

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

MINUTES

Wednesday, September 8, 2021
1:34 p.m.

The Western Community College Area Board of Governors held a Regular Board meeting at 1:34 p.m. on Wednesday, September 8, 2021 in the Coral E. Richards Boardroom, at Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27th Street, in the City of Scottsbluff, in the County of Scotts Bluff, in the State of Nebraska, as per the publicized notice in the Star-Herald, on Wednesday, September 1, 2021.

A current agenda was available in the College President's office and the Board Secretary's office on the Scottsbluff Campus at the time of the publicized notice.

AREA BOARD

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

QUORUM

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

COMMUNITY COMMENTS

Chair Klemke asked for comments from the community. Pursuant to Board Policy BP-101, Chair Klemke reminded community members who wish to make comments that each speaker will be limited to a five-minute presentation. There were no public comments.

BOARD CHAIRPERSON COMMENTS

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

Chair Klemke reported Ms. Guzman-Gonzales notified her that she would be unable to attend the meeting today because of Personal Business.

Chadron State College President, Dr. Randy Rhine and Chancellor of the Nebraska State College System, Dr. Paul Turman

Chancellor Turman reported that the previous day he and Dr. Rhine met with WNCC staff and community members at the Alliance Campus. Information was shared about the Panhandle Advantage, which is a collaborative effort between WNCC and CSC. The partnership provides seamless transfer opportunities for students in select academic programs, as well as shared advising efforts and scholarship opportunities. By working together, WNCC and CSC are able to support

students with a clear pathway and because of the workforce connection, this collaboration is especially meaningful for the area communities.

There is always a need for collaboration of additional training efforts. Programs have been identified that could create pathways when thinking about moving forward with new program requests. Currently, law enforcement has a backlog of eighteen months for training opportunities in the Nebraska rural communities. Due to minimal enrollment and cost of operations, in the past, CSC eliminated their IT based program. Presently, every farm or ranch business has a significant IT need that could include computer science, information systems and data analytics. This is an example of a program that students could start at WNCC with an associate degree and segue into an IT program at Chadron to finish the last two years of their degree.

The two institutions can come together to create four year opportunities and continue conversations related to creating partnerships that assist the students. It is important to find ways to keep students in the area and explore opportunities for future growth.

CONSENT CALENDAR

Chair Klemke reviewed the contents of the Consent Calendar, which includes the following items:

1. Review Contents of Consent Calendar
 - a. Agenda
 - b. Excuse Absent Board Member, Ms. Linda Guzman-Gonzales
 - c. Minutes
 - i. Regular Meeting August 18, 2021
2. Claims:
 - a. WCCA Unrestricted Fund - \$2,036,331.38
 - b. WCCA Restricted Fund - \$8,625.96
 - c. WCCA Federal Fund - \$87.32
 - d. WCCA Agency Fund - \$2,532.93
 - e. WCCA Loan Fund - 0 -WCCA Plant Fund - \$193,475.76
 - f. WCCA Auxiliary Fund - \$787,614.04
 - g. City Planning Commission Reports (no reports)
3. Consideration of Items Extracted from Consent Calendar
 - a. Scottsbluff Gering United Chamber (newsletter insert)

CONSENT CALENDAR

Approval

Chair Klemke inquired if there were any items on the Consent Calendar which any Board member wished to have extracted for separate consideration. Ms. Anderson requested extraction of the items payable to the Scottsbluff/Gering United Chamber of Commerce. Mr. Savely MOVED to approve the Amended Consent Calendar as presented. SECONDED by Mr. Stickney.

The vote was, Yes: Crouse, Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney, Anderson, Klemke. No: None. Abstain: None. Absent: Guzman-Gonzales. Motion carried.

CONSENT CALENDAR

Consider Item(s) Extracted

Ms. Anderson reported that expenses payable to the Scottsbluff/Gering United Chamber of Commerce include a Business and Community Education newsletter insert for \$225.00. Ms. Anderson explained that she is the Executive Director of the Scottsbluff/Gering United Chamber of Commerce. Mr. Savely MOVED to approve the extracted item payable to the Scottsbluff/Gering United Chamber of Commerce for a Business and Community Education newsletter insert for \$225.00. SECONDED by Mr. Stickney.

The vote was, Yes: Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney, Crouse, Klemke. No: None. Abstain: Anderson, Absent: Guzman-Gonzales. Motion carried.

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Ms. Anderson MOVED to approve the following travel expenses: Dr. Tom Perkins for \$632.03 (August NCCA Meeting) and Mr. Richard Stickney for \$59.92. SECONDED by Ms. Marcy.

The vote was, Yes: Marcy, Packard, Richards, Savely, Stickney, Anderson, Crouse, Klemke. No: None. Abstain: Perkins, Stickney. Absent: Guzman-Gonzales. Motion carried.

BID CONSENT CALENDAR

Review of Bid Consent Calendar

There were no bids.

Personnel Consent Calendar

Review Contents of Personnel Consent Calendar

- a. Resignation(s):
 - i. Mr. Nicholas Gilbert, Residence Life Area Specialist, Scottsbluff Campus
Effective September 3, 2021
- b. Appointment(s):
 - i. Ms. Gail Bower, Career Pathways Advisor, Scottsbluff Campus
Effective, September 20, 2021

Approval of Personnel Consent Calendar

Consideration of Items Extracted from Personnel Consent Calendar

Approval of Personnel Consent Calendar

Dr. Perkins MOVED to approve the Personnel Consent Calendar as presented. SECONDED by Ms. Richards.

The vote was, Yes: Packard, Perkins, Richards, Savely, Stickney, Anderson, Crouse, Kreman, Marcy, Klemke. No: None. Abstain: None. Absent: Guzman-Gonzales. Motion carried.

Consideration of Items Extracted from Personnel Consent Calendar

No Items were extracted from the Personnel Consent Calendar.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

There were no Board Standing Committee reports.

INSTITUTIONAL REPORTS

CDL Program Report – Mr. Doug Mader, Workforce Development Director

Due to the need for drivers in the area, in 2020 the College decided to hire a full-time Class A, CDL instructor. Mr. Carl Roland serves as the trainer and coordinator for the program and Mr. Steve Sinks is the program's part-time assistant trainer.

Classes are conducted with a cohort of three students, which maintains a 3:1 student to instructor ratio on the driving range. The program is five weeks in duration. The first week is spent in the classroom in non-driving activities. The remaining four weeks of the course are dedicated to behind-the-wheel skills development. Topics covered during this time period include safety, pre-trip and post-trip inspections, planning a trip, basics of driving, the drivers log and professionalism. Also included in the first week of training is time spent on a shifting simulator that gives students a chance to adjust to a manual ten-speed transmission without the stress of being in the cab of a truck.

Week two consists of in-cab instruction. This continues until the student successfully passes the DMV driving skills test. Once the student achieves a certain level of skill, they are introduced to public road driving. During weeks three and four, students begin scheduling their driving skills test. Students must pass the instructor's assessment before they can drive on public roads.

A course is offered every six weeks, which allows a one week break between sections. The first class was offered in November of 2020. A total of fifteen students have successfully enrolled in the program. All fifteen students passed the driving skills test and have their Class A, CDL. In January of 2022, the plan is to offer two sections of the program at the same time. The course will be extended to nine weeks, one section will meet from 8:00 a.m. to noon and the second section will meet from 1:00 to 5:00 p.m. The goal is to reach potential students that are working and cannot take a full day off for five weeks.

10-Day Enrollment Report (preliminary) – Dr. Dustin Eicke, Institutional Research Director

Due to the Budget Hearing timeline, the Board meeting is scheduled a week earlier in September, so the full 10-Day Enrollment Report will be presented at the October meeting. The fall 2021 preliminary enrollment report indicates a +4.75% change in total raw enrollment numbers from 2020 to 2021. Total credits indicate a +11.33% change, which is shared with the FTE because FTE is calculated off credit, so any change in credits will be mirrored in FTE. Numbers are based on full-time equivalency, which is the number of students taking a full load. REU, which is reimbursable education units indicates a +8.25% change. These numbers are based on 2019 and 2020 full-time enrollment equivalency numbers which were down due to COVID, but 2021 demonstrates an upward trend. Fall non-credit contact hours increased as well. These are courses that coincide with credit courses, such as corresponding lab hours that are non-credit. Dual credit enrollment has grown as well thanks to the efforts of the Dual Credit director, Mai Lee Olsen.

2021 CCSSE Results Summary – Dr. Dustin Eicke, Institutional Research Director

Dr. Eicke presented an abbreviated representation of the Community College Survey of Student Engagement (CCSSE). The reason the abbreviated version is being presented is because this is a very long survey that consists of five different surveys. Dr. Eicke explained that Benchmark scores were used when this survey was conducted. Numerous survey items were used in creating the benchmark scores. This is done for institution to institution comparison. For comparison, groups are put into cohorts. Benchmarks included in this survey include: active and collaborative learning, student effort, academic challenge, student-faculty interaction, and support for learners. Full-time

and part-time students were listed because student experiences are very different for full and part-time students, not just in age, but in responsibility, experience, etc. Also included in the survey were WNCC benchmark scores and cohort scores. Variance numbers are listed as a plus or minus change and demonstrate that WNCC scores were higher than the cohort scores. WNCC led the cohort in every benchmark area, which is a good indicator of student success. An area of pride is the student-faculty interaction benchmark which stands at +8.3.

Dr. Eicke explained that the Race, Ethnicity, and Gender Pilot Survey in which WNCC was a participant was conducted as a part of the larger survey. Out of a total of 148 student respondents, 33.1% identified as being non-white or Hispanic white. Dr. Eicke referenced the survey responses to racism. 4.2% responded that they witnessed racism at WNCC "often" and 12.5% responded that they witnessed racism "sometimes." 1% of respondents indicated that they "often" had racism directed toward them while 9% indicated this happened "sometimes." Even though the numbers are not perfect, they are low and that is a positive reflection on WNCC.

Board member, Ms. Kimberly Marcy left the meeting at 3:10 p.m.

Student Report

There was no student report.

Faculty Report – Brian Croft, Amy Winters

Mr. Croft stated that he believes WNCC is a diverse college and offers flexibility in course offerings. Dual credit can be tricky but conversations are happening and issues dealt with. Faculty have been looking at syllabi, clarification of information in the faculty handbook, as well as the dual credit challenges. Discussion continues in regard to online offerings and of course dealing with COVID issues is ongoing. Overall, the semester is off to a good start and it is nice to have the students back on campus.

Nebraska Community College Association

Dr. Perkins reported that out of sixty applicants for the NCCA Director position, four finalists and two alternates were selected. The end of August, the NCCA Board and the community college presidents met to interview the finalists. Dr. Crouse added that all four candidates interviewed were very qualified. An individual has been selected, but their name cannot be shared at this time. Dr. Crouse reminded everyone of the upcoming NCCA Annual Conference scheduled October 3 and 4, 2021 in Scottsbluff.

Association of Community College Trustees

Dr. Perkins stated that he had no report at this time.

Western Nebraska Community College Foundation

In the absence of the Foundation Executive Director, Ms. Anderson reported that the Monument Marathon is only seventeen days away and additional volunteers are needed to assist with the expo and on the day of the marathon. Currently, four hundred fifteen runners are registered.

WNCC Homecoming activities are scheduled October 18 – 23. October 21 from 5:00 to 7:00 p.m., a Business after Hours event is scheduled. The Alumni Association and Career Advising are sponsoring the event. Individuals working in the community set up stations and provide information about area businesses. This is a great opportunity for students to meet and visit with someone already working in the field they might be interested in exploring. Ms. Anderson encouraged participation at the event.

Board Member Comments

Chair Klemke stated that it is encouraging to see an increase in enrollment as indicated on the report Dr. Eicke shared at the meeting today. Ms. Koski was thanked for her presentation of the budgets and for her work and time in preparing the necessary information. Chair Klemke commented that it is nice to attend positive Board meetings and thanked Mr. Marrin for his leadership and his vision for the College. Faculty and staff were thanked for their part in a more productive and peaceful start to the semester.

Board member, Ms. Kimberly Marcy left the meeting at 3:10 p.m.

President Comments

Mr. Marrin stated that it is great to have students and faculty back on campus. Recently, the Organizational Charts by department were rolled out and will be reviewed if there is a position vacancy and a change is needed. Otherwise, there will be no organizational changes for a year. This next summer, input will be requested as to whether or not the charts are working.

Paula Abbott will be the direct supervisor for the Alliance and Sidney staff. Functional supervisors will be responsible for scheduling training for those staff assigned additional responsibilities. The ultimate goal is to increase FTE and production in the northern and southern panhandle and to resurrect the community coordinators. The community coordinators will be the contact for addressing the needs in their respective community. This could be requests for workforce training as well as credit or non-credit course offerings.

October 18, 19, and 20, Dr. Geri Anderson has been invited to share her expertise in shared governance with faculty, staff, and the Governing Board. Kimberly Reichert has been drafting a shared governance guide that will soon be ready to roll out. The guide includes charters, council and committee descriptions, their purpose and how they should function. The concept is to allow people to make decisions that they can make wherever the level of expertise exists. Work continues on development of an academic master plan that will include strategies for increasing enrollment numbers as well as increased course offerings.

Mr. Marrin stated that at a future Board meeting, he plans to share information that was presented at a recent meeting of economic developers. The presentation is enlightening as it gives area developers a snapshot of the true value of the college in their community.

Amy Winters was asked to share information about the recent PTK litter pickup. Ms. Winters reported that the original intent was to raise funds to assist the college PTK chapter, but as a variety of participants assisted with the endeavor, it did not feel right for the funds to go directly to PTK. Because this was a joint effort, it was suggested that perhaps the funds could go to a community organization. After consideration, it was decided that the funds would be donated to the United Way. A formal check presentation was arranged and all participants involved in the litter pickup were thanked for their assistance.

Executive Session

2022-2023 Collective Bargaining

Dr. Crouse 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 Mr. John Marrin, Ms. Lynne Koski, Mr. Philip Kelly, attorney, and Ms. Susan Verbeck, Board secretary for the purpose of discussion of the 2022-2023 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 individuals and that strategy sessions with respect to collective bargaining are specifically authorized by the Nebraska Public Meetings Law. Ms. Richards SECONDED the motion.

The vote was, Yes: Perkins, Richards, Savely, Stickney, Anderson, Crouse, Kreman, Packard, Klemke. No: None. Abstain: None. Absent: Guzman-Gonzales, Marcy. Motion carried.

Chair Klemke stated the reason for the Executive Session is for the purpose of discussing the 2022-2023 Collective Bargaining. The Board of Governors and those so named in the motion adjourned to an Executive Session at 3:15 p.m.

The Executive Session ended at 3:27 p.m.

Open Meeting

Ms. Klemke declared the Open meeting in session at 3:27 p.m.

2022-2023 Collective Bargaining

Appoint WCCA Board Negotiators and Observers

Dr. Packard MOVED the Board appoint Mr. Philip Kelly and Ms. Lynne Koski as the Negotiators to represent the Western Community College Area Board of Governors for the 2022-2023 Collective Bargaining negotiations with the Nebraska Western College Education Association (NWCEA).

He further moved Ms. Karen Anderson and Mr. R. J. Savely, Jr. serve as Board Member Observers during the collective bargaining negotiation. SECONDED by Mr. Stickney.

The vote was, Yes: Richards, Stickney, Crouse, Kreman, Packard, Perkins, Klemke. No: None. Abstain: Anderson, Savely. None. Absent: Guzman-Gonzales, Marcy. Motion carried.

Upcoming Meetings and Events

1. 10th Annual Monument Marathon
September 25, 2021
Scottsbluff, NE
2. NCCA Fourth Quarter Meeting
October 3 and 4, 2021
Scottsbluff, NE
3. ACCT Leadership Congress
October 13-16, 2021
San Diego, CA
4. WNCC Homecoming
"A Dream is a Wish Your Heart Makes"
October 18-23, 2021
Scottsbluff Campus

5. WNCC Fall Play
October 22 and 23, 2021, 7:30 p.m.
Scottsbluff Campus
6. WNCC Fall Play
October 24, 2021, 2:00 p.m.
Scottsbluff Campus
7. WNCC Fall Ball
October 29, 2021, 6:00 p.m.
Gering Civic Center

Next Regular Meeting: Wednesday, October 20, 2021, 1:00 p.m., Coral E. Richards Boardroom, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, NE.

Adjournment

The meeting was adjourned by unanimous consent at 3:42 p.m.

F. Lynne Klemke, Chairperson

Susan L. Verbeck, Secretary