

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
FEBRUARY 20, 2019
AGENDA**

LUNCH – 12:00 P.M.

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

REGULAR MEETING – 1:00 P.M.

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

PROPOSED AGENDA

A. Call to Order, 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 – February 20, 2019
 - b) Excuse Absent Board Member(s)
 - c) Minutes
 - i. Regular Meeting, January 16, 2019 3-41
 - d) Claims:
 - i. WCCA Unrestricted Fund - \$2,509,474.18 43-57
 - ii. WCCA Restricted Fund - \$19,542.98..... 57
 - iii. WCCA Federal Fund - \$3,691.39..... 57
 - iv. WCCA Agency Fund - \$5,836.47 58
 - v. WCCA Loan Fund - \$0- N/A
 - vi. WCCA Plant Fund - \$1,470,483.11..... 58
 - vii. WCCA Auxiliary Fund - \$191,898.33..... 58-62
 - e) City Planning Commission Report(s)
 - i. City of Minatare..... 63-66
 - ii. City of Scottsbluff..... 67-69
 - f) Reports and Proposals
 - i. From the Students
 - ii. From the Faculty..... 71
 - iii. From the Administration
 - iv. From the Board
2. Approval of Consent Calendar
3. Consideration of Items Extracted from Consent Calendar

F. Board Member Mileage and/or Expense Reimbursement

- 1. Dr. Merlyn L. Gramberg – \$114.26..... 73
Ms. Lynne Klemke – \$93.38..... 73
- 2. Mr. Allan D. Kreman – \$22.68..... 73
Ms. Kimberly A. Marey – \$110.20..... 73
- 3. Dr. Thomas M. Perkins – \$331.74..... 73
Mr. R. J. Savely, Jr. – \$104.98..... 73
- 4. Mr. Richard G. Stickney – \$384.53 73

G. Bid Consent Calendar

- 1. Review of Bid Consent Calendar
 - a) Bid No. 19-SE-14 Security Consultant 75-77
 - b) Bid No. 19-FUR-24 Replacement Furniture 79-81
- 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): None
 - b) Appointment(s): None
- 2. Approval of Personnel Consent Calendar
- 3. Consideration of Items Extracted from Personnel Consent Calendar

I. Western Community College Area Board of Governors – Ms. F. Lynne Klemke

- 1. Appointments to Standing Committees 83

J. Old Business

- 1. Reports and Recommendations from Student Success Committee
 - a) Second and Final Reading: Federal Title IV Funds Board Policy – Ms. Nina Grant..... 85-86
 - i. Information Only: Financial Aid Return of Title IV Funds President’s Procedure.. 87-93
 - ii. Information Only: Financial Aid Professional Judgement President’s Procedure. 95-99
 - iii. Information Only: Financial Aid Consumerism President’s Procedure 101-107
- 2. Reports and Recommendation from Human Resources Committee
 - a) Second and Final Reading: Confidentiality of Employee Records Board Policy –
Ms. Kathy Ault 109-110
 - b) Repeal:
 - i. Board Policy 415.1300.79 Confidentiality of Records 111

K. New Business

1. First and Single Reading: Great Colleges to Work for Survey – Dr. Todd Holcomb

L. Institutional Reports

1. WNCC Enrollment – Mr. Roger Hovey
 - a) Final, Fall Semester 2018 Handout
 - b) Ten-Day Report, Spring Semester 2019..... 113-127
2. Legal Issuances Involving Governance – Mr. Philip Kelly
3. Nebraska Community College Association – Dr. Merlyn Gramberg, Dr. M. Thomas Perkins
4. Association of Community College Trustees – Dr. M. Thomas Perkins
5. Western Nebraska Community College Foundation – Ms. Karen Anderson

M. Approval of:

1. September 1, 2019, through August 31, 2022, Collective Bargaining Agreement – Mr. Philip Kelly 129-154
2. Amendment to the September 1, 2016, through August 31, 2019, Collective Bargaining Agreement – Mr. Philip Kelly 155-163

N. Board Member Comments

O. President’s Comments

P. Upcoming Meetings and Events

1. Western Community College Area Board of Governors
 - a) Regular Meeting
April 17, 2019
Room 115 and 116
Sidney Campus
2. Association of Community College Trustees
 - a) 2019 ACCT Leadership Congress
October 16-19, 2019
San Francisco, CA
3. Nebraska Community College Association
 - a) 2019 Regular Meetings
 - i. Second Quarter Meeting
May 6, 2019
Lincoln, NE
 - ii. Third Quarter Meeting
August 5, 2019
Lincoln, NE
 - iii. Fourth Quarter Meeting (Annual Meeting)
November 4, 2019
Southeast Community College
Lincoln, NE

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

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

S. Adjournment

MISSION STATEMENT

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

www.wncc.edu

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

MINUTES

Wednesday, February 20, 2019
1:00 p.m.

The Western Community College Area Board of Governors held a regular Board Meeting at 1:00 p.m. on Wednesday, February 20, 2019, in the Conference Room, Pioneer Activity Center, Western Nebraska Community College, located at 1409 East 27th Street, in the City of Scottsbluff, in the County of Scotts Bluff, in the State of Nebraska, as per the publicized notice in the Star-Herald, on Wednesday, February 13, 2019.

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.

AREA BOARD

Karen S. Anderson	Present
Merlyn L. Gramberg	Absent
Linda A. Guzman-Gonzales	Present
F. Lynne Klemke, Chair	Present
Allan D. Kreman	Present
Kimberly A. Marcy.....	Present
William M. Packard.....	Present
M. Thomas Perkins.....	Present
Coral E. Richards.....	Absent
R. J. Savely, Jr	Present
Richard G. Stickney, Vice-Chairperson	Present

OTHERS PRESENT

Sebastian Escudero, Student Representative
Rosie Hernandez, Executive Administrative Assistant to the President and Board Secretary
Todd R. Holcomb, President
Roger Hovey, Registrar
Philip M. Kelly, College Attorney
William D. Knapper, Administrative Services Vice President and Board Treasurer
Aletia Norwood, Faculty Representative
Stacey Wilson, Faculty Representative

QUORUM

Ms. Klemke declared a quorum was present for the transaction of business.

COMMUNITY COMMENTS

Ms. Klemke asked for comments from the community. Pursuant to Board Policy 830.1000.79, Ms. Klemke 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. Klemke 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.

Ms. Klemke reported Ms. Coral E. Richards was administered the Oath of Office on January 31, 2019, by Ms. Rosie Hernandez.

Ms. Klemke reported Dr. Gramberg would be unable to attend the meeting because of Family Concerns. She also reported Ms. Richards would be unable to attend the meeting because of Family Concerns.

CONSENT CALENDAR

Review Contents

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

- 1) Agenda, February 20, 2019
- 2) Excuse Absent Board Member(s) – Dr. Merlyn L. Gramberg, Ms. Coral E. Richards
- 3) Minutes
 - a. Regular Meeting, January 16, 2019
- 4) Claims for January 2019:
 - a. WCCA Unrestricted Fund - \$2,509,474.18
 - b. WCCA Restricted Fund - \$19,542.98
 - c. WCCA Federal Fund - \$3,691.39
 - d. WCCA Agency Fund - \$5,836.47
 - e. WCCA Loan Fund - \$-0-
 - f. WCCA Plant Fund - \$1,470,483.11
 - g. WCCA Auxiliary Fund - \$191,898.33
- 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
 - d. From the Board

Ms. Klemke inquired if there were any item(s) on the Consent Calendar which any Board member wished to have extracted for separate consideration.

Ms. Anderson requested an item in the amount of \$225.00, payable to Scottsbluff / Gering United Chamber of Commerce for Advertising, be extracted from the WCCA Unrestricted Fund.

CONSENT CALENDAR

Approval

Mr. Stickney MOVED to approve the amended Consent Calendar. SECONDED by Ms. Anderson.

Voting Yes: Anderson, Guzman-Gonzales, Kreman, Marcy, Packard, Perkins,
Savely, Stickney, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

CONSENT CALENDAR

Consider Extracted Items

Ms. Anderson reported she has a business relationship with the Scottsbluff/Gering Chamber of Commerce. Because of this relationship, she is requesting the Advertising fees payable to the Scottsbluff/Gering Chamber of Commerce be extracted for separate consideration to allow her to vote on the amended Consent Calendar.

Ms. Marcy MOVED the claim for \$225.00 for Advertising, payable to the Scottsbluff/Gering United Chamber of Commerce be approved. SECONDED by Mr. Stickney.

Voting Yes: Guzman-Gonzales, Kreman, Marcy, Packard, Perkins, Savely,
Stickney, Klemke

Voting No: None

Abstain: Anderson

Absent: Gramberg, Richards

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Dr. Merlyn L. Gramberg, Ms. F. Lynne Klemke

Ms. Anderson MOVED to approve the following travel expenses: Dr. Merlyn L. Gramberg for \$114.26, and Ms. F. Lynne Klemke for \$93.38. SECONDED by Mr. Stickney.

Voting Yes: Kreman, Marcy, Packard, Savely, Stickney, Anderson, Guzman-
Gonzales,

Voting No: None

Abstain: Perkins, Klemke

Absent: Gramberg, Richards

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Mr. Allan D. Kreman, Ms. Kimberly A. Marcy

Ms. Guzman-Gonzales MOVED to approve the following travel expenses: Mr. Allan D. Kreman for \$22.68, and Ms. Kimberly A. Marcy for \$110.20. SECONDED by Ms. Anderson.

Voting Yes: Packard, Savely, Stickney, Anderson, Guzman-Gonzales, Klemke

Voting No: None

Abstain: Marcy, Perkins, Kreman

Absent: Gramberg, Richards

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Dr. M. Thomas Perkins, Mr. R. J. Savely, Jr.

Ms. Guzman-Gonzales MOVED to approve the following travel expenses: Dr. M. Thomas Perkins for \$331.74, and Mr. R. J. Savely, Jr. for \$104.98. SECONDED by Ms. Anderson.

Voting Yes: Packard, Stickney, Anderson, Guzman-Gonzales, Kreman, Marcy, Klemke

Voting No: None

Abstain: Perkins, Savely

Absent: Gramberg, Richards

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Mr. Richard G. Stickney

Mr. Savely MOVED to approve the following travel expenses: Mr. Richard G. Stickney for \$384.53. SECONDED by Ms. Marcy.

Voting Yes: Perkins, Savely, Anderson, Guzman-Gonzales, Kreman, Marcy, Packard, Klemke

Voting No: None

Abstain: Stickney

Absent: Gramberg, Richards

MOTION CARRIED

BID CONSENT CALENDAR

Review Contents

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

- 1) Bid No. 19-SE-14 – Security Consultant (Attachment C)
- 2) Bid No. 19-FUR-24 – Replacement Furniture (Attachment D)

BID CONSENT CALENDAR (Cont.)

Review Contents

Ms. Klemke requested Bid No. 19-SE-14 Security Consultant, and Bid No. 19-FUR-24 Replacement Furniture be extracted to allow the Board to consider the best bid.

BID CONSENT CALENDAR

Approval

All items were extracted from the Bid Consent Calendar.

BID CONSENT CALENDAR

Consider Items Extracted

Mr. Knapper reported the College solicited proposals from qualified firms for Safety and Security Consulting Services. He stated responses were received from six firms.

Mr. Knapper reported the awarded consultant will be charged with reviewing the College's policies and procedures, facility security, technological security features and the current security firm's qualifications and credentials.

The consultant will be expected to describe and prioritize specific risks including lethal threats, assaults of any kind, mental illness and self-harm interventions for protection of staff, faculty and students on each campus.

A five-year plan is requested to implement improvements and additions to security.

Company	City/State	Total Amount
Security Risk Management Consultants, LLC	Columbus, OH	\$40,380.00
True North Consulting Group, LLC	Stillwater, MN	\$50,850.00
Business Protection Specialist, Inc.	Victor, NY	\$59,530.00
Lion's Gate Security Solutions, Inc.	Omaha, NE	\$78,000.00
Margolis Healy and Associates, Inc.	Burlington, VT	\$97,869.00
Protective Security Advisors	Omaha, NE	\$99,000.00

Mr. Stickney MOVED the best value bid submitted by Security Risk Management Consultants, LLC, in the amount of \$40,380.00 be approved. SECONDED by Mr. Savely.

Voting Yes: Savely, Stickney, Anderson, Guzman-Gonzales, Kreman, Marcy, Packard, Perkins, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

BID CONSENT CALENDAR (Cont.)

Consider Items Extracted

Mr. Knapper reported the College researched options for replacement furniture for the Main Building Addition and Renovation Project. A furniture specialist from the College's architect, RDG Planning and Design of Omaha, assisted a Furniture Committee in their research.

Mr. Knapper reported the Committee reviewed furniture options by physically inspecting furniture, discussing specifications and design with furniture vendors, and receiving advice from the architect's furniture specialist.

From their research, the Committee developed a "Basis of Design" specification, thus enabling multiple vendors to submit bids for the project.

Mr. Knapper reported the Committee's recommendation is identified by the bolded and boxed price quotes as shown below. The budget for this project is \$1.2 million. The recommended awards total \$951,342.59.

		OID		encompas		All Makes		CI Select		SBI	
		Selected Alternates	Perecent Alternates	Selected Alternates	Perecent Alternates	Alternates Price	Perecent Alternates	Basis-Of-Design	Perecent Alternates	Selected Alternates	Perecent Alternates
Bid Group A - Offices and Storage	Total Cost	\$ 320,457.91	53%	\$ 320,750.39	51%					\$ 343,115.20	2%
	Delivery/Install	\$ 59,459.40		\$ 21,291.26						\$ 11,753.84	
	Sub Total	\$ 415,042.70		\$ 377,167.04						\$ 389,994.43	
Bid Group B - Task and Side Chairs	Total Cost	\$ 128,715.25	43%	\$ 149,569.44	67%					\$ 133,253.44	0%
	Delivery/Install	\$ 11,478.00		\$ 8,892.29						\$ 2,928.62	
	Sub Total	\$ 140,193.25		\$ 158,461.73						\$ 136,182.06	
Bid Group C - Lounge	Total Cost	\$ 218,040.08	26%	\$ 239,269.93	49%					\$ 215,520.98	0%
	Delivery/Install	\$ 11,489.79		\$ 10,023.89						\$ 3,847.15	
	Sub Total	\$ 229,529.87		\$ 249,293.82						\$ 222,868.13	
Bid Group D - Tables	Total Cost	\$ 146,697.88	22%	\$ 152,125.39	19%	\$ 174,004.42	11%			\$ 160,651.24	0%
	Delivery/Install	\$ 15,780.36		\$ 10,526.59		\$ 995.00				\$ 5,483.32	
	Sub Total	\$ 162,478.24		\$ 162,651.98		\$ 174,999.42				\$ 166,134.56	
Bid Group E - Side Chairs	Total Cost	\$ 30,907.00	100%	\$ 44,992.91	100%			\$ 33,190.80	0%	\$ 19,448.63	100%
	Delivery/Install	\$ 1,580.11		\$ 4,461.66				\$ 2,972.61		\$ 525.00	
	Sub Total	\$ 32,487.11		\$ 49,454.57				\$36,163.41		\$ 19,973.63	
	Vendor Totals	\$ 979,731.17		\$ 997,029.14		\$174,999.42		\$36,163.41		\$ 935,152.81	
	GRAND TOTAL	\$ 951,342.59									

Mr. Stickney MOVED to approve the bid submitted by SBI for the following bid groups: Group A – Offices and Storage, Group B – Task and Side Chairs, Group C – Lounge, and Group D – Tables. He also MOVED to approve the bid submitted by CI Select for Bid Group E – Side Chairs. SECONDED by Mr. Savely.

Voting Yes: Stickney, Anderson, Guzman-Gonzales, Kreman, Marcy, Packard, Perkins, Savely, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

PERSONNEL CONSENT CALENDAR

Review Contents

There were no items to review on the Personnel Consent Calendar.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

Appointments to Standing Committees

Ms. Klemke referred Board members to the mailed packet which includes a listing of the appointments she has made to the Standing Committees for 2019, and a copy of the Board Policy #825.0000.13, which explains the function of each committee. Ms. Klemke remarked that pursuant to Board Policy 825.0100.00, the appointments will become effective with the first Regular meeting in March. She commented the numbers in parentheses indicate the year a Board member was first appointed to a specific committee. Ms. Klemke asked for comments or questions from the Board members.

Ms. Klemke stated Board Policy #825.0100.00 stipulates the committee appointments shall be approved by the Board. She asked for a motion to approve the 2019 Standing Committee appointments.

Dr. Perkins moved the Board approve the 2019 Standing Committee appointments as follows:

Audit Committee

Merlyn L. Gramberg (18)
Kimberly A. Marcy (18)
Coral E. Richards (19)
R.J. Savely, Jr (16)
William D. Knapper, ex-officio

Risk Management Committee

Merlyn L. Gramberg (17)
Allan D. Kreman (19)
Kimberly A. Marcy (16)
Coral E. Richards (19)
William D. Knapper, ex-officio

Human Resources Committee

Linda A. Guzman-Gonzales (18)
William M. Packard (16)
Coral E. Richards (19)
Richard G. Stickney (19)
Kathy A. Ault, ex-officio

Finance & Facilities Committee

Karen S. Anderson (18)
Allan D. Kreman (19)
R.J. Savely, Jr. (17)
Richard G. Stickney (18)
William D. Knapper, ex-officio

Board Policy Committee

Linda A. Guzman-Gonzales (17)
William M. Packard (16)
M. Thomas Perkins (16)
Kimberly A. Marcy (19)
Kathy A. Ault, ex-officio

Representatives to Nebraska Community College Association

Merlyn L. Gramberg (00)
M. Thomas Perkins (00)
Karen S. Anderson (18) – Alternate

Executive Council

Karen Anderson (19)
Linda Guzman-Gonzales (19)
F. Lynne Klemke (13)
M. Thomas Perkins (15)
Richard G. Stickney (17)
Todd R. Holcomb, ex-officio

Student Success Committee

Merlyn L. Gramberg (15)
Allan D. Kreman (19)
William M. Packard (18)
R.J. Savely, Jr. (17)
Kimberly J. Kuster Dale, ex-officio

Representatives to Western Nebraska Community College Foundation Board

Karen S. Anderson (17)
Richard G. Stickney (13)

Representatives to WNCC/ESU#13 Technology Center Board of Directors

F. Lynne Klemke (18)
R.J. Savely, Jr. (19)

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Appointments to Standing Committees

SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Anderson, Guzman-Gonzales, Kreman, Marcy, Packard, Perkins,
Savely, Stickney, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

OLD BUSINESS

Reports and Recommendations from Student Success Committee

Second and Final Reading: Federal Title IV Funds Board Policy

Ms. Klemke introduced the Federal Title IV Funds Board Policy on second and final reading and asked Ms. Grant to report on this item. Ms. Grant reported this policy is applicable to all students who receive Title IV funding and establishes the purpose, distribution and monitoring of the use of said funds. She reported there were no changes from first reading.

Ms. Guzman-Gonzales MOVED to approve the Federal Title IV Funds Board Policy on second and final reading. SECONDED by Dr. Packard.

Voting Yes: Guzman-Gonzales, Kreman, Marcy, Packard, Perkins, Savely,
Stickney, Anderson, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

OLD BUSINESS

Reports and Recommendations from Student Success Committee

Information Only: Financial Aid Return of Title IV Funds President's Procedure

Ms. Klemke introduced the Financial Aid Return of Title IV Funds President's Procedure as an informational item and asked Ms. Grant to speak on it. Ms. Grant reported this Procedure complies with Federal Student Aid Title IV requirement that schools perform a Return of Title IV calculation for Title IV eligible students who do not successfully complete the entire enrollment period due to withdrawal (official or unofficial).

This President's Procedure was presented as an informational item, no action was taken by the Board.

OLD BUSINESS

Reports and Recommendations from Student Success Committee

Information Only: Financial Aid Professional Judgement President's Procedure

Ms. Klemke introduced the Financial Aid Professional Judgement President's Procedure as an informational item and asked Ms. Grant to speak on it. Ms. Grant reported this Procedure applies to any WNCC student receiving Title IV funding who may require case-by-case individualized attention after examining said student's special circumstances.

This President's Procedure was presented as an informational item, no action was taken by the Board.

OLD BUSINESS

Reports and Recommendations from Student Success Committee

Information Only: Financial Aid Consumerism President's Procedure

Ms. Klemke introduced the Financial Aid Consumerism President's Procedure as an informational item and asked Ms. Grant to speak on it. Ms. Grant reported this Procedure applies to various consumer groups including, but not limited to, current and prospective students, parents, current and prospective employees, high school coaches and counselors, and the general public. She reported this Procedure establishes the guidelines on the required notifications and the various pieces of information the College is required to provide to different parties.

This President's Procedure was presented as an informational item, no action was taken by the Board.

OLD BUSINESS

Reports and Recommendations from Human Resources Committee

Second and Final Reading: Confidentiality of Employee Records Board Policy

Ms. Klemke introduced the Confidentiality of Employee Records Board Policy on second and final reading and asked Dr. Holcomb to speak on it. Dr. Holcomb reported this Policy applies to all College employees, regardless of classification. He reported the purpose of this Policy is to continue maintaining employee records in compliance with federal and state retention and privacy laws and protect records maintained by the College.

Dr. Holcomb reported the only change from the former Confidentiality of Employee Records Board Policy is the addition of the following sentence "*The Executive Director of Human Resources is responsible to coordinate records retention and maintenance, and to receive and coordinate responses to public records requests.*"

Dr. Perkins MOVED to approve the Confidentiality of Employee Records Board Policy on Second and Final Reading. SECONDED by Ms. Anderson.

Voting Yes: Kreman, Marcy, Packard, Perkins, Savely, Stickney, Anderson,
Guzman-Gonzales, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

OLD BUSINESS

Reports and Recommendations from Human Resources Committee

Repeal: Board Policy 415.1300.79 Confidentiality of Records

Ms. Klemke introduced the repeal of Board Policy No. 415.1300.79, Confidentiality of Records. Dr. Holcomb reported this policy is being replaced by the new Confidentiality of Employee Records Board Policy. Dr. Holcomb reported there have been no changes from first reading.

Ms. Guzman-Gonzales MOVED the Board repeal Policy No. 415.1300.79, Confidentiality of Records. SECONDED by Mr. Savely.

Voting Yes: Marcy, Packard, Perkins, Savely, Stickney, Anderson, Guzman-Gonzales, Kreman, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

NEW BUSINESS

First and Single Reading: Great Colleges to Work For Survey, Dr. Todd Holcomb

Ms. Klemke introduced the Great Colleges to Work For Survey and asked Dr. Holcomb to further speak on it. Dr. Holcomb reported the College is currently registered for the Great Colleges to Work For Survey. He stated the survey will take place in late April, with results being available the 1st of September. Dr. Holcomb reported there will be a task-force of about 7 to 9 members who will ensure the results of the survey are communicated appropriately. Dr. Holcomb reported this survey is typically free, however, because the College has requested a more in-depth survey, there will be a cost associated with it. He stated in 2018 about 250 colleges in the nation participated in the study. Dr. Holcomb recommends approval of the Great Colleges to Work For Survey in support of the Administration.

Mr. Stickney MOVED to approve the Great Colleges to Work For Survey in support of the Administration. SECONDED by Dr. Packard.

Voting Yes: Packard, Perkins, Savely, Stickney, Anderson, Guzman-Gonzales, Kreman, Marcy, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

INSTITUTIONAL REPORTS

WNCC Enrollment, Mr. Roger Hovey

Final, Fall Semester 2018

Mr. Hovey referred Board members to the handout materials which include the Final Enrollment Report for the 2018 Fall Semester. He remarked this report reflects the changes from the Ten-Day Report.

INSTITUTIONAL REPORTS (Cont.)

WNCC Enrollment, Mr. Roger Hovey

Final, Fall Semester 2018

Mr. Hovey reported the increase was mostly reflected in the Alliance count with an increase of twenty-two full time students. Part time enrollment increased by 5.4 percent, and full time enrollment presented an increase of 27.6 percent.

Mr. Hovey reported 24 percent of enrollment comes from non-credit full-time equivalent students, and is the area that grows the most through the semester.

INSTITUTIONAL REPORTS

WNCC Enrollment, Mr. Roger Hovey

Ten-Day Report, Spring Semester 2019

Mr. Hovey referred Board members to the mailed packet which include the Ten Day Enrollment Report for the 2019 Spring Semester. Mr. Hovey reported it is anticipated the downward trend in Scottsbluff full-time enrollment can be reversed by capturing a higher matriculation rate of College Now students in years ahead.

Mr. Hovey reported the number of full-time, degree seeking students dropped only two percent from last year, but part-time, degree seeking students dropped 6.7 percent.

Mr. Hovey reported the percent of full-time students retained from the fall semester has improved over the last three years, from 79.8 percent to 82.1 percent to 83.4 percent. He stated part-time retention first dropped and then re-bounded over same period, from 60.6 percent to 56.3 percent to 61.6% percent. Overall, retention of degree-seeking students improved from 72.4 percent to 75.4% over last year.

Mr. Hovey reported the male to female ratios for full- and part-time students remain constant. The average age of part-time students has dropped from 27 to 24 due to the increase in College Now Students.

Mr. Hovey reported the percentage of students that are Hispanic is now at 21.7 percent. The number of International Students is 78, a slight increase from last year.

Mr. Hovey also reported the credit and noncredit full-time enrollment at the end of the semester is projected to be about the same as last year. Trying to arrive at a good estimate for non-credit full-time enrollment continues to be a challenge.

Mr. Hovey reported all counties in the service areas have students enrolled, including Cherry County. He stated lately there has been an interesting shift where students are coming from. Since Spring 2017, the number of full-time students in Scotts Bluff County grew from 289 to 328 and is now back to 274. The number of out-of-state students dropped from 120 to 93, and is now back to 123.

Mr. Hovey reported 62 percent of degree-seeking students at the College are in academic areas, 38 percent in technical areas. The number of students interested in education has dropped from 87 to 70, and business interest has dropped from 146 to 113 since last year.

INSTITUTIONAL REPORTS (Cont.)

WNCC Enrollment, Mr. Roger Hovey

Ten-Day Report, Spring Semester 2019

Student interest in nursing is unchanged but remains strong at 226. There is now more of a balance between the AA and AS degree interest in general studies. The distribution is now 74/54 respectively, compared to 99/31 last year.

Ms. Klemke thanked Mr. Hovey for his report. A copy of this report is available for public inspection in the College President's office and the Board Secretary's office at Western Nebraska Community College, Scottsbluff Campus.

RECESS

Ms. Klemke declared a ten minute recess at 2:10 p.m.

OPEN MEETING

Ms. Klemke declared the Open meeting in session at 2:20 p.m.

INSTITUTIONAL REPORTS

Legal Issuances Involving Governance, Mr. Philip Kelly

Mr. Philip Kelly, College Attorney, reported on legal issuances involving governance. He initiated his report by explaining the details concerning the Open Meetings Act and when it is lawful to give a publicized notice. He reported subcommittees are not subject to the Open Meetings Act since a quorum is not met and formal action is not taken during these meetings. Mr. Kelly reported teleconferences are lawful, however, the Board may not have more than two teleconferences per year.

In addition, Mr. Kelly reminded the Board Nebraska Statutes prohibits them from communicating with each other regarding matters of College business that would come before the Board. When it comes to emails, he reported there are specific rules against having meetings by email or fax, he stated the Board should not utilize the reply all function on their email as it could be considered as having an unpublicized meeting.

Mr. Kelly explained every email pertaining to the College is considered public and is required to be kept and preserved. He also reminded the Board to avoid discussing items that could be the subject of litigation.

Mr. Kelly reminded the Board they have no legal authority to act alone, only as a Board. If a Board member would comment on an individual issue to a constituent, the Board member would then become a witness and would possibly be placed on the witness list and asked to testify.

Mr. Kelly reported on the issues of confidentiality concerning the Family Educational Rights and Privacy Act (FERPA). Mr. Kelly advised the Board that if a constituent asks them a question pertaining to a student, or litigation, or anything pertaining to College business, to immediately direct them to President Holcomb. It would then be the President's responsibility to determine how the complaint should be handled.

INSTITUTIONAL REPORTS (Cont.)

Legal Issuances Involving Governance, Mr. Philip Kelly

Mr. Kelly reminded the Board to submit their signed Conflict of Interest disclosures by the end of the day. He stated the Conflict of Interest Board Policy will have to be signed annually by the Board to remain in compliance.

When it comes to social media, Mr. Kelly reminded the Board of their obligation in reporting social media posts that are questionable. He recommended the Board not add people to their friends list that are College employees or students to avoid a possible conflict of interest.

Mr. Kelly asked for questions. There were none. Ms. Klemke thanked Mr. Kelly for his report.

INSTITUTIONAL REPORTS

Nebraska Community College Association, Dr. Merlyn Gramberg, Dr. M. Thomas Perkins

Dr. Perkins reported trustees from the College and MidPlains Community College met with Senator Erdman at the Nebraska Community College Association Legislative Day who expressed support for community colleges and workforce development. He reported representatives from the College met with Senator Stinner to discuss the possible increase in funding for community colleges. Dr. Perkins reported the hope is for a two percent increase, however, Senator Stinner suggests it is unclear as to whether or not community colleges will get an increase until the forecasting Board meets in February to analyze the anticipated revenues.

INSTITUTIONAL REPORTS

Association of Community College Trustees, Dr. M. Thomas Perkins

Dr. Perkins reported he attended the National Legislative Session this year and went to the Board Advisory Committee, which he is a member of. He reported the Board Advisory Committee urged the Association of Community College Trustees to reestablish regional Association of Community College Trustees meetings. This would allow people who cannot travel long distance, but are interested in attending a session in governance, or a session on what is happening in congress, the ability to attend meetings.

Dr. Perkins reported he had a preview of one of San Francisco's presentations by Dr. Michelle R. Weise, titled Reimaging Education to Meet the Needs of the Workforce of 2030. Dr. Perkins reported Dr. Weise is beginning to talk about what part of education will be obsolete by the year 2020 based on all the technology that is going on. Dr. Perkins stated the College must remain ahead of this.

Dr. Perkins reported this year marks the 50th year anniversary of the Association of Community College Trustees and the College must continue to attempt protecting the future of education. He stated it is important the College look towards a future in artificial intelligence. He stated he has a colleague in Phoenix, Arizona who is beginning to start the use of autonomous vehicles on a 1.5 billion dollar budget and will soon have an empty 5 acre parking lot because of this.

Dr. Perkins referenced the Board to the handout from Association of Community College Trustees titled 2019 Community College Federal Legislative Priorities, and reported this highlights what the Association of Community College Trustees is concerned about.

INSTITUTIONAL REPORTS (Cont.)

Association of Community College Trustees, Dr. M. Thomas Perkins

Dr. Perkins referred to the Second Chance Pell Grant information and stated this item appears to have a lot of support from Congress. This grant would allow funding for incarcerated individuals to get an education and training so when they are released from prison they will have the education for employment and a successful transition to society.

Dr. Perkins reported prisons in the state of Nebraska are at 150 percent capacity, with legislature trying to drop that number to 120 percent. From 1970 to 2010, there was a 700 percent increase in the incarceration in the United States. Dr. Perkins reported this is the result of the "Get Tough on Crime" competition between both political parties.

Dr. Perkins reported the United States has the highest rate of incarcerated individuals in the world. He stated mass incarceration has not reduced crime and people that leave prison without training or education fall into the cycle of poverty and recidivism. Dr. Perkins reported the Second Chance Pell Grant will break that cycle and there seems to be a consensus on the part of both parties that training and educating inmates will be an important first step towards breaking the cycle of poverty and crime.

Dr. Perkins urged the Board to seriously consider attending National Legislative Session in 2020.

Ms. Klemke thanked Dr. Perkins for his comments.

INSTITUTIONAL REPORTS

Western Nebraska Community College Foundation, Ms. Karen Anderson

Ms. Anderson reported the Foundation Office is focusing on the planning of community engagement meetings, and asked the Board to provide any input to Ms. Jennifer Reisig, Foundation Director.

Ms. Anderson reported the Theatre Arts program performance of "Fuddy Meers" will be held on March 1-2, 2019, at 7:30 p.m., and March 3, 2019, at 2:00 p.m., at the low bay of the John. N Harms Center, and encouraged the Board to attend. She also reported the Vocal Music Gala will be held on March 29-30, 2019, at the Gering Civic Center.

Ms. Anderson reported candidates have been interviewed for the Foundation Program and Giving Coordinator, and the Foundation Alumni Relations and Stewardship Director, and they hope to have these positions filled soon.

Ms. Anderson reported the Foundation Office is collaborating with the Phi Theta Kappa Alumni fundraiser to help students in need cover their membership fee, as well as provide current members the opportunity to grow as leaders.

Ms. Anderson reported the Foundation Office is planning its biggest fundraiser of the year, the Monument Marathon, which will be held on September 28, 2019. She stated they will be co-branding with the Monument this year as they celebrate their 100th anniversary.

INSTITUTIONAL REPORTS (Cont.)

Western Nebraska Community College Foundation, Ms. Karen Anderson

Ms. Anderson reported the Foundation Office has created a Scholarship Fund Committee in order to review all scholarships and identify their most underutilized scholarships.

Ms. Klemke thanked Ms. Anderson for her report.

**APPROVAL OF SEPTEMBER 1, 2019, THROUGH AUGUST 31, 2022,
COLLECTIVE BARGAINING AGREEMENT**

Mr. Kelly reported the Faculty Association has approved the 2019-2020 Collective Bargaining Agreement. He reported it is a three year Agreement and includes: 1) a base increase and medical insurance of 3.5 percent for the 2019-2020 Contract Year; 3.5 percent for the 2020-2021 Contract Year; and 3.75 percent for the 2021-2022 Contract Year. Fifty percent of the salary increase shall be a flat raise for each faculty member and 50 percent shall be a percentage raise for each faculty member. 2) Faculty members shall be paid at the rate of \$950 per credit hour for overload and summer course instruction for the 2019-2022 contract years, unless the faculty member is on a 220-day contract. 3) Non-teaching/non-contract duties relating to teaching duties shall be paid at the rate of \$28 per hour for work time as preauthorized by the College Administration. 4) Full-time faculty are required to contribute either 7 percent, 8 percent or 9 percent of their monthly pay to their individual Retirement Plan account. The College will match 100 percent of the faculty employee's contribution as part of the regular monthly contribution. A copy of final complete Agreement is available for public inspection in the College President's office and the Board Secretary's office at Western Nebraska Community College, Scottsbluff Campus.

Mr. Kelly thanked Ms. Marcy and Mr. Savely for taking their time in attending the negotiations sessions for the 2019 – 2020 Collective Bargaining Agreement.

Mr. Savely MOVED the Board approve the 2019 – 2020 Collective Bargaining Agreement with Western Education Association which is a three-year agreement from September 1, 2019, through August 31, 2022. SECONDED by Dr. Packard.

Voting Yes: Perkins, Savely, Stickney, Anderson, Guzman-Gonzales, Kreman,
Marcy, Packard, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

**APPROVAL OF AMENDMENT TO THE SEPTEMBER 1, 2016, THROUGH AUGUST 31, 2019,
COLLECTIVE BARGAINING AGREEMENT**

Mr. Kelly reported the amendment to the September 1, 2016, through August 31, 2019, Collective Bargaining Agreement is to amend the Grievance Policy. This amendment will be effective for the remainder of the current Agreement, which is August 31, 2019,

**APPROVAL OF AMENDMENT TO THE SEPTEMBER 1, 2016, THROUGH AUGUST 31, 2019,
COLLECTIVE BARGAINING AGREEMENT (Cont.)**

Mr. Savely MOVED the Board approve the amendment to 2016-2017 Collective Bargaining Agreement with Western Education Association which is a three-year agreement through Fiscal Year 2019. SECONDED by Dr. Perkins.

Voting Yes: Savely, Stickney, Anderson, Guzman-Gonzales, Kreman, Marcy,
Packard, Perkins, Klemke

Voting No: None

Abstain: None

Absent: Gramberg, Richards

MOTION CARRIED

BOARD MEMBER COMMENTS

Ms. Klemke asked for Board Member comments.

Ms. Anderson reported the Foundation Visionary Reception, which is usually held during the annual Gala, will be held in May 2019 during the grand reopening of the Judy Chaloupka Theatre.

Ms. Klemke thanked everyone involved in finalizing the 2019-2022 Collective Bargaining Agreement for their hard work.

Ms. Klemke reported Ms. Susan Verbeck will be available at the end of the regular meeting for any Board member who would like help organizing their Board Manuals.

Ms. Klemke reported the College is updating Board member biographies and asked Board members to submit their updates to Ms. Hernandez.

PRESIDENT'S COMMENTS

Ms. Klemke asked for President's Comments.

Dr. Holcomb reported Phi Theta Kappa (PTK) has recognized Ms. Amy Winters, math instructor, for her recent achievement of successfully completing all five levels of the PTK Five Star Advisor Plan. The Five Star Advisor Plan is a free self-guided online curriculum developed to better support Phi Theta Kappa. He reported Amy will receive a certificate and pin in honor of this achievement and will also be recognized during the annual PTK Catalyst convention in April in Orlando, Florida. Please join us in recognizing Amy for this achievement.

Dr. Holcomb reported the Phi Theta Kappa recently announced he is one of 18 community college presidents in the nation to receive the Shirley B. Gordon Award of Distinction. The award is given to college presidents who have shown strong support of student success by recognizing academic achievement, leadership, and service among high-achieving students. He thanked the students who nominated him for this award.

PRESIDENT'S COMMENTS (Cont.)

Dr. Holcomb reported Ms. Ellen Dillon, Associate Dean of Instructional Services has been selected by the Nebraska Adult Education, Adult Education and Family Literacy Act, and Title II of the Workforce Innovation and Opportunity Act, to serve as a member of the Nebraska Adult Education Leadership Committee.

Dr. Holcomb reported Ethan Nelson, who graduated from high school and WNCC simultaneously in 2015, and received a full ride scholarship to the University of Pennsylvania, was on the main photo on the University of Pennsylvania website and is featured in a University of Pennsylvania article. Ethan enrolled in a community service project to help in the Philadelphia inner city schools.

Dr. Holcomb reported The Information Technology Department is proud to announce the launch of the Information Technology Knowledgebase. The Knowledgebase contains articles and guides that encompass commonly referenced questions within our computing environment and is designed to get our users the help they need quickly and efficiently.

Dr. Holcomb reported the College held its annual Health Fair on February 12, 2019, 6:00 a.m. - 8:30 a.m. He reported 51 employees participated in the blood screening, and 20 employees participated in the Colon Cancer Screening kit. Dr. Holcomb reported this continues to be a very helpful event to staff.

Dr. Holcomb reported the Phi Theta Kappa induction in Sidney will be held February 26, 2019, and the annual Southern Panhandle Career Conference will be on March 14, 2019.

In response to a Board member comment, Dr. Holcomb reported the Lady Cougars are now Southern Regional Champs, and the College will be hosting this event.

Ms. Klemke thanked Dr. Holcomb for his comments.

UPCOMING MEETINGS AND EVENTS

Ms. Klemke reminded Board members of the following Upcoming Meetings and Events:

- 1) Western Community College Area Board of Governors Regular Meeting on April 17, 2019, to be held in Rooms 115 and 116 of the Sidney Campus, located at 371 College Drive, Sidney, Nebraska.
- 2) The Association of Community College Trustees 2019 ACCT Leadership Congress to be held October 16-19, 2019, in San Francisco, California.
- 3) The Nebraska Community College Association 2019 Regular Meetings to be held as follows: a) Second Quarter Meeting to be held on May 6, 2019, in Lincoln, NE; b) Third Quarter Meeting to be held on August 5, 2019, in Lincoln, NE; and c) Fourth Quarter Meeting (Annual Meeting) to be held on November 5, 2019, in Southeast Community College, Lincoln, NE.

WESTERN NEBRASKA COMMUNITY COLLEGE / SCOTTSBLUFF CAMPUS MAIN BUILDING ADDITION AND RENOVATION UPDATE, DR. TODD HOLCOMB

Dr. Holcomb reported he did not have a Western Nebraska Community College / Scottsbluff Campus Main Building Addition and Renovation Update, however, instead of an update, he invited the Board to attend a tour of the main building addition and renovation after the Board meeting so they can see the progress themselves.

NEXT REGULAR MEETING

The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, March 20, 2019, at 1:00 p.m., in the Conference Room, Pioneer Activity Center, Western Nebraska Community College, Scottsbluff Campus, 1409 East 27th Street, Scottsbluff, Nebraska.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 3:13 p.m.

F. Lynne Klemke, Chairperson

Rosie Hernandez, Secretary

Ellison, Kovarik & Turman Law Firm, P.C.

ATTORNEYS AT LAW

JAMES W. ELLISON*
MARK L. KOVARIK** *
MATTHEW J. TURMAN*

LELAND K. KOVARIK
(1938-2016)

*Also Licensed in Wyoming
**Also licensed in Kansas

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225 S. CHESTNUT ST.
KIMBALL, NE 69145
(308) 235-3617

Please direct all
Correspondence to
Gering Office

January 30, 2019

Western Nebraska Community College
c/o Chairperson of Board of Governors
1601 E. 27th Street
Scottsbluff, NE 69361

RE: Blight Study

To Whom It May Concern:

The City of Minatare City Council will conduct a public hearing concerning a blight study being performed on a tract of land: see attached Notice and map/diagram.

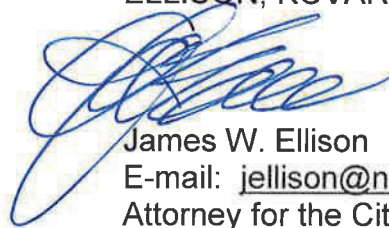
The City Council meeting (public hearing) will be held on the 19th Day of February at 6:00 p.m.

The Planning Commission meeting (public hearing) will be held on the 19th Day of February at 5:30 p.m.

The meeting will be held in the Minatare City Council Chambers, 309 Main Street, Minatare, Nebraska. Individuals requiring physical or sensory accommodations including interpreter service, Braille, large print, or recorded materials, please contact the City Clerk's office at City Hall 308.783.1414, five (5) days prior to the meeting date.

Very truly yours,

ELLISON, KOVARIK & TURMAN LAW FIRM, P.C.



James W. Ellison
E-mail: jellison@neblawyer.com
Attorney for the City of Minatare

**City of Minatare Planning Commission
Notice of Public Hearing**

Notice is hereby given that the Planning Commission of the City of Minatare, Nebraska will hold a public hearing on 19th of February, 2019 at 5:30 p.m. at Minatare City Council Chambers, 309 Main Street, Minatare, Nebraska for the purpose of reviewing and making a recommendation to the City Council as to whether the property described below is substandard and blighted as those terms are defined in the Nebraska Community Development Law. The property to be considered is described as:

Part of Tracts 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13, ACRE TRACTS, and unplatted land situated in the Southwest Quarter of Section 5, Township 21 North, Range 53 West of the 6th P.M., Scotts Bluff County, Nebraska, and more particularly described as follows: Commencing at the Southwest Corner of the Southwest Quarter of Section 5, thence northerly on the west line of Section 5, on an assumed bearing of $N00^{\circ}13'13''W$, a distance of 1277.36 feet, thence bearing $N89^{\circ}46'47''E$, a distance of 33.0 feet to the point of intersection with the east right of way line of Stone Gate Road, said point also being the Point of Beginning, said point being the northwest corner of tract of land as referred in Deed Book 138, Page 234, thence continuing easterly on said bearing $N89^{\circ}46'47''E$, a distance of 7.00 feet to the point of intersection with a non-tangent curve to the left, said curve having a central angle of $51^{\circ}50'24''$, a radius of 1262.50 feet, a chord of bearing of $S26^{\circ}08'32''E$, and a chord length of 1103.72 feet, thence southeasterly on arc of said curve, a distance of 1142.28 feet, thence bearing $N88^{\circ}33'49''E$, a distance of 2149.70 feet, to the point of intersection with the east line of the Southwest Quarter of Section 5, thence bearing $S01^{\circ}08'08''E$, on the east line of the Southwest Quarter of Section 5, a distance of 348.00 feet, to a point being 33.0 feet north of south line of Section 5, as measured perpendicular to said section line, thence bearing $N89^{\circ}08'06''W$, on a line being 33.00 feet north of and parallel with the south line of Section 5, a distance of 1221.58 feet, to the southeast corner of Tract 7, Acre Tracts, thence bearing $N88^{\circ}41'40''W$, on the north line of a strip of land described in Deed Book 107, Page 556, a distance of 208.06 feet, to the point of intersection with the west line of Tract 7, Acre Tracts, thence bearing $N00^{\circ}12'43''W$, on the west line of Tract 7, a distance of 4.44 feet, to the southeast corner of a tract of land as described in Deed Book 138, Page 234, thence bearing $N88^{\circ}13'13''W$, on the south line of said reference tract of land in Deed Book 138, Page 234, a distance of 444.25 feet to the point of intersection with a non-tangent curve to the right, said curve having a central angle of $08^{\circ}33'32''$, a radius of 1342.50 feet, a chord bearing of $N64^{\circ}08'27''W$, and a chord length of 200.36 feet, thence northwesterly on the arc of said curve a distance of 200.54 feet to the point of intersection with the west line of Tract 4, Acre Tracts, thence bearing $S00^{\circ}12'43''E$ on the west line of said Tract 4, a distance of 81.51 feet, to the northeast corner of a tract of land as described in Deed Book 108, Page 2, thence bearing $N88^{\circ}13'36''W$, on the north line of said referenced tract of land in Deed Book 108, Page 2, a distance of 208.11 feet to the point of intersection with the west line of Tract 3, Acre Tracts, thence bearing $N00^{\circ}12'43''W$ on the west line of said Tract 3, a distance of 156.09 feet to the northwest corner of said Tract 3, thence bearing $N89^{\circ}08'06''W$ on the north line of Acre Tracts, a distance of 361.07 feet to a point being 55.00 feet east of the west line of Section 5, as measured perpendicular to said section line, thence bearing $N00^{\circ}13'13''W$ on a line being 55.00 feet east of and parallel with the west line of Section 5, a distance of 129.50 feet, thence bearing $N89^{\circ}08'06''W$, a distance of 22.00 feet to a point of being 33.00 feet east of the west line of Section 5, as measured perpendicular to said section line, thence bearing $N00^{\circ}13'13''W$, on a line being 33.00 feet east of and parallel with the east line of Section 5, a distance of 939.78 feet to the point of beginning.

A map showing the area described above and copies of the substandard and blighted study relating to the area described above can be found at Minatare City Council Chambers, 309 Main Street, Minatare, Nebraska during regular business hours. At the public hearing, all interested parties shall be afforded a reasonable opportunity to express their views about the proposed substandard and blighted designation.

/s/Carolyn, Nelson
City Clerk, City of Minatare

Instructions to Publisher

Please publish this notice on the following dates: 02.01.2019 & 02.08.2019

Immediately following the second publication, please send an Affidavit of Publication to James W. Ellison at P.O. Box 340, Gering, Nebraska 69341.

**City of Minatare City Council
Notice of Public Hearing**

Notice is hereby given that the City Council of the City of Minatare, Nebraska will hold a public hearing on the 19th of February, 2019 at 6:00 p.m. at Minatare City Council Chambers, 309 Main Street, Minatare, Nebraska, for the purpose of making a determination as to whether the property described below is substandard and blighted as those terms are defined in the Nebraska Community Development Law. The property to be considered is described as:

Part of Tracts 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13, ACRE TRACTS, and unplatted land situated in the Southwest Quarter of Section 5, Township 21 North, Range 53 West of the 6th P.M., Scotts Bluff County, Nebraska, and more particularly described as follows: Commencing at the Southwest Corner of the Southwest Quarter of Section 5, thence northerly on the west line of Section 5, on an assumed bearing of N00°13'13"W, a distance of 1277.36 feet, thence bearing N89°46'47"E, a distance of 33.0 feet to the point of intersection with the east right of way line of Stone Gate Road, said point also being the Point of Beginning, said point being the northwest corner of tract of land as referred in Deed Book 138, Page 234, thence continuing easterly on said bearing N89°46'47"E, a distance of 7.00 feet to the point of intersection with a non-tangent curve to the left, said curve having a central angle of 51°50'24", a radius of 1262.50 feet, a chord of bearing of S26°08'32"E, and a chord length of 1103.72 feet, thence southeasterly on arc of said curve, a distance of 1142.28 feet, thence bearing N88°33'49"E, a distance of 2149.70 feet, to the point of intersection with the east line of the Southwest Quarter of Section 5, thence bearing S01°08'08"E, on the east line of the Southwest Quarter of Section 5, a distance of 348.00 feet, to a point being 33.0 feet north of south line of Section 5, as measured perpendicular to said section line, thence bearing N89°08'06"W, on a line being 33.00 feet north of and parallel with the south line of Section 5, a distance of 1221.58 feet, to the southeast corner of Tract 7, Acre Tracts, thence bearing N88°41'40"W, on the north line of a strip of land described in Deed Book 107, Page 556, a distance of 208.06 feet, to the point of intersection with the west line of Tract 7, Acre Tracts, thence bearing N00°12'43"W, on the west line of Tract 7, a distance of 4.44 feet, to the southeast corner of a tract of land as described in Deed Book 138, Page 234, thence bearing N88°13'13"W, on the south line of said reference tract of land in Deed Book 138, Page 234, a distance of 444.25 feet to the point of intersection with a non-tangent curve to the right, said curve having a central angle of 08°33'32", a radius of 1342.50 feet, a chord bearing of N64°08'27"W, and a chord length of 200.36 feet, thence northwesterly on the arc of said curve a distance of 200.54 feet to the point of intersection with the west line of Tract 4, Acre Tracts, thence bearing S00°12'43"E on the west line of said Tract 4, a distance of 81.51 feet, to the northeast corner of a tract of land as described in Deed Book 108, Page 2, thence bearing N88°13'36"W, on the north line of said referenced tract of land in Deed Book 108, Page 2, a distance of 208.11 feet to the point of intersection with the west line of Tract 3, Acre Tracts, thence bearing N00°12'43"W on the west line of said Tract 3, a distance of 156.09 feet to the northwest corner of said Tract 3, thence bearing N89°08'06"W on the north line of Acre Tracts, a distance of 361.07 feet to a point being 55.00 feet east of the west line of Section 5, as measured perpendicular to said section line, thence bearing N00°13'13"W on a line being 55.00 feet east of and parallel with the west line of Section 5, a distance of 129.50 feet, thence bearing N89°08'06"W, a distance of 22.00 feet to a point of being 33.00 feet east of the west line of Section 5, as measured perpendicular to said section line, thence bearing N00°13'13"W, on a line being 33.00 feet east of and parallel with the east line of Section 5, a distance of 939.78 feet to the point of beginning.

A map showing the area described above and copies of the substandard and blighted study relating to the area described above can be found at Minatare City Council Chambers, 309 Main Street, Minatare, Nebraska, during regular business hours. At the public hearing, all interested parties shall be afforded a reasonable opportunity to express their views about the proposed substandard and blighted designation. After the hearing the City Council may make its declaration.

/s/ Carolyn Nelson
City Clerk, City of Minatare

Instructions to Publisher

Please publish this notice on the following dates: 02.01.2019 & 02.08.2019

Immediately following the second publication, please send an Affidavit of Publication to James W. Ellison at P.O. Box 340, Gering, Nebraska 69341.

SURVEYORS CERTIFICATE

HARRY'S TRUCK STOP
MINATARE, NEBRASKA
JOB# RM180332-00

I, Dennis P. Sullivan, a Nebraska Registered Land Surveyor, hereby certify that I have surveyed and located the lot corners of a tract of land described in Instrument 2005-5665, Scotts Bluff County, Register of Deeds Office, which includes part of TRACTS 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 AND 13, ACRE TRACTS, and unplatted land situated in the Southwest Quarter of Section 5, Township 21 North, Range 53 West of the 6th P.M., Scotts Bluff County, Nebraska.

That the accompanying plat is a true delineation of such survey drawn to a scale of 200 feet to the inch. That all dimensions are in feet and decimals. That the boundary of the plat is shown with a heavy solid line with dashed lines being for orientation purposes only. That all corners found or set are marked as shown.

WITNESS MY HAND AND SEAL THIS 19th DAY OF October 2018.
FOR THE FIRM OF M. C. SCHAFF AND ASSOCIATES, INC.



Dennis P. Sullivan
Dennis P. Sullivan, Nebraska Registered Land Surveyor, L. S. 562

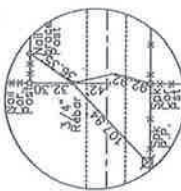
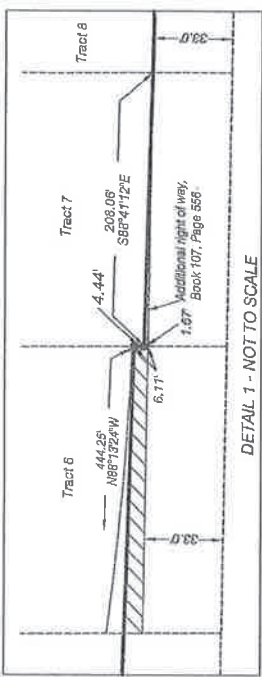
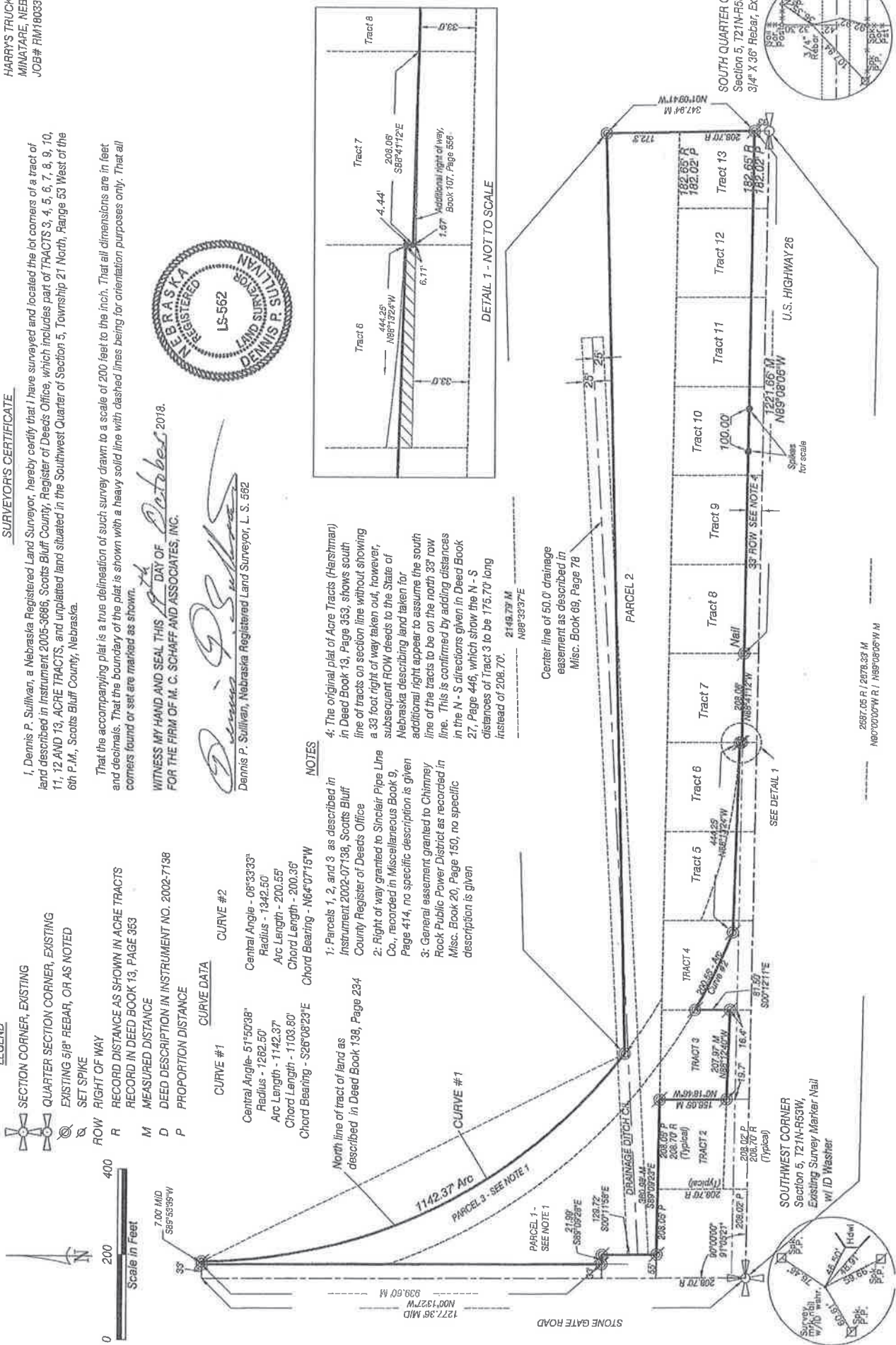
LEGEND

- SECTION CORNER, EXISTING
- QUARTER SECTION CORNER, EXISTING
-
- SET SPIKE
- ROW / RIGHT OF WAY
- RECORD DISTANCE AS SHOWN IN ACRE TRACTS RECORD IN DEED BOOK 13, PAGE 363
- M MEASURED DISTANCE
- D DEED DESCRIPTION IN INSTRUMENT NO. 2002-7138 PROPORTION DISTANCE

CURVE #1	CURVE #2
Central Angle - 51°50'38"	Central Angle - 08°33'33"
Radius - 1262.50'	Radius - 1342.50'
Arc Length - 1142.37'	Arc Length - 200.55'
Chord Length - 1103.80'	Chord Length - 200.36'
Chord Bearing - S26°08'23"E	Chord Bearing - N64°07'15"W

NOTES

- 1: Parcels 1, 2, and 3, as described in Instrument 2002-07138, Scotts Bluff County Register of Deeds Office
- 2: Right of way granted to Sinclair Pipe Line Co., recorded in Miscellaneous Book 9, Page 414, no specific description is given
- 3: General easement granted to Chimney Rock Public Power District as recorded in Misc. Book 20, Page 150, no specific description is given
- 4: The original plat of Acre Tracts (Hershman) in Deed Book 13, Page 363, shows south line of tracts on section line without showing a 33' foot right of way taken out, however, subsequent ROW deeds to the State of Nebraska describing land taken for additional right appear to assume the south line of the tracts to be on the north 33' row line. This is confirmed by adding distances in the N-S directions given in Deed Book 27, Page 446, which show the N-S distances of Tract 3 to be 175.70' long instead of 208.70'.



Center line of 50.0' drainage easement as described in Misc. Book 69, Page 78

2687.05 R / 2678.33 M
N80°00'00\"/>

1221.66' M
N89°08'06\"/>

247.94' M
N01°04'11\"/>

209.77' R
182.02' P
182.65' R
182.02' P

314' X 36\"/>

U.S. HIGHWAY 26

33' ROW SEE NOTE 4

SEE DETAIL 1

SEE DETAIL 1

SEE DETAIL 1

SEE DETAIL 1

SEE DETAIL 1

SEE DETAIL 1



January 29, 2019

Sent via Certified Mail: Return Receipt Requested

Western Nebraska Community College
c/o Chairperson of Board of Governors
1601 E. 27th Street
Scottsbluff, NE 69361

Re: City of Scottsbluff Planning Commission; Notice of Public Hearing

Notice is hereby given that the Planning Commission of the City of Scottsbluff, Nebraska will hold a public hearing at its regular meeting scheduled for Monday, February 11, 2019 at 6:00 p.m. in the Council Chambers, City Hall 2525 Circle Drive, Scottsbluff, Nebraska for the purpose of reviewing and making a recommendation to the City Council as to whether the property described below is substandard and blighted as those terms are defined in the Nebraska Community Development Law. The property to be considered is generally described as land bounded by US Highway 26 on the northeast, East Overland Drive on the south and 21st Avenue on the west and more particularly described as:

Land Situated in the Southwest Quarter of Section 19, Township 22 North, Range 54 West of the 6th P.M., Scotts Bluff County, Nebraska, more particularly described as follows: Beginning at the Southwest Corner of Section 19, thence northerly on the west line of the Southwest Quarter of Section 19 on an assumed bearing of N02°11'37"E, a distance of 1579.26 feet, thence bearing S87°48'23"E, a distance of 33.00 feet to the point of intersection with the east 33 foot right of way line of 21st Avenue, thence southerly on said right of way line, bearing S02°11'37"W, a distance of 129.34 feet, to the point of intersection with the east line of a tract of land reserved for additional highway right of way as described in Deed Book 209, Page 114, thence northeasterly on said east line, bearing N08°33'45"E, a distance of 386.38 feet measured (386.30 feet record), to the point of intersection with the south right of way line of U.S. Highway 26, as described in Deed Book 108, Page 328, and the point of intersection with a non-tangent curve to the right, said curve having a central angle of 25°43'59"E, radius of 4317.37 feet, a chord bearing of S38°32'58"E and a chord length of 1922.79 feet, thence southeasterly on the arc of said curve and said right of way line, a distance of 1939.04 feet, to the point of intersection with the east line of the west half of the Southwest Quarter Section 19, and a point being 373.50 feet (Record and Measured) north of the sixteenth section corner as described in Deed Book 108, Page 328, thence southerly on said sixteenth section line, bearing S01°57'46"W, a distance of 1.90 feet, to the point of intersection with a tract of land as described in Deed Book 192, Page 85, said line also being the south right of way line of U.S. Highway 26, thence southeasterly on the north line of said tract and said south right of way line, bearing S22°55'32"E, a distance of 164.92 feet, thence southwesterly on the east line of said tract and U.S. Highway 26 right of way, bearing S13°18'40"W, a distance of 154.27 feet, (record and measured), to the point of intersection with the north line of highway right of way as described in Deed Book 108, Page 328, thence bearing S89°36'29"W, a distance of 39.08 feet, to the point of intersection with the east line of the west half of the Southwest Quarter of Section 19, thence southerly on said sixteenth section line, bearing S01°57'46"W, a distance of 4.13 feet, and the point of intersection with the north right of way line of U.S. Highway 26 Right of Way as described in Deed Book 108, Page 328, thence northwesterly on said right of way line, bearing N89°14'02"W, a distance of 225.37 feet measured (225.6 feet record), thence southerly on said right of way line, bearing S02°02'14"W, a distance of 60.00 feet record and measured, to the point of intersection with the south line of the Southwest Quarter of Section 19, thence westerly



on said section line, bearing N87°57'46"W, a distance of 1106.91 feet, to the Point of Beginning, said tract containing an area of 37.79 Acres, more or less.

A map showing the area described above and copies of the substandard and blighted study relating to the area described above can be found at Development Services, City Hall 2525 Circle Drive, Scottsbluff, Nebraska during regular business hours. At the public hearing, all interested parties shall be afforded a reasonable opportunity to express their views about the proposed substandard and blighted designation.

Sincerely,

A handwritten signature in blue ink that reads "Kimberley Wright". The signature is written in a cursive, flowing style.

Kimberley Wright
City Clerk, City of Scottsbluff



February 4, 2019

Sent via Certified Mail: Return Receipt Requested

Western Nebraska Community College
c/o Chairperson of Board of Governors
1601 E. 27th Street
Scottsbluff, NE 69361

Re: City of Scottsbluff City Council; Notice of Public Hearing

Notice is hereby given that the City Council of the City of Scottsbluff, Nebraska will hold a public hearing at its regular meeting scheduled for Tuesday, February 19, 2019 at 6:00 p.m. in the Council Chambers, City Hall 2525 Circle Drive, Scottsbluff, Nebraska for the purpose of making a determination as to whether the property described below is substandard and blighted as those terms are defined in the Nebraska Community Development Law. The property to be considered is generally described as land bounded by US Highway 26 on the northeast, East Overland Drive on the south and 21st Avenue on the west and more particularly described as:

Land Situated in the Southwest Quarter of Section 19, Township 22 North, Range 54 West of the 6th P.M., Scotts Bluff County, Nebraska, more particularly described as follows: Beginning at the Southwest Corner of Section 19, thence northerly on the west line of the Southwest Quarter of Section 19 on an assumed bearing of N02°11'37"E, a distance of 1579.26 feet, thence bearing S87°48'23"E, a distance of 33.00 feet to the point of intersection with the east 33 foot right of way line of 21st Avenue, thence southerly on said right of way line, bearing S02°11'37"W, a distance of 129.34 feet, to the point of intersection with the east line of a tract of land reserved for additional highway right of way as described in Deed Book 209, Page 114, thence northeasterly on said east line, bearing N08°33'45"E, a distance of 386.38 feet measured (386.30 feet record), to the point of intersection with the south right of way line of U.S. Highway 26, as described in Deed Book 108, Page 328, and the point of intersection with a non-tangent curve to the right, said curve having a central angle of 25°43'59"E, radius of 4317.37 feet, a chord bearing of S38°32'58"E and a chord length of 1922.79 feet, thence southeasterly on the arc of said curve and said right of way line, a distance of 1939.04 feet, to the point of intersection with the east line of the west half of the Southwest Quarter Section 19, and a point being 373.50 feet (Record and Measured) north of the sixteenth section corner as described in Deed Book 108, Page 328, thence southerly on said sixteenth section line, bearing S01°57'46"W, a distance of 1.90 feet, to the point of intersection with a tract of land as described in Deed Book 192, Page 85, said line also being the south right of way line of U.S. Highway 26, thence southeasterly on the north line of said tract and said south right of way line, bearing S22°55'32"E, a distance of 164.92 feet, thence southwesterly on the east line of said tract and U.S. Highway 26 right of way, bearing S13°18'40"W, a distance of 154.27 feet, (record and measured), to the point of intersection with the north line of highway right of way as described in Deed Book 108, Page 328, thence bearing S89°36'29"W, a distance of 39.08 feet, to the point of intersection with the east line of the west half of the Southwest Quarter of Section 19, thence southerly on said sixteenth section line, bearing S01°57'46"W, a distance of 4.13 feet, and the point of intersection with the north right of way line of U.S. Highway 26 Right of Way as described in Deed Book 108, Page 328, thence northwesterly on said right of way line, bearing N89°14'02"W, a distance of 225.37 feet measured (225.6 feet record), thence southerly on said right of way line, bearing S02°02'14"W, a distance of 60.00 feet record and measured, to the point of intersection with the south line of the Southwest Quarter of Section 19, thence westerly on said section line, bearing N87°57'46"W, a distance of 1106.91 feet, to the Point of Beginning, said tract containing an area of 37.79 Acres, more or less.

A map showing the area described above and copies of the substandard and blighted study relating to the area described above can be found at Development Services, City Hall 2525 Circle Drive, Scottsbluff, Nebraska during regular business hours. At the public hearing, all interested parties shall be afforded a reasonable opportunity to express their views about the proposed substandard and blighted designation. After the hearing the City Council may make its declaration.

Sincerely,

Kimberley Wright
City Clerk, City of Scottsbluff



MEMORANDUM

Date: 2/12/2019

To: WCCA Board of Governors

From: Aletia Norwood, Faculty Board Representative

Re: February 2019 Board of Governors Faculty Report



Robert Thompson (Theater Faculty) reports that theater student Joseph Orozco was selected to participate in the Kennedy Center American College Theater in Sioux Falls, South Dakota. The week-long festival took place on January 20-26.

Figure 1: Scottsbluff Star-Herald

Aaron Gayman (Automotive Technology Faculty) reports that 10 of the automotive technology students received ASE certification for the handling of refrigerants. Job growth in this field is projected to run at about 7% in Nebraska with about 5,750 new jobs in the next decade. (ONet, US Dept. of Labor, online). Couple this with the aging of the current workforce and you can see the need for trained labor in these fields. WCCO encourages and assists students with the achievement of certifications in several different areas throughout the Career and Tech Ed programs.