

*Laramie County Community College Board of Trustees
Recommendations for Approval
2015 – Present*

Regular and Special* Business Meeting Dates	Motion	Vote
January 9, 2015 Retreat	MOTION: 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	MOTION: 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	MOTION: That the Board of Trustees approves Board Policy 3.2 Scholarships and Waivers.	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves Board Policy 3.19 Counseling and Campus Wellness.	MOTION CARRIED unanimously.
February 18, 2015	MOTION: 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	MOTION: That the Board of Trustees approves Policy 1.2.6 Board Committees	MOTION CARRIED unanimously.
	MOTION: That the Board of Trustees approves Policy 4.11 Student Account Automatic Payment Plan	MOTION CARRIED unanimously.
May 27, 2015	MOTION: 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 Meeting	MOTION: That the Board of Trustees approves the Foundation Operating Agreement.	MOTION CARRIED with three yeses, one no, and one abstention
June 3, 2015	MOTION: That the Board of Trustees approves President Joe Schaffer’s contract effective July 1, 2015. The contract is automatically extended on July 1 st of each year commencing on July 1, 2015, for an additional year, for a three (3) year term.	MOTION CARRIED unanimously.
June 17, 2015	MOTION: That the Board of Trustees approves the amendments to the FY2015 Annual Budget as presented.	MOTION CARRIED unanimously.
	MOTION: 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	MOTION: That the Board of Trustees approves the Laramie County Community College District FY 2016 Budget.	MOTION CARRIED unanimously.
	MOTION: 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.
	MOTION: That the Board of Trustees approves President Schaffer’s FY 2015-2016 goals as presented.	MOTION CARRIED unanimously.
	<p>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.</p> <ul style="list-style-type: none"> • American National Bank • Bank of the West • Cheyenne State Bank • Farmers State Bank, Pine Bluffs • First Tier Bank • Oregon Trail Bank • Pinnacle Bank • Security First Bank • U.S. Bank • Wells Fargo Bank Wyoming, N.A. • Wyoming Bank & Trust 	MOTION CARRIED unanimously.

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August 19, 2015	<ul style="list-style-type: none"> • Wyoming State Bank <p>MOTION: 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"> - Amended Facilities Lease - Execution of the Indenture of Trust by the Building Authority - Issuance of the Refunding Lease Revenue Bonds <p>and to approve and ratify the:</p> <ul style="list-style-type: none"> - Private Placement Memorandum for the Sale of the Bonds <p>and to authorize the:</p> <ul style="list-style-type: none"> - Sale of the Bonds at a Private Sale as Outlined to the Six Investor Banks <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	MOTION: That the Board of Trustees elects Board Chairman Mosher be the voting delegate and Trustee Erickson the alternate.	MOTION CARRIED unanimously.
	MOTION: 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	MOTION: 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.	MOTION: 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.
	MOTION: 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	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)	<p>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.</p> <ul style="list-style-type: none"> ▪ 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 <p>Jonah Bank declined to submit an application for Deposit of Public Funds.</p>	MOTION CARRIED unanimously.
May 11, 2016	<p>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.</p>	MOTION CARRIED unanimously.
	<p>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.</p>	MOTION CARRIED unanimously.
May 25, 2016	<p>MOTION: That the Board of Trustees approves the PE Building Renovation as represented in the Level I Plan Update.</p>	MOTION CARRIED unanimously.
June 8, 2016	<p>MOTION: That the Board of Trustees approves the amendments to the FY 2016 annual Budget as presented.</p>	MOTION CARRIED unanimously.

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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: <ul style="list-style-type: none"> • 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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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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October 19, 2016	<p>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:</p> <ul style="list-style-type: none"> - 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	<p>MOTION: That the Board of Trustees accepts the FY 2016 Laramie County Community College District audit.</p>	MOTION CARRIED unanimously.
	<p>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.</p>	MOTION CARRIED unanimously.
November 30, 2016 Special Meeting	<p>MOTION: That the Board of Trustees approves the CORE Initiative Budget Reduction Plan for FY 2018 as presented.</p>	MOTION CARRIED unanimously.
December 7, 2016	<p>MOTION: That the Board of Trustees accepts the annual program review as presented during the December 7, 2016, dinner meeting.</p> <p>For the Record: Program reviews were given on the following degree programs.</p> <ul style="list-style-type: none"> - Business/Finance/Accounting - Diesel Technology - Natural Sciences (Biology) - Nursing - Physical Therapy Assistant - Wind Energy 	MOTION CARRIED unanimously.
	<p>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.</p>	MOTION CARRIED unanimously.
	<p>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.</p>	MOTION CARRIED unanimously.

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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. <ol style="list-style-type: none"> 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 12, 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.

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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.