

LARAMIE COUNTY COMMUNITY COLLEGE
COLLEGE COUNCIL

Friday, November 22, 2013

3:00 to 5:00 p.m.

Health Sciences Building

HS 111-113

AGENDA

CALL TO ORDER

1. **Call to Order** – Kari Brown-Herbst, Co-chair

APPROVAL ITEMS (*Items on which College Council will take action.*)

2. **Approval of the [College Council September 6, 2013, Minutes](#)** – Kari Brown-Herbst (email attachment)

DISCUSSION ITEMS (*Items needing discussion by College Council.*)

ACTION ITEMS (*Items on which College Council will make recommendations.*)

3. **Budget Decision-Making Rubric** – Budget Process Advisory Committee: Kim Bender, Dale Hartley, Melvin Hawkins, Cynthia Henning, Carol Hoglund, Matt Hooley, Chad Marley, Starla Mason, Dana McCammon, Jayne Myrick, Karen Reynolds, Caroline Ross
- Budget Decision-Making Rubric

Please note: The Budget Decision-Making Rubric is being finalized and will be emailed on Thursday.

***Suggested Action:** That College Council endorses the Budget Decision-Making Rubric.*

4. **Policies and Procedures for Ratification**

- A. [Accounting Policy No. 4.8 – Feedback Due 8-30-13 – No Feedback Received](#) – Vice President Hoglund (email attachment)

***Suggested Action:** That the College Council ratifies Accounting Policy No. 4.1.*

- B. [Investment Policy No. 4.6 – Feedback Due 11-18-13 – No Feedback Received](#) – Vice President Hoglund (email attachment)

***Suggested Action:** That the College Council ratifies Investment Policy No. 4.6.*

- C. [Investment Procedure No. 4.6P – Feedback Due 11-18-13 – Feedback Incorporated](#) – Vice President Hoglund (email attachment)

***Suggested Action:** That the College Council ratifies Investment Procedure No. 4.6P.*

- D. [Audit Policy No. 4.7 – Feedback Due 11-18-13 – No Feedback Received](#) – Vice President Hoglund (email attachment)

***Suggested Action:** That the College Council ratifies Audit Policy No. 4.7.*

- E. [Audit Procedure No. 4.7P – Feedback Due 11-18-13 – Feedback Received](#) – Vice President Hoglund (email attachment)

***Suggested Action:** That the College Council ratifies Audit Procedure No. 4.7P.*

- F. [Use of Cellular/Smart Phones for College Business Procedure No. 4.1.1P – Feedback Due 8-30-13 – Feedback Incorporated](#) – Vice President Hoglund (email attachment)

***Suggested Action:** That the College Council ratifies the Use of Cellular/Smart Phones for College Business Procedure 4.1.1P.*

INFORMATION ITEMS *(Items not needing large discussion, but are important for College Council's awareness.)*

5. [Employee Climate Survey Results Summary](#) – Ann Murray (email attachment)
6. [Enrollment Reports](#) – Ann Murray (email attachment)
7. [Human Resources Recruitment \(Position Vacancy Status\) Report](#) – President Schaffer (email attachment)
8. **Constituent Feedback**

ADJOURNMENT

9. **Adjournment** – Kari Brown-Herbst, Co-chair