



Laramie County Community College

EMERITUS DESIGNATION

Nomination and Application Form

The designation of Emeritus Status is an honorary designation, in title alone, awarded by the Board of Trustees of Laramie County Community College (LCCC) to retirees who have been nominated for demonstrated exemplary contributions to the College.

To nominate an individual for emeritus status designation, please complete this form in its entirety. Faculty nominations should be advanced to the appropriate dean of the school the faculty member last served in. For staff, nominations should be advanced to the appropriate member of the President's Cabinet with oversight of the area/position the staff nominee last served in. Nominations for Trustee should be advanced to the Executive Assistant to the President/Board Secretary.

A completed, draft resolution should also be submitted with this form. An example of content and format of a resolution for the Board of Trustees' consideration is included below.

Nominee: Bruce Curl

Nominator Board of Trustees' Emeritus Committee

Date: 10/27/23

Proposed For: ☐ Trustee Emeritus ☒ Administrator, Professional Staff, Classified Staff Emeritus
☐ Faculty Emeritus

Criteria

Nominees must have a record of distinguished service to LCCC. Depending upon the category, distinguished service to the College may be evidenced by the following. Check all that apply.

- ☐ A record of excellence in performance of professional responsibilities (appropriate to the candidate's category). Please check all that apply.
 - ☐ Teaching and the facilitation of learning;
 - ☐ Other instructional or instructional-related services (e.g., Library, etc.); or
- ☒ Professional performance within the candidate's job responsibilities.

Please provide a detailed explanation of how the Nominee meets the checked areas:

Bruce Curl was hired June 1, 1984, to be the first Personnel Director (then Human Resources was referred to as Personnel). At that time "Personnel" was decentralized, and the Dean of Instruction (now VP) had responsibility over faculty, the Dean of Business and Finance (now VP) had responsibility over staff, and the President had responsibility over administrators. Due to sensitive personnel legal issues at the time, the Board of Trustees required the Director of Personnel to report directly to the President. Prior to Bruce's employment at LCCC, he had 14 years of professional personnel experience in higher education:

five years at the University of Wyoming, three years at Northern Illinois University, three years at the University of Illinois-Chicago, and three years at the University Civil Service System of Illinois. His prior higher education experience laid the foundation for him to create an exceptional “centralized” personnel department. This department started in 1984 with a director and a secretary. When Bruce retired in 2007, the HR Department had a director, an administrative assistant, and a three-quarter time office assistant. Over that 23-year period, Bruce and his staff provided outstanding service to all faculty, staff, and administrators, developed, and revised all of LCCC’s HR policies and procedures, served on and chaired numerous committees, as well as serving as co-Human Rights Officer. It would take several pages to detail all of his accomplishments but one of the most important aspects of the HR department during his tenure was employees’ accessibility to HR’s policies and procedures and their rights and responsibilities. His employees in HR knew him to be flexible but also knew that the one thing he would not compromise on is customer service.

- ☐ Meaningful contributions resulting in significant, positive changes to the College, Academy, curriculum, or specific programs/services.

Please provide a detailed explanation of how the Nominee meets this criteria:

When Dave Freudenthal was governor of the State of Wyoming, he was concerned about the state’s health insurance coverage and how the state did not provide financial coverage for families. At that time, the state paid 100% of the premium for the employee but paid nothing for family coverage. This was not fair to state employees with families, as well as more expensive for the state overall. Governor Freudenthal requested that LCCC’s HR Director, Bruce Curl conduct an in-depth survey of regional government entities and private employers to research how other relevant employers covered health insurance. Upon conducting the study of employee health insurance by Bruce Curl and his administrative assistant, Kay Emmons, the governor had sufficient documentation to make the recommendation to the state legislature. The results of the analysis led to the revision of state’s employee health insurance policy which includes coverage for all employees, both single and family, including 85% of the premium paid by the state and 15% paid by the employee. In addition to Bruce’s administrative responsibilities, he taught several courses for the Business Division in Supervision and Management. He received excellent evaluations from the students. Many of his former students would inform him how much they enjoyed the class and it was relevant to their chosen career.

- ☐ A record of sustained involvement and activity that has contributed to the candidate’s relevant profession or discipline.

Please provide a detailed explanation of how the Nominee meets this criteria:

Bruce started his career as a member of The College and University Personnel Association for Human Resources (CUPA-HR). He has served in leadership roles with CUPA-HR, including serving on the Northwest regional board as treasurer, chair-elect, chair and past chair, and serving on the national Board of Directors. He also conducted many training sessions at regional CUPA-HR conferences. While working at LCCC, he received his Master’s degree in Public Administration and his Plan B research paper was titled, “The Disparate Proportion of Female Administrators in Higher Education.”

- ☐ Commitment to and participation in shared governance and service to the College.

Please provide a detailed explanation of how the Nominee meets this criteria:

The HR Director position comes with the required assignment to committees and councils. As a direct report to the president, Bruce was on the President's Council and provided expertise regarding employee issues and concerns. He was the standing chair of the Employee Welfare Committee. This committee included representatives from faculty, staff and administration and provided employee input regarding employee benefits and developing salary schedules. Other of task force responsibilities that included employee participation was the determination of criteria for administrators and developing salary ranges, developing a Smoke Free Campus policy and input from staff to establish a holiday calendar to maximize time-off (Campus Closure) between Christmas and New Year.

Bruce was trusted by the employees at LCCC. He was able to walk the fine line of helping employees but also keeping in mind the best interests of the college.

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- ☐ Additional areas of excellence specific to the candidate's category.

Please provide a detailed explanation of how the Nominee meets this criteria:

In addition to providing competent and reliable service to the college for 23 years, Bruce's main focus was on customer service both within and outside LCCC. There was never a question about HR's "open-door policy." It was not unusual for an unsuccessful job applicant to express appreciation for receiving timely feedback that she/he was not selected for the position. This provided for some level of positive PR for the college, as most employers often leave job applicants "hanging." Bruce would work directly with screening committees and conduct tape recorded phone interviews for the committee to determine which candidates to invite to campus. Many times, these interviews were conducted at nights and on weekends so as not to interfere with the applicant's work schedule. Also, during Bruce's tenure as Director of Human Resources and to his credit there were only three lawsuits filed against LCCC: two of which were dismissed by summary judgement and the third was denied because the plaintiff did not file within the statute of limitations. Bruce worked closely with the college's attorneys and developed an excellent report with Jack Gage and the law firm of Bailey, Stock and Harmon. There are many more examples, but far too many to list.

Bruce was not only the HR Director but a friend and mentor to many employees on campus. Jayne Myrick worked closely with him while working as the Lead Payroll Technician and the Budget Director. They had a great working relationship, and she learned many things from him that she used throughout her career.

Bruce was actively engaged throughout the campus. He and his administrative assistant chaired the annual campus wide United Way campaign, involving numerous volunteers and donors across campus. Bruce and his wife, Martie are long time donors to the Laramie County Community College Foundation. Bruce continued to serve on the Foundation Board after his retirement and continues to donate on a regular basis.

TO BE COMPLETED BY HUMAN RESOURCES:

Hire/Elected Date: mm/dd/yyyy

Retirement Date: mm/dd/yyyy

- ☒ Nomination received from an eligible LCCC employee, student or Trustee
- ☒ Nominee is retired from full-time service at LCCC as an employee or Trustee
- ☒ Nominee held the appropriate role for proposed emeritus designation
- ☒ Nominee meets the required service duration for proposed emeritus designation

REQUIRED APPROVALS

N/A

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|--|-------------------|
| Dean Signature (if Faculty Nominee) | Date |
| <u>Nancy E. Olson</u> | <u>11/14/2023</u> |
| Cabinet Member Signature | Date |
| <u>[Signature]</u> | <u>11/14/2023</u> |
| President's Signature | Date |
| President's Recommendation: <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Decline | |
| Trustees Signature | Date |

RESOLUTION FOR EMERITUS STATUS

WHEREAS, starting in 1984 and continuing for 23 years, Bruce Curl faithfully served LCCC as the Personnel Director, later to be called Human Resources: and

WHEREAS, he made significant contributions to the development of a centralized personnel department and developed and revisited all of LCCC's policies and procedures: and

WHEREAS, he ably served the professional community as a leading member and presiding officer within The College and University Personnel Association for Human Resources (CUPA-HR), also serving on the national board: and

WHEREAS, he supported issues and concerns of faculty, staff and administration directly to the President's Council regarding input for employee benefits and developing salary schedules; and

WHEREAS, with dedication, he provided an open-door policy, with customer service his number one priority; and

WHEREAS, at the request of Governor Freudenthal, he conducted an in-depth survey of regional government entities and private employers resulting in the revision of the state's employee health insurance policy; and

WHEREAS, he hired many employees during his tenure that have contributed significantly to the community college mission; and

WHEREAS, he provided many years of distinguished contributions to the College and through dedicated service on numerous committees and task forces;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees recognizes Bruce Curl for his distinguished service to LCCC with the title Administrator Emeritus of Human Resources.