

Laramie County Community College Board of Trustees
Recommendations for Approval
2016 – Present

Board and Special* Board Meeting Dates	Motion	Vote
January 20, 2016	MOTION: That the Board of Trustees approves Dr. Martin Carroll for another two-year term appointment through December 31, 2018.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves the Central Sterile Processing Credit Diploma/Certificate Program.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves the Exercise Science Personal Trainer Credit Diploma/Certificate Program.	MOTION CARRIED unanimously.
February 3, 2016	No approval items were presented for Board consideration.	
February 17, 2016	MOTION: That the Board of Trustees approves the reinstatement of Women's Basketball at Laramie County Community College.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves an increase in spending authority for the campus Wayfinding Project, increasing this authority from \$475,000 to \$605,001.	MOTION CARRIED unanimously.
March 2, 2016	MOTION: That the Board of Trustees approves converting the Associates of Applied Science in Nursing to the Associates Degree in Nursing.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves increasing the spending authority in the amount of \$60,000 and moving forward with revising the Campus Master Plan working with SmithGroup JJR.	MOTION CARRIED unanimously.
April 6, 2016	MOTION: That the Board of Trustees approves Information Technology Governance Policy 8.2.	MOTION CARRIED unanimously.

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Board and Special* Board Meeting Dates	Motion	Vote
April 6, 2016 (continued)	MOTION: That the Board of Trustees approves the following list of Laramie County Community College depositories for Applications of Public Funds as required by W.S. 9-4-818. ▪ ANB Bank (Capital West, First National Bank-Laramie) ▪ Bank of the West ▪ Cheyenne State Bank ▪ Farmers State Bank, Pine Bluffs ▪ First Interstate Bank ▪ Oregon Trail Bank ▪ Pinnacle Bank ▪ Security First Bank ▪ US Bank (FirsTier Bank is under US Bank.) ▪ Wells Fargo Bank Wyoming, N.A. ▪ Wyoming Bank & Trust ▪ Wyoming State Bank Jonah Bank declined to submit an application for Deposit of Public Funds.	MOTION CARRIED unanimously.
May 11, 2016	MOTION: That the Board of Trustees accepts the strategy presented by President Schaffer to balance the FY 2017 budget using carryover and reserve monies and cutting \$500,000. The Board then directs President Schaffer to bring forward a balanced budget for FY 2017 on June 29, 2016, and to also bring forward a plan of action for meeting necessary reductions to balance the FY 2018 by December 7, 2016.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves the Diesel Technology Credit Diploma Program Exception Request increasing the number of credit hours from 29 to 31 and maintaining the program's credit diploma status.	MOTION CARRIED unanimously.
May 25, 2016	MOTION: That the Board of Trustees approves the PE Building Renovation as represented in the Level I Plan Update.	MOTION CARRIED unanimously.
June 8, 2016	MOTION: That the Board of Trustees approves the amendments to the FY 2016 annual Budget as presented.	MOTION CARRIED unanimously.

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Board and Special* Board Meeting Dates	Motion	Vote
June 29, 2016	MOTION: That the Board of Trustees approves the Laramie County Community College District FY 2017 Budget as stated in the “Expenditure Authority Resolution.”	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves the continuation of the one mill levy authorized by W.S.21-18-303(b) for an additional two-year period beginning July 1, 2016, and ending June 30, 2018.	MOTION CARRIED unanimously.
July 20, 2016	No approval items were presented for Board consideration.	
August 17, 2016	MOTION: That the Board of Trustees directs the President to prepare a budget for FY18 that \$2.5 million less than the FY17 budget as a result of withdrawal of funds from the State of Wyoming Legislature. AND MOTION: 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.	MOTION CARRIED unanimously.
	MOTION: That, in accordance with Board Policy 5.5 <i>Naming of College Spaces</i>, the Board of Trustees approves the naming of the following college spaces: • Black Hills Corporation Community Lounge (in the 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 the Student Services area)	MOTION CARRIED unanimously.

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Board and Special* Board Meeting Dates	Motion	Vote
August 17, 2016 (continued)	MOTION: That the Board of Trustees authorizes the re-financing of the Series 2009 Build America Bonds.	MOTION CARRIED unanimously.
	MOTION: 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.	MOTION CARRIED unanimously.
	MOTION: 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.	MOTION CARRIED unanimously.
	MOTION: 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.	MOTION CARRIED unanimously.
September 21, 2016	MOTION: A Resolution by the Laramie County Community College District, Wyoming approving an amended and restated facilities lease agreement dated as of October 14, 2016 between the District and the Laramie County Community College Building Authority; approving the execution and delivery of an indenture of trust dated as of October 14, 2016 between the Building Authority and Wyoming Bank and Trust; approving the issuance and sale of refunding lease revenue bonds Series 2016 by the Building Authority; approving the private placement memorandum for the bonds and the sale of the bonds at a private sale; and other details related thereto.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves the amended and re-stated facilities lease agreement for the kitchen and dining hall facility.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves the update to the Laramie County Community College Campus Master Plan.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves the Level I/II Plan for the expansion of the Albany County Campus, and authorizes the expenditures of up to \$975,000 of ACC student fee fund balance for the completion of the expansion project, pending approval by the Wyoming Community College Commission.	MOTION CARRIED unanimously.

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Board and Special* Board Meeting Dates	Motion	Vote
October 19, 2016	MOTION: That, in accordance with Board Policy 5.5 <i>Naming of College Spaces</i> , the Board of Trustees approves the naming of the following college spaces: - John and Esther Clay Pathfinder Building - Spradley Barr Motors, Inc. – Flex-Tech Building Flexible Meeting Rooms FT 115 and 116	MOTION CARRIED unanimously.
November 16, 2016	MOTION: That the Board of Trustees accepts the FY 2016 Laramie County Community College District audit.	MOTION CARRIED unanimously.
	MOTION: That, pursuant to Board Policy and Administrative Procedure, the Board of Trustees declares a financial emergency as a result of the withdrawal/reduction of state funding by the Wyoming Legislature and the directive of the Governor.	MOTION CARRIED unanimously.
November 30, 2016 Special Meeting	MOTION: That the Board of Trustees approves the CORE Initiative Budget Reduction Plan for FY 2018 as presented.	MOTION CARRIED unanimously.
December 7, 2016	MOTION: That the Board of Trustees accepts the annual program review as presented during the December 7, 2016, dinner meeting. For the Record: Program reviews were given on the following degree programs. – Business/Finance/Accounting – Diesel Technology – Natural Sciences (Biology) – Nursing – Physical Therapy Assistant – Wind Energy	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees gives President Schaffer the authority to begin discussions with the Albany County School District No. 1, Laramie County School District No. 1, and Laramie County School District No. 2 to gather information and perhaps come up with a recommendation on a BOCES/BOCHES.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees appoints Mr. Ed Mosher to serve on the LCCC Building Authority Board for a two-year term beginning January 1, 2017, through December 31, 2019.	MOTION CARRIED unanimously.

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Board and Special* Board Meeting Dates	Motion	Vote
January 18, 2017	MOTION: That the Board approves the renovation of the areas in the Science Center described in the memo to the Board costing an estimated amount not to exceed \$100,000 which will be funded by a combination of federal grant monies budgeted to the School of Math and Sciences.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the amendment to the Board of Trustees' scholarship changing the minimum cumulative GPA to a 2.5	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the programs and certificates as presented and vetted during the Academic Affairs and Student Services Ad Hoc Committee meeting on January 11 th and listed below. 1) AA Theatre 2) AAS Building Technologies 3) AAS Speech-Language Pathology Assistant 4) AAS Technical Agriculture Operations 5) Certificate Auto Tech Engine Management Drivability 6) Certificate Auto Tech Under Car HVAC 7) Certificate Exercise Science Coaching 8) Program of Study Agriculture – Agroecology 9) Program of Study Agriculture – Rangeland Ecology and Management 10) Program of Study Business Management – Supply Chain	MOTION carried unanimously.
February 15, 2017	MOTION: that the Board of Trustees names the Clay Pathfinder Building rooms 108 and 109 the ANB Bank Leadership Center.	MOTION carried unanimously.
March 15, 2017	MOTION: That the Board authorizes the President to move forward with securing an architect to complete Level II Planning (schematic design) for a new residence hall on the Cheyenne campus of LCCC. Funding for the plan would come from the Auxiliary Fund balance.	MOTION carried unanimously.
April 19, 2017*	MOTION: That the Board of Trustees authorizes the President to expend up to \$190,000 for the purpose of proceeding with a Level II planning for the remodel and expansion of the fine and performing arts educational spaces. Funding for the Level II Plan will come from the contingent closing of construction balances.	MOTION carried unanimously.

Laramie County Community College Board of Trustees
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Board and Special* Board Meeting Dates	Motion	Vote
April 19, 2017 continued	MOTION: That the Board of Trustees, in recognition of significant contributions to the College and the community, approve the naming of the LCCC Health Science Building the Prentice/Surbrugg Health Science Building.	MOTION carried unanimously.
	MOTION: That the Board of Trustees ratify the College's application to the American Association of Community College's Pathways 2.0 project as a statement of support and commitment to increasing levels of student success and completion at LCCC and to authorize the expenditure of \$45,000 to be expended in FY 17, if the College is selected.	MOTION carried unanimously.
May 10, 2017	MOTION: That the Board of Trustees approves the adoption of Acceptable Use Policy 8.3 and Social Media Policy 8.4.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the deletion of "The Board also expects the President, or his/her delegate, to keep the Board apprised of any significant purchases or contracts where the anticipated cost would exceed \$50,000." from the policy.	MOTION carried unanimously.
June 28, 2017	MOTION: That the Board of Trustees approves the Laramie County Community College District FY 2018 Budget.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the award of emeritus designation on Jeri Griego for her years of service and contributions to LCCC and the community at large. Upon approval, she will be honored with the title of Faculty Emeritus at LCCC.	MOTION carried unanimously.
July 18, 2017	MOTION: That the Board of Trustees formally expresses their intention to call for an election seeking public support of three projects—a new Residence Hall, Fine Arts Remodel/Expansion, Recreation and Athletic Center—and directs President Schaffer to begin developing and sharing educational materials pertaining to the projects.	MOTION carried with six yeses and one no vote from Trustee Erickson.
	MOTION: That the Board of Trustees approves the goals jointly developed for President Schaffer for the 2017/2018 fiscal year and directs the President to provide an Institutional Effectiveness Report in early fall, a progress update in December or January, and a self-evaluation in late spring 2018.	MOTION carried unanimously.
	MOTION: That the Board of Trustees endorses the Community Visioning and Planning Initiative and directs President Schaffer to sign the initiative's resolution, committing the College to the expectations spelled out therein.	MOTION carried unanimously.

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August 16, 2017	MOTION: That the Board of Trustees finances 100% of the Fine Arts Expansion/Remodel costs with local monies rather than half from local monies and half from expected State monies.	MOTION failed with two yes and three no votes
	MOTION: That the Board of Trustees adopts the resolution calling for a special school election on November 7, 2017, on the question of issuing general obligation bonds of the District.	MOTION carried unanimously.
September 20, 2017	MOTION: That the Board of Trustees approves Board Chairman Carol Merrell as the delegate and Trustee Bob Salazar as the alternate during the Annual ACCT Leadership Congress, September 25-28, 2017.	MOTION carried unanimously.
October 18, 2017	MOTION: That the Board of Trustees approves the Recreation and Athletic Complex (RAC) Level II Feasibility Study as presented.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the Fine Arts Renovation and Expansion Level II Feasibility Study as presented.	MOTION carried unanimously.
November 8, 2017	MOTION: That the Board of Trustees approves the revisions to Board Policy 1.2.6 on Board Committees.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the revisions to Board Policy 1.3.2 on CEO Evaluation and Accountability.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the acceptance of the Laramie County Community College District FY 2017 Audit	MOTION carried unanimously.
	MOTION: restated: That the Board of Trustees postpones the Level II planning for the residence hall until President Schaffer can return with a plan and the \$8 million required from the voters.	MOTION carried unanimously.
December 6, 2017	MOTION: That the Board of Trustees approves revised Campus Alcohol Policy 5.4, new IT Security Policy 8.6, and revised Travel Policy 4.4.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the re-appointment of Ed Harper for a term expiring December 31, 2019.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the naming of Room 158 in the Science Center as the INBRE Experiential Education Laboratory.	MOTION carried unanimously.

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January 24, 2018	MOTION: That the Board of Trustees approves new Policy 11.1 Management Oversight Authority and new Policy 11.6 Sponsored Awards.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the final design of the Crossroads Building renovation plan and directs the President to proceed with the construction process.	MOTION carried unanimously.
	MOTION: That the Board of Trustees accepts the annual program reviews as presented during the Board’s dinner meetings on December 6, 2017, and January 24, 2018, (listed below) into the formal record of proceedings. (include a statement that these were included in IE presentation in December) <u>December 6, 2017</u> Automotive Body Repair English Fire Science Psychology Radiography <u>January 24, 2018</u> Business Management and Business Management – Entrepreneurship Education Engineering Government Studies Homeland Security Spanish	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the Equine Training Certificate Program and the Datacenter Technician Certificate Program and their submission to the Wyoming Community College Commission for final approval.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the resolution committing to LCCC’s adoption of the Guided Pathway model and directs the President to lead the change necessary to achieve Guided Pathways at scale for all LCCC students by the fall of 2020.	MOTION carried unanimously.

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February 28, 2018	MOTION: That the Board of Trustees approves the following directives for the Wyoming Business Council’s consideration regarding the submission of a WyoTech proposal by Laramie County Community College: • It is the position of the Laramie County Community College District Board of Trustees that a community college, public proposal for State funds should not compete with a private sector proposal. Private sector proposals, if one or more are submitted, should be considered viable or not on their own merit. The Board requests that the Wyoming Business Council (WBC) honor, and share as necessary, the Board’s position in this regard; • In the event that a private proposal does not emerge, and/or the WBC deems any private proposal not viable and in the best interest of Wyoming, the Board directs President Schaffer to prepare and submit a proposal on behalf of the Laramie County Community College District Board of Trustees that meets statutory and WBC requirements; and • The Laramie County Community College District Board of Trustees reserves the right to withdraw the College’s proposal and/or decline State funding for the purposes outlined in said proposal, if specific requirements necessary for the Laramie County Community College District’s success, as determined by the Board of Trustees, are not met.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the resolution for the adoption of “Birds of Prey” as the official LCCC fight song.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the schematic design for the renovation of the Ludden Library and Learning Commons and direct the President to move forward with the project. And, that the Board of Trustees approves spending \$500,000 of the One Mill Reserve (fund balance) and \$500,000 from Major Maintenance for the additional cost of the Ludden Library renovation project.	MOTION carried unanimously.
March 21, 2018	No approval items presented.	
April 11, 2018	MOTION: That the Board of Trustees approves the 2018-2023 Strategic plan for the Albany County Campus.	MOTION carried unanimously.

Laramie County Community College Board of Trustees
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Board and Special* Board Meeting Dates	Motion	Vote
April 11, 2018 continued	MOTION: That the Board of Trustees approves the following list of Laramie County Community College depositories for Applications of Public Funds as required by W.S. 9-4-818. ▪ ANB Bank (formerly Capital West, 1st National – Laramie) ▪ Bank of the West ▪ Cheyenne State Bank ▪ First Interstate Bank ▪ First Tier Bank ▪ Pinnacle Bank ▪ Platte Valley Bank ▪ Security First Bank ▪ U.S. Bank ▪ Wells Fargo Bank Wyoming, N.A. ▪ Western States Bank (formerly WY State Bank) ▪ Wyoming Bank & Trust For the Record: The following banks did not respond to the College’s request. ▪ Central Bank & Trust ▪ Farmers State Bank, Pine Bluffs (have always declined in the past) ▪ Jonah Bank of Wyoming (never respond) ▪ Oregon Trail Bank ▪ Tri County National Bank	MOTION carried unanimously.
May 9, 2018	MOTION: That the Board of Trustees approves exercising the three-year extension as incorporated within the current FY16-FY21 LCCC/LCCC Foundation Operating Agreement.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the adoption of Compensation Policy 6.11.	MOTION carried unanimously.
June 20, 2018	MOTION: That the Board of Trustees approves the continuation of the one mill levy authorized by W.S.21-18-303(b) for an additional two-year period beginning July 1, 2018, and ending June 30, 2020.	MOTION carried unanimously.

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Board and Special* Board Meeting Dates	Motion	Vote
June 20, 2018 continued	MOTION: That the Board of Trustees approves the adoption of Employee Email Policy 8.1 and Student Email Policy 8.5 as presented on 2nd Reading.	MOTION carried unanimously.
	MOTION: That the Board of Trustees recommends approval of President Schaffer's contract.	MOTION carried unanimously.
	MOTION: That the Board of Trustees recognizes Western States Bank for their financial support and engagement with the College by naming the LCCC Food Pantry as the Western States Bank Food Pantry at LCCC.	MOTION carried unanimously.
June 29, 2018*	MOTION: That the Board of Trustees approves: A RESOLUTION AUTHORIZING SUBMISSION OF THE STUDENT DORMITORY LOAN APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE LARAMIE COUNTY COMMUNITY COLLEGE DISTRICT FOR THE PURPOSE OF CONSTRUCTION OF RESIDENTIAL DORMITORY HOUSING FOR THE CHEYENNE, LARAMIE COUNTY, WYOMING CAMPUS.	MOTION carried unanimously.
July 11, 2018	MOTION: That the Board of Trustees approves the FY 2019 Laramie County Community College District Budget as presented.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the resolution calling for a one mill levy election of the voters of Laramie County during the 2018 general election to match State and private funding for the renovation and expansion of the Fine Arts Building on the Cheyenne campus of LCCC.	MOTION carried unanimously.
August 15, 2018 Retreat	For the Record: Board Chairman Bradley Barker asked if the trustees had any objection to the re-submission of the loan as a conforming one under the SLIB rules. No trustee voiced an objection, and Board Chairman Bradley Barker asked President Schaffer and Vice President Johnson to re-submit a conforming loan.	N/A
	MOTION: That the Board of Trustees approves President Schaffer's FY 2019 goals as presented.	MOTION carried unanimously.
September 19, 2018	MOTION: That the Board of Trustees approves the expenditure of \$75,000 for the acquisition of an XRF Spectrometer and a down payment of \$25,000, contingent on the ability of the College to secure \$60,000 in grant funding from the Wyoming INBRE program. The remaining \$15,000 is to be paid from currently approved FY19 departmental budgets.	MOTION carried unanimously.

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September 19, 2018 continued	MOTION: That the Board of Trustees appoints Trustee Ketcham as the LCCC trustee representative on the Implementation Committee and that Trustee Salazar will be the backup representative.	MOTION carried unanimously.