PROPOSED AGENDA

A. Call to Order, Dr. Gramberg

B. Oath of Office, Newly Elected
   And Re-Elected Board Members

C. Roll Call

D. Introduction of Visitors
   1) Community Comments

E. Board Chairperson Comments
   1) Copy of Nebraska Open Meeting Act
      is available at back of room

F. Re-Organization of Board for 2013
   1) Election of Chairperson
   2) Election of Vice Chairperson
   3) Appointment of Secretary
   4) Appointment of Treasurer

G. Consent Calendar
   1) Review Contents of Consent Calendar
      a) Agenda
      b) Excuse Absent Board Member(s)
      c) Minutes
         1) Regular Meeting, December 19, 2012

REGULAR MEETING

January 16, 2013

12:00 P.M. - LUNCH
The Plex (Room A108)
Harms Advanced Technology Center
Western Nebraska Community College
Scottsbluff Campus
2620 College Park
Scottsbluff Nebraska

1:00 P.M. - REGULAR MEETING
Boardroom
Western Nebraska Community College
Scottsbluff Campus
1601 East 27th Street
Scottsbluff, Nebraska
G. Consent Calendar – Cont

1) Review Contents of Consent Calendar – Cont

   d) Claims
      1) WCCA Unrestricted Fund - $2,382,227.32
      2) WCCA Restricted Fund - $12,163.27
      3) WCCA Federal Fund - $2,145.94
      4) WCCA Agency Fund - $19,248.17
      5) WCCA Loan Fund - $0
      6) WCCA Plant Fund - $104,035.61
      7) WCCA Auxiliary Fund - $206,616.80
   e) City Planning Commission Reports
      (Attachment)
   f) Reports and Proposals
      1) From the Students
      2) From the Faculty
      3) From the Administration
      4) From the Board

2) Approval of Consent Calendar

3) Consideration of Items Extracted from Consent Calendar

H. Bid Consent Calendar

1) Review Contents of Bid Consent Calendar - None

2) Approval of Bid Consent Calendar

3) Consideration of Items Extracted From Bid Consent Calendar

I. Personnel Consent Calendar

1) Review Contents of Personnel Consent Calendar

   a) Resignation(s): - None
   b) Appointment(s): - None
I. Personnel Consent Calendar - Cont

2) Approval of Personnel Consent Calendar

3) Consideration of Items Extracted from Personnel Consent Calendar

J. Reports and Recommendations from Budget and Finance Committee – Mr. Daniels

1) Authorize the Fiscal Agent for the WNCC/ESU#13 Technology Center to Request Proposals For The Refund and Reissue of Center Debt

K. Western Community College Area Board of Governors – Board Chairperson

1) Recognition of Board Member

2) Appoint Board Members to Participate in Master Facility Planning

L. Reduction-In-Force – Dr. Holcomb (Enclosure)

1) Final Recommendation of the WCCA President for Amendment of Contracts and Reduction of Staff Members for the 2013 – 2014 Academic Year

M. Monitoring Reports

1) WNCC Enrollment – Mr. Hovey (Handout)
   a) Final Report, Fall Semester 2012
   b) Preliminary, Spring Semester 2013

2) Boardsmanship
   a) Open Meetings Act – Mr. Kelly

3) WNCC Academic Calendar – Dr. Yowell (Pages 3 – 3a)
   a) 2013 – 2014
   b) 2014 – 2015

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

5) Association of Community College Trustees – Dr. Perkins
N. Board Member Comments

O. President’s Comments

P. Executive Session

1) 2013 – 2014 Collective Bargaining


R. Upcoming Meetings

1) Nebraska Community College Association

   a) 2013 Regular Meetings
      1) First Quarter Meeting
         A) January 25, 2013
         B) Lincoln, NE
      2) Second Quarter Meeting (Retreat)
         A) June 6 and 7, 2013
         B) Sidney, NE
      3) Third Quarter Meeting
         A) August 5, 2013
         B) Columbus, NE
      4) Fourth Quarter Meeting (Annual Meeting)
         A) November 4 and 5, 2013

2) Association of Community College Trustees

   a) 2013 National Legislative Summit
      1) February 11 – 14, 2013
      2) Washington, D.C.
   b) 2013 Annual Leadership Congress
      1) October 2 – 5, 2013
      2) Seattle, WA

S. Next Regular Meeting: Wednesday, February 20, 2013, 1:00 p.m., Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

T. Adjournment
MINUTES OF MEETING
BOARD OF GOVERNORS
WESTERN COMMUNITY COLLEGE AREA

TIME AND PLACE
A regular meeting of the Western Community College Area Board of Governors was held at 1:04 p.m., on Wednesday, January 16, 2013, in the Boardroom, 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 Saturday, January 12, 2013, with the following members present: Timothy H. Daniels, F. Lynne Klemke, L. Paul Leseberg, Kimberly A. Marcy, Jack L. Nelson, Alexander D. Pavlista, M. Thomas Perkins, Mary K. Shaver, Richard G. Stickney, Julienne K. Waiworth, Merlyn L. Gramberg, Chairperson. Absent: None. Student Representatives Present: Kelsey Empfield, Scottsbluff Campus; Amada Tafolla, Sidney Campus. Faculty Representatives present: Guy Wylie, Scottsbluff Campus; Richard Cecava, Sidney Campus. College staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, Terry B. Gaalswyk, David E. Groshans, Paul G. Jacobsen, Susan K. Yowell, Paula J. Abbott, Garry L. Alkire, Ellen M. Dillon, Roger K. Hovey, James L. Schmucker, Erin E. Stinner, Jason L. Stratman, Susan L. Verbeck. Attorney present: Philip M. Kelly. A current agenda was available in the College President's office and the Board Secretary's office on the Scottsbluff Campus at the time of the publicized notice.

ROLL CALL

OATH OF OFFICE
Prior to the Roll Call, Dr. Gramberg administered the Oath of Office to newly elected Board members: Kimberly A. Marcy, District One; Mary K. Shaver, District Five; and re-elected Board members: F. Lynne Klemke, District Two; Richard G. Stickney, District Three; Timothy H. Daniels, District Four; M. Thomas Perkins, At-Large.

Dr. Gramberg welcomed the newly elected Board members and thanked the re-elected Board members for their continued commitment to serve on the Board of Governors.

QUORUM
Dr. Gramberg declared a quorum was present for the transaction of business.

VISITORS
Visitors were: Joe Dutton, Scottsbluff.

COMMUNITY COMMENTS
Dr. Gramberg asked for comments from the community. Pursuant to Board Policy #830.1000.79, Dr. Gramberg
reminded community members who wish to make comments that each speaker will be limited to a five minute presentation.

Mr. Alkire welcomed the newly elected Board members, Ms. Marcy and Ms. Shaver.

Dr. Gramberg 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.

Dr. Gramberg remarked the College lost two students as the result of a tragic auto accident. He asked for a moment of silence in remembrance of them.

Dr. Gramberg announced the next order of business in the Re-Organization of the Board for the 2013 year.

Dr. Gramberg called for nominations for Chairperson of the Western Community College Area Board of Governors for the 2013 year.

Mr. Daniels nominated Dr. Gramberg. There were no further nominations.

Ms. Walworth moved nominations cease and a unanimous ballot be cast for Dr. Merlyn L. Gramberg as Chairperson of the Western Community College Area Board of Governors for the 2013 year. Seconded by Mr. Leseberg. The vote was, Yes: Daniels, Klemke, Leseberg, Marcy, Nelson, Pavlista, Perkins, Shaver, Stickney, Walworth, Gramberg. No: None. Absent: None. Motion carried.

Dr. Gramberg thanked the Board members for their support and commented it will be a busy year.

Dr. Gramberg called for nominations for Vice Chairperson of the Western Community College Area Board of Governors for the 2013 year.

Mr. Leseberg nominated Mr. Nelson. There were no further nominations.

Mr. Leseberg moved nominations cease and a unanimous ballot be cast for Mr. Jack L. Nelson as Vice Chairperson of the Western Community College Area Board of Governors for the 2013 year. Seconded by Mr. Stickney. The vote
RE-ORGANIZATION OF BOARD FOR 2013 Election of Vice Chairperson

was, Yes: Klemke, Leseberg, Marcy, Nelson, Pavlista, Perkins, Shaver, Stickney, Walworth, Daniels, Gramberg. No: None. Absent: None. Motion carried.

Appointment of Secretary

Mr. Daniels moved the Board appoint Ms. Coral E. Richards as Secretary of the Western Community College Area Board of Governors for the 2013 year. Seconded by Ms. Walworth. The vote was, Yes: Leseberg, Marcy, Nelson, Pavlista, Perkins, Shaver, Stickney, Walworth, Daniels, Klemke, Gramberg. No: None. Absent: None. Motion carried.

Appointment of Treasurer

Ms. Klemke moved the Board appoint Mr. William D. Knapper as Treasurer of the Western Community College Area Board of Governors for the 2013 year. Seconded by Mr. Leseberg. The vote was, Yes: Marcy, Nelson, Pavlista, Perkins, Shaver, Stickney, Walworth, Daniels, Klemke, Leseberg, Gramberg. No: None. Absent: None. Motion carried.

CONSENT CALENDAR Review Contents

Dr. Gramberg reviewed the contents of the Consent Calendar which include the following item(s):

1) Agenda, January 16, 2013
2) Excuse Absent Board Member(s) – None
3) Minutes
   a) Regular Meeting, December 19, 2012
4) Claims:
   a) WCCA Unrestricted Fund - $2,382,227.32
   b) WCCA Restricted Fund - $12,163.27
   c) WCCA Federal Fund - $2,145.94
   d) WCCA Agency Fund - $19,248.17
   e) WCCA Loan Fund - $-0-
   f) WCCA Plant Fund - $104,035.61
   g) WCCA Auxiliary Fund - $206,616.80
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

Dr. Gramberg inquired if there were any item(s) on the Consent Calendar which any Board member wished to have removed for separate consideration. There were none.
CONSENT CALENDAR Approval

Mr. Daniels moved the Consent Calendar be approved as presented. Seconded by Ms. Klemke. The vote was, Yes: Nelson, Pavlista, Perkins, Shaver, Slickney, Walworth, Daniels, Klemke, Leseberg, Marcy, Gramberg. No: None. Absent: None. Motion carried.

CONSENT CALENDAR Consider Items Extracted

There were no items extracted from the Consent Calendar.

BID CONSENT CALENDAR Review Contents

There were no items on the Bid Consent Calendar.

PERSONNEL CONSENT CALENDAR Review Contents

There were no items on the Personnel Consent Calendar.

REPORTS AND RECOMMENDATIONS FROM BUDGET AND FINANCE COMMITTEE

Authorize the Fiscal Agent for the WNCC/ESU #13 Technology Center to Request Proposals For The Refund and Reissue of Center Debt

Mr. Daniels reported the Budget and Finance Committee met earlier today to consider authorizing the Fiscal Agent for the WNCC/ESU #13 Technology Center to request proposals for refunding and reissuing the Center debt. Mr. Daniels asked Mr. Knapper to give further explanation for this authorization.

Mr. Knapper explained the WNCC/ESU #13 Technology Center was established through an Interlocal Cooperation Agreement between the College and Educational Service Unit #13. Pursuant to the authority contained in the Interlocal Act, the Center is created and organized as a separate legal entity and a joint entity as a public body corporate, and as such has a Board of Directors. In accordance with the purpose of the Center, Bonds were issued to pay a portion of the Project costs. Agreements were entered into with the College and the ESU #13 to pay the principal or redemption price of and interest on such bonds. Mr. Knapper reported the College is responsible for 75 percent of the bonds and the Educational Service Unit #13 is responsible for 25 percent.

Mr. Knapper reported in September 2007, the Center issued $3,500,000 in Facility Bonds. The remaining outstanding bonds have an interest rate range of 3.65 to 4.70. Mr. Knapper remarked current interest rates are very favorable, so a savings can be realized by refunding and reissuing the Center debt. He remarked further the term of the debt will not be extended.

Mr. Daniels reported the Budget and Finance Committee is recommending the Board authorize the Fiscal Agent for the
REPORTS AND RECOMMENDATIONS FROM BUDGET AND FINANCE COMMITTEE

Authorize the Fiscal Agent for the WNCC/ESU #13 Technology Center to request proposals for refunding and reissuing the Center debt.

Mr. Daniels moved the Board authorize the Fiscal Agent for the WNCC/ESU #13 Technology Center to request proposals for refunding and reissuing the Center Debt. Seconded by Dr. Perkins. The vote was, Yes: Pavlista, Perkins, Shaver, Stickney, Walworth, Daniels, Klemke, Leseberg, Marcy, Nelson, Gramberg. No: None. Absent: None. Motion carried.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS
Recognition of Board Member

Dr. Gramberg reported after eight years of service as a member of the Board of Governors, Ms. Ostrander chose not to seek re-election. On behalf of the Board of Governors, Dr. Gramberg thanked Ms. Ostrander for her service and presented her with a plaque in recognition of her outstanding service to the Western Community College Area Board of Governors. Dr. Gramberg remarked he appreciated the opportunity to serve with her.

On behalf of the College, Dr. Holcomb presented Ms. Ostrander a glass paper weight that has the College Logo "floating" inside. Dr. Holcomb thanked Ms. Ostrander for her service as a member of the Board of Governors.

Ms. Ostrander thanked Dr. Holcomb and the Board of Governors, remarking it has been an honor and a privilege to represent District One as a member of the Board of Governors. She commented she has gained knowledge, as well as, personal connections and friendships that will continue in the future.

RECESS

At 1:27 p.m., Dr. Gramberg declared a five minute recess to allow Board members to extend their personal best wishes to Ms. Ostrander.

OPEN MEETING

Dr. Gramberg declared the Open meeting in session at 1:32 p.m.

Introduction of Student Representatives

Dr. Gramberg welcomed Ms. Amanda Tafolia, Sidney Campus Student Representative. Ms. Tafolia joins Scottsbluff Campus Student Representative, Ms. Kelsey Empfield. He thanked them for attending the meeting and representing students.
Dr. Gramberg reported representatives from RDG Planning and Design, of Omaha, NE, the firm selected to assist in the development of a Master Facility Plan, will hold a Visioning Workshop on February 4 through 8, 2013. During the workshop, the representatives will meet with College administration, faculty, staff, and students, strategic partners (i.e. Regional West Medical Center, Cabela’s, etc.), College constituents, and Board members.

Dr. Gramberg appointed Mr. Daniels, Mr. Leseberg, Ms. Marcy, Mr. Nelson, and Ms. Walworth to an ad hoc committee to represent the Board and participate in the Master Facility Planning process.

Dr. Gramberg thanked the appointed Board members for their willingness to participate in the Master Facility Planning process.

Dr. Holcomb reported the Advisory Committee appointed to review programs and provide recommendations to the President has finalized and submitted the Committee’s recommendations to him. Dr. Holcomb reported he has reviewed the Committee’s recommendations and considered them in his final recommendations to the Board of Governors.

Dr. Holcomb referred Board Members to the "Final Recommendation of the WNCC President for Amendment of Contracts and Reduction of Staff Members for the 2013 – 2014 Academic Year" which was enclosed with the mailed packet of meeting information.

As President, Dr. Holcomb reported that he concurs with the Advisory Committee in the course of action for the Cosmetology Program. Specifically, he concurs and requests that all the strategies delineated in his recommendation be developed and implemented to enhance the Cosmetology Program including the full adoption and implementation of the Cosmetology Recruitment Action Plan; the exploration, development, and implementation of a Career pathway; and fully adopt the Program Leadership Development Project. Additionally and very importantly, provide for periodic follow-up to identify the results, and further refinement and enhancement of strategies for future enrollment growth. Specifically, Dr. Holcomb concurs with the Committee and recommends that the course of action as identified in Section 2 of the report be implemented.
Additionally, as President, Dr. Holcomb concurs with the recommendation of the Committee; and, therefore he endorses one through seven of additional requirements, in the General Recommendations section as follows:

1) An interim report should be created by the Division Chair and the program specialists by Monday, April 1, 2013, to be submitted to the Vice President of Educational Services. The report should detail point-by-point how the recommendations have been implemented, any results evident by that time, and any alternative strategies developed in lieu of or added to the original list.

2) The Advisor for the Program Leadership Development Project will create a brief but comprehensive interim status report to be delivered to the Chair of the Reduction-In-Force Committee by June 1, 2013.

3) The Director of CollegeNOW! will develop and present to the Chair of the Reduction-In-Force Committee a feasibility study as to the viability of offering a cosmetology career pathway to area high school students by June 1, 2013.

4) A second interim report should be created by the Division Chair and the program specialists by Monday, October 7, 2013, to be submitted to the Vice President of Educational Services. The report should detail point-by-point how the recommendations have been implemented, any results evident by that time, and any alternative strategies developed in lieu of or added to the original list.

5) A final report should be created by the Division Chair and the program specialists in the Cosmetology Program area to be submitted by Monday, April 1, 2014 to the Vice President of Educational Services. The report should indicate the results of the recommendations implementation, projections for the future as can be ascertained or estimated to date, and any additional changes or complications to the program. The final report should follow each of the points of recommendation and include a summary section providing an overview of the program status, complete with enrollment figures and any course revisions, additions, or deletions.

6) Deliberate and effective communications should be developed between the academic advisors and both of the program area personnel to increase awareness of the opportunities and range of offerings available to students.
7) The President hereby charges the Vice President of Educational Services with monitoring, assuring, and reviewing the required reports and milestones for appropriateness and timely completion as specifically delineated above. Any variation from meeting the timelines as listed above shall be immediately reported to the President by the Vice President of Educational Services.

Mr. Nelson moved the Board accept the “Final Recommendation of the WNCC President for Amendment of Contracts and Reduction of Staff Members for the 2013 – 2014 Academic Year” as presented. Seconded by Mr. Stickney. The vote was, Yes: Perkins, Shaver, Stickney, Walworth, Daniels, Klemke, Leseberg, Marcy, Nelson, Pavlista, Gramberg. No: None. Absent: None. Motion carried.

(The “Final Recommendation of the WNCC President for Amendment of Contracts and Reduction of Staff Members for the 2013 – 2014 Academic Year” is attached in the official minute book.)

Mr. Hovey referred Board members to the handout material which includes the Final Enrollment Report for the Fall Semester 2012.

Mr. Hovey reported the Final Fall 2012 Enrollment is 6,108 students which is an increase over the Ten-Day Enrollment of 173.9 percent. As would be expected, the largest increase is from Business and Community Education training. Mr. Hovey remarked that even though the report is shown as the final enrollment, there are still some additional enrollments from Business and Community Education that are not included in this report. Mr. Hovey reported the Full-Time Equivalent enrollment is 964.44. This is an increase of thirty percent above the Ten-Day Enrollment Report. Mr. Hovey briefly reviewed the Full-Time and Part-Time End of Fall Semester perspective for the years 2001 through 2012. The full-time perspective reflects a decline in the number of full-time students since 2010, while the part-time enrollment increased over the 2011 year.

Mr. Hovey reported classes for the Spring Semester 2013 began on January 9, 2013. He referred Board members to the handout material which includes a Preliminary enrollment report. He reported as of today, the Spring Semester enrollment is 1,811 students and the Full-Time Equivalent enrollment is 632.87. Mr. Hovey reported sixteen percent of the Spring full-time equivalent enrollment is from online classes.
As of today, the full-time equivalent enrollment is 33 less than on the comparable date in the Spring 2012 semester. Mr. Hovey remarked there is lots of dual credit enrollment that is yet to occur, which is not reflected in this preliminary report.

Mr. Hovey remarked the Preliminary Report is a very brief overview of the Spring Semester 2013 enrollment. He will present the Ten-Day Enrollment Report at the February meeting.

Mr. Kelly reported the Open Meetings Act provides the rules for how a public body conducts business. It requires that every meeting of a public body shall be open to the public so that the citizens have the opportunity to attend and speak. Public bodies which are covered by the Open Meetings Act include the governing bodies of all political subdivisions, and as such, the College Board of Governors is subject to the Act. Mr. Kelly reported that sub-committee meetings of less than a quorum (six members) that are not making a final decision or action on behalf of the Board are not subject to the Act. Additionally, a meeting where the Board is acting as quasi judicial body, such as hearing an appeal by a teacher, is not subject to the open meeting statutes.

Mr. Kelley reported a meeting includes all regular, special, or called meetings, formal or informal, for the purpose of briefing, discussion of public business, formation of tentative policy or taking of any action of the public body. Mr. Kelly commented the Act contains a provision for emergency meetings. There are not many emergency meetings held, and notification must be provided. The nature of the emergency must be stated in the minutes and any formal action taken in an emergency meeting shall pertain only to the emergency. Emergency meetings may be held by telecommunication or electronic equipment. The Act does not apply to social meetings, attendance at or travel to conventions or workshops where there is no intentionally convened meeting of the Board and no policy decisions are made.

Mr. Kelly reported the Open Meetings Act was amended in 2012, to allow, among others, a community college board of governors to conduct a meeting by means of videoconferencing or telephone conferencing. There are very specific circumstances to be followed when a videoconference meeting is held. Advanced publicized notice must be made, reasonable arrangements to accommodate the public's attendance must be made, a copy of all documents being considered must be available at each site, one
member of the Board must be present at each site. No more than one-half of the meetings in a calendar year may be held by videoconferencing or telephone conferencing.

Mr. Kelly reported the Act prohibits the use of email or other electronic communication between Board members to determine a position about an agenda item.

The Open Meetings Act provides for closed sessions for a specific purpose such as collective bargaining, real estate purchases, litigation, deployment of security personnel, investigative proceeding regarding criminal misconduct, and evaluation of job performance, if the person has not requested a public hearing. The vote to hold a closed session for a specific purpose is held in open session, and no action may be taken in the closed session. Mr. Kelly reported discussion during the closed session must be limited to the specific purpose of the motion to hold a closed session. Discussion held in a closed session should be kept confidential, and should not be discussed outside of the closed session.

Mr. Kelly reported any formal action taken by a public body in violation of the Open Meetings Act shall be declared void by the court, if a citizen files a lawsuit. Any member of a public body who knowingly violates the Open Meetings Act shall be guilty of criminal action.

In summary, Mr. Kelly remarked it is important to comply with the requirements of the Open Meetings Act, and a governing body can never go wrong by conducting meetings in open session.

In response to a question from the Board regarding how general an agenda item can be, Mr. Kelly reported the agenda should be specific and comprehensive enough to give notice to the public of the items to be considered. The agenda must be kept continually current and it may not be altered later than 24 hours before the beginning of the public meeting.

In response to a request for clarification, Mr. Kelly reported only the announced topic can be discussed during a closed session.

Dr. Gramberg thanked Mr. Kelly for his informative report.
Dr. Yowell referred Board members to the mailed packet which contains the proposed 2013 – 2014 and 2014 -2015 Academic Calendars. Dr. Yowell reported a staff member committee, which included herself, Mr. Alkire, Mr. Gaalswyk, and Mr. Schmucker, developed the proposed calendars. The calendars were then shared with the College Leadership Team, and the President’s Cabinet before being presented to and approved by the Student Services Council and the College Council.

Dr. Yowell reported that both calendars include the required 175 faculty contract days. Also, the end date of the first eight week period coincides with the beginning of the fall and spring break each semester. She commented classes will begin on Monday of each semester, rather than on Wednesday, which will allow more time for new student orientation. Dr. Yowell briefly reviewed the holiday breaks for both calendars.

In the 2013 -2014 Academic Calendar, fall semester classes will begin on Monday August 19, 2013 and end on Friday, December 9, 2013. Spring semester classes will begin on Monday, January 13, 2014, and end on Friday, May 9, 2014. Graduation ceremonies will be held on Saturday, May 17, 2014.

In the 2014 – 2015 Academic Calendar, fall semester classes will begin on Monday, August 18, 2014, and end on December 8, 2014. Spring semester classes will begin on January 12, 2015 and end on May 8, 2015. Graduation ceremonies will be held on Saturday, May 16, 2014.

Dr. Yowell asked for questions or comments. There were none.

Dr. Perkins moved the Board approve the academic calendar for the 2013 – 2014 year and the 2014 – 2015 year as presented. Seconded by Mr. Nelson. The vote was, Yes: Shaver, Stickney, Daniels, Klemke, Leseberg, Marcy, Nelson, Pavlista, Perkins, Gramberg. No: None. Absent: None. Motion carried.

Dr. Perkins reported the First Quarter meeting of the Association Board of Directors will be held in Lincoln, on January 25, 2013. Among the topics for consideration will be introduced legislation for the 103rd Legislative Session, and the revised evaluation documents for the Association’s Chief Executive Officer and the Association Board of Directors.
Additionally, Dr. Perkins reported the Executive Committee will meet on January 24, 2013. The Committee will review and continue to improve the documents for the Chief Executive Office evaluation and the Board member evaluation. These documents will be presented to the Association Board for review during the First Quarter meeting on January 25, 2013.

There was no report from the Association of Community College Trustees.

Dr. Gramberg asked for Board Member Comments. There were none.

Dr. Gramberg asked for President's Comments.

Dr. Holcomb reported the Learning Resource Center has launched the eHelp Center, which is a new service to assist students using the online resources at the College. The eHelp Center is the product of collaboration between the Learning Resource Center, Information Technology, and Online Learning and Services. The Center offers online and in-person support to students using online tools such as email, the portal, and Blackboard. The Center is located in the Scottsbluff Campus Learning Resource Center and is open from 8:00 a.m. to 8:00 p.m., Monday through Thursday and 8:00 a.m. to 4:00 p.m., on Friday.

Dr. Holcomb reported the National Junior College Athletic Association upheld its December 7, 2012, ruling that former College women's basketball player, Evgenia Samorodova, is not eligible to compete as an amateur. The matter was decided by a majority vote of the Association Executive Committee. He commented the College has not made a decision whether or not to seek arbitration.

On Monday, January 14, 2013, Dr. Holcomb presented College Information to the Alliance Rotary Club.

There is a new class being offered at the College, History of Nebraska. Mr. Brian Croft, Instructor of Composition and Literature, is inviting students and local residents to learn about the rich history that Nebraska has to offer. The class began yesterday, January 15, 2013, and will be held on Tuesdays, from 5:00 to 7:50 p.m. until the second week of May. Local residents and existing students can register for
the class through the College registration office. Additionally, there is an opportunity for residents who are over the age of 60 to attend the class through the Gold Card program. The Gold Card Program entitles them to take up to six credit hours free of charge.

Dr. Ronda Kinsey, College Nursing Instructor, has been selected as a volunteer NCLEX-RN item writer for the National Council of State Boards of Nursing licensing exam. Dr. Kinsey has been approved by the Nebraska board of Nursing and selected by the National Council of State Boards of Nursing to participate on the NCLEX item development panel of subject matter experts that was held in Chicago earlier this year. She is one of only twelve nurses from across the nation to be selected for this assignment. Dr. Kinsey was nominated on the basis of clinical specialty and nursing expertise. All nurses in the United States and its four U.S. territories must take the NCLEX exam. Passing the NCLEX exam is one of the requirements for attaining a nursing license.

Dr. Holcomb reported two College students, Alexis Wheeler and Hallie Anderson, were killed in a rollover accident last week. Both students attended the Scottsbluff Campus. The College is deeply saddened by the loss of these two young women and extends heartfelt sympathy to their families. Dr. Holcomb thanked Dr. Yowell, Dr. Schmucker, and Mr. Stephenson for their services to students during this sad time.

On February 4 through February 8, 2013, the Facility Master Planning Consultant, Planning and Design, has scheduled various meetings and tours at the Scottsbluff and Sidney Campuses to discuss the Facility Master Plan process. An invitation will be mailed to area community and business members to attend a breakfast meeting for participation in the planning process.

The College Vocal Music Program, under the direction of Ms. Rita Stinner, will present the 23rd Annual A Gala Evening at the Gering Civic Center on Friday and Saturday evening, February 22 and 23, 2013. Tickets may be purchased at the College Business office.

Dr. Holcomb reported during the Governance Institute of Student Success held prior to the Nebraska Community College Association Annual meeting held last fall in Norfolk, NE, the Association of Community College Trustee's presented
a “Call to Action.” In response to and support of student success, Western Area Board members in attendance signed the “Call to Action.” He reported the goal of the Association and the Lumina Foundation is to increase the number of American’s with high-quality college degrees, certificate, or credentials to 60 percent by 2025. Dr. Holcomb reported the College goal is a sixty percent fall-to-fall retention rate by the fall of 2015 and a success rate of sixty-five percent by fall of 2018. He commented this was well received by the College faculty and gives the administration a goal to obtain. Dr. Holcomb remarked that Phi Theta Kappa is also in support this goal.

Dr. Holcomb reported the “Call to Action” has been re-printed to reflect the current membership of the Western Area Board. He invited Board members to sign the document following adjournment of the Board meeting.

Dr. Holcomb asked for questions or comments.

Ms. Klemke commented she was pleased the College Safety Plan includes having designated individuals in various areas of the facilities so people will know where they are to go during an emergency situation.

Ms. Walworth moved, pursuant to Section 84-1410 of the Reissue of the Revised Statutes, known as the Nebraska Public Meetings Law, that the Board hold a closed session with Dr. Todd R. Holcomb, Mr. William D. Knapper, Mr. David E. Groshans, Ms. Coral E. Richards, and Mr. Phillip M. Kelly, Attorney, for the purpose of discussion of the following item(s): a) 2013 – 2014 Collective Bargaining. She further moved that this closed session is clearly necessary for the protection of the public interest and for the prevention of needless injury to the reputation of an individual(s) and that strategy sessions with respect to collective bargaining are specifically authorized by the Nebraska Public Meetings Law. Seconded by Mr. Daniels. The vote was, Yes: Stickney, Walworth, Daniels, Klemke, Leseberg, Marcy, Nelson, Pavlista, Perkins, Shaver, Gramberg. No: None. Absent: None. Motion carried.

Dr. Gramberg stated the purpose of the Executive Session is discussion of 2013 – 2014 Collective Bargaining.

The Board of Governors and those so named in the motion adjourned to an Executive Session at 2:19 p.m.
The Executive Session ended at 2:41 p.m.

Dr. Gramberg declared a ten minute recess at 2:42 p.m.

Dr. Gramberg declared the Open meeting in session at 2:52 p.m.

Mr. Kelly announced the 2013 – 2014 Collective Bargaining negotiations with the Western Education Association have been completed. Mr. Kelly was pleased to report the agreement is for a three-year period: 2013 – 2014 Contract Year; 2014 – 2015 Contract Year; and 2015 – 2016 Contract Year.

Mr. Kelly reported the Agreement includes an increase in total compensation of 3.304 percent for the 2013 – 2014 Contract Year; 3.75 percent for the 2014 – 2015 Contract Year; and 3.75 percent for the 2015 – 2016 Contract Year. Additionally, in the 2013 – 2014 Agreement the “Voluntary Early Retirement Incentive Plan” will terminate as of June 30, 2013, and the “Supplemental Retirement Account” shall begin on July 1, 2013. Overload and summer school pay will be increased to $850.00 per semester credit hour for the 2013 – 2014 Contract Year and remain the same for the 2014 – 2015 Contract Year. In the 2015 – 2016 Contract Year, the Overload and summer school pay will be increased to $875.00 per semester credit hour. Included in all three contract years of the Agreement, the increase in total compensation shall include the increase in health insurance premiums.

Mr. Kelly personally thanked Dr. Wylie and members of the Western Education Association Negotiations Team. He remarked the negotiations were done with courtesy and in good faith.

Dr. Wylie thanked Mr. Kelly and members of the Western Community College Area Board of Governors Negotiation Team for good faith bargaining. He remarked the sessions were conducted in a positive and fair manner. Any differences were about the issue(s) not the personalities.

2013-2014 CONTRACT YEAR

**Salary.** WCCA shall pay full-time Association members an increase in total compensation of **3.304%**. Fifty percent of the salary increase shall be a flat raise for each faculty member and fifty percent shall be a percentage raise for each faculty member.

**Over-Load and Summer School Pay.** Over-load and summer school pay will be increased to $850.00 per semester credit hour.

**Health Insurance.** The increase in total compensation shall include the increase in health insurance premiums. WCCA shall pay 100% of the annual premiums for the Educator’s Health Alliance Plan of the Blue Cross and Blue Shield of Nebraska for the following plans:

A. Health Insurance -- $500 deductible, for the employee spouse and children.

B. Dental Insurance -- Preferred Provider Option -- 80% A & B with 50% C coverage for the employee only.

**Voluntary Early Retirement Incentive Plan.** The Voluntary Early Retirement Incentive Plan shall terminate as of June 30, 2013.

**Supplemental Retirement Account (SRA).** Beginning July 1, 2013, Association members shall receive a Supplemental Retirement Account (SRA) benefit. All faculty members listed on “EXHIBIT A” attached hereto who have not elected to retire and take benefits under the existing Voluntary Early Retirement Incentive Plan shall be entitled to an SRA contribution. The amount of the vested Supplemental Retirement Account for each faculty member shall be determined as of June 30, 2013.

A. Contributions. WCCA shall contribute $125,000 per year commencing June 30, 2014, for a period of three years, to establish the faculty Supplemental Retirement Account for the benefit of those faculty members listed on “EXHIBIT A”. This sum shall be matched by an equal contribution of $125,000 per year from the faculty compensation package. This fund shall
also be supplemented by any funds remaining in the existing Voluntary Early Retirement Incentive Plan after all applications have been processed under such plan. This fund shall be subject to the contribution for other faculty members ("EXHIBIT B") pursuant to paragraph F.

B. After June 30, 2016, WCCA will not contribute any additional funds for the Supplemental Retirement Account. All contributions shall be from the faculty compensation package in the amount of $125,000.

C. Distributions. Each faculty member listed on "EXHIBIT A" shall be vested for the amount as calculated. Each faculty member’s prorata share of the fund shall be based upon the formula for accumulation of retirement benefits from the Voluntary Early Retirement Incentive Plan. Distributions shall be made on an annual basis equal to one-third of the vesting amount. Distributions shall be made either to the faculty member’s Supplemental Retirement Account or, in the event a faculty member elects to defer payment of earnings to the WCCA maintained fund specifically administered for payment of health insurance benefits for retirees, as part of the existing group health insurance program (subject to the provisions Parts D and F below). This option shall be available as long as it is made available to WCCA by its health insurance provider. Contributions to the SRA Account of each faculty member shall be made to the maximum extent allowable by law. To the extent there are additional funds that cannot be deposited in the faculty member’s SRA; those funds shall be maintained by WCCA for the benefit of the faculty member. Funds held for the benefit of a faculty member shall be contributed to the faculty member’s SRA in future years to the extent allowable by law. Funds held by WCCA shall not be distributed to a faculty member unless that
D. Payment Options. To the extent funds are being maintained by WCCA and not in a faculty member's SRA, the faculty member can elect upon retirement to receive funds in a lump sum on or after June 30th of any year during the term of this Agreement. The maximum distribution shall be one-third of the vested portion per year as of June 30, 2014, June 30, 2015, and June 30, 2016. Payment to faculty members shall be included in the July 21st payroll.

E. Faculty members may elect to take the funds retained by WCCA in equal annual payments for up to five (5) years after they have become fully qualified for benefits.

F. A total of $95,888 from the funds created for the Supplement Retirement Accounts shall be allocated to SRA accounts for the faculty members listed on "EXHIBIT B" attached here-to. Those faculty members shall be vested in the amount shown on "EXHIBIT B". The full contribution will be made to the Supplemental Retirement Account of each faculty member listed on "EXHIBIT B" by June 30, 2014.

G. If a faculty member's employment with WCCA is terminated for any reason prior to July 15, 2016, any portion of the funds not deposited in the faculty member's SRA account may be distributed to the faculty member on the payment schedule set forth in paragraph D above.

H. After June 30, 2016, all faculty members who have attained their two year tenure shall receive a Supplemental Retirement Account contribution based upon the prorata share of salary and the $125,000 fund established from the faculty compensation package for Supplemental Retirement Accounts.

I. For purposes of the Supplemental Retirement Account the term "vesting" shall
mean that in the event a faculty member dies, any funds the faculty member is entitled to receive that have not been deposited into an SRA account shall be distributed to the heirs of the faculty member on the schedule set forth herein.

**Safety Program.** WCCA and Association hereby establish a Safety Committee pursuant to LB 757 (Laws, 1993) and Nebraska Administrative Code, Department of Labor Title 230, Chapter 6.

A. Membership shall be comprised of 4 members of the faculty, 4 employees appointed by the President and 4 employees cooperatively selected by the previously selected 8 representatives.

B. The terms of membership shall be 2 years with terms assigned on a staggered basis beginning with the 2013 – 2014 fiscal year to allow an orderly turnover of members.

C. The committee, when comprised, shall select a chair, a vice-chair and a recording secretary.

D. The committee shall meet on the second Thursday of the second month of each calendar quarter. Additional meetings may be held as necessary or as called by the chair or a majority of the committee.

**Re-Employment.** There shall be no prohibition concerning re-employment of a faculty member who retires from a full-time teaching position. However, re-employment for any other position within the College shall not include the continuing contract rights that are uniquely associated with full-time teaching position as specified under Nebraska law. Removal of this prohibition concerning re-employment does not provide any contract right or guaranty of re-employment after a faculty member retires.

**Open Enrollment.** WCCA and Association agree to participate in the optional Open Enrollment period for the 2013-2014 contract and school year offered by the
Educators Health Alliance (EHA) "Optional Open Enrollment Period" effective for the 2013-2014 contract and school year.

**Right to Renegotiate.** In each year, it is understood by and between the parties that the Nebraska State Legislature may, as a result of fiscal concerns, modify state aid to Western Community College Area, which operates Western Nebraska Community College. In the event that the Legislature modifies the current level of state aid to education, WCCA reserves the right to reopen negotiations for the 2013-2014 contract year.

**2014-2015 CONTRACT YEAR**

**Salary.** WCCA shall pay full-time Association members an increase in total compensation of 3.75%. Fifty percent of the salary increase shall be a flat raise for each faculty member and fifty percent shall be a percentage raise for each faculty member.

**Over-Load and Summer School Pay.** Over-load and summer school pay shall remain at $850.00 per semester credit hour.

**Health Insurance.** The increase in total compensation shall include the increase in health insurance premiums. WCCA shall pay 100% of the annual premiums for the Educator's Health Alliance Plan of the Blue Cross and Blue Shield of Nebraska for the following plans:

A. Health Insurance -- $500 deductible, for the employee spouse and children.

B. Dental Insurance -- Preferred Provider Option -- 80% A & B with 50% C coverage for the employee only.

**Right to Renegotiate.** In each year, it is understood by and between the parties that the Nebraska State Legislature may, as a result of fiscal concerns, modify state aid to Western Community College Area, which operates Western Nebraska Community College. In the event that the Legislature modifies the current level of state aid to education, WCCA reserves the right to reopen negotiations for the 2014-2015 contract year.
2015-2016 CONTRACT YEAR

Salary. WCCA shall pay full-time Association members an increase in total compensation of 3.75%. Fifty percent of the salary increase shall be a flat raise for each faculty member and fifty percent shall be a percentage raise for each faculty member.

Over-Load and Summer School Pay. Over-load and summer school pay shall increase to $875.00 per semester credit hour.

Health Insurance. The increase in total compensation shall include the increase in health insurance premiums. WCCA shall pay 100% of the annual premiums for the Educator’s Health Alliance Plan of the Blue Cross and Blue Shield of Nebraska for the following plans:

A. Health Insurance -- $500 deductible, for the employee spouse and children.

B. Dental Insurance -- Preferred Provider Option – 80% A & B with 50% C coverage for the employee only.

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ALL OTHER ITEMS PREVIOUSLY NEGOTIATED SHALL REMAIN IN FULL FORCE AND EFFECT UNLESS MODIFIED HEREIN

Seconded by Dr. Perkins. The vote was, Yes: Walworth, Daniels, Klemke, Leseberg, Marcy, Nelson, Pavlista, Perkins, Shaver, Stickney, Gramberg. No: None. Absent: None. Motion carried.

(A copy of the signed Agreement is attached in the official minute book.)

Dr. Wylie thanked the Board members for a unanimous vote to approve the three-year Negotiated Agreement. He remarked the faculty vote on the Agreement as a whole was also unanimous.

UPCOMING MEETINGS

Dr. Gramberg reminded Board members of the following upcoming meetings and events.

1) The Nebraska Community College Association Board of Directors 2013 Regular Meetings to be held as follows: a) First Quarter Meeting, January 25, 2013, in Lincoln, NE; b) Second Quarter Meeting (Retreat), June 6 and 7, 2013, in Sidney, NE; c) Third Quarter Meeting, August 5, 2013, in Columbus, NE; d) Fourth Quarter Meeting (Annual Meeting) November 4 and 5, 2013.

2) The Association of Community College Trustees 2013 National Legislative Summit to be held on February 11 through 14, 2013, in Washington, D.C.

3) The Association of Community College Trustees 2013 Annual Leadership Congress to be held on October 2 through 5, 2013, in Seattle, WA.

NEXT REGULAR MEETING

The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, March 20, 2013, at 1:00 p.m., in the Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 2:56 p.m.

_________________________  ________________________
Merlyn L. Gramberg, Chairperson    Coral E. Richards, Secretary
CITY PLANNING COMMISSION REPORTS

1) Consider the following application[s] pending before the City of Sidney Planning Commission:

a) The application of Dinklage Feedyard, Inc. for a Preliminary Plat to subdivide a single tract of land containing 2.72 acres in the NE ¼, of the NE ¼ of Section 34, Township 14 North, Range 50 West of the 6th P.M., Cheyenne County, Nebraska, which is located in the Southwest corner of the intersection of US Highway 30 and State highway 19, to be known as Block 1, Dinklage Subdivision.

b) The application of Dinklage Feedyard, Inc. to rezone Block 1 Dinklage Subdivision from A (Agriculture) to C-3 (Commercial) Zone, for the purpose of constructing an office building on the site.

c) The application of Dennis and Linda Highby for a Preliminary Plat to subdivide a single tract of land in the E½, of the SE ¼ of Section 20, Township 14 North, Range 49 West of the 6th P.M., which is located on the West side of county Road 115, South of Highway 385, containing 8.10 acres, into two lots.

d) Amendments of Chapter 1266 "Accessory Buildings" of the Codified Ordinances of the City of Sidney.

2) Notice of a Public Hearing of the Board of Trustees of the Village of Potter to be held on January 28, 2013, at 7:00 p.m., in the Potter Village Office, to determine whether the real estate described should be declared to be substandard and blighted, pursuant to the Nebraska Community Development Law.

a) A tract of land situated on the Northeast Quarter of Section 1, Township 14 North, Range 51 West, and the North Half of Section 6, Township 14 North, Range 50 West, and Section 31, Township 15 North, Range 50 West and the South Half of Section 30, Township 15 North, Range 50 West and the Southeast Quarter of Section 25, Township 15 North, Range 51 West, and the East Half of Section 36, Township 15 North, Range 51 West of the 6th P.M., all in Cheyenne County, Nebraska, contain 547.78 acres, more or less, EXCEPT for a tract of land situated in the Northeast Quarter of Section 31, Township 15 North, Range 50 West of the 6th P.M., Cheyenne County, Nebraska, containing 40.17 acres, more of less.
JANUARY 2013 FACULTY REPRESENTATIVE REPORT TO THE WCCA BOARD OF GOVERNORS

Hallie Feil, WNCC Social Science Division Chair, received her certificate in community college leadership from the University of Nebraska, Lincoln in December.

William Loring, WNCC Information Technology Instructor, promoted our IT program several times last semester. He staffed a table at the Multicultural Youth Career Fair on Friday, September 28. He also staffed a table at Framer’s Day in Kimball on Saturday, September 29. In addition, he staffed a table promoting our IT programs during the Discover WNCC event on Monday, October 15.