WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
JANUARY 16, 2019
AGENDA

LUNCH – 12:00 P.M.
Western Nebraska Community College
Scottsbluff Campus
Pioneer Activity Center, John C. Bishop Dining Hall
1409 East 27th Street, Scottsbluff, Nebraska

REGULAR MEETING – 1:00 P.M.
Western Nebraska Community College
Scottsbluff Campus
Pioneer Activity Center, Conference Room
1409 East 27th Street, Scottsbluff, Nebraska

PROPOSED AGENDA
A. Call to Order, Mr. Richard G. Stickney

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

C. Roll Call

D. Community Comments

E. Board Chairperson Comments
   1. Copy of Nebraska Open Meetings Act Available at the Back of the Room

F. Re-Organization of Board for 2019
   1. Election of Chairperson
   2. Election of Vice Chairperson
   3. Appointment of Secretary
   4. Appointment of Treasurer

G. Consent Calendar
   1. Review Contents of Consent Calendar
      a) Agenda
      b) Excuse Absent Board Member(s)
      c) Minutes
         i. Regular Meeting, December 5, 2018 ................................................................. 3-47
      d) Claims:
         i. WCCA Unrestricted Fund - $2,749,447.71 ............................................................... 49-64
         ii. WCCA Restricted Fund - $4,602.52 .................................................................. 64
         iii. WCCA Federal Fund - $2,235.32 ..................................................................... 64-65
         iv. WCCA Agency Fund - $9,445.18 .................................................................... 65
         v. WCCA Loan Fund - $0 .................................................................................... N/A
         vi. WCCA Plant Fund - $2,296,490.98 ................................................................. 65
         vii. WCCA Auxiliary Fund - $98,977.41 .............................................................. 66-68
G. Consent Calendar (Cont.)
   e) City Planning Commission Report(s)
      i. City of Scottsbluff .............................................................. 67-75
   f) Reports and Proposals
      i. From the Students
      ii. From the Faculty .............................................................. 77-78
      iii. From the Administration
      iv. From the Board

2. Approval of Consent Calendar
3. Consideration of Items Extracted from Consent Calendar

H. Board Member Mileage and/or Expense Reimbursement
1. Ms. Karen S. Anderson – $414.20 .............................................................. 79
   Dr. Merlyn L. Gramberg – $107.15 ......................................................... 79
   Ms. Lynne Klemke – $448.98 ................................................................. 79
   Ms. Kimberly A. Marcy – $207.10 ............................................................ 79
2. Dr. Thomas M. Perkins – $434.37 .......................................................... 79
   Mr. Thomas L. Perlinski – $28.99 ......................................................... 79
   Mr. R. J. Savely, Jr. – $605.82 .............................................................. 79
   Mr. Richard G. Stickney - $58.53 .......................................................... 79

I. Bid Consent Calendar
1. Review of Bid Consent Calendar
   a) Bid No. 19-EQ-16 – ADA Campus Signage ........................................ 81-87
   b) Bid No. 19-FAC-25 – Amend Guaranteed Maximum Price – Roofing .......... 89-91
2. Approval of Bid Consent Calendar
3. Consideration of Items Extracted From Bid Consent Calendar

J. Personnel Consent Calendar
1. Review Contents of Personnel Consent Calendar
   a) Resignation(s):
      i. Mr. James Hashley, Associate Director of Information Technology .......... 93
      ii. Ms. Jennifer Sibal, Alumni Relations / Steward Director ......................... 95
      iii. Ms. Kristin R. Wiebe, WNCC Foundation Major Gifts and Planned Giving Officer ... 97
      iv. Ms. Peggy Wolff, Health Information Technology Instructor and Program Director ... 99
   b) Appointment(s):
      i. Ms. Lynne Koski, Vice President of Finance ...................................... 101-105
2. Approval of Personnel Consent Calendar
3. Consideration of Items Extracted from Personnel Consent Calendar
K. Western Community College Area Board of Governors

1. Informal Board of Governors Meeting(s)
   a) Planning Session(s)
      February 20, 2019, Dinner 6:00 p.m., Planning Session 7:00 p.m.
      February 21, 2019, Planning Session 8:00 a.m. – 4:00 p.m.
      Fairfield Inn & Suites

2. Regular Board of Governors Meeting(s) .............................................................. 107
   a) April 17, 2019, 1:00 p.m., Sidney Campus, Sidney, Nebraska
   b) September 11, 2019, 1:00 p.m. – Budgets, Scottsbluff Campus, Scottsbluff, Nebraska
   c) October 30, 2019, 1:00 p.m., Alliance Campus, Alliance, Nebraska
   d) December 4, 2019, 1:00 p.m., Scottsbluff Campus, Scottsbluff, Nebraska

L. Old Business

1. Reports and Recommendations from Human Resources Committee – Dr. William Packard
      i. Second and Final Reading: Policies Being Repealed – Ms. Kathy Ault
         1. Board Policy 115.0250.01 Anti-Harassment-Client/Guest.......................... 111
         2. Board Policy 201.0100.12 Discrimination, Harassment, and Retaliati
            Prohibited......................................................................................................... 113-114
         3. Board Policy 405.0100.14 Non-Discrimination ........................................... 115
         4. Board Policy 405.0300.13 Statement on Publications ................................. 117
         5. Board Policy 415.0850.12 Discrimination Harassment or Retaliati
            Employee ......................................................................................................... 119-120
         6. Board Policy 415.0855.15 Mandatory Reporters ........................................ 121
         7. Board Policy 500.3801.14 Sexual Misconduct: Dating/Domestic Violence,
            Sexual Assault & Stalking ................................................................................ 123
         8. Board Policy 500.4500.01 Anti-Harassment, or Retaliati
            Complaint .......................................................................................................... 125
         9. A-1-12 – Discrimination, Harassment, or Retaliati
            Complaint .......................................................................................................... 127-131
         10. A-1.2-14 – Sexual Misconduct Complaint Procedure ..................................... 133-140

2. Reports and Recommendations from Student Success Committee – Dr. Merlyn Gramberg
   a) Second and Final Reading: Acceptable Identification Process for Student Services
      Transactions Board Policy – Dr. Todd Holcomb .................................................. 141-142

3. Second and Final Read: Proposal of Associate of Fine Arts Degree – Dr. Kim Kuster Dale ..143-150
M. New Business

1. Reports and Recommendations from Student Success Committee – Dr. Merlyn Gramberg
   a) First Reading: Federal Title IV Funds Board Policy – Dr. Todd Holcomb ............... 151-152
      i. Information Only: Financial Aid Return of Title IV Funds President’s Procedure. 153-159
      ii. Information Only: Financial Aid Professional Judgement President’s Procedure .. 161-165
      iii. Information Only: Financial Aid Consumerism President’s Procedure .................. 167-173

2. Reports and Recommendation from Human Resources Committee – Dr. William Packard
   a) First Reading: Confidentiality of Employee Records Board Policy – Ms. Kathy Ault.... 175-181
   b) Repeal:
      i. Board Policy 415.1300.79 Confidentiality of Records ............................................ 183

3. Reports and Recommendations from the Risk Management Committee
   a) First and Single Reading: Nebraska Community College Insurance Trust
      Re-Commitment Resolution – Mr. William Knapper .................................................... 185-191

N. Reduction-in-Force

1. Final Recommendation to WCCA President for Amendment of Contracts and
   Reduction of Staff Members for the 2018-2019 Academic Year – Dr. Todd Holcomb...... Handout

O. Institutional Reports

2. Board Policy Update Process – Dr. Kim Kuster Dale ...................................................... Handout
3. Nebraska Community College Association – Dr. Merlyn Gramberg, Dr. M. Thomas Perkins
4. Association of Community College Trustees – Dr. M. Thomas Perkins
5. Western Nebraska Community College Foundation – Ms. Karen Anderson .................... Handout

P. Western Nebraska Community College / Scottsbluff Campus Main Building Addition
   and Renovation Update – Dr. Todd Holcomb

Q. Board Member Comments

R. President’s Comments

S. Western Nebraska Community College Facilities Corporation Special Meeting

1. Call to Order – Mr. Richard Stickney
2. Roll Call
3. Election of Directors
4. Adjourn
T. Executive Session
1. 2019 – 2020 Collective Bargaining

U. Upcoming Meetings and Events
1. Association of Community College Trustees
   a) 2019 National Legislative Summit
      February 10-13, 2019
      Washington, D.C.

   b) 2019 ACCT Leadership Congress
      October 16-19, 2019
      San Francisco, CA

2. Nebraska Community College Association
   a) 2019 Regular Meetings
      1. First Quarter Meeting
         January 25, 2019
         Lincoln, NE

      2. Second Quarter Meeting
         May 6, 2019
         Lincoln, NE

      3. Third Quarter Meeting
         August 5, 2019
         Lincoln, NE

      4. Fourth Quarter Meeting (Annual Meeting)
         November 4, 2019
         Southeast Community College
         Lincoln, NE

   b) State Legislative Day
      February 7, 2019
      Lincoln, NE

V. Next Regular Meeting: Wednesday, February 20, 2019, 1:00 p.m., Conference Room, Pioneer Activity Center, Western Nebraska Community College, Scottsbluff Campus, 1409 East 27th Street, Scottsbluff, Nebraska.

W. Adjournment