

BOARD MINUTES OF THE BOARD OF TRUSTEES OF LARAMIE COUNTY COMMUNITY COLLEGE DISTRICT,
STATE OF WYOMING, HELD WEDNESDAY, OCTOBER 19TH, 2022, CASPER ROOM, LITTLE AMERICA HOTEL
& RESORT

Board Present: Board Chairman Wendy Soto, Vice Chairman Bob Salazar, Secretary Janine Thompson, Trustees Jess Ketcham, Carol Merrell, and Brenda Lyttle; Legal Counsel Tara Nethercott

Board Excused: Trustee Don Erickson

Staff Present: President Joe Schaffer; Administrators Vice President Lisa Trimble

The meeting location has been changed to accommodate the Board of Trustees participation in the Rural Guided Pathways Symposium also being held at the hotel. Due to limited space and technical capabilities, we will not be livestreaming this month's meeting.

1. **CALL TO ORDER** of the October 19th, 2022, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Wendy Soto

Board Chairman Wendy Soto called to order the October 19th, 2022, Board Meeting of the Laramie County Community College District Board of Trustees at 7:06 p.m.

1. **MINUTES** – Approval of the [September 21st, 2022 Meeting Minutes](#), and [September 28th, 2022 Special Board Meeting Minutes](#) – Board Chairman Wendy Soto

Trustee Ketcham moved and Trustee Lyttle seconded,

MOTION: That the Board of Trustees approves the September 21st, 2022 Meeting Minutes and the September 28th, 2022 Special Board Meeting Minutes as written.

DISCUSSION: None

MOTION CARRIED unanimously.

2. **REPORTS TO THE BOARD**

**Due to limited space in the Little America meeting room, Staff Senate and Faculty Senate provided written statements for their reports to the Board.*

A. Staff Senate – President Linda Herget

The Annual Crockpot Cook-Off raised \$482 for the Randy B Miller Scholarship. And the winners are:

- Baked Good: Pumpkin Roll by Nick Colsch
- Instant Pot: Madelynn Ries's Gluten Free Meatballs

- Crockpot: Rakhshi Hamid's Green Chile Chicken

At their meeting last week, they decided to have the Door Decorating Contest begin on November 28th. Judging will take place on December 13th, if that works for all the judges. If any of the Trustees are interested in judging, please let Linda know!

B. Faculty Senate – President Nick Colsch

- Tracy Perko, Surgical Tech Program Director, won Faculty of the Month in September.
- The committees list survey is ready and set to be sent out later this month.
- The professional clothing bank has the storage/dressing rooms acquired and is working on getting an LCCC webpage set up. They are also running a coloring contest to drum up donations for the clothing bank. They will start begging people for money and donations shortly, possibly by Halloween, almost certainly before Thanksgiving.
- Yours truly won Best Baked Goods at the Crock Pot Cookoff with a pumpkin roll. The first winner of the award, ever.

3. PRESIDENT'S REPORT

A. October 5th and 6th WACCT and WCCC Meeting Update

The Wyoming Community College Commission (WCCC) held a work session and a meeting. President Schaffer would like to highlight two things from the meeting:

- 1) WCCC chose not to raise tuition for the next academic year.
- 2) Applied Baccalaureate Programs: Legislation was passed to allow community colleges to provide baccalaureate programs. However, WCCC placed a limit of two programs, and if more than two are offered, an accreditation review is required. A few of the presidents expressed concern and interest of removing that limitation. President Schaffer did not make significant comments during this conversation. It was agreed to continue this discussion after the session in February.

President Schaffer added he had a great conversation with the new superintendent at Albany County School District #1, John Goldhardt. Mr. Goldhardt would like to talk about collaborative programming that increases dual and concurrent enrollment. He's looking at a district sponsored charter that would be college prep where students can earn an Associate's degree. More information to come after the general election!

4. APPROVAL ITEMS

A. [LCCC Laramie Campus Ex Officio Trustee Nomination](#) – Todd Feezer – President Joe Schaffer

LCCC Laramie Campus Advisory Committee Recommendation: That the Board of Trustees approves the nomination of Todd Feezer as the LCCC Laramie Campus Ex Officio Trustee.

Trustee Ketcham moved and Trustee Merrell seconded,

MOTION: That the Board of Trustees approves the nomination of Todd Feezer as the LCCC Laramie Campus Ex Officio Trustee.

DISCUSSION: None

MOTION CARRIED unanimously.

5. BOARD REPORTS

A. Board Committee Reports – Board Chairman Wendy Soto

i. October 5th and 6th WACCT and WCCC Meeting Update – Trustee Erickson and Trustee Salazar

Board Vice Chairman Bob Salazar noted one item that stood out is the conversation regarding the community college system advocacy role for the commissioners. By statute, they have a duty to advocate, to make hard choices, and they have a burden of service.

Erin Taylor, WACCT Executive Director, walked through advocacy as well, which can be found on the [WACCT](#) website.

Additionally, the status of Wyoming's Tomorrow was discussed. Currently, it's in the endowment stage at \$10 million and will not be a program until it's fully funded at \$50 million.

ii. Support Funding Committee Report – Board Chairman Wendy Soto, Trustee Erickson, Trustee Thompson

The Support Funding Committee did not meet this month.

iii. Facilities and Finance Committee Report (October 19th Meeting) – Trustee Erickson, Trustee Thompson

- 1) [Current and Auxiliary Fund Balance Sheet Reports as of September 2022](#)
- 2) [Current and Auxiliary Fund Budget Reports as of September 2022](#)
- 3) [Contract and Procurement Reports as of September 2022](#)
- 4) [Enrollment Summary](#)

Trustee Thompson moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees approves the following:

- 1) [Current and Auxiliary Fund Balance Sheet Reports as of September 2022](#)
- 2) [Current and Auxiliary Fund Budget Reports as of September 2022](#)
- 3) [Contract and Procurement Reports as of September 2022](#)
- 4) [Enrollment Summary](#)

DISCUSSION: None

MOTION CARRIED unanimously.

6. NEW BUSINESS – Board Chairman Wendy Soto

No new business.

7. NEXT MEETINGS/EVENTS – *Please refer to the Outlook Calendar for details*

- General Election – November 8th
- Board Meeting – November 16th – CCC 128
- College Closed – Thanksgiving Break – November 23rd-25th
- Joint LCCC Board and LCSD#1 Board Gathering – December 1st - CCI 129/130
- Holiday Celebration – December 2nd – Clay Pathfinder Building
- Board Meeting – December 7th – CCC 128

8. FOR THE GOOD OF THE ORDER – Board Chairman Wendy Soto

Board Chairman Wendy Soto attended President Schaffer and Board Vice Chairman Bob Salazar's presentation at the Rural Guided Pathways symposium at Little America, it was excellent! Melanie Young was great and very informative!

9. PUBLIC COMMENT (Public comment may be made on anything not on the agenda. Comments will be limited to five minutes.) – Board Chairman Wendy Soto

No public comment.

10. EXECUTIVE SESSION to consider the acceptance of a donation which the donor has requested be kept confidential.

Board Vice Chairman Bob Salazar moved and Trustee Lyttle seconded,

MOTION: That the Board of Trustees move into the executive session to consider the acceptance of a donation which the donor has requested be kept confidential.

DISCUSSION: None

MOTION CARRIED unanimously.

Board Vice Chairman Bob Salazar moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees adjourns the executive session.

DISCUSSION: None

MOTION CARRIED unanimously.

11. ADJOURNMENT of the October 19th, 2022 Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Wendy Soto

Trustee Ketcham moved and Trustee Merrell seconded,

MOTION: That the Board of Trustees adjourns the October 19th, 2022, Board meeting.

DISCUSSION: None

MOTION CARRIED unanimously, and Chairman Wendy Soto adjourned the Board meeting at 7:58 p.m.

Respectfully submitted,
Dallas Bacon
Board Recording Secretary