

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

**Wednesday, May 10, 2017
7:00 p.m.
Petersen Board Room**

**5:30 p.m. – Dinner
CCC 178/179
Please make your dinner selections from the Dining Hall buffet.**

**Facility Rental Fees
Facilities and Events Program Manager Arlene Lester, Outreach and Workforce
Development Dean Maryellen Tast**

AGENDA

1. **CALL TO ORDER** of the May 10, 2017, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Carol Merrell
2. **MINUTES** – Approval of the [April 12, 2017, Special Board Meeting](#) and [April 19, 2017 Board Meeting Minutes](#) – Board Chairman Carol Merrell
3. **WORK ITEMS**
 - A. [FY 2018 Budget](#) – 1st Reading – President Joe Schaffer, Administration and Finance Vice President Rick Johnson
- [LCCC FY18 Budget Presentation](#)
4. **REPORTS TO THE BOARD**
 - A. LCCC Reports
 - 1) Staff Senate – Rhonda Priest, President; Amy Ehlman, Vice President-Classified Staff; Lexi Hartley, Vice President-Professional Staff; Melissa Gallant, Secretary; Sarah Smith, Treasurer
 - 2) Faculty Senate – Rob McNabb, President; Paula Badgett, Vice President; Nate Huseman, Secretary/Treasurer
5. **PRESIDENT’S REPORT** – President Joe Schaffer
6. **POLICIES** – President Joe Schaffer
 - A. Policies – 2nd Reading
 - 1) [Acceptable Use Policy 8.3 – 2nd Reading](#)
([Acceptable Use Procedure 8.3P](#))

Staff Recommendation: That the Board of Trustees approves the adoption of Acceptable Use Policy 8.3.

- 2) [Social Media Policy 8.4 – 2nd Reading](#)
([Social Media Procedure 8.4P](#))

Staff Recommendation: That the Board of Trustees approves the adoption of Social Media Policy 8.4.

- 3) [Spending Authority and Limits Policy 4.5 Revised – 2nd Reading](#)
(No procedure accompanies this policy.)

Staff Recommendation: That the Board of Trustees approves the adoption of Spending Authority and Limits Policy 4.5.

B. Policies – 1st Reading

- 1) [Degrees and Certificates Policy 2.1 Revised – 1st Reading](#)
([Degrees and Certificates Procedure 2.1.1P](#))

7. BOARD REPORTS

- A. Board Member Updates – Board Chairman Carol Merrell (*Standing Agenda Item*)
- B. Finance and Facilities Committee (May 10th 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 April 30, 2017](#)
- 2) [Current and Auxiliary Fund Budget Reports as of April 30, 2017](#)
- 3) [April 2017 Procurement and Contracting Report](#)

8. EX OFFICIO TRUSTEE UPDATES (*Standing Agenda Item*)

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

9. NEW BUSINESS – Board Chairman Carol Merrell

- A. [Evaluation of the President – Process and Timeline](#) – Board Chairman Carol Merrell

10. ADDITIONAL ITEMS – Information Only

- A. [Board Correspondence – Wyoming Department of Education](#)
- B. [Historical List of Board Motions](#)

11. NEXT MEETINGS/EVENTS

- **June 2** – Board Retreat – 8:30 to 11:30 a.m. – Board Room (A light breakfast will be served.)
- **June 28** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
 - Approval of FY 2018 Budget

12. PUBLIC COMMENT (Public comment may be made on anything not on the agenda. Comments will be limited to five minutes.) – Board Chairman Carol Merrell

13. ADJOURNMENT of the May 10, 2017, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Carol Merrell

May and June Special Events

May 13 – Commencement – 10 a.m. – Storey Gym
May 13 – Nursing Pinning – 1 p.m. – LCSD No. 1 Auditorium
May 13 – HSEC (High School Equivalency Certificate) Graduation – 3 p.m. – Storey Gym
June 2 – Board Retreat – 8:30 to 11:30 a.m. – Board Room
June 2 – Annual Picnic – 12 noon – LCCC

Athletic Events – www.golccc.com

2017 Annual Calendar

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

2017 (*Dates and times are subject to change and will be added, deleted, or revised as they become known.*)

May 13 – Commencement – 10 a.m. – Storey Gym
May 13 – Nursing Pinning – 1 p.m. – Laramie County School District No. 1 Auditorium
May 13 – HSEC (High School Equivalency Certificate) Graduation – 1 p.m. – Storey Gym
May 29 – Memorial Day – College Closed
June 2 – Board Retreat – 8:30 to 11:30 a.m. – Board Room
June 2 – Annual Picnic – 12 noon – LCCC
June 21 – Staff Retreat – Clay Pathfinder Building
June 27 – Wyoming Community College Commission Meeting – CWC
June 28 – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- Approval of FY 2018 Budget
July 4 – Independence Day – College Closed
September 4 – Labor Day – College Closed
September 25 –28 – ACCT Leadership Conference – Pathways to Progress – Las Vegas
October 13 – Wyoming Community College Commission – NWCCD-Gillette
November 22-24 – Thanksgiving Break – College Closed
December 23 – January 1 – Winter Break – College Closed

2018

January 15 – Equality Day – College Closed
February 22 – Wyoming Community College Commission Meeting – LCCC
March 16 – Spring Break – College Closed
April 13 – Wyoming Community College Commission Meeting – EWC
May 28 – Memorial Day – College Closed
June 7 – Wyoming Community College Commission – NWC