

**LARAMIE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
BOARD MEETING**

**Wednesday, August 17, 2016  
7:00 p.m.  
Administration Building  
Petersen Board Room**

**5:30 p.m. – Dinner – CCC 178/179**  
Dinner will be catered.

**Members of the Laramie City Council and City Manager Janine Jordan will join the LCCC Board for dinner.**

*AGENDA*

1. **CALL TO ORDER** of the August 17, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher
2. **MINUTES** – Approval of the [June 29, 2016, Board Meeting Minutes](#) – Board Chairman Ed Mosher
3. **PRESIDENT’S REPORT** – President Joe Schaffer
  - A. Annual Report Update
  - B. [Construction Update](#)
  - C. August 24<sup>th</sup> Active Shooter Exercise
4. **WORK ITEMS**
  - A. [Campus Master Plan Final Draft](#) – President Joe Schaffer, Vice President Rick Johnson
  - B. [Albany County Campus Classroom Expansion Level I/II](#) – President Joe Schaffer, Dr. James Malm
  - C. Trustee Orientation Manual Draft (handout) – President Joe Schaffer, Associate Vice President Lisa Murphy
  - D. [CORE Initiative Overview](#) – President Joe Schaffer
5. **APPROVAL ITEMS**
  - A. Recommendation for Budget Reduction and Reallocation for FY18 – President Joe Schaffer

*Staff Recommendation:* That the Board of Trustees directs the President to prepare a budget for FY18 that is \$2.5 million less than the FY17 budget as a result of withdrawal of funds from the State of Wyoming Legislature.

*Staff Recommendation:* That the Board of Trustees directs the President to assess for and prepare a plan for the reallocation of funds for the FY18 budget that would shift budget to areas with the greatest potential for growing enrollment, improving student outcomes, and impacting current and anticipated stakeholder needs, and away from areas that have demonstrated less ability to do so.

- B. [Recommendation for the Naming of College Spaces](#) – President Joe Schaffer, Associate Vice President Lisa Murphy

*Staff Recommendation:* That, in accordance with Board Policy 5.5 *Naming of College Spaces*, the Board of Trustees approves the naming of the following college spaces:

- Black Hills Corporation Community Lounge (new Pathfinder Building)
- Earl and Carol Kabeiseman Nursing Skills Lab (HS227-233)
- Robert and Rogene Boyd Agriculture Building
- George McIlvaine Plaza (area between the new Pathfinder Building and CCC)

- C. [Refinance of 2009 Build America Bonds](#) – President Joe Schaffer, Vice President Rick Johnson

*Staff Recommendation:* That the Board of Trustees authorizes the re-financing of the Series 2009 Revenue Bonds.

- D. [President Schaffer's FY17 Goals](#) – President Joe Schaffer

*Staff Recommendation:* That the Board of Trustees approves the goals jointly developed for Dr. Schaffer for the 2016/2017 fiscal and academic years and directs the President to provide a mid-year update on these goals as well as a final report and self-evaluation at dates to be specified by the Board.

- E. [Authorization to Expend Funds for Residence Halls' Wi-Fi](#) – President Joe Schaffer, Chief Technology Officer Chad Marley

*Staff Recommendation:* That the Board of Trustees authorizes the expenditure of up to \$95,892 for upgrading Wi-Fi access in the residence halls with funding to come from Auxiliary and Technology Fee fund balances.

- F. [Authorization to Expend Funds for Purchase of Rodeo/Ag Livestock](#) – Vice President Judy Hay, Vice President Rick Johnson

*Staff Recommendation:* That the Board of Trustees authorize the expenditure of up to \$70,000 for the purpose of purchasing livestock for the rodeo and agriculture programs at LCCC with funds coming from currently budgeted areas.

## 6. BOARD REPORTS

- A. Board Member Updates – Board Chairman Ed Mosher (*Standing Agenda Item*)  
B. Finance and Facilities Committee (August 10<sup>th</sup> Meeting) – Trustees Erickson and Merrell

**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 July 31, 2016](#)
- 2) [Current and Auxiliary Fund Budget Reports as of July 31, 2016](#)
- 3) [July 2016 Procurement and Contracting Report](#)

## 7. EX OFFICIO TRUSTEE UPDATES (*Standing Agenda Item*)

- A. ACC Advisory Board Ex Officio Trustee – Mr. Butch Keadle  
B. LCCC Student Ex Officio Trustee – Mr. Garrett Wilkerson

8. **NEW BUSINESS** – Board Chairman Ed Mosher

9. **ADDITIONAL ITEMS** – Information Only

A. [Board Correspondence – Trustee Scholarship Recipient Deja Cedeno](#)

B. [Historical List of Board Motions](#)

10. **NEXT MEETINGS/EVENTS**

- **August 23** – Flex-Tech Building Reception (Invitation Only – The Board will receive invitations.) – 6 to 8 p.m. – Showroom
- **August 30** – Flex-Tech Building Ribbon Cutting – Flex-Tech Building Showroom – 1 to 3 p.m.
- **September 21** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- **October 19** – Wyoming Community College Commission Meeting – Hilton Garden Inn, Laramie
- **October 19** – Board Dinner and Meeting – Laramie (details to follow)
- **October 20 and 21** – WACCT Annual Policy Summit – Laramie (details to follow)
- **November 16** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- **December 7** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room) – Administering of oaths of office for newly elected trustees and election of 2017 officers.

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

12. **ADJOURNMENT** of the August 17, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher

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

### *August Special Events\**

August 23	Fall In-service/Convocation
August 23	<b>Flex-Tech Building Reception (Invitation Only – The Board will receive invitations.)</b>
August 30	<b>Flex-Tech Building Ribbon Cutting</b>

\*Cultural Event Details – <http://lccc.wy.edu/about/foundation/culturalseries.aspx>

\*Athletic Events – <http://www.lccc.wy.edu/athletics/>

\*Rodeo Events – <http://lccc.wy.edu/athletics/rodeo/schedule.aspx>

### 2016 Annual Calendar

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

**2016** (Dates and times are subject to change and will be added, deleted, or revised as they become known.)

August 10-29 – Filing for Office Period for School Board, Community College Trustee, and Special Districts

<http://www.laramiecountyclerk.com/elections.aspx>

August 23 – Flex-Tech Building Reception (Invitation Only – The Board will receive invitations.) – 6 to 8 p.m. – Showroom

August 30 – Flex-Tech Building Ribbon Cutting – Flex-Tech Building Showroom – 1 to 3 p.m.

September 5 – Labor Day – College closed

September 21 – Joint Dinner Meeting with the Foundation Board – 5:30 p.m. – Flex-Tech Building Showroom;  
LCCC Board Meeting – 7 p.m. – Flex-Tech Building  
October 5-8 – ACCT Leadership Congress – New Orleans – No trustees are attending this year.  
October 19 – Wyoming Community College Commission Meeting – 1 p.m. – Hilton Garden Inn, Laramie  
October 19 – Board Dinner and Meeting in Laramie (Dinner: 6 p.m. – Board Meeting: 7 p.m. – Location TBD)  
October 20 and 21 – WACCT Annual Policy Summit – Laramie  
November 8 – General Election Day  
November 16 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)  
November 23-25 – Thanksgiving Break – College closed  
December 7 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

- New Board Members are sworn in.
- Board elects new officers.

December 23 – January 2 – Winter Break – College closed

## **2017**

January 16 – Equality Day – College closed  
January 12 – Pathfinder Building Invitation Only (the Board will receive invitations) Reception – 6 to 8 p.m.  
January 19 – Pathfinder Building Ribbon Cutting – Lobby – 1 to 3 p.m.  
March 17 – Spring Break – College closed  
May 29 – Memorial Day