

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
JANUARY 16, 2019
AGENDA**

LUNCH – 12:00 P.M.

Western Nebraska Community College
Scottsbluff Campus
Pioneer Activity Center, John C. Bishop Dining Hall
1409 East 27th Street, Scottsbluff, Nebraska

REGULAR MEETING – 1:00 P.M.

Western Nebraska Community College
Scottsbluff Campus
Pioneer Activity Center, Conference Room
1409 East 27th Street, Scottsbluff, Nebraska

PROPOSED AGENDA

A. Call to Order, Mr. Richard G. Stickney

B. Oath of Office, Newly Elected and Re-Elected Board Members

C. Roll Call

D. Community Comments

E. Board Chairperson Comments

1. Copy of Nebraska Open Meetings Act Available at the Back of the Room

F. Re-Organization of Board for 2019

1. Election of Chairperson
2. Election of Vice Chairperson
3. Appointment of Secretary
4. Appointment of Treasurer

G. Consent Calendar

1. Review Contents of Consent Calendar
 - a) Agenda
 - b) Excuse Absent Board Member(s)
 - c) Minutes
 - i. Regular Meeting, December 5, 2018 3-47
 - d) Claims:
 - i. WCCA Unrestricted Fund - \$2,749,447.71 49-64
 - ii. WCCA Restricted Fund - \$4,602.52 64
 - iii. WCCA Federal Fund - \$2,235.32 64-65
 - iv. WCCA Agency Fund - \$9,445.18 65
 - v. WCCA Loan Fund - \$-0- N/A
 - vi. WCCA Plant Fund - \$2,296,490.98 65
 - vii. WCCA Auxiliary Fund - \$98,977.41 66-68

G. Consent Calendar (Cont.)

- e) City Planning Commission Report(s)
 - i. City of Scottsbluff 67-75
- f) Reports and Proposals
 - i. From the Students
 - ii. From the Faculty 77-78
 - iii. From the Administration
 - iv. From the Board
- 2. Approval of Consent Calendar
- 3. Consideration of Items Extracted from Consent Calendar

H. Board Member Mileage and/or Expense Reimbursement

- 1. Ms. Karen S. Anderson – \$414.20..... 79
 - Dr. Merlyn L. Gramberg – \$107.15..... 79
 - Ms. Lynne Klemke – \$448.98..... 79
 - Ms. Kimberly A. Marcy – \$207.10..... 79
- 2. Dr. Thomas M. Perkins – \$434.37..... 79
 - Mr. Thomas L. Perlinski – \$28.99..... 79
 - Mr. R. J. Savely, Jr. – \$605.82..... 79
 - Mr. Richard G. Stickney - \$58.53..... 79

I. Bid Consent Calendar

- 1. Review of Bid Consent Calendar
 - a) Bid No. 19-EQ-16 – ADA Campus Signage..... 81-87
 - b) Bid No. 19-FAC-25 – Amend Guaranteed Maximum Price – Roofing..... 89-91
- 2. Approval of Bid Consent Calendar
- 3. Consideration of Items Extracted From Bid Consent Calendar

J. Personnel Consent Calendar

- 1. Review Contents of Personnel Consent Calendar
 - a) Resignation(s):
 - i. Mr. James Hashley, Associate Director of Information Technology 93
 - ii. Ms. Jennifer Sibal, Alumni Relations / Steward Director 95
 - iii. Ms. Kristin R. Wiebe, WNCC Foundation Major Gifts and Planned Giving Officer ...97
 - iv. Ms. Peggy Wolff, Health Information Technology Instructor and Program Director ...99
 - b) Appointment(s):
 - i. Ms. Lynne Koski, Vice President of Finance 101-105
- 2. Approval of Personnel Consent Calendar
- 3. Consideration of Items Extracted from Personnel Consent Calendar

K. Western Community College Area Board of Governors

1. Informal Board of Governors Meeting(s)
 - a) Planning Session(s)
February 20, 2019, Dinner 6:00 p.m., Planning Session 7:00 p.m.
February 21, 2019, Planning Session 8:00 a.m. – 4:00 p.m.
Fairfield Inn & Suites
2. Regular Board of Governors Meeting(s) 107
 - a) April 17, 2019, 1:00 p.m., Sidney Campus, Sidney, Nebraska
 - b) September 11, 2019, 1:00 p.m. – Budgets, Scottsbluff Campus, Scottsbluff, Nebraska
 - c) October 30, 2019, 1:00 p.m., Alliance Campus, Alliance, Nebraska
 - d) December 4, 2019, 1:00 p.m., Scottsbluff Campus, Scottsbluff, Nebraska

L. Old Business

1. Reports and Recommendations from Human Resources Committee – Dr. William Packard
 - a) Second and Final Reading: Equal Opportunity Non-Discrimination Board Policy – Ms. Kathy Ault..... 109-110
 - i. Second and Final Reading: Policies Being Repealed – Ms. Kathy Ault
 1. Board Policy 115.0250.01 Anti-Harassment-Client/Guest..... 111
 2. Board Policy 201.0100.12 Discrimination, Harassment, and Retaliation Prohibited..... 113-114
 3. Board Policy 405.0100.14 Non-Discrimination 115
 4. Board Policy 405.0300.13 Statement on Publications..... 117
 5. Board Policy 415.0850.12 Discrimination Harassment or Retaliation Employee 119-120
 6. Board Policy 415.0855.15 Mandatory Reporters 121
 7. Board Policy 500.3801.14 Sexual Misconduct: Dating/Domestic Violence, Sexual Assault & Stalking 123
 8. Board Policy 500.4500.01 Anti-Harassment, or Retaliation Complaint..... 125
 9. A-1-12 – Discrimination, Harassment, or Retaliation Complaint 127-131
 10. A-1.2-14 – Sexual Misconduct Complaint Procedure 133-140
2. Reports and Recommendations from Student Success Committee – Dr. Merlyn Gramberg
 - a) Second and Final Reading: Acceptable Identification Process for Student Services Transactions Board Policy – Dr. Todd Holcomb 141-142
3. Second and Final Read: Proposal of Associate of Fine Arts Degree – Dr. Kim Kuster Dale ..143-150

M. New Business

1. Reports and Recommendations from Student Success Committee – Dr. Merlyn Gramberg
 - a) First Reading: Federal Title IV Funds Board Policy – Dr. Todd Holcomb 151-152
 - i. Information Only: Financial Aid Return of Title IV Funds President’s Procedure. 153-159
 - ii. Information Only: Financial Aid Professional Judgement President’s Procedure .. 161-165
 - iii. Information Only: Financial Aid Consumerism President’s Procedure 167-173
2. Reports and Recommendation from Human Resources Committee – Dr. William Packard
 - a) First Reading: Confidentiality of Employee Records Board Policy – Ms. Kathy Ault.... 175-181
 - b) Repeal:
 - i. Board Policy 415.1300.79 Confidentiality of Records..... 183
3. Reports and Recommendations from the Risk Management Committee
 - a) First and Single Reading: Nebraska Community College Insurance Trust Re-Commitment Resolution – Mr. William Knapper 185-191

N. Reduction-in-Force

1. Final Recommendation to WCCA President for Amendment of Contracts and Reduction of Staff Members for the 2018-2019 Academic Year – Dr. Todd Holcomb..... Handout

O. Institutional Reports

1. Higher Learning Commission Update, Consultant – Dr. Sandy Veltri..... 193-195
2. Board Policy Update Process – Dr. Kim Kuster Dale Handout
3. Nebraska Community College Association – Dr. Merlyn Gramberg, Dr. M. Thomas Perkins
4. Association of Community College Trustees – Dr. M. Thomas Perkins
5. Western Nebraska Community College Foundation – Ms. Karen Anderson Handout

P. Western Nebraska Community College / Scottsbluff Campus Main Building Addition and Renovation Update – Dr. Todd Holcomb

Q. Board Member Comments

R. President’s Comments

S. Western Nebraska Community College Facilities Corporation Special Meeting

1. Call to Order – Mr. Richard Stickney
2. Roll Call
3. Election of Directors
4. Adjourn

T. Executive Session

1. 2019 – 2020 Collective Bargaining

U. Upcoming Meetings and Events

1. Association of Community College Trustees
 - a) 2019 National Legislative Summit
February 10-13, 2019
Washington, D.C.
 - b) 2019 ACCT Leadership Congress
October 16-19, 2019
San Francisco, CA
2. Nebraska Community College Association
 - a) 2019 Regular Meetings
 1. First Quarter Meeting
January 25, 2019
Lincoln, NE
 2. Second Quarter Meeting
May 6, 2019
Lincoln, NE
 3. Third Quarter Meeting
August 5, 2019
Lincoln, NE
 4. Fourth Quarter Meeting (Annual Meeting)
November 4, 2019
Southeast Community College
Lincoln, NE
 - b) State Legislative Day
February 7, 2019
Lincoln, NE

V. Next Regular Meeting: Wednesday, February 20, 2019, 1:00 p.m., Conference Room, Pioneer Activity Center, Western Nebraska Community College, Scottsbluff Campus, 1409 East 27th Street, Scottsbluff, Nebraska.

W. Adjournment

MISSION STATEMENT

WNCC assures learning opportunities for all - enriching lives, invigorating communities, creating futures.

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