

**LARAMIE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
BOARD MEETING
Wednesday, December 1, 2021**

**Community College Center (CCC) Room 128
Zoom & YouTube Livestream Provided**

Please click this [YouTube](#) link to connect to the live-stream.

Persons wishing to make public comment are welcome to attend in person. If you would like to make virtual public comment, please send a request to president@lccc.wy.edu by 5 p.m. on December 1 to join via Zoom.

Dinner Work Items
Dinner at 5:30 p.m. and Work Item at 6:00 p.m.
CCC 178/179

1. [STEM Pathway Program Review](#) – Kim Bender, Associate Vice President of Institutional Effectiveness, Dr. Kari Brown-Herbst, Vice President of Academic Affairs, Trent Morrell, Pathway Coordinator, STEM, Erin Nitschke, Instructor, Exercise Science, Bryan Wilson, Dean, School of Math & Sciences, Ami Wangeline, Instructor, Biology, Roberto Munoz-Alicea, Instructor Mathematics, and Stephanie Fiedler, Instructor Chemistry
 - A. Biology (AS)
 - B. Biomedicals Sciences (AS)
 - C. Computer Science (AS)
 - D. Engineering (AS)
 - E. Physical Science (AS)
 - F. STEM (AS)

Board Meeting
7:00 p.m.
CCC 128

1. **CALL TO ORDER** – Board Chairman Wendy Soto
2. **ELECTION OF OFFICERS FOR 2022** – Board Chairman Wendy Soto
 - A. Chairman
 - B. Vice Chairman
 - C. Secretary
 - D. Treasurer
3. **ELECTION OF OTHER BOARD AND COMMITTEE MEMBERS** – Board Chairman
 - A. WACCT Board Members (two voting members)
 - B. Foundation Board Members (three non-voting members)
 - C. Finance and Facilities Committee (two members)
 - D. Academic Affairs/Student Services Committee (two members)

E. President's Evaluation/Performance Review Committee (two members)

4. MINUTES – Approval of the [November 17, 2021](#) Board Minutes – Board Chairman

5. APPROVAL ITEMS

A. [Annual Academic Program Review](#) – Kim Bender, Associate Vice President of Institutional Effectiveness

Staff Recommendation: That the Board of Trustees accepts the annual program review report, including individual reports as presented during the Board's dinner meeting on December 1, 2021, into the formal record of proceedings.

B. LCCC FY 2021 Audit – Presentation and 2nd Reading – Wayne Herr, McGee, Hearne & Paiz, LLP

- i. [Audit Committee Letter](#)
- ii. [Financial and Compliance Report](#)
- iii. [Representation Letter](#)

Staff Recommendation: That the Board of Trustees approves the acceptance of the Laramie County Community College District FY 2021 Audit.

C. [RAC Financial Information](#) – Rick Johnson, Vice President of Administration and Finance, Todd Bishop, President/CEO of Kaiser Wealth Management

- i. [Building Authority Bond Resolution](#)
- ii. [Access and Parking Easements Agreement](#)
- iii. [District Resolution Authorizing Bond Transaction](#)
- iv. [Facilities Lease Agreement](#)
- v. [Form of Investor Letter](#)
- vi. [Ground Lease](#)
- vii. [Indenture of Trust](#)
- viii. [Leasehold Mortgage](#)
- ix. [Bid Summary](#)
- x. [Sources and Uses of Funds](#)

Staff Recommendation: That the Board of Trustees approves the ground lease and the facilities lease agreement between the district and the LCCC Building Authority as presented; approves the access and parking easements agreement as presented; approves the execution and delivery of an indenture of trust dated as of December 15, 2021 between the LCCC Building Authority and Wyoming Bank & Trust, as Trustee; and approving the issuance and sale of lease revenue bonds by the LCCC Building Authority and other details related thereto and as presented.

D. [Request for Spending Authority: Automotive Program Modernization](#) – Dr. Kari Brown-Herbst, Vice President of Academic Affairs

Staff Recommendation: That the Board of Trustees authorizes the President to expend up to \$700,000 for the purpose of modernizing the automotive program offerings at LCCC, with the funding coming from the one-time allocations from the Governor's GEER funding and institutional funds made available as a result of the federal HEERF funding to LCCC.

6. REPORTS TO THE BOARD

- A. Staff Senate – President Linda Herget
- B. Faculty Senate – President Jennifer DeRouche
- C. RAC Project Updates – Rick Johnson, Vice President of Administration and Finance

7. POLICIES

- A. [Animals on Campus Policy 5.6](#) – 2nd Reading – Melissa Stutz, Vice President of Student Services

Staff Recommendation: That the Board of Trustees approves the Laramie County Community College Animals on Campus Policy 5.6 as presented.

8. PRESIDENT’S REPORT

- A. Proposed Dates for Spring Meetings
 - i. January 7 – Board Retreat
 - ii. February 16 (third Wednesday)
 - iii. March 16 (third Wednesday)
 - iv. April 20 (third Wednesday)
 - v. May 11 (second Wednesday – 1st reading of Budget)
 - vi. June 22 (third Wednesday)
- B. January Retreat Topics
- C. [COVID-19 Dashboard](#)

9. BOARD REPORTS

- A. Board Committee Reports – Board Chairman
 - 1) Board of Trustees 2021 Self-Evaluation Survey – Trustee Merrell

10. EX OFFICIO TRUSTEE UPDATE (*Standing Agenda Item*)

- A. Student Ex Officio Trustee – Jameson Beckwith

11. NEW BUSINESS

12. NEXT MEETINGS/EVENTS – *Please refer to the Outlook Calendar for details*

- Friday, December 3 – Holiday Celebration 6:00 p.m. – 9:00 p.m. – First Floor of Pathfinder
- December 22 – Joint Holiday Gathering with LCCC Foundation and Cabinet Members – Cheyenne Country Club
 - **RSVP via Email to Alexa Temte by Monday, December 13*
- December 23-31 – College Closed for Winter Break

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

14. FOR THE GOOD OF THE ORDER – Board Chairman

15. ADJOURNMENT of the December 1, 2021, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman