodeo 101 introductory videos that were a precursor to every rodeo, and CFD would like to show the videos again this year. The College is considering this but as a two-part sponsorship that would be paid out of the College's advertising budget and would require separate agreements for a Rodeo 101 video advertising campaign and a separate sponsorship. Even though the individual costs of the Rodeo 101 campaign and the separate sponsorship would not exceed the \$30,000 requiring Board approval, President Schaffer asked the Board to provide some guidance on how to proceed, noting further his recommendation was to proceed with the two-part sponsorship because the College received significant benefit from last year's sponsorship. He also stated for Trustee Erickson that for simplicity he would prefer to separate the Rodeo 101 advertising from the sponsorship as opposed to combining the two into one package. Student Ex Officio Trustee Cheshier shared the videos were also played on Pandora and he thought they were pretty good. Trustee Erickson appreciated President Schaffer's bringing forward the CFD's request, adding the video produced a lot of good will and would serve as a recruitment tool but also voiced some concern about the cost. Trustee Lummis said the video was a "smash." Board Chairman Mosher also heard very positive comments and offered to help with the booth that was part of last year's sponsorship. President Schaffer stated for Ex Officio Trustee Keadle that the contracts have had both an internal review and the College's legal counsel's review concerning the assumption of risk liability and appear to be solid. Counsel Nethercott stated the Wyoming's Recreation Safety Act (W.S. 1-1-121) specifically addresses the assumption of risk for recreational activities. (POSTSCRIPT TO MINUTES: W.S. 1-1-123(a) Assumption of risk. states "Any person who takes part in any sport or recreational opportunity assumes the inherent risks in that sport or recreational opportunity, whether those risks are known or unknown, and is legally responsible for any and all damage, injury or death to himself or other persons or property that results from the inherent risks in that sport or recreational opportunity.")

In support of the College's advertising campaigns, Trustee Merrell shared that about a third of the advertising being shown on the big screen at the Capital Theatre is LCCCs and is very well done. Referring to the College's participation during Cheyenne Frontier Days events, Trustee Lummis reported she and Lisa Trimble will be submitting the College's parade application soon. The wagon is being prepared for its encore appearance in the parade; the suggestions made following last year's parade are being considered; and the contract has been signed for the horses.

Hearing no objection, Board Chairman Mosher directed President Schaffer to proceed with the sponsorship and to keep the Board apprised.

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

President Schaffer stated the projects continue to be on track and on budget and clarified the only construction delays are those that have occurred due to winter storms and high winds. Vice President Rick

Johnson added procedure concerning delays requires the contractor to identify any slips in the construction schedule but these do not necessarily mean the completion date is pushed back. President Schaffer stated for Board Chairman Mosher the move-in date for the Flex-Tech Building is July 31st for which the College hopes to have a certificate of occupancy. The substantial completion date is September 1st to allow time for exterior landscaping. If the new Student Services Building's construction continues too far into the fall the landscaping will be pushed into the spring.

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

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

Ex Officio Trustee Keadle reported a land purchase offer was presented last night to the Laramie City Council and all nine council members were present. The presentations were on point and very passionate, and the student participation was from the heart. Dr. Malm did a great job as well and others offered support for the College's land acquisition. The session lasted about three hours with at least a third of that time devoted to discussing the land purchase. Ex Officio Trustee Keadle's general impression was that the City Council thought the offer was a little low and directed the City Attorney and City Manager to attempt to document a number of things that Dr. Malm had presented to the City Manager, such as employment and enrollment that will help the City Council see how the value of these will justify a lower price of the land. Other options were discussed, such as no money down now with an option to purchase the land in the exchange for College services. The City Council suggested June 7th as the date to decide the issue. Dan Furphy, the president and CEO of the Laramie Chamber Business Alliance, might be an excellent resource to provide assistance to City Manager Janine Jordan to put together the agreement. Albany County has no tax base and the City Council clearly indicated giving up the land would be a "sacred sacrifice," which has become a major bargaining chip in being able to leverage projects. Ex Officio Trustee Keadle suggested inviting the Laramie City Council to visit the Cheyenne campus so they can visibly see how the College is successfully accomplishing its mission and vision. Albany County Campus Associate Vice President Malm deduced the City Council loves the College; they just love their land more. Vice Mayor Jane Pierce charged the College with being super creative and figuring out how the City of Laramie will benefit; the College has 59 days to do this. Trustee Erickson stated this is encouraging and stated further the document's content needs to stay within the constraints determined by the Board.

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

1) March 31 Town Hall Meeting

Ex Officio Trustee Cheshier reported a blood drive conducted by United Blood Services will take place this Friday, April 8th. Applications are being accepted for SGA senators now; the vote will take place on Tuesday, April 12th. A Town Hall meeting was held last Thursday, March 31st, and went well. The students felt comfortable speaking and also had the opportunity to provide their comments and questions on a piece of paper. President Schaffer stated the Town Hall meeting was proposed about two months ago by the SGA and PTK leadership who pulled together a great event in a short period of time. Some 45 students shared their concerns and were professional, diplomatic, courteous, and articulate in doing so. President Schaffer hoped the students would organize future Town Hall meetings.

8. NEW BUSINESS – Board Chairman Ed Mosher

Board Chairman Ed Mosher stated he and Trustee Erickson will attend the WACCT and Wyoming Community College Commission meetings in Rock Springs. Because Trustee Barker will not be able to attend, a proxy delegate needs to be chosen by the Board to represent LCCC during the WACCT meeting.

Trustee Erickson moved and Trustee Merrell seconded,

MOTION: That the Board of Trustees elects Board Chairman Mosher as a proxy delegate for the WACCT meeting in Rock Springs to replace Trustee Barker who is unable to attend.

DISCUSSION: none

MOTION CARRIED unanimously.

President Schaffer stated the College needs to confirm who will be attending the June 2nd and 3rd GISS meeting in Casper. Trustee Erickson emphasized at least three trustees need to be in attendance, adding the GISS will provide the trustees with an opportunity to interact and to fulfill a board self-assessment. The ACCT has contracted a good cadre of individuals including a facilitator with good credentials. Board Chairman Mosher, Trustee Erickson, and Trustee Barker said they plan to attend.

Board Chairman Mosher will email information to the trustees about the ACCT's Summit on Safeguarding College Campuses on June 13 and 14 in Portland, Oregon, noting security continues to be a priority for the College's students and the College as a whole. He also noted that various bills concerning campus safety and security have been proposed by the Legislature that could have presented interesting situations for the College.

9. ADDITIONAL ITEMS – Information Only

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

10. NEXT MEETINGS/EVENTS

- **April 8** – Dental Hygiene Pinning Ceremony – UP Centennial Room – 5:30 p.m.
- **April 21** – WACCT Meeting – Western Wyoming Community College – Rock Springs
- **April 22** – WCCC Meeting – Western Wyoming Community College – Rock Springs
- **May 11** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- **May 25** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room) – Preliminary Campus Master Plan Presentation
- **June 1** – WCCC Meeting – Casper College – Casper
- **June 2 and 3** – GISS (Governance Institute for Student Success) – Casper College
- **June 8** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- **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; Campus Master Plan Presentation
- **July 20** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room) – Campus Master Plan Approval

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

Trustee Barker gave a shout out to Financial Aid Director Julie Wilson and Financial Aid Technician Lacey Shandera for their work in bringing the scholarship monies for the Hathaway Scholarship awarded annually from \$20,000 to \$60,000, which was the highest amount awarded in Wyoming for need-based scholarships. Need is based on the information students submit on their FAFSA. Board Chairman Mosher pointed out the Hathaway Scholarship money does not hang over a student's head as debt.

Trustee Erickson stated the kick-off for the Campus Master Plan refresh took place yesterday, Tuesday, April 5th. A preliminary plan will be presented to the Board on May 25th with a second presentation on June 29th. The Board will be asked to consider approval of the final plan on July 20th.

No one from the public requested an opportunity to speak.

12. ADJOURNMENT of the April 6, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher

Board Chairman Ed Mosher adjourned the April 6, 2016, Board Meeting of the Laramie County Community College District Board of Trustees at 8:44 p.m.

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

Respectfully submitted,

Vicki Boreing
Board Recording Secretary