

<b>Reduction in Force Policy</b>	Policy Number	6.9
	Effective Date	April 2, 2014

**1.0 POLICY & PURPOSE**



The Board of Trustees of Laramie County Community College (LCCC) recognizes that at times extenuating circumstances necessitate that some positions at LCCC may no longer be critical to the operations of the institution or may be unsustainable based on resource availability. Thus, the purpose of this policy is to require the creation of an equitable procedure to utilize during a reduction in force action. A reduction in force action occurs when existing employment positions are eliminated due to the lack of or limited need for a curriculum, program, and/or service; the reallocation of funds by the Board of Trustees; or the Board of Trustees declaring a financial emergency based upon the withdrawal of funds, or the anticipated withdrawal of or cuts to future funding, by the State Legislature, the Governor, or the Wyoming Community College Commission.

**2.0 REVISION HISTORY**

Adopted on: 4/2/14

**3.0 PERSONS AFFECTED**

All employment positions at Laramie County Community College (LCCC) may be subject to a Reduction In Force (RIF) action; while a RIF action applies to positions, employees may be individually impacted as a result of a RIF action.

REQUIRED APPROVALS	NAME/SIGNATURE	DATE
Originator(s) Name(s)	Peggie Kresl-Hotz, Human Resources Executive Director Debb Roden, Legal Counsel	1/14/14
Ratified by College Council	Kari Brown-Herbst, College Council Co-chair	3/17/14
Recommended by President (Signature)		4/2/14
Approval by Trustees (Signature)		4/2/14