

**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 – 1st 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 – 2nd 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 13th 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
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)
 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