

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

MINUTES

Wednesday, January 15, 2020
1:14 p.m.

The Western Community College Area Board of Governors held a Regular Board meeting at 1:14 p.m. on Wednesday, January 15, 2020, in the Coral E. Richards Boardroom, at Western Nebraska Community College, Scottsbluff Campus, located at 1601 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, January 8, 2020.

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
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.....	Present
R. J. Savely, Jr	Present
Richard G. Stickney, Vice-Chair	Present

OTHERS PRESENT

Paula Abbott, Sidney Campus Executive Director
Kathy Ault, Human Resources Executive Director
Marcus Carrillo, Scottsbluff Campus Student Representative
Brian Croft, Faculty Representative
Cindy Dickinson, Guest
Susan Dickinson, Faculty Representative
Nina Grant, Vice President of Student Services
Allison Judy, PR/Marketing Director
Bill Knapper, Vice President of Administrative Services
Philip Kelly, College Attorney
Lynne Koski, Vice President of Finance
John Marrin, Interim Executive Vice President
Loren Moench, Information Technology Associate Director
Andrew Pittman, Institutional Research Analyst
Kimberly Reichert, Educational Services Senior Coordinator
Jennifer Reisig, Foundation Executive Director
Carmen Simone, College President
Susan Verbeck, Executive Administrative Assistant to the President and Board Secretary
Amy Winters, Faculty Member

QUORUM

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

COMMUNITY COMMENTS

Chair 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.

BOARD CHAIRPERSON COMMENTS

Chair Klemke announced that for public information there is a copy of the Nebraska Open Meetings Act available on the table at the front of the room.

Re-Organization of Board for 2020

Chair Klemke asked for nominations for Board Chair for 2020. Dr. Perkins nominated present Chairperson, Ms. F. Lynne Klemke, as Board Chairperson for 2020. Mr. Stickney SECONDED the motion.

Ms. Richards MOVED that nominations cease and a unanimous ballot be cast for Ms. F. Lynne Klemke as Board Chair. SECONDED by Dr. Perkins.

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

Voting No: None

Abstain: Klemke

Absent: None

MOTION CARRIED

Chair Klemke asked for nominations for Board Vice Chair for 2020. Ms. Guzman-Gonzales nominated Mr. Rich Stickney as Board Vice Chair for 2020. SECONDED by Mr. Savely.

Ms. Richards MOVED that nominations cease and a unanimous ballot be cast for Mr. Rich Stickney as Board Vice Chair. SECONDED by Mr. Kreman.

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

Voting No: None

Abstain: Stickney

Absent: None

MOTION CARRIED

Chair Klemke asked for a motion for the position of Board Secretary, which is an appointed position. Ms. Richards MOVED to appoint Ms. Susan Verbeck to the Board Secretary position. SECONDED by Mr. Savely.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

Chair Klemke asked for a motion for the position of Board Treasurer, which is an appointed position. Mr. Savely MOVED to appoint Mr. Bill Knapper to the Board Treasurer position. SECONDED by Ms. Richards.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

Mr. Knapper announced this appointment would conclude forty-two years of service. Mr. Knapper added that he will not be filling the position for the entire year, the date of his retirement is yet to be determined. Chair Klemke thanked Mr. Knapper for his service in this position.

CONSENT CALENDAR

Review Contents

Chair Klemke reviewed the contents of the Consent Calendar, which include the following item(s):

- 1) Agenda, January 15, 2020
- 2) Excuse Absent Board Member(s)
 - a. No members were absent.
- 3) Minutes
 - a. Regular Meeting, December 18, 2019
- 4) Claims for November 2019
 - a. WCCA Unrestricted Fund - \$2,707,203.33
 - b. WCCA Restricted Fund - \$10,943.88
 - c. WCCA Federal Fund - \$1,643.08
 - d. WCCA Agency Fund - \$10,795.21
 - e. WCCA Loan Fund - \$-0-
 - f. WCCA Plant Fund - \$253,725.74
 - g. WCCA Auxiliary Fund - \$252,182.58
- 5) City Planning Commission Report(s)
 - a. There was no report.
- 6) Reports and Proposals
 - a. From the Students - There was no report.
 - b. From the Faculty – There was no report.
 - c. From the Administration – There was no report.

d. From the Board – There was no report.

Chair 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 that the items on page 26, Scottsbluff/Gering United Chamber of Commerce and page 4, Leadership Scottsbluff, included in the meeting information packet, be extracted for separate consideration.

CONSENT CALENDAR

Approval

Mr. Savely MOVED to approve the amended Consent Calendar. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

Regarding the extracted items, Ms. Anderson explained that on page 26 there are expense reimbursements to the Scottsbluff/Gering United Chamber of Commerce for \$100.00 for Business After Hours and \$505.00 for membership fees. Also, on page 4 there is a reimbursement for Leadership Scottsbluff tuition, Ms. Anderson serves on the Board.

Ms. Guzman-Gonzales MOVED to approve the extracted items. SECONDED by Ms. Richards.

CONSENT CALENDAR

Consider Items Extracted

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

Voting No: None

Abstain: Anderson

Absent: None

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Ms. Karen S. Anderson and Ms. Linda A. Guzman-Gonzales

Dr. Perkins MOVED to approve the following travel expenses: Ms. Karen S. Anderson for \$458.20; Ms. Linda A. Guzman-Gonzales for \$1,159.72. SECONDED by Ms. Marcy.

Voting Yes: Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney, Klemke

Voting No: None

Abstain: Anderson, Guzman-Gonzales

Absent: None

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

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

Ms. Anderson MOVED to approve the following travel expenses: Dr. Merlyn L. Gramberg for \$623.13; Ms. F. Lynne Klemke for \$669.41. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: Klemke

Absent: None

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Mr. Allan D. Kreman and Dr. William M. Packard

Mr. Savely MOVED to approve the following travel expenses: Mr. Allan D. Kreman for \$485.32; Dr. William M. Packard for \$464.00. SECONDED by Ms. Anderson.

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

Voting No: None

Abstain: Kreman, Packard

Absent: None

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Mr. R.J. Savely, Jr. and Mr. Richard G. Stickney

Ms. Anderson MOVED to approve the following travel expenses: Mr. R. J. Savely, Jr. for \$276.08; Mr. Richard G. Stickney for \$548.06. SECONDED by Dr. Perkins.

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

Voting No: None

Abstain: Savely, Stickney

Absent: None

MOTION CARRIED

BID CONSENT CALENDAR

Review of Bid Consent Calendar

1. There were no bids.

BID CONSENT CALENDAR

Consider Items Extracted

There were no items extracted from the Bid Consent Calendar

PERSONNEL CONSENT CALENDAR

Review Contents of Personnel Consent Calendar

Chair Klemke reviewed the contents of the Personnel Consent Calendar which include the following resignation(s) and appointment(s).

1. Resignation(s):
 - a. Mr. Nicholas N. Porter, Associate Systems Administrator, Information Technology Department, Effective January 10, 2020.
2. Appointment(s)
 - a. Ms. Nancy Hall, Administrative Services Coordinator, Scottsbluff Campus, wage to be \$23.00 per hour for the twelve-month fiscal year, i.e. July 1, 2019 through June 30, 2020, effective January 6, 2020.

Personnel Consent Calendar

Approval

Ms. Guzman-Gonzales MOVED to approve the Personnel Consent Calendar as presented. SECONDED by Mr. Stickney.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

PERSONNEL CONSENT CALENDAR

Consider Items Extracted

There were no items extracted from the Personnel Consent Calendar.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

Approval of Request for Sale and Use of Alcohol Beverages at a College Sponsored Event

Chair Klemke explained that this item is pertaining to the Gala Event that is coming up, which has caused some conversation. The Board has agreed that the College is a drug free campus and events that occur on the campus should not include alcohol.

Chair Klemke stated that some college-sponsored events are located off-campus. A private vendor sells the alcohol, and the College receives no income from the sale of alcohol. The Gala Event will be an off-campus event. This event is a fundraiser for the College with students from the choral department performing. Previous WNCC events have been held at the Gering Civic Center, where alcohol has been sold. There has never been an instance of difficulty with these events. Mr. Kelly, Attorney, commented that the Gering Civic Center / Meat Shoppe, will be responsible for checking identifications of those purchasing alcohol. In addition, there is an element of expectation for holding an event at the Gering Civic Center that alcohol will be served, which determines the income received by the Civic Center. If alcohol is not served, they may consider adjusting the fees for use of the facility. If the Board chooses to not allow alcohol, The Civic Center should be informed far in advance to provide adequate consideration. This is a contractual, legal issue, and they anticipate the sale of alcohol.

When the venue is booked, they assume they will be able to sell alcohol to increase their revenue.

Chair Klemke added that this item is before the Board because we are setting a precedence, as alcohol has been allowed at this event in the past, and there is a need for consistency.

Ms. Anderson MOVED for approval of the sale of alcohol at the Gala Event at the Gering Civic Center. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: Savely

Abstain: Kreman, Packard, Richards

Absent:

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (cont.)

Approval of Reduction-in-Force - Dr. Feil

Final Recommendation of the WCCA President for Amendment of Contracts and Reduction of Staff Members for the 2019-2020 Academic Year

Chair Klemke commented that she would entertain a motion to table this item so Dr. Simone has an opportunity to read the reports.

Ms. Guzman-Gonzales MOVED to table the Approval of Reduction-in-Force to give Dr. Simone adequate time to review the report. SECONDED by Dr. Perkins.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of Authorization for Administration to enter into a Cost Sharing Agreement for One Half of Architectural Expenses for Garage Construction on the Sidney Campus in Cooperation with ESU #13

Mr. Knapper explained the College has a cost sharing agreement with the understanding that assistance would be provided for the addition of a garage and storage space at the Sidney campus in cooperation with ESU#13. Each entity would have four stalls, and the College would be a co-owner and share expenses. The Attorney has prepared an amendment to the agreement, which calls for splitting out the cost of the garage. The College would be required to split the engineering costs, which is 7.9% of the entire project. The College would be responsible for 50% of this cost, which would be \$11,820.60. Administration is requesting approval to execute the contract with ESU#13. If approved, the board will be signing the contract along with ESU#13 at a later meeting.

Mr. Savely MOVED to approve a cost share agreement for one-half of the architectural expenses for Garage Construction on the Sidney Campus in cooperation with ESU#13. SECONDED by Ms. Anderson.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of WCCA Board member Travel

Chair Klemke explained this travel request is for the 2020 Community College National Legislative Summit in Washington D.C. Chair Klemke and Ms. Anderson will be attending the summit.

Mr. Stickney MOVED to approve the travel request for Chair Klemke and Ms. Anderson to attend the 2020 Community College National Legislative Summit in Washington D.C. SECONDED by Dr. Perkins.

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

Voting No: None

Abstain: Anderson, Klemke

Absent: None

MOTION CARRIED

Chair Klemke reminded the Board about the 2020 Higher Learning Commission Annual Conference, which will be April 17-21, 2020 in Chicago, Illinois. Dr. Perkins will be attending and there is room for two more Board Members to attend. This is a very informative conference, which will provide an update to the Higher Learning Commission changes in the accreditation process.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of 2020 Regular Board of Governors Meetings:

Alliance Campus, Chadron State College Campus

Chair Klemke reviewed the upcoming Board meetings at off-site campuses. The Alliance location requested a summer visit because of room space. Ms. Richards informed the board that it has been common practice to move the September meeting ahead of the regularly scheduled meeting by one week to provide staff sufficient time to get information filed with the County and to the auditor. It has also been the College practice to hold the public hearing for the budget a week before the regular September Board meeting. It is preferable to not move the meeting away from the home-based Scottsbluff campus.

Ms. Richards MOVED to hold the July 15, 2020 meeting in Alliance at 1:00 p.m.; the May 20, 2020 meeting in Chadron at Chadron State College at 1:00 p.m.; and the regular September meeting moved to September 9, 2020 in Scottsbluff, immediately following the Budget Public Hearing, which is scheduled for 1:00 p.m. SECONDED by Mr. Savely.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of WCCA Board of Governors Informal Meeting with the Higher Learning Commission Mock Peer Review Team, February 3, 2020, 12:00-1:30 p.m.

The Board has been asked to attend an Informal meeting to visit with the Mock Peer Review Team, which is here for the Higher Learning Commission visit.

Dr. Perkins MOVED to approve an Informal Board of Governors meeting with the Higher Learning Commission Mock Peer Review Team on February 3, 2020, 12:00 – 1:30 p.m. in the Coral E. Richards Boardroom on the Scottsbluff Campus. SECONDED by Ms. Richards.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE BOARD POLICY COMMITTEE

First Read – Research Involving Human Subjects Board Policy

Info Only: Institutional Review Board President's Procedure

Ms. Guzman-Gonzales recommended tabling these items, as more research is needed.

Ms. Guzman-Gonzales MOVED to table the First Read of Research Involving Human Subjects Board Policy. SECONDED by Dr. Packard.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE BOARD POLICY COMMITTEE (Cont.)

Second and Final Read: Data Governance Board Policy

This policy states the College will develop a data governance framework to focus on creating procedures and guidelines on appropriate data stewardship and strategies. The Data Stewards are responsible for ensuring the access levels are appropriate and that proper training is provided to the employee prior to authorizing data access. There were no changes from the first read.

Dr. Perkins MOVED to approve the Second and Final Read of the Data Governance Board Policy. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE BOARD POLICY COMMITTEE (Cont.)

Second and Final Read: Delegation of Authority to the College President Board Policy

This policy ensures the efficient operation of the College while maintaining fiscal integrity through careful delegation of authority. The Board has responsibility for the general supervision, control and operation of the College. It may delegate any of the powers and duties vested in or imposed upon the Board by law, to the President. There were no changes from the first read.

Chair Klemke recommended taking one action on the following policies: Delegation of Authority to the College President Board Policy and the repeal of Board Policy number 220.0100.79 Delegation of Authority to the College President and 220.0200.79 Authority of the College President in Case of Emergency.

Ms. Guzman-Gonzales MOVED to approve the Second and Final Read of Delegation of Authority to the College President Board Policy and the repeal of Board Policy number 220.0100.79 Delegation of Authority to the College President and 220.0200.79 Authority of the College President in Case of Emergency. SECONDED by Mr. Stickney.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE – Ms. Anderson
First Read: Fiscal Management Roles and Accountability Board Policy
Info Only: Fiscal Management and Accountability President’s Procedure

This policy and procedure complies with Nebraska Revised Statutes and pertains to fiscal management and Board of Governor responsibilities. This policy requires the College to provide prudent and fiscal management and accountability. Board policy authorizes the College President to implement operational procedures demonstrating prudent business practices and annual audits. The Board took no action.

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)
Second and Final Read: Delegation of Signature Authority Board Policy

Ms. Anderson deferred her comments to Lynne Koski, Vice President of Finance. Ms. Koski explained that this policy is a replacement of 340.0100.79. There are no changes to the proposed policy. This will combine seven existing policies to be placed into this procedure, which will identify new areas for the business office, including reconciliation of bank accounts, making sure that vendors are paid timely and some minor changes in verbiage relating to disposal of assets. The majority of the proposed policy is replacement of the existing policy. Ms. Anderson added that the committee recommended monthly review of charge accounts rather than quarterly.

Ms. Anderson MOVED to approve the Second and Final Read of the Delegation of Signature Authority Board Policy. SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Stickney, Anderson, Guzman-Gonzales, Kreman, Marcy, Packard, Perkins, Richards, Savely, Klemke
Voting No: None
Abstain: None
Absent: None
MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)
Second and Final Read: Check Signature Board Policy

Ms. Koski explained the Check Signature Board Policy would provide check signature authority to the following positions: President, CEO; Vice President of Administrative Services, CFO or Treasurer; Accounting Services Director; Accounting Services Assistant Director.

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)
Second and Final Read: Second and Final Read: Purchasing Approval Board Policy

Ms. Koski reported the Purchasing Approval Board Policy is currently in existence and there are no changes. This policy will repeal policy number 330.0100.04 and 330.0200.79. This policy will go into effect July 1, 2020.

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)
Second and Final Read: Reimbursement of Expenses Board Policy

Ms. Koski reported the Reimbursement of Expenses Policy would repeal current policy number 335.0100.93. The new policy would allow for additional business-related expenses incurred by the Board.

Chair Klemke recommended taking one action on the following policies: Check Signature Board Policy, Purchasing Approval Board Policy, and Reimbursement of Expenses Board Policy.

Ms. Anderson MOVED to approve the Check Signature Board Policy, Purchasing Approval Board Policy, Reimbursement of Expenses Board Policy. SECONDED by Mr. Savely.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)

Policies to Repeal: Check Signature

330.0800.79 Signing of Checks

330.0100.04 Requisition and Purchasing

330.0200.79 Purchase Contracts

330.0400.79 Economy of Purchasing

330.0500.79 Guidelines to bids and Quotations

Policies to Repeal – Reimbursement of Expenses

335.0100.93 Reimbursement of Expenses

335.0101.94 Transportation Costs

335.0102.93 Meal Costs

335.0103.96 Lodging Costs

335.0104.93 Participation Registration Costs

Chair Klemke recommended combining the following Board Policies to repeal into one action: 330.0800.79 Signing of Checks, 330.0100.04 Requisition and Purchasing, 330.0200.79 Purchase Contracts, 330.0400.79 Economy of Purchasing, 330.0500.79 Guidelines to bids and Quotations, 335.0100.93 Reimbursement of Expenses, 335.0101.94 Transportation Costs, 335.0102.93 Meal Costs, 335.0103.96 Lodging Costs, 335.0104.93 Participation Registration Costs.

Mr. Savely MOVED to approve the repeal of Board Policies number 330.0800.79 Signing of Checks, 330.0100.04 Requisition and Purchasing, 330.0200.79 Purchase Contracts, 330.0400.79 Economy of Purchasing, 330.0500.79 Guidelines to bids and Quotations, 335.0100.93 Reimbursement of Expenses, 335.0101.94 Transportation Costs, 335.0102.93 Meal Costs, 335.0103.96 Lodging Costs, 335.0104.93 Participation Registration Costs. SECONDED by Ms. Anderson.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

**REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)
APPROVAL of Dana F. Cole and Company Audit Services**

Ms. Koski presented the proposal from Dana F. Cole and Company to provide audit services for Western Nebraska Community College and Western Nebraska Community College Foundation for two additional years ending June 30, 2020 and 2021.

Services provided to the College include an audit of financial statements, an audit of expenditures of federal awards, an audit of fulltime equivalents and reimbursable educational units, and the preparation of form 990. The proposed fees for preparation of Form 990 is \$29,900.00 and \$775.00 respectively.

Services provided to the Foundation include an audit of financial statements and the preparation of Form 990. The proposed fee for the preparation of Form 990 is \$5,200.00 and \$625.00, respectively, for each year ending June 30, 2020 and 2021.

Mr. Stickney MOVED to approve the proposal from Dana F. Cole and Company Audit Services. SECONDED BY Mr. Savely.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

**REPORTS AND RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE
APPROVAL of Policies to Repeal: Employee Grievances**

Lisa Gion, Human Resources Generalist, presented the list of policies to be repealed. Ms. Gion noted a correction of a policy number 435.1500.86 listed on the agenda. The number should be 435.1600.86.

420.1000.81 Grievances – Support Staff

435.1600.86 Grievances – Full Time Temporary Faculty

450.2700.81 Grievances – Full Time Administrative/Professional

Appendix B-1-98 Non-Faculty Employee Grievance Procedure

Appendix E-1-97 Gender Grievance Procedure

Ms. Richards MOVED to approve the Policies to Repeal: 420.1000.81 Grievances – Support Staff, 435.1600.86 Grievances – Full Time Temporary Faculty, 450.2700.81 Grievances – Full Time Administrative/Professional, Appendix B-1-98 Non-Faculty Employee Grievance Procedure, Appendix E-1-97 Gender Grievance Procedure. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

INSTITUTIONAL REPORTS

Nebraska Community College Association

Dr. Perkins reported on the Nebraska Community College Association Executive meeting on January 6, 2020 in Lincoln. Dr. Perkins gave the Board an update of the progress WNCC is making in preparation for the accreditation visit.

Members received copies of the "Kids Count Report", which was used as an example of a data driven report that highlighted issues such as poverty, progress in schools and family status. They discussed reaching out to populations of people who can benefit from a college education such as prison inmates, retirees and people in dead end jobs.

There was a focus on the new legislative session, at which Greg Adams will monitor bills that may affect education and community colleges in preparation for the January 24, 2020 NCCA Board Meeting.

Dr. Perkins reminded members that January 24 is Legislative Day in Lincoln. Visits will be scheduled with Senators Tom Brewer, Steve Erdman, and John Stinner.

Association of Community College Trustees

There was no report.

Higher Learning Commission

Dr. Perkins reported the HLC Steering Committee review included the status of the five criterion. The draft criterion and Federal Compliance arguments will need to be ready for the Mock Peer Review team. After the report is given to WNCC, the criterion will be edited based on the reviewer's observations. The Board will need to review the criterion in preparation for the mock visit and the actual HLC visit. The Board will meet with the Peer Reviewers on February 3. Board members are asked to send their training information to Dr. Perkins as soon as possible.

All segments of the college will be ready for both the mock visit and the final HLC visit. The College is very fortunate to have the leadership and commitment of so many people.

Western Nebraska Community College Foundation

Ms. Anderson and Jennifer Reisig, Foundation Executive Director, asked the Board to let them know what information they would like from the Foundation. She added that over the past months, several reports have been shared with the Board, but they are happy to provide additional information.

Higher Learning Commission

There was no report.

BOARD MEMBER COMMENTS

Mr. Stickney welcomed Dr. Simone and commented that the Board is looking forward to a very long working relationship with her. He also noted that the Bookstore looks great and encouraged all board members to visit.

Ms. Anderson reported that the Chamber of Commerce Banquet this year would be highlighting educational facilities, including WNCC.

Chair Klemke thanked the board for their commitment to HLC including all of the special meetings and committee meetings, and their dedication to see us successfully through this visit.

PRESIDENT'S COMMENTS

Dr. Simone commented that in her first week at WNCC she has received many heartfelt welcomes.

January 6, the College hosted a day of training with the following sessions: Alice Active Response Training – Josh Vesper, Micro Aggression Training - Maricia Guzman, and FMLA Training – Jenny Keener.

Dr. Simone added that additional WNCC activities she attended included an HOC Assurance Training, student orientation for over a dozen new students, and Residence Hall tours.

Attendance at community events included the local Rotary meeting, Regional Governance Group meeting, and the Steering Committee – Together We Grow Initiative meeting.

Dr. Simone reported she visited the Alliance Campus with John Marrin and attended the Chamber of Commerce Dinner in Alliance where WNCC received special recognition for the Powerline Program for their community involvement.

Dr. Simone mentioned she attended a Cougar game and enjoyed watching the many talented athletes at WNCC.

Dr. Simone expressed how grateful she is to be here. The staff is top notch; they genuinely care about the students. The Vice Presidents and leaders are driven to be the best, and the faculty

is highly qualified. The Board shows a true love and commitment for this institution. She stated that her roll over the next months is to listen, learn the landscape, and lead.

RECESS

Ms. Klemke declared a recess at 2:21 p.m.

OPEN MEETING

Ms. Klemke declared the Open meeting in session at 2:33 p.m.

EXECUTIVE SESSION

At 2:33 p.m., Mr. Stickney MOVED, pursuant to Section 84-1410 of the Reissue of the Revised Statutes, known as the Nebraska Public Meetings Law, that the Board hold a closed session with Dr. Carmen Simone, Ms. Susan Verbeck, Mr. Bill Knapper, Ms. Lynne Koski, and Mr. Philip Kelly, College Attorney, for the purpose of a strategy session concerning pending or threatened litigation.

Mr. Stickney further moved that this closed session is clearly necessary for the protection of the public interest and for the prevention of needless injury to the reputation of an individual(s) and that strategy sessions are specifically authorized by the Nebraska Public Meetings Law. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: None

Absent: None

MOTION CARRIED

The Executive Session concluded at 3:45 p.m. The Open meeting resumed at 4:06 p.m. with all Western Community College Area Board of Governors Members present.

UPCOMING MEETINGS AND EVENTS

1. NCCA Quarterly Meeting
January 24, 2020
Southeast Community College
Lincoln, NE
2. National Legislative Summit
February 9-12, 2020
Marriott Marquis
Washington, D.C.
3. Annual Community College Legislative Day
February 24, 2020
Lincoln, NE

4. AACC Annual Convention
March 28 – 30, 2020
National Harbor, MD
5. 2020 HLC Annual Conference
April 17-21, 2020
Chicago, IL
6. NCCA Second Quarter Meeting
May 4, 2020
Lincoln, NE
7. NCCA Third Quarter Meeting
August 3, 2020
Lincoln, NE
8. ACCT Leadership Congress
September 30 - October 3, 2020
Hyatt Regency
Chicago, Illinois
9. NCCA Fourth Quarter Meeting and Annual Conference
October 11-12, 2020
Western Nebraska Community College
Scottsbluff, NE

NEXT REGULAR MEETING

Wednesday, February 19, 2020, 1:00 p.m., Coral E. Richards Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 4:10 p.m.

F. Lynne Klemke, Chairperson

Susan L. Verbeck, Secretary