

BOARD MINUTES OF THE BOARD OF TRUSTEES OF LARAMIE COUNTY COMMUNITY COLLEGE DISTRICT,
STATE OF WYOMING, HELD WEDNESDAY, NOVEMBER 15TH, 2023, CENTER FOR CONFERENCES AND
INSTITUTES, ROOM 129, LARAMIE COUNTY COMMUNITY COLLEGE

Board Present: Board Chairman Bob Salazar, Board Vice Chair Wendy Soto, Secretary Janine Thompson (Zoom), Treasurer Don Erickson, Trustees Jess Ketcham, and Carol Merrell; Legal Counsel Tara Nethercott

Board Excused: Trustee Kathy Emmons; ACC Ex Officio Todd Feezer

Staff Present: President Joe Schaffer; Administrators Senior Vice Presidents Kari Brown-Herbst (Zoom), Rick Johnson, and Melissa Stutz, and Vice Presidents Lisa Trimble, Dr. Dustin Eicke, and Nancy Olson (Zoom); Faculty and Staff Morgan Koenig, Susan Hibbs, Maryellen Tast, Dave Curry, Caleb Perriton, Jill Koslosky, Nola Rocha, and Erin Palmquist,

Guests: Bruce, Martie, and Heather Curl, Kathleen Urban, Stephanie Pickering (MHP) (Zoom), and prior students of Kathleen Urban

Dinner Work Item
College Community Center (CCC)
Room 178/179
5:30 p.m.

1. **ACCT LEADERSHIP CONGRESS REPORT** – Board Chairman Bob Salazar, Trustee Erickson, Trustee Merrell, Trustee Ketcham

Board Meeting
Center for Conferences and Institutes (CCI)
Room 129
7:00 p.m.

1. **CALL TO ORDER** of the November 15th, 2023, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Bob Salazar

Board Chairman Bob Salazar called to order the November 15th, 2023, Board Meeting of the Laramie County Community College District Board of Trustees at 7:11 p.m.

2. MINUTES – Approval of the [October 18th, 2023 Board Meeting Minutes](#) – Board Chairman Bob Salazar

Trustee Ketcham moved and Trustee Merrell seconded,

MOTION: That the Board of Trustees approves the October 18th, 2023, Board Meeting minutes as written.

DISCUSSION: None.

MOTION CARRIED unanimously.

3. REPORTS TO THE BOARD

A. Staff Senate – President Morgan Koenig

Staff Senate will be holding their annual holiday door decorating contest. Door decorating will take place 11/27-12/8, and judging to take place 12/11-12/13. Trustee Emmons, Trustee Merrell, and Secretary Thompson have agreed to be the judges!

The annual Crockpot Cookoff was super successful and raised \$927 for the Randy B. Miller Scholarship. Based on the success, they had a request for a cook book they will be creating using the donated recipes. These will be available next year and all sales will go to the scholarship.

Leland Weber was October's Part-time Staff of the Month!

Staff Senate just finished a very successful food drive for the LCCC Western States Bank Food Pantry. The College is seeing an increasing need from students for the food pantry, so Staff Senate is looking into ongoing support for the food pantry.

Board Vice Chair Soto asked that they keep the Trustees apprised as they work towards an ongoing solution for the food pantry.

B. Faculty Senate – President Susan Hibbs

September Faculty of the Month was Jason Pasqua! They will vote on October's Faculty of the Month at their meeting tomorrow. The focus last month was instructional excellence and the focus for this month will be service to LCCC.

The extended hours for the Professional Clothing Bank have worked very well and they've had a lot more involvement from students.

Ms. Hibbs will be moving to Oregon so this will be her last Board Meeting. Faculty Senate Vice President Sean Horton will move into the President position. They are still in the process of electing a new Vice President.

C. Construction Update – Rick Johnson, Senior Vice President of Administration and Finance

Recreation and Athletics Complex (RAC): They've been working on the design work of the exterior façade, which is now complete and they're expecting GH Phipps to get pricing. Last meeting, he reported on the irregularities in the rubberized floor in the new competition gym. It was electronically scanned and they received results this week. The abnormalities are fairly minor. They still have details to evaluate but looks like it can be mitigated with leveling products, which is a minor expense. They're still looking at completion of April 1st, 2024.

Board Room Renovation (CCC 128): Today, they reported the project was going smoothly, but afterwards they received word of an issue. The AV/IT company, Bluum, informed them that their contract with their subcontractor, who does the install, has been severed. So, they have to reposition, and what's being considered is Bluum will install themselves with people coming from the headquarters in Minnesota, rather than finding another subcontractor. The individuals tied to the Minnesota office are consumed with other work, so they have to figure out how to get here. The schedule will slip but they don't know how much. He will keep the Trustees apprised as they learn more. Other aspects of the project are going well!

Exterior Renewal Project: They awarded this project to Tobin & Associates. They will kick off the project tomorrow. Soon, they will have a better idea of how they envision this project and how they can involve the Trustees in guiding them with the visioning, while also designing the CCI building.

ACC Market: This project is going smoothly with estimated completion in January 2024.

4. PRESIDENT'S REPORT

A. [Unlocking Opportunity Update and Priority Strategies](#)

Linked above is the final product of the seven priorities strategies that they will be working on through the Unlocking Opportunity initiative. Huge thank you to the Marketing and Communications team for their design and work on this!

President Schaffer thanked those that attended the Unlock Your Passport event on November 3rd. Dr. Stutz noted the event was very well attended with about 250 people in attendance. They had at least 20-50 people sign up for all seven of the priorities.

President Schaffer shared that one of the things they could have done better with Guided Pathways is preparing the individuals who were asked to co-lead the efforts. Dr. Brown-Herbst explained how they will be preparing the Unlocking Opportunity co-leads for success. They have worked with Dean Tast for the co-leads to take an individual strengths finder assessment, which they have completed and will be meeting with a facilitator to begin the formation of their teams. They will then supplement that training with a Dare to Lead training. This is based off a book authored by Brene Brown, who is a well-known leadership trainer and author. A trainer, affiliated with the Aspen Institute and the Community College Research Center (CCRC), will be coming to the College to conduct a day and a half training for the co-leads. She is very proud, that as a college, they have decided this is important and will position the co-leads to lead this work from a standpoint that they all come together to share. Dr. Brown-Herbst, Dr. Eicke, Dr. Stutz, and Chad Marley will train beside them as well.

Right after Thanksgiving, they will have the first virtual convening of the Network where the College will be using their team-focused time to bring in Julie Gerstner, who will train and work with the co-leads on the project management structure.

B. Board Retreat Dates and Topics

- a Proposed Date: Friday, January 26th at 12:00 p.m.

The proposed date of the Board Retreat is Friday, January 26th at 12:00 p.m., location and details still to be determined. Trustees are to send agenda requests to Board Chair Salazar.

C. ACCT 2024 National Legislative Summit

The ACCT 2024 National Legislative Summit is February 4-7 in Washington, D.C. Trustees have been asked to coordinate who will be in attendance.

Trustee Erickson noted he attended two of these legislative summits and it is a great opportunity to meet with the delegation and is a very useful event. He encourages at least one of the Trustees attend the event coming up.

D. WIP Phase I Update

The Wyoming Innovation Partnership (WIP) has created a report for [Phase I Achievements](#).

E. Joint Education Committee Update

The Joint Education Committee (JEC) met this week and after a day and a half of very challenging topics around special services for students with disabilities, growth and funding of charter schools,

external cost adjustments in K-12, they also got to hear an update from community colleges and from the Wyoming Community College Commission (WCCC). The update included the implementation of the transcript agreement, transfer software solutions, alignment of curricula, the impact of Wyoming Works, and the success of the Kickstart Wyoming's Tomorrow program.

5. WORK ITEMS

- A. New Credit Diploma Proposals: [Machine Tool Technology and Computerized Numerically Controlled \(CNC\) Machinist Technology](#) – 1st Reading – Dr. Kari Brown-Herbst, Senior Vice President of Academic Affairs, Dave Curry, Manager, Advanced Manufacturing & Material Center

Dave Curry thanked the Board of Trustees and Administration for their continued support of the AMMC and provided the below updates regarding the AMMC:

- In the eight months the AMMC has been open, they've had 22 students complete the two nine-week bootcamp trainings, and 36 students go through kid's camps.
- They just awarded the WIP Phase II contract to High Country Consultants who will provide equipment that will ease them into Industry 4.0. This equipment will not only be used by machining students but also by the cybersecurity students and STEM students as well.
- This week, they just received their checklist to start getting their national credential through the National Institute of Metalworking Skills (NIMS), which will allow them to give national credentials here at the College.
- They have quickly become a regional training center with industry partners out of Laramie, Cheyenne, and even from Northern Colorado.

The proposed diplomas presented are not dependent on one another. All courses in both the proposed credit diplomas are all electives towards the Trades and Tech Pathway degrees. These will also provide additional opportunities for high school students.

The credit diploma proposals will come back to the Board of Trustees at their December meeting for 2nd reading and approval.

President Schaffer also shared the Dean Maryellen Tast has announced her retirement end of January 2024.

- B. Diligent Community Platform Update – Dallas Bacon, Board Secretary

Ms. Bacon walked through the Diligent Community website that will officially go live January 1, 2024. This new site will house Board Meeting agendas, minutes, Trustee information, etc.

6. APPROVAL ITEMS

A. [Emeritus Designation – Mr. Bruce Curl](#) – President Schaffer

Staff Recommendation: That the Board of Trustees approves the award of emeritus designation on Bruce Curl for his years of service and contributions to LCCC and the community at large. Upon approval, he will be honored with the title of Administrator Emeritus at LCCC.

Board Vice Chair Soto thanked and acknowledged the Emeritus Committee, which includes herself, Trustee Emmons, Trustee Merrell, Jeri Griego, Jayne Myrick, Kari Brown-Herbst, Erin Palmquist, and Pam DeMartin.

Jeri Griego presented Mr. Bruce Curl's Emeritus nomination:

"As the first person to be designated with the Emeritus title at Laramie County Community College, it is my honor to return this evening to present Mr. Bruce Curl for Emeritus Designation as an Administrator of this college. Not just because he was instrumental in hiring me, but because of the professionalism he brought to the Office of Personnel or Human Resources for 23 years, beginning in 1984.

Looking back, it is hard to fathom that he and his Administrative Assistant, Kay Emmons, with the aid of a three-quarter-time office assistant, were responsible for all areas of Human Resources. Bruce came to the College with 14 years of personnel experience, including experience at the University of Wyoming. He was able to lay the groundwork for centralizing the personnel department into what remains today, serving all faculty, staff, and administrators. He also developed and revised all of LCCC's HR policies and procedures.

As the Personnel Director, Bruce was accessible. Customer service was a top priority for him, and he was able to make everyone feel that they were important. Unfortunately, his job is not always about hiring and offering top pay and benefits and long vacations. Sometimes it is about letting people go. But I have heard countless stories about how Bruce was able to always treat those individuals, whatever the circumstances, with dignity and respect and fair severance. Not to mention, minimum lawsuits!

Bruce also was well known on campus because of his active involvement on numerous committees.

We used to have an Employee Welfare Committee here on campus where representatives from faculty, staff and administrators would meet and provide input regarding employee benefits and developing salary schedules. Always the discussion, led by Bruce, centered around what was fair to the greatest number of people and the people who needed it most. He really

broadened my thinking, and hopefully the others on the committee, about thinking about others, rather than just their own paychecks.

During the evenings, he would teach Supervision and Management in the Business Division enlightening the minds of our students.

Bruce and Kay also headed the United Way Campaign every year campus wide, creating a competition among buildings and/or divisions. Bruce and Martie were and continue to be active givers to the LCCC Foundation. This committee involved all sorts of shenanigans over the years in efforts to encourage employees to get involved in giving. They continue to be active in Foundation events and in Retiree events with the college.

But Bruce's expertise expanded beyond the walls of LCCC. Governor Dave Freudenthal contacted him and asked him to conduct a study regarding health insurance coverage for state employees. He was not happy with the single only coverage offered and the cost to the State of Wyoming. The results of Bruce's study, when presented to the state legislature, resulted a revised state health insurance policy that covers all employees, both single and family, and is 85% paid by the state.

Bruce was trusted by the employees at LCCC. He was able to walk the fine line of helping employees but also keeping in mind the best interests of the college. Even after his retirement, a number of individuals sought his advice on retirement because he knew the State of Wyoming system so well. He also continued to advise, as requested, with changing personnel policies."

Mr. Curl shared that it was his pleasure to serve LCCC in the capacity as the Human Resource Director. He enjoyed his service and appreciates the recognition.

Trustee Merrell moved and Trustee Erickson seconded,

MOTION: That the Board of Trustees approves the award of emeritus designation on Bruce Curl for his years of service and contributions to LCCC and the community at large. Upon approval, he will be honored with the title of Administrator Emeritus at LCCC.

DISCUSSION: None.

MOTION CARRIED unanimously.

B. [Emeritus Designation – Ms. Kathleen Urban](#) – President Schaffer

Staff Recommendation: That the Board of Trustees approves the award of emeritus designation on Kathleen Urban 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.

Board Vice Chair Soto presented Ms. Kathleen Urban's Emeritus nomination:

"Mr. Chairman, fellow trustees, I am pleased to present the second nominee for Emeritus Designation tonight. Kathleen Urban joined LCCC in 1988 as the Faculty and Advisor for the newly created Paralegal Program. I had the honor of being one of her first students. She served in that capacity until 1998.

She shepherded the program through the process of receiving approval from the American Bar Association, a significant acknowledgment of the quality of the program. She served on several valuable committees, including the Deans' Committee, College Council, the Faculty Association, President's Council, and the Campus Master Plan to name just a few.

As you can see by the nomination form, Kathleen served the College in various positions, for 26 years, retiring, for the last time as the interim associate vice president at the Laramie Campus in 2014. She chose to be nominated as faculty emeritus, and I know, that is where her heart is. Trustees, I can personally attest to the fact that Kathleen changed students' lives through the power of inspired learning.

I am very pleased to make the motion to nominate Kathleen Urban for the designation of Faculty Emeritus."

Several students of Ms. Urban joined and shared their kind remarks about their time with Ms. Urban.

Ms. Urban shared she enjoyed her time with the College and had a lot of fun. Working with the students in the paralegal program has been one of the most transformative experiences of her life, her students had a tremendous effect on her.

Board Vice Chair Soto moved and Trustee Merrell seconded,

MOTION: That the Board of Trustees approves the award of emeritus designation on Kathleen Urban 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.

DISCUSSION: None.

MOTION CARRIED unanimously.

- C. LCCC FY 2023 Audit 2nd Reading - Trustee Thompson, Rick Johnson, Senior Vice President of Administration and Finance, Stephanie Pickering, McGee, Hearne & Paiz, LLP
- i. [2023 LCCC Audit Committee Report](#)
 - ii. [2023 LCCC Financial and Compliance Report](#)
 - iii. [2023 Representation Letter](#)

Staff Recommendation: That the Board of Trustees approves the acceptance of the Laramie County Community College District FY 2023 Audit.

Ms. Pickering presented to the Facilities and Finance Committee today as 1st reading. No real significant issues to note. They did have three findings and those have already been resolved and are noted in the reports linked above.

She thanked Senior Vice President Johnson, and Nola Rocha and her team.

Trustee Erickson moved and Board Vice Chair Soto seconded,

MOTION: That the Board of Trustees approves the acceptance of the Laramie County Community College District FY 2023 Audit.

DISCUSSION: None.

MOTION CARRIED unanimously.

- D. [Request for Spending Authority: CDL Annual Maintenance](#) - Dr. Kari Brown-Herbst, Senior Vice President of Academic Affairs

Staff Recommendation: That the Board of Trustees authorizes the President to expend up to \$100,000 (approximately \$25,000 per truck and trailer combination) for the purpose of CDL training truck and trainer maintenance and repair each fiscal year.

Trustee Ketcham moved and Trustee Merrell seconded,

MOTION: That the Board of Trustees authorizes the President to expend up to \$100,000 (approximately \$25,000 per truck and trailer combination) for the purpose of CDL training truck and trainer maintenance and repair each fiscal year.

DISCUSSION: None.

MOTION CARRIED unanimously.

E. Policies and Procedures

- 1) [Strategic Enrollment Management Policy](#) – 2nd Reading – Dr. Melissa Stutz, Senior Vice President of Student Services

Staff Recommendation: That the Board of Trustees approves the Strategic Enrollment Management Policy, as presented.

This policy was presented to the Board of Trustees for their 1st reading at their last meeting. Since then, they have received feedback from the Trustees, which has been incorporated in the linked document.

Trustee Erickson moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees approves the Strategic Enrollment Management Policy, as presented.

DISCUSSION: None.

MOTION CARRIED unanimously.

- 2) Chapter 1 Board Policies – 2nd Reading – Board Vice Chair Wendy Soto, Trustee Thompson, Trustee Emmons
 - i. [1.1.7 Delegation of Authority](#)
 - ii. [1.2.1 Standards of Practice Board Responsibilities](#)
 - iii. [1.2.3 Board Officers](#)
 - iv. [1.2.4 Meeting of the Board](#)
 - v. [1.2.5 Board Responsibilities](#)
 - vi. [1.2.6 Board Committees](#)
 - vii. [1.2.8 Conflicts of Interest](#)
 - viii. [1.2.10 Board Development/Education](#)
 - ix. [1.2.12 Emeritus Designation](#)
 - x. [1.3.1 Responsibilities of the CEO](#)
 - xi. [1.3.2 CEO Evaluation and Accountability](#)
 - xii. [1.3.3 CEO Succession](#)

Staff Recommendation: That the Board of Trustees approves the Chapter 1 Board Policies, as presented.

Since the 1st reading, there have been a few minor changes and are reflected in the linked documents above. Trustee Merrell found a typo in Policy 1.2.8 and removed redundant language in Policy 1.2.1. Additionally, Board Vice Chair Soto and Trustee Erickson would like to add the following to Policy 1.2.6, paragraph B. 1.:

“The Treasurer of the Board of Trustees shall serve as Chair of the Facilities and Finance Committee. The purpose of the Board’s Facilities and Finance Committee is to ensure the College’s financial position is such that it meets the expectations placed on the Trustees for the governance of the district, as well as to comply with the facilities master planning and capital improvements activities required of the district falling under the Board’s purview.”

Board Vice Chair Soto moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees approves the Chapter 1 Board Policies, as amended.

DISCUSSION: None.

MOTION CARRIED unanimously.

7. BOARD REPORTS

A. [Unlocking Opportunity Potential Board Resolution](#) – Board Vice Chair Wendy Soto

Most of the Trustees were at the Unlock Your Passport event and have more information about the seven strategies the steering committee developed as priorities to meet the goals of Unlocking Opportunities.

At the last steering committee meeting, several members of the committee agreed that as the College moves forward with the more specific, detailed work of this initiative, it would be helpful to have a statement of support from the Board of Trustees. They would like reassurance that Unlocking Opportunities is a priority for the Trustees. As a result, Board Vice Chair Soto met with President Schaffer and Board Chairman Salazar to develop the resolution linked above.

The resolution is very similar to that adopted when they began the work of Guided Pathways. It expresses the purpose of the program, to fundamentally enhance the future of community college students, by significantly increasing the number of community college students,

particularly those from underrepresented and lower income backgrounds, who not only graduate but do so in fields that lead to well-paying jobs or efficient transfer to four-year institutions.

The resolution also acknowledges that LCCC is in a select group of only 10 community colleges across the nation to be chosen to participate in Unlocking Opportunities.

The resolution recognizes that Unlocking Opportunity is a priority for the Board of Trustees, that they understand the significance of these goals, that they are dedicated to support this work, and to investing resources to achieve the goals of the program.

Board Vice Chair Soto moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees approves the Unlocking Opportunity Board Resolution.

DISCUSSION:

Trustee Erickson noted it does not fit the format of a typical resolution and suggests replacing “resolution” with “statement of support.”

Board Vice Chair Soto confirmed it does resemble the resolution passed by the Board of Trustees for Guided Pathways. Board Chair Salazar asked that it take a more narrative form as it involves both internal and external stakeholders and can be better understood by all in this form.

Trustee Erickson moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees approves the amendment to remove “resolution” and replace with “statement of support.”

DISCUSSION: None.

MOTION CARRIED unanimously.

Trustee Erickson moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees approves the amended Unlocking Opportunity Board Statement of Support.

DISCUSSION: None.

MOTION CARRIED unanimously.

B. Facilities and Finance Committee Report (November 15th Meeting) – Trustee Erickson, Trustee Thompson

- 1) [Current Fund and Auxiliary Fund Budget Report as of October 2023](#)
- 2) [Current Fund and Auxiliary Fund Balance Sheet as of October 2023](#)
- 3) [Contract and Procurement Reports as of October 2023](#)
- 4) [Enrollment Summary](#)

Trustee Erickson moved and Board Vice Chair Soto seconded,

MOTION: That the Board of Trustees approves the following:

- 1) [Current Fund and Auxiliary Fund Budget Report as of October 2023](#)
- 2) [Current Fund and Auxiliary Fund Balance Sheet as of October 2023](#)
- 3) [Contract and Procurement Reports as of October 2023](#)
- 4) [Enrollment Summary](#)

DISCUSSION: None.

MOTION CARRIED unanimously.

8. EX OFFICIO TRUSTEE UPDATE (*Standing Agenda Item*)

A. Student Ex Officio Trustee – Tim Tyler

Student Government Association (SGA) appointee, Tim Tyler, provided the below update:

- They will be starting the SGA in the Classroom initiative. Senators will be visiting classrooms for 5-10 minutes to provide more awareness of SGA and provide more face time with their representatives.
- The Teaching Excellence award process has been streamlined and improved by Sheridan Hanson. Due to these changes approved by SGA, they've received 100 submissions this year, where last year they only received 50 submissions.
- They've wanted to improve the professional atmosphere inside the Senate meetings. One thing recently approved was polos and hoodies for Senate members. SGA moved to wear their polos during professional settings and events. Additionally, they are working on their parliamentary procedures and wanting to replicate how the Board meetings are run.
- SGA had a table at the Davis First Generation event, which was very successful! They had five students show interest in SGA.

- A new club has been approved, the International Club. SGA did approve a couple of contingency fund requests. They would like to set up a long-term budget for them in the future.
- Other successful events include the Trunk-or-Treat and International Friendship Day.
- SGA now has 10 senators this year compared to only 5 senators last year.

9. NEW BUSINESS – Board Chairman Bob Salazar

A. Appointment of Nominating Committee

Trustee Ketcham and Trustee Erickson will serve on the nominating committee.

B. 2023 Board Self Evaluation

Per the [Board Self-Evaluation Policy 1.2.7](#), the Trustees are obligated to do a self-evaluation each year. The Board Self-Evaluation committee will be selected at their December meeting.

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

- A. College Closed for Thanksgiving Break – Wednesday, November 22nd - Friday, November 24th
- B. LCCC Holiday Celebration – Friday, December 1st – 6:00 p.m. - Clay Pathfinder Building 1st Floor
- C. December Board Meeting – Wednesday, December 6th – Dinner in CCC 178/179, Meeting in CCI 129
- D. December Nurses Pinning – Friday, December 15th – 6:00 p.m. – SPA
- E. Schaffer’s Holiday Celebration – Sunday, December 17th – Time TBD – Schaffer’s Residence
- F. College Closed for Winter Break – December 23rd-January 2nd

11. FOR THE GOOD OF THE ORDER – Board Chairman Bob Salazar

Board Vice Chair Soto wanted to call to the Board’s attention that the College was one of five institutions nominated for the Entrepreneurial Campus of the Year. LCCC received 2nd place. A [formal news release](#) has gone out explaining the competition.

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

No public comment.

13. EXECUTIVE SESSION to consider a naming tribute in which the donor has requested be kept confidential.

Trustee Erickson moved and Trustee Merrell seconded,

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

DISCUSSION: None.

MOTION CARRIED unanimously.

Trustee Erickson moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees move out of the executive session and back into their regular meeting.

DISCUSSION: None.

MOTION CARRIED unanimously.

14. ADJOURNMENT of the November 15th, 2023 Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Bob Salazar

Trustee Erickson moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees adjourns the November 15th, 2023, Board meeting.

DISCUSSION: None

MOTION CARRIED unanimously, and Chairman Salazar adjourned the Board meeting at 9:35 p.m.

Respectfully Submitted,
Dallas Bacon
Board Recording Secretary