

REGULAR BUSINESS MEETING MINUTES OF THE BOARD OF TRUSTEES OF LARAMIE COUNTY  
COMMUNITY COLLEGE DISTRICT, STATE OF WYOMING, HELD WEDNESDAY, FEBRUARY 20, 2013,  
ADMINISTRATION BUILDING, PETERSEN BOARD ROOM, LARAMIE COUNTY COMMUNITY COLLEGE

Board Present: Chairwoman Carol Merrell, Vice Chairman Kevin Kilty, Secretary Bill Dubois,  
Treasurer Ed Mosher, Trustees Don Erickson, Christine Lummis, and Brenda Lyttle (by phone)

Board Excused: Albany County Campus Ad Hoc Member Butch Keadle

Staff Present: President Joe Schaffer; Vice Presidents Jose Fierro, Judy Hay, Carol Hoglund, and Stan Torvik;  
Associate Vice Presidents Lisa Murphy and Lynn Stalnaker; Faculty and Staff Members Jeri  
Griego, Rachel Martinez, Roz Schliske, Jeff Shmidl, and Kevin Yarbrough; and Legal Counsel Gay  
Woodhouse and Debb Roden

Visitors: Billie Addleman and George McIlvaine (Foundation Board Members), Dan Baxter and Todd  
Bishop (Kaiser and Co.), Aaron Bell (*Wingspan* Multi-Media Editor), Kelly Hart and Kristen  
Herget (Students, Ron Pulse's Ag Trade Policy Class), Cassie Kelly (*Wingspan* Assistant Online  
Editor), Kacey Orr and Jennifer Stogsdill (*Wingspan* Co-editors), and Michael Wondrash (Student  
Government Association President)

1. **CALL TO ORDER** of the February 20, 2013, Regular Business Meeting of the Laramie County Community  
College District Board of Trustees – Board Chairwoman Carol Merrell

Board Chairwoman Carol Merrell called to order the February 20, 2013, Regular Business Meeting of the  
Laramie County Community College Board of Trustees at 7 p.m.

2. **MINUTES** – [Approval of the January 23, 2013, Regular Business Meeting Minutes](#) – Board Chairwoman  
Carol Merrell

Trustee Erickson moved and Trustee Kilty seconded,

**MOTION:** That the Board approves the January 23, 2013, Regular Business Meeting Minutes as written.

**MOTION CARRIED** unanimously.

3. **REPORTS TO THE BOARD**

- A. LCCC Reports

- 1) SGA (Student Government Association) – Michael Wondrash, President

Mr. Wondrash reported:

- Input is being gathered on the student lounge renovation.
- Graduation speaker choices are being pursued.
- The “Pie in the Face of a Senator” is being held tomorrow afternoon, February 21<sup>st</sup>.
- The Faculty Excellence Selection Committee of which Mr. Wondrash is a member is writing a  
policy that will be proposed to the Learning Leadership Team and then to the Faculty Senate.

- 2) Staff Senate (Minutes: [January 24](#) – Kevin Yarbrough, President; Kim Adams, Vice President-Classified  
Staff; Jodi Weppner, Vice President-Professional Staff; Christine Sowards, Secretary; Tiffany Gutierrez,  
Treasurer

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<http://www.lccc.wy.edu/about/board/meetings>.

Mr. Yarbrough, on behalf of Staff Senate, formally welcomed Vice President Judy Hay and Vice President Jose Fierro and shared the following:

- The annual ice cream social for all employees and trustees will be Thursday, March 21, at 1:30 p.m. in the CCI Building.
- Because past participation does not justify the expense and time needed to organize the annual staff retreat, it will not be held this year in May. Instead, the retreat will be held on campus the afternoon of the fall kickoff in August. The retreat's focus will be tied into the College's strategic plan goals presented by President Schaffer during the morning's kickoff assembly.

- 3) Faculty Senate (Minutes: [December 14](#), [January 25](#), [February 8](#)) – Jeff Shmidl, President; Rob VanCleave, Vice President; Meredith Roehrs, Secretary

Mr. Shmidl, on behalf of the Faculty Senate, officially welcomed Vice President Fierro, noting the faculty is excited about the opportunity to work with Dr. Fierro as they jointly strive to move the College academically forward. He then commented or clarified the following:

- In response to Trustee Kilty's comment that a good deal of concern is being heard about the elimination of programs and about the establishment of a 12-student minimum class size, Mr. Shmidl stated President Schaffer's and Dr. Schwerdtfeger's answers during a well-attended faculty forum were able to clarify and allay some but not all of the faculty's concerns. Most of the faculty understand the College's focus is on student success, and one way to facilitate student success is to take a closer look at the College's programs. Faculty Senate recommended addressing institutional competencies, the general education requirements, and then the program requirements in that order and are working on these recommendations.
- Mr. Shmidl stated for Trustee Mosher that he was on the program review committee and that Dr. Schwerdtfeger and the committee made a lot of progress determining a meaningful program review process. The budget process may need to include program review resources to validate program reviews so that they are not seen as busy work by the faculty. Mr. Shmidl anticipated something will be finalized this semester. President Schaffer noted further that Dr. Schwerdtfeger's and the committee's determinations will transform the current process into more of a self-study process. The program reviews will involve qualitative and subjective analysis by a group of faculty members who will comprise the program review committee. At the same time the program review process needs to be augmented with quantitative analysis using the College's Key Performance Indicators. Because the Institutional Research office staff is inundated, a conversation has been held with College Brain Trust (CBT) consultants to help set up a program review analysis based on Key Performance Indicators and to set up a structure for providing those data along with a program snapshot. These would accompany the program review's self-study components and assist in developing a plan for investing resources.
- Trustee Mosher inquired about the incorporation of the "state's interests" in the program review process to which President Schaffer responded these will be included as defined in the Wyoming Community College Commission's strategic plan. The Commission's strategic plan is supposed to provide the over-arching direction. However, the definitions need to be more specific, which raises the question: "Who defines the 'state's interests?'"
- Trustee Mosher asked about competencies that are assessable and the function of a master syllabus to which were referred in the December 14<sup>th</sup> Faculty Senate minutes. Mr. Shmidl stated the Student Learning Assessment Committee is diligently working on the definition of assessable competencies or outcomes and the determination of assessment tools. A handful of institutional competencies the faculty believe are assessable surfaced from a faculty brainstorming meeting and a follow-up and in-depth discussion between Mr. Shmidl, Laura Grow, Meredith Roehrs, Vice President Fierro, and President Schaffer. Parameters the faculty believe should drive the College's general education requirements are also being pursued. A March 8<sup>th</sup> faculty forum is planned to continue exploring

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what faculty believe is meant by assessable competencies. President Schaffer and Vice President Fierro plan to attend that forum.

The master course syllabus was implemented by Dr. Schwerdtfeger and will involve reviewing curriculum every four years to come up with a master syllabus that will be on file in the Vice President of Academic Affairs office. Once in place, the process will be seamless.

- Trustee Mosher complimented the four goals mentioned in the Faculty Senate's December 14<sup>th</sup> minutes and requested a mid-year assessment of those goals be given to the Board. Mr. Shmidl will follow up with his successor on the request.

President Schaffer stated that in follow up to the preceding discussion a subsequent report on degrees and certificates, general education, institutional competencies, a consolidated electronic curriculum management system, the overall schedule and calendar, course minimums and capacities, program review, and faculty development could be given by Vice President Fierro at a future meeting. Board Chairwoman Merrell stated the Board would be pleased to have such a report.

- 4) LCCCEA (LCCC Education Association) – Les Balsiger, President; Rachel Martinez, Vice President; Trina Kilty, Secretary; Jeff Shmidl, Treasurer

Ms. Martinez stated on behalf of Mr. Balsiger that the LCCCEA had no report.

#### **4. PRESIDENT'S REPORTS** – President Schaffer

##### A. Legislative Update

President Schaffer shared the following on house bills and senate files.

- *HB 1 General Appropriations* – The supplemental budget bill is awaiting the Governor's signature. A 6% reduction in State aid to the community colleges is anticipated. The health insurance pool monies will not be cut because the insurance pool is considered a reimbursable account. The footnote that would have made some of LCCC's facilities ineligible for major maintenance monies was changed making all facilities eligible. A 1% retention incentive for State and community college employees amounts to \$130,000 for LCCC. An additional component directs the Governor to bring a proposal to the 2014 budget session for additional six and eight percent cuts. However, the Governor is not bound by legislative direction.
- *HB 105 Citizens' and Students' Self-Defense Act* – Died – The Bill would have allowed concealed weapons in schools, colleges, universities, and other named facilities.
- *HB 103 Regulation of Firearms-state preemption* – Passed the House. HB 103 preempts local governmental entities, political subdivisions, and community college trustees from implementing regulations that would be contrary to State law on gun control. One of the amendments brought forth by the University of Wyoming and supported by the community colleges would exclude the University, community colleges, and K-12. President Schaffer recommended the Board give him the authority to work with the College's senators to support the bill as amended.
- *HB 104 Firearm Protection Act* – Passed the House. HB 104 essentially states Wyoming's Constitution and laws are the law of the land and that any federal government gun control legislation contrary to Wyoming law will not overrule Wyoming law.

The 62<sup>nd</sup> Wyoming Legislature 2013 General Session is scheduled to adjourn on February 28<sup>th</sup>.

Comments and clarifications

- Dr. Kilty – The Board cannot pass a policy and procedure that is contrary to WY law, so HB 103 may not even be pertinent. President Schaffer stated considerable debate took place about whether local boards and governmental subdivisions have both regulatory and proprietary authority. Therefore, the proposed legislation intentionally states local boards and governmental subdivisions would not have regulatory or proprietary authority superseding HB 103.

Trustee Mosher moved and Trustee Dubois seconded,

**MOTION:** That the Board encourages passage of the amendment to HB 103 and without that amendment the Board has concerns with the legislation.

**DISCUSSION:** President Schaffer clarified for Trustee Erickson that the amendment to HB 103's proposed legislation exempts the University of Wyoming, community colleges, and K-12 from that legislation, which means the Board could implement policies and rules that would regulate firearms on the College's campus. The amendment did not exclude municipal, county, and other governmental subdivisions. President Schaffer emphasized the legislation without the amendment strips the Board of the rights and responsibilities the voters elected the trustees to carry out and govern on behalf of the institution. Additionally, passing the legislation without the amendment would set a "slippery slope" precedent of where local control versus State control start to conflict.

**AMENDED MOTION:** That the Board encourages passage of the amendment to HB 103 and without that amendment the trustees have concerns with the legislation.

President Schaffer clarified for Trustee Erickson that with the amendment the College would not oppose the legislation. Trustee Erickson said he would have to vote against the motion because he believes the motion sends the wrong signal and that instead the College should be opposed to HB 103. President Schaffer also confirmed for Trustee Kilty that the College now has two Campus Safety and Security officers on campus at all times.

Board Chairwoman Merrell called for the question.

**MOTION CARRIED** with three yeases from Trustees Mosher, Lyttle, and Dubois; two noes from Trustees Kilty and Erickson; and one abstention from Trustee Lummis.

Trustee Mosher commended SGA President Wondrash for his "shining" comments during the legislative committee hearing.

## 5. BOARD REPORTS

- A. Board Committee Reports – Board Chairwoman Carol Merrell serves on all committees.
  - 1) Capital Campaign – Bill Dubois, Don Erickson

Trustee Erickson reported that during a meeting at 5 p.m. Associate Vice President Lisa Murphy and Dan Baxter reviewed campaign materials and an action plan that will be presented to the Foundation tomorrow. In follow up to Trustee Erickson's question concerning rural and urban participation in the Frederick survey, Keith Frederick of Frederick Polls has reported that the rural response was more negative on all issues—bond taxes, ballot language, and concept. Trustee Erickson noted the negative response indicates an outreach to the rural areas is essential. Overall, a total of 300 responded to the survey; 156 refused to participate; 59 did not pass internal screens; and "a bunch more" had answering machine intercepts.

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- 2) Strategic Planning – Bill Dubois, Ed Mosher  
No report until the Strategic Planning Committee officially convenes this spring.
- 3) Finance and Facilities – Dr. Kevin Kilty, Ed Mosher
  - [Current and Auxiliary Fund Balance Sheet Reports](#)
  - [Current and Auxiliary Fund Budget Reports](#)

Trustee Mosher shared the following from the Finance and Facilities Committee Meeting:

- The budget process timeframe is challenging. The budget will be reviewed by College Council and then by the Board during the April 3<sup>rd</sup> Study Session.
- Major maintenance improvement projects are progressing. The major maintenance funding is being more and more usurped from the community colleges. President Schaffer added capital construction and major maintenance is experiencing a changing climate that is now involving the community college trustees, the Wyoming Community College Commission, the State Building Commission, the Governor, and the Legislature. The dynamics of this changing climate are somewhat uncertain, because capital construction and major maintenance responsibilities may shift from the Commission to the State's Construction Management Division.
- A welding simulator was purchased with Perkins monies. President Schaffer will follow up on whether purchases over \$30,000 from Perkins monies should come to the Board for approval. Regardless, a policy needs to be developed addressing all purchases over \$30,000.
- In response to Trustee Erickson, Trustee Mosher stated the Board receives financial reports on a monthly basis.

B. [Report on ACCT National Legislative Summit](#) – Trustee Bill Dubois

Referring to his written report, Trustee Dubois stated he enjoyed the trip, the meeting with the Congressional Delegation, and the fine speeches from Amy Walter, National Editor of the Cook Political Report, and Barry Anderson, Deputy Director of the National Governor's Association. Representatives from every community college (14 total) attended and two students from NWCCD also attended. The college completion agenda, workforce development were at the top of the priority. Trustee Mosher added that discussion has taken place about students from a community college attending the Summit each year. President Schaffer will find out which community college is next.

The Board moved to action item 6.B.

## 6. APPROVAL ITEMS

A. Policies – Ratified by College Council 2/8/13

- 1) [General Admissions](#) (General Admissions Procedure 3.1P may be found at <http://policies.lccc.wy.edu> under Student Affairs.)

The purpose of the General Admissions Policy is:

*Laramie County Community College maintains an open admission policy and serves as an equal access institution to all high school graduates, General Educational Development (GED) recipients, and individuals over the age of 18 who can demonstrate the ability to benefit from instruction provided. Others may be admitted as non-degree seeking students at the discretion of the College. Admission to the College is required for students taking courses offered for credit. The purpose of this policy is to determine admissions criteria.*

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- 2) Transfer of Credit (Transfer of Credit Procedure 3.18P may be found at <http://policies.lccc.wy.edu> under Student Affairs.)

The purpose of the Transfer of Credit Policy is:

*Laramie County Community College (LCCC) accepts credit from regionally accredited post-secondary institutions in the United States. Credits earned at international post-secondary institutions are reviewed on a case-by-case basis. Credit for military experience is awarded for degree applicable courses as listed in the American Council of Education recommendation. Transfer credit may be applied to degree programs at LCCC. The purpose of this policy is to identify what credit may be applied to degrees at LCCC.*

Trustee Erickson moved and Trustee Kilty seconded,

**MOTION:** That the Laramie County Community College Board of Trustees approves the General Admissions and Transfer of Credit policies as presented.

**DISCUSSION:** Vice President Judy Hay clarified the Transfer of Credit Policy includes both bachelor's and associate's degrees. She also explained that international student transcripts are obtained through a service paid by the international student and that foreign countries do not indicate if a transcript is coming from an accredited institution.

**MOTION CARRIED** unanimously.

President Schaffer stated for Trustee Erickson that the College's vision statement will be examined during the strategic planning process. He also explained the policy and procedure approval process to Legal Counsel Woodhouse, noting procedures are approved by the President, policies are approved by the Board, and the appropriate signatures are applied to each.

The Board moved to Item 6.C.

- B. Intent to Proceed with Special Election – President Schaffer, Interim Associate Vice President Murphy

Board Chairwoman Merrell recognized Foundation Board members Billie Addleman and George McIlvaine who are also Capital Campaign Steering Committee members.

- 1) Capital Campaign 2013 Action Plan

The Board was provided with an action plan, timeline, and ballot language. Associate Vice President Lisa Murphy stated that if the Board approves calling for a special election, the 2013 special election plan will consist of:

- Key messages crafted from survey instrument responses
- Formation of election committees
  - o Steering – Responsible for day-to-day activities and election campaign decisions
    - Membership: Three Board of Trustee Members, three Foundation Board Members, College President, the Associate Vice President of Institutional Advancement and at least three campus members to serve on this Committee to monitor the plans and activities of the election campaign
  - o Speakers – Responsible for addressing every civic organization in Laramie County
    - Membership: Four to five people with public speaking experience

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- Media – Responsible for news releases, letters to editor, media relations
  - Membership: Interim Associate Vice President Lisa Murphy and other public relations staff and community members
- Voter Information – Responsible for obtaining a list of all registered voters in Laramie County, educating voters, and encouraging Laramie County citizens not registered to register to vote
  - Membership: Volunteers, who will work with the Media Committee
- Foundation – Responsible for registering the committee under the name of “LCCC Foundation Committee – Strategic Special Fund for the Advancement of LCCC” with the Laramie County Clerk’s office and soliciting donations and endorsements.
  - Membership: Foundation Board

Trustee Erickson moved and Trustee Lummis seconded,

**MOTION:** That the Laramie County Community College Board of Trustees formally expresses their intent to call for a special election asking the voters of Laramie County to support the funding of the Flex Tech and University/Student Center building project, and directs the President to proceed with a campaign to inform the community of these projects.

**DISCUSSION:** Trustee Erickson stated outreach into all sectors of the county is essential with people going door-to-door to provide materials to Laramie County residents. A series of open houses, presentations, and tours should also be held and all elected officials should be invited. Although impressed with the amount of work Mr. Baxter and Mr. Bishop have put into the action plan, Trustee Erickson remains concerned about the ability to accomplish the capital campaign’s plan before a November special election.

No public input was offered.

**MOTION CARRIED** unanimously.

The Board moved to Item 6.D.

- C. Approval of a Pilot Program in Welding – President Schaffer, Vice President Torvik
  - 1) [Welding Pilot Program Business Plan](#)

President Schaffer prefaced the Board’s discussion stating a proposal to approve the Welding Technology Program as a pilot program is being presented to the Board. The new Welding Technology Pilot Program of Study is being proposed because of the future need for welders in Southeast Wyoming, primarily due to economic development activities with the Swan Ranch and the pending Niobrara oil play. The pilot program would ensure the College is able to expedite the program’s start-up in response to forecasted workforce needs and community requests. If approved, the pilot program would need full approval within two years for perpetuity by the Board and the Wyoming Community College Commission. President Schaffer also noted an Educational Business Plan was provided to the Board. The business plan included program information (history, documented need, future direction), description, four-year program size, resources, launch timeline, marketing strategies, tuition costs, estimated revenues and expenses (start-up costs), and a LEADS letter of support.

Trustee Mosher moved and Trustee Erickson seconded,

**MOTION:** That the Laramie County Community College Board of Trustees approves a pilot program to offer Certificate and Associate of Applied Science degree in Welding. As a pilot, this program will

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require full Board approval within two years from the approval date. Without this approval, the program shall be considered terminated.

**DISCUSSION:**

Among Trustee Kilty's questions and concerns were the following:

- Supply budget of \$20,000
  - o President Schaffer – The supply budget is based on conversations with the welding program director at Gillette College regarding their program's operating expenses and the types of student fees assessed. Because of the steel and metals markets' volatility, the \$20,000 is based on both the information from Gillette College and the best guess of what the local material costs would be.
- Equipment cost of \$100,000
  - o As a side note, President Schaffer stated the current practice of mini-reserve accounts from which funds are used to pay for equipment replacement and repair will be consolidated into one reserve account or sinking fund.
- Salary of three-quarter time adjunct faculty (\$17,000/year) vs. fulltime faculty (\$73,000/year)
  - o President Schaffer – The primary difference is the benefits' package. The adjunct's salary is based on average adjunct wages and does not include benefits.
- Source of program start-up funds in excess of \$360,000 coming from the One Mill Fund
  - o President Schaffer – His interpretation of Board intent is that the One Mill Fund should be used as a one-time strategic revenue source with facilities planning being a key component. The \$360,000 would be used for the Career and Technical Education Building's expansion.
- No discussion in the Educational Business Plan of competition and migration to Wyoming of those seeking higher wages that could satisfy a lot of the demand
  - o President Schaffer – Much of the need is anticipated. The financial world of business recruitment, expansion, and relocation is a confidential one. Because of this, a pilot program is the best option. Employees trained in high-skilled technologies are earning higher wages and this is one of the primary justifications for the Welding Technology Program's higher level of training. President Schaffer believed the transient or migrant population is more associated with the workforce in western North Dakota.
  - o Trustee Erickson – Dyna-Nobel, Holly Frontier, and LEADS are anticipating a growing need for employees in the field of oil production. LEADS has a great track record on recruitment in this area. The Wyoming Community College Commission is willing to approve the pilot and the pilot makes some sense. The Board has continually voiced their support for the College to move forward.
- Same program offered at other Wyoming community colleges and private schools
  - o President Schaffer – Has heard that students from Eastern Wyoming College leave Wyoming but have also heard that graduates from Casper College's and the McMurray Training Center's welding programs stay in Wyoming. Circumstances can dictate the necessity for duplicating programs; e.g., nursing programs. In this case if every program produced graduates every year, at best 150 welders would enter the workforce, and this number would not saturate a market with a projected 220 annual openings.
- Sunk costs of program investment
  - o President Schaffer – In the event the program is discontinued, the facility could be repurposed and the equipment could be used in the automotive program.

President Schaffer clarified the following for Trustee Mosher:

- The Welding Technology Program's 72 credit hours meet what is being proposed in a policy currently under consideration for an applied program.

- Gillette College's Memorandum of Understandings are with employers who pay for scholarships for students in the welding program.
- A conversation was held last week with the Academic Standards Committee concerning the delay of completing general education requirements until the second year. Discussions with faculty are taking place about adding the "gen eds" as co-requisites for first-year course work.
- President Schaffer has recommended a maximum of 64 credits for AA and AS degrees that also have a recognizable and purposeful design for a "gen ed" course.
- The cost to students is on par with what Gillette College charges. LCCC's students would pay tuition, standard fees, and an additional program fee of \$200 to cover consumable costs associated with the program.
- Equipment costs of \$100,000 were estimated by Lincoln, an equipment manufacturer, and will outfit 12 stations.
- Concerning the option of expanding existing programs in lieu of introducing a new program at LCCC, President Schaffer stated that in addition to the Wyoming Community College Commission requiring reciprocal agreements, the College is responding to company requests that have been made specifically of LCCC. Diverting the College's response to another community college would not build good will with its local partners.

Trustee Mosher concluded the probationary, pilot program approach would probably allow him to vote for it. Trustee Dubois stated the College does train people and they do go elsewhere but he just attended a conference during which a shortage of skilled labor was a focused topic. Trustee Mosher asked that an advisory committee be consulted in terms of equipment and supplies. President Schaffer responded the Educational Business Plan states an advisory committee will examine the program's curriculum.

No public comment was received.

**MOTION CARRIED** with six yes votes and one no vote from Trustee Kilty.

- D. Approval of Amendment to the Letter of Intent with Hynds Capitol Core Project – President Schaffer  
1) [Amended Letter of Intent](#)

Mr. O'Hashi stated the extension allows the project discussions to move forward with community and on-campus focus groups and to determine the total project cost.

Trustee Dubois moved and Trustee Mosher seconded,

**MOTION:** That the Board of Trustees approves amending the original letter of intent for the exploration of student housing downtown as part of the Hynds Capitol Core Project, and directs the President to submit the accompanying amendment to the original letter of intent on behalf of the Board.

**DISCUSSION:** President Schaffer clarified the letter of intent extends the timeline for carrying out additional activities and does not commit the Board beyond the items listed in the letter of intent.

No public input was offered.

**MOTION CARRIED** unanimously.

The Board moved to Item to 6.A

## 7. ADDITIONAL ITEMS – Information Only

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Interim Dean of Health Sciences and Wellness Torvik stated the screening committee is meeting and conducting Skype interviews. The number of applications has been reduced from 26 to 4. The committee will be recommending to President Schaffer the number of candidates to come to campus. President Schaffer further stated the position will remain open until filled and that the new Vice President of Academic Affairs will be provided the opportunity for considerable input that may elongate the process.

President Schaffer advised Board Chairwoman Merrell a request for proposal is being developed for the wayfinding project

- A. [February 2013 Contracting and Procurement Report](#)
- B. [January 4, 2013, Study Session/Retreat Summary](#)
- C. [Historical List of Board Motions 2012-2013](#)

#### 8. NEXT MEETINGS/EVENTS

- **March 6 (Wednesday)** – Study Session and Dinner
  - Dinner (6 p.m. – CCC 178/179 Private Dining Rooms – *Dinner selections will be made from the Dining Hall Servery.*)
  - Study Session (7 p.m. – Petersen Board Room)
- **March 20 (Wednesday)** – Board Dinner and Business Meetings
  - Dinner – 6 p.m. – CCC 178/179 Private Dining Rooms – *Dinner selections will be made from the Dining Hall Servery.*
  - Business Meeting – 7 p.m. – Petersen Board Room

#### 9. PUBLIC COMMENT

#### 10. ADJOURNMENT of the February 20, 2013, Regular Business Meeting of the Laramie County Community College District Board of Trustees – Board Chairwoman Carol Merrell

Board Chairwoman Carol Merrell adjourned the February 20, 2013, Regular Business Meeting of the Laramie County Community College District Board of Trustees at 9:18 p.m.

#### 11. EXECUTIVE SESSION – *An executive session was not held.*

Respectfully submitted,

Vicki Boreing  
Board Recording Secretary