

*Laramie County Community College Board of Trustees  
Recommendations for Approval  
2014 – Present*

Regular and Special* Business Meeting Dates	Motion	Vote
January 15, 2014	<b>MOTION:</b> That the Board of Trustees approves Accounting Policy No. 4.1, Investment Policy No. 4.6, and Audit Policy No. 4.7.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the continuation of Rod Janney’s appointment to the LCCC Building Authority Board of Directors through December 31, 2016.	MOTION CARRIED with one abstention.
February 5, 2014	<b>MOTION:</b> That the Board of Trustees approves the <i>Academic Appeals Policy 2.16</i> .	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the <i>Degrees and Certificates Policy 2.1</i> .	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the <i>Policy Development and Approval Procedure 1.2.11P</i> as revised.	MOTION CARRIED unanimously.
February 19, 2014	<b>MOTION:</b> Trustee Kilty moved that the Board of Trustees accepts and approves the items acted on in the Finance and Facilities Committee as listed above as a consent agenda.  The above motion included the approval of a Carry Forward/Fund Balance Investment Plan in the amount of \$2,879,399. Major technology investments, campus improvements, and miscellaneous items (transfer of ITS Operating Expenses to the General Fund) expenditures total \$1,877,679; estimated FY 2014 Carry Forward Expenditures total \$1,001,720.	MOTION CARRIED unanimously.
March 5, 2014 Public Hearing and Board Meeting	No official action was taken during either the Public Hearing or the Board Meeting	
March 19, 2014	<b>MOTION:</b> That the Board of Trustees approve the Reimbursement Resolution as presented.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees accepts the Joint Level I study for the Albany County Campus/University of Wyoming partnership building.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board approves the purchase of two (2) Phillips iU22 ultrasound systems in the amount of \$110,400. Funds for this purchase will come from the Current Fund line item titled Health Occupations Improvements.	MOTION CARRIED unanimously.

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April 2, 2014	<b>MOTION:</b> That the Board of Trustees approves the appointment of Deborah Baumer as a hearing officer for an anticipated contested case hearing.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the Human Resources policies as amended (FTR – Policy 6.1 <i>Employment</i> was amended). FTR – A second amendment by Trustee Mosher that would have added the four employee classification categories to Policy 6.1 <i>Employment</i> failed.	MOTION CARRIED with one no vote from Trustee Mosher.
	<b>MOTION:</b> That the Board of Trustees approves the Adoption of Emergency Chapter 1 Rules of Practice and Procedures for a Contested Case.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the repeal of Chapter 2 Rules of Practice and Procedures for Discipline of Employees and Chapter 3 Rules of Practice and Procedures for Reduction in Force	MOTION CARRIED unanimously.
April 16, 2014	No approval items were presented for Board consideration.	
May 7, 2014	<b>MOTION:</b> That the Board of Trustees approves the lists of respondents and questions for President Schaffer’s 360 Evaluation and moving ahead with the process.	MOTION CARRIED unanimously.
May 21, 2014 Public Hearing and Board Meeting	<b>MOTION:</b> That the Board of Trustees approves the Bond resolution calling for the sale of general obligation bonds in the principal amount of \$25,000,000, Series 2014, of Laramie County Community College District, State of Wyoming.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves Membership of Board Policy No. 1.2.2.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves General Education Policy No. 2.2.	MOTION CARRIED unanimously among those present. Trustee Lyttle was out of the room.
	<b>MOTION:</b> That the Board of Trustees approves the General Education Transfer Block be approved.	MOTION CARRIED with five yes votes and two no votes from Trustees Kilty and Mosher.
	<b>MOTION:</b> That the Board of Trustees approves Nondiscrimination and Anti-Harassment Policy No. 6.2.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves Sexual Misconduct Policy No. 6.3.	MOTION CARRIED unanimously.

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May 21, 2014 (continued)	<b>MOTION:</b> That the Board of Trustees approves Chapter I Rules of Practice for Contested Cases.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the Physical Education Building Renovation Level I Study.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the Ludden Library and Learning Commons Renovation and Expansion Level I Study.	MOTION CARRIED unanimously.
	<p><b>MOTION:</b> 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.</p> <ul style="list-style-type: none"> <li>ANB Bank</li> <li>Bank of the West</li> <li>Capital West Bank</li> <li>Cheyenne State Bank</li> <li>Farmers State Bank, Pine Bluffs</li> <li>First Interstate Bank</li> <li>First Tier Bank</li> <li>Oregon Trail Bank</li> <li>Pinnacle Bank</li> <li>Security First Bank</li> <li>U.S. Bank</li> <li>Wells Fargo Bank Wyoming, N.A.</li> <li>Wyoming Bank &amp; Trust</li> <li>Wyoming State Bank</li> </ul>	MOTION CARRIED unanimously.
June 4, 2014	No Board Meeting was held.	
June 18, 2014 One Mill Public Hearing	<b>MOTION:</b> 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, 2014, and ending June 30, 2016.	MOTION CARRIED unanimously.

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Board and Special* Board Meeting Dates	Motion	Vote
June 18, 2014 One Mill Public Hearing (continued)	<b>MOTION:</b> That the Board of Trustees approves the amendments to the FY 2014 Annual Budget as presented.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the resolution acknowledging the Board is grateful for the funds appropriated by the 62 <sup>nd</sup> Legislature to match endowment gifts and is committed to ensuring State matching funds associated with private endowment gifts continue to support students and community through programs and services that benefit the economy of Wyoming.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves a resolution awarding the sale of Laramie County Community College District, State of Wyoming, General Obligation Bonds, Series 2014, in the Aggregate Principal Amount of \$25,000,000 to William Blair & Company, LLC.  And, That the Board of Trustees approves a resolution authorizing and directing the issuance by Laramie County Community College District, State of Wyoming, of General Obligation Bonds, Series 2014, in the aggregate principal amount of \$25,000,000 for the purpose of paying the costs of planning, designing, engineering, constructing, furnishing and equipping a new Flex-Tech Building and a new University/Student Center on the District's campus in Laramie County, Wyoming, prescribing the form of said bonds and providing for the levy of taxes to pay the principal and interest thereon.	MOTION CARRIED unanimously.
July 16, 2014	<b>MOTION:</b> NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Laramie County Community College District that the budget, as so revised and altered, be adopted as the official college budget for the fiscal year ending June 30, 2015. BE IT FURTHER RESOLVED, that the following appropriations be made for the 2014-2015 fiscal year ending June 30, 2015 and that the expenditures be limited to the amount appropriated herein. EXPENDITURE AUTHORITY CURRENT FUND ..... \$115,675,723 ONE MILL ..... 1,318,092 GO BOND, SERIES 2014 ..... 1,969,528 TOTAL EXPENDITURES ..... \$118,963,343	MOTION CARRIED unanimously.
August 20, 2014	No approval items were presented for Board consideration.	

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Board and Special* Board Meeting Dates	Motion	Vote
September 17, 2014	No approval items were presented for Board consideration.	
October 1, 2014	<b>MOTION:</b> That the Board of Trustees approves the schematic design for the University/Student Center.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees elects Trustee Ed Mosher as the delegate and Trustee Erickson as the alternate to the ACCT Leadership Congress October 22-25, 2014.	MOTION CARRIED unanimously.
October 15, 2014	<b>MOTION:</b> That the Board of Trustees upholds the dismissal <i>at issue in OAH docket no. 14-082-307</i> based on the recommendation of the hearing officer Miss Deborah Baumer and directs the Board’s Attorney Rob Jarosh to prepare findings of fact and conclusions of law consistent with the Board’s order.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the Academic Program Review Policy 10.2.	MOTION CARRIED unanimously.
November 12, 2014 Only one meeting in November.	<b>MOTION:</b> That the Board of Trustees approves accepting the 2014 Audit.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the Flex-Tech Building Design Schematics.	MOTION CARRIED unanimously.
December 3, 2014 The Board did meet on December 17, 2014.	No approval items were presented for Board consideration.	

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January 9, 2015 Retreat	<b>MOTION:</b> That the Board of Trustees approves the purchase of the Laerdal Manikin in the amount of \$64,908.97. Funds for this purchase will come from the Current Fund and be reimbursed by the LCCC Foundation.	MOTION CARRIED unanimously.
January 21, 2015	<b>MOTION:</b> That the Board of Trustees approves extending the term of Mr. James E. “Ed” Harper through December 31, 2017.	MOTION CARRIED unanimously.
February 4, 2015	<b>MOTION:</b> That the Board of Trustees approves Board Policy 3.2 Scholarships and Waivers.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves Board Policy 3.19 Counseling and Campus Wellness.	MOTION CARRIED unanimously.
February 18, 2015	<b>MOTION:</b> That the Board of Trustees approves the Resolution designating First Interstate Bank as a depository for the funds of the Laramie County Community College District and authorizing those persons named in the Resolution to establish investment accounts on behalf of Laramie County Community College in accordance with Laramie County Community College Investment Policy, Wyoming State Statutes and Administrative Procedures. The persons named in the resolution are Edwin M. Mosher, Don Erickson, Carol J. Hoglund, and Harold E. Andrews.	MOTION CARRIED unanimously.
March 4, 2015	No approval items were presented for Board consideration.	
March 18, 2015	No approval items were presented for Board consideration.	
April 1, 2015	No meeting was held.	
April 15, 2015	No approval items were presented for Board consideration.	
May 6, 2015	<b>MOTION:</b> That the Board of Trustees approves Policy 1.2.6 Board Committees	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves Policy 4.11 Student Account Automatic Payment Plan	MOTION CARRIED unanimously.
May 27, 2015	<b>MOTION:</b> That the Laramie County Community College Board of Trustees approves the Ludden Library and Learning Commons, the Residence Hall and Children's Discovery Center, and the Fine and Performing Arts Building and Western Fine Arts Renovation Level I plans.	MOTION CARRIED unanimously.

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June 1, 2015 Special business	<b>MOTION:</b> That the Board of Trustees approves the Foundation Operating Agreement.	MOTION CARRIED with three yeases, one no, and one abstention
June 3, 2015	<b>MOTION:</b> That the Board of Trustees approves President Joe Schaffer’s contract effective July 1, 2015. The contract is automatically extended on July 1 <sup>st</sup> of each year commencing on July 1, 2015, for an additional year, for a three (3) year term.	MOTION CARRIED unanimously.
June 17, 2015	<b>MOTION:</b> That the Board of Trustees approves the amendments to the FY2015 Annual Budget as presented.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the purchase of two (2) marquees in the amount of \$68,862.00. Funds for this purchase will come from the Current Fund.	MOTION CARRIED unanimously.
July 15, 2015	<b>MOTION:</b> That the Board of Trustees approves the Laramie County Community College District FY 2016 Budget.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees grants an exception for the programs listed below according to Degrees and Certificates Procedure No. 2.1P	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves President Schaffer’s FY 2015-2016 goals as presented.	MOTION CARRIED unanimously.
	<p><b>MOTION:</b> 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.</p> <ul style="list-style-type: none"> <li>• American National Bank</li> <li>• Bank of the West</li> <li>• Cheyenne State Bank</li> <li>• Farmers State Bank, Pine Bluffs</li> <li>• First Tier Bank</li> <li>• Oregon Trail Bank</li> <li>• Pinnacle Bank</li> <li>• Security First Bank</li> <li>• U.S. Bank</li> <li>• Wells Fargo Bank Wyoming, N.A.</li> <li>• Wyoming Bank &amp; Trust</li> </ul>	MOTION CARRIED unanimously.

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August 19, 2015	<ul style="list-style-type: none"> <li>• Wyoming State Bank</li> </ul> <p><b>MOTION:</b> That the Board of Trustees approve the amended and restated facilities lease agreement dated as of September 1, 2015 between the district and the Laramie County Community College Building Authority; approve the execution and delivery of an indenture of trust dated as of September 1, 2015, between the Building Authority and Wyoming Bank and Trust; approve the issuance and sale of refunding lease revenue bonds by the Building Authority; approve the private placement memorandum for the bonds and the sale of the bonds at a private sale; and other details related thereto.</p> <p>During discussion Mr. Thompson concurred with the Staff Recommendation to approve the:</p> <ul style="list-style-type: none"> <li>- Amended Facilities Lease</li> <li>- Execution of the Indenture of Trust by the Building Authority</li> <li>- Issuance of the Refunding Lease Revenue Bonds</li> </ul> <p>and to approve and ratify the:</p> <ul style="list-style-type: none"> <li>- Private Placement Memorandum for the Sale of the Bonds</li> </ul> <p>and to authorize the:</p> <ul style="list-style-type: none"> <li>- Sale of the Bonds at a Private Sale as Outlined to the Six Investor Banks</li> </ul> <p>Trustee Erickson asked that his motion be clarified to include the above as specified by Mr. Thompson.</p>	MOTION CARRIED unanimously.
September 9, 2015	No approval items were presented for Board consideration.	



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September 23, 2015	<b>MOTION:</b> That the Board of Trustees elects Board Chairman Mosher be the voting delegate and Trustee Erickson the alternate.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees authorizes the expenditure of up to an additional \$500,000 of One Mill Fund balance for the LCCC Flex-Tech Building to cover the expense of LCCC requested alternative bids.	MOTION CARRIED unanimously.
October 7, 2015	No approval items were presented for Board consideration.	
October 28, 2015	No approval items were presented for Board consideration.	
November 18, 2015	<b>MOTION:</b> That the Board of Trustees approves the acceptance of the LCCC FY 2015 Audit.	MOTION CARRIED unanimously.
December 2, 2015	No approval items were presented for Board consideration.	
December 9, 2015 This meeting was noticed as a special meeting.	<b>MOTION:</b> That the Board of Trustees approves LCCC to contract to purchase and install a new paint booth and remove the existing paint booth.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees adopts the TIAA-CREF Plan Document as provided and that LCCC moves forward with application for a Favorable Letter of Determination from the IRS for the plan.	MOTION CARRIED unanimously.

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January 20, 2016	<b>MOTION:</b> That the Board of Trustees approves Dr. Martin Carroll for another two-year term appointment through December 31, 2018.	MOTION CARRIED unanimously.
	<b>MOTION:</b> That the Board of Trustees approves the Central Sterile Processing Credit Diploma/Certificate Program.	MOTION CARRIED unanimously.
	<b>MOTION:</b> 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	<b>MOTION:</b> That the Board of Trustees approves the reinstatement of Women’s Basketball at Laramie County Community College.	MOTION CARRIED unanimously.
	<b>MOTION:</b> 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	<b>MOTION:</b> That the Board of Trustees approves converting the Associates of Applied Science in Nursing to the Associates Degree in Nursing.	MOTION CARRIED unanimously.
	<b>MOTION:</b> 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	<b>MOTION:</b> 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)	<p><b>MOTION:</b> 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.</p> <ul style="list-style-type: none"> <li>▪ ANB Bank (Capital West, First National Bank-Laramie)</li> <li>▪ Bank of the West</li> <li>▪ Cheyenne State Bank</li> <li>▪ Farmers State Bank, Pine Bluffs</li> <li>▪ First Interstate Bank</li> <li>▪ Oregon Trail Bank</li> <li>▪ Pinnacle Bank</li> <li>▪ Security First Bank</li> <li>▪ US Bank (FirsTier Bank is under US Bank.)</li> <li>▪ Wells Fargo Bank Wyoming, N.A.</li> <li>▪ Wyoming Bank &amp; Trust</li> <li>▪ Wyoming State Bank</li> </ul> <p><b>Jonah Bank declined to submit an application for Deposit of Public Funds.</b></p>	MOTION CARRIED unanimously.
May 11, 2016	<p><b>MOTION:</b> 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.</p>	MOTION CARRIED unanimously.
	<p><b>MOTION:</b> 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.</p>	MOTION CARRIED unanimously.