

**LARAMIE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
BOARD MEETING  
Wednesday, December 6, 2017  
7:00 p.m.  
Petersen Board Room  
Administration Building**

**5:30 p.m. – Dinner**

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 Chair Cindy Henning

Automotive Body Repair – Rob Benning

English – Melanie Young

Fire Science – Nick Siemens

Psychology – John Sanford, Luanne Gearhart, and Jonathan Carrier

Radiography – Starla Mason and Ashleigh Ralls

*AGENDA*

1. **7:00 p.m. – CALL TO ORDER** of the December 6, 2017, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Bradley Barker
2. **MINUTES** – Approval of the [November 8, 2017, Board Meeting Minutes](#) – Board Chairman Bradley Barker
3. **REPORTS TO THE BOARD**
  - A. Staff Senate – Rhonda Priest, President
  - B. Faculty Senate – Nate Huseman, President
4. **PRESIDENT’S REPORT** – President Joe Schaffer
  - A. Community Planning Initiative Update
  - B. WyoTech Update
  - C. Overview of Governor’s FY19/FY20 Biennial Budget
5. **WORK ITEMS**
  - A. [Institutional Effectiveness Annual Report](#) – Associate Vice President Kim Bender
  - B. [ACC Strategic Plan Draft](#) – Director of Operations Talisha Mottinger and Associate Vice President Brady Hammond **POSTPONED TILL JANUARY MEETING DUE TO ROAD CONDITIONS BETWEEN LARAMIE AND CHEYENNE.**
  - C. [Crossroads Building](#) – Vice President Rick Johnson
  - D. Residence Hall De-Scope Update – President Joe Schaffer, Vice President Rick Johnson
  - E. [Pathways 2.0 Institute No. 1 Update](#) and [Resolution Draft](#) – Trustee Bob Salazar, President Joe Schaffer, Vice Presidents Clark Harris and Judy Hay, Dean Bryan Wilson, Arts and Humanities Chair Melanie Young

**6. POLICIES – EXTERNAL FUNDING – 1<sup>st</sup> READING**

- A. [Policy 11.1 Management Oversight Authority \(New\)](#) – Sponsored Awards and Compliance Director Victoria Steel, Accounting Compliance Supervisor Sabrina Lane
- B. [Policy 11.6 Sponsored Awards \(New\)](#) – Sponsored Awards and Compliance Director Victoria Steel, Accounting Compliance Supervisor Sabrina Lane

**7. POLICIES – 2<sup>nd</sup> READING**

- A. [Campus Alcohol Policy 5.4 \(Revised\)](#) – President Joe Schaffer, Associate Vice President Lisa Trimble
- B. [IT Security Policy 8.6 \(New\)](#) – President Joe Schaffer
- C. [Travel Policy 4.4 \(Revised\)](#) – Executive Director Tammy Maas

*Staff Recommendation:* That the Board of Trustees approves revised Campus Alcohol Policy 5.4, new IT Security Policy 8.6, and revised Travel Policy 4.4.

**8. APPROVAL ITEMS**

- A. [LCCC Building Authority Recommendation to Re-Appoint Ed Harper](#) – Vice President Rick Johnson  
- [Building Authority Structure](#) – Vice President Rick Johnson

*Staff Recommendation:* That the Board of Trustees approves the re-appointment of Ed Harper for a term expiring December 31, 2019.

- B. [Naming of College Spaces – Science Center, Lab Room 158](#) – Associate Vice President Lisa Trimble

*Staff Recommendation:* That the Board of Trustees approves the naming of Room 158 in the Science Center as the INBRE Experiential Education Laboratory.

**9. BOARD REPORTS**

- A. Board Member Updates – Board Chairman Bradley Barker (*Standing Agenda Item*)
- B. Finance and Facilities Committee (September 13<sup>th</sup> Meeting) – Trustees Don Erickson and Jess Ketcham

**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 31, 2017](#)
- 2) [Current and Auxiliary Fund Budget Reports as of October 31, 2017](#)
- 3) [November 2017 Procurement and Contracting Report](#)

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

- A. ACC Advisory Board Ex Officio Trustee – Mr. Butch Keadle
- B. Student Ex Officio Trustee – Mr. Derek Goldfuss

**11. NEW BUSINESS – Board Chairman Bradley Barker**

- A. [Spring 2018 Meeting Dates](#) – President Joe Schaffer
- B. 2018 National Legislative Summit in Washington, D.C., February 11-14, 2018. (Early Bird Registration is \$529 prior to December 16; after December 16, registration is \$679.) – Board Chairman Bradley Barker

**12. ADDITIONAL ITEMS – Information Only**

- A. [Historical List of Board Motions](#)
- B. Board Correspondence – [CTA Architects Engineers](#)

**13. NEXT MEETINGS/EVENTS**

- A. Friday, January 26 – Board Retreat – 12 noon to 4 p.m. – Board Room

- 14. PUBLIC COMMENT** (Public comment may be made on anything not on the agenda. Comments will be limited to five minutes.) – Board Chairman Bradley Barker
- 15. ADJOURNMENT** of the December 6, 2017, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Bradley Barker

### *December and January Special Events*

**December 7 – Joyful Jams**  
**December 8 – Holiday Gala**  
**December 9 – Paramedic Program Graduation**  
**December 10 – Sounds of the Season**  
**December 16 – Nurses’ Pinning**  
**January 8 – Spring Kickoff**  
**January 26 – Board Retreat**

**Athletic Events – [www.golccc.com](http://www.golccc.com)**  
**Events – <http://www.lccc.wy.edu/events/index.aspx>**

### 2018 Annual Calendar

Changes to the calendar below since its last publication are in **Bold**.

**2017** (*Dates and times are subject to change and will be added, deleted, or revised as they become known.*)

December 7 – Joyful Jams – 7 p.m. – LCSD No. 1 Administration Auditorium  
December 8 – Holiday Gala – 6 to 9 p.m. – ANB Bank Leadership Center  
**December 9 – Paramedic Program Graduation – 10 to 11 a.m. – Training Center, Room 120**  
December 10 – Sounds of the Season – 3 p.m. – South High School  
December 16 – Nurses’ Pinning – 10 a.m. – ANB Bank Leadership Center  
December 23 – January 1 – Winter Break – College Closed

### 2018

**January 8 – Spring Semester Kickoff – ANB Bank Leadership Center**  
January 15 – Equality Day – College Closed  
**January 26 – Board Retreat – 12 noon to 4 p.m. – Board Room**  
February 11-14 – National Legislative Summit – Washington, DC  
February 12 – 2018 Budget Session Convenes  
February 21 – Legislative Reception and WACCT Awards (tentative)  
February 22 – Wyoming Community College Commission Meeting – LCCC  
March 16 – Spring Break – College Closed  
March 21-23 – ACCT Governance Leadership Institute – San Antonio ([www.trustee-education.org](http://www.trustee-education.org))  
April 13 – Wyoming Community College Commission Meeting – EWC  
**May 12 – Commencement (More Info to Follow)**  
May 28 – Memorial Day – College Closed  
June 7 – Wyoming Community College Commission – NWC