

# April 2019 Board of Governors Meeting

## Proposed Agenda

A. Call to Order

B. Roll Call

C. Community Comments

D. Board Chairperson Comments

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

E. Consent Calendar

1. Review Contents of Consent Calendar

a. Agenda

b. Excuse Absent Board Member(s)

c. Minutes

i. Regular Meeting, March 20, 2019 Page 8

d. Claims: March 2019 Page 25

e. City Planning Commission Report(s)

i. City of Gering Page 41

ii. City of Scottsbluff Page 43

iii. City of Sidney Page 46

f. Reports and Proposals

i. From the Students

ii. From the Faculty

1. April 2019 Faculty Report

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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. Board Member Mileage / Expenses

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#### **G. Bid Consent Calendar**

1. Review of Bid Consent Calendar

a. 19-EQ-29 Campus Wayfinding Signage

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b. 19-EQ-27 Theatre Lighting Dimmer Panel

Page 59

c. 19-EQ-31 Cisco Networking

2. Approval of Bid Consent Calendar

3. Consideration of Items Extracted From Bid Consent Calendar

#### **H. Personnel Consent Calendar**

1. Review Contents of Personnel Consent Calendar

a. Resignation(s):

i. Mr. Neal Brady, Associate Systems

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Administrator

- ii. Dr. Kim Kuster Dale, Executive Vice President Page 61
- iii. Mr. Graham Judd, Emergency Medical Services  
Instructor and Program Director Page 62
- iv. Mr. Loren Moench, Associate Systems  
Administrator Page 63

b. Appointment(s):

- i. Ms. Laurie Alkire, Honorary Status of Professor  
Emeritus Page 64
- ii. Mr. Neal Brady, Enterprise Resource Planning  
(ERP) Administrator Page 66
- iii. Mr. Loren Moench, Information Technology  
Associate Director Page 69

2. Approval of Personnel Consent Calendar

3. Consideration of Items Extracted from Personnel Consent  
Calendar

**I. Old Business**

1. Reports and Recommendation from Human Resources  
Committee, Ms. Coral Richards

- a. Second and Final Reading: Employee Retirement  
Eligibility Board Policy - Ms. Kathy Ault Page 72
- b. Second and Final Reading: Board Policy No.  
420.2100.96 Retirement Plan (Support Staff) - Ms.  
Kathy Ault Page 74
- c. Second and Final Reading: Board Policy No.  
425.2100.96 Retirement Plan (Full-Time Faculty) -  
Ms. Kathy Ault Page 75
- d. Second and Final Reading: Board Policy No. Page 76

435.2100.96 Retirement Plan (Temp Full-Time Faculty) - Ms. Kathy Ault

- e. Second and Final Reading: Board Policy No. 450.2100.96 Retirement Plan (Administrative/Professional Staff) - Ms. Kathy Ault Page 77

2. Reports and Recommendation from Board Policy Committee, Ms. Linda Guzman-Gonzalez

- a. Second and Final Reading: Board Policies, President's Procedures, and Institutional Guidelines - Dr. Kim Kuster Dale Page 78

**J. New Business**

1. Reports and Recommendations from the Board Policy Committee - Linda Guzman-Gonzales

- a. First Reading: Tobacco Free Policy – Ms. Nina Grant Page 81

2. Reports and Recommendations from the Student Success Committee

- a. First Reading: Transfer Credit Board Policy – Dr. Kim Kuster Dale Page 84

- b. Information Only: Transfer Credit President's Procedures – Dr. Kim Kuster Dale Page 86

**K. Institutional Reports**

1. Admissions Office Report - Ms. Gretchen Foster

- a. April 2019 Admissions Office Report Page 90

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

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

4. Western Nebraska Community College Foundation  
Ms. Karen Anderson

**L. Western Nebraska Community College / Scottsbluff Campus  
Main Building Addition and Renovation Update, Dr. Todd  
Holcomb**

**M. Board Member Comments**

**N. President's Comments**

**O. Executive Session**

1. Strategy Session Concerning Pending or Threatened  
Litigation

2. Discussion on Presidential Goals

**P. Upcoming Meetings and Events**

1. Western Nebraska Community College

a. 2019 Awards Ceremonies

i. Scottsbluff Campus

Thursday, April 25, 2019,  
at 3:30 p.m.

The Plex, John C. Harms Center

b. GED Graduation Ceremony: Saturday, May 11, 2019,  
at 10:00 a.m., The Plex, John N. Harms Center

c. Nursing Pinning Ceremony: Saturday, May 11, 2019,  
at 2:00 p.m., The Plex, John N. Harms Center

d. Graduation Ceremony: Saturday, May 11, 2019, at  
4:00 p.m., The Plex, John N. Harms Center

2. 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

3. Association of Community College Trustees

a. 2019 ACCT Leadership Congress  
October 16-19, 2019, San Francisco, CA  
Early Bird Registration – August 9, 2019

**Q. Next Regular Meeting:**

Wednesday, May 15, 2019, Conference Room, Pioneer  
Activity Center, Western Nebraska Community College,  
Scottsbluff Campus, 1409 East 27th Street, Scottsbluff,  
Nebraska.

**R. Adjournment**

**WESTERN COMMUNITY COLLEGE AREA  
BOARD OF GOVERNORS**

**MINUTES**

Wednesday, April 17, 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, April 17, 2019, in Room 115 and 116, Western Nebraska Community College, Sidney Campus, located at 371 College Drive, in the City of Sidney, in the County of Cheyenne, in the State of Nebraska, as per the publicized notice in the Star-Herald and the Sidney Sun-Telegraph, on Wednesday, April 10, 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 .....	Present
Linda A. Guzman-Gonzales .....	Present
F. Lynne Klemke, Chair .....	Present
Allan D. Kreman .....	Present
Kimberly A. Marcy.....	Absent
William M. Packard.....	Present
M. Thomas Perkins.....	Present
Coral E. Richards.....	Present
R. J. Savely, Jr .....	Present
Richard G. Stickney, Vice-Chairperson .....	Present

**OTHERS PRESENT**

Kathy Ault, Human Resources Executive Director  
Ellen Dillon, Associate Dean of Instructional Services  
Gretchen Foster, Admissions Director  
Rosie Hernandez, Executive Administrative Assistant to the President and Board Secretary  
Todd R. Holcomb, President  
Roger Hovey, Registrar  
Allison Judy, Public Relations and Marketing Director  
Philip M. Kelly, College Attorney  
William D. Knapper, Administrative Services Vice President and Board Treasurer  
Aletia Norwood, Faculty Representative  
Madison Reed, Student Representative  
Megan Wescoat, Student Engagement Director

**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 that any speaker wishing to make a comment would be limited to a five minute presentation. There were no community comments.

## **BOARD CHAIRPERSON COMMENTS**

Ms. Klemke announced that for public information a copy of the Nebraska Open Meetings Act was available on the table at the back of the room.

Ms. Klemke reported Ms. Kimberly A. Marcy would be unable to attend the meeting because of Personal Business.

Ms. Klemke introduced and welcomed visitors to the meeting.

Ms. Klemke introduced Ms. Allison Judy, Public Relations and Marketing Director, to speak about Board Member biographies. Ms. Judy reported the College is in the process of launching the new website and part of the process is updating Board Member biographies.

Ms. Judy referred Board Member to the handouts with their biographies and asked Board Members to submit any changes to Ms. Hernandez by April 30, 2019. Additionally, Ms. Judy reported the new Board of Governors webpage will include updated Board Member photos. New Board Member photos will be taken on May 15, 2019, prior to the Regular Board Meeting.

## **CONSENT CALENDAR**

### **Review Contents**

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

- 1) Agenda, April 17, 2019
- 2) Excuse Absent Board Member(s) – Ms. Kimberly A. Marcy
- 3) Minutes
  - a. Regular Meeting, March 20, 2019
- 4) Claims for March 2019:
  - a. WCCA Unrestricted Fund - \$2,197,543.99
  - b. WCCA Restricted Fund - \$2,424.15
  - c. WCCA Federal Fund - \$4,619.99
  - d. WCCA Agency Fund - \$22,482.27
  - e. WCCA Loan Fund - \$-0-
  - f. WCCA Plant Fund - \$1,302,252.00
  - g. WCCA Auxiliary Fund - \$71,087.39
- 5) City Planning Commission Reports (Attachment A-A6)
- 6) Reports and Proposals
  - a. From the Students
  - b. From the Faculty (Attachment B-B1)
  - c. From the Administration
  - d. From the Board



## **CONSENT CALENDAR (Cont.)**

### **Review Contents**

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

## **CONSENT CALENDAR**

### **Approval**

Dr. Gramberg MOVED to approve the Consent Calendar as presented. SECONDED by Mr. Savely.

**Voting Yes:** Anderson, Gramberg, Guzman-Gonzales, Kreman, Packard, Perkins, Richards, Savely, Stickney, Klemke

**Voting No:** None

**Abstain:** None

**Absent:** Marcy

**MOTION CARRIED**

## **CONSENT CALENDAR**

### **Consider Extracted Items**

There were no items extracted.

## **BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT**

### **Dr. Merlyn L. Gramberg, Ms. F. Lynne Klemke, Mr. Richard G. Stickney**

Ms. Guzman-Gonzales MOVED to approve the following travel expenses: Dr. Merlyn L. Gramberg for \$113.68, Ms. F. Lynne Klemke for \$92.80, and Mr. Richard G. Stickney for \$655.86. SECONDED by Ms. Anderson.

**Voting Yes:** Anderson, Guzman-Gonzales, Kreman, Packard, Richards, Savely

**Voting No:** None

**Abstain:** Gramberg, Perkins, Stickney, Klemke

**Absent:** Marcy

**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-EQ-29 Campus Wayfinding Signage (Attachment C-C1)
- 2) Bid No. 19-EQ-27 Theatre Lighting Dimmer Panel (Attachment D)
- 3) Bid No. 19-EQ-31 Cisco Networking Equipment (Attachment E-E1)

Ms. Klemke asked if there were any item(s) on the Bid Consent Calendar which any Board member wished to have extracted for separate consideration. There were none.

## **BID CONSENT CALENDAR**

### **Approval**

Mr. Stickney MOVED to approve the Bid Consent Calendar as presented. SECONDED by Ms. Anderson.

**Voting Yes:** Guzman-Gonzales, Kreman, Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Klemke

**Voting No:** None

**Abstain:** None

**Absent:** Marcy

### **MOTION CARRIED**

## **BID CONSENT CALENDAR**

### **Consider Items Extracted**

There were no items extracted.

## **PERSONNEL CONSENT CALENDAR**

### **Review Contents**

Ms. Klemke reviewed the contents of the Personnel Consent Calendar which included the following resignation(s) and appointment(s):

- 1) Resignation(s)
  - a. Mr. Neal Brady, Associate Systems Administrator, effective April 15, 2019.
  - b. Dr. Kim Kuster Dale, Executive Vice President, effective June 30, 2019.
  - c. Mr. Graham Judd, Emergency Medical Services Instructor and Program Director, effective May 10, 2019.
  - d. Mr. Loren Moench, Associate Systems Administrator, effective April 1, 2019.
  
- 2) Appointment(s)
  - a. Ms. Laurie Alkire, Honorary Status of Professor Emeritus
  - b. Mr. Neal Brady, Enterprise Resource Planning (ERP) Administrator, effective April 15, 2019, through June 30, 2019, wage to be \$21.64 per hour.
  - c. Mr. Loren Moench, Information Technology Associate Director, effective April 1, 2019, through June 30, 2019, salary to be prorated from an annual salary of \$61,656.

Ms. Klemke asked if there were any item(s) on the Personnel Consent Calendar which any Board member wished to have extracted for separate consideration. Dr. Packard requested the resignation of Mr. Graham Judd, Emergency Medical Services Instructor and Program Director, be extracted for further discussion.

## **PERSONNEL CONSENT CALENDAR**

### **Approval**

Ms. Richards MOVED to approve the amended Personnel Consent Calendar. Ms. Guzman-Gonzales SECONDED the motion.

**Voting Yes:** Kreman, Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke

**Voting No:** None

**Abstain:** None

**Absent:** Marcy

**MOTION CARRIED**

## **PERSONNEL CONSENT CALENDAR**

### **Consider Items Extracted**

Dr. Gramberg requested the resignation for Mr. Graham Judd, Emergency Medical Services Instructor and Program Director, be extracted for further discussion. He asked Dr. Holcomb when Mr. Judd was hired. Dr. Holcomb reported Mr. Judd was hired on May 21, 2018.

There being no further discussion, Ms. Guzman-Gonzales MOVED to approve the resignation of Mr. Graham Judd, Emergency Medical Services Instructor and Program Director. SECONDED by Ms. Richards.

**Voting Yes:** Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Kreman, Klemke

**Voting No:** None

**Abstain:** None

**Absent:** Marcy

**MOTION CARRIED**

## **OLD BUSINESS**

### **Reports and Recommendation from Human Resources Committee, Ms. Coral Richards**

#### **Second and Final Reading: Employee Retirement Eligibility Board Policy**

Ms. Klemke introduced the Employee Retirement Eligibility Board Policy on second and final reading and asked Ms. Richards to speak on this item. Ms. Richards asked Ms. Ault to further speak on this item.

Ms. Ault reported this policy establishes the requirements an employee must meet to be eligible for retirement benefits. No changes have been made since first reading.

Dr. Perkins MOVED to approve the Employee Retirement Eligibility Board Policy on second and final reading. SECONDED by Mr. Savely.

**OLD BUSINESS (Cont.)**

**Reports and Recommendation from Human Resources Committee, Ms. Coral Richards  
Second and Final Reading: Employee Retirement Eligibility Board Policy**

**Voting Yes:** Perkins, Richards, Savely, Stickney, Anderson, Gramberg,  
Guzman-Gonzales, Kreman, Packard, Klemke

**Voting No:** None

**Abstain:** None

**Absent:** Marcy

**MOTION CARRIED**

**OLD BUSINESS**

**Reports and Recommendation from Human Resources Committee, Ms. Coral Richards  
Second and Final Reading: Repeal of Board Policies 420.2100.96 Retirement Plan (Support  
Staff); 425.2100.96 Retirement Plan (Full-Time Faculty); 435.2100.96 Retirement Plan (Temp Full-  
Time Faculty); and, 450.2100.96 Retirement Plan (Administrative/Professional Staff)**

Ms. Klemke introduced the following policies being repealed: Board Policies 420.2100.96 Retirement Plan (Support Staff); 425.2100.96 Retirement Plan (Full-Time Faculty); 435.2100.96 Retirement Plan (Temp Full-Time Faculty); and, 450.2100.96 Retirement Plan (Administrative/Professional Staff), and asked Ms. Ault to speak on this item.

Ms. Ault reported that the policies being repealed will be absorbed into the new Employee Retirement Eligibility Policy upon Board approval. No changes have been made since first reading.

Mr. Richards MOVED to repeal Board Policy numbers 420.2100.96 Retirement Plan (Support Staff); 425.2100.96 Retirement Plan (Full-Time Faculty); 435.2100.96 Retirement Plan (Temp Full-Time Faculty); and, 450.2100.96 Retirement Plan (Administrative/Professional Staff). SECONDED by Mr. Kreman.

**Voting Yes:** Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Kreman, Packard, Perkins, Klemke

**Voting No:** None

**Abstain:** None

**Absent:** Marcy

**MOTION CARRIED**

**OLD BUSINESS**

**Reports and Recommendation from Board Policy Committee, Ms. Linda Guzman-Gonzales  
Second and Final Reading: Board Policies, President's Procedures, and Institutional Guidelines**

Ms. Klemke introduced the Board Policies, President's Procedures, and Institutional Guidelines on second and final reading and asked Ms. Guzman-Gonzales to speak on this item. Ms. Guzman-Gonzales asked Dr. Holcomb to further speak on this item.

### **OLD BUSINESS (Cont.)**

#### **Reports and Recommendation from Board Policy Committee, Ms. Linda Guzman-Gonzales Second and Final Reading: Board Policies, President's Procedures, and Institutional Guidelines**

Dr. Holcomb reported this policy ensures compliance with the Nebraska Revised Statute(s) 85-9, 169 and 85-1511, and applies to all Board Policies, President's Procedures, and Institutional Guidelines. He stated its purpose authorizes the Board to adopt and promulgate rules and regulations and perform all other acts as the Board may deem necessary or appropriate to the administration of the community college area. There were no changes from first reading.

Ms. Guzman-Gonzales MOVED to adopt Board Policies, President's Procedures, and Institutional Guidelines on second and final reading. SECONDED by Dr. Packard.

**Voting Yes:** Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales,  
Kreman, Packard, Perkins, Richards, Klemke

**Voting No:** None

**Abstain:** None

**Absent:** Marcy

**MOTION CARRIED**

### **NEW BUSINESS**

#### **Reports and Recommendation from Board Policy Committee, Ms. Linda Guzman-Gonzales First Reading: Tobacco Free Policy**

Ms. Klemke introduced the Tobacco-, Smoke-, and Vape-Free College Policy and asked Ms. Guzman-Gonzales to speak on this item. Ms. Guzman-Gonzales asked Ms. Megan Wescoat, Student Engagement Director, to further speak on this item. Ms. Wescoat introduced the following students who spoke on the policy; Claudio Sebastian Escudero, Gabriella Rodriguez, Kelli Johnson, and Rebecca Earnest.

Ms. Earnest reported the purpose of the Tobacco-, Smoke-, and Vape-Free College Policy is to establish a policy that prohibits tobacco use and the purchase of tobacco on all property owned and operated by the College.

Ms. Johnson reported that as a public institution of higher education, the College believes it has an obligation to exercise leadership by promoting a healthy and safe environment for its students, faculty, staff, and visitors while on property owned and operated by the College. She reported the policy is part of the College's commitment to creating a healthy and sustainable environment for all members of the College community and is designed to be positive and health-directed.

Ms. Rodriguez reported the College applied for the Truth Initiative's Tobacco-Free College Program and was granted \$20,000 to support the College's efforts to engage and mobilize the student population and create support among faculty, staff, and administration with the goal of adopting and implementing a 100 percent tobacco, smoke, and vape-free policy by June 2019. Ms. Johnson reported a task-force was created to help develop this endeavor. A total of 17 events supporting this grant have taken place, with three more scheduled this month.

## **NEW BUSINESS (Cont.)**

### **Reports and Recommendation from Board Policy Committee, Ms. Linda Guzman-Gonzales First Reading: Tobacco Free Policy**

Mr. Escudero referenced the Tobacco-, Smoke-, and Vape-Free College Board Policy found in the material distributed to the Board, and explained tobacco use may be permitted on College property for only the following exceptions:

Exception A: Smoking or use of tobacco for ceremonial purposes, to the extent protected by the American Indian Religious Freedom Act as amended (42 U.S.C. §§1996 and 1996a).

Exception B: If a facility used or occupied by the College is located upon or within any property or structure not under the exclusive control of the College—such as the property and structure in Alliance—then this policy shall apply within and upon the portions of the property and structure used or occupied by the College or under the control of the College.

Exception C: Products used for cessation of tobacco use approved by the U.S. Drug and Food Administration, including alternative nicotine products, such as nicotine patches or medication, shall be allowed on College property as long as the product does not produce smoke or vapor emissions.

In response to a question from the Board, Dr. Holcomb reported this policy applies to all College-owned property and includes entities that lease College property. Efforts to enforce this new policy includes putting up signs around College property notifying visitors of the tobacco-, smoke-, and vape-free campus.

The Board Members congratulated the students for their presentation and for putting together seventeen events in support of this effort.

Ms. Guzman-Gonzales suggested that since the tobacco industry is an ever evolving area, the policy should include an excerpt stating it applies to all future forms of nicotine and tobacco use.

## **NEW BUSINESS**

### **Reports and Recommendation from Student Success Committee, Dr. Merlyn L. Gramberg First Reading: Transfer Credit Board Policy**

Ms. Klemke introduced the Transfer Credit Board Policy and asked Dr. Gramberg to speak on this item. Dr. Gramberg asked Mr. Roger Hovey Registrar, to speak on this item. Mr. Hovey reported the purpose of this policy, per statute, is to provide general academic transfer programs and accept credit from other colleges or universities within the statewide transfer-of-credit guidelines published by the “Nebraska Transfer Initiative.”

Mr. Hovey reported the College, as per the Nebraska Transfer Initiative, shall provide a common core curriculum in general education for the Associate of Arts and Associate of Science degrees that have been developed and adopted by the six Nebraska Community College Areas.

## **NEW BUSINESS (Cont.)**

### **Reports and Recommendation from Student Success Committee, Dr. Merlyn L. Gramberg**

#### **First Reading: Transfer Credit Board Policy**

Mr. Hovey reported that the intention of the common core curriculum initially developed by the Council of Instructional Officers of the Community Colleges in the 1993-1994 academic year shall be adhered to for the purpose of ensuring consistency, continuity, and quality in the College academic transfer program.

Mr. Hovey reported all courses are reviewed on a three-year rotation by community college faculty and chief academic officers. The College core curriculum is based on: a) a philosophical rationale for the common curriculum; b) general education categories for the common core curriculum; and c) credit hour requirements for each category.

Mr. Hovey reported the College will evaluate all transfer credit from all colleges and universities to: a) validate that the coursework is similar and relevant to the coursework within the certificate, diploma, or degree program that the student is applying to for admittance; b) review that all transfer credit is at a "C-" or above; c) ensure that the content is not outdated or obsolete; and d) validate that the coursework was earned at a regionally accredited postsecondary institution.

Ms. Klemke thanked Mr. Hovey for his report. No action was taken by the Board.

## **NEW BUSINESS**

### **Reports and Recommendation from Student Success Committee, Dr. Merlyn L. Gramberg**

#### **Information Only: Transfer Credit President's Procedures**

Ms. Klemke introduced the Transfer Credit President's Procedure for informational purposes only and asked Mr. Hovey to speak on this item. Mr. Hovey reported the purpose of the procedure is to establish the operational processes of accepting transfer credit or ensuring that College common core curriculum in the general education for the Associate of Arts and Associate of Science degrees comply with the Nebraska Transfer Initiative.

This item is only for informational purposes. There were no questions from the Board.

## **INSTITUTIONAL REPORTS**

### **Admissions Office Report**

Ms. Klemke introduced the Admissions Office Report and asked Ms. Gretchen Foster, Admissions Director, to further speak on this item. Ms. Foster reported the Mission Statement for the Admissions Office is *"The WNCC Admissions Office identifies, attracts, recruits, and enrolls a diverse student population."*

Ms. Foster reported the recruitment efforts are organized into two areas: on-campus and off-campus. Built into all recruitment activities are several types of communication: face-to-face, telephone, email, and/or postal mail, and sometimes a combination of all four methods. Ms. Gretchen thanked the Public Relations and Marketing Staff for their tireless effort and support.

## **INSTITUTIONAL REPORTS (Cont.)**

### **Admissions Office Report**

Ms. Foster reported campus visits are individual daily visits designed to better paint a personal and comprehensive picture for prospective and accepted students and their families. There are three main goals for of campus visits: a) providing visiting students and their families the opportunity to learn about the College; b) providing visits tailored to the student's interests; and c) developing relationships with the College community.

Ms. Foster reported that in order for faculty and staff to recognize prospective and accepted students when they are on campus, the Admissions office provides them with bright yellow bags to hold brochures, a WNCC t-shirt, lip balm, notes, bookstore purchases, etc.

Ms. Foster reported other on-campus recruiting efforts include group visits of high school students from an individual school or community organization, open houses, performing arts auditions, and business and industry tours. She reported off-campus recruitment efforts include visiting regional high schools and college fairs.

Ms. Foster reported that two years ago the Admissions Office partnered with Fire Engine RED to build and implement a new online College application process, a new non-degree seeking/CollegeNOW registration form, and customer relationship manager (CRM) system. She stated this application has exceeded their expectations.

Ms. Klemke thanked Ms. Foster for her report and her contagious enthusiasm. No action was taken by the Board.

## **INSTITUTIONAL REPORTS**

### **First Nebraska Global Consortium International Experience**

Ms. Klemke introduced the First Nebraska Global Consortium International Experience and asked Ms. Ellen Dillon, Associate Dean of Instructional Services, to further speak on this item. Ms. Dillon reported the First Nebraska Global Consortium International Experience provides a structured cross-cultural experience for students, including a pre-departure cultural orientation, in-country immersion experiences, and a culminating project. She stated the program includes an overview of the history, religion, geography, philosophy, literature, anthropology, culture, fine arts, food, language, and other relevant topics of a given location, coupled with a short-term global study experience; additional fees are required for travel.

Ms. Dillon reported the first destination identified for the program is Dublin, Ireland and the Institute of Study Abroad-Ireland Campus, Bundoran, Co. Donegal, Ireland. The community colleges participating in this consortium are Central Community College, Mid-Plains Community College, Northeast Community College, Southeast Community College, and Western Nebraska Community College.

Ms. Dillon reported the dates of travel are May 18-28, 2020, and the projected cost per students is \$3,200 plus tuition, fees, and personal expenses. She reported the plan is to have a consortia trip every other year. Ms. Ellen stated the program facilitators, Dr. Niamh Hamill and John O'Connell, are locals of Ireland and are fully qualified to teach Irish studies to U.S. students at all levels.



## **INSTITUTIONAL REPORTS (Cont.)**

### **First Nebraska Global Consortium International Experience**

Ms. Dillon reported students participating in this project would be required to participate in four introduction to international travel sessions held by Pam Saafeld, Director of the Center for Global Engagement at Northeast. The student would also take HUMS-2980 Global Study Experience, a general humanities course.

Ms. Dillon reported travel arrangements for all participants will be centralized with Northeast Community College's Center for Global Engagement.

Ms. Klemke thanked Ms. Dillon for her presentation. No action was taken by the Board.

## **INSTITUTIONAL REPORTS**

### **Nebraska Community College Association**

Dr. Perkins reported the Executive Committee of Nebraska Community College Association met on April 1, 2019, and among the subjects for discussion was review of the annual audit by Grafton and Associates. He reported the audit was a clean one. The committee also reviewed the evaluation instruments for the Executive Director and the Board. Some minor changes were recommended.

Dr. Perkins reported the Executive Director presented the proposed budget for the year 2019-2020. The budget may increase by 3.21 percent. The budget will be presented to the Nebraska Community College Association Board during the May meeting for its review, then presented to member Boards. Final approval will occur in August.

Dr. Perkins reported discussion also occurred regarding major topics for the year 2019, which includes concerns around affordable access, mental health, housing, completion and retention rates, the College Promise Program, and prison population re-entry opportunities. Some changes to the major topics list were made which will include combining some of the topics, e.g., College Promise, transitioning into community colleges, and affordable access. The rest of the items will remain the same: prison population re-entry opportunities, food and housing insecurity and student mental health, completion and retention. Safety and security of students will continue to be an interest of the Nebraska Community College Association Board.

Dr. Perkins reported that a rather robust discussion occurred around a report that three states do not have educational goals, one of them being Nebraska. The responsibility for setting such goals lies with both the legislature and governor. Dr. Perkins reported that while both look to community colleges to provide workforce development training and education, neither the governor nor the legislature have specific goals on the role of the state to prioritize the manner in which this should occur. Nor have either entity been willing to fund workforce development.

Dr. Perkins reported that as a result of the discussion the Nebraska Community College Association will review, and include the presidents of the colleges in the effort, the need for Nebraska State Government to develop educational goals and offer some suggestions to both the legislature and the governor. The Nebraska Community College Association anticipates this will take a minimum of two years.

## **INSTITUTIONAL REPORTS**

### **Association of Community College Trustees**

Dr. Perkins reported the Association of Community College Trustees Advisory Committee met on April 9, 2019, via conference call. Among the items discussed was the possibility of ACCT staff proposing a plan that would assist new presidents and trustees become better integrated into their respective new colleges. The intent is to socialize a new president or trustee by helping him or her acquire the knowledge, skills, and behaviors necessary to be effective in their new environment. Should this occur, the advisory committee will be tasked with reviewing the plan and making suggestions.

## **INSTITUTIONAL REPORTS**

### **Western Nebraska Community College Foundation**

Ms. Anderson reported the Foundation Office has been preparing for the following events; a) the Performing Arts Center Grand Opening on June 13, 2019; b) the Main Building Renovation Grand Opening on August 15, 2019; c) the Monument Marathon Press Conference on May 1, 2019; d) Monument Marathon on September 28, 2019; and e) Jump, Jive, and Swing scheduled on May 5, 2019, at the Hampton Inn; tickets for the latter may be purchased by contacting the Foundation Office.

Ms. Anderson reported the new staff is quickly adapting and getting up to speed, Ms. Mary Sheffield, Foundation Alumni Relations and Stewardship Director, has been busy working on a variety of projects, and Ms. Alena Haun has been working on scholarships and program support with Ms. Kristin Wiebe or with Ms. Jennifer Reisig on the Monument Marathon.

Ms. Anderson also reported the new staff has been meeting with staff and faculty around the campus and getting to know the culture of the college.

## **WESTERN NEBRASKA COMMUNITY COLLEGE / SCOTTSBLUFF CAMPUS MAIN BUILDING ADDITION AND RENOVATION UPDATE**

Dr. Holcomb reported asbestos removal has started in the Business Services area. He stated workers are tying into the water line that area so there can be cooling and ventilation in the Performing Arts area.

Dr. Holcomb reported focus is currently on the June 13 Grand Opening. He stated the Theatre will have its initial performance that evening, and he encouraged Board Members to attend.

Dr. Holcomb reported the choral practice room drywall is nearing completion, painting is beginning, and the drop ceiling will be installed in the instrumental room very shortly.

Dr. Holcomb reported heating, ventilation, and cooling work continues throughout the area; the loading dock concrete is mostly poured; and new sidewalks are being added to the theatre entrance.

Dr. Holcomb reported construction workers accidentally damaged the existing roof while installing the new roof. Mr. Knapper and Mr. Kelly will be filing a damage insurance claim with the roofing company that did the work.

### **BOARD MEMBER COMMENTS**

Mr. Stickney reported the Alliance Awards Ceremony will be on April 23, 2019 at 4 p.m., and encouraged Board Members to attend.

Ms. Klemke reported Bass Pro recently closed the distribution center in Sidney, Nebraska, with a loss of 121 jobs, and they closed the center in Oshkosh, with a loss of 41 jobs. She thanked Ms. Paula Abbott for her instant help, along with the Nebraska Rapid Response Team, who traveled to the Panhandle and held two meetings in Oshkosh and two in Sidney to meet with the displaced workers. They helped them apply for unemployment benefits and answered questions pertaining to insurance. Ms. Klemke thanked Ms. Abbot for her involvement and responding to the communities in need.

Ms. Klemke thanked Mr. Stickney for chairing the meeting last month.

Ms. Anderson thanked Ms. Abbott for an impressive ribbon cutting of the Innovation and Entrepreneurship Center. She stated Ms. Abbott and the staff at the Sidney Campus have touched many lives and have made make a difference in Western Nebraska.

Mr. Savely thanked Ms. Abbott and the Sidney Campus for all the work they have done. He also suggested that Board members who are comfortable receiving the Board Agenda and materials electronically let Ms. Hernandez know.

Dr. Perkins reported he attended the funeral of former Board Member Mr. Ronald Block's wife in Texas.

Dr. Perkins reported the passing away of Ms. Virginia Mae Miller. Ms. Miller was the Director of the West Nebraska School of Nursing from 1954 until 1986 when she retired. She was a pioneer in nursing for the University of Nebraska Medical Center College of Nursing at WNCC and left a great legacy behind. Dr. Perkins reported Ms. Miller's funeral will be on April 19 at 1:00 p.m., and he will be delivering the eulogy.

Mr. Kreman reported he attended the New Board Member Orientation at the College and had a wonderful tour. He stated the College has a lot of facilities and commends all the staff and faculty.

### **PRESIDENT'S COMMENTS**

Dr. Holcomb thanked Ms. Abbott for the wonderful ribbon cutting of the Innovation and Entrepreneurship Center.

Dr. Holcomb reported that on April 22-23, he will be attending the Phi Theta Kappa ceremony in Lincoln alongside Ms. Erin Huddleston, Student Services Coordinator, and Mr. Norman Coley, Dean of Students, and will not be able to attend Ms. Robin Iossi's retirement reception in Alliance.

Dr. Holcomb announced the winner of the Bookstore Naming Contest is Ms. Jacklyn Cawiezel. The name of the new bookstore will be "Buddy's Books & Bistro."

Dr. Holcomb reported National Walk-at-Lunch Day will be on April 24, at Noon, and all three campuses will be participating.

### **PRESIDENT'S COMMENTS (Cont.)**

Dr. Holcomb referenced the handout given to the Board containing his goals for April 2018 – August 2020, and spoke on each one. Goal number one was to support, advance, and initiate practices that will lead to the preparation for WNCC's reaccreditation by the Higher Learning Commission (two- year goal). Dr. Holcomb reported he has attended the Higher Learning Commission Conference the last two years in Chicago, and with Dr. Dale leaving, he has expanded the role of Ms. Sandy Veltri, HLC consultant. A consultant has also been hired to give one voice to WNCC's assurance argument.

Dr. Holcomb reported goal number two was to review, monitor, and ensure the renovation and remodel of the main administration building is completed on-time and within budget (two- year goal). He stated the College is on-time and within budget.

Dr. Holcomb reported goal number three was to participate, outline, and assist in the development objectives for the implementation of each master strategic plan outcome (one- year goal). He reported the Board will receive a report at the regular meeting in May related to Key Performance Indicators.

Dr. Holcomb reported goal number four was to support, direct, and guide on-boarding of the new WNCC Foundation CEO (one- year goal). Dr. Holcomb reported he attended a Council for Advancement and Support of Education conference with the Foundation Office in the fall and continues to meet with Ms. Jennifer Reisig, Foundation Executive Director, on a biweekly basis. Additionally, all positions in the Foundation Office have been filled.

Dr. Holcomb reported goal number five was to align resources to support the development and implementation of an Information Technology strategic plan (one- year goal). He stated the College has received three bids for an Information Technology strategic plan, which will be presented at the next regular Board meeting.

Dr. Holcomb reported goal number six was to work with a consultant to provide training for the Board of Governors on boardmanship, change management, policy governance, and manual revision (one- year goal). Dr. Holcomb reported Ms. Pamila Fisher from the Association of Community College Trustees came in and facilitated the Board retreat in February, and anticipates having her again in future trainings.

Dr. Holcomb reported goal number seven was to work with Cabinet and a consultant, as soon as possible, to develop and implement a safety plan for WNCC (one- year goal). Dr. Holcomb reported the bid has been awarded and the first meeting with the safety consultant has taken place. He stated the plan should be developing within the next few months.

Dr. Holcomb asked Ms. Ault to further speak on the role of the goals as they relate to the President's evaluation. Ms. Ault reported on the timeline of the President's evaluation. She stated Dr. Holcomb should present his goals to the Board of Governors in April. In May, Board Members who have any questions or questions concerning goals and performance will have an opportunity to share them. The actual evaluation is sent out in June, and a summary is sent out to the Board Members in July.

Ms. Ault reported she will send out an email with the timeline and asked Board Members who have questions to contact her via email.

### **EXECUTIVE SESSION**

Ms. Richards MOVED, pursuant to Section 84-1410(1), of the Reissue of the Revised Statutes, known as the Nebraska Public Meetings Law, that the Board of Governors hold a closed session with Dr. Todd R. Holcomb, Ms. Rosie Hernandez, and Mr. Philip M. Kelly, for the purpose of a Strategy Session Concerning Pending or Threatened Litigation.

She further moved 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(s) and that strategy sessions with respect to pending or threatened litigation are specifically authorized by the Nebraska Public Meetings Law. Dr. Perkins SECONDED the motion.

**Voting Yes:** Stickney, Anderson, Gramberg, Guzman-Gonzales, Kreman,  
Packard, Perkins, Richards, Savely, Klemke

**Voting No:** None

**Abstain:** None

**Absent:** Marcy

### **MOTION CARRIED**

Ms. Klemke stated the reason for the Executive Session is a Strategy Session Concerning Pending or Threatened Litigation.

The Board of Governors and those so named in the motion adjourned to an Executive Session at 2:42 p.m.

The Executive Session ended at 3:32 p.m.

### **OPEN MEETING**

Ms. Klemke declared the Open meeting in session at 3:32 p.m.

### **UPCOMING MEETINGS AND EVENTS**

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

### **NEXT REGULAR MEETING**

The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, May 15, 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 3:35 p.m.



# City of Gering, Nebraska

1025 P Street • P.O. Box 687 • Gering, NE 69341 • (308) 436-5096

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April 4, 2019

WNCC  
Attn: Board of Governors Secretary  
1601 East 27<sup>th</sup> Street  
Scottsbluff, NE 69361

To Whom It May Concern:

The City of Gering Planning Commission will conduct a public hearing to consider a Final Plat on Block 1, Five Rocks Estates, a part of the Northwest Quarter of the Southwest Quarter of Section 2, Township 21 North, Range 55 West of the 6<sup>th</sup> P.M. in the City of Gering, Scotts Bluff County, Nebraska. Located South of M Street and East of Five Rocks Road.

The Planning Commission meeting will be held on Tuesday April 16, 2019 at 6:00 p.m. and the City Council meeting will be held on Monday, May 13, 2019 at 6:00 p.m.

All meetings will be held in the Gering City Council Chambers, 1025 "P" Street Gering, Nebraska. Any person with a disability desiring reasonable accommodation to attend a public meeting must contact the City Clerk's office at City Hall, 1025 "P" Street, Gering, NE by 12:00 p.m. five (5) days prior to the date of each meeting.

Sincerely,

A handwritten signature in blue ink that reads "Brenda".

Brenda Bruntz  
Planning Commission Secretary  
Enclosure



March 18, 2019

**Sent via Certified Mail: Return Receipt Requested**

Western Nebraska Community College  
c/o Chairperson of Board of Governors  
1601 E. 27<sup>th</sup> 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 Monday, April 1, 2019 at 6:00 p.m. in the Council Chambers, City Hall 2525 Circle Drive, Scottsbluff, Nebraska for the purpose of reviewing and obtaining comment on a Redevelopment Plan submitted by 26 Group, LLC for the Fuel Station and Convenience Store Project. The area to be redeveloped under the Redevelopment Plan is legally described as Lot 1, Block 1, Western Addition, City of Scottsbluff, Scotts Bluff County, Nebraska. This Redevelopment Plan includes a request for tax increment financing. A copy of the Redevelopment Plan, a map to show the area to be redeveloped, and any cost-benefit analysis of the Redevelopment Plan 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 respecting the proposed redevelopment plan.

Sincerely,

A handwritten signature in blue ink that reads "Kimberley Wright". The signature is written in a cursive style with a large, looped initial 'K'.

Kimberley Wright  
City Clerk, City of Scottsbluff



308-632-4136  
2525 Circle Drive  
Scottsbluff, NE 69361

March 26, 2019

**Sent via Certified Mail: Return Receipt Requested**

Western Nebraska Community College  
c/o Chairperson of Board of Governors  
1601 E. 27<sup>th</sup> 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, April 8, 2019 at 6:00 p.m. in the Council Chambers, City Hall 2525 Circle Drive, Scottsbluff, Nebraska for the purpose of reviewing and obtaining comment on a Redevelopment Plan submitted jointly by HVS, LLP and Original Equipment Co. dba Aulick Industries for the Aulick Industries Office and Truck Shop Project. The area to be redeveloped under the Redevelopment Plan is legally described as Block 3, Marvin Addition to the City of Scottsbluff, Scotts Bluff County, Nebraska, EXCEPT that part deeded to the State of Nebraska in Deed Book 152, Page 293 of the records of Scotts Bluff County, Nebraska, and is commonly known as 709 W. South Beltline Highway, Scottsbluff, Nebraska. This Redevelopment Plan includes a request for tax increment financing. A copy of the Redevelopment Plan, a map to show the area to be redeveloped, and any cost-benefit analysis of the Redevelopment Plan 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 respecting the proposed redevelopment plan.

Sincerely,

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

Kimberley Wright  
City Clerk, City of Scottsbluff





April 3, 2019

**Sent via Certified Mail: Return Receipt Requested**

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

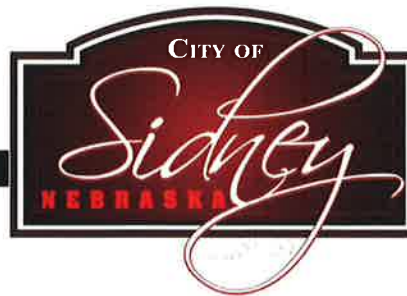
**Re: City of Scottsbluff City Council; Notice of Public Hearing**

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 Monday, April 15, 2019 at 6:00 p.m. in the Council Chambers, City Hall 2525 Circle Drive, Scottsbluff, Nebraska for the purpose of reviewing and obtaining comment on a Redevelopment Plan submitted jointly by HVS, LLP and Original Equipment Co. dba Aulick Industries for the Aulick Industries Office and Truck Shop Project. The area to be redeveloped under the Redevelopment Plan is legally described as Block 3, Marvin Addition to the City of Scottsbluff, Scotts Bluff County, Nebraska, EXCEPT that part deeded to the State of Nebraska in Deed Book 152, Page 293 of the records of Scotts Bluff County, Nebraska, and is commonly known as 709 W. South Beltline Highway, Scottsbluff, Nebraska. This Redevelopment Plan includes a request for tax increment financing. A copy of the Redevelopment Plan, a map to show the area to be redeveloped, and any cost-benefit analysis of the Redevelopment Plan 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 respecting the proposed redevelopment plan.

Sincerely,

A handwritten signature in blue ink that reads "Kimberley Wright".

Kimberley Wright  
City Clerk, City of Scottsbluff

**SMALL TOWN VALUES**

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www.cityofsidney.org

April 3, 2019

CORAL RICHARDS  
SECRETARY OF THE BOARD OF EDUCATION  
WESTERN NEBRASKA TECHNICAL COMMUNITY COLLEGE  
1601 EAST 27<sup>TH</sup> STREET  
SCOTTSBLUFF NE 69361

In compliance with Section 79-4. 151, R.S.N., 1943, the Planning Commission of the City of Sidney herewith submits the following for the consideration of the Board of Education before the adoption of the final report of same:

SEE ATTACHED NOTICE

Sincerely,

A handwritten signature in black ink that reads "Cynthia Heilbrun". The signature is fluid and cursive, written over a light-colored background.

Cynthia Heilbrun  
Secretary of the Planning Commission

ch

Attachment



April 9, 2019

**Sent via Certified Mail: Return Receipt Requested**

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

**Re: Village of Hemingford Village Board; Notice of Public Hearing**

Notice is hereby given that the Village Board of the Village of Hemingford, Nebraska will hold a public hearing at a special meeting scheduled for Tuesday April 23, 2019 at 5:00 p.m. at 700 Box Butte Avenue, Hemingford, Nebraska for the purpose of reviewing and obtaining comment on a Redevelopment Plan submitted by LUX LLC for the LUX LLC Salon Project. The area to be redeveloped under the Redevelopment Plan is legally described as Lots 1, 2, and 3, Block 18, Original Town of Hemingford, Box Butte County, Nebraska, and is commonly known as 716 Laramie Avenue, Hemingford, Nebraska. This Redevelopment Plan includes a request for tax increment financing. A copy of the Redevelopment Plan, a map to show the area to be redeveloped, and any cost-benefit analysis of the Redevelopment Plan can be found at 700 Box Butte Avenue, Hemingford, Nebraska during regular business hours. At the public hearing, all interested parties shall be afforded a reasonable opportunity to express their views respecting the proposed redevelopment plan.

Sincerely,

Barb Straub

Administrator/Clerk Treasurer





April 9, 2019

**Sent via Certified Mail: Return Receipt Requested**

Western Nebraska Community Collage  
c/o Chairperson of Governors  
1601 E 27<sup>th</sup> Street  
Scottsbluff, NE 69361

**Re: Village of Hemingford Planning Commission; Notice of Public Hearing**

Notice is hereby given that the Planning Commission of the Village of Hemingford, Nebraska will hold a public hearing at a special meeting scheduled for Tuesday April 23, 2019 at 12:00 p.m./noon at 700 Box Butte Avenue, Hemingford, Nebraska for the purpose of reviewing and obtaining comment on a Redevelopment Plan submitted by LUX LLC for the LUX LLC Salon Project. The area to be redeveloped under the Redevelopment Plan is legally described as Lots 1, 2, and 3, Block 18, Original Town of Hemingford, Box Butte County, Nebraska, and is commonly known as 716 Laramie Avenue, Hemingford, Nebraska. This Redevelopment Plan includes a request for tax increment financing. A copy of the Redevelopment Plan, a map to show the area to be redeveloped, and any cost-benefit analysis of the Redevelopment Plan can be found at 700 Box Butte Avenue, Hemingford, Nebraska during regular business hours. At the public hearing, all interested parties shall be afforded a reasonable opportunity to express their views respecting the proposed redevelopment plan.

Sincerely,

Barb Straub

Administrator/Clerk Treasurer





# MEMORANDUM

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**Date:** 4/8/2019

**To:** WCCA Board of Governors

**From:** Aletia Norwood, Faculty Board Representative

**Re:** April 2019 Board of Governors Faculty Report

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- Jacklyn Cawiezel reports that Carrie Howton (Human Service Program Director, instructor, and counselor) recently completed her Ph. D. in clinical psychology. Carrie started teaching at WNCC in 2017 nearing the end of her doctoral program. In the time she has been at our institution she has developed a complete curricular program, written a grant to promote mental health professions, added a 3<sup>rd</sup> baby to her family, and completed a dissertation. Please join Jackie in congratulating Dr. Howton on her accomplishments!

- Jeannette Johnson (Business Faculty) received the February Student Government Faculty of the Month award.

- Robbie Thompson (Theatre Faculty) reports that the student performance of *Fuddy Meers* sold out every performance. WNCC also hosted a performance for about 70 high school students on the Friday afternoon before the public performances.

- Lorin King (Science Faculty) had an abstract accepted for publication and presentation at the 201968th Annual Meeting of the Geological Society of America Southeastern Section 28–29 March | Charleston, South Carolina, this is original work that King is doing at one of his paleontological sites in NE Wyoming and is being presented by a student at Appalachian State that has been working with him.

*A Preliminary Analysis of the Mogan Site, A New Late Jurassic Vertebrate Microfossil Site in the Morrison Formation in Northeastern, Wyoming*

HITES, William T., Department of Geological and Environmental Sciences, Appalachian State University, ASU Box 32067, Boone, NC 28608, HECKERT, Andrew B., Department of

Geological and Environmental Sciences, Appalachian State University, Boone, NC 28608,  
KING, Lorin, Dept. of Science, Math and Physical Education, Western Nebraska Community  
College, 1601 E. 27th Street, Scottsbluff, NE 69361 and WEIL, Anne, Dept. of Anatomy and  
Cell Biology, Oklahoma State University Center for Health Sciences, 1111 W. 17th St, Tulsa,  
OK 74107

- Amy Winters (Math Faculty) reports that Phi Theta Kappa (PTK) attended the KS-NE Regional Conference in Wichita, KS. WNCC's hard work was rewarded with several awards for the KS-NE region. There are 42 chapters competing for these awards. Recipients of these awards are determined by a panel of PTK administrators and the competition is fierce. In addition to the following awards, Jerimiah Marchington is the Nebraska Vice-President for the KS-NE Region. Amy Winters is the Chair for the KS-NE Advisory Council.

- 1) Dr. Holcomb is one of 18 community college presidents in the nation to receive the Shirley B. Gordon Award of Distinction this year. He will be recognized in Orland at the PTK Catalyst Convention in early April.
- 2) Norman Coley, 3<sup>rd</sup> Place, Distinguished Advisor Award.
- 3) Amy Winters, Horizon Award
- 4) Five Star Chapter (last year we were a 1 Star)
- 5) Most Outstanding Chapter Award, 4<sup>th</sup> Place- Scores are combined for the Honors in Action Project (60%) & College Project (40%). First time for our chapter submitting either of these to be considered. They are scored by the International Office. J
- 6) Shelby Benson, Distinguished Officer Award, Honorable Mention
- 7) Becky Goldrick, Distinguished Member Award, 4<sup>th</sup> Place
- 8) College Project Award, 3<sup>rd</sup> Place
- 9) Honors In Action Award, Honorable Mention
- 10) Jerimiah Marchington, Distinguished Chapter Officer, 2<sup>nd</sup> Place
- 11) Amy Winters, Distinguished Advisor Award, 2<sup>nd</sup> Place
- 12) Amy Winters, Five Star Advisor
- 13) Jerimiah Marchington, Competitive Edge Five Star Member
- 14) Amy Winters, Norman Coley, Patsy Yager-Distinguished Advisor Team, 1<sup>st</sup> Place

**Administrative Services**

# Memo

**To:** WCCA Board of Governors  
**From:** William D. Knapper  
**Date:** 4/17/2019  
**Re:** Bid Results: Campus Wayfinding Signage, 19-EQ-29

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The College advertised and directly solicited for proposals for wayfinding signage for the interior of the Main Building on the Scottsbluff Campus.

The College was assisted by RDG Planning and Design in developing wayfinding signage that will assist in directing patrons, students and visitors around the building.

Three vendors chose to respond to the solicitation.

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

## Bid Tabulations

Western Nebraska Community College

Wayfinding Package #2

4/2/2019

Bid Openings at RDG Planning & Design  
Omaha, Nebraska

Contractor:	Contractor Location:	Company Contact:	References	Bid Amount
ARCHETYPE	MINNEAPOLIS, MN	Bob Harlow D 952 641 9614	Y	\$ 35,958.00
BOYD SIGN SYSTEMS	ENGLEWOOD, CO	Kevin Hagerty		\$ 63,482.40
BOYD SIGN SYSTEMS	ENGLEWOOD, CO	Kevin Hagerty		\$ 68,636.40
ADLIGHT GROUP	DENVER, CO	Josh Temple		\$ 109,660.02



**Administrative Services**

# Memo

**To:** WCCA Board of Governors  
**From:** William D. Knapper  
**Date:** 4/17/2019  
**Re:** Bid Results: Theatre Lighting Dimmer Panel, 19-EQ-27

---

The theatre lighting dimmer control panel was damaged beyond repair during the move from the old theatre.

A price was obtained by Sampson Construction from Westview Productions for a replacement panel. The panel controls lighting across 96 circuits in the theatre.

Westview has the contract for all of the new audio-visual and sound equipment in the new theatre. The firm will provide the panel and associated programming and training to integrate with the other technical equipment. The cost of the replacement dimmer panel is \$29,345.

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

**Administrative Services**

# Memo

**To:** WCCA Board of Governors  
**From:** William D. Knapper  
**Date:** 4/17/2019  
**Re:** Bid Results: Cisco Networking Equipment, 19-EQ-31

---

The College advertised and directly solicited bids for Cisco Networking Equipment. Bids had not been received in time for the Board Packet. More information will be available at the Board Meeting.

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

**MEMORANDUM**

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**TO:** Board of Governors  
**FROM:** William D. Knapper  
**DATE:** April 17, 2019  
**RE:** Board Approval, Bid Number 19-EQ-31

On April 12, 2019 bids were taken for CISCO Network Equipment

**ACCOUNT NUMBER:** 10.1.42000.5611.64

**TOTAL BUDGET:** \$44,400.00

**TABULATION:**

<b>Company</b>	<b>City/State</b>	<b>Total Amount</b>
ConvergeOne	Omaha, NE	<b>\$119,540.53</b>

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