

WESTERN COMMUNITY COLLEGE AREA

BOARD OF GOVERNORS

PROPOSED AGENDA

REGULAR MEETING

March 16, 2016

A. Call to Order, Mr. Daniels

12:00 P. M. - LUNCH

The Plex (Room A108)

B. Roll Call

Harms Advanced Technology Center

Western Nebraska Community College

Scottsbluff Campus

2620 College Park

Scottsbluff, Nebraska

C. Community Comments

D. Board Chairperson Comments

1:00 P.M. - REGULAR MEETING

Boardroom

Western Nebraska Community College

Scottsbluff Campus

1601 East 27th Street

Scottsbluff, Nebraska

- 1) Copy of Nebraska Open Meetings Act
available at Back of Room

E. Consent Calendar

1) Review Contents of Consent Calendar

a) Agenda

b) Excuse Absent Board Member(s)

c) Minutes

1) Regular Meeting, February 17, 2016

(Pages 1 - 1z)

d) Claims

1) WCCA Unrestricted Fund - \$2,686,382.23

(Pages 1 - 12)

2) WCCA Restricted Fund - \$220,134.58

(Pages 12)

3) WCCA Federal Fund - \$23,576.82

(Pages 12 - 13)

4) WCCA Agency Fund - \$11,646.83

Pages 13)

5) WCCA Loan Fund - \$ -0-

6) WCCA Plant Fund - \$9,379.75

(Page 13)

7) WCCA Auxiliary Fund - \$105,474.52

(Pages 14 - 16)

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

E. Consent Calendar – Cont.

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

F. 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

G. Personnel Consent Calendar

- 1) Review Contents of Personnel Consent Calendar
 - a) Resignation(s):
 - 1) Ms. Pamela J. Leever, Cosmetology Instructor (Page 2)
 - 2) Mr. Russell D. Beck, Physical Education Instructor,
Head Men's Basketball Coach (Handout)
 - 3) Ms. Katelyn Groves, Admissions Counselor, Women's
Softball Associate Coach (Handout)
 - b) Appointment(s):
 - 1) Ms. Jessica L. Haebe, Trio Upward Bound Advisor (Pages 2a – 2f)
- 2) Approval of Personnel Consent Calendar
- 3) Consideration of Items Extracted from Personnel Consent Calendar

H. Western Community College Area Board of Governors – Mr. Daniels

- 1) Informal Meeting
 - a) Planning Session
 - b) April 19, 2016, 3:00 p.m. and April 20, 2016, 8:00 a.m.
 - c) Fairfield Inn and Suites, 902 Winter Creek Drive, Scottsbluff, NE

I. Monitoring Reports

- 1) Agreement between Western Nebraska Community College and Western Nebraska
Community College Foundation – Dr. Holcomb (Pages 3 - 3a)

I. Reports and Recommendations from Board Policy Committee – Committee Chair, Mr. Groshans

- 1) #355.0100.16 – Property, Casualty and Liability Programs (Page 5)
- 2) #355.0200.16 – Other Property Casualty and Liability Insurance Programs (Page 5)
- 3) #355.0300.16 – Employees Bondable (Page 5)
- 4) #355.0500.16 – Risk Management Plan (Pages 5 – 5a)
- 5) #420.0800.16 – Vacation Leave (Support Staff) (Pages 5b – 5d)
- 6) #450.2000.16 – Vacation Leave (Administrative Staff) (Pages 5e – 5f)
- 7) #450.2025.16 – Vacation Leave (Professional Staff – Hourly) (Page 5g)
- 8) #450.2030.16 – Vacation Leave (Professional Staff – Salaried) (Page 5h)

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

- 1) Addendum to the Final Recommendation of the WCCA President for Amendment of Contracts and Reduction of Staff Members for the 2016 – 2017 Academic Year

K. Monitoring Reports

- 1) 2015 – 2016 USA/Phi Theta Kappa All Nebraska Academic Team – Mr. Coley (Pages 6 – 6a)
 - a) Ms. Michelle Talbot
- 2) 2016 Legislation – Dr. Holcomb
- 3) Nebraska Community College Association – Dr. Gramberg, Dr. Perkins
- 4) Association of Community College Trustees – Dr. Perkins

L. Board Member Comments

M. President's Comments

N. Upcoming Meetings and Events

- 1) Association of Community College Trustees
 - a) 2016 Annual Leadership Congress
 - 1) October 5 – 8, 2016
 - 2) Hilton New Orleans Riverside
 - 3) New Orleans, Louisiana

L. Upcoming Meetings and Events – Cont.

2) Western Nebraska Community College

- a) 2016 Awards Ceremonies
 - 1) Sidney Campus
 - A) Thursday, April 21, 2016, 2:00 p.m.
 - B) Aviation Building, Sidney Municipal Airport
 - 2) Alliance Campus
 - A) Friday, April 22, 2016, 2:00 p.m.
 - B) Panhandle and Sandhills Rooms
 - 3) Scottsbluff Campus
 - A) Thursday, April 28, 2016, 4:00 p.m.
 - B) Little Theatre, Scottsbluff Campus
- b) GED Graduation Ceremony
 - 1) Saturday, May 14, 2016, 11:00 a.m.
 - 2) Little Theatre, Scottsbluff Campus
- c) Nursing Pinning Ceremony
 - 1) Saturday, May 14, 2016, 2:30 p.m.
 - 2) Little Theatre, Scottsbluff Campus
- d) Graduation Ceremony
 - 1) Saturday, May 14, 2016, 4:00 p.m.
 - 2) Cougar Palace, Scottsbluff Campus

3) Nebraska Community College Association

- a) 2016 Regular Meetings
 - 1) Second Quarter Meeting
 - A) May 2, 2016
 - B) Lincoln, Nebraska
 - 2) Third Quarter Meeting
 - A) August 1, 2016
 - B) Lincoln, Nebraska
 - 3) Fourth Quarter Meeting (Annual Meeting)
 - A) November 7, 2016
 - B) Central Area

M. Next Regular Meeting: Wednesday, April 20, 2016, 1:00 p.m., Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

N. Adjournment

MISSION STATEMENT:

“WNCC assures learning opportunities for all – enriching lives, invigorating communities, creating futures”

MINUTES OF MEETING
BOARD OF GOVERNORS
WESTERN COMMUNITY COLLEGE AREA

TIME AND PLACE A regular meeting of the Western Community College Area Board of Governors was held at 1:04 p.m., on Wednesday, March 16, 2016, 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, March 12, 2016, with the following members present:

ROLL CALL Merlyn L. Gramberg, William M. Packard, R. J. Savely, Jr., Mary K. Shaver, Richard G. Stickney, Julianne K. Walworth, Timothy H. Daniels, Chairperson. Absent: F. Lynne Klemke, Kimberley A. Marcy, M. Thomas Perkins, Thomas L. Perlinski.

NOTICE OF MEETING Student Representatives present: Jolene Martin, Scottsbluff Campus; Rose Nelson, Sidney Campus. Faculty Representatives present: William A. Loring, Sidney Campus. College staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, David E. Groshans, Kimberly J. Kuster Dale, Susan K. Yowell, Judith L. Amoo, Paula J. Abbott, Ellen M. Dillon, Michael E. Houdyshell, Susan L. Verbeck. College Attorney present: Philip M. Kelly. A current agenda was available in the College President's office and the Board Secretary's office on the Scottsbluff Campus at the time of the publicized notice.

QUORUM Mr. Daniels declared a quorum was present for the transaction of business.

COMMUNITY COMMENTS Mr. Daniels asked for comments from the community.

Mr. Daniels reminded community members who wish to make comments that, pursuant to Board Policy #830.1000.79, each speaker will be limited to a five minute presentation.

Mr. L. Paul Leseberg, former WCCA Board member, addressed the Board regarding taxes. He presented historical information about U.S. currency and its value. He remarked everyone who is a consumer pays taxes. Mr. Leseberg expressed concern about the economy and encouraged the Board to look at what is happening to the United States economy. He inquired what the College would do in case of a collapse. He remarked the College will need to make hard choices for survival if that were to

COMMUNITY COMMENTS
Cont. happen. He encouraged the Board to provide for a contingency plan should the situation become worse. He thanked the Board for the opportunity to express his concerns.

BOARD MEMBER ENTERED
MEETING Mr. Daniels thanked Mr. Leseberg for his comments.
Mr. Perlinski entered the meeting at 1:08 p.m.

BOARD CHAIRPERSON
COMMENTS Mr. Daniels 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.

Mr. Daniels extended condolences to the family of Dr. James D. Hunter. Dr. Hunter died March 12, 2016, at Swedish Memorial Hospital in Denver. Dr. Hunter served the College as an instructor, Dean of Students, and Vice President of Student Services from 1971 until his retirement in 1995.

Mr. Daniels reported Ms. Klemke, Ms. Marcy and Dr. Perkins have notified the Secretary that they would be unable to attend the meeting today because of Personal Business.

CONSENT CALENDAR
Review Contents Mr. Daniels reviewed the contents of the Consent Calendar which include the following items:

- 1) Agenda, March 16, 2016
- 2) Excuse Absent Board Member(s) – Klemke, Marcy, Perkins
- 3) Minutes
 - a) Regular Meeting, February 17, 2016
- 4) Claims
 - a) WCCA Unrestricted Fund - \$2,686,382.23
 - b) WCCA Restricted Fund - \$220,134.58
 - c) WCCA Federal Fund - \$23,576.82
 - d) WCCA Agency Fund - \$11,646.83
 - e) WCCA Loan Fund - \$-0-
 - f) WCCA Plant Fund - \$9,379.75
 - g) WCCA Auxiliary Fund - \$105,474.52
- 5) City Planning Commission Reports – Attachment A
- 6) Reports and Proposals
 - a) From the Students
 - b) From the Faculty
 - c) From the Administration
 - d) From the Board

CONSENT CALENDAR
Review Contents
Cont. Mr. Daniels 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. Stickney moved the Consent Calendar be approved as presented. Seconded by Mr. Savely. The vote was, Yes: Gramberg, Packard, Perlinski, Savely, Shaver, Stickney, Walworth, Daniels. No: None. Absent: Klemke, Marcy, Perkins. 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 Mr. Daniels reviewed the contents of the Personnel Consent Calendar which include the following resignation(s) and appointment(s):

- 1) Resignation(s):
 - a) Ms. Pamela J. Leever, Cosmetology Instructor, effective August 31, 2016.
 - b) Mr. Russell D. Beck, Physical Education Instructor, Head Men's Basketball Coach, effective August 31, 2016.
 - c) Ms. Katelyn Groves, Admissions Counselor, Women's Softball Associate Coach, effective May 31, 2016.
- 2) Appointment(s):
 - a) Ms. Jessica L. Haebe, Trio Upward Bound Advisor, effective March 9, 2016 through June 30, 2016, salary to be prorated from an annual salary of \$37,601.00.

Mr. Daniels inquired if there were any item(s) on the Personnel Consent Calendar which any Board member wished to have removed for separate consideration. There were none.

PERSONNEL CONSENT
CALENDAR
Approval Ms. Walworth moved the Personnel Consent Calendar be approved as submitted. Seconded by Dr. Packard. The vote was, Yes: Packard, Perlinski, Savely, Shaver, Stickney, Walworth, Gramberg, Daniels. No: None. Absent: Klemke, Marcy, Perkins. 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
Informal Meeting
WESTERN COMMUNITY
COLLEGE AREA BOARD
OF GOVERNORS
Informal Meeting
Cont.

Mr. Daniels reported planning is continuing for the Board of Governors Informal meeting for the purpose of a Planning Session. The meeting will begin on Thursday, April 19, 2016, at 3:00 p.m., will break for dinner, and will continue in session following dinner. The meeting will reconvene in an adjourned session at 8:00 a.m. on Wednesday, April 20, 2016. The meeting will be held in the Meeting Room, at the Fairfield Inn and Suites, 902, Winter Creek Drive, Scottsbluff, NE. Discussion topics will include Sidney Campus Programming, the Strategic Plan and the Facilities Master Plan and Enrollment Management.

MONITORING REPORTS
Agreement between
Western Nebraska
Community College and
Western Nebraska
Community College
Foundation

Dr. Holcomb referred Board members to the mailed packet which includes a copy of the updated agreement between the College and the Western Nebraska Community College Foundation. The agreement stipulates the responsibilities of both parties to ensure strict compliance with §49-1401 et. seq. of Nebraska Statutes. The update to the agreement identifies the Foundation staff positions for which monthly salaries and fringe benefits will be reimbursed by the Foundation to the College.

Mr. Savely moved the Agreement between Western Nebraska Community College and Western Nebraska Community College Foundation be approved as presented. He further moved the Chairperson be authorized to sign the Agreement. Seconded by Dr. Packard. The vote was, Yes: Perlinski, Savely, Shaver, Stickney, Walworth, Gramberg, Packard, Daniels. No: None. Absent: Klemke, Marcy Perkins. Motion carried.

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

MONITORING REPORTS
Proposed 2016 – 2017
Student Charges

Mr. Knapper referred Board members to the mailed packet which includes the proposed 2016 – 2017 Student Charges. Mr. Knapper reported there is no change from what was presented at the February meeting.

Mr. Knapper reported the 2016 – 2017 tuition rate for Nebraska residents is proposed to increase \$3.50 to \$95.00 per credit hour. This is a 3.83 percent increase. The 2016 – 2017 tuition rate for Border States (Colorado, Wyoming, and South Dakota) is proposed to increase \$4.50 to \$96.00 per credit hour. This is a 4.92 percent increase. There is no change proposed for the 2016 – 2017 Non-Resident tuition rate, which is \$104.50 per credit hour. Mr. Knapper reported further the 2016 – 2017 tuition rate for the High School Partnership, which is one-half of the resident tuition

MONITORING REPORTS
Proposed 2016 – 2017
Student Charges
Cont.

rate, will increase \$1.75 to \$47.50 per credit hour. He reported there is no change proposed for the per credit hour fees, which is a total cost of \$17.50. He reported there is no change in rate for other fees with the exception the International Application Fee, which has been eliminated. Mr. Knapper reported there is no change being proposed in the course fees to recover some of the cost for consumable supplies in such classes as Automotive, Chemistry, and Welding; however, there are some additional course fees included in the course fees listing which have been previously assessed, but were inadvertently overlooked when the proposal to establish specific course fees was initially presented and approved. Mr. Knapper reported no change is proposed for the refund policy for tuition and fees.

Tuition

Mr. Savely moved the Board approve the 2016 – 2017 Tuition rates as follows: Resident \$95.00 per credit hour; Border States (Colorado, Wyoming and South Dakota) - \$96.00 per credit hour; Non-Resident - \$104.50. per credit hour; High School Partnership - \$47.50 per credit hour. He further moved tuition and fees for custom designed credit classes, workshops and seminars will be determined by the College President or his/her designee. Mr. Savely moved the Board adopt the following tuition and fees refund policy: 1) 100 percent refund for 6.25 percent time elapsed; 2) 50 percent for 12.50 percent time elapsed; 3) 25 percent for 25 percent time elapsed; and 4) no refund for more than 25 percent time elapsed. Seconded by Ms. Walworth. The vote was, Yes: Savely, Shaver, Stickney, Walworth, Gramberg, Packard, Perlinski, Daniels. No: None. Absent: Klemke, Marcy, Perkins. Motion carried.

Fees

Ms. Walworth moved the Board approve the 2015 – 2016 student fees as follows: Activity/Student Services Fee - \$3.00 per credit hour; Facility Fee - \$5.50 per credit hour; Technology/Instruction - \$3.50 per credit hour; Scholarship Fee - \$5.50 per credit hour; High School Partnership Fee - \$8.75 per credit hour; Experiential Learning \$25.00 per credit hour; Applied Music - \$50.00 per credit hour; Photography - \$15.00 per credit hour; Assessment Fees: Vocational Assessment - \$60.00 per day; Resume Development - \$25.00; Compass Retest - \$15.00; GED Testing - \$120.00; GED or ESL Class Registration Fee - \$20.00; ACCT 2800 Certified Bookkeeper Certification Prep. - \$200.00; BNA or Medication Aid Retest Fee - \$50.00; Transcripts – official copies - \$5.00 each; and the Specific Course Fees for consumable supplies as presented. (A complete listing of Course Fees

MONITORING REPORTS
Proposed 2016 – 2017
Student Charges
Fees
Cont.

is attached hereto and made a part hereof as Attachments One and Two.) Seconded by Dr. Packard. The vote was: Yes: Shaver, Stickney, Walworth, Gramberg, Packard, Perlinski, Savely, Daniels. No: None. Absent: Klemke, Marcy, Perkins. Motion carried.

Room and Board

Mr. Knapper reported the 2016 – 2017 room rates are proposed to increase from 2.02 percent to 4.17 percent depending on the number of occupants and the room location (Pioneer Hall, Pioneer Hall Addition or Conestoga Hall). He remarked all the room rates are per semester. Mr. Knapper reported further the meal plans are proposed to increase 3.96 for the 14 and 19 meal plans and 3.97 percent for the 10 meal plan. He reported no change is being proposed for the room and board refund policy

Ms. Shaver moved the Board approve the 2016 – 2017 per semester room rates as follows: Pioneer Hall Double as Single - \$1,322.00; Pioneer Hall Double - \$1,009.00; Pioneer Hall Addition Double as Single - \$1,600.00; Pioneer Hall Addition Double - \$1,292.00; Pioneer Hall Addition Triple - \$1,000.00; Conestoga Hall Single - \$1,872.00; Conestoga Hall Double as Single - \$1,872.00; Conestoga Hall Super Single \$2,102.00; Conestoga Hall Double \$1,570.00; Sidney Hall Double as Single - \$1,790.00; Sidney Hall Double - \$1,480.00; Housing Deposit and Activity Fees \$180.00 (\$150.00 refundable). She further moved the Board approve the 2016 – 2017 Board per semester meal plans as follows: 10 meal plan - \$1,338.00; 14 meal plan - \$1,892.00; 19 meal plan \$2,048.00. Ms. Shaver moved further the Board approve the following room and board refund policy. 1) 100 percent for one week time elapsed; 2) 75 percent refund for two to three weeks' time elapsed; 3) 50 per cent refund for four to five weeks' time elapsed; 4) 25 percent refund for six to seven weeks' time elapsed; and 5) No refund for more than seven weeks' time elapsed. Seconded by Mr. Stickney. The vote was, Yes: Stickney, Walworth, Gramberg, Packard, Perlinski, Savely, Shaver, Daniels. No: None. Absent: Klemke, Marcy, Perkins. Motion carried.

Mr. Knapper commented to assist with Financial Aid, and the changes being made at the Federal level, the College administration will be presenting the proposed 2017 – 2018 Student Charges to the Board in the fall.

MONITORING REPORTS
Resolution – RE: Glock
Armorer's Training
Course

Mr. Groshans reported the College has received a request from the Scotts Bluff County Sheriff's Office to use College facilities for Glock Armorer's training on May 24, 2016. Mr. Groshans reported there will be no live ammunition used in the training. The training is for law enforcement officers' recertification.

Mr. Groshans reported Board Policy #235.0250.07 prohibits the carrying of concealed weapons on College Property. He referred Board members to the mailed packet which includes a Resolution providing for the temporary suspension of this policy, pursuant to Board Policy #830.1600.79. Mr. Groshans asked for questions. There were none.

Dr. Gramberg moved the following Resolution be adopted:

**RESOLUTION PROVIDING FOR TEMPORARY
SUSPENSION OF BOARD POLICY; PROVIDING FOR WAIVER
OF BOARD POLICY CONCERNING CARRYING A
CONCEALED HANDGUN ONTO OR UPON COLLEGE
PROPERTY; PROVIDING FOR APPROVAL OF COLLEGE
FACILITIES FOR THE SCOTTS BLUFF COUNTY SHERIFF'S OFFICE
WEAPONS TRAINING.**

WHEREAS, the policies of the Board of Governors for Western Community College Area prohibits the possession of concealed weapons on college property pursuant to Policy 235.0250.07;

WHEREAS, the Scotts Bluff County Sheriff's Office is sponsoring Glock Armorer's training to be conducted on May 24, 2016; and

WHEREAS, the Board of Governors for Western Community College Area desires to support said training activities.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF GOVERNORS FOR WESTERN COMMUNITY COLLEGE AREA, IN THE STATE OF NEBRASKA, AS FOLLOWS:

Section 1. The Scotts Bluff County Sheriff's Office in conjunction with Glock Professional, Inc., is granted permission to conduct Glock Armorer's training and to use the facility at Western Nebraska Community College on May 24, 2016.

MONITORING REPORTS
Resolution – RE: Glock
Armorer's Training
Course
Cont.

Section 2. The Board Policy concerning the carrying of concealed weapons into or upon the property of Western Community College Area is temporarily waived for purposes of Glock Armorer's training course.

Section 3. The Scotts Bluff County Sheriff's Office shall assume full control and responsibility for all participants and volunteers.

Section 4. The temporary suspension of Policy 235.0250.07 for the purpose of Glock Armorer's training course is made pursuant to Board Policy 830.1600.79 which allows the Board to temporarily suspend any portion of the policies and procedures of the Board.

Seconded by Ms. Shaver. The vote was, Yes: Walworth, Gramberg, Packard, Perlinski, Savely, Shaver, Stickney, Daniels. No: None. Absent: Klemke, Marcy, Perkins. Motion carried.

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

MONITORING REPORTS
2014 – 2015 Graduate
Placement Report

Dr. Houdyshell referred Board members to the 2014 – 2015 Graduate Placement Report which was enclosed with the mailed packet of meeting information.

Dr. Houdyshell remarked this annual report reflects the August 2014, December 2014 and May 2015 graduates. During this time period there were 267 graduates. He reported 129 of the graduates (48.31 percent) are working which is higher than the previous year when 45.86 percent were working. There are 124 graduates (46.44 percent) who are continuing their education, down slightly from last year when 47.24 percent were continuing their education. There were six graduates looking for work at the time of this report and six graduates were unable to be located. Dr. Houdyshell reported there were two graduates (.75 percent) who were unavailable for employment compared to 4.14 percent last year. He remarked the almost even split between graduates who are working and are continuing College is appropriate for the stated mission of the College.

Dr. Houdyshell reported of the graduates who are working 77.52 percent are employed in the College service area, as compared to 69.17 percent last year. There are 7.75 percent of the remaining graduates employed within the State of Nebraska, but outside of the service area. There

MONITORING REPORTS
2014 – 2015 Graduate
Placement Report
Cont.

are 14.73 percent of the graduates employed outside the State of Nebraska. This compares to 21.05 percent last year and 15 percent the year before. The graduates who are employed out-of-state are located primarily in Wyoming and Colorado with South Dakota a distant third.

Dr. Houdyshell reported the Associate of Arts and Associate of Science degrees that are designed as transfer degrees are working well. Students are successfully transferring. Of the 124 students who are continuing their education, 38.71 percent) transferred to an institution in the College service area, down from 45.26 percent last year. Twenty-four of the students are going to Chadron State College (down from 43 three years ago, 34 two years ago and 26 last year). Dr. Houdyshell reported other in-state colleges received 27.42 percent of the graduates while 33.87 percent chose to go out-of-state. He commented more students are transferring to other institutions in the State. Also, there are more students enrolled from out-of-state.

Dr. Houdyshell remarked he continues to refine the graduate survey so as to obtain better information from the students.

Dr. Houdyshell thanked Ms. Katie Larsen, Student Life and Engagement Executive Secretary, for her assistance in the preparation of the Graduate Placement Report.

Dr. Houdyshell announced the College, in cooperation with the Western Nebraska Human Resources Management Association, will be hosting a Job Fair on March 24, 2016, from 3:00 – 7:00 p.m., at the Harms Advanced Technology Center.

In response to a question from the Board, Dr. Houdyshell reported there is a continuing need for qualified employees in the region.

MONITORING REPORTS
37TH Annual National
Conference on Law and
Higher Education

Mr. Kelly reported that he and Mr. Groshans attended the 37th Annual National Conference on Law and Higher Education. The Conference was held on February 11 through 15, 2016, in Orlando, FL. He reported they attended intensive sessions on Title IX compliance, and litigation that has been filed for non-compliance. There is a trend for college administration to be named as a defendant for not protecting students under Title IX. Also, audits are being conducted to determine if Title IX investigations are being

MONITORING REPORTS
37TH Annual National
Conference on Law and
Higher Education – Cont.

done in compliance with the Office of Civil Rights regulations. There was also discussion regarding Gender Identity issues and decisions.

There was a session on social media and its use by students, employees and institutionally. The session highlighted best practices for higher education in this rapidly growing area. There was discussion about the use of e-mail. Mr. Kelly reminded Board members that e-mail correspondence can be subpoenaed as a public record.

A session on Employment Law provided information about changes in employee exempt and non-exempt classifications, which could affect 15 or 16 positions at the College if the salary is under \$50,440. Non-exempt employees must be paid overtime for more hours than the College's standard work week.

Mr. Kelly reported he attended a session on compliance requirements for accessibility. This would include electronic accessibility, physical environment of facilities and traditional educational programming accessibility.

FACULTY REPRESENTATIVE
ENTERS

Ms. Norwood, Scottsbluff Campus Faculty Representative, entered the meeting at 1:46 p.m.

MONITORING REPORTS
37TH Annual National
Conference on Law and
Higher Education – Cont.

Mr. Kelly reviewed a listing of requirements for compliance the College must follow with regard to: Americans with Disabilities Act; Age Discrimination, FERPA; Fair Labor Standards Act; Title IX, Title VII; Violence Against Women Act; and the Clery Act. Mr. Kelly remarked appreciates the opportunity to attend this Conference as it helps him to stay current with changes in the law that may affect the College. He remarked the College is in a good position with policies and best practices for compliance.

In response to a question from the Board, Mr. Kelly reported representative from both two and four-year institutions of higher education attend this conference.

Mr. Daniels thanked Mr. Kelly for his report.

MONITORING REPORTS
2016 Legislation

Dr. Holcomb reported there are two Legislative Bills that are of primary interest to community colleges, LB 958 and LB 959. Dr. Holcomb reported that he received a call this morning from Ryan Purdy, President of Mid Plains Community College, and Chair of the Council of Chief Executive Officers, to advise him that LB 958 which is in the Revenue

MONITORING REPORTS
2016 Legislation
Cont.

Committee, has been amended to limit to three percent the ability of community colleges to use unrestricted funds authority. Dr. Holcomb reported he has not seen the language included in the amendment. He reported Mr. Baack and Mr. Ryan are trying to gather more information and the Council of Chief Executive Officers will be meeting tomorrow. Additionally, LB 958 changes the valuation of agricultural land by limiting the state-wide increase in it to three percent. Dr. Holcomb remarked there is a 50/50 chance this bill will come out of the Revenue Committee. Dr. Holcomb remarked the community college share of the proposed state budget is one million dollars.

It was mentioned that Senator Davis is a member of the Revenue Committee.

LB 959 the intent of which would slow the growth of spending and property taxes levied by school districts and community colleges, was referred to the Education Committee. At this time, it is expected that LB 959 will not come out of Committee.

MONITORING REPORTS
Nebraska Community
College Association

There was no report from the Nebraska Community College Association.

MONITORING REPORTS
Association of
Community College
Trustees
Governance Leadership
Institute

Board members Klemke, Perlinski, Savely, Stickney and College President Holcomb attended the Association of Community College Trustees Governance Leadership Institute held, on February 25 and 26, 2016, in Grand Island, NE.

Mr. Perlinski thanked the Board for the opportunity to attend the Institute. He reported the materials presented were very informative. It was a great learning opportunity for Board members. He commented additional information from the meeting will be brought forward at the Informal meeting in April.

Mr. Savely also thanked the Board for the opportunity to attend the Institute. He reported he learned a great deal. He found it interesting that some Boards have a "pecking order" and commented this Board is fortunate in that it does not have such a situation.

Mr. Stickney remarked attendance at a Governance Leadership Institute should be mandatory for all Board members. Mr. Stickney reported there were Board

MONITORING REPORTS
Association of
Community College
Trustees
Governance Leadership
Institute
Cont.

members from one Kansas and five Nebraska community colleges in attendance at the Institute. He remarked declining enrollment was a universal concern of the colleges represented.

Dr. Holcomb remarked the Governance Leadership Institute was a great training opportunity that did not require long distance travel for attendees. He commented the training sessions provide opportunities to help board members better understand their role and to function better as a board.

BOARD MEMBER
COMMENTS

Mr. Daniels asked for Board Member Comments.

Mr. Savely commented the population trends for Nebraska indicate four cities have grown in population over the past five years - Lincoln, Omaha, Grand Island and Kearney. During that same time period, Nebraska, as a state, has experienced a six percent loss in the population.

Dr. Gramberg mentioned the most recent issue of the Association of Community College Trustees publication "Trustee Quarterly" contains information about the importance of Board Retreats.

PRESIDENT'S COMMENTS

Mr. Daniels asked for President's Comments.

Dr. Holcomb reported he just returned from Washington, DC where he attended the Education Advisory Board President's Roundtable. The number one item was the need for a skilled workforce.

Dr. Holcomb reported the Military and Veterans Affairs office recently sent a care package overseas for deployed student Derrick Perkins, who is currently deployed in Afghanistan with the Wyoming Air National Guard. He is the young man that was honored during the Blue Star Service Flag ceremony.

Dr. Holcomb reported that according to the latest Supplemental Instruction Report, 100 percent of our students who received supplemental instruction in the Fall 2015 semester passed the four targeted courses: College Algebra, Introduction to Chemistry, Human Physiology and Anatomy I, and Introduction to Sociology. Dr. Holcomb extended congratulations to the Y.E.S. Student Support Services program for contributing to our students' success!

PRESIDENT'S COMMENTS
Cont.

The College received a big thank you from United Way for helping the organization reach its campaign goals this year. Dr. Holcomb remarked the College is fortunate to have staff willing to assist with the annual campaign.

Dr. Holcomb reported the Alliance Campus staff came up with a fun activity to welcome Leap Year Day. Frogs are often associated with leap year, so large green frogs with information about leap year were put up on the walls and at the pole lab. Information sheets about customs and traditions related to leap day were available as well as some fun contests for the students.

The College Wellness Committee recently sponsored a Biggest Loser contest. This was a six-week competition that started on January 11 with thirteen teams. Eighteen of the 26 participants weighed in at the final weigh-in on February 29. College students, faculty, staff, and families lost a total of 171.8 pounds in six weeks.

Dr. Holcomb reported he was pleased to announce the Scottsbluff Campus recently added around 30 new Phi Theta Kappa members.

The College is once again sponsoring Leadership Scotts Bluff's annual Hoops for Heroes event. This year's event will be held on Friday, March 18, 2016, at the Gering Civic Center from 6:00 – 9:00 p.m. There will be food, drinks, games, March Madness, and lots of fun. The proceeds from this event will benefit Scottsbluff Special Olympics teams. This year's Leadership Scotts Bluff class includes College employees Ms. Rosa Rosario, Ms. Bambi Sell, and Mr. Luke Stobel.

Dr. Holcomb reported the College recently organized Operation Graduation, a special day to help inspire students to graduate from the College. Dozens of faculty and staff participated in this special day by wearing their academic regalia to work.

Dr. Holcomb congratulated the Practical Nursing Program staff. Thanks to their dedication and hard work, the accreditation site visit went very well and the visitation team is recommending continued accreditation of the Practical Nursing program.

Dr. Holcomb sadly reported that 120 individuals have been notified of a layoff at the Sidney, NE location of

PRESIDENT'S COMMENTS
Cont.

CommScope (a multinational telecommunications company) at the end of March and the entire facility will be closed by May 2016. Another Sidney business, Commercial Resin, has recently laid off 20 individuals. The Sidney Campus will be assisting the Nebraska Department of Labor with the transition of workers to short or long term training opportunities.

Dr. Holcomb reported on Monday, March 7, 2016, the Sidney Campus held their annual Southern Panhandle Sophomore Career Conference on the Sidney Campus. There were 210 high school sophomores from Sidney, Bridgeport, Garden County Kimball, Creek Valley, and Leyton that attends forty-nine presentations and ten tours. Volunteers from all three campuses, as well as College students and community members assisted with the event.

On April 8, the 2016 Senior Wellness Celebration is commemorating 20 years of the event for area seniors. Mini sessions are scheduled throughout the day with information about topics of interest to the senior population. Dr. Holcomb remarked this event has grown in popularity over the years.

Dr. Holcomb announced the College Public Relations/Marketing department was recently awarded the Gold Paragon award by the National Council for Marketing and Public Relations. The Council's prestigious Paragon Awards recognize outstanding achievement in communications at community and technical colleges. It is the only national competition of its kind that honors excellence exclusively among marketing and public relations professionals at two-year colleges. Dr. Holcomb reported winners are from large, multi-campus districts and small institutions, from large staffs with healthy budgets and one-person shops with limited resources. All of them demonstrate that creativity, originality and unique approaches to problem-solving set the winners apart. Award recipients are: GOLD: Western Nebraska Community College; SILVER: Northampton Community College, PA; BRONZE: Casper College WY. Dr. Holcomb thanked the College Public Relations/Marketing staff, Ms. Allison Judy, Ms. Holy Sterkel, and Ms. Brooke Blomenkamp, and consultants Ms. Jennifer Aries and Mr. Peter Anning with 25th Hour Communication, and Ms. Sue Kirkland with Catalyst for talking him into publishing the "Western" magazine.

PRESIDENT'S COMMENTS
Cont.

Dr. Holcomb regrestfully reported that Dr. James D. Hunter, past College faculty member and administrator, passed away on March 12, 2016. Dr. Holcomb remarked that he had the opportunity to sit with Dr. Hunter and his wife, Jane, at the College Vocal Music department's presentation of "A Gala Evening" on February 19th.

Dr. Holcomb announced the following upcoming Instrumental Music program presentations: 1) March 17, 2016, 7:00 p.m., Fire in the Pan Swingers shares a concert with Bluffs Middle School Jazz Band, commemorating Music in our School Month; 2) April 17, 2016, 7:00 p.m., Little Theatre, Western Nebraska Winds and Collegiate Chorale Perform; 3) May 1, 2016, 5:15 p.m., Gering Civic Center, Combo and Swingers play Jump Jive and Swing; and 4) May 4, 2016, 5:00 p.m., Monumental Rock Combo play at the College end-of-semester Barbeque.

Dr. Holcomb asked for questions. There were none.

UPCOMING MEETINGS
AND EVENTS

Mr. Daniels reminded Board members of the following upcoming meetings and events:

1) The Association of Community College Trustees 2016 Annual Leadership Congress to be held on October 5 through October 8, 2016, at the Hilton New Orleans Riverside, New Orleans, Louisiana

2) Western Nebraska Community College 2016 Awards Ceremonies to be held as follows: a) Sidney Campus, Thursday, April 21, 2016, at 2:00 p.m., at the Aviation Building, Sidney Municipal Airport; b) Alliance Campus, Friday, April 22, 2016, at 2:00 p.m., in the Panhandle and Sandhills Rooms; and c) Scottsbluff Campus, Thursday, April 28, 2016, at 4:00 p.m., in the Little Theatre.

3) The GED Graduation Ceremony to be held on Saturday, May 14, 2016, at 11:00 a.m., in the Little Theatre, Scottsbluff Campus.

4) The Western Nebraska Community College Nursing Pinning Ceremony to be held on Saturday, May 14, 2016, at 2:30 p.m., in the Little Theatre, Scottsbluff Campus.

5) The Western Nebraska Community College Graduation Ceremony to be held on Saturday, May 14, 2016, at 4:00 p.m., in the Cougar Palace, Scottsbluff Campus.

UPCOMING MEETINGS
AND EVENTS
Cont.

6) The Nebraska Community College Association 2016 Regular Meetings to be held as follows: a) Second Quarter Meeting, May 2, 2016, Lincoln, Nebraska; b) Third Quarter Meeting, August 1, 2016, Lincoln, Nebraska; and c) Fourth Quarter Meeting (Annual Meeting), November 7, 2016, Central Area.

NEXT REGULAR MEETING

The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, April 20, 2016, at 1:00 p.m., in the Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

Mr. Daniels reminded Board members of the Informal meeting to be held on April 19, 2016.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 2:17 p.m.

Timothy H. Daniels, Chairperson

Coral E. Richards, Secretary

ATTACHMENT ONE

Course Fees for FY 2017

Course Number	Course Name	Current 2015-2016	Proposed 2016-2017
ADNR-1112	Fundamentals of Nursing Practice		\$48.81
ADNR-1112L	Fundamentals of Nursing Practice Clinical		\$50.00
ADNR-1122	Principles of Pharmacology I		\$48.81
ADNR-1141	Adult Health and Illness I		\$48.81
ADNR-1151	Adult Health and Illness II		\$48.81
ADNR-2122	Principles of Pharmacology II		\$48.81
ADNR-2122L	Principles of Pharmacology II Lab/Clinical		\$30.00
ADNR-2124	Principles of Pharmacology III		\$48.81
ADNR-2126	Psyc/Mental Health Nurse		\$48.81
ADNR-2134	Maternal Child Nursing		\$48.81
ADNR-2141	Adult Health and Illness III		\$48.81
ADNR-2151	Adult Health and Illness IV		\$48.81
ADNR-2170	Issues In Professional Nursing		\$48.81
AUTB-1010	Basic Metal Repair I	\$50.00	\$50.00
AUTB-1150	Non-Structural Analysis and Damage Repair 1	\$50.00	\$50.00
AUTB-1170	Paint and Refinish I	\$100.00	\$100.00
AUTB-1170A	Paint and Refinish IA	\$50.00	\$50.00
AUTB-1170B	Paint and Refinish IB	\$50.00	\$50.00
AUTB-1200	Plastics and Adhesives	\$50.00	\$50.00
AUTB-1400	Structural Analysis and Damage Repair 1	\$50.00	\$50.00
AUTB-2150	Non-Structural Analysis and Damage Repair 2	\$50.00	\$50.00
AUTB-2170	Paint and Refinish 2	\$50.00	\$50.00
AUTB-2400	Structural Analysis and Damage Repair 2	\$25.00	\$25.00
AUTO-1160	Engine Rebuilding 1	\$25.00	\$25.00
AUTO-1180	Fuel Systems & Carburetion	\$25.00	\$25.00
AUTO-1235	Automotive Brake Systems	\$25.00	\$25.00
AUTO-1240	Automotive Suspension, Steering & Alignment	\$25.00	\$25.00
AUTO-1270	Automatic Transmissions/Transaxles and Manual	\$25.00	\$25.00
AUTO-1290	Manual Transmissions and Differential Axles	\$25.00	\$25.00
AUTO-1350	Automotive Heating and Air Conditioning	\$25.00	\$25.00
AUTO-2010	Engine Rebuilding 2	\$25.00	\$25.00
AVIA-1060	General Phase I	\$27.00	\$27.00
AVIA-1070	General Phase II	\$27.00	\$27.00
AVIA-1080	General Phase III	\$53.00	\$53.00
AVIA-1110	Airframe Phase I	\$88.00	\$88.00
AVIA-1120	Airframe Phase II	\$88.00	\$88.00
AVIA-1130	Airframe Phase III	\$88.00	\$88.00
AVIA-1140	Airframe Phase IV	\$55.00	\$55.00
AVIA-1150	Airframe Phase V	\$25.00	\$25.00
AVIA-1160	Airframe Phase VI	\$55.00	\$55.00
AVIA-1210	Power plant Phase I	\$55.00	\$55.00
AVIA-1220	Power plant Phase II	\$55.00	\$55.00
AVIA-1230	Power plant Phase III	\$55.00	\$55.00
AVIA-1240	Power plant Phase IV	\$55.00	\$55.00
AVIA-1250	Power plant Phase V	\$55.00	\$55.00
AVIA-1260	Power plant Phase VI	\$55.00	\$55.00
BIOS-1010	General Biology	\$25.00	\$25.00
BIOS-1380	General Zoology	\$25.00	\$25.00
BIOS-1540	Human Physiology and Anatomy 1	\$25.00	\$25.00
BIOS-1620	Human Physiology and Anatomy 2	\$25.00	\$25.00
BIOS-2120	Genetics	\$25.00	\$25.00
BIOS-2460	Microbiology	\$30.00	\$30.00
CHEM-1500	Introductory Chemistry	\$30.00	\$30.00
CHEM-1600	General Chemistry 1	\$25.00	\$25.00
CHEM-1640	General Chemistry 2	\$25.00	\$25.00
CHEM-2340	Organic Chemistry 1	\$30.00	\$30.00
CHEM-2370	Organic Chemistry 2	\$30.00	\$30.00
LPNR-2270	Nursing of Adults 2	\$25.00	\$25.00
LPNR-2720	Strategies for the LPN in Practice		\$35.00
MUSC-1160	Band		\$10.00
MUSC-1230	Fire in the Pan Swingers		\$10.00
MUSC-1260	Studio Band		\$10.00

ATTACHMENT TWO

Course Fees for FY 2017

Course Number	Course Name	Current 2015-2016	Proposed 2016-2017
SURT-1010	Introductory to Surgical Technology (Lecture)		\$22.50
SURT-1010L	Principles and Practices of ST I (Lab)		\$22.50
SURT-1020	Surgical Procedures I (Lecture)		\$22.50
SURT-1020L	Principles and Practices of ST II (Lab)		\$22.50
SURT-1065	Clinical Practice I (135 Hours)		\$22.50
SURT-1122	Pharmacology for Surgical Specialties		\$22.50
SURT-2025	Principles and Practices of ST III		\$22.50
SURT-2030	Surgical Procedures II		\$22.50
SURT-2075	Clinical Practice II		\$22.50
SURT-2085	Clinical Practice III		\$22.50
SURT-2200	Professional Development for the ST (Online)		\$22.50
UTIL-1000	Power Line Basics	\$125.00	\$125.00
UTIL-1300	Electrical Theory/Concepts for the Powerline	\$125.00	\$125.00
UTIL-1400	Overhead Powerline Construction	\$125.00	\$125.00
UTIL-2300	Underground Powerline Construction	\$125.00	\$125.00
UTIL-2400	Electric Utility Operations	\$125.00	\$125.00
WELD-1070	Basic Welding - Auto Body	\$50.00	\$50.00
WELD-1090	Oxy-Acetylene Welding	\$50.00	\$50.00
WELD-1100	Shielded Metal Arc Welding		\$50.00
WELD-1110	Advanced Arc Welding		\$50.00
WELD-1125	Flux Cored Arc Welding		\$50.00
WELD-2180	Advanced Gas Metal Arc Weld of Pipe		\$50.00

ATTACHMENT A

CITY PLANNING COMMISSION REPORTS

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

a) The rezoning request of Cheyenne County to rezone a 38.543 acre tract of land located within the North Half and Southeast Quarter of Section 36, Township 21N, Range 50W of the 6th P.M., more particularly described as the Cheyenne County Fairgrounds, from R-1 (Single Family Residential) to A (Agricultural) Zone.