

**WESTERN COMMUNITY COLLEGE AREA  
BOARD OF GOVERNORS**

**MINUTES**

Wednesday, August 18, 2021  
1:03 p.m.

The Western Community College Area Board of Governors held a Regular Board meeting at 1:03 p.m. on Wednesday, August 18, 2021, in the Coral E. Richards Boardroom, at Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27<sup>th</sup> Street, in the City of Scottsbluff, in the County of Scotts Bluff, in the State of Nebraska, as per the publicized notice in the Star-Herald, on Wednesday, August 11, 2021.

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, Vice Chair.....	Absent
Margaret R. Crouse .....	Present
Linda A. Guzman-Gonzales.....	Absent
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 .....	Present

**QUORUM**

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

**COMMUNITY COMMENTS**

Chair Klemke asked for comments from the community. Pursuant to Board Policy BP-101, Chair Klemke reminded community members who wish to make comments that each speaker will be limited to a five-minute presentation. There were no public comments.

**BOARD CHAIRPERSON COMMENTS**

Chair Klemke 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.

Chair Klemke reported Ms. Anderson and Ms. Guzman-Gonzales notified her that they would be unable to attend the meeting today because of Personal Business.

**CONSENT CALENDAR**

Chair Klemke reviewed the contents of the Consent Calendar, which includes the following items:

1. Review Contents of Consent Calendar
  - a. Agenda
  - b. Excuse Absent Board Members, Ms. Karen Anderson and Ms. Linda Guzman-Gonzales
  - c. Minutes
    - i. Regular Meeting, July 21, 2021

2. Claims:
  - a. WCCA Unrestricted Fund - \$3,941,388.61
  - b. WCCA Restricted Fund - \$35,218.61
  - c. WCCA Federal Fund - \$7,711.60
  - d. WCCA Agency Fund - \$2,885.50
  - e. WCCA Loan Fund - 0 -
  - f. WCCA Plant Fund - \$194,560.39
3. WCCA Auxiliary Fund - \$840,375.95
4. City Planning Commission Reports (City of Sidney – zoning change from agriculture to industrial)

## **CONSENT CALENDAR**

### **Approval**

Chair Klemke inquired if there were any items on the Consent Calendar which any Board member wished to have extracted for separate consideration. There were no extractions. Dr. Crouse MOVED to approve the Consent Calendar as presented. SECONDED by Mr. Savely.

The vote was, Yes: Crouse, Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney, Klemke. No: None. Absent: Anderson, Guzman-Gonzales. Motion carried.

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

Ms. Richards MOVED to approve the following travel expenses: Dr. Margaret Crouse for \$111.10, Ms. Lynne Klemke for \$174.72. SECONDED by Mr. Kreman.

The vote was, Yes: Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney. No: None. Abstain: Crouse, Klemke. Absent: Anderson, Guzman-Gonzales. Motion carried.

### **BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT (cont.)**

Dr. Packard MOVED to approve the following travel expenses: Mr. R. J. Savely for \$100.80 and Dr. Tom Perkins for \$698.57 (NCCA Meeting). SECONDED by Ms. Richards.

The vote was, Yes: Marcy, Packard, Richards, Stickney, Crouse, Kreman, Klemke. No: None. Abstain: Perkins, Savely. Absent: Anderson, Guzman-Gonzales. Motion carried.

## **BID CONSENT CALENDAR**

### **Review of Bid Consent Calendar**

There were no bids.

### **Personnel Consent Calendar**

Review Contents of Personnel Consent Calendar

- a. Resignation(s):
  - i. Ms. Deborah Wagner, Admissions Counselor, Admissions Department, Scottsbluff Campus Effective August 6, 2021
- b. Appointment(s):
  - i. There were no appointments.

### **Approval of Personnel Consent Calendar**

Dr. Perkins MOVED to approve the Personnel Consent Calendar as presented. SECONDED by Ms. Richards.

The vote was, Yes: Packard, Perkins, Richards, Savely, Stickney, Crouse, Kreman, Marcy, Klemke. No: None. Abstain: None. Absent: Anderson, Guzman-Gonzales. Motion carried.

### **Consideration of Items Extracted from Personnel Consent Calendar**

No Items were extracted from the Personnel Consent Calendar.

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

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

#### **Fall Ball Instrumental Music Concert, October 29, 2021, Gering Civic Center**

The College contracts with outside venues for the sale of alcohol beverages. People have the option to have a drink, but this is a cash bar so none of the cost is included in the price of the tickets, the revenue goes to the venue.

Dr. Crouse MOVED to approve the Request for Sale and Use of Alcohol Beverages at the October 29, 2021 Fall Ball Instrumental Music Concert located at the Gering Civic Center. SECONDED by Ms. Richards.

The vote was, Yes: Perkins, Richards, Stickney, Crouse, Kreman, Marcy, Klemke. No: Savely, Abstain: Packard. Absent: Anderson, Guzman-Gonzales. Motion carried.

### **Approval of Board Member Conference Registration/Travel**

#### **ACCT Leadership Congress, October 13-16, 2021, San Diego, CA**

##### **Dr. Margaret Crouse and Mr. R. J. Savely, Jr.**

Dr. Perkins MOVED to approve the Registration/Travel for the ACCT Leadership Congress, October 13-16, 2021, located in San Diego, CA for Board members, Dr. Margaret Crouse and Mr. R. J. Savely, Jr. SECONDED by Mr. Kreman.

The vote was, Yes: Richards, Stickney, Kreman, Marcy, Packard, Perkins, Klemke. No: None, Abstain: Crouse, Savely. Absent: Anderson, Guzman-Gonzales. Motion carried.

### **Approval of Board Retreat/Informal Meeting Dates and Times (Shared Governance)**

#### **October 19, 2021, 9:00 a.m. – 4:00 p.m., Hampton Inn, Scottsbluff, NE**

#### **October 20, 2021, 9:00 a.m. – noon, Coral E. Richards Boardroom, Scottsbluff Campus**

Chair Klemke asked Mr. Marrin to share information about the meetings. Dr. Geri Anderson, a product of the University of Nebraska Lincoln will be the presenter for the Informal meetings. Shared Governance information will be shared and discussed at the meetings. As a previous vice president of students and instruction to the community college system, Dr. Anderson has a wealth of knowledge in both arenas, but shines in shared governance. At the conclusion of the meetings, participants should have a clear understanding of shared governance and how a committee structure is designed.

Dr. Perkins MOVED to approve the Informal meeting dates and times: October 19, 2021, 9:00 a.m. – 4:00 p.m., located at the Hampton Inn, Scottsbluff, NE. October 20, 2021, 9:00 a.m. – noon located at the Coral E. Richards Boardroom, Scottsbluff Campus. SECONDED by Ms. Marcy.

The vote was, Yes: Savely, Stickney, Crouse, Kreman, Marcy, Packard, Perkins, Richards, Klemke.  
No: None. Abstain: None. Absent: Anderson, Guzman-Gonzales. Motion carried.

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

#### ***2021-2022 Budget Update: Capital Improvement Fund Budget***

Ms. Koski shared a preliminary review of the budget information that will be proposed at the September budget hearing. Ms. Koski referenced funds carried over from the previous year and stated that this balance is estimated. At this point, year-end entries are being finalized in preparation for the audit. Tax receipts are based on the two cent levy. Net receipts would be \$2.6 million which includes the levy for debt service on the Harm's Center addition. That plus some miscellaneous revenue receipts, the \$95,000 pledge from the Foundation and the transfer of debt service from student housing into this fund in order to pay the debt on the residence halls, leaves total resources of about \$5.5 million. That would be intended to be used for improvements at all campuses.

The main building pod renovations are part of phase one, which includes the B Pod. The Board previously approved the bid for the renovations to B Pod, but they have been delayed due to supply chain issues. Supplies are being ordered and stored so they will be available to begin the renovation after graduation.

Ms. Koski referenced the debt service expenses to include Student Housing, Scottsbluff Conestoga Hall (thru 2027-28) and Scottsbluff Pioneer Hall (thru 2034-35), \$224,075, Harms Center addition financing (thru 2026-2027), \$176,428, Main Building Addition and Renovation/Lease Purchase, \$637,432.

Ms. Koski addressed the 2021-22 facility fees which are fees generated through student registrations. The balance carried forward is just over \$2,000,000. Anticipated annual fees revenue is approximately \$262,000. The total budget plus the capital is \$7,756,030.

### **Reports and Recommendations from the Finance and Facilities Committee (cont.)**

#### ***Approval for Use of Cash on Hand to Continue the Operation of the College***

#### ***Pending Final Approval of the 2021-2022 Budgets in September 2021***

Ms. Koski reported that this is a request to use cash reserves to continue operations of the College pending final approval of the budget. The current budget expired June 30, 2021 and since the new budget is not officially adopted until September, the budget authority enables us to continue operations until the new budget is approved.

Mr. Savely MOVED to approve the use of cash on hand to continue operations of the College pending final approval of the 2021-2022 budgets in September 2021. SECONDED by Dr. Crouse.

The vote was, Yes: Stickney, Crouse, Kreman, Marcy, Packard, Perkins, Richards, Savely, Klemke.  
No: None. Abstain: None. Absent: Anderson, Guzman-Gonzales. Motion carried.

### **Reports and Recommendations from the Finance and Facilities Committee (cont.)**

#### **Approval of Authority to Exceed Budget Limit for 2021-2022 Fiscal Year by an Additional 1% and Carry Forward all Unused Budget Authority**

Ms. Koski reported that the budget limit is on restricted revenues and restricted revenues are defined as state aid property taxes, motor vehicle prorated and some local option sales tax, etc. This lid limits the amount of restricted funds that can be generated during the year. This is specific to revenue and not disbursements. The 1% increase in restricted funds authority is not a tax request. With approval, the Board is only increasing the authority to generate additional restricted funds. We do not know what some of the optional sales tax might be as they come in, so by increasing our authority, it gives us the ability to receive those funds. The 1% increase would give us about an additional \$327,000 in authority.

In response to an inquiry, Ms. Koski explained access of funds is dependent on possible revenues that come in. If we had increased state aid or other specific taxes, accessing funds would be through our budget, but at this point the lid is specific to the revenue. Chair Klemke added that we are not levying more taxes, this action just allows us to accept funds should we have a windfall.

Mr. Savely MOVED pursuant to Nebraska Revised Statute Section 13-519.02, the Board vote to exceed the budgeted restricted funds limit for the 2021-2022 Fiscal Year by an additional one percent, and carry all unused authority to 2021-2022. He further moved, pursuant to Section 13-521, the Board carry forward to future budget years the amount of unused restricted funds authority. SECONDED by Dr. Perkins.

The vote was, Yes: Crouse, Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney, Klemke. No: None. Abstain: None. Absent: Anderson, Guzman-Gonzales. Motion carried.

### **Reports and Recommendations from the Risk Management Committee**

Ms. Richards referenced the written update included in the meeting information and stated that there are no additions. Chair Klemke inquired about the continuing COVID issues. Mr. Marrin reported that protocols are in place with the same mask mandate at all three campuses. Social distancing is not required, but masks are required in the classrooms and meeting rooms. Vaccination clinics are scheduled for students and employees and Josh Vesper has been working with PPHD to monitor case numbers. If there is an increase in the number of cases, we may need to adjust accordingly.

### **Reports and Recommendations from the Higher Learning Commission Committee Update (Dr. Perkins and Ms. Reichert)**

Dr. Perkins reported the Board Higher Learning Commission Committee met August 10, 2021. The purpose of the meeting was to determine where the college stands in relation to the assessment by the HLC accreditation team. We need to make sure that we meet the accreditation team's recommendations and what needs to be done to stay on track. Dr. Perkins asked Ms. Reichert, HLC liaison, to share additional information.

Ms. Reichert explained that WNCC is on the open pathway, which is a ten year cycle of accreditation. The next step for the college is the four year mid cycle evaluation. The mid cycle evaluation is to ensure we are continuing on the pathways that we indicated to HLC that we are on and that we are in compliance with our accreditation standards. This is less of a task than the ten year review. The mid cycle evaluation is not a site visit, it will be conducted virtually.

The assurance argument will be updated and with the 35,000 word limit, some narrative will be removed so that updated information can be added. Information that needs to be included in the assurance argument is clear. When the HLC team was here, they gave us two areas that we need to have embedded in our four year mid cycle report. Those have to deal with the use of data in decision making processes and whether we are meeting our persistence and completion goals. Some rewriting will be related to administrative changes as well as policy changes.

With the Department of Education administrative changes, new directives will be forthcoming. A recent requirement that came from the Department of Education is that if a program realizes 25% or more changes, it has to be submitted for re-approval. So the question everyone across the nation is struggling with is how you define 25%. The chief instructional officers in Nebraska have been working on that and will be looking at it in terms of credit hour change as well as student learning outcome changes. This becomes a matter of tracking and how those changes are tracked. The other piece is the move to online education during COVID. In the past, if 50% of a program was taught online, the institution required approval for online distance education. That has changed and now, even if one course is taught online, distance education approval is required.

There will be general updates as well as additional items that require a closer look, but overall we are not too far behind.

## **INSTITUTIONAL REPORTS**

### **E Sports Presentation – Bill Knapper**

Mr. Knapper reported that E Sports is video gaming. One person or a team of players can interact with people across the country and this interaction can involve tournaments and spectators. This unique gaming environment has developed into quite an industry involving sponsorships, tournament fees and prize winnings.

E Sports is very unique in that it draws from a very broad cross section of the student population. Recently, Cy McKim was hired to coach E Sports. Mr. McKim is a WNCC alum and has over a decade of competitive gaming experience, as well as tournament experience. The College will follow the guidelines from the NJCAE, the new entity formed by the NJCAA. NJCAE has codes of conduct, bylaws and eligibility rules, so it is very structured.

Mr. McKim reported that a room in the WNCC Williams Building has been outfitted with the necessary electrical and networking required to support the machines that were purchased. To meet the NJCAE standards, a lot of research was conducted before the purchase of the necessary computer peripherals such as mice and keyboards. Computer stations have been set up, so the room is close to being ready for students.

In addition to social media campaigns, the PR/Marketing staff will assist with promoting the new program locally and regionally, and tryouts will be hosted for recruiting current students. This fall and spring, E Sports will be promoted as a club sport for transition to a varsity sport fall of next year. Tournaments will be hosted for local high school students and the plan is to contact all members of the Nebraska High School E Sports league to share information about the new program. Currently thirty-eight schools in Nebraska have E Sports programs.

In response to an inquiry from the Board, Mr. McKim explained that Title IX continues to be considered. Currently, E Sports is male dominated, but female participation is approaching 30%.

so there is the opportunity to recruit females. One of the reasons for remaining a club through this year is to have time to get a better handle on Title IX regulations.

In response to an inquiry, Mr. McKim explained that the number of participants depends on the game titles. Different games, such as Rocket League, which is one of the game titles chosen this year, only three people are required to complete a team.

### **ReVision Action Grant – Ms. Becky Kautz and Ms. Amber Jacoby**

Ms. Kautz, Nursing Program Director thanked Dr. Charlie Gregory for informing them about the ReVision grant. This summer, the Nursing program was selected to receive the grant funds. The funds were used to purchase high fidelity simulators for the Alliance and Sidney campuses. Simulation is a pedagogy of teaching clinical instruction to the students and the reason for the use of simulation. Simulation is important due to clinical capacity issues when they are unable to access a clinical unit. Sometimes, students do not always have the same clinical experience, so this provides the opportunity for all students to have continuity of experience.

Ms. Jacoby is the Nursing program simulation facilitator. Ms. Jacoby has been working to implement simulation teaching. This was important during the pandemic as students were unable to attend offsite clinicals. Additionally, with simulation, what the students learn hands on at the bedside can be tailored. Ms. Jacoby shared a slideshow of what the simulator looks like and how it functions. The simulator can be used as a tool for recruitment as well. When students visit campus, exhibiting the simulator is helpful and can be used on all three campuses. This particular simulator represents about \$80,000, so receiving the grant was extremely helpful.

### **Student Report – N/A**

### **Faculty Report – Brian Croft, Amy Winters**

Mr. Croft reported that the topic of discussion continues to be COVID and the protocol when classes start. Faculty welcome John Marrin and Grant Wilson and look forward to open discussions. Enrollment numbers continue to be a concern for staff and faculty as well as administration.

Mr. Croft shared faculty kudos. Doug Jones was recently awarded the athletic trainer of the week from Mueller Sports Medicine. Patrick Newell, Music Director wrote a nice article on the relationship between Theatre West and WNCC and the productions offered over the summer. The performances provide a great opportunity for participation by community members, as well as current and past students. Mr. Croft was asked to share information about his recent appointment as one of the directors of the Nebraska State Historical Society Foundation. 2012 to 2018, Mr. Croft served on the Nebraska State Historical Society Board who has since changed their name to History Nebraska. History Nebraska has a fund raising arm which is the Nebraska State Historical Society Foundation. They do a lot of work for the county historical society's legacy and they like to get out in the community.

### **Nebraska Community College Association**

Dr. Perkins reported that the NCCA Board met in Lincoln on August 2, 2021. Board member, Dr. Margaret Crouse is the new treasurer for the Association. This means that she will be on track to becoming the NCCA president.

### **Nebraska Community College Association (cont.)**

The meeting agenda included a presentation from Dr. Matthew Hastings, CEO of the Nebraska Statewide Workforce and Educational Reporting System (NSWERS). NSWERS has been a work in progress since 2010 and finally became a reality in December 2020.

This is a comprehensive system to acquire data from the general workforce and K12 through higher education. The data will be analyzed to determine the education and training needs of Nebraska's workforce. If it is determined that workforce needs are not being met, the Nebraska educational system will need to make adjustments to meet those needs.

Following a recent conversation regarding the issue of privacy and possible identification of individuals, Dr. Hastings assured Dr. Perkins that students would not be identified.

Dr. Margaret Crouse reported that the budget for 2022 was approved and they had a clean audit. Greg Adams shared a legislative report and LB83 was referenced. LB83 allows fifty percent of the public meetings to be offered via videoconference, which is a good thing in the event of bad weather. Mr. Adams also spoke to LB380, which is the budget bill. He thought the community colleges did well. Currently, lottery funds were supposed to sunset and that is on hold for now. Work continues regarding legal issues related to COVID-19. The October NCCA Annual meeting scheduled at WNCC was discussed and Dr. Crouse encouraged attendance.

Dr. Perkins mentioned that interviews for the NCCA Director position are scheduled the end of August. Four candidates will be interviewed.

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

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

### **Western Nebraska Community College Foundation – Dr. Packard**

Dr. Packard asked Foundation Executive Director, Ms. Jennifer Reisig, to share information. Ms. Reisig reported that the Foundation Board met July 29th. At that meeting, two faculty and staff grant requests were approved. The first request was submitted for assistance to veterans in the Rapid City area Veterans Upward Bound program that is a part of TRIO. The VUB numbers count in the minimum number of students that we are required to assist through our TRIO program. Currently, that number is important when applying for the grant in the future. The Foundation was proud to be able to help in a way that really fits the goal of helping our community and reaching out to our area.

The second submission came from Student Life for assistance with the first time Welcome Back Concert for students and the community. The event will take place at the 18<sup>th</sup> Street Plaza in Scottsbluff. The Foundation welcomes those endeavors to try something new.

The Monument Marathon is quickly approaching. So far, \$87,500 has been raised in sponsorships, 325 runners have committed thus far and 500 runners are expected.

Ms. Reisig shared the Performing Arts pass. The pass includes a list of all Performing Arts events that are scheduled this year and provides an opportunity for donors from the community to commit to help with this program.



### **Board Member Comments**

Chair Klemke inquired about enrollment numbers for this semester. Mr. Knapper reported that the numbers are down a little, but we are in the process of bringing on a number of dual credit students. With schools just starting, those registrations are still being gathered.

Chair Klemke welcomed returning staff and faculty and expressed appreciation for their commitment to the students.

### **President Comments**

Mr. Marrin reported that at a recent orientation, he welcomed 90 Gering High School students. Mr. Wilson welcomed 130 students at the Scottsbluff High School orientation. Senator Stinner recently shared that he is looking at requesting additional funding for dual credit.

Recently, Mr. Marrin and several Nebraska presidents met with AACC during their listening tour. A point of discussion involved math readiness. As it turns out, WNCC shines in the state of Nebraska in regard to math readiness. This is a phenomenal program that makes so much common sense in terms of helping students with math deficiencies.

Regarding the question related to enrollment numbers, we are at about 94% of our headcount and we are within 5% or so of FTE. According to a ten day report, it looks as if we will at least be flat.

The CDL program had 15 graduates and the Diesel program has 15 students registered, which at this time is the maximum number. We have programs that are over capacity and with the assistance of faculty and staff we will figure a way to grow them. WNCC will continue to work on growing the welding program as well.

The meeting with Dr. Geri Anderson will be beneficial as internally, we work to implement a shared governance structure. Faculty will be included in some of these discussions as well.

Future priorities include COVID, a more traditional organizational structure, strategic planning, focus on persistence and completion, enrollment management, academic master plan, strengthen the use of data, shared governance, HLC assurance review for the year 2024 and area partnerships.

### **Upcoming Meetings and Events**

1. Welcome Reception for Interim President  
August 18, 2021, 3:00-5:00 p.m.  
Welcome Center  
Scottsbluff Campus
2. Welcome Concert  
August 26, 2021, 6:00-9:00 p.m.  
Scottsbluff Downtown Plaza  
Open to all WNCC Students and Scottsbluff Community
3. Public Hearings on Proposed 2021-2022 WCCA Budgets  
September 8, 2019, 1:00 p.m.  
Western Nebraska Community College, Scottsbluff Campus

4. 10<sup>th</sup> Annual Monument Marathon  
September 25, 2021  
Scottsbluff, NE
5. NCCA Fourth Quarter Meeting  
October 3 and 4, 2021  
Scottsbluff, NE
6. ACCT Leadership Congress  
October 13-16, 2021  
San Diego, CA
7. WNCC Homecoming  
"A Dream is a Wish Your Heart Makes"  
October 18-23, 2021  
Scottsbluff Campus
8. WNCC Fall Play  
October 22 and 23, 2021, 7:30 p.m.  
Scottsbluff Campus
9. WNCC Fall Play  
October 24, 2021, 2:00 p.m.  
Scottsbluff Campus
10. WNCC Fall Ball  
October 29, 2021, 6:00 p.m.  
Gering Civic Center

**Next Regular Meeting:** Wednesday, September 8, 2021 (at the conclusion of the Budget Hearing and no earlier than 1:30 p.m.), Coral E. Richards Boardroom, Scottsbluff Campus, 1601 East 27<sup>th</sup> Street, Scottsbluff, NE

#### **Adjournment**

The meeting was adjourned by unanimous consent at 2:48 p.m.

  
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F. Lynne Klemke, Chairperson

  
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Susan L. Verbeck, Secretary