

Laramie County Community College Board of Trustees
Recommendations for Approval
2017 – Present

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.

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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.
	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.

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July 18, 2017 continued	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.
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.	

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April 11, 2018	MOTION: That the Board of Trustees approves the 2018-2023 Strategic plan for the Albany County Campus.	MOTION carried unanimously.
	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.

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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.
	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.

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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.
	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.
October 3, 2018	MOTION: That the Board of Trustees approves the selection of: <u>Brenda Lytle</u> to serve as the delegate and <u>Jess Ketcham</u> to serve as the alternate for the October 24-27, 2018, ACCT Annual Leadership Congress.	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the Emeritus Designation of Rosalind Schliske as a faculty emeritus.	MOTION carried unanimously.
	MOTION: That the Board of Trustees officially supports the establishment of an Albany County BOCES.	MOTION carried unanimously.
November 7, 2018	MOTION: That the Board of Trustees approves the naming of the Exterior Library Patio the Platte Valley Bank Patio and the Library Family Study Room the Strickland Family Study Room.	MOTION carried unanimously.
December 5, 2018	MOTION: That the Board of Trustees approves the acceptance of the Laramie County Community College District FY 2018 Audit.	MOTION carried unanimously.
	MOTION: That the Board of Trustees authorizes the President to expend funds for the purchase of a Student Success Technology platform, specifically EAB's <i>Navigate</i> solution, with the funding source coming from student technology fees.	MOTION carried unanimously.

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January 23, 2019	MOTION: That the Board of Trustees supports the concept of community colleges being able to confer BAS degrees within the community college structure.	MOTION carried with one abstention by Trustee Erickson abstained. Trustee Erickson stated he does not like the idea of the College being pitted against the University and the University being pitted against the College.
	MOTION: That the Board of Trustees tables the motion made by Trustee Merrell and seconded by Trustee Lyttle.	MOTION carried with one abstention from Trustee Merrell
	MOTION: That the Board of Trustees approves the following certificate programs and that the programs be brought forward to the Wyoming Community College Commission for final approval. ▪ Electrical Technology Certificate ▪ Industrial Systems Technology Certificate ▪ Plumbing Technology Certificate	MOTION carried unanimously.
	MOTION: That the Board of Trustees accepts the annual program review report, including individual reports as presented during the Board’s dinner meetings on December 7, 2018, and January 23, 2019 into the formal record of proceedings. with the identification of the program reviews heard (listed below). - Agriculture - Criminal Justice - Dental Hygiene - Health Sciences - Industrial Maintenance and Technical Studies - Mass media – Multimedia - Mathematics	MOTION carried unanimously.
	MOTION: That the Board of Trustees approves the LCCC academic Pathways and program groupings as presented, with the understanding that some program options may change as a result of further Guided Pathways work.	MOTION carried unanimously.

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Board and Special* Board Meeting Dates	Motion	Vote
January 23, 2019 Continued	MOTION: That the Board of Trustees approves and selects design Option 2 and the expenditure of up to \$1,090,000 in Major Maintenance funding for the rehabilitation and improvement of the exterior façade on the Andrikopoulos Business and Technology Building.	MOTION CARRIED with three yeases (Trustees Merrell, Lyttle, and Thompson) and three noes (Trustees Erickson, Salazar, and Soto). Board Chairman Ketcham broke the tie with a yes vote for Option 2. (POSTSCRIPT TO MINUTES: Trustee Thompson later reviewed the options with Mrs. Andrikopoulos, who also chose Option 2.)
	MOTION: That the Board of Trustees recommends Dr. Marty Carroll continue to serve on the LCCC Building Authority for an additional term through December 31, 2021.	MOTION carried unanimously
February 20, 2019	FRIENDLY AMENDMENT TO ORIGINAL MOTION: That the Board of Trustees directs the Board’s Legal Counsel Tara Nethercott and President Schaffer to develop a draft policy on residency requirements for employees who are classified as administrator and exempting those who are grandfathered with the reasoning of 1) community involvement and 2) safety, and to bring back for the Board’s consideration. Following that review, the Board may act to move forward or vote down advancing the policy.	FRIENDLY AMENDMENT TO ORIGINAL MOTION carried with three yes votes from Trustees Lyttle, Merrell, and Thompson and three noes from Trustees Erickson, Salazar, and Soto, and a tiebreaking vote from Board Chairman Ketcham.
March 20, 2019	MOTION: That the Board of Trustees approves the expenditure of up to \$950,000 for the renovation of the lower level of the Education and Enrichment Center (EEC) to accommodate the permanent relocation of the Information Technology Services staff currently residing in the soon to be renovated Fine Arts Building, and to accommodate the co-location of all other departments reporting to the Associate Vice President for Institutional Effectiveness. The source of the funds for this project will be an appropriate combination of mill levy revenues from the November 6, 2018, election and existing fund balances across multiple accounts.	MOTION carried unanimously
April 9, 2019*	MOTION: That the Board of Trustees authorizes the President to expend up to \$2.5 million of One Mill and other miscellaneous fund balances to cover the escalated costs associated with the construction of the new residence hall on the Cheyenne Campus.	MOTION carried unanimously

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April 24, 2019	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 • Bank of the West • Banner Capital Bank (was Oregon Trail Bank) • Central Bank & Trust • Cheyenne State Bank • First Interstate Bank • Jonah Bank of Wyoming • Pinnacle Bank • Platte Valley Bank • Security First Bank • U.S. Bank • Wells Fargo Bank Wyoming, N.A. • Western States Bank • Wyoming Bank & Trust	MOTION carried unanimously
May 15, 2019	MOTION: That the Board of Trustees approves the expenditure of \$77,500 for the acquisition of a Paxix 200 floor-mounted radiographic system. Perkins funding has been awarded for \$37,975 (49%), and the remaining \$39,525 (51%) is to be paid from currently approved FY19 one-time funds. AMENDMENT TO MOTION: That the Board of Trustees requests the following changes to the policy language. Replace the current language in 2.0 PERSONS AFFECTED “Employees hired or re-hired after July 1, 2019, and that are classified as administrators under LCCC Procedure 6.1.1P(5.0)(B)(1). Employees classified as administrators prior to this date are exempt from this policy.”	AMENDED MOTION carried with five yes votes and two no votes from Trustee Erickson and Trustee Salazar.

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	With this language: “Employees classified as administrators under LCCC Procedure 6.1.1P (5.0)(B)(1) and currently having their primary residence outside of the College’s service area of Laramie and Albany counties, prior to July 1, 2019, are exempt from this policy.” ORIGINAL MOTION: That the Board of Trustees approves the policy as drafted and asks President Schaffer and Counsel Nethercott to draft a corresponding procedure and move both through the campus approval process.	
June 19, 2019	MOTION: That the Board of Trustees approves the amendments to the FY2019 Annual Budget as presented.	MOTION CARRIED with five yeses and two noes from Trustee Salazar and Trustee Erickson.
July 8, 2019	MOTION: That the Board of Trustees approves the FY 2020 Laramie County Community College District Budget as presented.	MOTION carried unanimously