

WESTERN COMMUNITY COLLEGE AREA

BOARD OF GOVERNORS

PROPOSED AGENDA

REGULAR MEETING

October 18, 2017

A. Call to Order, Ms. Walworth

12:00 P.M. – LUNCH

Room 123

Western Nebraska Community College

Alliance Campus

1750 Sweetwater Avenue

Alliance, Nebraska

B. Roll Call

C. Community Comments

1:00 P.M. – REGULAR MEETING

Rooms 015 and 017

Western Nebraska Community College

Alliance Campus

1750 Sweetwater Avenue

Alliance, Nebraska

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 – October 18, 2017

b) Excuse Absent Board Member(s)

c) Minutes

- 1) Public Hearings on Proposed 2017-2018
Budgets, September 13, 2017

(Pages 1 – 1L)

- 2) Regular Meeting, September 13, 2017

(Pages 1m – 1dd)

d) Claims: (Enclosure)

- 1) WCCA Unrestricted Fund - \$3,193,964.16

(Pages 1 – 11)

- 2) WCCA Restricted Fund - \$5,761.61

(Page 11)

- 3) WCCA Federal Fund - \$5,308.62

(Page 11)

- 4) WCCA Agency Fund - \$2,962.95

(Page 11)

- 5) WCCA Loan Fund - \$ -0-

- 6) WCCA Plant Fund – \$354,475.04

(Pages 11 – 12)

- 7) WCCA Auxiliary Fund – \$152,381.55

(Pages 12 - 14)

e) City Planning Commission Reports

(Attachment)

f) Reports and Proposals

- 1) From the Students

- 2) From the Faculty

(Page 2)

- 3) From the Administration

(Page 3)

- 4) From the Board

E. Consent Calendar – Cont.

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

F. Board Member Mileage and/or Expense Reimbursement (Page 4)

- 1) Merlyn L. Gramberg - \$107.00
- 2) F. Lynne Klemke - \$96.30
- 3) Thomas L. Perlinski - \$26.75
- 4) R. J. Savely, Jr. - \$103.75

G. Bid Consent Calendar

- 1) Review Contents of Bid Consent Calendar
 - a) #18-FAC-03 – D Pod Roof Replacement (Pages 5 – 5a)
 - b) #18-EQ-04 – Applied Technology Tool Kits (Pages 5b – 5c)
- 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):
 - 1) Mr. Jay W. Grote, Associate Systems Administrator (Page 6)
 - 2) Mr. Michael A. Hausmann, Sr., Business Instructor (Page 6a)
 - 3) Dr. Haley Nielsen, Nursing Instructor (Handout)
 - b) Appointment(s):
 - 1) Mr. Loren W. Moench, Associate Systems Administrator (Pages 6b – 6d)
- 2) Approval of Personnel Consent Calendar
- 3) Consideration of Items Extracted from Personnel Consent Calendar

I. Reports and Recommendations from Board Policy Committee - Ms. Klemke, Dr. Dale

- a) #805.0100.17 - Philosophy, Role and Mission (Page 7)
- b) #805.0101.17 - Mission Statement (Page 7a)
- c) #805.0102.17 - Vision Statement (Page 7a)
- d) #805.0200.17 - Institutional Statement of Values (Pages 7b - 7c)

J. Program Review/Reduction-In-Force - Dr. Holcomb

- 1) Authorization to Review WNCC Programs and Appoint an Advisory Committee

K. Monitoring Reports

1) Nebraska Community College Association

- a) Report from Executive Director, Mr. Greg Adams
- b) Approval of 2018 Dues - \$61,976.79 (Handout)

2) Proposed 2018 - 2019 Student Charges - Mr. Knapper (Pages 8 - 8c)

- a) Tuition
- b) Fees
- c) Room and Board

3) Student Services Organizational Update - Ms. Grant (Handout)

4) WNCC Advising Model - Mr. Stobel, Mr. Tylee (Page 9, Enclosure)

5) Association of Community College Trustees

- a) 2017 Annual Leadership Congress - Perkins, Perlinski, Stickney, Walworth, Holcomb, Dale
 - 1) September 25 - 28, 2017
 - 2) Las Vegas, NV

L. Western Nebraska Community College/Scottsbluff Campus Main Building Addition and Renovation - Dr. Holcomb

- 1) Update - Re: Addition/Renovation Project

M. Board Member Comments

N President's Comment

O. Executive Session

- 1) Personnel Matters – Re: Evaluation of College President

P. Upcoming Meetings and Events

- 1) Western Nebraska Community College

- a) Celebrate WNCC Homecoming "There's No Place Like Homecoming"
 - 1) October 23 – 28, 2017

- 2) Association of Community College Trustees

- a) 2018 National Legislative Summit
 - 1) February 11 – 14, 2018
 - 2) Washington, D. C.
- b) 2018 ACCT Leadership Congress
 - 1) October 24 – 27, 2018
 - 2) Marriott Marquis, Times Square
 - 3) New York City, New York

- 3) Nebraska Community College Association

- a) 2017 Regular Meetings
 - 1) Fourth Quarter Meeting (Annual Meeting)
 - A) November 6 and 7, 2017
 - B) McCook, NE

- Q. Next Regular Meeting: Wednesday, November 15, 2017, 1:00 p.m., Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

R. 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
ROLL CALL
NOTICE OF MEETING

A regular meeting of the Western Community College Area Board of Governors was held at 1`00 p.m., on Wednesday, October 18, 2017, in Rooms 015 and 017, Western Nebraska Community College, Alliance Campus, located at 1750 Sweetwater Avenue, in the City of Alliance, in the County of Box Butte, in the State of Nebraska, as per the publicized notice in the Star-Herald, on Wednesday, October 11, 2017, and Thursday, October 12, 2017, with the following members present: Karen S. Anderson, Merlyn L. Gramberg, Linda A. Guzman-Gonzales, F. Lynne Klemke, Kimberly A. Marcy, William M. Packard, M. Thomas Perkins, Thomas L. Perlinski, R. J. Savely, Jr., Richard G. Stickney, Julianne K. Walworth, Chairperson. Absent: None. Student Representatives present: Madison Reed, Sidney Campus. Faculty Representatives present: Lorin R. King, Scottsbluff Campus; Andrew Lenzen, Sidney Campus. College Staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, Kathy A. Ault, Evangeline K. Grant, Paula J. Abbott, Ellen M. Dillon, Robyn R. Iossi, Luke A. Stobel, Thomas Tylee. 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. There were no community comments.

BOARD CHAIRPERSON COMMENTS

Ms. Walworth announced that for public information there is a copy of the Nebraska Open Meeting Act available on the table at the back of the room.

Ms. Walworth welcomed Mr. Greg Adams, Executive Director of the Nebraska Community College Association.

CONSENT CALENDAR Review Contents

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

1) Agenda, October 18, 2017

CONSENT CALENDAR
Review Contents
Cont.

- 2) Excuse Absent Board Member(s) – None
- 3) Minutes
 - a) Public Hearings on Proposed 2017 – 2018 WCCA Budgets, September 13, 2017
 - b) Regular Meeting, September 13, 2017
- 4) Claims:
 - a) WCCA Unrestricted Fund - \$3,193,964.16
 - b) WCCA Restricted Fund - \$5,761.61
 - c) WCCA Federal Fund - \$5,308.62
 - d) WCCA Agency Fund - \$2,962.95
 - e) WCCA Loan Fund - \$-0-
 - f) WCCA Plant Fund - \$354,475.04
 - g) WCCA Auxiliary Fund - \$152,381.55
- 5) City Planning Commission Reports – Attachment A
- 6) Reports and Proposals
 - a) From the Students
 - b) From the Faculty – Attachment B
 - c) From the Administration – Attachment C
 - 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. Savely moved the Consent Calendar be approved as presented. Seconded by Ms. Guzman-Gonzales. The vote was, Yes: Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Walworth. No: None. Absent: None. Motion carried.

CONSENT CALENDAR
Consider Items Extracted

There were no items extracted from the Consent Calendar.

BOARD MEMBER
MILEAGE AND/OR
EXPENSE REIMBURSEMENT
Merlyn L. Gramberg

Mr. Stickney moved the Board approve the mileage expense of Dr. Merlyn L. Gramberg in the amount of \$107.00. Seconded by Mr. Perlinski. The vote was, Yes: Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Walworth. No: None. Abstain: Gramberg. Absent: None. Motion carried.

F. Lynne Klemke

Mr. Savely moved the Board approve the mileage expense of Ms. F. Lynne Klemke in the amount of \$96.30. Seconded by Ms. Anderson. The vote was Yes: Guzman-Gonzales, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Walworth. No: None. Abstain: Klemke. Absent: None. Motion carried.

BOARD MEMBER
MILEAGE AND/OR
EXPENSE REIMBURSEMENT
Thomas L. Perlinski

Ms. Klemke moved the Board approve the mileage expense of Mr. Thomas L. Perlinski in the amount of \$26.75. Seconded by Ms. Anderson. The vote was, Yes: Klemke, Marcy, Packard, Perkins, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Walworth. No: None. Abstain: Perlinski. Absent: None. Motion carried.

R. J. Savely, Jr.

Mr. Stickney moved the Board approve the mileage expense of Mr. R. J. Savely, Jr. in the amount of \$103.75. Seconded by Ms. Guzman-Gonzales. The vote was, Yes: Marcy, Packard, Perkins, Perlinski, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Walworth. No: None. Abstain: Savely. Absent: None. Motion carried.

BID CONSENT CALENDAR
Review Contents

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

- 1) #18-FAC-03 – D Pod Roof Replacement – Attachment D
- 2) #18-EQ-04 – Applied Technology Tool Kits – Attachment E

Ms. Walworth inquired if there were any items 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 Mr. Savely. The vote was, Yes: Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke Marcy, Walworth. No: None. Absent: None. 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) Mr. Jay W. Grote, Associate Systems Administrator, effective September 2, 2017.
 - b) Mr. Michael A. Hausmann, Sr., Business Instructor, effective August 31, 2018.
 - c) Dr. Haley Nielsen, Nursing Instructor, effective December 19, 2017.

PERSONNEL CONSENT
CALENDAR
Review Contents
Cont.

- 2) Appointment(s):
 - a) Mr. Loren W. Moench, Associate Systems Administrator, effective September 18, 2017 through June 30, 2018, wage to be \$18.52 per hour.

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

PERSONNEL CONSENT
CALENDAR
Approval

Ms. Klemke moved the Personnel Consent Calendar be approved as presented. Seconded by Mr. Perlinski. The vote was, Yes: Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Walworth. None. Absent: None. Motion carried.

PERSONNEL CONSENT
CALENDAR
Consider Items Extracted

There were no items extracted from the Personnel Consent Calendar.

REPORTS AND RECOM-
MENDATIONS FROM
BOARD POLICY
COMMITTEE
#805.0100.17

Ms. Klemke reported Board Policy #805.0100.17 – Philosophy, Role and Mission was presented at the September 2017 Board meeting. There were two revisions to this policy – the removal of the "Statement" from the title and the addition of the word "administration" following the word "staff" in the second sentence of the policy. Ms. Klemke reported neither the Board Policy Committee nor College administration have received any comment concerning this policy; therefore, the Board Policy Committee is recommending the policy be approved as presented.

Ms. Klemke moved the Board adopt Board Policy #805.0100.17 – Philosophy, Role and Mission as presented. Seconded by Mr. Stickney. The vote was, Yes: Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Walworth. No: None. Absent: None. Motion carried.

(A copy of the approved policy is attached in the official minute book.

#805.0101.17

Ms. Klemke reported Policy #805.0101.17 – Mission Statement was presented at the September 2017 Board Meeting. This is a new policy to capture the Mission Statement in the recently approved 2017-2022 Strategic Master Plan. Ms. Klemke reported neither the Board Policy Committee nor the College administration have received any comment regarding this policy; therefore the Board Policy

REPORTS AND RECOM-
MENDATIONS FROM
BOARD POLICY
COMMITTEE
#805.0101.17
Cont.

Committee is recommending the policy be approved as presented.

Ms. Klemke moved the Board adopt Board Policy #805.0101.17 – Mission Statement as presented. Seconded by Mr. Perlinski. The vote was, Yes: Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Walworth. No: None. Absent: None. Motion carried.

(A copy of the approved policy is attached in the official minute book.)

#805.0102.17

Ms. Klemke reported Policy #805.0102.17 – Vision Statement was presented at the September 2017 Board Meeting. This is a new policy to capture the Vision Statement in the recently approved 2017-2022 Strategic Master Plan. Ms. Klemke reported neither the Board Policy Committee nor the College administration have received any comment regarding this policy; therefore the Board Policy committee is recommending the policy be approved as presented.

Ms. Klemke moved the Board adopt Board Policy #805.0102.17 – Vision Statement as presented. Seconded by Mr. Savely. The vote was, Yes: Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Walworth. No: None. Absent: None. Motion carried.

(A copy of the approved policy is attached in the official minute book.)

#805.0200.17

Ms. Klemke reported Board Policy #805.0200.17 – Institutional Statement of Values has been updated to reflect the values presented in the 2017-2011 Strategic Master Plan. This policy was presented last month, and included a recommendation from the Board Policy Committee to insert the word "administration" following the word "staff" in the first sentence of the policy. Ms. Klemke reported neither the Board Policy Committee nor College administration have received any comment concerning this policy; therefore, the Board Policy Committee is recommending the policy be approved as presented.

Ms. Klemke moved the Board approve Board Policy #805.0200.17 – Institutional Statement of Values as presented. Seconded by Ms. Anderson. The vote was, Yes:

REPORTS AND RECOM-
MENDATIONS FROM
BOARD POLICY
COMMITTEE
#805.0200.17
Cont.

Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Walworth. No: None. Absent: None. Motion carried.

(A copy of the approved policy is attached in the official minute book.)

PROGRAM REVIEW/
REDUCTION-IN-FORCE
Authorization to Review
WNCC Programs and
Appoint an Advisory
Committee

Dr. Holcomb reported in accordance with Board Policy, it is once again time to conduct an annual review of all programs offered by the College to determine program viability. Dr. Holcomb requested authority to appoint an advisory committee to review all programs and to consider reduction-in-force, if necessary. The Advisory Committee will submit the Committee's recommendations to Dr. Holcomb in December. At the January 2018 meeting, Dr. Holcomb will present the Committee's recommendations to the Board of Governors.

Dr. Perkins moved the Board authorize Dr. Holcomb to appoint an advisory committee to review all programs offered by the College, and to consider reduction-in-force, if necessary. Seconded by Ms. Klemke. The vote was, Yes: Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Walworth. No: None. Absent: None. Motion carried.

MONITORING REPORTS
Nebraska Community
College Association
Report from Executive
Director

Mr. Greg Adams, Executive Director of the Nebraska Community College Association, thanked the Board members for the opportunity to meet with them today.

Mr. Adams described his last year in the Nebraska Legislature. He was serving as the Speaker of the Legislature, it was a sixty-day session, and State revenue was good. There were several members of the Legislature who would be leaving after having served for eight years others who were seeking re-election and/or to be elected as Governor. Mr. Adams remarked it was a very unusual session because the senators voted in ways that were not expected. Mr. Adams commented the 2018 Legislative Session will be similar as there will be a "class" that will be leaving. The new "class" will have one year of experience, and there will be others who will be seeking re-election. Those seeking re-election will be getting questions from their constituents causing them to consider answers that will Campaign well versus what is good policy.

MONITORING REPORTS
Nebraska Community
College Association
Report from Executive
Director

Mr. Adams reported the Forecasting Board will be meeting next week. The report will provide information on the projected State Revenue. Mr. Adams remarked that everyone took a hit last year as a result of lower than expected revenues. Since the Governor has indicated he will not support raising taxes, balancing the budget will need to come from reduced expenditures.

Mr. Adams reported that during the interim between sessions, he has been busy meeting with all Senators to build a relationship with them and to help them understand the importance of community colleges to the economic development of the State of Nebraska. He also met with Governor Ricketts to discuss how and where community colleges fit into the Governor's plan for economic and workforce development.

Mr. Adams stressed the importance of the community colleges presenting a unified message to members of the Nebraska Legislature. He reminded Board members of the "homework assignment" to build a personal relationship with the State Senators from their respective areas, which he presented earlier in the year. Mr. Adams remarked these relationships will be more important than ever in the upcoming session. Mr. Adams commented it is his hope that before the Senators vote on legislation that will impact the community colleges, they will have Mr. Adams and community college board members on their mind.

Mr. Adams reminded Board members of the 2017 Annual Meeting of the Nebraska Community College Association to be held on November 6 and 7, 2017, in McCook, NE. He referred Board members to the handout materials which include a revised agenda for the 2017 Annual Meeting and a map of the McCook Community College campus. The meeting will be held in the Events Center and attendees are being asked to enter through the Southeast entrance. Mr. Adams remarked he is looking forward to the Annual meeting.

Ms. Walworth thanked Mr. Adams for his report.

Approval of Dues

Dr. Perkins referred Board members to the handout materials which contain a copy of the invoice from the Nebraska Community College Association for the Western Area's 2018 membership dues in the amount of \$61,976.79.

MONITORING REPORTS
Nebraska Community
College Association
Approval of Dues

Mr. Adams explained the 2018 Association budget includes a three percent salary increase for staff. He remarked the dollar amount to cover a lap over for the change in the Executive Director position in the 2017 budget was removed from the 2018 budget.

In response to a question from the Board, Mr. Adams reported the dues are divided equally between the five member community colleges. Metro Community College is not a member of the Association.

Ms. Anderson moved the Board approve the Western Area 2018 membership dues for the Nebraska Community College Association in the amount of \$61,976.79. Seconded by Mr. Savely. The vote was, Yes: Guzman-Gonzales, Klemke, Marcy, Packard, Perlinski, Savely, Stickney, Anderson, Walworth. No: None. Abstain: Gramberg, Perkins. Motion carried.

MONITORING REPORTS
Proposed 2018-2019
Student Charges

Mr. Knapper referred Board members to the mailed packet which contains the proposed 2018-2019 student charges, and to a last minute handout for an additional course fee. He reported the proposed 2018-2019 student charges are being presented today for Board member consideration with Board action to occur at the Regular November 2017 meeting. Mr. Knapper remarked normally these rates are presented in February with the approval request in March; however, with changes in the federal government financial aid application process, the FAFSA process is actually open now. The Financial Aid office needs the rates so they are able to develop packages for the students.

In response to a question from the Board regarding the large number of course fees and the increase in many of them, Dr. Holcomb reported it is not the intent of the College to make money; but, rather to be closer to a break even cost for the class supplies.

Mr. Knapper reviewed the proposed tuition rates: Resident, and Border States tuition is proposed to increase \$2.50 per credit hour making resident tuition \$100.00 per credit hour and Board States tuition \$101.00 per credit hour. The High School Partnership per credit hour tuition rate is proposed to be \$50.00 per credit hour, an increase of \$1.25. Mr. Knapper remarked the High School Partnership rate is one-half of the resident tuition rate. No change is being proposed in the Non-Resident tuition rate of \$104.50

MONITORING REPORTS
Proposed 2018-2019
Student Charges

per credit hour. The net change in tuition rates is 2.2 percent.

Mr. Knapper reported the proposed room rates represent a two percent increase. The proposed board rates represent a three percent increase.

In response to a question from the Board regarding the occupancy rate in the resident halls, Ms. Grant reported it is sixty percent, certainly not where College administration wants it to be. In response to a question as to why the rate is so low, Ms. Grant responded there are several factors – cost, students not willing to abide by the rules, and the choice to live off-campus. Ms. Grant remarked that the College administration is considering policy changes as well as other options to improve the occupancy rate.

MONITORING REPORTS
Student Services
Organizational Update

Ms. Grant referred Board members to the handout materials which include an updated Student Services Organizational chart.

Prior to reviewing the Student Services Organizational structure, Ms. Grant stressed the importance of students receiving solid advising through the collaborative efforts of faculty and staff. Being a college student is a major time of great change, as students consider their future. Connections with faculty and staff can make a tremendous difference in the student's success. The advisors make a difference in students' lives by getting to know the students, validating that they matter, connecting them to appropriate resources and assisting them with curriculum choices for their future career. Ms. Grant commented the advice she received from her college advisors helped to make her who she is today. Ms. Grant remarked one of the overarching reasons for changes in the Student Services organizational structure is to better help students through the best practices in advising.

Ms. Grant reviewed some of the changes that have been made to the Student Services organizational structure to better serve the needs of all students. The changes include Mr. Luke Stobel as the Advising Director, Ms. Megan Westcoat as the Student Engagement Director, and Ms. Molly Bonuchi as the Residence Life Director. There are now four Residence Life Coordinators who live in the residence halls and are assistance coaches. In addition to their coaching duties, the Volleyball Coach, the Women's

MONITORING REPORTS
Student Services
Organizational Update
Cont.

Basketball Coach and the Softball Coach also serve as Student Services Coordinators. Mr. Norman Stephenson is the Counseling Director and Ms. Carrie Howton serves as a part-time Counselor. Mr. Norman Coley serves as the Assistant Dean of Students and also the TRIO Grants Director.

Ms. Grant reported the College is seeking external funding through the Peter Kiewit Foundation to add the position of a Career Pathways Advisor. She remarked in there will be space set aside in the newly remodeled Howard P. Olson, Jr. Student Success Center for Career Pathways technology. This technology is available to assist student services staff in advising students.

MONITORING REPORTS
WNCC Advising Model

Mr. Tom Tylee, ESL/Foundations Instructor, reported that one of the key initiatives to student success is student advising. With the goal of simplifying the advising process, providing clarification of roles and responsibilities and enhancing student understanding of the advising model, a student success advising team was asked to review the current advising model. The purpose of the review was to identify issues and problems and develop solutions to improve the advising model. As a part of identifying problems with the College advising model, a survey was sent to all students, faculty advisors and success coaches.

Mr. Tylee reported thirty-one responses were received from the faculty advisors and success coaches. The results disclosed a job description, training and resources were needed to clarify roles and responsibilities. Additionally, 136 responses were received from students. Only 49 percent of the students knew their success coach and indicated they understood the process. Eighteen percent of the respondents did not know who their academic advisor was, 57 percent had never met with their success coach, and 26 percent had never met with their faculty advisor.

Mr. Tylee reported from the results of the survey it became clear that the initial implementation of the success model was unsuccessful and that resources and training were lacking for both faculty advisors and success coaches. These results lead the Student Success Advising Team to propose improvements to the model. The Team proposed establishing an advising center as a central point for assisting students, and adjusting the role of the success coach to one of non-academic support.

MONITORING REPORTS
WNCC Advising Model
Cont.

Mr. Luke Stobel, Advising Director, reported the proposed solution to the improvements is a centralized advising center, which is currently the Student Life and Engagement/Testing Room. A centralized advising center where all new students would come to get registered for classes will better utilize the use of the current testing room. The centralized advising center will have scheduling software that can track advising date and help manage increased numbers.

Mr. Stobel reported further separating the roles and responsibilities of the Advisors and Success Coaches will better assist the students. Examination of the research has shown that the College's success coaches are not functioning within their role when serving as advisors. The proposed solution will be that success coaches would no longer approve schedules or even have access to student planning. Only Advising Specialists and faculty advisors would have the ability to approve the student's plan. The success coaches would focus on supplemental support, resources, and planning.

Mr. Stobel reported the benefits of a Centralized Advising Center will allow the students to potentially go from applying to registering within 24 hours. Another benefit would be the clarification of roles and what functions should be carried out within those roles. A centralized advising center would also provide a better opportunity to track data on advising and report on the impact it has on student retention and completion.

Mr. Stobel reported the next steps to implementing the model will include achieving staff and faculty buy-in to the new model, defining new roles and responsibilities and providing training. He reported an advising handbook will be developed. The new model was implemented in the Fall of 2017 with the Spring 2018 cohort serving as a pilot group. Addressing issues that have come up through conversation such as ensuring that TRIO and Athletics will still see their students, and managing the advising center staff workload during peak registration times.

Ms. Walworth thanked Ms. Grant, Mr. Tylee and Mr. Stobel for their reports.

MONITORING REPORTS
Association of
Community College
Trustees

The 2017 Association of Community Colleges Leadership Congress was held on September 25 through 28, 2017, in Las Vegas, Nevada. Board members Perkins, Perlinski, Stickney and Walworth attended as did Dr. Holcomb and Dr. Dale.

Mr. Perlinski thanked the Board for the opportunity to attend the conference. He remarked the focus of the concurrent sessions was about marginal students. He remarked he also heard a lot about China, information technology jobs in the future and how community colleges can adapt to train students for the future.

RECESS

Ms. Walworth declared a ten minute recess at 2:19 p.m.

OPEN MEETING

Ms. Walworth declared the Open meeting in session at 2:31 p.m.

MONITORING REPORTS
Association of
Community College
Trustees

Dr. Perkins reported the 2017 Annual Leadership Congress was one of the more informative experiences that he has had. Her remarked is was a working session for him as he provided a report on the Advisory Committee's work to the Association Board of Directors. He chaired a session for first time trustee attendees, and participated in the College's presentation on the Summer Free presentation. He also chaired a meeting of the Advisory Committee and attended the symposium about the absent male.

Dr. Perkins reported chairing the Advisory Committee was perhaps the most interesting time. He recalled a movie "2001, A Space Odyssey" in which a computer took over the ship. It was a rather exciting sci-fi experience and was prophetic. Dr. Perkins remarked that he has often heard said of community colleges that they train people for jobs that at the time present time to do exist. He wondered how this was possible, and then the subject of artificial intelligence was introduced to him. He was struck as to how much Artificial Intelligence has and will influence society. Dr. Perkins suggested Board members look up the article: "10 Roles for A-I in Education." This will lead Board members to a number of discussions on how Artificial Intelligence will influence education. The broader question is "How will A-I effect present Jobs?" and "What challenges will A-I present to Community Colleges?" Dr. Perkins remarked that while "pure" Artificial Intelligence may be at least ten years away, there are some hints as to what we can anticipate. The Advisory Committee's discussion was

MONITORING REPORTS
Association of
Community College
Trustees
Cont.

animated and in the end concluded that community colleges needed to continue to study and discuss Artificial Intelligence and its implications for community colleges. Dr. Perkins remarked that he would not be surprised that Artificial Intelligence would be a topic for the 2018 Leadership in New York City.

Dr. Perkins reported his term as a member of the Advisory Committee will end in 2017 as members as term limited to three years. He reported the Association is considering revising the policy on tenure by creating a position for the immediate past chair. If this occurs, Dr. Perkins reported he most likely will serve one more year.

Mr. Stickney remarked that he wanted to publicly state how proud he was of the College's presentation about the SummerFree program. It was a very good presentation that was attended by 69 individuals who asked good questions.

Mr. Stickney commented after visiting with other trustees and hearing presentations about new programs, finances and ideas, he feels very fortunate. He is pleased the College already has many things in place to better serve students. He remarked the College is "on top."

Dr. Holcomb reported the SummerFree presentation given at the Congress will be presented to the full Board during the November meeting.

Dr. Holcomb reported he is a member of the President's Advisory Committee. Among the topics discussed was the number of aging board members who serve as trustees. Also discussed was how presidents build and develop education for student success. He comment he has a much better understanding of Career Pathways and on student advising.

Ms. Walworth reported sixty-three percent of community college students in California are in developmental programs. In athletics, coaches are realizing the importance of both academic and athletic student success.

Ms. Walworth heard a report about risk sharing of student loans. The Federal government is considering sending colleges a bill for the defaulted loans, thus forcing the community colleges to be the collector of the loan payments.

WESTERN NEBRASKA
COMMUNITY COLLEGE/
SCOTTSBLUFF CAMPUS
MAIN Building ADDITION
Update – Re: Addition/
Renovation Project

Dr. Holcomb reported the first group of College offices have moved to the SWBC facility. The President's office, Human Resources, and Student Services are now relocated. The move went "fairly well." One lesson learned was that the computers should be loaded last and unloaded first to allow the Information Technology staff members to begin the installation more quickly.

Dr. Holcomb reported the staff at SWBC are to be commended for their efforts to make the College staff feel welcome. He remarked College staff members are enjoying the windows and natural lighting. It is also a much more quiet and peaceful work environment than was expected.

Dr. Holcomb reported the Educational Services offices and the Board Secretary's office will be relocated next week.

Dr. Holcomb reported that at the November Board meeting, the College administration will bring forward a resolution to authorize the College to issue debt for the Main Building Addition and Renovation Project. The debt issuances were approved in the College's Program Statement, and also approved by the Nebraska Coordinating Commission for Postsecondary Education. The debt will consist of: 1) Certificates of Participation for construction in the amount of \$5.3 million; and 2) Pre-funding pledges received by the College Foundation in the amount of \$2.7 million.

Dr. Holcomb reported as a part of the Homecoming Activities the College will host the Scottsbluff/Gering Chamber of Commerce Business After Hours. The event will be held on Thursday, October 26, 2017, from 5:00 to 7:00 p.m., at the Main Building. The latest renderings and drawings will be on display and there will be three representatives from RDG Planning and Design in attendance.

BOARD MEMBER
COMMENTS

Ms. Walworth asked for Board Member Comments.

Ms. Anderson referred Board members to the handout materials which includes information about upcoming events sponsored by the Scottsbluff/Gering Chamber of Commerce. She highlighted the Pre-Leg Breakfast that will be held on December 6, 2017, from 7:30 – 9:00 a.m., at the Weborg 21 Centre. Senators Erdman and Stinner have confirmed their attendance. Governor Ricketts and Senator Brewer have also been invited; but, have not responded to the invitation at this time.

BOARD MEMBER
COMMENTS
Cont.

Dr. Perkins reported at a recent meeting of the Executive Committee of the Nebraska Community College Association Board of Directors, there was discussion about options for future Annual meetings. Two options were proposed: Option One would be no change – the Annual Meeting/Conference would remain on November 5 and 6, 2018, in Norfolk, with the possibility of a separate day in February (February 7, 2018 has been designated) for individual colleges to meet in Lincoln with their respective senators. This meeting would be intended not for lobbying purposes; but, a way to get acquainted and offer assistance to the senators. Option Two would be to change the Annual Meeting/Conference to February 4 and 5, 2019, in Lincoln with February 4 devoted to the Association activities, meetings, speakers and the awards dinner. February 5 would be a "Legislative Day" for all Board members to meet and get acquainted with their respective senators. Dr. Perkins commented each community college would continue to host the annual meeting. Dr. Perkins reported both options will be presented and voted on during the upcoming Annual meeting. Under both options, the Association Board would continue to have a quarterly meeting in January to review proposed bills that might have an impact on community colleges. Northeast Community College is the host for the 2018 Fourth Quarterly (Annual) meeting.

PRESIDENT'S COMMENTS

Ms. Walworth asked for President's Comments.

Dr. Holcomb reported the College General Assembly was held on Friday, October 13, 2017. The featured speaker was Tessa Todd Morgan, who spoke about Emotional Intelligence. The day concluded with a Faculty and Staff Reception at the 16th Empire.

Dr. Holcomb reported the FY2014 Student Loan cohort default rates were released last week. The College rate is 17.7 percent, down from 18.5 percent in FY2013. Dr. Holcomb remarked the national average for two-year colleges for FY2014 is 18.3 percent.

Dr. Holcomb reported the Speech and Debate Team received several individual and team sweepstakes awards from the first three tournaments. These awards resulted in several of the Team's members qualifying for the National Forensics Association National Tournament to be held in April 2018.

PRESIDENT'S COMMENTS
Cont.

Dr. Holcomb reported the 2017 Homecoming events will be held October 23 through 28. The theme is "There's No Place Like Homecoming." Of special interest will be the Alumni and Friends Banquet on Saturday evening, October 28, 2017, at 6:00 p.m. The banquet will be held at the Applied Technology Building, and will include Program highlights and tours of the facility. Additionally, recipients will be recognized for the following awards: Outstanding Alumnus; Outstanding Young Alumnus; Lifetime Achievement; Cara Perkins Meritorious Service; Friend of the College; and Family Pride.

Dr. Holcomb reported there were over 250 students who attended the Multicultural Conference as well as over sixty attendees for the community dinner. The event was a huge success overall and a great collaboration between the College, the University of Nebraska-Lincoln, and AIM.

Dr. Holcomb reported the Alliance Campus hosted the Western Nebraska Development Network meeting on September 28, 2017. Among the sixteen people in attendance were: Lori Stromberg, Paula Abbott and Robyn Iossi.

Diversi-Tea was celebrated at the Alliance Campus on Tuesday, October 3, 2017.

Dr. Holcomb reported The Alliance Campus hosted Alliance Business and Industry Day on October 4, 2017. There were 140 students from Alliance and Hemingford High Schools who attended the morning sessions. There were ninety-two eighth-grade students who attended the afternoon sessions.

The Alliance Campus celebrated homecoming with two events – Root Beer Floats were served on October 24, 2017 from 12:00 noon until 6:00 p.m.; and Bingo at the Alliance Senior Center from 12:30 to 3:00 p.m., at the Alliance Senior Center.

Dr. Holcomb reported the Oktoberfest Parade in Sidney on October 7, 2017. The College float placed first in the business division with the Aviation, Powerline, Ag and Sidney Campus participating.

The Sidney Campus VocAir Fly-In was held on October 14, 2017. Although the weather did not cooperate, community members and College employees enjoyed the breakfast provided by the Aviation students.

PRESIDENT'S COMMENTS
Cont.

Dr. Holcomb was pleased to report the Sidney Campus received the 2017 Nebraska Outstanding Community Conservation Award in Kearney NE on September 25, 2017. He extended a special thank you Mr. Rob Ommen for his commitment to keeping the Sidney Campus "looking good."

Dr. Holcomb asked for questions. There were none.

EXECUTIVE SESSION
Personnel Matters – Re:
Evaluation of College
President

Ms. Anderson moved pursuant to Section 84-1410 of the Reissue of the Revised Statutes, known as the Nebraska Public Meetings Law, that the Board hold a closed session with Dr. Todd R. Holcomb for the purpose of discussion of the following item: Personnel Matters – Re: Evaluation of the College President. She further moved that this closed session is clearly necessary for the protection of the public interest and for the prevention of needless injury to the reputation of an individual, and that Dr. Holcomb has not requested a public meeting and has consented to discussion in closed session, and that evaluation of the job performance of a person is specifically authorized by the Nebraska Public Meetings Law. Seconded by Mr. Perlinski. The vote was, Yes: Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney Anderson, Gramberg, Walworth. No: None. Absent: None. Motion carried.

Ms. Walworth stated the purpose of the Executive Session is Personnel Matters regarding the evaluation of the College President.

The Board of Governors adjourned to an Executive Session at 3:07 p.m.

Dr. Holcomb joined the Executive Session at 3:20 p.m.

Ms. Anderson left the Executive Session at 3:40 p.m.

The Executive Session ended at 3:58 p.m.

OPEN MEETING

Ms. Walworth declared the Open meeting in session at 3:58 p.m.

UPCOMING MEETINGS
AND EVENTS

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

UPCOMING MEETINGS
AND EVENTS
Cont.

1) Western Nebraska Community College Celebrate WNCC Homecoming "There's No Place Like Homecoming" to be held October 23 – 28, 2017.

2) The Association of Community College Trustees 2018 National Legislative Summit to be held on February 11 through 14, 2018, in Washington, D. C.

3) The Association of Community College Trustees 2018 ACCT Leadership Congress to be held October 24 through 27, 2018, at the Marriott Marquis, Times Square, in New York City, NY.

4) The Nebraska Community College Association 2017 Fourth Quarter Meeting (Annual Meeting) to be held on November 6 and 7, 2017, at McCook Community College, McCook, NE.

NEXT REGULAR MEETING

The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, November 15, 2017, at 1:00 p.m., in the Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 3:59 p.m.

Julienne K. Walworth, Chairperson

Coral E. Richards, Secretary

CITY PLANNING COMMISSION REPORTS

1) Notice of a Public Hearing by the Planning Commission of the City of Sidney on October 16, 2017, to consider the following:

a) The application of Don Miller for a waiver for truck parking in a residential zone at 2210 Newton Street, more particularly described as a portion of Lot 7 and 8, Block 5, Simon-Hardy Addition.

b) The application of TOC, Inc. to subdivide a parcel of land located in part of the southwest Quarter of Section 34, township 14 North, Range 50 West of the 6th P.M. more particularly known as 2025 Link 17D

c) The application of TOC, Inc., to rezone Tract 1, TOC Subdivision located in part of the southwest Quarter of Section 34, Township 15 North Range 50 West of the 6th P.M., more particularly known as 2025 Link 17D, from A (Agricultural) to R1a (Rural Residential) Zone.

2) Notice of a Public Hearing by the Planning Commission of the City of Gering to be held on Tuesday, October 17, 2017, and before the Gering City Council on Monday, November 13, 2017, to consider the following:

a) A Preliminary and Final Plat of Lots 1 through 7, MQ Subdivision a replat of Lot 6, Block 1, Hawley Place Addition, Lots 1, 2, 3, 4 and 5, Block 1, Thompson Addition in the City of Gering, Scotts Bluff County, Nebraska.

b) A Preliminary Plat and Final Plat on Lots 1 and 2, Block 1, Weborg Subdivision, Replat of part of Tax Lot 24, part of Tax Lot 25, City UP Addition Tract 1, Sales Only Subdivision and City UP Addition, Tract 3, Sales Only Subdivision to the City of Gering, Scotts Bluff County, Nebraska, situated in the Southwest Quarter of the Northeast Quarter and the Northwest Quarter of the Southeast Quarter of Section 35. Township 22 North, Range 55 West of the 6th P.M., Scotts Bluff County, Nebraska.

c) An application for a Final plat of Lots 2a and 2B, Block A, Barton Subdivision, a replat of Lot 2, Block A, Subdivision a part of Block 1, Barton Subdivision, in the City of Gering, Scotts Bluff County, Nebraska (Parcel Number 10253610).

Coral Richards

From: Coral Richards
Sent: Thursday, October 05, 2017 12:54 PM
To: Coral Richards
Subject: FW: Faculty Report for Scottsbluff BOG

Follow Up Flag: Follow up
Flag Status: Flagged

From: Lorin King

Subject: Faculty Report for Scottsbluff BOG

Bill Loring and Bill Spurgeon represented the WNCC IT Program at the Multicultural Youth Leadership Conference job fair at the Harms Center on Friday, September 30th.

Lorin R. King

Science Instructor and Science Lead

Western Nebraska Community College

1601 E. 27th Street

Scottsbluff, NE 69361

308-635-6131 (O)

308-641-6046 (C)

lorin.king@wncc.edu

fossilgeek@hotmail.com



Coral Richards

From: Coral Richards
Sent: Thursday, October 05, 2017 12:09 PM
To: Coral Richards
Subject: FW: Final Email

Follow Up Flag: Follow up
Flag Status: Flagged

From: Jennifer Rogers
Sent: Saturday, September 30, 2017 4:27 PM
To: Coral Richards <richards@WNCC.EDU>
Cc: Todd Holcomb <holcombt@WNCC.EDU>
Subject: FW: Final Email

Hi Coral,

I'm not sure the proper protocol on this, but since I wasn't able to attend the final Board of Governors meeting while I was still here, I am hopeful that you or Todd might be able to share this message with the rest of the Board of Governors. I am thankful to have worked more closely with Rich, Tim and now Karen but will miss many of them as well and would love for them to see my final message below. But I will leave it in your hands. Thank you so much for all that you do Coral, for the college, the alumni association and so much more. I will miss you!

Jennifer

From: Jennifer Rogers
Subject: Final Email

Well everyone, thanks to a TREMENDOUS group effort, we just wrapped the 2017 sixth annual Platte Valley Companies Monument Marathon. As you all know, today is also my final day as your Executive Director. I am confident the team will carry on and I wish you the best in your search for the next WNCC Foundation Executive Director. I am leaving behind three very special ladies in Charlotte, Jennifer and Kristin and know that not only will they continue to serve the Foundation and Alumni Association well, but are truly wonderful people who will continue to do amazing things.

I have left them a calendar and ongoing breakdown of activities, priorities and important deadlines to help with the transition and to assist the new director. I will also be completing an Exit Report which I will share with the Executive Committee and let them distribute as they see fit. If you are ever in need of contacting me (I hope that you do!) you may reach me at 308-765-0524 or jennifer.rogers727@gmail.com. I will be joining my family in Minnesota tomorrow. Western Nebraska will always have a very special place in my heart.

It has been a true pleasure working with each and every one of you. Thank you so much for this opportunity, your support, and for giving me an incredible nearly four years here with you. Take care,

Jennifer



Project: D-POD ROOF REPLACEMENT

Engineers*Architects*Surveyors
 120 E. 16th St., Suite A
 Scottsbluff, NE 69361

Owner: WNCC
 Contract No: 5002-057-17

Bid Date: September 28, 2:00 pm

Item #	Description/ Units	Unit	Total Quantity	Engineers Probable Costs		Twin City Roofing Gering		Weathercraft Co. Gering	
				Unit Price	Item Totals	Unit Price	Item Totals	Unit Price	Item Totals
A-1	Schedule A - Base Bid								
A-2	Mobilization	LS	1.0		\$0.00	\$15,285.00	\$20,821.00	\$20,821.00	\$20,821.00
A-3	Roof Removal	LS	1.0		\$0.00	\$13,164.00	\$19,523.00	\$19,523.00	\$19,523.00
	EPDM Adhered Roof	LS	1.0		\$0.00	\$164,600.00	\$233,015.00	\$233,015.00	\$233,015.00
	Total - Schedule A				\$120,000.00			\$193,049.00	\$273,359.00
	Bid Bond, Addendum #1 and #2							Yes	

MEMORANDUM

TO: Board of Governors
FROM: William D. Knapper
DATE: October 18, 2017
RE: Board Approval, Bid Number 18-EQ-04

On October 5, 2017 bids were taken for ten (10) Applied Technology Tool Kits

ACCOUNT NUMBER: 10.1.11120.5611.12 \$68,740.00
10.1.11110.5611.12 \$98,000.00

TOTAL BUDGET: \$166,740.00

TABULATION:

Company	City/State	Schedule A	Schedule B	Total Amount
Snap On	Chicago, IL	\$65,772.70	\$95,921.80	\$161,694.50

Recommendation to come from the Finance Committee.