

**WESTERN COMMUNITY COLLEGE AREA  
BOARD OF GOVERNORS**

**MINUTES**

Wednesday, February 19, 2020

1:00 p.m.

The Western Community College Area Board of Governors held a Regular Board meeting at 1:00 p.m. on Wednesday, February 19, 2020, in the Coral E. Richards Boardroom, at Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27<sup>th</sup> 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, February 12, 2020.

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

**AREA BOARD**

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

**OTHERS PRESENT**

Kathy Ault, Human Resources Executive Director  
Marcus Carrillo, Scottsbluff Campus Student Representative  
Brian Croft, Faculty Representative  
Susan Dickinson, Faculty Representative  
Ellen Dillon, Associate Dean of Instructional Support Services  
Brian Elkins, Assistant Registrar and International Student Specialist  
Hallie Feil, Dean of Instruction  
Nina Grant, Vice President of Student Services  
Roger Hovey, Registrar  
Allison Judy, PR/Marketing Director  
Nino Kalatozi, Institutional Effectiveness Director  
William Knapper, Vice President of Administrative Services  
Lynne Koski, Vice President of Finance  
John Marrin, Interim Executive Vice President  
Allison Reisig, Technical Services Librarian  
Jennifer Reisig, Foundation Executive Director  
Carmen Simone, College President  
Susan Verbeck, Executive Administrative Assistant to the President and Board Secretary  
Amy Winters, Faculty Member

## **QUORUM**

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

## **COMMUNITY COMMENTS**

Chair Klemke asked for comments from the community. Pursuant to Board Policy 830.1000.79, Ms. Klemke reminded community members who wish to make comments that each speaker will be limited to a five-minute presentation. There were no comments from the community.

## **REPORTS AND RECOMMENDATIONS FROM AD HOC COMMITTEE TO FILL BOARD VACANCY DISTRICT ONE**

Chair Klemke reported that the ad hoc Committee appointed to fill the Board vacancy in District One met the afternoon of Friday, February 14, 2020. The committee interviewed two individuals who had applied to fill the position. Chair Klemke stated that both applicants were extremely well qualified and it was an honor to have such highly qualified applicants. After considerable conversation, the committee is recommending that Dr. Margaret Crouse fill the unexpired term of Dr. Merlyn Gramberg representing District One.

Dr. Perkins MOVED to approve the appointment of Dr. Margaret Crouse to fill the unexpired term of Dr. Merlyn Gramberg, representing District One of the Western Community College Area Board of Governors. SECONDED by Mr. Stickney.

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

**Voting No:** None

**Abstain:** Non

**Absent:** Marcy, Packard

## **MOTION CARRIED**

Chair Klemke officially issued the Oath of Office to Dr. Margaret Crouse as the District One Representative to the Western Community College Area Board of Governors.

Chair Klemke asked Dr. Crouse to share some information about herself. Dr. Crouse shared that she grew up in Western Kansas where she taught high school and middle school. She has degrees from Kansas State University and Oklahoma State University. In 1979 she moved to Nebraska to take a faculty position at Chadron State College, and worked there as a professor of Family Consumer Science and served as an Academic Dean until retirement in 2015. Dr. Crouse then took her seat as an official member of the Western Community College Area Board of Governors.

## CONSENT CALENDAR

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

- 1) Agenda
- 2) Excuse Absent Board Members - Dr. William Packard, Ms. Kim Marcy
- 3) Minutes
  - a. Regular Meeting, January 15, 2020
- 4) Claims:
  - a. WCCA Unrestricted Fund - \$2,590,468.67
  - b. WCCA Restricted Fund - \$115,913.37
  - c. WCCA Federal Fund - \$7,175.16
  - d. WCCA Agency Fund - \$6,087.76
  - e. WCCA Loan Fund - \$-0-
  - f. WCCA Plant Fund - \$-0-
  - g. WCCA Auxiliary Fund - \$138,772.98
- 5) City Planning Commission Report(s)
  - a. City of Sidney  
Rezoning Application before the City of Sidney, NE to rezone WNCC Campus Block 7, Deer Run Park Addition from R-3 (Heavy Density Multi-Family) Zone to C-2 (Neighborhood Commercial) Zone
- 6) Authorization for Board Member Travel
  - a. ACCT 2020 Governance Leadership Institute: Klemke
  - b. 2020 Higher Learning Commission Annual Conference: Anderson, Perkins

Chair Klemke inquired if there were any item(s) on the Consent Calendar which any Board member wished to have extracted for separate consideration. Ms. Anderson requested the following items payable to Scottsbluff / Gering United Chamber of Commerce be extracted from the consent calendar: \$250.00 Annual Banquet; \$225.00 Insert Newsletter; \$20.00 Tax Law Updates; \$225.00 Insert Newsletter; and \$225.00 Insert Newsletter.

## CONSENT CALENDAR

### Approval

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

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

**MOTION CARRIED**

Ms. Richards MOVED to approve the following extracted items payable to the Scottsbluff/Gering United Chamber of Commerce: \$250.00 Annual Banquet; \$225.00 Insert Newsletter; \$20.00 Tax Law Updates; \$225.00 Insert Newsletter; and \$225.00 Insert Newsletter. SECONDED by Ms. Guzman-Gonzales.

**CONSENT CALENDAR**  
**Consider Items Extracted**

**Voting Yes:** Guzman-Gonzales, Kreman, Perkins, Richards, Savely, Stickney, Crouse, Klemke

**Voting No:** None

**Abstain:** Anderson

**Absent:** Marcy, Packard

**MOTION CARRIED**

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

**Ms. Karen S. Anderson and Dr. Merlyn L. Gramberg**

Dr. Perkins MOVED to approve the following travel expenses: Ms. Karen S. Anderson for \$500.10; Dr. Merlyn L. Gramberg \$113.68. SECONDED by Ms. Guzman-Gonzales.

**Voting Yes:** Kreman, Perkins, Richards, Savely, Stickney, Crouse, Guzman-Gonzales, Klemke

**Voting No:** None

**Abstain:** Anderson

**Absent:** Marcy, Packard

**MOTION CARRIED**

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

**Ms. F. Lynn Klemke and Mr. Allan D. Kreman**

Ms. Anderson MOVED to approve the following travel expenses: Ms. F. Lynne Klemke for \$182.96; Mr. Allan D. Kreman \$22.43. SECONDED by Mr. Savely.

**Voting Yes:** Perkins, Richards, Savely, Stickney, Anderson, Crouse, Guzman-Gonzales

**Voting No:** None

**Abstain:** Klemke, Kreman

**Absent:** Marcy, Packard

**MOTION CARRIED**

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

**Ms. Kimberly A. Marcy and Dr. M. Thomas Perkins**

Mr. Savely MOVED to approve the following travel expenses: Ms. Kimberly A. Marcy for \$112.47; Dr. M. Thomas Perkins for \$1,270.19. SECONDED by Mr. Kreman.

**Voting Yes:** Richards, Savely, Stickney, Anderson, Crouse, Guzman-Gonzales, Kreman, Klemke

**Voting No:** None  
**Abstain:** Perkins  
**Absent:** Marcy, Packard  
**MOTION CARRIED**

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

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

Ms. Anderson MOVED to approve the following travel expenses: Mr. R. J. Savely, Jr. for \$208.48; Mr. Richard G. Stickney \$123.01. SECONDED by Dr. Perkins.

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

#### **BID CONSENT CALENDAR**

There were no bids for review.

#### **PERSONNEL CONSENT CALENDAR**

##### **Review Contents of Personnel Consent Calendar**

Chair Klemke reviewed the contents of the Personnel Consent Calendar which included the following appointment:

- 1. Resignations**
  - a. There were no resignations.
- 2. Appointments**
  - b. Mr. Shane Homan, Powerline Program Instructor, Alliance campus. Salary for this full-time appointment for the contract year of 220 days is \$65,688 based upon placement in the salary schedule of Track B.

#### **PERSONNEL CONSENT CALENDAR**

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

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

## **PERSONNEL CONSENT CALENDAR**

There were no items extracted from the Personnel Consent Calendar

## **WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS**

### **Approval of Suspension of Policy**

Chair Klemke requested suspension of Policy 825.0100.00 which deals with appointments to the standing committees. The policy states that you cannot remain on a standing committee for more than four years. Chair Klemke is recommending suspension of this policy for a period of one year so that everyone remains in their current role until all of the ongoing policy review is finished. In the last eighteen months, a lot of responsibility shifted from the policy committee to internal standing committees to share the workload and accomplish more. The standing committees know their responsibilities and it would be beneficial to keep committees intact and complete the initial policy review. We will host the visiting team, receive their report and put actions in place to address our areas of need. Next February, we will be in a better position to move people who have been on standing committees for four years or more.

Ms. Richards MOVED that pursuant to Policy Number 830.1600.79, Policy No. 825.0100.00 Standing Committees, be temporarily suspended to allow the 2019 Standing Committee Appointments to remain in full force and effect through February 2021 with the following exceptions: William M. Packard to replace Richard G. Stickney on the Foundation Board and a new representative appointed to NCCA. SECONDED by Ms. Anderson.

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

**MOTION CARRIED**

Chair Klemke commented that in terms of Dr. Gramberg's position with NCCA, if anyone is interested in filling it; please contact her or Susan Verbeck. Dr. Perkins volunteered to orient someone to that position.

## **WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)**

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

For clarification, Attorney Kelly informed the Board on the number of votes needed on action items, since there are two members absent today. In reviewing the Nebraska Education Laws regarding the number of votes required to pass or reject an item, the majority of those present would determine if an item is passed or rejected.

Chair Klemke presented the Alcohol Approval Request for an event that will be held off-campus. Mr. Stickney commented that this event would be held at the Hampton Inn. The staff at the Hampton Inn will be responsible for checking identifications. Attorney Kelly added that this is a music program and fundraiser at an off-site location. The vendor

is responsible for all liquor license compliance. He added that the Hampton Inn is anticipating income from the sale of alcohol at this event.

Dr. Perkins MOVED that the Alcohol Approval Request for the Jump, Jive and Swing Event at the Hampton Inn on May 3, 2020 be approved. SECONDED by Ms. Anderson.

**Voting Yes:** Crouse, Guzman-Gonzales, Kreman, Perkins, Richards, Stickney, Anderson, Klemke

**Voting No:** Savely

**Abstain:** None

**Absent:** Marcy, Packard

**MOTION CARRIED**

### **WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)**

#### **Approval of Reduction-In-Force Recommendation**

Dr. Hallie Feil, Dean of Instruction, reported on the Final Recommendation of the WCCA President for Amendment of Contracts and Reduction of Staff Members for the 2019-2020 Academic Year. Even though enrollment numbers have increased, as have recruiting efforts and a number of support activities, it is the Reduction-In-Force Advisory Committee's recommendation that these programs remain on Reduction-In-Force for another year so the new faculty members have the opportunity to address additional action plan items and to determine if we continue to see upward enrollment trends.

Ms. Guzman-Gonzales MOVED to accept the following recommendations from the Reduction-In-Work Force Committee regarding the Art Program, Collision Repair and Refinish Program, Pre-Engineering Program, and the Theater Program: 1) Continue to work on action items and update the action plans; 2) Continue to monitor enrollments for Academic Year 2019-2020; 3) Continue programs on Reduction-In-Force. SECONDED by Mr. Stickney.

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

**MOTION CARRIED**

### **WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)**

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

Mr. Knapper, Vice President of Administrative Services, noted that at the last meeting the Board approved cost sharing of the engineering and architectural fee for construction of a garage on the Sidney Campus in cooperation with ESU #13 in the amount of \$11,820.00. With the bids that came in on the actual construction of the garage, the cost share for the College will be \$100,251.67. This was in line with the other bidders. There were five bidders; Anderson-Shaw was the successful bidder.

Mr. Kreman MOVED to accept the bid from Anderson-Shaw Construction for one-half of the expenses for garage construction on the Sidney Campus in cooperation with ESU 13 in the amount of \$100,251.67. SECONDED by Ms. Anderson.

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

**MOTION CARRIED**

## **WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)**

### **Reports and Recommendations from the Finance and Facilities Committee**

#### **Approval of Second and Final Read: Fiscal Management Roles and Accountability Board Policy**

Ms. Koski, Vice President of Finance, presented the Second and Final Reading for Fiscal Management Roles and Accountability Board Policy. The policy states that the Chief Administrative Services Officer, in consultation with the President, shall establish a chart of accounts and a system of financial accounting. Appropriate procedures will provide that all funds received and disbursed by the College are in accordance with the policies of the Board, State and Federal Laws, accounting principles generally accepted in the United States of America (GAAP), and the principles applicable to financial audits in Government Auditing Standards.

Ms. Anderson MOVED to accept the recommendations from the Finance and Facilities Committee regarding the Second and Final Reading for Fiscal Management Roles and Accountability Board Policy. SECONDED by Ms. Richards.

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

**MOTION CARRIED**

## **INSTITUTIONAL REPORTS**

### **Ten-Day Enrollment Report – Spring 2020**

Mr. Elkins, Assistant Registrar and International Student Specialist referred Board members to the handout materials which include the Ten-Day Enrollment Report for the Spring 2020 Semester.

Mr. Elkins reported that in comparison to Spring 2019, full-time enrollment was up slightly in Scottsbluff but down at the other sites. Part-time numbers were up in Scottsbluff and Sidney. Online enrollment (full and part-time) grew from spring 2014 to 2018 but has

dropped over the last two years. As has been noted in previous reports, the key to having higher enrollments in the spring is to achieve higher enrollments in the fall. Overall fall enrollment dropped 5.6 percent from 2018 to 2019, but fortunately, only dropped 2.8 percent from last spring to this spring.

Mr. Elkins added that the number of first-time, full-time, degree-seeking students has improved over the last two years as did the number of part-time transfer students, which doubled.

The percent of full-time students retained from fall semester has improved over the last four years (from 79.8 percent to 84.3 percent). Part-time retention has also improved over the same period from 60.6 percent to 63.2 percent. Overall retention of degree-seeking students improved from 72.4 percent to 76.8 percent over the last two years. With fall to spring retention improving, the target to obtain higher headcount should be to improve spring to fall retention and attract more new students in the fall.

Mr. Elkins reported the male/female ratios for full and part-time students remain constant. Students who are 31 years of age and older are decreasing at a higher rate than those who are in the 18 to 30 age group. The first group dropped by 82 students since spring 2017 (26 percent drop) while the second group dropped by 42 students (4 percent drop).

The percentage of students that are Hispanic now exceeds 25 percent for both full and part-time students. This is the highest percentage in the history of WNCC. Ms. Grant, Vice President of Student Services, noted that this percentage needs to be maintained for three years to obtain Minority Serving College designation. International student enrollment has dropped significantly, which is not a function of the number of international applicants.

Credit FTE enrollment at the end of the semester is projected to be about the same as last year. Noncredit FTE enrollment, however, is projected to be only 40 percent of what it was two years ago.

All counties in our service area have students enrolled, including Cherry and Grant Counties. Comparisons with past years on where WNCC students are coming from show no real trends or consistency. Scotts Bluff County is up this year while several other counties are down, but judging from the past, this outcome could be the opposite next year.

Sixty-two percent of degree-seeking students at WNCC are in academic areas, 38 percent in technical areas. This is the exact percentage split as last spring. There is a transition taking place with students finishing out the old AOS degree programs and students entering new AAS degree programs in Aviation Maintenance, Powerline, Collision Repair, Auto Technology, and Emergency Medical Services. There are also new programs in the Associate of Fine Arts degree and in Secondary Education with specified endorsement areas.

Mr. Elkins reported on the Spring 2020 Enrollment by location. From spring 2014 to spring 2020, the enrollment is down slightly for part-time and full-time. The total full-time and part-time for spring 2020 is 1,502; with total credit hour production of 14,210.5.

Mr. Elkins explained that the Fall 2019 to Spring 2020 Retention Report gives a complete breakdown of fall 2019 compared to spring 2020. This reports the number of students who have graduated, left, or have been suspended.

Chair Klemke asked if there is any data on why these students did not come back. Mr. Elkins responded that they have not tracked this data, many students leave due to reasons such as lack of financial aid. This would be good data to track. Ms. Grant commented that the Student Success Team has discussed implementing a system to track this data and possibly out-sourcing the process. There are questions on the withdrawal form to gather information about why students are leaving; however, sometimes it is not filled out. Ms. Grant added that many of the reasons are generally the same, such as financial and personal difficulties.

Mr. Elkins also reported that the retention rate has improved percentage-wise. Over the last four years, we have gone from 79.8 percent to 84.3 percent overall retention rate, which is a significant improvement.

Chair Klemke commented that as we strengthen the Career Tech Education programs, we might pick up some of that population as people try to improve their employment status. Hopefully we can help to boost assistance to that demographic.

Mr. Hovey, Registrar, added that we have six high school seniors who will graduate from high school and WNCC this May.

Ms. Klemke thanked Mr. Elkins for his report.

## **INSTITUTIONAL REPORTS**

### **Faculty Report – Mr. Croft and Ms. Dickinson**

Mr. Brian Croft, Faculty Representative to the Board, reported on the material included in the meeting packet. He added that this is a good time to entertain questions about the current state of affairs or the mock visit, from the faculty perception.

The spirit of the faculty regarding the mock review is generally positive. Concerns that were brought up were all very relevant. Deficiencies were also addressed. Governance is one of the major concerns; the general feeling is positive and that we are on the right track.

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

### **Student Report – Mr. Carrillo**

Mr. Marcus Carrillo, Student Representative, reported that the student government has approved constitutions for two new organizations at the WNCC campus – Fellowship of Christian Athletes and Cougar Pride. They have completed the allocations of student fees, which will be Alliance \$5,300; Scottsbluff \$32,000; and Sidney \$4,300.

Mr. Carrillo reported that the Student Government, Student Council and Student Senate from all campuses attended the Leadership Summit in Rapid City. Student Government has formed two new committees: Assessment Committee and Award Recognition Committee. The Student Government will participate in Alcohol Awareness the first week of March. They have participated in Community Service projects on all campuses. The students continue to have monthly forums, working on concerns and issues. They also received input from students regarding the WNCC mission statement and what that means to them. The Mock Review team was very impressed with that project.

Chair Klemke stated that she appreciates hearing from the students and the Board needs to hear voices from students, as we get ready to work on a new strategic plan.

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

### **Nebraska Community College Association – Dr. Perkins**

The NCCA Board met January 24, 2020, in Lincoln. The primary business for the Board was, with the guidance of Greg Adams, to review Bills that might have some effect on Community Colleges. Greg provided members with a review of the ones deemed relevant for discussion.

Reviewed were carry over bills and those that have been introduced this session. Mr. Adams had selected almost sixty bills for discussion.

About two hours was spent reviewing bills and then attention turned to the Major Topics for 2020, at which point we had a discussion on accreditation under the rubric of Higher Learning Commission and Governing Board Education. In essence, this was a discussion similar to the one, which was held with the NCCA Executive Committee in early January. This time NCCA Board members and CEO's had an opportunity to express their opinions. To some extent, the discussion was lively. It was announced that WNCC will host the next NCCA Annual meeting and HLC Representatives will make presentations on accreditation.

This led to a discussion related to Nebraska's Goals for Workforce Development. Unfortunately, our state does not have such goals. The issue then is who will take the leadership to develop the workforce goals? Perhaps Blue Print Nebraska, perhaps NCCA? Time will tell.

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

#### **Association of Community College Trustees – Dr. Perkins**

The ACCT Trustee Advisory Committee met via conference call on January 27, 2020. Online were Noah Brown, ACCT President and CEO, Andrew Laine, counsel for ACCT and members of the Committee from several states, representing their respective community colleges. Each is a former member of the ACCT Board.

The task was to review, comment on and revise the outline of the "21<sup>st</sup> Century Learning Vision." The questions, which were posed by Noah Brown, included: "Are colleges positioned to meet the future?" and "What is driving Community Colleges?" What is needed are strategic conversations, which will lead to discussions about the future of our colleges. Should our world view of "higher education" and our "business models" change?

What we know is that the competition for students has grown with declining enrollments in all sectors of higher education. Some four-year colleges are entering the community college sector seeking to offer two-year degrees, getting involved in trades education, suggesting that four-year institutions may see the student population we attract may be "low hanging fruit."

A second competitor is the for-profit trade school, which is able to train and certify students in less time than the "traditional" community college model can. Students are in and out of a trade school and on the job faster than our students training for similar vocations.

The discussion did focus on the role that A-I has in re-shaping the "Learning Vision" of community colleges. It appears as though there will be a serious discussion related to its role in recruitment and retention of students. It is possible that it could be a valued tool that has been overlooked. Finally, this discussion will continue prior to the NLS.

It is conceivable that the Congress in October will focus on some of the issues discussed and it is possible that the subject is serious enough to warrant a special national summit, beyond the Congress.

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

#### **Western Nebraska Community College Foundation – Ms. Anderson**

Ms. Anderson deferred to Jennifer Reisig, Foundation Director, who presented each Board member with two invitations for an event on March 11, 2020 at the Harms Center. This meeting will give those present a chance to learn about the Foundation Program. Students will also be present to offer information and in-sight. The blank invitation is to invite someone else.

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

### **Higher Learning Commission Reports – Dr. Perkins**

The HLC Steering Committee met on Friday, February 14, 2020 to review the findings and recommendations from the Mock Team visitors. Both Kim Reichert and Sandy Veltri chaired the session.

The 32 page document will serve as a guide as work towards having all material ready by the deadline in April.

Each section is highlighted in green, yellow and red. Green indicates that the material does not need improvement; yellow suggests some improvements would help, with the notation of "Met with Concerns." Those areas marked in red indicate that improvement is necessary, if we are to pass the review.

Of concern for the Board is Criterion 5.B which focuses on the Board's responsibilities: the Board did not meet the necessary evidence that we are: 1. "knowledgeable about the institution; it provides oversight of the institution's financial and academic policies and practices and meets its legal and fiduciary responsibilities. 2. The institution has and employs policies and procedures to engage its internal constituencies, including its governing board, administration, faculty, staff and students in the institution's governance. 3. Administration, faculty, staff and students are involved in setting academic requirements, policy, and processes through effective structures for contribution and collaborative effort."

While the Board was commended for embodiment and support of a highly relational culture, the team "acknowledged our trust and acceptance of senior management's actions in the past, and further shared that the Board was not accustomed to 'digging deeper' into the rationale or support for recommendations to the Board. Further evidence reveals a significant number of newly drafted policies ready for Board review and approval; the mock team strongly encourages the Board to expedite, by whatever means it can, approval of outstanding policies prior to March 30, 2020 (the date by which WNCC must lock (its) assurance argument for HLC review).

Dr. Perkins continued, sharing information about the various trainings Board members have attended.

Dr. Perkins reported that during the year 2019, the WCCA Board engaged in on-site training experiences with Dr. Pam Fisher, consultant with ACCT, who worked with the Board and the President relations; Dr. Sandy Veltri, WNCC and HLC Consultant reviewed the status of the College related to the accreditation process, her most recent presentation to the Board was entitled "Is WNCC Ready?", review of what to anticipate from the accreditation visit; and Dr. Tom Bordenkircher, who worked with the Board by outlining HLC's accreditation expectations of the process. This included a review of the criterion, the role of the site visitors, the various findings that could occur and the role of the U.S. Department of Education as a driving force for changes in the accreditation process.

Dr. Dennis Jones, National Center for Higher Education Management Systems, after an assessment of WNCC's comparison with peer colleges reviewed his findings of "What the Data Say about the College" at an Informal Board meeting. On a second occasion, he proposed several suggestions on "Right Sizing the College."

In addition, Karen Anderson attended the annual fall meeting of the Nebraska Community College, during which Dr. David Katz gave a presentation on Organizational Development and Student Learning. Ms. Anderson also attended the annual National Legislative Summit conference in Washington D.C., February 2020.

R. J. Savely, Jr. has attended the ACCT Congress in New York and in San Francisco, during which he participated in several training sessions. He also has attended all Nebraska Community College Association training events every year except one.

Linda Guzman-Gonzales, in addition to attending the previously cited Board training events, also attended the San Francisco ACCT Congress, where she attended several board-focused presentations.

Lynne Klemke has attended the Annual National ACCT Congress in Seattle and New Orleans and also attended the ACCT National Legislative Summit in Washington D.C., and did so twice. She has participated in such Nebraska Community College Association training events as was held in Norfolk, and in Lincoln, featuring Dr. David Katz.

Tom Perkins, served as a member of the ACCT Board for six years and has attended both the ACCT Congress and the National Legislative Summit for sixteen years. He currently is a member of the ACCT Advisory Committee. He also represented ACCT on the AACC VFA Steering Committee.

### **BOARD MEMBER COMMENTS**

Ms. Anderson expressed appreciation for the opportunity to attend the Association of Community College Trustees (ACCT) Conference in Washington D.C. She shared information about the presentation by Gallup that focused on maximizing human potential to build programs that increase the well-being and engagement of faculty, staff and students. Ms. Anderson stated this was a revelation that we need to look at the whole picture. She encouraged the College to share information from the meeting and emphasized the need to take care of the students, faculty and staff.

Ms. Anderson also talked about the presentation from the Department of Labor and Department of Education, which focused on looking for better outcomes and how we can work together. In addition, Ms. Anderson attended the Nebraska breakfast with Congressman Smith and expressed her appreciation that all state representatives are working together.

Chair Klemke commented on the National level agenda for ACCT and explained that the Reauthorization of Higher Education Act has been on hold for five years. In this reauthorization, they would like to see short term Pell Grants. If a student is taking less

than 600 clock hours, they are not eligible for a Pell Grant. Some of the students who are in Certificate Programs or short-term programs are not eligible for a Pell Grant. This is a stipulation that would allow that.

Second Chance Pell Grants are for people who are incarcerated, so they can qualify for Pell Grants, pay tuition to go to college and get some education while they are still incarcerated, so when they leave they have a better chance at success.

In addition, they talked about the importance of work force development, which is a part of the ACCT National agenda as they lobby to promote legislation for all of us. One of the things the Labor Department shared is that this administration does not feel they should tell us at the national level, how to spend our dollars. Rather than have money earmarked for special programs, they will give Block Grants to states, then states will determine how the funds should be used. This is a double-edged sword, so rather than fighting in Washington, we will fight in Lincoln to get money for our institution. We will need to contact our lobbyist Greg Adams to fight locally to get the necessary funding.

The Higher Learning Commission will look at the mock team report to see what areas were met with concerns. Dr. Simone very succinctly expressed a comment from the team that staff needs to stop apologizing and focus on all of the work they have done over the last two years. There are many things that we do well; we need to do a better job selling those things.

The March meeting is going to be very full of policies that need to be approved before the report is submitted. There may be a need for standing committees to meet outside of the board-meeting day. If there are policies that a committee is reviewing, there may be too many to accomplish prior to the Board meeting.

Board members received the agenda for March 6, 2020 Informal meeting, which is the day Pamela Fisher will be present. ACCT recommends that after a new President has been on board for sixty days, it is important to plan a facilitated meeting between the Board and new President to go over a number of subjects such as effective meetings, protocol, board assessment, and develop a President's evaluation and goal setting.

Chair Klemke reminded the Board that graduation is scheduled May 9.

### **PRESIDENT'S COMMENTS**

Dr. Simone commented that in her forty-five days at WNCC she has met many of the staff and is so happy to get to know everyone and hear their stories. Her role over the next months is to listen, learn the landscape, and lead. The highlights from this last month are: travel, which included Sidney, Chappell, Alliance, Chadron, Lincoln and Washington D.C., so it has been a very busy month. She and Dr. Perkins were participants of the Nebraska Community College Association quarterly meeting. This was a great opportunity to learn about state legislation and learn where we are in Nebraska, and to meet her colleagues from the other community colleges, and board members from other colleges.

Dr. Simone toured Chadron State College with John Marrin and Margaret Crouse. An agreement was signed to offer Pathways in Elementary Education and Business Administration. Dr. Perkins was also present at the signing ceremony. Dr. Simone was very appreciative that Mr. Marrin and Dr. Harms started forming that relationship last fall, and is very honored to participate in that relationship.

Dr. Simone participated in two Chamber of Commerce events in Scottsbluff/Gering and Chappell. Ms. Dillon connected her with ESU 13 and the administrator's group where she met local superintendents. She also toured two high schools, Scottsbluff and Sidney. Paula Abbot gave her a tour of the NextGen Outfitters in Sidney, which is a great success story for our Center for Innovation and Entrepreneurship.

With assistance from Allison Judy, Dr. Simone gave interviews to the Star Herald, Sidney Sun Telegraph, Alliance times Herald, and KNEB Television.

Dr. Simone also participated with Chair Klemke and Ms. Anderson in the National Legislative Summit. Dr. Simone stated that she appreciated getting to learn more about the federal agenda, and meeting colleagues, including Dr. Todd Holcomb.

Dr. Simone hosted internal listening sessions to engage faculty and staff. Ryan Burgner, Athletic Director, gave Dr. Simone a tour of the athletic facilities, including baseball, softball, and soccer, to see what issues we have and learn about relationships we have with our partners. WNCC hosted quite a few emotional basketball games in Cougar Palace, which were a treat to watch.

Over the next few months, focus will be on HLC. We are working hard to tell our story. Dr. Simone stated that she is proud of the faculty, staff and students for all the efforts they are undertaking. Dr. Jana Oakes, who is chairing the mock visit team, called us "The Little Engine That, Could", and she is right!

Dr. Simone expressed her appreciation that student representative, Marcus Carrillo mentioned the signs with the mission statement. A special thank you to our Student Engagement Director Megan Wescoat.

#### **UPCOMING MEETINGS AND EVENTS**

Annual Community College Legislative Day  
February 24, 2020  
Lincoln, NE

Reception for President Simone  
February 26, 2020  
3:00 – 6:00 p.m.  
Scottsbluff Campus Welcome Center

WCCA Board of Governors  
Regular Meeting Minutes  
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Informal Meeting/ACCT  
March 6, 2020  
Scottsbluff Campus

AACC Annual Convention  
March 28 – 30, 2020  
National Harbor, MD

ACCT Governance Leadership Institutes  
April 15-17, 2020  
Tucson, AZ

2020 HLC Annual Conference  
April 17-21, 2020  
Chicago, IL

Phi Theta Kappa Nebraska All-State Academic Team Ceremony  
April 22, 2020  
Lincoln, NE

NCCA Board of Directors Second Quarter Meeting  
May 4, 2020  
Lincoln, NE

NCCA Board of Directors Third Quarter Meeting  
August 3, 2020  
Lincoln, NE

ACCT Leadership Congress  
September 30 - October 3, 2020  
Chicago, IL

NCCA Board of Directors Fourth Quarter Meeting and Annual Conference  
October 11-12, 2020  
Scottsbluff, NE

**NEXT REGULAR MEETING:** Wednesday, March 18, 2020, 1:00 p.m., Coral E. Richards Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27<sup>th</sup> Street, Scottsbluff, Nebraska

#### **ADJOURNMENT**

The meeting was adjourned by unanimous consent at 3:02 p.m.

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F. Lynne Klemke, Chairperson

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Susan L. Verbeck, Secretary