

**LARAMIE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
BOARD MEETING  
Wednesday, January 24, 2018  
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

Business Management and Business Management – Entrepreneurship – Jeff Shmidl  
Education – Ann Shelby and Scott Moncrief  
Engineering – Mohamed Chakhad  
Government Studies – Dave Marcum  
Homeland Security – Jill Koslosky  
Spanish – Juan Antonio Bernabeu and Ian Caldon

*AGENDA*

1. **7:00 p.m. – CALL TO ORDER** of the January 24, 2018, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Bradley Barker
2. **MINUTES** – Approval of the [December 6, 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. WyoTech Update
  - B. Legislative Update
  - C. [Progress Report on President’s FY 2018 Goals](#)
5. **WORK ITEMS**
  - A. [ACC Strategic Plan Draft](#) – Director of Operations Talisha Mottinger and Associate Vice President Brady Hammond
6. **POLICIES – EXTERNAL FUNDING (New) – 2<sup>nd</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

*Staff Recommendation:* That the Board of Trustees approves new Policy 11.1 Management Oversight Authority and new Policy 11.6 Sponsored Awards.

## 7. APPROVAL AND ACCEPTANCE ITEMS

- A. [Crossroads Building Renovation Approval](#) – Vice President Rick Johnson  
- [Crossroads Building Drawings](#)

*Staff Recommendation:* That the Board of Trustees approves the final design of the Crossroads Building renovation plan and directs the President to proceed with the construction process.

- B. Program Reviews – Institutional Effectiveness Associate Vice President Kim Bender, Academic Standards Program Review Subcommittee Chair Cindy Henning

*Staff Recommendation:* That the Board of Trustees accepts the annual program reviews as presented during the Board's dinner meetings on December 6, 2017, and January 24, 2018, (listed below) into the formal record of proceedings.

December 6, 2017

Automotive Body Repair  
English  
Fire Science  
Psychology  
Radiography

January 24, 2018

Business Management and Business Management – Entrepreneurship  
Education  
Engineering  
Government Studies  
Homeland Security  
Spanish

- C. Approval of New Certificate Programs – Vice President Clark Harris, Interim Dean Jill Koslosky, Equine Studies Instructor/Equestrian Team Coach Lanae McDonald, Cisco Technology Instructor Roger Findley

- 1) [Equine Training Certificate Program](#)

*Staff Recommendation:* That the Board of Trustees approves the Equine Training Certificate Program and have it submitted to the Wyoming Community College Commission for final approvals.

- 2) [Datacenter Technician Certificate Program](#)

*Staff Recommendation:* That the Board of Trustees approves the Datacenter Technician Certificate Program and have it submitted to the Wyoming Community College Commission for final approvals.

- D. [Guided Pathways Resolution](#) – Trustee Bob Salazar, President Joe Schaffer

*Recommendation:* That the Board of Trustees approves the resolution committing to LCCC’s adoption of the Guided Pathway model and directs the President to lead the change necessary to achieve Guided Pathways at scale for all LCCC students by the fall of 2020.

**8. BOARD REPORTS**

- A. Board Member Updates – Board Chairman Bradley Barker (*Standing Agenda Item*)
- 1) [Guided Pathways Policy Self-Assessment for Governing Boards](#) – Trustee Bob Salazar
  - 2) [January 26<sup>th</sup> Board Retreat Agenda](#) – Board Chairman Bradley Barker
- B. Finance and Facilities Committee (January 9<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 November 30, 2017](#)
- 2) [Current and Auxiliary Fund Budget Reports as of November 30, 2017](#)
- 3) [December 2017 Procurement and Contracting Report](#)

**9. 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

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

- A. Changes to Board Meeting Dates

**11. ADDITIONAL ITEMS** – Information Only

- A. [Historical List of Board Motions](#)  
B. Board Correspondence
- 1) [Kevin Yarbrough and Remembering Our Fallen](#)
  - 2) [Public Relations’ Paragon Awards from NCMPR \(National Council for Marketing and Public Relations\)](#)

**12. NEXT MEETINGS/EVENTS**

- January 26 (Friday) – Board Retreat – 12 noon to 4 p.m. – Board Room
- February 28 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- March 21 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- April 11 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- May 9 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- June 27 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

**13. PUBLIC COMMENT** (Public comment may be made on anything not on the agenda. Comments will be limited to five minutes.) – Board Chairman Bradley Barker

**14. ADJOURNMENT** of the January 24, 2018, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Bradley Barker

**[2018 Annual Calendar](#)**

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

## *January and February Special Events*

**January 26 – Board Retreat**

**February 21 – WACCT Conference; Cocktail Reception, Awards, and Legislative Reception**

**February 22 – WCCC Meeting**

**Athletic Events – [www.golccc.com](http://www.golccc.com)**

**Events – <http://www.lccc.wy.edu/events/index.aspx>**

### **2018**

**January 26 – Board Retreat – 12 noon to 4 p.m. – Board Room**

February 11-14 – National Legislative Summit – Washington, DC – No trustees will be attending this year.

February 12 – 2018 Budget Session Convenes

**February 15 – Foundation Board Meeting – 5:15 p.m. – Board Room**

February 21 – WACCT Reception and Awards and Legislative Reception – ANB Bank Leadership Center

5 p.m.-5:45 p.m. – Cocktail Reception

5:45 p.m.-6:30 p.m. – WACCT Awards

6:30-8:30 p.m. – Legislative Reception

February 22 – Wyoming Community College Commission Meeting – LCCC

**February 28 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)**

March 16 – Spring Break – College Closed

**March 21 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)**

March 21-23 – ACCT Governance Leadership Institute – San Antonio ([www.trustee-education.org](http://www.trustee-education.org))

**April 6 – Dental Hygiene Pinning Ceremony (More Info to Follow)**

**April 11 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)**

**April 27 (moved from 4/13/18 to 4/27/18) – Wyoming Community College Commission Meeting – EWC**

**May 9 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)**

May 12 – Commencement (More Info to Follow)

**May 17 – Foundation Board Meeting – 5:15 p.m. – Board Room**

May 28 – Memorial Day – College Closed

June 7 – Wyoming Community College Commission – NWC

**June 27 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)**

**August 8-27 – Filing for Office Dates**

**September 19 – Foundation Board Meeting – 5:30 p.m. (Note: meeting starts 15 minutes later) – Board Room**

**November 15 – Foundation Board Meeting – 5:15 p.m. – Board Room**