WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS

PROPOSED AGENDA

A. Call to Order, Mr. Daniels

B. Roll Call

C. Community Comments

D. Board Chairperson Comments

D.1) Copy of Nebraska Open Meetings Act
Available at Back of Room

E. Consent Calendar

E.1) Review Contents of Consent Calendar
   a) Agenda
   b) Excuse Absent Board Member(s)
   c) Minutes
      1) Regular Meeting, August 19, 2015
   d) Claims: (Enclosure)
      1) WCCA Unrestricted Fund - $1,622,657.88
      2) WCCA Restricted Fund - $3,677.30
      3) WCCA Federal Fund - $12,291.04
      4) WCCA Agency Fund - $9,881.68
      5) WCCA Loan Fund - $0
      6) WCCA Plant Fund - $528,526.70
      7) WCCA Auxiliary Fund - $189,689.27
   e) City Planning Commission Reports
   f) Acknowledge Receipt of Letter from N.W.C.E.A.
   g) Reports and Proposals
      1) From the Students
      2) From the Faculty
      3) From the Administration
      4) From the Board

REGULAR MEETING

September 9, 2015

12:00 P.M. - LUNCH
Room A103
Harms Advanced Technology Center
Western Nebraska Community College
Scottsbluff Campus
2620 College Park
Scottsbluff, Nebraska

(approx.) 1:45 P.M. - REGULAR MEETING
Boardroom
Western Nebraska Community College
Scottsbluff Campus
1601 East 27th Street
Scottsbluff, Nebraska

(Pages 1 - 1q)
(Pages 1 - 10)
(Pages 10 - 11)
(Pages 11 - 12)
(Pages 12)
(Pages 12 - 15)
(Attachment)
(Page 2)
WCCA Board of Governors
Page 2
Agenda - September 9, 2015

E. Consent Calendar – Cont.

2) Approval of Consent Calendar

3) Consideration of Items Extracted from Consent Calendar

F. Bid Consent Calendar

1) Review Contents of Bid Consent Calendar
   
   a) #16-SE-04 – Sidney Cleaning Services (Pages 3 – 3a)
   b) #16-PC-05 – Adult Education Laptop Computers (Pages 3b - 3c)

2) Approval of Bid Consent Calendar

3) Consideration of Items Extracted From Bid Consent Calendar

G. Personnel Consent Calendar

1) Review Contents of Personnel Consent Calendar
   
   a) Resignation(s):
      1) Mr. Peter N. Boateng, Mathematics Instructor (Page 4)
   b) Appointment(s):– None

2) Approval of Personnel Consent Calendar

3) Consideration of Items Extracted from Personnel Consent Calendar

H. Reports and Recommendations from Budget and Finance Committee – Ms. Walworth, Mr. Knapper

1) Blackboard Software Purchase

I. Monitoring Reports

1) Enrollment Report – Mr. Hovey (Handout)
   
   a) Ten-Day Report – Fall Semester 2015

2) Veterans Upward Bound/Military and Veterans Affairs Office – Ms. Ce Merrigan, Ms. Christine Wolf
I. Monitoring Reports – Cont.

3) Nebraska Community College Association – Dr. Gramberg, Dr. Perkins

4) Association of Community College Trustees – Dr. Perkins

J. Board Member Comments

K. President’s Comments

L. Executive Session

1) 2016 – 2017 Collective Bargaining


1) Appoint WCCA Board Negotiator

2) Appoint Board Member Observers

N. Upcoming Meetings and Events

1) Western Nebraska Community College Foundation

   a) Monument Marathon
      1) September 26, 2015

2) Association of Community College Trustees

   a) 2015 Annual Leadership Congress
      1) October 14 – 17, 2015
      2) San Diego, CA

3) Nebraska Community College Association

   a) 2015 Regular Meetings
      1) Fourth Quarter Meeting (Annual Meeting)
         A) October 5 – 6, 2015
         B) Scottsbluff, NE
N. Upcoming Meetings and Events – Cont.
   
   4) Western Nebraska Community College
       
       a) Celebrate WNCC 2015
           1) October 17 – 24, 2015

O. Next Regular Meeting: Wednesday, October 21, 2015, 1:00 p.m., Community Room, Western Nebraska Community College, Alliance Campus, 1750 Sweetwater Avenue, Alliance, Nebraska.

P. Adjournment

MISSION STATEMENT:

"WNCC assures learning opportunities for all – enriching lives, invigorating communities, creating futures"
MINUTES OF MEETING
BOARD OF GOVERNORS
WESTERN COMMUNITY COLLEGE AREA

TIME AND PLACE
ROLL CALL
NOTICE OF MEETING

A regular meeting of the Western Community College Area Board of Governors was held at 1:45 p.m. (immediately following the Public Hearings on the Proposed 2015-2016 WCCA Budgets), on Wednesday, September 9, 2015, in the Boardroom, Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27th Street, in the City of Scottsbluff, in the County of Scotts Bluff, in the State of Nebraska, as per the publicized notice in the Star-Herald, on Saturday, September 5, 2015, with the following members present: Merlyn L. Gramberg, Kimberly A. Marcy, William M. Packard, M. Thomas Perkins, Thomas L. Perkins, R. J. Savely, Jr., Mary K. Shaver, Richard G. Stickney, Julienne K. Walworth, Timothy H. Daniels, Chairperson. Absent: F. Lynne Klemke. Student Representatives present: None. Faculty Representatives present: Aletia R. Norwood, Scottsbluff Campus. College staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, David E. Groshans, Susan K. Yowell, Paula J. Abbott, Hallie L. Feil, Michael E. Houdyshell, Roger S. Hovey, Jason L. Stratman, Susan L. Verbeck. College Attorney present: Philip M. Kelly. 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.

QUORUM

Mr. Daniels declared a quorum was present for the transaction of business.

COMMUNITY COMMENTS

Mr. Daniels asked for comments from the community.

Mr. Daniels reminded community members who wish to make comments, that pursuant to Board Policy #830.1000.79, each speaker will be limited to a five minute presentation. There were no community comments.

BOARD CHAIRPERSON
COMMENTS

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

Mr. Daniels commented that he had been reading the informational materials Dr. Perkins shared with the Board at the August Board meeting which provides a history of federal involvement in education. Mr. Daniels remarked the College Promise campaign will require a great deal of
work to gain support and adoption for free community college education.

Mr. Daniels reported Ms. Klemke notified Ms. Richards that she would be unable to attend the meeting today because of Personal Business.

Mr. Daniels reviewed the contents of the Consent Calendar which include the following items:

1) Agenda, September 9, 2015  
2) Excuse Absent Board Member(s) – Klemke  
3) Minutes  
   a) Regular Meeting, August 19, 2015  
4) Claims:  
   a) WCCA Unrestricted Fund - $1,622,657.88  
   b) WCCA Restricted Fund - $3,677.30  
   c) WCCA Federal Fund - $12,291.04  
   d) WCCA Agency Fund - $9,881.68  
   e) WCCA Loan Fund - $0-  
   f) WCCA Plant Fund - $528,526.70  
   g) WCCA Auxiliary Fund $189,689.27  
5) City Planning Commission Reports – Attachment A  
6) Acknowledge Receipt of Letter from N.W.C.E.A. – Attachment B  
7) Reports and Proposals  
   a) From the Students  
   b) From the Faculty  
   c) From the Administration  
   d) From the Board

Mr. Daniels inquired if there were any item(s) on the Consent Calendar which any Board member wished to have removed for separate consideration.

Dr. Perkins requested Item 6 – Acknowledge Receipt of Letter from N.W.C.E.A. be extracted for separate consideration.

Mr. Stickney moved the amended Consent Calendar be approved. Seconded by Mr. Savely. The vote was, Yes: Gramberg, Marcy, Packard, Perkins, Perlinski, Savely, Shaver, Stickney, Walworth, Daniels. No: None. Absent: Klemke. Motion carried.

Dr. Perkins reported he requested Item 6 – Acknowledge Receipt of Letter from N.W.C.E.A. be extracted to allow him to inquire what the acronym N.W.C.E.A. represents.
Mr. Groshans explained the acronym signifies the official name of the Nebraska Western College Education Association. The Association is the certified collective bargaining agent for faculty members, division chairs, degree library staff and counselors. Mr. Groshans commented that when the name of the College was changed from Nebraska Western College to Western Nebraska Community College, the Association chose not to change names. Doing so would have required a filing with the Court of Industrial Relations.

Dr. Perkins moved the Board acknowledge receipt of the Letter from N.W.C.E.A. as submitted. Seconded by Mr. Stickney. The vote was, Yes: Marcy, Packard, Perkins, Perlinski, Savely, Shaver, Stickney, Walworth, Gramberg, Daniels. No: None. Absent: Klemke. Motion carried.

Mr. Daniels reviewed the contents of the Bid Consent Calendar which include the following bids:

1) #16-SE-04 – Sidney Cleaning Services
2) #16-PC-04 – Adult Education Laptop
   Computers - Attachment C

Mr. Daniels inquired if there were any item(s) on the Bid Consent Calendar which any Board member wished to have removed for separate consideration.

Ms. Walworth requested Bid #16-SE-04 Sidney Cleaning Services be extracted for separate consideration.

Ms. Shaver moved the amended Bid Consent Calendar be approved. Seconded by Dr. Perkins. The vote was, Yes: Packard, Perkins, Perlinski, Savely, Shaver, Stickney, Walworth, Gramberg, Marcy, Daniels. No: None. Absent: Klemke. Motion carried.

Ms. Walworth reported she requested Bid #16-SE-04 – Sidney Cleaning Services be extracted to allow the administration to explain the difference between Schedule A and Schedule B on the bid received from FBG Service Corporation. Ms. Walworth commented only one bid was received.

Mr. Knapper reported bids were solicited to perform cleaning services at the Sidney Campus main building to replace an evening staff person who recently resigned. He reported FBG Service Corporation, of Lincoln, NE, was the
only company to respond. The company submitted two bids. Mr. Knapper reported Schedule A in the amount of $4,561.00 per month is for a full-time position, and Schedule B in the amount of $3,784.00 per month would provide a part-time custodial crew. Mr. Knapper reported a part-time crew would provide a more flexible cleaning schedule for the building, and it is the lower monthly amount. He commented this is the same firm that provides contracted cleaning services for the Scottsbluff and Alliance campuses.

Ms. Walworth reported the Budget and Finance Committee met earlier today to review all bids presented on the Bid Consent Calendar. She reported the Committee is recommending the Board approve the lower bid submitted by FBG Service Corporation, of Lincoln, NE, in the amount of $3,784.00 per month (Schedule B) for Sidney Cleaning Services.

Ms. Walworth moved the Board accept the recommendation of the Budget and Finance Committee to approve the lower bid submitted by FBG Service Corporation, Lincoln, NE, for Schedule B in the amount of $3,784.00 per month for Sidney cleaning services. Seconded by Mr. Savely. The vote was, Yes: Perkins, Perlinski, Savely, Shaver, Stickney, Walworth, Gramberg, Marcy, Packard, Daniels. No: None. Absent: Klemke. Motion carried.

Mr. Daniels reviewed the contents of the Personnel Consent Calendar which include the following resignation(s) and appointment(s):

1) Resignation(s):
   a) Mr. Peter N. Boateng, Mathematics Instructor, effective September 1, 2015.

2) Appointment(s): - None

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

Mr. Stickney moved the Personnel Consent Calendar be approved as presented. Seconded by Dr. Packard. The vote was, Yes: Perlinski, Savely, Shaver, Stickney, Walworth, Gramberg, Marcy, Packard, Perkins, Daniels. No: None. Absent: Klemke. Motion carried.
PERSONNEL CONSENT CALENDAR
Consider Items Extracted

REPORTS AND RECOMMENDATIONS FROM BUDGET AND FINANCE COMMITTEE
Blackboard Software Purchase

There were no items extracted from the Personnel Consent Calendar.

Ms. Walworth reported the Budget and Finance Committee met earlier today to consider the purchase of additional software for Blackboard, the learning management system the College has used for the past several years. She asked Mr. Knapper, Ms. Norwood and Dr. Feil to present the report for the Committee.

Mr. Knapper reported the initial cost for the additional software is $192,000, which includes a one-time fee that includes installation and training. The annual fee going forward will be $30,000. He reported the cost for the additional software is included in the 2015 - 2016 budget. He reported Blackboard software will interface with Elucian, the College’s main data base. The proposed additional software is the analysis software that is needed to provide assessment data that is required for accreditation by the Higher Learning Commission. He commented this program is hosted on a cloud and is not taking resources from the College system.

Dr. Holcomb reported the College is moving away from custom designed programs and using good programs that work with the main data base.

Ms. Norwood and Dr. Feil reported the College has just completed the Higher Learning Commission Assessment Academy this year, and in June joined the Persistence and Completion Academy. They reported there is a critical need for readily accessible data to complete this academy. The proposed software addition was chosen because the College already has ties to Blackboard and the faculty are familiar with the Blackboard system.

Board members commented there is a need College-wide for additional data. Additionally, this software will provide data needed for the Voluntary Framework of Accountability.

Ms. Walworth reported the Budget and Finance Committee is recommending the Board approve the purchase of additional software for the Blackboard learning management system. She remarked this is a sole source vendor.
Ms. Walworth moved the Board accept the recommendation of the Budget and Finance Committee to approve the purchase of additional software for the Blackboard learning management system in the amount of $192,000. Seconded by Dr. Perkins. The vote was, Yes: Savely, Shaver, Stickney, Walworth, Gramberg, Marcy, Packard, Perkins, Perilinski, Mr. Daniels. No: None. Absent: Klemke. Motion carried.

Mr. Hovey referred Board members to the handout material which includes the Ten Day Enrollment Report for the Fall 2015 semester.

Mr. Hovey reported as of the tenth day of the semester, 787 full-time and 761 part-time students were enrolled. He reported the dual credit enrollment is not complete and also there are courses that will start in October. He reported a large number of part-time dual credit students are still expected to enroll. Additionally enrollment of full-time students from the Pine Ridge Job Corps have yet to be enrolled.

Mr. Hovey reported the prospective pool of recent past students has been shrinking (continuing and re-admitted students) which underscores the need to bring in more first-time students. He commented in comparison to 2014, the combined number of first-time and transfer students (both full and part-time) shows a decline of only four.

Mr. Hovey reviewed the full-time and part-time enrollment by location. As of the ten day report, there was a total of 1,548 students enrolled for 15,751.0 credit hours. This compares to 1,836 student enrolled for 17,784.0 credit hours in 2014. He reviewed a bar graph showing a six-year comparison of enrollment by category — re-admits, continuing, transfer and first-time for both full and part-time students: Mr. Hovey reported a student who has been out for one or more years is categorized as a re-admit.

Mr. Hovey reviewed the four-year gender and age breakdown. The average age of students remains unchanged, full-time students 22.3 years and part-time students 25.9 years. The 18 – 24 year age group remains the largest at percent. The percentage distribution of male and female full-time students has shifted slightly in favor of male students (43/57).
Mr. Hovey reported the Hispanic students represent 21 percent, up slightly for part-time students and down slightly for full-time students. He reported there are 73 international students enrolled, representing 30 countries. This is the highest ever enrollment of international students. He commented that a record number of I-20 forms were processed, and if all had been approved there would have been over 100 international students.

Mr. Hovey reported the End of Fall Semester Enrollment Perspective, for the years 2004 – 2015 reflects a steady increase in enrollment for the first five years, peaking in 2010, and a steady decline for the last five years. He reported the end-of-semester projections for total headcount is 1,930 and full-time equivalent students is 891. He commented the number of part-time students shows a significant drop from past years because of the decision to place most of the Business and Community Education students in non-credit rather than credit courses. As a result, the full-time equivalent enrollment for non-credit has more than tripled since 2012. He also reviewed the full-time equivalent perspective, 2009 – 2015 comparing the fall ten day report to the fall end-of-semester report.

Mr. Hovey reviewed the enrollment of high school graduates by school and also the College yield of those graduates. From the twenty-four high schools in the College service area, the College attracted 16.6 percent of the 2015 high school graduating class, an identical percentage to 2014. He also reviewed credit hour distribution by county of residence. Scotts Bluff County had the highest percentage at 45.41 percent. Out-of-state and international students represent 26 percent of the credit hour enrollment. He commented the percentage of credit hours from Scotts Bluff County has nearly always been around fifty percent.

Mr. Hovey reported the lower enrollment for the Fall 2015 semester occurred within the more populous counties in the service area (Scottsbluff, Cheyenne, and Box Butte). The number of full-time students from Banner, Deuel, Garden, Kimball and Sheridan Counties showed a slight increase.

Mr. Hovey reported there were notable increases in three programs: Pre-Law from 4 to 13; Pre-Engineering from 10 to 23; and Information Technology (transfer) from 19 to 28.
Mr. Hovey asked for questions regarding the Ten-Day Enrollment report. There were none.

In response to a question from the Board during the August meeting regarding the number of students who were restricted from enrolling for the Fall Semester, because of outstanding debt, Mr. Hovey provided the following information: Out of the 317 students who took 6 or more credit hours during the Spring 2015 semester, and who did not graduate and did not return for the Fall 2015 semester, there were: 71 students (22 percent) who have an outstanding balance; 58 students (18 percent) who are on academic suspension; and 24 students (7.5 percent) who have both restrictions.

Dr. Yowell commented there were 129 students (40 percent) who graduated.

In response to a question from the Board regarding how many of the graduates are continuing their education, Dr. Yowell reported the National Student Clearing House will have information available about the actual number of students who transferred to another college. This information will be available in November.

Board members commented the College Promise plan could help with the number of students who have an outstanding debt. They inquired what services are available to assist students with their financial aid.

Dr. Yowell reported the College is using Inceptia, a company that assists students with managing their student loans, financial aid and financial planning. The use of this firm is helping to reduce the amount of outstanding debt the College has.

Dr. Holcomb reported the student success class, includes information about financial aid. The class, Achieving College Success, will be increased from one to three credit hours beginning with the Spring 2016 semester. This class will become a requirement, and will have more in depth information to assist students.

Board members commented increasing the financial I.Q. of students will be helpful.
Ms. Ce Merrigan, Trio Program Director, reported TRIO is a set of college opportunity programs funded by the U.S. Department of Education. The College hosts three TRIO Programs, Student Support Services, Upward Bound, and Veterans Upward Bound. She reported the Veterans Upward Bound Program was first funded in 1999, and every five years, the College must re-apply for continued funding. The programs have been refunded for an additional five years. She commented the approval of the purchase of Blackboard software earlier in the meeting will be of great help to provide data for future grant applications.

The Veterans Upward Bound program is designed to help prepare veterans to refresh and learn the skills required to earn a degree and become successful in their career choice. It also provides a comfortable learning environment with the appropriate tools that will allow student veterans to move upward.

Ms. Merrigan reported requirements for participating in the Veterans Upward Bound Program include: a) two-thirds of the participants must be low income and/or first generation students; b) have a need for academic support; c) have served 180 days of active duty or have a disability; and d) must have other than a dishonorable discharge.

Ms. Merrigan reported the Veterans Upward Bound Program also provide services in Rapid City. That program is vital to the success of the program at the College. It draws students from five area schools; South Dakota School of Mines; Black Hills State University; Western Dakota Tech; National American University; and Oglala Lakota College

She commented the staff does a phenomenal job of providing services to student veterans at that location.

Ms. Merrigan reported the Veteran’s Center opened in 2010. The College is the first institution in Nebraska to have a dedicated space for veterans.

Ms. Christine Wolf, Veterans Upward Bound Program Assistant, reported the Military and Veterans Affairs Office opened in 2013 to serve other military personnel such as active duty military, national guardmen, reservists, dependents, and family members using Chapter 33 benefits. The office serves as the Veterans Administration Certifying Officials for the College. Ms. Wolf introduced the staff, Mr. Michael Millkin, Veterans Upward Bound Advisor/Instructor and Ms. Diane Garcia, Veterans Upward Bound Secretary.
MONITORING REPORTS
Veterans Upward Bound/Military and Veterans Affairs Office
Cont.

The Veterans Affairs Office staff members serve as Success Coaches by helping veterans apply to the College, prepare for placement testing, advising and determining class schedules for Veterans Administration approval. The staff also watches attendance and works closely with instructors, Financial Aid, Business Office, and Student Services staff. The staff also assists veteran students with troubleshooting for Veterans Administration Payments and school issues, as well as completing forms such as FAFSA, NELNET and all Veterans Administration applications.

The Military and Veterans Affairs Office also provides free services: tutoring, school supplies, book lending, calculators, and short term use of laptop computers. Additionally there is a study area with laptop computers and printers, a study and social area with coffee and snacks available.

Ms. Wolf reported in 2009 the Student Veterans Organization was formed. Members of the organization have participated in the Veterans Day parade, visited area classrooms and Veteran’s Homes. The organization has presented the colors for area events, organized Veterans Recognition at Cougar Basketball games, and conducted a "Remembrance Day" program. Members of the organization have attended Leadership Seminars and Annual Conferences for Student Veterans of America. In 2011, the Student Veterans Organization was named Student Organization of the Year.

The Student Veterans Organization completed a very special project, the Fallen Heroes Memorial, which is located in front of the entrance to the Scottsbluff Campus Main building. The memorial was funded totally by students. The Student Veterans Organization contributed two-thirds of the cost and one-third was from other student organizations.

Ms. Wolf reported the Military and Veterans Affairs office has participated in several activities and events including: "Invisible Scars" in 2008; "Remembering the Fallen" in 2011; assisting with the Vets Mobile Vet Center on several occasions; "No Wrong Door" 2010; "Hire our Heroes" job fair in Alliance; and a concert at the Midwest Theatre with "4 Troops". A visit from the National Commander of the American Legion was a highlight of the many activities.

Activities and events during the past year the Military and Veterans Office has participated in the veterans Stand
Down/Resource fair; a reception for Ms. Beth Lind, State Vice Commander, American Legion; creation of a Veterans Resource Network; Hire Our Heroes events at Bellevue, Fort Carson and Rapid City; a "Service Women Attain Power" program in Sidney; and a resource fair at Wyoming prisons. Ms. Wolf reported there were 18 student veterans who graduated.

Mr. Stickney was excused from the meeting at 3:00 p.m.

Ms. Wolfe reviewed the Military and Veterans Affairs office plans for the 2015–2016 years. The activities include: haircuts for Veterans; participating in the Veterans Day Parade; Financial advising for current and former College students; conducting a resource fair in the spring; continue to be recognized as a "Military Friendly School"; presentation at the American Association of University Women meeting; and meeting with Congressional and House Representatives.

Ms. Wolf reported four student veterans have received special academic awards: Mr. Jeremy Stevens - the USA Today 2010 All-USA Community College Academic Team; Mr. Christopher Baker – 2011 New Century Gold Scholar & Coca Cola Gieseman Scholarship; Mr. Pete Peters – 2011 Nebraska Academic All American; and Mr. Danny Volk - High Honors Graduation 2015.

Ms. Wolf reported the Military and Veterans Affairs office works closely with community partners such as the Veterans Administration Vocational Rehabilitation, the Department of Labor, and the County Veterans Service Officer to ensure the student veterans receive the appropriate assistance.

Ms. Wolf remarked she appreciates the opportunity to share information about the Veterans Upward Bound program and the Military and Veterans Affairs Office. She thanked the College administration and the College for the commitment to assist the student veterans in achieving their educational goals.

Ms. Wolf asked for questions. There were none.

Mr. Daniels thanked Ms. Merrigan and Ms. Wolf for their informative report.
Mr. Daniels declared a five minute recess at 3:03 p.m.

Mr. Daniels declared the Open meeting in session at 3:12 p.m.

Dr. Perkins reported the Annual meeting of the Nebraska Community College Association has been organized and information has been sent to the various colleges with regard to the time frame for the sessions. The Annual meeting will begin with a luncheon on Monday, October 5, 2015. Mr. Chuck Underwood will be the keynote speaker for two sessions on Tuesday morning, October 6, 2015. The meeting will conclude at noon on Tuesday.

Dr. Perkins reported with the diligent assistance of Susan Verbeck, invitations and information regarding Mr. Underwood’s presentation has been sent to school districts, business and industry and Chambers of Commerce. Recipients have been asked to RSVP to Ms. Verbeck.

Dr. Perkins reported that earlier today, September 9, 2015, he participated in a conference call regarding the annual evaluation of Mr. Dennis Baack, Executive Director. The committee will recommend an extension of Mr. Baack’s contract.

Dr. Perkins reported further during the conference call, the status of the funding formula was discussed, and questions were raised about what will happen should the formula not be ready by the deadline. The Association Board of Directors will receive a status report at the meeting to be held on October 5, 2015.

Dr. Perkins reported that he and his wife, Cara, recently visited their son and his family in Wyoming. While there, Dr. Perkins had a frank discussion with their grandchildren about college debt. One of Dr. Perkins’ granddaughters and her husband, who are finishing their degrees during the 2015 semester, have a combined debt of $150,000. His other granddaughter, who is pursuing a nursing degree has a debt of $35,000. She still has two years before she completes her degree program. Dr. Perkins grandson is a senior in high school and is taking dual credit courses. He will graduate in the spring with several hours toward a degree.
Dr. Perkins remarked he shared this information with the thought in mind that unless Board members have a personal knowledge of significant student debt, either our own or that of a family member, it may not be possible to relate to the issues at hand.

Dr. Perkins reported during the past week, he participated in two conference calls with trustees across the country and with White House staff regarding a movement that is being launched today, September 9, 2015, related to tuition free community colleges. Viewers will begin to see Public Service Announcements on television, and read about “Heads Up America.” This is the title of a campaign that is non-partisan, sponsored in part by Phi Theta Kappa, the Association of Community College Trustees, and the American Association of Community Colleges in association with the White House and others.

Dr. Perkins reported that today, September 9, 2015, President Obama and Dr. Jill Biden went to Macomb Community College to discuss the College Promise Advisory Board and the Heads Up America Campaign.

Dr. Perkins reported “Heads Up America” is a movement designed to get America talking about the value of a community college education, whether it be a degree or certificate, taking a serious look at college debt and the role that community colleges may play in debt reduction, and raising the level of education and training in our nation. In reality, “Heads Up America” is supporting the College Promise Campaign “that promotes access and emphasizes community college completion by encouraging community, regional and state stakeholders to incorporate proven methods that work.”

Dr. Perkins remarked the College Promise goes beyond, but includes the tuition free concept, as it seeks to improve college completion rates. Dr. Perkins referred Board members to the handout material which includes a summary of the campaign goals and time frame. This information is presented for Board member review. Dr. Perkins commented that at a later time, he may make a formal presentation about the campaign.

Mr. Daniels asked for Board Member Comments.

Mr. Savely thanked Mr. Knapper for his work to prepare the 2015 – 2016 College budgets.
Dr. Perkins commented he was at a local restaurant recently, where one of the servers was advising a group of new College students about the College. He remarked the server was an excellent ambassador for the College.

Mr. Daniels asked for President's Comments.

Dr. Holcomb reported that on August 25, 2015, the Hispanic Recruitment and Retention Committee hosted a Multicultural Dinner with individuals from the community who work with underrepresented populations in the Panhandle. Conversation focused on two questions: 1) What expectations or needs do you and the people you work with have of the College that it is not meeting? 2) How can the College help achieve your organization's goals? He reported next steps include incorporating these ideas into the Strategic Plan action items and selecting the top three to five ideas that the committee members feel they can best promote and facilitate. The College committee members are: Maricia Guzman, Binny Canales, Alicia Dominguez, Gretchen Foster, Margarita Gurrola, Norman Coley and Sue Yowell.

Dr. Holcomb reported that Ms. Ellen Dillon recently visited Burlington Northern Santa Fe Railway headquarters in Ft. Worth, TX as part of an Alliance economic development group. Ms. Dillon serves as chair of the Box Butte Development Corporation Board. The group met with leaders to thank the railway for all that they do for the Alliance community and to discuss ways the two groups can work together to make Alliance even bigger and better.

The Scottsbluff Star-Herald recently published an article about the College's Surgical Technology program and Mr. Robert Frey, the new director. A surgery technician focuses on assisting with the care of a patient in the operating room. Currently, there are five students involved in the program, but Mr. Frey hopes to increase that number to between 12 and 16 in the future. Dr. Holcomb reported for the next year and one half, Mr. Frey's goal will be to create the program to be nationally accredited.

Mr. Jeff West with Educational Service Unit #13 recently stopped by Dr. Holcomb's office to discuss exploring ways to cooperate over the next two years in the Sidney community.
On September 23, 2015, the Alliance campus will be hosting a Business and Industry Day in partnership with the Alliance Chamber of Commerce, Box Butte Development, and Workforce Development. Four tracks will be offered: Health Sciences, Business Marketing and Finance, Environmental and Agricultural Systems and Communication for Manufacturing Logistics. Approximately 125 sophomores from Alliance and Hemingford schools are expected to attend.

Dr. Holcomb reported the Chief Executive Officers have been interested in a follow-up session with the Governance Leadership Institute. The Association of Community College Trustees has recommended December 3 and 4, 2015, as the date for a Governance Leadership Institute. The current plan is for a half-day session on Thursday, December 3, and a full-day session on Friday, December 4, 2015. The Institute would be held in either Kearney or Grand Island.

As was reported earlier, President Obama and Dr. Jill Biden are traveling to Macomb Community College to announce the College Promise Advisory Board and the Heads Up America Campaign. Dr. Holcomb commented the Heads Up America Campaign will help everyone to spread the word about the importance of investing in community college and calls on everyone to join the movement to make two years of community college education free for responsible students across the country.

Dr. Holcomb asked for questions. There were none.

Dr. Packard 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. Todd R. Holcomb, Mr. William D. Knapper, Mr. David E. Groshans, Ms. Coral E. Richards and Mr. Philip M. Kelly, for the purpose of discussion of the following item: a) 2016 – 2017 Collective Bargaining. He 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 collective bargaining are specifically authorized by the Nebraska Public Meetings Law. Seconded by Dr. Perkins. The vote was, Yes: Shaver, Stickney, Walworth, Gramberg, Marcy, Packard, Perkins, Perlinski, Savely, Daniels. No: None. Absent: Klemke. Motion carried.
EXECUTIVE SESSION
2016 – 2017 Collective Bargaining

Mr. Daniels stated the purpose of the Executive Session is discussion of 2016 – 2017 Collective Bargaining.

The Board of Governors and those so named in the motion adjourned to an Executive Session at 3:25 p.m.

The Executive Session ended at 3:43 p.m.

OPEN MEETING

2016 – 2017 COLLECTIVE BARGAINING
Appoint WCCA Board Negotiator

Mr. Daniels declared the Open meeting in session at 3:43 p.m.

Dr. Perkins moved the Board appoint Mr. Philip M. Kelly, as the Negotiator to represent the Western Community College Area Board of Governors in the 2016 – 2017 Collective Bargaining negotiations with the Nebraska Western College Education Association. Seconded by Mr. Savely. The vote was, Yes: Walworth, Gramberg, Marcy, Packard, Perkins, Perlinski, Savely, Shaver, Daniels. No: None. Absent: Klemke, Stickney. Motion carried.

The Board requested Mr. William D. Knapper serve as a member of the Board Negotiations team.

Appoint Board Member Observers

Mr. Daniels reported it is customary for two members of the Board of Governors to serve as observers during the collective bargaining negotiation. In the past, the observers have been members of the Human Resources Standing Committee. Members of the Human Resources Committee are: Kimberly A. Marcy, William M. Packard, R. J. Savely, and Richard G. Stickney.

Mr. Daniels appointed Ms. Marcy and Mr. Savely to serve as the Board Member observers for the 2016 – 2017 Collective Bargaining negotiations and Dr. William M. Packard to serve as an alternate observer.

UPCOMING MEETINGS AND EVENTS

Mr. Daniels reminded Board members of the following upcoming meetings and events:

1) The Western Nebraska Community College Foundation Monument Marathon to be held on September 26, 2015.

2) The Nebraska Community College Association 2015 Fourth Quarter Meeting (Annual Meeting) - October 5 – 6, 2015, in Scottsbluff, NE
UPCOMING MEETINGS AND EVENTS

3) The Association of Community College Trustees 2015 Annual Leadership Congress to be held October 14 – 17, 2015, in San Diego, CA.

4) The Western Nebraska Community College "Celebrate WNCC 2015" to be held October 17 – 24, 2015.

NEXT REGULAR MEETING

The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, October 21, 2015, at 1:00 p.m., in the Community Room, Western Nebraska Community College, Alliance Campus, 1750 Sweetwater Avenue, Alliance, Nebraska.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 3:48 p.m.

Timothy H. Daniels, Chairperson

Coral E. Richards, Secretary
CITY PLANNING COMMISSION REPORTS

1) Consider the following applications pending before the City of Gering Planning Commission:

   a) An application for a preliminary plat and final plat on Block 1, Wold-Young Subdivision to the City of Gering, located in the Northwest Quarter of the Southwest Quarter of Section 1, Township 21 North, Range 55 West of the 6th Principal Meridian, Scotts Bluff County, Nebraska; otherwise known as 515 M Street.

   b) An application for a preliminary plat and final plat located on Lots 1A and 1B, a Replat of Lot 1, Block 1, a Replat of Block 1, Greenwall First Addition Subdivision to the City of Gering, Scotts Bluff County, Nebraska located in the Northwest Quarter of the Northeast Quarter of Section 11, Township 21 North, Range 55 West of the 6th Principal Meridian, Scotts Bluff County, Nebraska; otherwise known as 1125 D Street.

September 2015
N.W.C.E.A.
1601 East 27th Street
Scottsbluff, NE 69361

August 28, 2015

Tim Daniels
Chair
WCCA Board of Governors

Dear Tim:

The members of N.W.C.E.A. request the initiation of bargaining on behalf of the certified staff of the Western Community College Area, including faculty members, division chairs, degreed library staff, and counselors.

As the certified collective bargaining agent for the personnel staff defined in the order issued by the Commission of Industrial Relations, the negotiations team of the Western Education Association stands ready to bargain terms and conditions of employment for the 2016-2017 contract period. The team is prepared to begin the bargaining process at the board’s earliest convenience in compliance with the statutory requirement that bargaining must begin before November 1, 2015. The Association membership and the members of the team understand that successful completion of the process is dependent upon the funding available to WCCA through area property tax and state aid.

The Association is looking forward to good faith collective bargaining with the Western Community College Area Board of Governors under the provisions of the statute. Please direct your written response to Guy Wylie.

Sincerely,

WESTERN EDUCATION ASSOCIATION

By Guy Wylie, Ph.D.
Negotiations Committee Chairman/
Chief Negotiator

cc: Jon Leever
Aletia Norwood
Scott Winters
Dr. Todd Holcomb
MEMORANDUM

TO: Board of Governors
FROM: William D. Knapper
DATE: September 9, 2015
RE: Board Approval, Bid Number 16-PC-05

On September 1, 2015, bids were received for Laptops Purchase/Adult Education

ACCOUNT NUMBER: 60.1.10382.5611.13
TOTAL BUDGET: $12,000.00

TABULATION:

<table>
<thead>
<tr>
<th>Company</th>
<th>City/State</th>
<th>Total Amount</th>
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<td>Insight Public Sector, Inc.</td>
<td>Tempe, AZ</td>
<td>$12,283.20</td>
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<tr>
<td>Sterling Computers Corporation</td>
<td>Dakota Dunes</td>
<td>$13,118.24</td>
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Recommendation to come from the Finance Committee.