

**WESTERN COMMUNITY COLLEGE AREA  
BOARD OF GOVERNORS**

**MINUTES**

Wednesday, July 17, 2019  
1:00 p.m.

The Western Community College Area Board of Governors held a regular Board meeting at 1:00 p.m. on Wednesday, July 17, 2019, in The Twin City Café, in the SWBC Building located at 2617 College Park, 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, July 10, 2019.

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
Merlyn L. Gramberg .....	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-Chairperson .....	Present

**OTHERS PRESENT**

Paula Abbott, Sidney Campus Executive Director  
Ellen Dillon, Associate Dean of Instructional Support  
Gretchen Foster, Admissions Director  
Nina Grant, Vice President of Student Services  
Charlie Gregory, Dean of Instruction and Workforce Development  
John Harms, Interim President  
Carolyn Holcomb, Senior Project Manager  
Allison Judy, PR/Marketing Director  
Philip Kelly, College Attorney  
William Knapper, Administrative Services Vice President and Board Treasurer  
Lynne Koski, Vice President of Finance  
John Marrin, Interim Executive Vice President  
Aletia Norwood, Faculty Representative  
Jennifer Reisig, Foundation Executive Director  
Jackie Smith, Alliance Campus Director  
Susan Verbeck, Executive Administrative Assistant to the President and Board Secretary  
Amy Wisniewski, Teaching, Learning, and Assessment Director

**QUORUM**

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

## **COMMUNITY COMMENTS**

Ms. 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 community comments.

## **BOARD CHAIRPERSON COMMENTS**

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

Ms. Klemke reported Ms. Marcy would be unable to attend the meeting because of Personal Business. She also reported Dr. Packard would be unable to attend the meeting because of Personal Business.

## **APPOINTMENT OF BOARD SECRETARY, Ms. Susan Verbeck**

### **Approval**

Ms. Richards MOVED the Board appoint Ms. Susan L. Verbeck to the position of Board Secretary. SECONDED by Mr. Stickney.

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

### **MOTION CARRIED**

## **CONSENT CALENDAR**

### **Review Contents**

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

- 1) Agenda, July 17, 2019
- 2) Excuse Absent Board Member(s) – Ms. Kimberly A. Marcy, Dr. William M. Packard
- 3) Minutes
  - a. Regular Meeting, June 19, 2019
- 4) Claims for June 2019:
  - a. WCCA Unrestricted Fund - \$ 2,960,619.93
  - b. WCCA Restricted Fund - \$ 53,152.76
  - c. WCCA Federal Fund - \$ 2,720.93
  - d. WCCA Agency Fund - \$ 8,737.65
  - e. WCCA Loan Fund - \$0-
  - f. WCCA Plant Fund - \$ 2,615,976.77
  - g. WCCA Auxiliary Fund - \$ 48,362.88
- 6) City Planning Commission Reports
  - a. City of Gering
- 7) Reports and Proposals
  - a. From the Students - N/A
  - b. From the Faculty - N/A
  - c. From the Administration - N/A
  - d. From the Board - N/A

Ms. Klemke inquired if there were any item(s) on the Consent Calendar which any Board member wished to have extracted for separate consideration. There were none.

## **CONSENT CALENDAR**

### **Approval**

Ms. Guzman-Gonzales MOVED to approve the Consent Calendar as presented. SECONDED by Ms. Richards.

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

**MOTION CARRIED**

## **CONSENT CALENDAR**

### **Consider Items Extracted**

There were no items extracted from the Consent Calendar.

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

### **Dr. Merlyn Gramberg and Ms. F. Lynne Klemke**

Ms. Anderson MOVED to approve the following travel expenses: Dr. Merlyn L. Gramberg for \$805.08 and Ms. F. Lynne Klemke for \$364.68. SECONDED by Dr. Perkins.

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

**Voting No:** None

**Abstain:** Gramberg, Klemke

**Absent:** Marcy, Packard

**MOTION CARRIED**

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

### **Mr. Allan Kreman and Ms. Kimberly Marcy**

Ms. Guzman-Gonzales MOVED to approve the following travel expenses: Mr. Allan Kreman for \$22.62 and Ms. Kimberly Marcy for \$110.20. SECONDED by Ms. Anderson.

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

**Voting No:** None

**Abstain:** Kreman

**Absent:** Marcy, Packard

**MOTION CARRIED**

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

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

Ms. Guzman-Gonzales MOVED to approve the following travel expenses: Mr. R. J. Savely, for \$104.98, and Mr. Richard Stickney for \$62.06. SECONDED by Ms. Anderson.

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

**Voting No:** None

**Abstain:** Savely, Stickney

**Absent:** Marcy, Packard

**MOTION CARRIED**

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

#### **Dr. M. Thomas Perkins**

Mr. Savely MOVED to approve the following travel expenses: Dr. M. Thomas Perkins for \$622.53. SECONDED by Mr. Kreman.

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

**Voting No:** None

**Abstain:** Perkins

**Absent:** Marcy, Packard

**MOTION CARRIED**

### **BID CONSENT CALENDAR**

#### **Review Contents**

Ms. Klemke reviewed the contents of the Bid Consent Calendar, which include the following bid(s):

- 1) Bid No. 20-EQ-01 – PC Desktop Computers (Attachment A)
  - 2) Bid No. 20-EQ-03 – Alto-Shaam Proformance Combitherm Oven (Attachment B)
  - 3) Bid No. 20-FAC-04 – Pod Roof Replacement (Attachment C)
  - 4) Bid No. 20-FAC-05 – HATC Concrete (Attachment D)
  - 5) Bid No. 20-FAC-06 – HATC - HVAC (Attachment E)
  - 6) Bid No. 20-SE-07 Scanning Services (Attachment F)
2. Approval of Bid Consent Calendar
  3. Consideration of Items Extracted From Bid Consent Calendar

Ms. Klemke inquired if there were any item(s) on the Bid Consent Calendar which any Board member wished to have extracted for separate consideration. There were none.

### **BID CONSENT CALENDAR**

#### **Approval**

Mr. Stickney MOVED to approve the Bid Consent Calendar as presented. SECONDED by Ms. Anderson.

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

**MOTION CARRIED**

**BID CONSENT CALENDAR**

**Consider Items Extracted**

There were no items extracted from the Bid Consent Calendar.

**PERSONNEL CONSENT CALENDAR**

**Review Contents**

Ms. Klemke reviewed the contents of the Personnel Consent Calendar, which include the following resignation(s) and appointment(s):

- 1) Resignation(s)
  - a) Ms. Gina Ackerman-Courtade, Nursing Instructor, effective August 31, 2019.
  - b) Mr. Kenneth Hopkinson, Speech Instructor/Forensic Co-Coach, effective August 31, 2019.
  - c) Ms. Paula Weimer, BNA Instructor, effective August 31, 2019.
- 2) Appointment(s)
  - d) Mr. Stephen John, Theatre Instructor, effective August 12, 2019, through August 10, 2020, salary to be \$51,400.
  - e) Mr. Connagher Stumpff, Admissions Counselor, effective July 1, 2019 through June 30, 2020, wage to be \$16.07 per hour.
  - f) Mr. John Sherwin Cataraja, Associate Systems Administrator, effective July 1, 2019, through June 30, 2020, wage to be \$19.32 per hour.

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

**PERSONNEL CONSENT CALENDAR**

**APPROVAL**

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

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

**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**

### **Authorized Signature(s) for WCCA Safe Deposit Boxes**

Ms. Klemke reported it is necessary to update the authorized signatures for entrance into the WCCA Safe Deposit Boxes, removing Dr. Todd Holcomb and Ms. Rosie Hernandez and adding Dr. John N. Harms, Mr. William D. Knapper, and Ms. Susan L. Verbeck. The College has two Safe Deposit Boxes, one at Platte Valley Bank and one at First State Bank.

Mr. Savely MOVED the Board authorize Dr. John N. Harms, Mr. William D. Knapper, and Ms. Susan L. Verbeck to enter the Western Community College Area Safe Deposit Box at Platte Valley Bank. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: None

Absent: Marcy, Packard

### **MOTION CARRIED**

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

### **Authorized Signature for WCCA Safe Deposit Boxes**

Mr. Stickney MOVED the Board authorize Dr. John N. Harms, Mr. William D. Knapper and Ms. Susan L. Verbeck to enter the WNCC Safe Deposit Box at First State Bank, she further moved that entrance into the Safe Deposit Box requires two signatures. SECONDED by Dr. Perkins.

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

Voting No: None

Abstain: None

Absent: Marcy, Packard

### **MOTION CARRIED**

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

### **AUTHORIZATION FOR BOARD MEMBER TRAVEL**

Ms. Richards MOVED to authorize Board Member travel for Ms. Linda A. Guzman-Gonzales to attend the Association of Community College Trustees 2019 Leadership Congress, which will be held October 16-19, 2019. SECONDED by Mr. Stickney.

Voting Yes: Kreman, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Klemke

Voting No: None

Abstain: Guzman-Gonzales

Absent: Marcy, Packard

**MOTION CARRIED**

**WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS**

**Amendment to 2019 Standing Committees**

Ms. Klemke reported that due to changes in administration, it is necessary to update the 2019 Standing Committee membership, removing Dr. Todd Holcomb and Dr. Kimberly Kuster-Dale and adding Dr. John N. Harms and Mr. John T. Marrin.

Mr. Savely MOVED the Board approve the amendments to the 2019 Standing Committees. SECONDED by Ms. Anderson.

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

Voting No: None

Abstain: None

Absent: Marcy, Packard

**MOTION CARRIED**

**WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS**

**Presidential Search Update**

Ms. Klemke asked Ms. Allison Judy, the College liaison with Pam Fisher of ACCT to further speak to this item. Ms. Judy reported that she has been in communication with Ms. Fisher and emails have been sent that reference the progress report for the search. The Presidential Search page is an important piece that ACCT uses to help direct candidates to the College site to learn more about the institution. It also provides the latest information in terms of the progress report, who is on the search committee, and the timeline. Ms. Judy reported that the search committee recently met for the first time and Dr. Harms has been replaced by Mr. Howard Olsen to serve on the committee. The target date for applications is September 25, 2019, so from now until then, ACCT will continue to actively recruit candidates.

The next Presidential Search Committee meeting is scheduled October 8, 2019. Before that meeting, the committee will have access to all applications via a web portal at which time they will be able to view and score the applications. October 22, 2019, semi-finalists will be interviewed by the committee. On November 14, 2019, finalists will be brought to the campus for interviews. Ms. Klemke added that Dr. Fisher stressed the importance of confidentiality as some applicants may be people in current positions who are putting feelers out or applying for this position and may not want that information shared.

Ms. Klemke thanked Ms. Judy for sharing information about the Presidential Search.

**OLD BUSINESS**

**Reports and Recommendations from the Student Success Committee**

**Second and Final Read: Assessment of Student Learning Board Policy**

Dr. Gramberg introduced the Assessment of Student Learning Board Policy on second and final read and asked Ms. Grant to present this policy. Ms. Grant deferred to Ms. Amy Wisniewski,

Teaching, Learning and Assessment Director. Ms. Wisniewski reported that this policy has been reviewed and she is in attendance to answer questions about the policy. There were no questions for Ms. Wisniewski.

Ms. Grant reported this policy addresses the requirements set forth by the regional accrediting agency and the Nebraska Coordinating Commission on Postsecondary Education to assess the extent of student learning via acquisition of knowledge, skills and competencies in coursework, program and institutional learning outcomes. This policy ensures the processes of assessment are carried out in a manner that is fair, valid, robust, manageable and relevant.

Ms. Grant stated that no changes have been made to this policy since the first reading.

Dr. Perkins MOVED to approve the Assessment of Student Learning Board Policy on second and final reading. SECONDED by Mr. Savely.

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

**MOTION CARRIED**

**NEW BUSINESS**

**Reports and Recommendations from the Human Resources Committee**

**First Read: Whistleblower Protection Policy**

Ms. Richards introduced the Whistleblower Protection Board Policy on First Read and asked Ms. Ault to present this policy.

Ms. Ault reported this is a new policy and pertains to federal compliance in regard to the Higher Learning Commission. The policy has been vetted by Human Resources and placed on the portal for review by staff and faculty. At the back of the policy, a form is available for reporting a whistleblower violation, or can be done through Maxient, an electronic version for receiving complaints. Ms. Ault added that Maxient would not be made available for reporting until after the policy is approved.

In response to a question from the Board, Ms. Ault responded that this report would go specifically to Human Resources, if it is a safety or security issue, it goes to Administrative Services and if it is a student issue, it goes to Student Services.

At the Human Resources Committee meeting, a few changes were suggested and these changes will be made and an updated copy will be presented at the August meeting for final read.

**First Read: Employee Work Week Policy**

Ms. Richards introduced the Employee Work Week Board Policy on First Read and asked Ms. Ault to present this policy.



Ms. Ault reported this policy has been vetted by Human Resources, and placed on the portal for review by staff and faculty. This policy has to do with federal compliance in regard to the Higher Learning Commission. The policy specifically has to do with the Fair Labor Standards Act. Ms. Ault stated that the College is responsible for ensuring that employees who are paid hourly understand when their week starts and when their week ends, so that overtime can be calculated appropriately. The workweek starts on Sunday at 12:01 a.m. and ends on Saturday at midnight. Ms. Ault added that this is an update to an existing policy.

**First Read: Employee Group Classification Policy**

Ms. Richards introduced the Employee Group Classification Board Policy on First Read and asked Ms. Ault to present this policy.

Ms. Ault reported this policy has been vetted by Human Resources and placed on the portal for review by staff and faculty. This policy has been in the process since the evaluation policy was previously approved. Ms. Ault reported that many different groups, especially Educational Services and the Deans, have put forth a good deal of effort on this policy. Two policy sections that have to do with part-time faculty and temporary part-time faculty will no longer be used. The policies that contain those two classifications will be repealed, as they are groups that are no longer identified. If a part-time faculty member is either regular or temporary, they are considered adjunct and receive an adjunct contract. The plan is to take the seven different categories of employees and collapse them into five groups, under one policy.

Ms. Ault reported that she reviewed the Reduction in Force policy that was discussed in the Human Resources Committee meeting. The Reduction in Force policy will still pertain to all other groups. In the adjunct faculty section, there is not a Reduction in Force Policy.

**Information Only: Policies to Repeal**

Ms. Richards introduced the Information Only item: Policies to Repeal and asked Ms. Ault to present this item.

Ms. Ault referred Board members to the list of Policies to Repeal included in their packet. She explained that these policies are the group of policies she previously mentioned when presenting the Employee Group Classification Policy. This group of policies will be collapsed once the Employee Group Classification Policy is approved.

Ms. Klemke thanked Ms. Ault for her presentation. No action was taken by the Board.

**New Business**

**Reports and Recommendations from the Student Success Committee**

**First Read: Student Complaints and Grievances Policy**

Dr. Gramberg introduced the Student Complaints and Grievances Policy and asked Ms. Grant to present this policy.

Ms. Grant reported that this policy has been in the works for quite some time and is a federal compliance requirement of the Higher Learning Commission. The College has always dealt with student complaints, but needed to have something in writing that specifically states how complaints are received, and the process for review.

**Information Only: Student Complaints and Grievances Procedure**

Dr. Gramberg introduced the Student Complaints and Grievances Procedure and asked Ms. Grant to present this item.

Ms. Grant reported this procedure spells out in detail how student complaints and grievances, formal and informal, are reviewed and processed. The procedure provides guidance for students by providing information related to the process and the department responsible for receiving and investigating specific complaints and grievances. The appeal process is also addressed in this procedure.

**First Read: Student Code of Conduct Policy**

Dr. Gramberg introduced the Student Code of Conduct Policy and asked Ms. Grant to present this policy.

Ms. Grant reported that this policy was already in existence and was last reviewed in 2014. It is being vetted now so that people will understand the procedure that goes along with the policy. The College attorney and student government reviewed the policy and it has been placed on the portal for additional review by staff and faculty.

**Information Only: Student Discipline for Non-Academic Misconduct Procedure**

Dr. Gramberg introduced the Student Discipline for Non-Academic Misconduct Procedure and asked Ms. Grant to present this item.

Ms. Grant reported this procedure spells out in detail how complaints of non-academic misconduct are reviewed and processed. Students are expected to adhere to the WNCC Student Code of Conduct policy and when a violation happens, the procedure provides guidance for students by providing information related to the process and the department responsible for receiving and investigating specific complaints. The appeal process is also addressed in this procedure.

**Information Only: Academic Integrity Procedure**

Dr. Gramberg introduced the Academic Integrity Procedure and asked Ms. Grant to present this item.

Ms. Grant reported that this procedure provides details on how complaints regarding academic integrity are reviewed and the investigation process is explained. Students are given the opportunity to be heard and this procedure provides details related to the appeal process.

In response to a question from the Board, Ms. Grant reported that most complaints usually are a misunderstanding. The student may have had an experience with someone in Student Services and feel they are not being treated fair or they are not getting their due process. Therefore, it usually is just a matter of getting people together to work through the issue(s).

Ms. Klemke thanked Ms. Grant for her presentation. No action was taken by the Board.

**INSTITUTIONAL REPORT**

**2018-2019 Athletic Department Overview**

Mr. Burgner, Athletic Director, thanked the Board for the opportunity to share information about the Athletic Department. He added that he appreciates the support from the faculty and staff, as well as amazing coaches and student athletes who are all committed to their success. He thanked Ms. Grant for her support and guidance in helping him help the coaches and the athletes. He appreciates everything the institution does to help these coaches and athletes do these great things.

Mr. Burgner reported it is not only on the court where the athletes excel. Even though we hear more about athletic performance, in the classroom, the athletes carry a 2.7 GPA and graduation is in the 60 percentile. With their GPA, the College had 33 Region IX All-Academic athletes, which is a 3.25 GPA, or better, 18 NJCAA All-Academic Awards, which is a 3.6 GPA, or better and had two teams that were NJCAA All-Academic Team Awards with 3.0 GPA or better.

Mr. Burgner reported that in the community, athletics participated in thirty plus community service projects. The coaches try to get the athletes out as much as possible to help with various projects. Making connections in the community hopefully makes a positive impact on the area youth, which in turn helps to bring more people to the camps and games. Mr. Burgner mentioned that the athletes are in class all day and go to practice after, but still volunteer to help with these activities. In the long run, this benefits the athletes and the community.

On the field, over the last three years, overall, the teams won 450 games, received six Region IX titles, and participated in seven national tournaments. This year, three coaches received Region IX Coach of the Year awards (Chad Gibney, Todd Rasnic, Katelyn Groves).

Mr. Burgner stated that longevity of the coaches shows that the support of the community and the College makes a difference and the Athletic Department is grateful.

Ms. Klemke thanked Mr. Burgner for his presentation.

### **Nebraska Community College Association**

Dr. Perkins reported the NCCA Executive Committee met on July 8 at which time discussion involved the forthcoming agenda for the August 5 meeting. The NCCA Board has several priorities, which it reviews at each of its meetings. This meeting will not be an exception; however, invitations have been extended to several people to speak to three of the topics of interest to Community Colleges: Transitioning into Community Colleges-The Math Project; Retention and Completion; and Affordable Access.

Wendy Boyer of the Peter Kiewit Foundation, along with UNO researchers and Matt Gottschall, President of Central Community College will discuss the Math Project. Dr. Mike Baumgartner, executive director of the Coordinating Commission will speak to the topics of Retention and Completion as well as Affordable Access.

Additional discussion involved the possible move of the NCCA offices. Since NCCA has a two-year lease for the present office space, it was decided to maintain the office and move, if needed, at the end of the lease period.

Next year, 2020, the College will host the annual meeting of NCCA. This year's annual NCCA Conference will be held at the Embassy Suites in Lincoln. The program is still in the planning stages.

### **Association of Community College Trustees**

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

### **Western Nebraska Community College Foundation**

Ms. Anderson shared a sign-up sheet for the Ribbon Cutting Ceremony and tour scheduled to be held on August 15, 2019. The Appreciation Hour is at 3:00 p.m. and the Grand Opening tour is at 4:00 p.m.

Ms. Anderson reported that late in 2018 Aksarben announced a \$75,000 challenge grant to each of the community colleges in Nebraska for the purpose of workforce development. WNCC has received \$25,000 from Aksarben with \$50,000 yet to be received. This grant is used towards the following initiatives in workforce development: construction, commercial driver's license, medical lab technician and surgical technology. The Leona Perrin estate endowed scholarship for educating students in vocational and trades will be used as WNCC's match for this grant.

The Kiewit Foundation will be visiting on August 6 and 7 and will be part of a preview tour of the main building on those dates.

At the August Board meeting, Jennifer Reisig will provide a report on the Monument Marathon.

## **INSTITUTIONAL REPORTS**

### **2019-2020 WCCA Budget**

#### **Consider Authority to Exceed the Budget Limit for 2019-2020 Fiscal Year by an Additional 1% and Carry Forward All Unused Authority to 2020-2021**

Mr. Knapper referred Board members to the document he distributed, which includes the 2018-2019 Lid Supporting Schedule and Lid Computation. This form details the calculations for determining the Unused Budget Authority that can be carried forward to future budget years. Mr. Knapper reported the College has \$5,575,201.72 in total unused Restricted Funds authority.

Mr. Knapper explained Restricted Funds are those received from property tax and state aid. (He added that the State also issues restrictions regarding the maximum levy.) Mr. Knapper reported the base limitation increase in restricted funds is 2.5 percent plus any enrollment growth in excess of 2.5 percent. Pursuant to Section 13-519.02, the Board may vote to exceed the budgeted restricted funds for a fiscal year by an additional one percent upon an affirmative vote of at least seventy-five percent of the Board members. Pursuant to Section 13-521, the unused authority can be carried forward to future budget years.

Mr. Knapper reported College administration is recommending the Board consider approval to exceed the 2019-2020 restricted funds authority by an additional one percent, and to carry forward to future budget years the amount of unused restricted funds authority.

Ms. Richards MOVED, pursuant to Section 13-519.02, the Board vote to exceed the budgeted restricted funds limit for the 2019-2020 Fiscal Year by an additional one percent, and carry all

unused authority to 2019-2020. She further moved, pursuant to Section 13-521, the Board carry forward to future budget years the amount of unused restricted funds authority. **SECONDED** by Mr. Savely.

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

**Voting No:** None

**Abstain:** None

**Absent:** Marcy, Packard

**MOTION CARRIED**

Ms. Klemke thanked Mr. Knapper for the work done.

**Recess**

At 2:21 p.m., Ms. Klemke declared the Regular July 2019 meeting of the Western Community College Area Board of Governors in recess until the adjournment of the Annual meeting of the Western Nebraska Community College Facilities Corporation.

**WESTERN NEBRASKA COMMUNITY COLLEGE FACILITIES CORPORATION ANNUAL MEETING**

Mr. Stickney called the Annual meeting of the Western Nebraska Community College Facilities Corporation to order at 2:34 p.m.

(A copy of the minutes of the Annual meeting is enclosed for informational purposes.)

The Annual meeting of the Western Nebraska Community College Facilities Corporation was adjourned at 2:48 p.m.

**Open Meeting**

Ms. Klemke reconvened the Regular July 2019 meeting of the Western Community College Area Board of Governors at 2:48 p.m.

**WESTERN NEBRASKA COMMUNITY COLLEGE / SCOTTSBLUFF CAMPUS MAIN BUILDING ADDITION AND RENOVATION UPDATE**

Mr. Knapper spoke to the project update and referenced the handout, which lists the milestones for the project, where it is and where it should be for the Ribbon Cutting Ceremony. The Ribbon Cutting is still scheduled for August 15, 2019, even though there may be some areas that will not be complete at that time and will be locked off for the tours during the time of the Ribbon Cutting event.

**BOARD MEMBER COMMENTS**

Ms. Anderson requested a meeting of the Finance and Facilities Committee after the Regular meeting.

Ms. Klemke noted that at the August meeting, an agenda item will be calendar changes to Board meetings for the rest of 2019. She added that the past two years, the November and December meetings were combined. Due to the presidential search, that will not be the case this year. Meetings will be held in both November and December.

Ms. Klemke reported that for the time being, paper copies would be used for the meetings.

Ms. Klemke thanked the College Food Service staff for the fantastic food and excellent service.

### **PRESIDENT'S COMMENTS**

Dr. Harms thanked the Board for the opportunity to come back and serve as College President for the next six months.

Dr. Harms reported that since he has been here, he has been talking with staff, trying to find his way and get caught up with what the issues might be and how to open up communication.

Dr. Harms reported that he has invited Dennis Jones with NCHEMS to visit the College on July 19. Mr. Jones has done a lot of work for WNCC historically. He is an expert in the field of working with colleges and working with troubled states.

Mr. Jones has been asked to review the WNCC organizational structure to ensure this is the right structure for a college of this size. Secondly, he will look at enrollment trends for the future, as this is where the Board should focus. Once numbers are identified, it will make a difference in planning future budgets.

Nationally, when the economy is good, community college enrollment goes down. When the economy is bad, people go to college to get better skills so they can go to work. People want to attend college, but do not want a degree, they just want a certificate so they can go to work. With enrollment trends dropping in rural Nebraska, the College will need to design and discuss goals to understand and deal with these issues.

Dr. Harms reported that the College needs to start working closer with Chadron State College. The two colleges will have to come together closer than they have been before, historically. The colleges will need one another in order to move into the future.

Dr. Harms surmised that the Higher Learning Commission has changed the face of colleges and all of higher education in America. The Board is going to need a lot more information about the Higher Learning Commission. The plan is to put together programs that can train and educate the Board about HLC and other issues. Dr. Tom Bordenkircher is able to assist with this task as he can share information about HLC and their requirements for accreditation.

Dr. Harms reported that in the near future, he plans to visit the Alliance Campus. He and John Marrin traveled to the Sidney Campus and had a chance to see Ms. Abbott in action. He thanked Ms. Abbott for all she has done at the Sidney Campus.

Dr. Harms spoke to the need to look very closely at both the Sidney Campus and the Alliance Campus. It will be necessary to broaden services and look at budgets and how that can be done. Dr. Harms reported that he would try to lay out a plan in the next six months, as he believes the College is not serving the north well enough. The College is missing a bulk of people that will not go online to take classes. In the northern region, many places are not connected; thus, the College is excluding a lot of the population.

Dr. Harms reported that he has asked Mr. Marrin to look at how to develop and build more training for business and industry. The College will need to redesign so management can reach out to companies.

Dr. Harms reported that his focus would be on opening communication and working with the Higher Learning Commission. He added that people will need to be held accountable. HLC is not receiving the information they have requested, so he will be talking to staff to inform them that it is very important to accommodate HLC.

Dr. Harms stressed that our work is cut out for us, but we will get there. The College will need to lay out a plan to get on the right course.

Dr. Harms reported that Mr. Marrin would be at the College for a longer period, probably about a year. In preparation for his departure and the hiring of a new president, he has been involving Mr. Marrin in meetings and planning so he can keep everything moving down the road.

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

Ms. Klemke reminded Board members of the following Upcoming Meetings and Events. She advised Board members to watch for upcoming sessions for training. She stressed that it is imperative that we attend and demonstrate to Dr. Bordenkircher our willingness to learn and get better at what we do. Between now and November, additional meetings will be scheduled.

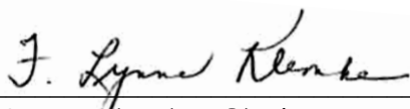
- 1) The Nebraska Community College Association 2019 Regular Meetings to be held as follows: a) Third Quarter Meeting to be held on August 5, 2019, in Lincoln, NE; and, b) Fourth Quarter Meeting (Annual Meeting) to be held on November 4, 2019, at Southeast Community College, Lincoln, NE.
- 2) The Association of Community College Trustees 2019 ACCT Leadership Congress to be held on October 16-19, 2019, in San Francisco, California.

#### **NEXT REGULAR MEETING**

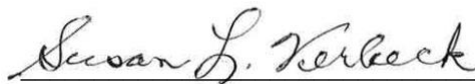
The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, August 21, 2019, 1:00 p.m., Twin City Cafe, SWBC Building, 2617 College Park, Scottsbluff, Nebraska.

#### **ADJOURNMENT**

The meeting was adjourned by unanimous consent at 4:04 p.m.



F. Lynne Klemke, Chairperson



Susan L. Verbeck, Secretary