

**WESTERN COMMUNITY COLLEGE AREA  
BOARD OF GOVERNORS**

**MINUTES**

Wednesday, August 21, 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, August 21, 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, August 14, 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 .....	Present
William M. Packard.....	Present
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  
Kathy Ault, Human Resources Executive Director  
Ellen Dillon, Associate Dean of Instructional Support  
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  
Nino Kalatozi, Institutional Effectiveness Director  
William Knapper, Administrative Services Vice President and Board Treasurer  
Lynne Koski, Vice President of Finance  
John Marrin, Interim Executive Vice President  
Jason Ossian, College Attorney  
Kimberly Reichert, Educational Services Senior Coordinator  
Jennifer Reisig, Foundation Executive Director  
Jackie Smith, Alliance Campus Director  
Susan Verbeck, Executive Administrative Assistant to the President and Board Secretary  
Amy Winters, Faculty Member  
Scott Winters, Faculty Member

## **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.

## **CONSENT CALENDAR**

### **Review Contents**

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

- 1) Agenda, August 21, 2019
- 2) Excuse Absent Board Member(s)
- 3) Minutes
  - a. Regular Meeting, July 17, 2019
- 4) Claims for July 2019:
  - a. WCCA Unrestricted Fund - \$ 2,462,801.04
  - b. WCCA Restricted Fund - \$ 1,916.57
  - c. WCCA Federal Fund - \$ 6,656.53
  - d. WCCA Agency Fund - \$ 1,040.47
  - e. WCCA Loan Fund - \$0-
  - f. WCCA Plant Fund - \$ 1,106,967.42
  - g. WCCA Auxiliary Fund - \$ 113,233.54
- 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**

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

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

**Absent:** None

**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**

Mr. Kreman MOVED to approve the following travel expenses: Dr. Merlyn L. Gramberg for \$113.68 and Ms. F. Lynne Klemke for \$93.96. SECONDED by Mr. Savely.

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

**Voting No:** None

**Abstain:** Gramberg, Klemke

**Absent:** None

**MOTION CARRIED**

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

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

Dr. Perkins 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:** Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke

**Voting No:** None

**Abstain:** Kreman, Marcy

**Absent:** None

**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:** Perkins, Richards, Anderson, Gramberg, Guzman-Gonzales, Kreman, Marcy, Packard, Klemke

**Voting No:** None

**Abstain:** Savely, Stickney

**Absent:** None

**MOTION CARRIED**

### **BID CONSENT CALENDAR**

#### **Review Contents**

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

- a) Bid No. 20-EQ-08 – Digital Pianos (Attachment A)
  - b) Bid No. 20-EQ-09 – Weight Room Equipment (Attachment B)
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**

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

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

**Voting No:** None

**Abstain:** None

**Absent:** None

### **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) Mr. Stephen John, Theatre Instructor, effective August 1, 2019.
  - b) Mr. Lex Larson, Applied Agriculture Instructor, effective August 15, 2019.
- 2) Appointment(s)
  - c) Ms. Jennifer Seiler, Nursing Instructor, for the contract period August 12, 2019 through August 10, 2020, salary to be \$51,400 for the contract year of 175 days.
  - d) Mr. Preston Goehring, Marketing Specialist, for the twelve-month fiscal year, i.e. July 1, 2019 through June 30, 2020, wage to be \$18.20 per hour.
  - e) Dr. F. Jordan Colwell, Nursing Instructor, for the contract period August 12, 2019 through August 10, 2020, salary to be \$57,900 for the contract year of 175 days.
  - f) Ms. Francesca Mintowt-Czyz, Theatre Instructor, for the contract period August 12, 2019 through August 10, 2020, salary to be \$49,150 for the contract year of 175 days.

- g) Mr. Ken Boston, EMS Instructor/Program Director, for the contract period August 12, 2019, through August 10, 2020, salary to be \$69,689 for the contract year of 175 days.

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. Stickney MOVED to approve the Personnel Consent Calendar as presented. SECONDED by Mr. Savely.

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

Voting No: None

Abstain: None

Absent: None

### **MOTION CARRIED**

## **PERSONNEL CONSENT CALENDAR**

### **Consider Items Extracted**

There were no items extracted from the Personnel Consent Calendar.

### **Dr. Sandy Veltri, HLC and Policy Consultant Presentation**

Dr. Sandy Veltri, HLC consultant and Peer Reviewer referenced the Higher Learning Commission document included in the meeting packet. She explained that HLC requirements have changed since the last accreditation visit to the College. Ten years ago, files and documents containing evidence for the reviewers were set up in a resource room. This time, the evidence file is the first place the reviewers will go. The responsibility of the College is to provide evidence for the assurance argument. This is where the criteria and criterion come in. The criteria consist of five sections. First, mission and vision, second, ethical and responsible behavior, third and fourth are student learning.

The third one is about the resources that the institution puts towards student learning. The fourth one is about assessment of that student learning. And the fifth one is institutional effectiveness. The fifth used to be Community Engagement. Previously, everybody got a pass on that because the community supports the colleges and does not want them to go away. However, HLC said that practice had to stop. They need to know how well the colleges are serving their community. How effective are they in their programming? What are they doing to assess themselves?

The first question that will be asked is if the institution mission is broadly understood within the institutional guide of operations. That is the core component and adopted by the governing board. The responsibility of the Board is knowing whether the College is fulfilling its mission and does the Board stand behind it? Is there evidence that this mission was written then brought back to the governing board for approval? There should have been buy-in by the whole institution and all constituents and somewhere there should be evidence of that.

Dr. Veltri referenced the last HLC visit. As previously mentioned, the College has been monitored since the 1996 visit. The monitoring was due to three areas: strategic planning, assessment of student academic achievement, and enrollment management. This comes from the assurance report that the last team wrote and shared with the College President. The Board should have been given a copy of that report.

Dr. Veltri reported that she has been working on the College policies and procedures to assist with getting them where they should be. In some cases, there are policies and procedures that were not reviewed any time after 1979.

In response to a question from the Board, Dr. Veltri stated that these documents should be looked at least every other year. Not specifically by the Board, but by the team, the College, because laws change, and things happen that the Board may not be privy to.

Dr. Veltri suggested additional training on the responsibilities of the Board. The Board needs to know what information should be reviewed, how often to expect reports, and what kind of information should be reported. The Board needs to know what is happening, because the Board is responsible for the institution.

Dr. Veltri encouraged the Board to read the 2010 report. That information is in the meeting packet and it is a good piece of education of what is to be expected.

Ms. Klemke inquired if there were any other questions. As there were none, Ms. Klemke stated that she would like to take a moment to share that Dr. Veltri has been a blessing for the College. Without her, we would be struggling more than we are right now. She continued by thanking Dr. Veltri for what she is doing to help the College. Ms. Klemke stated Dr. Veltri is very bright and articulate and can be very tough when she must be, and we thank her for that.

Ms. Klemke stated the Board members are committed to getting where we need to be, and working together, we can do that. Ms. Klemke remarked that we cannot do it being divided with faculty or administration, or even as a Board. The togetherness is going to make the difference for us.

#### **WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS Rescind Action Taken at January 2019 Meeting**

Ms. Klemke suggested the Board rescind the action taken at the January 2019 meeting when it was voted to hold a late October meeting and an early December meeting, and to eliminate the November Board meeting.

Ms. Klemke explained that with the presidential search and the HLC issues, it is not advantageous to take a month off. Ms. Klemke entertained a motion to rescind the action taken at the January 2019 Board meeting regarding the October 30 meeting date and the December 4 meeting date. Dr. Perkins MOVED the Board rescind the action taken at the January 2019 meeting regarding the October 30 and December 4 Board meeting dates. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None  
Abstain: None  
Absent: None

**MOTION CARRIED**

**Assignment of Dates for Board of Governors' Meetings  
Regular Board of Governors' Meetings**

Ms. Klemke explained that the next agenda item is assignment of proposed Regular meeting dates. As noted in the agenda, proposed dates are as follows: October 23, 2019, on the Alliance campus at 1:00 p.m.; November 20, 2019, on the Scottsbluff campus at 1:00 p.m.; and, December 18, 2019, on the Scottsbluff campus at 1:00 p.m. Ms. Klemke inquired whether there was any discussion of those dates. In the absence of discussion, Ms. Klemke entertained a motion to establish the meeting dates.

Mr. Savely MOVED to approve the Regular meeting dates of October 23, on the Alliance Campus, and November 20, and December 18, 2019, on the Scottsbluff Campus. SECONDED by Ms. Anderson.

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

**MOTION CARRIED**

**Amendment to Standing Committees of the Board Policy  
Waive Requirement of Two Readings**

Ms. Klemke reported that as was discussed at the last meeting, the Board needs to be far better informed and knowledgeable about the Higher Learning Commission and the accreditation process.

With the understanding and recommendation from Dr. Tom Bordenkircher that many institutions have a Board Higher Learning Commission standing committee, it seems appropriate that this Board do the same. She added that even after the upcoming visit, there will be a report to deal with, and actions that will be required, so a permanent standing committee would be helpful.

Ms. Klemke requested review of BP-111 Standing Committees of the Board Policy and so that establishment of an additional Standing Committee can move forward quickly, she asked that the requirement of two readings for a policy be waived.

Dr. Perkins MOVED to waive the requirement of two readings of BP-111 Standing Committees of the Board Policy. SECONDED by Ms. Richards.

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

Absent: None

**MOTION CARRIED**

**Approval of Amendment to Standing Committees of the Board Policy**

Ms. Klemke explained that approval of the amendment to include a Higher Learning Commission standing committee is required. Ms. Klemke entertained a motion to amend Board Policy BP-111, which identifies the standing committees to include the Higher Learning Commission committee.

Ms. Guzman-Gonzales MOVED to amend Board Policy BP-111 to include the addition of the Higher Learning Commission standing committee. SECONDED by Dr. Perkins.

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

Voting No: None

Abstain: None

Absent: None

**MOTION CARRIED**

**Appointment of Members to the Board Higher Learning Commission Standing Committee**

Ms. Klemke stated that she would like to appoint four Board members to the Higher Learning Commission standing committee and gave her rationale. Because Dr. Veltri comes in and out of town quickly sometimes, members of the committee need to be easily accessible. For that reason, she would like to appoint four members of the Board who live close by so if Dr. Veltri is in town, and would like to meet with the Standing Committee, or if Kimberly Reichert, who is doing a lot of the work here on campus, would like to meet with the committee, members will be easily accessible.

Ms. Klemke appointed Dr. Perkins, Ms. Guzman-Gonzales, Dr. Packard, and Ms. Anderson to the Board Higher Learning Commission Standing Committee.

Ms. Klemke entertained a motion to approve appointment of members to the new Board Higher Learning Commission Standing Committee.

Mr. Savely MOVED to approve the appointment of Board members, Dr. Perkins, Ms. Guzman-Gonzales, Dr. Packard, and Ms. Anderson to the Board Higher Learning Commission standing committee. SECONDED by Ms. Richards.

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

Voting No: None

Abstain: None

Absent: None

**MOTION CARRIED**

**RECESS**

Ms. Klemke declared a ten-minute recess at 2:18 p.m.



## **OPEN MEETING**

Ms. Klemke declared the Open meeting in session at 2:31 p.m.

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

#### **Second and Final Read: Employee Work Week Board Policy**

Ms. Richards introduced the Employee Work Week Board Policy on Second and Final Read and asked Ms. Ault, Executive Director of Human Resources to present this policy.

Ms. Ault reported this policy has to do with federal compliance regarding the Higher Learning Commission. The policy specifically has to do with the Fair Labor Standards Act. The College is responsible for ensuring that employees who are paid hourly understand when their week starts and when their weekends, so that overtime can be calculated appropriately.

There were no changes from the first read.

Ms. Richards MOVED to adopt the Employee Work Week Board Policy on second and final read. SECONDED by Mr. Savely.

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

**Voting No:** None

**Abstain:** None

**Absent:** None

#### **MOTION CARRIED**

#### **Second and Final Read: Employee Group Classification Board Policy**

Ms. Richards introduced the Employee Group Classification Board Policy on Second and Final Read and asked Ms. Ault, Executive Director of Human Resources to present this policy.

Ms. Ault reported this policy has been in the process since the evaluation policy was previously approved. 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. There were no changes from the first read.

Ms. Richards MOVED to adopt the Employee Group Classification Board Policy on second and final read. SECONDED by Mr. Savely.

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

**Voting No:** None

**Abstain:** None

**Absent:** None

## **MOTION CARRIED**

### **Information Only: Policies to Repeal**

Ms. Richards introduced the Information Only item: Policies to Repeal and asked Ms. Ault, Executive Director of Human Resources 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.

Mr. Kelly, College Attorney, stated that he needed to interject. He explained that procedurally, the attorneys in attendance recommend that a motion to repeal the list of Board policies as presented by Ms. Ault, be made. On recommendation of Mr. Kelly, Ms. Klemke entertained a motion to approve the repeal of the Human Resources Board Polices. (The list of repealed policies is attached).

Dr. Perkins MOVED to approve the repeal of the Human Resources Board policies. SECONDED by Mr. Savely.

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

**Voting No:** None

**Abstain:** None

**Absent:** None

## **MOTION CARRIED**

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

#### **Second and Final Read: Student Complaints and Grievances Board Policy**

Dr. Gramberg introduced the Student Complaints and Grievances Board Policy and asked Ms. Grant, Vice President of Student Services to present this policy.

Ms. Grant reported that this policy 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.

There were no changes from the first read.

Dr. Perkins MOVED to adopt the Student Complaints and Grievances Board Policy on second and final read. SECONDED by Ms. Guzman-Gonzales.

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

**Voting No:** None

**Abstain:** None

**Absent:** None

### **MOTION CARRIED**

#### **Second and Final Read: Student Code of Conduct Board Policy**

Dr. Gramberg introduced the Student Code of Conduct Board Policy and asked Ms. Grant, Vice President of Student Services to present this policy.

Ms. Grant reported that this policy is being vetted now so that people will understand the procedure that goes along with the policy.

There were no changes from the first read.

Ms. Guzman-Gonzales MOVED to adopt the Student Code of Conduct Board Policy on second and final read. SECONDED by Mr. Savely.

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

**Voting No:** None

**Abstain:** None

**Absent:** None

### **MOTION CARRIED**

#### **PROGRAM REVIEW / REDUCTION-IN-FORCE**

##### **Authorization to Review WNCC Programs and Appoint an Advisory Committee**

Dr. Harms reported in accordance with Board Policy, it is once again time to conduct an annual review of all programs offered by the College to determine program viability. Dr. Harms requested authority to appoint an advisory committee to review all programs and to consider reduction-in-force, if necessary. The Advisory Committee will submit the Committee's recommendations to Dr. Harms in December. At the January 2020 meeting, the Committee's recommendations will be reported to the Board of Governors.

Mr. Stickney MOVED the Board authorize Dr. Harms to appoint an advisory committee to review all programs offered by the College, and to consider reduction-in-force, if necessary. SECONDED by Ms. Richards.

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

**Voting No:** None

**Abstain:** None

**Absent:** None

### **MOTION CARRIED**

#### **Nebraska P20W NSWERS Agreement**

Dr. Harms asked Mr. Kelly to share the legal review of the agreement.

Mr. Kelly reported that this agreement is mandated by the state and is the creation of an educational reporting system with the University of Nebraska, the state colleges, the Department of Labor, and the community colleges. It is initially funded by the University of

Nebraska, not to exceed \$2 million but it is funded at \$1.5 million and then it goes blank to how it is going to be funded. Mr. Kelly stated that it will likely be funded by institutions that are a part of the agreement. Representation in the organization will be by one member from the community colleges who will be on the Board of Directors. The Board of Directors will have four members. So, everything must be done unanimously. The duration is going to be indefinite or until terminated by other decision.

Dr. Harms reported that the Department of Labor is going to be part of this and that is exciting, because they will have the responsibility of maintaining the kind of records that can tell in advance where training will be needed and what kind of training is needed, plus they will have the ability to fund some of the training. That is critical. That has been the one component that has really been lacking in our system of higher education.

Dr. Harms reported that this agreement is important for workforce and education. He supports this proposal because there has been no way to compare ourselves or track our students on how well they do. This data tracks students from the time they're in kindergarten all the way through elementary, secondary, and into college, and the workforce. Additionally, it gives the opportunity to determine how the College compares with our cost per student and what takes place in our institution

Dr. Harms stated that he believes this is a good program and worth supporting. The only thing we do not know is how much it will cost three years from now.

Dr. Harms stated that since he is an interim, Ms. Klemke's signature is required on this agreement.

In response to a question from the Board, Dr. Harms responded that tracking will show what a student has done educationally, how they have done when they come into the college system, whether they have gone into the workforce and how they have done. This information will assist with preparing students for the labor force.

A Board member expressed concern regarding access to private information and the type of information that will be tracked.

Dr. Harms responded that each student will be assigned a number, so the students names or where they come from will not be known. The assigned number follows them throughout their education and onto the labor market.

In response to a question from the Board regarding long term financing, Dr. Harms responded that the University of Nebraska will most likely look for funding from other resources, which they have already begun to do.

In response to a question from the Board, Ms. Klemke explained that if a student leaves a school district in Nebraska and goes to a district in another state, the student would be exited from that state and their new location identified.

Ms. Klemke stated with the understanding that the College is probably the only community college that has not joined this mandated effort; she would entertain a motion for authorization of participation in the P-20 system.

Ms. Richards MOVED the Board authorize participation in the Nebraska P-20 agreement. She further moved Ms. Klemke be authorized to sign the agreement on behalf of the College. SECONDED by Mr. Stickney.

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

**Voting No:** Kreman

**Abstain:** Gramberg

**Absent:** None

**MOTION CARRIED**

**INSTITUTIONAL REPORTS**

**Presidential Search Update**

Ms. Klemke reported that she has been in touch with Pam Fisher at ACCT and asked her to send a report about the presidential search. Ms. Fisher reported that the WNCC Presidential search process is proceeding well, and on schedule. There has been a great deal of activity since mid-June. Plans are in place for many search activities happening from late September through November. Focus has been on national recruitment. Broad advertising reaches thousands of leaders, but there has also been personal connection with what seems to be promising candidates for whom WNCC would be a good fit. The response has been positive and encouraging. A number of applications have been received, but the majority of the final pool will arrive in the last week or so before the target date, which is September 25.

**Monument Marathon Report**

Ms. Reisig reported that this is the eighth year for the marathon. She stated that the marathon has four goals.

- 1) Promote a healthy lifestyle.
- 2) Introduce and promote scenic western Nebraska to people outside of the area.
- 3) Bring outside dollars into the community.
- 4) To be a fundraiser for the WNCC Foundation and support WNCC students.

Ms. Reisig reported that this year they traveled to Alliance and partnered with Box Butte General Hospital as well as Burlington Northern Santa Fe Railroad to conduct a sign up there. The response was very good and one of the cities with the greatest number of participants or registrants right now is Alliance.

The average number of runners per year is about five hundred. Approximately half of those are local runners. The 5K was added in 2016 so this provided a race distance that was achievable for anyone who wanted to run, even if they decide the day before the race they want to register and walk the 5K. It is an easier race distance than the full marathon and half marathon and there has been a big increase in registration, especially from the local people who want to run or walk the 5K.

The second goal is to introduce scenic Nebraska, as only half the participants are from the area. There have been runners from all over the country. Last year, a runner from Germany participated.

The third goal is to bring outside dollars into the community. When all these people come in, they are spending money here; they need a place to stay and a place to eat. Additionally, many people that sponsor come alongside us to help promote their businesses.

The final goal is the fundraiser for the WNCC Foundation. Each year, the average for the Foundation and marathon is \$50,000. For the first seven years of the marathon, approximately \$350,000 was raised for the Foundation.

Ms. Reisig reported that the marathon allows us to promote WNCC in the community. She added that they continue to work hard to brand and market this event as a WNCC fundraiser. The Foundation and WNCC logos have been put on things to make sure people understand that when they support the Monument Marathon, they are supporting WNCC.

Ms. Reisig reported that the race this year is Saturday, September 28. Volunteers are needed and promotion appreciated.

### **Nebraska Community College Association**

Dr. Perkins reported that at the last NCCA meeting, Dr. Neil Grandgenett of UNO talked about the math projects that several communities have been involved in. Dr. Perkins explained that Nebraska does not have a four-year requirement of math. The Department of Education requires only three years of math. During the senior years, math is an elective, which has been an issue as not many students take a fourth year of math, and they tend to lose their skills. Which means they are not prepared for college math. It is hoped that the legislature will remedy the situation by requiring four years of high school math.

Mike Baumgartner, Director of the Coordinating Commission, reported on Retention and Completion of Community College Students, allowed by a presentation on Affordable Access to College.

Dr. Perkins shared information concerning student loans. The fact of the matter is, students in Nebraska owe \$7.1 billion in student loans. When you think about that, the state budget for two years is \$30 billion. In addition, if you look at the age range of the people, the age range is from the early 20s into the 80s. So that means that people have a long, long history of having to pay back student loans.

Dr. Perkins distributed a copy of an article from the World Herald with additional information related to the student loan debt.

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

Dr. Perkins reported that (the) ACCT Board Advisory Committee recently met via conference call. He shared that he is on the committee and discussion focused on the upcoming meeting in San Francisco and what their role will be. He stated that new trustee training will be provided and those not attending the conference will look forward to hearing from those who are attending.

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

Ms. Anderson stated that since Ms. Reisig gave a marathon update, she would defer to her report. She thanked Ms. Reisig and her team for doing a great job.

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

Mr. Knapper stated that if you made it to the Ribbon Cutting, some areas were not done but it was still a nice event. He extended congratulations to Ms. Reisig and Ms. Judy on a well-planned event. Even though the weather did not cooperate, participation was good, and responses were positive.

Currently, walls are being painted, signage is being installed, and people will be in to balance the heating and cooling system. Within the next two weeks, the architect will be out with a team of people to do a punch list. That team will include electrical engineers, mechanical engineers and looking at the heating and cooling systems. The expectation is that the bookstore and the library will take up residency after Labor Day and then the current occupants of the SWBC building should be returning.

Ms. Klemke added that the event on Thursday was lovely. A lot of people need to be thanked. Ms. Judy, Ms. Reisig, as well as their staff. Ms. Anderson and the Chamber for the ribbon cutting. Food Service staff, maintenance, FBG, and staff who assisted with the events.

### **BOARD MEMBER COMMENTS**

There were no Board member comments.

### **PRESIDENT'S COMMENTS**

Dr. Harms stated that he believes in being very transparent, therefore; the Board needs to have as much information as possible.

Dr. Harms reported that he and Mr. Marrin are looking at and are concerned about the authority of the Sidney and Alliance campus directors. For some reason, their authority has been stripped away from them. Both directors are doing secretarial work, and that is not good. On the other hand, they do have the freedom to do what is necessary to grow those two campuses. The plan is to visit each campus and immediately address issues they are dealing with.

Next to the Higher Learning Commission, a main priority for the College is security. Just a couple of days into his role as interim president, Dr. Harms reported that several situations occurred. This caught his attention, so meetings were scheduled to start addressing safety and security concerns. A consultant team has been scheduled to visit the campus to review the College systems, but these concerns need to be addressed immediately.

Chief of Police, Kevin Spencer has met with College staff and has been helpful in identifying resources that can be of assistance. After several meetings with local law enforcement and appropriate College staff, Dr. Perkins and Dr. Harms testified at the Scottsbluff City Council meeting. The Council voted unanimously to support the request to add two law enforcement officers on the campus. One during the day and one during the evenings. The College will split the cost for those officers. This is similar to the arrangement that many other schools have. With the number of students and people who are here for conferences or training, it is imperative

that the College implement security measures. Additionally, Dr. Harms stated that he wants to be able to tell parents that the College has done everything it can to keep their son or daughter safe while they are here. There is a lot that cannot be controlled, but we must make that effort.

Dr. Harms reported that when he returned as interim president, he was informed that the division chairs were going to be eliminated. This decision has since been reversed because the chairs relate to, understand, and know those disciplines they are trying to deal with. The responsibility for evaluation will be moved to the associate dean. It is too difficult for the division chairs to evaluate their colleagues.

Dr. Harms reported that he has been moving toward working closer with the faculty to determine how they want us to communicate with them, which was one of the big issues when he started. He will ask what is the easiest way for faculty to receive communication so we can be transparent, keep them up-to-date, and demonstrate that no one is trying to keep anything from them.

Dr. Harms reported that Dennis Jones would be on campus August 26th. Mr. Jones has been asked to do a couple of things for the Board and for the College. One is to look at the administrative structure to see if it is the right structure for the size of this institution. Second is to look at the faculty structure to see if the FTE cost is comparable to peer groups we will compare ourselves with.

Additionally, he will be asked to look at the number of eighteen year olds coming into our marketplace over the next five years. The reason for this request is that it is a fact that the number of eighteen year olds coming out is on a decline and we have to find out how severe that decline is, so the Board and the administrators and the faculty know that program development will become very important. Mr. Jones has been informed that our data may not be accurate, so he has been asked to make sure that he has a combination of different views of the College data. This is a concern because data goes into IPEDS and everybody in the world has access to it. Once they have logged in to view that information, they can compare us with different groups of community colleges like our own in Nebraska. That is a worry, so work will begin to clean up that up.

As a step in this process, IT will move under Mr. Knapper's responsibility. Dr. Sandy Veltri, HLC consultant, recommended a review of job responsibilities. People have been hired here and put into positions and they are not trained or not sure what their responsibilities are.

Dr. Harms explained that he is trying to make sure that while he is here, the Board becomes more knowledgeable about what is happening at the College. It is also important that the Board look at some of the national meetings, where a lot can be learned. The more knowledgeable you become, the more likely it is that you will start to ask many different kinds of questions.

In response to a question from the Board, Dr. Harms agreed to make an outline of the issues at the College. When a workshop is scheduled with the Board, that information will be presented for discussion. He reiterated that there are not many places in the institution, other than the fiscal side, that are not broken. He stated that he does not like to say that, but it is the fact that



it is broken and we are working on fixing it. That is the reason Dr. Veltri is so adamant about the College, she is trying to make sure that everything is covered. When HLC comes in, they will look at the institution and find exactly the same thing that he and Mr. Marrin have found. But hopefully, all of that will be straightened out before the review. The goal for HLC completion is the first of April so there is a lot of work that needs to be done.

Dr. Harms reported that another side to this is that staff may not be able to take any more burden to them in order to make these corrections. He believes we are at the breaking point with staff. They are working extremely hard on HLC preparation. So, we will fix what we can. We have a lot on our plate here and it is important that the Board understands that.

Ms. Klemke thanked Dr. Harms for his comments and reiterated that when Dr. Harms and Mr. Marrin feel like they have enough information gathered and organized, they will let us know when they want to meet.

#### **EXECUTIVE VICE PRESIDENT COMMENTS**

Mr. Marrin reported that Dr. Perkins has been added as a member of the HLC Steering Committee, so he will be updating the Board on what is happening in the meetings. The policy team has decided to meet on a weekly basis to make sure that we have a good sense of all the policies that need to be reviewed and the procedures that go to the President for approval.

Mr. Marrin added that Dr. Sandy Veltri is instrumental in assisting with the policy review and approval process. Ms. Ault, Ms. Grant, and Ms. Reichert are also key players in the approval process and should be recognized for their hard work. This work has been taking place for quite some time and they all have been working really hard on this huge project.

Mr. Marrin reported that Ms. Reichert's job duties have been revamped so that she can dedicate more time to working with the Higher Learning Commission.

Mr. Marrin stated that he is gratified that the Board voted to add the HLC committee as a standing committee. This is a positive step in showing the Higher Learning Commission that the upcoming accreditation visit is a priority.

Mr. Marrin reiterated Dr. Harms comment that the Sidney and Alliance campuses need to grow. There are some great opportunities in those areas.

Mr. Marrin reported that several community members and businesses have made contact regarding training needs. One contact shared that they hire between 95 and 145 diesel mechanics each year. This is not the just a one-time hire, this is on a yearly basis. They are looking for training for future mechanics.

Agriculture, diesel mechanics, ecology, construction, fire science, law enforcement, all are asking for assistance with training. The local law enforcement departments have asked for active shooter training. These are huge opportunities for the College. This is not just a panhandle issue. This is a regional issue. Therefore, the point is, vocational education is incredibly important and we really need to focus on the needs of the region so we can fill those needs as best possible.

Mr. Marrin reported that he is a proponent of continuous improvement. We find a benchmark, measure, put in some tactics, some strategies, and measure again to see if you are improving in whatever it is you are trying to accomplish. Process is a big part of improvement.

## **EXECUTIVE SESSION**

### **Strategy Session Concerning Pending or Threatened Litigation**

Ms. Richards 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 Dr. John N. Harms, Mr. William D. Knapper, Mr. John T. Marrin, Ms. Susan L. Verbeck, Mr. Philip M. Kelly, Attorney, and Mr. Jason Ossian, Attorney, for the purpose of a strategy session concerning pending or threatened litigation.

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 an individual(s) and that strategy sessions with respect to pending or threatened litigation are specifically authorized by the Nebraska Public Meetings Law. SECONDED BY Dr. Perkins.

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

**Voting No:** None

**Abstain:** None

**Absent:** None

### **MOTION CARRIED**

Ms. Klemke stated the reason for the Executive Session is a strategy session concerning pending or threatened litigation.

The Board of Governors and those so named in the motion adjourned to an Executive Session at 3:45 p.m.

The Executive Session ended at 4:06 p.m.

## **OPEN MEETING**

Ms. Klemke declared the Open meeting in session at 4:06 p.m.

## **UPCOMING MEETINGS AND EVENTS**

Ms. Klemke reminded Board members of the following Upcoming Meetings and Events.

- 1) Budget Work Sessions  
September 11, 2019, 10:30 a.m. – Final Review of All Budgets  
Twin City Café, SWBC Building  
Western Nebraska Community College, Scottsbluff Campus
- 2) Public Hearings on Proposed 2019-2020 WCCA Budgets  
September 11, 2019, 1:00 p.m.  
Twin City Café, SWBC Building  
Western Nebraska Community College, Scottsbluff Campus

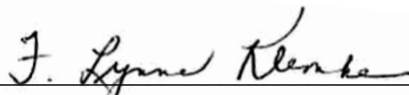
- 3) Informal Meeting  
Dr. Tom Bordenkircher, HLC Vice President for Accreditation Relations  
September 12, 2019, 9:00 a.m. – 1:00 p.m.  
Twin City Café, SWBC Building  
Western Nebraska Community College, Scottsbluff Campus
- 4) Association of Community College Trustees  
2019 ACCT Leadership Congress  
October 16-19, 2019  
San Francisco, CA
- 5) WNCC Home Sweet Homecoming  
October 18-25, 2019  
Schedule of Events will be Forthcoming
- 6) Nebraska Community College Association  
Fourth Quarter Meeting (Annual Meeting)  
November 4, 2019  
Southeast Community College, Lincoln, NE

**NEXT REGULAR MEETING**

The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, September 11, 2019, 1:00 p.m., Twin City Cafe, SWBC Building, 2617 College Park, Scottsbluff, Nebraska.

**ADJOURNMENT**

The meeting was adjourned by unanimous consent at 4:10 p.m.



F. Lynne Klemke, Chairperson



Susan L. Verbeck, Secretary