

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
DECEMBER 18, 2019
AGENDA**

LUNCH – 12:00 P.M.

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

REGULAR MEETING – 1:00 P.M.

Western Nebraska Community College
Scottsbluff Campus
Coral E. Richards Boardroom
1601 East 27th Street, Scottsbluff, Nebraska

MISSION STATEMENT

***“WNCC assures learning opportunities for all – enriching lives, invigorating communities,
creating futures.”***

PROPOSED AGENDA

A. Call to Order - Ms. F. Lynne Klemke

B. Roll Call

C. Community Comments

D. Board Chairperson Comments

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

E. Consent Calendar

1. Review Contents of Consent Calendar

- a) Agenda

- b) Excuse Absent Board Member(s)

- c) Minutes

- i. Regular Meeting, November 20, 2019

- d) Claims:

- i. WCCA Unrestricted Fund - \$2,328,434.36.....Page 13

- ii. WCCA Restricted Fund - \$15,672.98Page 14

- iii. WCCA Federal Fund - \$1,889.38Page 14

- iv. WCCA Agency Fund - \$6,518.32.....Page 15

- v. WCCA Loan Fund - \$-0-.....N/A

- vi. WCCA Plant Fund - \$604,147.52.....Page 15

- vii. WCCA Auxiliary Fund - \$95,343.77Page 19

- e) City Planning Commission Report(s)

- i. City of Gering.....Page(s) 23-24

- f) Reports and Proposals

- i. From the Students.....N/A
 - ii. From the Faculty.....Page 25
 - iii. From the AdministrationN/A
 - iv. From the BoardN/A
- 2. **Approval** of Consent Calendar
- 3. Consideration of Items Extracted from Consent Calendar

F. Board Member Mileage and/or Expense Reimbursement

- Approval** of Board Member Mileage and/or Expense Reimbursement
- 1. Dr. Merlyn Gramberg – \$113.68Page 26
Ms. F. Lynne Klemke – \$512.70.....Page 26
 - 2. Mr. Allan Kreman – \$22.62.....Page 26
Ms. Kimberly A. Marcy - \$110.20Page 26
 - 3. Dr. Tom Perkins - \$1,181.61Page 26
Mr. R. J. Savely, Jr. - \$202.22.....Page 26
Mr. Richard G. Stickney - \$186.18Page 26

G. Bid Consent Calendar

- 1. Review of Bid Consent Calendar
 - a) Bid Number 20-SE-23 Cisco Smartnet ContractPage(s) 27-28
- 2. Approval of Bid Consent Calendar
- 3. Consideration of Items Extracted from Bid Consent Calendar

H. Personnel Consent Calendar

- 1. Review Contents of Personnel Consent Calendar
 - a) Resignation(s):
 - i. Ms. Jaclyn K. Smith, Alliance Campus Director.....Page(s) 29
 - b) Appointment(s)
 - i. None
- 2. **Approval** of Personnel Consent Calendar
- 3. Consideration of Items Extracted from Personnel Consent Calendar

I. Western Community College Area Board of Governors

- 1. **Approval** of Interlocal Cooperation Agreement for Security Officer – Mr. Kelly.....Page(s) 30-34
- 2. **Approval** of Consideration of Resignation of Board Member – Ms. Klemke
 - a) Dr. Merlyn L. Gramberg, District One.....Handout
- 3. Declare Vacancy on Board of Governors
- 4. Appoint ad hoc Committee to Make Recommendations to Fill District One Vacancy

Western Community College Area Board of Governors (Cont.)

5. **Approval** of Request for Sale and Use of Alcohol Beverages at a College Sponsored Event.....Page(s) 35
 6. **Approval** of Chadron State College Memorandum of Agreement – Mr. MarrinPage(s) 36-39
 7. **Approval** of Alliance Lease – Mr. MarrinPage(s) 40-47
 8. Report and Update on ESU #13 Construction on the Sidney CampusPage(s) 48-52
 - a) **Approval** of Authorization for Administration to Proceed with ESU #13 Sidney Campus Facility – Mr. Knapper
 9. **Approval** of 2020-2021 Academic Calendar – Dr. FeilPage(s) 53-56
 10. **Approval** of 2020 Regular Board of Governors Meetings – Ms. Klemke
 - a. April 15, 2020, 1:00 p.m., Sidney Campus, Sidney, NE
 - b. July 15, 2020, 1:00 p.m., Alliance Campus, Alliance, NE
 - c. October 21, 2020, 1:00 p.m., Alliance Campus, Alliance, NE
 11. **Approval** of Board of Governors Meeting
 - a. WCCA Board of Governors Informal Meeting
Dr. Sandy Veltri
January 15, 2020
Time to be determined
 12. WCCA Board of Governors 2020 ElectionPage(s) 57-58
- J. Reports and Recommendations from the Audit Committee – Mr. Savely**
1. **Approval** of 2018-2019 Audited Annual ReportsHandout
 - a. F.T.E. – Mr. Knapper
 - b. Financial – Mr. Koehler
- K. Reports and Recommendations from the Executive Council – Ms. Klemke**
1. **Approval** of Updated Board Secretary Position
 2. Board Meeting Agenda Update
- L. Reports and Recommendations from the Student Success Committee – Dr. Gramberg**
1. **Approval** to Suspend the Requirement of Two Readings for On-Campus Residency Requirements for Student Athletes Board Policy
 - a. Per Policy Number 830.1600.79, Policy Revision and Suspension, the Board may temporarily suspend any portion of the policies and procedures (for any action) by two-thirds vote of the full membership

2. **Approval** of Single Read: On-Campus Residency Requirements for Student Athletes Board Policy.....Page(s) 59-60
3. Info Only: On-Campus Residence Requirements for Student Athletes President's Procedure.....Page(s) 61-66
4. **Approval** of Second and Final Read: Basic Skills Assessment Board PolicyPage(s) 67-69
5. **Revision:** Info Only: Students Enrolling in Courses Against Advising Advice Institutional Guideline.....Page(s) 70-71
6. **Approval** of Second and Final Read: Missing Student Notification Board PolicyPage(s) 72-73
7. **Approval** of Second and Final Read: International Students Board PolicyPage(s) 74-75
8. **Approval** of Policies to Repeal:
 - a. 500.0700.86 International Students

M. Reports and Recommendations from the Human Resources Committee – Ms. Richards

1. **Approval** of Second and Final Read: Emeritus Classification Board PolicyPage(s) 76-77
2. **Approval** of Policies to Repeal: Emeritus Classification
 - a. 425.0750.85 Professor Emeritus
 - b. 450.0750.85 Administrator Emeritus
3. **Approval** of Second and Final Read: Employee Grievance Board Policy.....Page(s) 78-80
4. **Revision:** Info Only: Employee Grievance President's Procedure.....Page(s) 81-87
5. **Approval** of Policies to Repeal:
 - a. 450.1110.91 Annual Physical Examination (Administrative/Professional Staff)

N. Reports and Recommendations from the Finance and Facilities Committee – Ms. Anderson

1. **Approval** of Second and Final Read: Student Tuition, Fees, and Other Revenue Sources Board Policy.....Page(s) 88-91
2. **Approval** of Policies to Repeal: Student Tuition, Fees and Other Revenue Sources
 - a. 315.0100.79 Tax Rate
 - b. 315.0200.79 Tuition and Fee Schedule
 - c. 315.0300.79 Gifts, Grants, and Bequests
 - d. 315.0400.86 Fees for Services
 - e. 345.0100.79 Framework for Investments
 - f. 500.1300.09 Delinquent Accounts
 - g. 500.2100.01 Refund Policy
3. First Read: Delegation of Signature Authority Board PolicyPage(s) 92-94
4. First Read: Check Signature Policy Board PolicyPage(s) 95-96
5. First Read: Purchasing Approval Board PolicyPage(s) 97-98
6. Info Only: Purchasing Approval Process President's Procedure.....Page(s) 99-101
7. First Read: Reimbursement of Expenses Board PolicyPage(s) 102-103
8. Info Only: Reimbursement of Expenses Process President's ProcedurePage(s) 104-106

O. Reports and Recommendations from the Board Policy Committee – Ms. Guzman Gonzales

1. First Read: Delegation of Authority to the College President Board PolicyPage(s) 107-108
2. First Read: Data Governance Board PolicyPage(s) 109-112

3. Info Only: Data Governance President's ProcedurePage(s) 113-118

P. Institutional Reports

1. STEM Connect Scholarship Presentation – Ms. WintersPage(s) 119-120
2. Nebraska Community College Association – Dr. Perkins
3. Association of Community College Trustees – Dr. Perkins
4. Western Nebraska Community College Foundation – Ms. Anderson
5. HLC Steering Committee Update – Dr. Perkins

Q. Board Member Comments

R. President's Comments

S. Executive Vice President Comments

T. Upcoming Meetings and Events

1. NCCA First Quarter Board Meeting
January 24, 2020
Lincoln, NE
2. NCCA Second Quarter Meeting
May 4, 2020
Lincoln, NE
3. NCCA Third Quarter Meeting
August 3, 2020
Lincoln, NE
4. NCCA Fourth Quarter Meeting and Annual Conference
October 11-12, 2020
Western Nebraska Community College
Scottsbluff, NE
5. National Legislative Summit
February 9-12, 2020
Marriott Marquis
Washington, D.C.

6. ACCT Leadership Congress
September 30 - October 3, 2020
Hyatt Regency Chicago
Chicago, Illinois

U. Next Regular Meeting: Wednesday, January 15, 2020, 1:00 p.m., Coral E. Richards Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska

V. Adjournment