

**LARAMIE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
Wednesday, November 20, 2013
7 p.m.
*Petersen Board Room
Administration Building***

6:00 p.m. – Dinner – CCC 178/179

Dinner selections will be made from the Dining Hall Servery.

AGENDA

1. **CALL TO ORDER** of the November 20, 2013, Board of Trustees Meeting of the Laramie County Community College District Board of Trustees – Board Chairwoman Carol Merrell
2. **MINUTES** – Approval of the [October 23, 2013](#), Board Meeting Minutes – Board Chairwoman Carol Merrell
3. **BOARD EVALUATION** – Board Chairwoman Carol Merrell, Marti Cizek (speaker phone)
4. **REPORTS TO THE BOARD**
 - A. LCCC Reports
 - 1) SGA (Student Government Association) – Stefan Becker, President; Tycee Mohler, Vice President
 - 2) Staff Senate – Kevin Yarbrough, President; Kim Adams, Vice President-Classified Staff; Jodi Weppner, Vice President-Professional Staff; Christine Sowards, Secretary; Tiffany Gutierrez, Treasurer
 - 3) Faculty Senate – Rob VanCleave, President; Burt Davis, Vice President; Valerie Millsap, Secretary
- Faculty Senate Minutes for [October 11, 2013](#), and [October 25, 2013](#)
 - 4) LCCCEA (LCCC Education Association) – Mohamed Chakhad, President; Rachel Martinez, Vice President; Trina Kilty, Secretary; Jeff Shmidl, Treasurer
5. **PRESIDENT’S REPORT** – President Schaffer
 - A. Complete College Wyoming – Recommendation for Five Percent Increase in Completions
 - 1) [CCW Team Summary For Reconsideration for a 2022 Community College Degree and Certificate Completion Goal 101613](#)
 - 2) [CCW Goal Projections for LCCC](#)
 - 3) [Completion Goal - Resolution](#)
 - B. Student Ex Officio Trustee
6. **BOARD REPORTS**
 - A. Board Committee Reports – Board Chairwoman Carol Merrell serves on all committees.
 - 1) Capital Campaign – Bill Dubois, Don Erickson
 - 2) Finance and Facilities – Kevin Kilty, Ed Mosher
 - 3) WACCT Report – Ed Mosher, Brenda Lyttle

FINANCE AND FACILITIES COMMITTEE RECOMMENDATION: That the Board of Trustees approves by consent the following financial reports:

- [November 2013 Current and Auxiliary Fund Balance Sheet Report](#)
- [FY 2014 Current and Auxiliary Fund Budget Report](#)
- [November 2013 Contracting and Procurement Report](#)

7. APPROVAL ITEMS

- A. [Approval of Resolution Declaring the Results of the November 5, 2013, Bond Election](#) – Board Chairwoman Carol Merrell
- [Election Summary Report](#)

STAFF RECOMMENDATION: That the Board of Trustees adopts the resolution declaring the results of the November 5, 2013, Bond Election.

- B. [Approval of Amendment No. 1 to Contract Agreement for Legal Counsel](#) – Board Chairwoman Carol Merrell
- [Contract Agreement Amendment No. 1](#)
 - [Contract Agreement](#)

STAFF RECOMMENDATION: That the Board of Trustees approves the amendment to the contract with Woodhouse, Roden, and Nethercott, LLC for the purpose of providing general legal counsel to the College for an annual sum of \$68,400 (\$5,700 per month).

8. ADDITIONAL ITEMS – Information Only

- A. [Historical List of Board Motions 2011-2013](#)
B. [Study Session October 9, 2013, Summary](#)
C. [Study Session September 4, 2013, Summary](#)

9. NEXT MEETINGS/EVENTS

- **December 4 (Wednesday)** – Board Meeting and Dinner: Dinner – 6:00 p.m. – CCC 178/179; Meeting – 7 p.m. – Petersen Board Room
- **December 18 (Wednesday)** – Board Meeting and Dinner: Dinner – 6:00 p.m. – CCC 178/179; Meeting – 7 p.m. – Petersen Board Room

10. NEW BUSINESS – Board Chairwoman Carol Merrell

11. PUBLIC COMMENT (*Public comment on anything not on the agenda*)

12. ADJOURNMENT of the November 20, 2013, Board of Trustees Meeting of the Laramie County Community College District Board of Trustees – Board Chairwoman Carol

13. EXECUTIVE SESSION – *An executive session may be held.*

*December Special Events**

- December 7 – Holiday Concert** (LCCC Vocal and Instrumental Jazz Ensembles)
7 p.m. – Cheyenne Civic Center (Donations to COMEA House gladly accepted)
- December 9 – Holiday Choral Concert** (LCCC Vocal Ensembles)
7 p.m. – St. Mark's Episcopal Church
- December 10 – Employee's Holiday Celebration**
2:30 to 5:30 p.m. – Private Dining Rooms CCC 178/179

*Cultural Event Details – <http://lccc.wy.edu/newsEvents/eventslisting.aspx>

*Athletic Events – <http://www.lccc.wy.edu/newsEvents/eventsListingAthletics.aspx>

A [2013 Monthly Board Calendar for December](#) is also available.

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

2013

November 27-December 1 – Thanksgiving Holiday (College is closed.)

December 4 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

December 7 – Holiday Concert (7 p.m., Cheyenne Civic Center) (Donations to COMEA House gladly accepted)

December 9 – Holiday Choral Concert (7 p.m., St. Mark's Episcopal Church)

December 10 – Employee's Holiday Celebration (2:30 to 5:30 p.m. – Private Dining Rooms CCC 178/179)

December 10 – Early Bird Registration Deadline for the February 10-13, 2014, National Legislative Summit

December 18 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

December 24-January 1 – Winter Break (College is closed.)

2014

January 14 – Early Bird Registration Deadline for the April 5-8, 2014, AACC Convention

January 15 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

January 20 – Martin Luther King Day (College is closed.)

January 24 – Board Retreat and Meeting with ACC Advisory Board – 9 a.m. to 4 p.m., Hilton Garden Inn, Laramie, WY

February 5 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

February 20 – WACCT Community College Conference and Awards – LCCC Campus AND WACCT Legislative Reception (Little America)

February 10-13 – National Legislative Summit – Washington, D.C.

February 19 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

March 5 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Discussion: 7 p.m. – Board Room)

March 19 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

March 21 – Spring Break (College is closed.)

April 2 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

April 5-8 – AACC 94th Annual Convention – Marriott Wardman Park, Washington, DC

April 16 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

May 7 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

May 10 – Commencement – Storey Gym – 10 a.m.

May 21 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

May 26 – Memorial Day – College is closed.

June 4 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

June 18 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

July 4 – Independence Day (College is closed.)

July 16 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

July 23 – Cheyenne Day (College is closed.)

August 20 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

September 1 – Labor Day – College is closed.

September 3 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

September 17 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

October 1 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

October 22-25 – ACCT Annual Leadership Conference – Conference Location TBA – Chicago, Illinois

October 15 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

November 5 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

November 19 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

November 26-28 (Dates to be Confirmed) – Thanksgiving Holiday (College is closed.)

December 3 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

December 17 – Board Meeting (Dinner: 6 p.m. – CCC 178/179 Private Dining Rooms; Meeting: 7 p.m. – Board Room)

December 24 – January 1 (Dates to be Confirmed) – Winter Break (College is closed.)