

WESTERN COMMUNITY COLLEGE AREA

BOARD OF GOVERNORS

PROPOSED AGENDA

- A. Call to Order, Ms. Walworth
- B. Roll Call
- C. Community Comments
- D. Board Chairperson Comments
  - 1) Copy of Nebraska Open Meetings Act  
Available at Back of Room
- E. Consent Calendar
  - 1) Review Contents of Consent Calendar
    - a) Agenda
    - b) Excuse Absent Board Member(s)
    - c) Minutes
      - 1) Regular Meeting, June 20, 2017
    - d) Claims
      - 1) WCCA Unrestricted Fund - \$2,706,249.45
      - 2) WCCA Restricted Fund - \$4,942.66
      - 3) WCCA Federal Fund - \$22,047.21
      - 4) WCCA Agency Fund - \$14,834.42
      - 5) WCCA Loan Fund - \$ -0-
      - 6) WCCA Plant Fund - \$179,726.23
      - 7) WCCA Auxiliary Fund - \$92,963.78
    - e) City Planning Commission
    - f) Reports and Proposals
      - 1) From the Students
      - 2) From the Faculty
      - 3) From the Administration
      - 4) From the Board

REGULAR MEETING

July 19, 2017

12:00 P.M. - LUNCH

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

1:00 P.M. - REGULAR MEETING

Boardroom  
Western Nebraska Community College  
Scottsbluff Campus  
1601 East 27<sup>th</sup> Street  
Scottsbluff, Nebraska

(Pages 1 - 1t)

(Pages 1 - 16)

(Page 16)

(Pages 16 - 17)

(Page 17)

(Page 17)

(Pages 17 - 21)

E. Consent Calendar – Cont.

- 2) Approval of Consent Calendar
- 3) Consideration of Items Extracted from Consent Calendar

F. Bid Consent Calendar

- 1) Review Contents of Bid Consent Calendar
  - a) #17-SE-24 – CRM and/or Admissions Application System (Pages 2 – 2a)
  - b) #17-EQ-45 - MK4 Roadster Kit Car Replica Kit (Pages 2b – 3c)
- 2) Approval of Bid Consent Calendar
- 3) Consideration of Items Extracted From Bid Consent Calendar

G. Personnel Consent Calendar

- 1) Review Contents of Personnel Consent Calendar
  - a) Resignation(s):
    - 1) Dr. Imgyu Kang, Vocal Music Instructor/Choral Activities Director (Handout)
  - b) Appointment(s): - None
- 2) Approval of Personnel Consent Calendar
- 3) Consideration of Items Extracted from Personnel Consent Calendar

H. Report and Recommendations from Board Policy Committee – Ms. Klemke

- 1) Policy #120.0100.17 – Soliciting from Students and Staff and Accompanying Appendix H-1-17 (Pages 3 – 3f)
- 2) Policy #235.0100.17 – Naming of College Facilities (Pages 3g – 3j)

I. Monitoring Reports

- 1) 2016 – 2017 Athletic Department Overview – Mr. Ryan Burgner (Page 4, Enclosure)
- 2) Proposed 2017 – 2018 Student Charges – Mr. Knapper (Page 5)
  - a) Course Fees Update for FY 2018 - New Courses

I. Monitoring Reports – Cont.

3) 2017 – 2018 WCCA Budget – Mr. Knapper

- a) Consider Authority to Exceed the Budget Limit for 2017 – 2018 Fiscal Year by an Additional 1% and Carry Forward All Unused Authority to 2018 – 2019

4) Approval of 2017 – 2022 – WNCC Strategic Master Plan – Dr. Dale (Pages 6 – 6i, Enclosure)

5) Nebraska Community College Association – Dr. Gramberg, Dr. Perkins

6) Association of Community College Trustees – Dr. Perkins (Enclosure)

J. Western Nebraska Community College Facilities Corporation Annual Meeting

1) Call to Order - Mr. Stickney

2) Roll Call

3) Election of Director

4) Election of Officers

- a) President  
b) Vice President  
c) Secretary/Treasurer

5) Adjourn

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

1) Update – Re: Addition/Renovation Project

L. Board Member Comments

M. President's Comments

N. Upcoming Meetings and Events

1) Western Community College Area Board of Governors

- a) Informal Meetings
  - 1) Budget Work Sessions
    - A) August 16, 2017, 11:00 a.m. – Capital Construction Fund
    - B) September 13, 2017, 10:30 a.m. – Final Review of All Budgets
  - b) Public Hearings on Proposed 2017 - 2018 WCCA Budgets
    - 1) September 13, 2017, 1:00 p.m.
    - 2) Boardroom, Western Nebraska Community College, Scottsbluff Campus
  - c) Regular Board of Governors Meetings
    - 1) September 13, 2017, immediately following the Public Hearings on the Proposed 2017 - 2018 WCCA Budgets
    - 2) October 18, 2017, 1:00 p.m. Western Nebraska Community College Alliance Campus

2) Nebraska Community College Association

- a) 2017 Regular Meetings
  - 1) Third Quarter Meeting
    - A) August 14, 2017
    - B) Lincoln, Nebraska
  - 2) Fourth Quarter (Annual Meeting)
    - A) November 6 and 7, 2017
    - B) McCook, Nebraska

3) Association of Community College Trustees

- a) 2017 Annual Leadership Congress
  - 1) September 25 – 28, 2017
  - 2) The Cosmopolitan Las Vegas

4) Western Nebraska Community College Foundation

- a) Monument Marathon
  - 1) September 30, 2017

O Next Regular Meeting: August 16, 2017, 1:00 p.m., Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27<sup>th</sup> Street, Scottsbluff, Nebraska.

P. Adjournment

MISSION STATEMENT: "WNCC assures learning opportunities for all – enriching lives, invigorating communities, creating futures"

MINUTES OF MEETING  
BOARD OF GOVERNORS  
WESTERN COMMUNITY COLLEGE AREA

|  |  |
|--|--|
| TIME AND PLACE<br>ROLL CALL<br>NOTICE OF MEETING | A regular meeting of the Western Community College Area Board of Governors was held at 1:06 p.m., on Wednesday, July 19, 2017, in the Boardroom, Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27 <sup>th</sup> Street, in the City of Scottsbluff, in the County of Scotts Bluff, in the State of Nebraska, as per the publicized notice in the <u>Star-Herald</u> , on Wednesday, July 12, 2017, with the following members present: Karen S. Anderson, Merlyn L. Gramberg, Linda A. Guzman-Gonzales, F. Lynne Klemke, William M. Packard, M. Thomas Perkins, Thomas L. Perlinski, R. J. Savely, Richard G. Stickney, Julienne K. Walworth, Chairperson. Absent: Kimberly A. Marcy. Student Representatives present: None. Faculty Representatives present: None. College staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, Kathy A. Ault, Kimberly J. Dale, Evangeline K. Grant, Paula J. Abbott, Judith L. Amoo, Rosie Hernandez, Robyn R. Iossi, Allison Judy, Jennifer M. Rogers. College Attorney present: Philip M. Kelly. A current agenda was available in the College President's office and the Board Secretary's office on the Scottsbluff Campus at the time of the publicized notice. |
| QUORUM   | Ms. Walworth declared a quorum was present for the transaction of business.  |
| COMMUNITY COMMENTS                               | Ms. Walworth asked for comments from the community. Pursuant to Board Policy #830.1000.79, Ms. Walworth reminded community members who wish to make comments that each speaker will be limited to a five minute presentation.  |
| BOARD CHAIRPERSON<br>COMMENTS                    | <p>Ms. Walworth announced that for public information there is a copy of the Nebraska Open Meetings Act available on the table at the back of the room.</p> <p>Ms. Walworth reported Ms. Marcy notified the Secretary that she would be unable to attend the meeting today because of Personal Health.</p> <p>Ms. Walworth encouraged Board members to review the Legislative Advocacy Plan Mr. Adams presented during</p>   |

BOARD CHAIRPERSON  
COMMENTS  
Cont.

the Informal meeting, and consider ways they can promote the College with their constituents and state senators.

CONSENT CALENDAR  
Review Contents

Ms. Walworth reviewed the contents of the Consent Calendar which include the following item(s):

- 1) Agenda, July 19, 2017
- 2) Excuse Absent Board Members – Marcy
- 3) Minutes
  - a) Regular Meeting, June 20, 2017
- 4) Claims
  - a) WCCA Unrestricted Fund - \$2,706,249.45
  - b) WCCA Restricted Fund - \$4,942.66
  - c) WCCA Federal Fund - \$22,047.21
  - d) WCCA Agency Fund - \$14,834.42
  - e) WCCA Loan Fund - \$-0-
  - f) WCCA Plant Fund - \$179,726.23
  - g) WCCA Auxiliary Fund - \$92,963.78
- 5) City Planning Commission Reports – Attachment A – A-1
- 6) Reports and Proposals
  - a) From the Students
  - b) From the Faculty
  - c) From the Administration
  - d) From the Board

Ms. Walworth inquired if there were any item(s) on the Consent Calendar which any Board member wished to have removed for separate consideration. There were none.

CONSENT CALENDAR  
Approval

Mr. Stickney moved the Consent Calendar be approved as presented. Seconded by Mr. Savely. The vote was, Yes: Anderson, Gramberg, Guzman-Gonzales, Klemke, Packard, Perkins, Perlinski, Savely, Stickney, Walworth. No: None. Absent: Marcy. Motion carried.

CONSENT CALENDAR  
Consider Items Extracted

There were no items extracted from the Consent Calendar.

BID CONSENT CALENDAR  
Review Contents

Ms. Walworth reviewed the contents of the Bid Consent Calendar which include the following bids:

- 1) #17-SE-24 – CRM and/or Admissions Application System - Attachment B
- 2) #17-EQ-45 – MK4 Roadster Kit Car Replica Kit - Attachment C

BID CONSENT CALENDAR Review Contents Cont. Ms. Walworth inquired if there were any item(s) on the Bid Consent Calendar which any Board member wished to have removed for separate consideration. There were none.

BID CONSENT CALENDAR Approval Mr. Perlinski moved the Bid Consent Calendar be approved as submitted. Seconded by Ms. Klemke. The vote was, Yes: Gramberg, Guzman-Gonzales, Klemke, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Walworth. No: None. Absent: Marcy. Motion carried.

BID CONSENT CALENDAR Consider Items Extracted There were no items extracted from the Bid Consent Calendar.

PERSONNEL CONSENT CALENDAR Review Contents Ms. Walworth reviewed the contents of the Personnel Consent Calendar which include the following resignation(s) and appointment(s):

- 1) Resignation(s):
  - a) Dr. Imgyu Kang, Vocal Music Instructor/Choral Activities Director, effective August 31, 2017.
  - b) Appointment(s): None

Ms. Walworth inquired if there were any item(s) on the Personnel Consent Calendar which any Board member wished to have removed for separate consideration. There were none.

PERSONNEL CONSENT CALENDAR Approval Dr. Gramberg moved the Personnel Consent Calendar be approved as submitted. Seconded by Dr. Perkins. The vote was, Yes: Guzman-Gonzales, Klemke, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Walworth. No: None. Absent: Marcy. Motion carried.

PERSONNEL CONSENT CALENDAR Consider Items Extracted There were no items extracted from the Personnel Consent Calendar.

REPORT AND RECOMMENDATIONS FROM BOARD POLICY COMMITTEE #120.0100.17 Ms. Klemke reported the Board Policy Committee met earlier today to consider revisions to Policy #120.0100.17 – Soliciting from Students and Staff, and Policy #235.0100.17 – Naming of College Facilities. Ms. Klemke asked Mr. Kelly to present the proposed policies.

Mr. Kelly reported Policy #120.0100.17 – Soliciting from Students and Staff prohibits unauthorized soliciting. He reported the proposed policy requires permission for

REPORT AND RECOM-  
MENDATIONS FROM  
BOARD POLICY  
COMMITTEE  
#120.0100.17  
Cont.

solicitation at the College according to the solicitation procedures established in the accompanying Appendix H-1-17. The procedures will apply to any form of solicitation at the College whether it be by an inside or outside individual or group. He commented the procedures also protect students living in the residence halls from door-to-door solicitation. Mr. Kelly remarked the procedures ensure that the educational functions of the College are not significantly interfered with while at the same time providing reasonable opportunities for persons to exercise their rights of freedom of speech.

#235.0100.17

Mr. Kelly reported proposed Policy #235.0100.17 – Naming of College Facilities provides a more consistent methodology to ensure all naming practices reflect the College's mission and purpose. The need to provide additional criteria and procedures became apparent during the recently completed capital campaign.

Dr. Holcomb remarked the proposed policy is more relevant and is based on the best practices from other institutions. He thanked Ms. Rogers, Executive Director of the WNCC Foundation, for bringing forward the need to update the current Naming of Facilities policy.

Mr. Kelly remarked the proposed policies and the accompanying appendix are presented today for Board member consideration. Pursuant to Board Policy #830.1600.79, Board action on the proposed policies will occur at the August 2017 meeting.

MONITORING REPORTS  
2016 – 2017 Athletic  
Department Overview

Mr. Ryan Burgner, Athletic Director, reported the Athletic Department had a really good year even with the changes in the women's basketball coaching staff. Mr. Burgner thanked Dr. Holcomb, Mr. Kelly and Mr. Ossian for their guidance. He especially thanked Ms. Grant for her support and guidance. Mr. Burgner remarked the College is fortunate to have a true team of coaches who stepped forward to assist and did everything in the best interest of the College and the student athletes.

Mr. Burgner reported the student athletes participated in twenty-seven successful community service projects over the course of the year. He applauded the efforts of the coaches to ensure the student athletes to have personal connections in the community. A continuing goal is to increase community service and to have the coaches and the student athletes be more visible in the community.



MONITORING REPORTS  
2016 – 2017 Athletic  
Department Overview  
Cont.

Mr. Burgner reported forty-nine student athletes having a grade point average of 3.25 or higher were named Academic All-Region students. Twenty-two student athletes who had a grade point average of 3.60 or higher were named National Junior College Athletic Association All-Americans. Five teams, Softball, Baseball, Women's Basketball, Men's Basketball and Volleyball, were named National Junior College Athletic Association All Academic teams with a grade point average of 3.0 or higher. Mr. Burgner reported the overall student athlete grade point average is 2.88.

Two coaches, Mr. Albino Canales and Mr. Chad Gibney, received District Coach of the Year honors. The College had two Region IX championship titles, Volleyball and Women's Basketball. Additionally, the Baseball team won the Empire Conference Championship. The College hosted four Region IX Championship Events. Mr. Burgner remarked Cougar athletes have won 500 games over the last three years.

Mr. Burgner reported that student athletes graduate at a forty percent higher rate than traditional and non-traditional students. He remarked student athlete graduation rates are based on two years of attendance, whereas traditional and non-traditional graduation rates are based on three years of attendance. Mr. Burgner remarked the graduation data is based on degree seeking, first-time, full-time students.

The training room facilities have a usage rate of ninety-four percent. Additionally, the College has partnerships with Elite Physical Therapy and Monument Physical Therapy to work with Mr. Jones, the College Athletic Trainer.

In response to a question from the Board, Mr. Burgner reported one of the goals for the upcoming year is to increase fundraising dollars. He is utilizing the College Foundation to assist with this goal. Additionally he is working to get additional banners.

In response to a question from the Board, about the high percentage of graduates and academic achievements of the student athletes, Mr. Burgner responded that is all on the coaches and students. He remarked the coaches support a value system that views the importance of academic success as well as athletic success.

MONITORING REPORTS  
2016 – 2017 Athletic  
Department Overview  
Cont.

Dr. Holcomb reported that Mr. Burgner was named the 2017 Employee of the Year. He received three nominations for this award. Through his leadership as the Athletic Director, the Athletic Department ensures the success of student athletes both academically and athletically.

Ms. Walworth thanked Mr. Burgner for his report.

MONITORING REPORTS  
Proposed 2017 – 2018  
Student Charges

Mr. Knapper referred Board members to the mailed packet which includes an update of the 2017 – 2018 Course Fees. A new course, Professional Development for Surgical Technology, was under development when the 2017 – 2018 Tuition and Fees were adopted by the Board. He reported this course is a requirement for students in the surgical technology program and is also required for program accreditation. Mr. Knapper recommended the Board approve the 2017-2018 fee for SURT-2210 – Professional Development for Surgical Technology in the amount of \$247.00.

Ms. Guzman-Gonzales moved the Board approve the 2017-2018 fee for SURT-2210 – Professional Development for Surgical Technology in the amount of \$247.00. Seconded by Mr. Stickney. The vote was, Yes: Klemke, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Walworth. No: None. Absent: Marcy. Motion carried.

MONITORING REPORTS  
2017 – 2018 WCCA  
Budget  
Consider Authority to Exceed the Budget Limit for 2017-2018 Fiscal Year by an Additional 1% and Carry All Unused Authority to 2018 - 2019

Mr. Knapper referred Board members to the handout material, which includes the 2016 -2017 Lid Supporting Schedule and Lid Computation form. This form details the calculations for determining the Unused Budget Authority that can be carried forward to future budget years. Mr. Knapper reported the College has \$3,643,032.86 in total unused Restricted Funds authority. Mr. Knapper explained Restricted Funds are those funds received from property tax and state aid. Mr. Knapper reported the base limitation increase in restricted funds is 2.5 percent plus any enrollment growth in excess 2.5 percent. Since the College has not experienced growth in enrollment, the 2017-2018 increase in restricted funds would be limited to the 2.5 percent. However, pursuant to Section 13-519.02, the Board may vote to exceed the budgeted restricted funds for a fiscal year by an additional one percent upon an affirmative vote of at least seventy-five percent of the Board members. Pursuant to Section 13-521, the unused authority can be carried forward to future budget years.

MONITORING REPORTS  
2017 – 2018 WCCA  
Budget  
Consider Authority to Ex-  
ceed the Budget Limit for  
2017-2018 Fiscal Year by  
an Additional 1% and  
Carry All Unused  
Authority to 2018 - 2019

Mr. Knapper explained further the unused restricted funds authority has no impact on the tax levy, but would allow the College to accept additional restricted funds should they become available in the future.

Mr. Knapper reported the College administration is recommending the Board consider approval to exceed the 2017 – 2018 restricted funds authority by an additional one percent, and to carry forward to future budget years the amount of unused restricted funds authority.

Ms. Anderson moved, pursuant to Section 13-519.02, the Board vote to exceed the budgeted restricted funds limit for the 2017-2018 Fiscal Year by an additional one percent. She further moved, pursuant to Section 13-521, the Board carry forward to future budget years the amount of unused restricted funds authority. Seconded by Mr. Savely. The vote was, Yes: Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Walworth. No: None. Absent: Marcy. Motion carried.

MONITORING REPORTS  
Approval of 2017 – 2022  
WNCC Strategic Master  
Plan

Dr. Dale referred Board members to the 2017-2022 WNCC Strategic Master Plan which was enclosed with the mailed packet of information.

Dr. Dale reported at the May 2017 Board of Governors meeting, the Board received a draft revision to the College Strategic Master Plan.

Dr. Dale reported the revised Strategic Master Plan looks much different from the last plan, as a broader approach has been taken, identifying core themes and focus areas for which College staff can generate activities. She remarked the prior plan took a more narrow approach, focusing more on activities rather than broader direction.

Dr. Dale remarked the broader approach will allow the College staff to generate and publish baselines and benchmarks to measure progress. This is something the Higher Learning Commission will look for; but, but more importantly, the College staff should be reviewing on a regular basis to assess progress. As an example, the College's current retention rate for first-time, full-time students is fifty-two percent as measured by IPED's, so that is the baseline. The College may decide that within the next three years, it would like to raise the retention rate to

MONITORING REPORTS  
Approval of 2017 – 2022  
WNCC Strategic Master  
Plan  
Cont.

fifty-eight percent, to match that of the College's IPEDS peer institutions. That would become the benchmark.

Dr. Dale reported the "Six Main Goals" in the last plan, have been incorporated in the new focus areas. However, in the new plan, focus areas have been added to capture activities related to Diversity, Equity and Inclusion, Operational Efficiency and Effectiveness, as well as a broader approach to meeting the needs of Community and Employer Responsiveness. She cited an example of how the Theatre/Welcome Center/ Learning Commons renovation project fits perfectly under "Community Responsiveness"; but, does not fit well under any of the six main goals from the last strategic plan.

Dr. Dale referred Board members to Board Policy #805.0100.94, which includes both a "Philosophy" and "Role and Mission" as set forth in Nebraska Statute. No change is being proposed to this policy; however, she recommended the institutional mission statement "WNCC assures learning opportunities for all – enriching lives, invigorating communities, creating futures" be added to the Board Policy.

Additionally, Dr. Dale is recommending the current Vision Statement, be updated to what is proposed in the proposed Strategic Master Plan document and be included in the Board Policy. She reported the current Vision Statement was adopted by the Board in 1996, but it was not captured in Board Policy.

Dr. Dale further recommended the Board Policy #805.0200.98 – Institutional Statement of Values be updated to those that are proposed in the Strategic Master Plan. She commented new values were designed by collecting feedback from all College employees in October 2016.

Dr. Dale commented the proposed changes to the Board policies will be presented to the Board Policy Committee for consideration and recommendation to the Board of Governors.

Dr. Dale reported that organizational strategic plans come in various shapes and sizes; however, similar industries, such as community colleges, may look similar at the top of the inverted pyramid. Strategic plans start very broadly and then get narrower as they progress. Dr. Dale

MONITORING REPORTS  
Approval of 2017 – 2022  
WNCC Strategic Master  
Plan  
Cont.

referred Board members to the mailed packet which contains the approach the College is taking in the 2017 – 2022 Master Strategic Plan. Also attached is a brief update as to the status of all the goals that have been identified in the last strategic plan.

Dr. Dale reviewed the changes that have been made to the Strategic Master Plan since it was first presented at the May 2017 Regular meeting. They are: 1) The dates for the plan are now 2017-2022; 2) A brief description accompanies each Focus Area; 3) Strategic Outcome 3, under Student Recruitment, Retention and Completion was edited to include more specific information about the student welcome/information center; and 4) the last page showcases the College's construction projects.

Board members commended Dr. Dale for her hard work in the development of the Strategic Master Plan. Board members remarked that earlier questions Board members had about the draft Plan have been answered.

Mr. Savely moved the 2017-2022 Strategic Master Plan be approved as presented. Seconded by Dr. Packard. The vote was, Yes: Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales Klemke, Walworth. No: None. Absent: Marcy. Motion carried.

(A copy of the 2017-2022 Strategic Master Plan is attached in the official minute book.)

Dr. Holcomb and Dr. Dale remarked that College administration will provide the Board with regular (bi-annual) updates of the Strategic Master Plan.

MONITORING REPORTS  
Nebraska Community  
College Association

Dr. Perkins reported he attended a meeting of the Nebraska Community College Association Executive Council that was held on June 26, 2017, in Lincoln, NE. Dr. Perkins reported during the discussion about the 2018 Association Budget, he informed the committee that he would vote against the proposed funding of the budget at last year's level. The proposed budget is \$312K, which is less than the previous year. Dr. Perkins reported after describing his reasons, which were similar to what he had discussed at the Regular June Board of Governors meeting, the committee agreed with his concerns and will not recommend a budget that would provide a \$35K addition to the Association's reserve balance.

MONITORING REPORTS  
Nebraska Community  
College Association  
Cont.

Dr. Perkins reported the committee will recommend the \$312K budget, the cost of which will be divided equally among the five community college members. Dr. Perkins remarked this will result in about a \$7K savings for the Western Area.

In other business, Mr. Adams reviewed the 2017 Legislative Session. He distributed a final summary of the status of the bills in which the community colleges had an interest.

Dr. Perkins reported the Third Quarter meeting of the Association Board of Directors will be held on August 14, 2017, in Lincoln, NE.

MONITORING REPORTS  
Association of  
Community College  
Trustees

Dr. Perkins referred Board members to the "ACCT Strategic Plan – 20/20 Vision" which was enclosed with the mailed packet. This is provided for Board member information. Dr. Perkins remarked the Board has had informal involvement in the document, as he is the Chairman of the Advisory Committee, which was the last group to preview the document.

Dr. Perkins referred Board members to the very last point in Goal 2 of the Strategic Plan regarding the publication of a series of new books and related content about the forecasted changes in the community college sector in the future. Dr. Perkins remarked this is one of the topics the Advisory Committee has been discussing, which means the College does have some influence at the National level.

Dr. Perkins stressed the importance of the College being involved with happenings at the national level through the Association of Community College Trustees.

Ms. Walworth thanked Dr. Perkins for the time he spends and for the information he provides to keep the Board informed about community college issues especially at the national level.

The next item on the Agenda is the Annual meeting of the Western Nebraska Community College Facilities Corporation

RECESS

At 2:04 p.m., Ms. Walworth declared the Regular July 2017 meeting of the Western Community College Area Board of

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| RECESS<br>Cont.  | Governors in recess until the adjournment of the Annual meeting of the Western Nebraska Community College Facilities Corporation.  |
| WESTERN NEBRASKA<br>COMMUNITY COLLEGE<br>FACILITIES CORPORATION<br>ANNUAL MEETING                          | Mr. Stickney called the Annual meeting of the Western Nebraska Community College Facilities Corporation to order at 2:04 p.m.<br><br>(A copy of the minutes of the Annual meeting is enclosed for information purposes.)<br><br>The Annual meeting of the Western Nebraska Community College Facilities Corporation was adjourned at 2:08 p.m.   |
| WESTERN COMMUNITY<br>COLLEGE AREA BOARD<br>OF GOVERNORS<br>Reconvene Meeting                               | Ms. Walworth reconvened the Regular July 2017 meeting of the Western Community College Area Board of Governors at 2:08 p.m.  |
| RECESS   | At 2:08 p.m., Ms. Walworth declared a ten minute recess.   |
| OPEN MEETING   | At 2:19 p.m., Ms. Walworth declared the Open meeting in session.   |
| WESTERN NEBRASKA<br>COMMUNITY<br>COLLEGE/SCOTTSBLUFF<br>CAMPUS MAIN BUILDING<br>ADDITION AND<br>RENOVATION | Dr. Holcomb announced that the College will lease a portion of the SWBC building for the duration of the renovation project, which is expected to last twenty to twenty-five months. Because of the close proximity to the Main Building and the Harms Center, the SWBC facility will be the most advantageous for both students and staff. He remarked the cost per square foot of the lease is reasonable. He reported the following departments will begin transitioning to the SWBC facility October 1, 2017: Administrative Services; Business Office, Education Services; Human Resources; President's Office and Student Services. Not everyone will be moving at once. It will not be necessary to move office furniture and the support for Information Technology services is excellent.<br><br>Dr. Holcomb reported the decision has been made to complete the renovation and construction project as a single phase rather than the original plan of two or three phases. When the Selection Committee interviewed the Construction Managers at Risk, each one responded that a single project would be most cost effective. Dr. Holcomb remarked the cost saving from a one phase construction project could be as much as \$300,000 to \$500,000, which can be put back into a "higher finish" |

WESTERN NEBRASKA  
COMMUNITY  
COLLEGE/SCOTTSBLUFF  
CAMPUS MAIN BUILDING  
ADDITION AND  
RENOVATION  
Cont.

project. Additionally, students will be accustomed to going the SWBC facility throughout the duration of renovation project.

Dr. Holcomb reported he just received a revised timeline. The downside is that demolition of the theatre area will not begin until January 1, 2018. The good news is that it will be completed by June 24, 2019.

In response to a question from the Board, Dr. Holcomb reported moving to the SWBC facility will still begin October 1, 2017, as that timeline will be the least disruptive for students.

BOARD MEMBER  
COMMENTS

Ms. Walworth asked for Board Member Comments.

Board members inquired when the informational brochure about the College (Fast Facts) would be available. Dr. Holcomb reported the Fast Facts publication is currently being updated. Additionally, College administration is considering preparing an annual report of approximately twelve pages that would provide information about how the College serves and benefits the region.

Board members commented the Fast Facts publication is a very nice document. They remarked further that a single informational sheet works better as they visit with their constituents and State Senators.

PRESIDENT'S COMMENTS

Ms. Walworth asked for President's Comments.

Dr. Holcomb reported Scotts Bluff County Public Transportation and the College will be partnering to provide free bus services to students. This flexible route transit will be setting up two stops, one in front of Conestoga Hall and one between the Harms Center and SWBC. In order for students to receive free bus service, they will have to show a College Student Identification and log in to an iPad when they enter the shuttle. The service is anticipated to become available in the Spring 2018 semester.

Dr. Holcomb reported Theatre West is presenting "The Secret Garden." There are four more opportunities to see this performance.

On June 21, 2017, College staff participated in Roosevelt School's Summer Family Night by creating a piece of public art for the school in collaboration with the students and



PRESIDENT'S COMMENTS  
Cont.

their families. The big yellow chair public art project that began at the College Art Exhibit opening last fall is now finished. As of July 10, 2017, it has been relocated to the Riverside Discovery Center.

Dr. Holcomb reported a group of six staff members from the Business and Community Education Division of MidPlains Community College are making a site visit to the College to meet with the Business and Community Education Team. The Business and Community Education Division at MidPlains Community College was recently restructured and staff members want to learn more about the Business and Community Education operations and programming at the College.

Dr. Holcomb reported Alliance Heritage Days is being celebrated July 18 through July 23, 2017. The Powerline Construction and Maintenance program will have a float in the parade on Saturday, July 22, 2017, and Ms. Iossi will drive a "wrapped" vehicle.

On Saturday, August 12, 2017, the Alliance Campus will be providing iced tea and lemonade at the Box Butte County Fair Buyers Bar-B-Que. Bottled water will also be provided for the Livestock Sale at 12:30.

The Nebraska Department of Labor is now located in Room 009 on the lower level of the Alliance Campus. The partnership provides an opportunity for the Department of Labor to continue services to the community and the northern panhandle. Dr. Holcomb welcomed Mr. Mark Anderson, Employment Services Manager, and Ms. Jill Langemeier, Workforce Coordinator, to the Alliance Campus.

Dr. Holcomb thanked Dr. Imgyu Kang, Vocal Music Director, for his service to the students and the College. Dr. Kang resigned his position because of family reasons. Dr. Holcomb extended best wishes to Dr. Kang in his future endeavors.

Dr. Holcomb asked for questions.

Board members inquired whether or not the College was planning special activities for the August 21, 2017, total eclipse. The eclipse path will be over the communities of

PRESIDENT'S COMMENTS  
Cont.

Alliance and Scottsbluff. Both communities and the surrounding area are expecting/preparing for a large number of tourists to arrive to view the eclipse.

Dr. Holcomb reported the College has an "Eclipse Committee" and glasses have been ordered for all faculty, staff and students. Additionally, "Eclipse" cookies, water and an eclipse brochure developed by Mr. Tom Robinson, Astronomy Instructor will be available. The College offices will be closed from 11:30 a.m. to 12:30 p.m., on August 21, 2017. Dr. Holcomb reported August 21 is also the first day of classes for the Fall 2017 semester.

UPCOMING MEETINGS  
AND EVENTS

Ms. Walworth reminded Board members of the following upcoming meetings and events:

1) Western Community College Area Board of Governors Informal Meetings for the purpose of Budget Work Sessions: a) August 16, 2017, 11:00 a.m. – Capital Construction Fund; and b) September 13, 2017, 10:30 a.m. – Final Review of All Budgets.

2) The Western Community College Area Board of Governors Public Hearings on the Proposed 2017 - 2018 WCCA Budgets to be held on September 13, 2017, at 1:00 p.m., in the Boardroom, Western Nebraska Community College, Scottsbluff Campus.

3) The Western Community College Area Board of Governors Regular meetings to be held: a) September 13, 2017, immediately following the Public Hearings on the Proposed 2017 - 2018 WCCA Budgets; b) October 18, 2017, 1:00 p.m. Western Nebraska Community College Alliance Campus.

4) The Nebraska Community College Association 2017 Regular Meetings to be held as follows: a) Third Quarter Meeting, August 14, 2017, in Lincoln, Nebraska; b) Fourth Quarter (Annual Meeting) November 6 and 7, 2017, in McCook, Nebraska

5) The Association of Community College Trustees 2017 Annual Leadership Congress to be held on September 25 – 28, 2017, at The Cosmopolitan Las Vegas.

NEXT REGULAR MEETING

The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, August 16, 2017, at 1:00 p.m., in the Boardroom,

NEXT REGULAR MEETING      Western Nebraska Community College, Scottsbluff Campus, 1601 East 27<sup>th</sup> Street, Scottsbluff, Nebraska.

ADJOURNMENT                      The meeting was adjourned by unanimous consent at 2:43 p.m.

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Julienne K. Walworth, Chairperson

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Coral E. Richards, Secretary

**CITY PLANNING COMMISSION REPORTS**

1) Notice of a Public Hearing by the City of Sidney Planning Commission on July 17, 2017, to consider the following:

a) The application of Corey Strodman for a waiver for truck parking in a residential zone on Lots 5 and 6, Block 45, First Addition, more commonly known as 1145 14<sup>th</sup> Avenue.

b) The application of Loretta Broberg for a waiver for truck parking in a residential zone on Lot 15, Block 11, Grabill Addition, more commonly known as 2476 11<sup>th</sup> Avenue.

2) Notice of a Public Hearing by the City of Gering Board of Adjustment on July 6, 2017, to consider the following:

a) A Variance on Lot 4, Block 3, First Addition North Gering; otherwise known as 1925 3<sup>rd</sup> Street, in the City of Gering, Scotts Bluff County Nebraska. The building permit was denied per Zoning and Sub-Division Regulations Section 10.4 Accessory Building, Sub-Section 10.402 Front Yard Requirements: No accessory building shall be located between the front building line of the principal building and the front property line.

3) Notice of a Public Hearing by the City of Gering Planning Commission on July 18, 2017, to consider the following:

a) A recommendation/report to amend Zoning and Sub-Division Regulations District BCB (Central Business District) Section 7.204 Exceptions adding Sub-Section (13) to include Tattoo Parlors as an exception and meet condition per Ordinance 1930 dated 12/10.

b) An Exception/Conditional Use application to allow a Tattoo Parlor to operate at 1040 O Street on the West ½ of Lot 11 and Lot 12, Block 30, First Addition to the city of Gering, Scottsbluff County Nebraska.

c) A recommendation/report to annex the following tracts of land located in the Northeast Quarter of Section 1, Township 21 North, Range 55 West of the 6<sup>th</sup> Principal Meridian, and Government Lots 4 and 5 located in the Northeast Quarter of Section 36, Township 22 North, Range 55 West of the 6<sup>th</sup> Principal Meridian, and the accreted land thereto and the Southeast Quarter of Section 36, Township 22 North, Range 55 West of the 6<sup>th</sup> Principal Meridian Scotts Bluff County Nebraska.

4) Notice of a Public Hearing by the City of Bayard Planning Commission to be held on July 27, 2017, to consider the following:

a) An application for Tax Increment Financing for Lot 6, Block 14, Fifth Addition to the City of Bayard.

**CITY PLANNING COMMISSION REPORTS**  
**Page 2**

5) Notice of a Public Hearing by the City Council of Hay Springs on July 22, 2017, to consider the following:

a) A resolution to approve a recently completed study and designate the area described in the study as blighted and substandard as described in Nebraska Revised Statutes under Section 18-2103.

**MEMORANDUM**

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**TO:** Board of Governors  
**FROM:** William D. Knapper  
**DATE:** June 21, 2017  
**RE:** Board Approval, RFP Number 17-SE-24

**CRM and/or Admissions Application System**

**ACCOUNT NUMBER:** 10.1.62020.5416.64

**TOTAL BUDGET:** \$130,000.00

**TABULATION:**

| <b>Company</b>  | <b>City/State</b> | <b>Total Amount for CRM &amp; Application</b>                  | <b>Total Amount for CRM Only</b>                               | <b>Total Amount for Application Only</b> |
|-----------------|-------------------|--|--|--|
| Fire Engine Red | Havertown, PA     | \$15,000.00 per year for 3 years                               |  |  |
| Tehnolutions    | New Haven, CT     | \$30,000.00 per year for 3 years                               |  |  |
| Hobsons, Inc.   | Cincinnati, OH    | \$56,157.50 Year 1<br>\$34,737.50 Year 2<br>\$34,737.50 Year 3 | \$43,680.00 Year 1<br>\$20,800.00 Year 2<br>\$20,800.00 Year 3 |  |
| Decision Desk   |                   |  |  | \$39,412.00 per year                     |

**Recommendation to come from the Finance Committee.**

**MEMORANDUM**

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**TO: Board of Governors**  
**FROM: William D. Knapper**  
**DATE: July 19, 2017**  
**RE: Board Approval, Bid Number 17-EQ-45**

**On Thursday, June 29, 2017 a bid was received for a MK4 Roadster Kit Car Replica Kit**

**ACCOUNT NUMBER: 10.1.11120.5611.12**

**TOTAL BUDGET: \$32,000.00**

**TABULATION:**

| <b>Company</b>                                 | <b>City/State</b> | <b>Total Amount</b> |
|--|-------------------|---------------------|
| Thorn Enterprises LLC, dba<br>Specialty Supply | Scottsbluff, NE   | \$28,911.25         |

**Recommendation to come from the Finance Committee.**