

WESTERN COMMUNITY COLLEGE AREA

BOARD OF GOVERNORS

PROPOSED AGENDA

REGULAR MEETING

November 15, 2017

A. Call to Order, Ms. Walworth

12:00 P.M. - LUNCH

Conference Room

Pioneer Activity Center

Western Nebraska Community College

Scottsbluff Campus

1409 East 27th Street

Scottsbluff, Nebraska

B. Roll Call

C. Community Comments

1:00 P.M. - REGULAR MEETING

Boardroom

Western Nebraska Community College

Scottsbluff Campus

1601 East 27th Street

Scottsbluff, Nebraska

D. Board Chairperson Comments

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

E. Consent Calendar

1) Review Contents of Consent Calendar

a) Agenda - November 15, 2017

b) Excuse Absent Board Member(s)

c) Minutes

1) Regular Meeting, October 18, 2017

(Pages 1 - 1v)

d) Claims: (Enclosure)

1) WCCA Unrestricted Fund - \$2,187,989.20

(Pages 1 - 12)

2) WCCA Restricted Fund - \$18,529.09

(Pages 12 - 13)

3) WCCA Federal Fund - \$2,399.84

(Page 13)

4) WCCA Agency Fund - \$13,495.69

(Pages 13 - 14)

5) WCCA Loan Fund - \$-0-

6) WCCA Plant Fund - \$272,146.10

(Page 14)

7) WCCA Auxiliary Fund - \$109,623.08

(Pages 14 - 17)

e) City Planning Commission Reports

(Attachment)

f) Authorization for Board Member Travel

1) ACCT 2018 Community College National Legislative Summit

A) Dr. Perkins

g) Reports and Proposals

1) From the Students

2) From the Faculty

3) From the Administration

4) From the Board

(Handout)

E. Consent Calendar – Cont.

- 2) Approval of Consent Calendar
- 3) Consideration of Items Extracted from Consent Calendar

F. Board Member Mileage and/or Expense Reimbursement

(Page 2)

- 1) Karen S. Anderson - \$64.20
- 2) Merlyn L. Gramberg - \$53.50
- 3) Linda A. Guzman-Gonzales - \$64.20
- 4) F. Lynne Klemke - \$96.30
- 5) Kimberly A. Marcy - \$47.08
- 6) William M. Packard - \$64.20
- 7) M. Thomas Perkins - \$2,488.07
- 8) Thomas L. Perlinski - \$39.59
- 9) R. J. Savely, Jr. - \$102.75
- 10) Julienne K. Walworth - \$790.20

G. Bid Consent Calendar

- 1) Review Contents of Bid Consent Calendar – None
- 2) Approval of Bid Consent Calendar
- 3) Consideration of Items Extracted From Bid Consent Calendar

H. Personnel Consent Calendar

- 1) Review Contents of Personnel Consent Calendar
 - a) Resignation(s):
 - 1) Ms. Patricia Pulliam, Adult Education Program and Curriculum Coordinator (Page 3)
 - 2) Mr. D. J. Vanderwerff, Financial Aid Assistant Director (Page 3a)
 - 3) Mr. Kail Bowman, Biology Instructor (Handout)
 - b) Appointment(s): None
- 2) Approval of Personnel Consent Calendar
- 3) Consideration of Items Extracted from Personnel Consent Calendar

I. Western Community College Area Board of Governors – Ms. Walworth

- 1) 2018 Election – WCCA Board Members (Pages 4 – 4a)

J. Reports and Recommendations from Executive Council – Ms. Walworth

- 1) Board Secretary Position

K. Monitoring Reports

- 1) SummerFree Scholarship Program – Dr. Holcomb, Ms. Johns (Enclosures)
 - a) ACCT Presentation “#SummerFree! One Strategy to Increase Completion”
- 2) 2016 – 2017 Audited Annual Reports –Mr. Knapper, Mr. Koehler, Ms. Rosario (Handout)
 - a) F.T.E
 - b) Financial
- 3) Proposed 2018 - 2019 Student Charges – Mr. Knapper (Pages 5 – 5c)
 - a) Tuition
 - b) Fees
 - c) Room and Board

K. Monitoring Reports – Cont.

- 4) Nebraska Community College Association –Dr. Gramberg, Ms. Marcy, Dr. Packard,
Dr. Perkins, Mr. Savely,
 - a) Fourth Quarter Meeting (Annual Meeting)
 - 1) November 6 and 7, 2017, McCook, NE
- 5) Association of Community College Trustees – Dr. Perkins

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

- 1) Update – Re: Addition/Renovation Project
- 2) Approval of Construction Manager at Risk Contract with Sampson Construction Company, Inc.
- 3) Resolution – Re: Guaranteed Maximum Price with Sampson Construction
Company, Inc. (Handout)
- 4) Resolution - Re: Authorizing College President and College Business Officer to issue an
RFP for lease-purchase financing of the Scottsbluff Campus Main Building Addition
and Renovation (Page 6)

M. Board Member Comments

N. President's Comments

O. Upcoming Meetings and Events

- 1) Association of Community College Trustees
 - a) 2018 National Legislative Summit
 - 1) February 11 – 14, 2018
 - 2) Washington, D. C.
 - b) 2018 ACCT Leadership Congress
 - 1) October 24 – 27, 2018
 - 2) Marriott Marquis, Times Square
 - 3) New York City, New York

2) Nebraska Community College Association

- a) 2018 Regular Meetings
 - 1) First Quarter Meeting
 - A) January 19, 2018
 - B) Lincoln, NE
 - 2) Second Quarter Meeting
 - A) May 7, 2018
 - B) Lincoln, NE
 - 3) Third Quarter Meeting
 - A) August 6, 2018
 - B) Lincoln, NE
 - 4) Fourth Quarter Meeting (Annual Meeting)
 - A) November 5 and 6, 2018
 - B) Norfolk, NE
- b) State Legislative Day
 - 1) February 1, 2018, Lincoln, NE

P. Next Regular Meeting: Wednesday, December 20, 2017, 1:00 p.m., Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska

Q. 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 1:00 p.m., on Wednesday, November 15, 2017, 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 Wednesday, November 8, 2017, with the following members present: Karen S. Anderson, Merlyn L. Gramberg, Linda Guzman-Gonzales, F. Lynne Klemke, Kimberly A. Marcy, William M. Packard, M. Thomas Perkins, Thomas L. Perlinski, R. J. Savely, Jr., Richard G. Stickney, Julienne K. Walworth, Chairperson. Absent: None. Student Representatives present: Isaac Sam, Scottsbluff Campus; Madison Reed, Sidney Campus. Faculty representatives present: Lorin R. King, Scottsbluff Campus; Andrew Lenzen, Sidney Campus. College staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, Kathy A. Ault, Evangeline K. Grant, Paula J. Abbott, Judith L. Amoo, Rosie Hernandez, Sheila R. Johns, David R. Koehler, Rosa M. Rosario, Megan Westcoat. 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.

QUORUM

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

COMMUNITY COMMENTS

Ms. Walworth asked for comments from the community. Pursuant to Board Policy #830.1000.79, Ms Walworth reminded community members who wish to make comments that each speaker will be limited to a five minute presentation.

Ms. Judy Amoo presented comments about her thirteen year tenure at the College. She remarked she is the longest standing member of the President's Leadership Team and is one of four members who is a graduate of the College. She commented her family is four generations strong investing the community over the past eighty years. She remarked her family has been a long-time donor to the College including a scholarship in her father's name.

Ms. Amoo remarked she was blindsided and dumbfounded when she learned a few months back that her

COMMUNITY COMMENTS
Cont.

position was being eliminated in December 2017. She reiterated some of the initiatives she either led or collaborated in leading, which brought funds, publicity, partnerships and opportunities for students.

Ms. Amoo commented she was leaving the College with enormous gratitude and an equal part of bewilderment, as she was told her talents were not a fit for the vision of the College. She remarked that adding insult to injury is not being given letter of recommendation for her job search.

Ms. Amoo commented that as she goes in search of a new position, she wanted the Board to know it has been a joy for her to do the hard work and she is profoundly appreciative of the support she has been given and the initiatives she has been blessed to lead and be engaged in.

(A copy of Ms. Amoo's comments is attached hereto as Attachment A and A-1).

BOARD CHAIRPERSON
COMMENTS

Ms. Walworth 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.

Ms. Walworth welcomed Mr. Isaac Sam, Scottsbluff Campus Student Representative and also recognized Ms. Reed as the Sidney Campus Student Representative.

Ms. Walworth thanked the Food Service staff for the wonderful turkey dinner they served at lunch.

Ms. Walworth thanked Ms. Iossi and the Alliance Campus staff for hosting the October Board of Governors meeting.

CONSENT CALENDAR
Review Contents

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

- 1) Agenda – November 15, 2017
- 2) Excuse Absent Board Member(s) – None
- 3) Minutes
 - a) Regular Meeting, October 18, 2017
- 4) Claims:
 - a) WCCA Unrestricted Fund - \$2,187,989.20
 - b) WCCA Restricted Fund - \$18,529.09
 - c) WCCA Federal Fund - \$2,399.84
 - d) WCCA Agency Fund - \$13,495.69
 - e) WCCA Loan Fund - \$-0-
 - f) WCCA Plant Fund - \$272,146.10

CONSENT CALENDAR
Review Contents
Cont.

- g) WCCA Auxiliary Fund - \$109,623.08
- 5) City Planning Commission Reports – Attachment B
- 6) Authorization for Board Member Travel
 - a) ACCT 2018 Community College National Legislative Summit
 - 1) Dr. Perkins
- 7) Reports and Proposals
 - a) From the Students
 - b) From the Faculty – Attachment C – C-2
 - c) From the Administration
 - d) From the Board

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

Ms. Anderson requested that three items totaling \$425.00 payable to the Scottsbluff/Gering United Chamber of Commerce for advertising be extracted from the WCCA Unrestricted Fund.

CONSENT CALENDAR
Approval

Ms. Klemke moved the Consent Calendar be approved as amended. Seconded by Mr. Stickney. The vote was, Yes: Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Walworth. No: None. Absent: None. Motion carried.

CONSENT CALENDAR
Consider Items Extracted

Ms. Anderson reported she has a business relationship with the Scottsbluff/Gering Chamber of Commerce. She requested the advertising claims payable to the Scottsbluff/Gering Chamber of Commerce be extracted for separate consideration to allow her to vote on the amended Consent Calendar.

Dr. Perkins moved the three claims for advertising totaling \$425.00 payable to the Scottsbluff/Gering United Chamber of Commerce be approved. Seconded by Dr. Packard. The vote was, Yes: Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Walworth. No: None. Abstain: Anderson. Absent: None. Motion carried.

BOARD MEMBER
MILEAGE/REIMBURSEMENT
EXPENSE
Karen Anderson

Ms. Guzman-Gonzales moved the Board approve the mileage expense of Ms. Karen Anderson in the amount of \$64.20. Seconded by Mr. Savely. The vote was, Yes: Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Walworth. No: None. Abstain: Anderson. Absent: None. Motion carried.

BOARD MEMBER
MILEAGE/REIMBURSEMENT
EXPENSE – Cont.
Merlyn L. Gramberg

Dr. Packard moved the Board approve the mileage expense of Dr. Merlyn L. Gramberg in the amount of \$53.50. Seconded by Ms. Guzman-Gonzales. The vote was, Yes: Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Guzman-Gonzales Walworth. No: None. Abstain: Gramberg. Absent: None. Motion carried.

Linda A.
Guzman-Gonzales

Ms. Klemke moved the Board approve the mileage expense of Ms. Guzman-Gonzales in the amount of \$64.20. Seconded by Mr. Perlinski. The vote was, Yes: Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Klemke, Walworth. No: None. Abstain: Guzman-Gonzales. Absent: None. Motion carried.

F. Lynne Klemke

Ms. Guzman-Gonzales moved the Board approve the mileage expense of Ms. F. Lynne Klemke in the amount of \$96.30. Seconded by Ms. Anderson. The vote was, Yes: Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Marcy, Walworth No: None. Abstain: Klemke. Absent: None. Motion carried.

Kimberly A. Marcy

Mr. Stickney moved the Board approve the mileage expense of Ms. Kimberly A. Marcy in the amount of \$47.08. Seconded by Mr. Savely. The vote was, Yes: Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Packard, Walworth. No: None. Abstain: Marcy. Absent: None. Motion carried.

William M. Packard

Dr. Gramberg moved the Board approve the mileage expense of Dr. William M. Packard in the amount of \$64.20. Seconded by Mr. Savely. The vote was, Yes: Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Walworth. No: None. Abstain: Packard. Absent: None. Motion carried.

M. Thomas Perkins

Mr. Perlinski moved the Board approve the reimbursement expense of Dr. M. Thomas Perkins to attend the Association of Community College Trustees Leadership Congress in the amount of \$1,657.68 and the Nebraska Community College Association Executive Committee meeting in the amount of \$830.39. Seconded by Ms. Anderson. The vote was, Yes: Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perlinski, Walworth. No: None. Abstain: Perkins. Absent: None. Motion carried.

BOARD MEMBER
MILEAGE/REIMBURSEMENT
EXPENSE – Cont.
Thomas L. Perlinski

Ms. Guzman-Gonzales moved the Board approve the mileage expense of Mr. Thomas L. Perlinski in the amount of \$39.59. Seconded by Ms. Anderson. The vote was, Yes: Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Savely, Walworth. No: None. Abstain: Perlinski. Motion carried.

R. J. Savely, Jr.

Mr. Stickney moved the Board approve the mileage expense of Mr. R. J. Savely, Jr., in the amount of \$102.72. Seconded by Ms. Marcy. The vote was, Yes: Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Stickney, Walworth. No: None. Abstain: Savely. Absent: None. Motion carried.

Julienne K. Walworth

Mr. Savely moved the Board approve the mileage expense of Ms. Julienne K. Walworth in the amount of \$70.62 and the reimbursement expense for the Association of Community College Trustees Leadership Congress in the amount of \$719.58. Seconded by Dr. Packard. The vote was, Yes: Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson. No: None. Abstain: Walworth. Absent: None. Motion carried.

BID CONSENT CALENDAR
Review Contents

There were no items on the Bid Consent Calendar.

PERSONNEL CONSENT
CALENDAR
Review Contents

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

- 1) Resignation(s):
 - a) Ms. Patricia Pulliam, Adult Education Program and Curriculum Coordinator, effective October 30, 2017.
 - b) Mr. Dowie J. Vanderwerff, Financial Aid Assistant Director, effective October 27, 2017.
 - c) Mr. Kail Bowman, Biology Instructor, effective August 31, 2018.
- 2) Appointment(s): None

Ms. Walworth 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

Dr. Packard moved the Personnel Consent Calendar be approved as presented. Seconded by Ms. Marcy.

PERSONNEL CONSENT
CALENDAR
Approval
Cont.

The vote was, Yes: Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Walworth. No: None. Absent: None. Motion carried.

PERSONNEL CONSENT
CALENDAR
Consider Items Extracted

There were no items extracted from the Personnel Consent Calendar.

WESTERN COMMUNITY
COLLEGE AREA BOARD
OF GOVERNORS
2018 Election

Ms. Walworth referred Board members to the mailed packet which includes a listing of Board members whose term of office will expire in December 2018. Those Board members whose term will expire in 2018 are: District One – Merlyn L. Gramberg; District Two – R. J. Savely, Jr.; District Three – Thomas L. Perlinski; District Four – Julienne K. Walworth; and District Five – William M. Packard.

Ms. Walworth reminded Board members the deadline for incumbents (of any office) to file for re-election is 5:00 p.m., on February 15, 2018. The filing deadline for all others is 5:00 p.m. on March 1, 2018. The filings must be received by the Secretary of State's office no later than by the time and date designated. There is no filing fee.

Ms. Walworth reported the Primary Election is May 15, 2018, and the General Election is November 6, 2018. If there are two or less candidates seeking election to a community college board, their names will not appear on the primary election ballot.

REPORTS AND RECOM-
MENDATIONS FROM
EXECUTIVE COUNCIL

Ms. Klemke reported the Executive Council has met several times to consider the Board Secretary position, specifically whether the duties of the position should be included with the President's Administrative Assistant or remain a separate position. Ms. Klemke reported after much consideration, a review of the pros and cons, and the welfare of the Board, the Committee is recommending the Board Secretary position duties be combined with those of the President's Administrative Assistant. This will result in a cost savings to the institution especially in response to the latest state revenue shortfall projections from the Forecasting Board.

MONITORING REPORTS
SummerFree Scholarship
Program
ACCT Presentation
"#SummerFree! One
Strategy to Increase
Completion"

Ms. Klemke reported the Executive Council is requesting the College President develop updated job descriptions for the combined position.

MONITORING REPORTS
SummerFree Scholarship
Program
ACCT Presentation
"#SummerFree! One
Strategy to Increase
Completion"
Cont.

Ms. Klemke reported it will be important for the Executive Administrative Assistant to understand that the Board responsibilities take precedence over those of the Administrative Assistant. Additionally, it is understood that the Administrative Assistant in the role of Board Secretary will have the ability to consult with College legal counsel.

Ms. Klemke reported the Board reserves the right to review how well the combined responsibilities of the two positions is working. She reported the recommendation to combine the positions is not carved in stone, and it can be changed if necessary.

Ms. Klemke moved the Board accept the recommendation of the Executive Council to utilize the College President's Secretary as the Board of Governors Secretary beginning December 20, 2017. Seconded by Mr. Savely. The vote was, Yes: Klemke, Marcy, Perkins, Perlinski, Savely, Stickney, Anderson, Guzman-Gonzales, Walworth. No: None. Abstain: Gramberg, Packard. Absent: None. Motion carried.

Board members inquired whether or not the work load for the Executive Administration Assistant had been taken into consideration. Board members expressed concern that it may not be in the best interests of the Board to combine the two positions.

In response to a question from the Board, Ms. Hernandez replied that she was very grateful for the opportunity and that she understands the priorities.

Ms. Walworth thanked the Executive Council members for their hard work. She remarked this decision was not made lightly.

Dr. Holcomb introduced Ms. Sheila Johns, Financial Aid Director, who will present the ACCT Presentation about the SummerFree Scholarship Program rather than Dr. Dale, who is unable to attend the meeting today.

Using a PowerPoint presentation, Ms. Johns reported the #SummerFree Scholarship program was designed as a summer Pell Grant alternative. The program was begun in the summer of 2016 and continued in the summer of 2017. The three primary outcomes were to: Increase summer access, due to the elimination of summer Pell Grants; Enhance student retention and completion; and Expand

MONITORING REPORTS
SummerFree Scholarship
Program
ACCT Presentation
"#SummerFree! One
Strategy to Increase
Completion"
Cont.

summer course offerings. Eligibility requirements include: 1) being a full or part-time degree seeking student; 2) a former College student previously enrolled in credit-bearing classes, but who did not graduate; 3) a current dual credit student; 4) an earned cumulative 2.0 or higher grade point average; and 5) in good standing with the business Office.

Ms. Johns reported tuition and fees are covered for a maximum of two classes up to eight credit hours. Only classes required for a degree as identified in the Academic/Student Planning Tool or by degree audit are covered. Additionally, retakes will be covered with prior approval.

Ms. Johns reported the Institutional commitment is a budget of \$150,000, and an Implementation Team of College personnel. Marketing of the program was accomplished through new releases, fliers, social media, digital campus signage, the Web page, an E-blast to students and the employee e-newsletter.

Ms. Johns reviewed a comparison between the Summers of 2016 and 2017. Participation increased in 2017 and the total Summer enrollment for the 2015, 2016, 2017 years. Both the headcount and full-time equivalent enrollment increased during that period. She reported the percentage of SummerFree Students who continued the fall semester increased as did the percentage who continued from spring to fall.

Ms. Johns reported the summer course offerings increased from 40 in 2015 to 47 in 2017. This resulted in better classroom utilization, deeper breadth of courses and a cultural shift toward strategic course planning. She reported the total Summer Free Scholarship funds awarded was \$136,429.27 in 2016 and \$147,407.47 in 2017.

Ms. Johns reviewed the student feedback about the program. Many of the students participating in the program had not attended the College for several years. The program provided an incentive for them to move forward. Several students did not realize how close they were to actually graduating. As an example, one student left the College in 2006 with only one class left to complete – this student graduated in the summer of 2016. Students were able to take additional classes without incurring additional debt.

MONITORING REPORTS
SummerFree Scholarship
Program
ACCT Presentation
"#SummerFree! One
Strategy to Increase
Completion"
Cont.

Dr. Holcomb reported some of the unintended outcomes were, the program encouraged faculty to review summer course offerings to enhance completion rates. The program generated excitement in the communities within the service area. It also inspired "stop-out" students to return to complete a degree. Additionally, students anticipated the program being offered a second year and sought it out.

The next steps will include consideration of funding other student success initiatives now that the summer Pell Grant has been reinstated. Consideration of funding for students who do not qualify for a Pell Grant or who have exceeded their eligibility. Continue to strategically plan summer course offerings to enhance student momentum toward completion. Give consideration to a potential future research project related to the economics of education.

Board members inquired regarding the number of graduates at the end of summer as opposed to the number prior to the SummerFree initiative. That information is not readily available; however, in 2016 there were 18 SummerFree students who graduated and in 2017 there were 22. The program does shorten the time required to complete a degree.

Board members inquired if there was information available about where the SummerFree students fit on the income scale.

(A copy of the PowerPoint presentation is attached in the official minute book.)

MONITORING REPORTS
2016 – 2017 Audited
Annual Reports

Mr. Knapper reported the Audited Annual reports must be filed with the Auditor of Public Accounts, the Coordinating Commission for Postsecondary Education and the Department of Administrative Services. The deadline to file the audited financial report is November 15 of each year, and the deadline to file the audit of full-time equivalent enrollment and reimbursable educational unit totals is August 15 of each year.

Mr. Knapper reported both audited annual reports have been completed and were filed with the appropriate state agencies within the statutory deadlines. Mr. Knapper remarked what is good about both audits is that they are both clean audit reports.

MONITORING REPORTS
2016 – 2017 Audited
Annual Reports
Cont.

Mr. Knapper introduced Mr. David Koehler, Accounting Services Director and Ms. Rosa Rosario, Accounting Services Assistant Director, who were responsible for the completion of the audited reports, and who will present the reports.

Ms. Rosario referred Board members to the handout materials which include the *Statements of Reimbursable Full-Time Equivalent Student Enrollment and Reimbursable Educational Units, June 30, 2017 and 2016*.

Ms. Rosario reported the *Statements of Reimbursable Full-Time Equivalent Student Enrollment and Reimbursable Educational Units, June 30, 2017 and 2016* was prepared in accordance with the Nebraska Community College Annual State Aid Enrollment Audit Guidelines and Processes. The report was filed on August 10, 2017.

Ms. Rosario reviewed the Independent Auditors' Report which explains Management's Responsibility and the Auditors' Responsibility and states "We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion." She reported the enrollment statements were prepared using only courses listed on the Master Course List of the College as of June 30 2017 and 2016 and in accordance with the Nebraska Community College Association Annual State Aid Enrollment Audit Guidelines, and *Government Auditing Standards*.

Ms. Rosario reported the Reimbursable Full-Time Equivalent Student Enrollment for 2017 is 1,630.39, and for 2016 is 1,635.85. The Reimbursable Educational Units for 2017 is 2,242.33 and for 2015 is 2,247.08. She briefly reviewed the notes explaining the guidelines and definitions used to complete the report, as well as the supplemental information.

Ms. Rosario reviewed the Independent Auditors' Report on Internal Control which states the results of the auditors' tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Ms. Rosario asked for questions or comments. There were none.

MONITORING REPORTS
2016 – 2017 Audited
Annual Reports
Cont.

Mr. Koehler referred Board members to the audited *Western Community College Area Financial Statements, June 30, 2017 and 2016*, which is included with the handout materials. Mr. Koehler reported the report was filed on November 15, 2017, which is the due date.

Mr. Koehler referred Board members to the Independent Auditors' Report and commented the College received a clean opinion.

Mr. Koehler referred Board members to the "Independent Auditors' Report" which states "Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United State of America:.." and "We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion." The Auditors' Report states further "In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities and discretely presented component unit of Western Community College Area as of June 30, 2017 and 2016, and the respective changes in financial position and cash flows for the years then ended, in accordance with accounting principles generally accepted in the United States of America."

Mr. Koehler remarked Management's Discussion and Analysis is a required element of the report, and it discusses in narrative format the College's financial performance during the fiscal year ending June 30, 2017.

Mr. Koehler reported the Western Nebraska Community College Foundation and the Western Nebraska Community College Facilities Corporation are component units of the College. The Western Nebraska Community College Foundation is discretely presented in the College's financial statements. The Facilities Corporation is reported as part of the College and blended into the College's financial statements.

Mr. Koehler reviewed the Statements of Net Position, and the Statement of Revenues, Expenses and Changes in Net Position and the Statements of Cash Flows. Mr. Koehler further reviewed the Notes to the Financial Statements, and the Expenditures by Program Classification Structure.

MONITORING REPORTS
2016 – 2017 Audited
Annual Reports
Cont.

Mr. Koehler reviewed the Schedule of Expenditures of Federal Awards totaling \$4,497,669.00. He remarked Federal Awards, especially the Student Finance Aid Cluster, have a huge impact on the College. Mr. Koehler reported the information in the Schedule of Expenditures of Federal Awards is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*.

Mr. Koehler referred the Board members to the *Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and other Matters based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards*. The report states "we did not identify any deficiencies in internal control that we consider to be material weaknesses. It further states "our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*." Additionally, the *Independent Auditors' Report on Compliance for Each Major Federal Program and Report on Internal Control Required by the Uniform Guidance* states "we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses." It further states the College complied in all material respects with the compliance requirements that could have a direct and material effect on each of the College's major federal programs.

Mr. Koehler reviewed the Summary of the Auditors' Results which indicates the auditors' report was unmodified for the Financial Statements and Federal Awards. The Summary indicates further there were no Financial Statement Findings reported and no Federal Award Findings and Questioned Costs reported.

Ms. Walworth thanked Ms. Rosario and Mr. Koehler for their presentation of the audited annual reports and for their work to complete them.

Mr. Stickney moved the Board accept the audited *Western Community College Area Statements of Reimbursable Full-Time Equivalent Student Enrollment and Reimbursable Educational Units, June 30, 2017 and 2016*, as presented. Seconded by Mr. Savely. The vote was, Yes: Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Walworth. No: None. Motion carried.

MONITORING REPORTS
2016 – 2017 Audited
Annual Reports
Cont.

Dr. Packard moved the Board accept the audited *Western Community College Area Financial Statements, June 30 2017 and 2016*, as presented. Seconded by Ms. Klemke. The vote was, Yes: Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Walworth. No: None. Absent: None. Motion carried.

RECESS

Ms. Walworth declared a ten minute recess at 2:06 p.m.

OPEN MEETING

Ms. Walworth declared the Open meeting in session at 2:20 p.m.

MONITORING REPORTS
Proposed 2018 – 2019
Student Charges
Tuition

Mr. Knapper referred Board members to the mailed packet which includes the proposed 2018 - 2019 Student Charges. He reported the proposed student charges were presented during the October 2017 meeting, and the only adjustment to the proposed charges is a reduction of the Weed and Pest Control course fee from \$130.00 to \$30.00.

Mr. Knapper reviewed the tuition rate for Nebraska residents and for Border State residents (Colorado, Wyoming, and South Dakota, which are proposed to increase \$2.50 per credit hour. There is no change proposed for the non-resident student tuition rate of \$104.50 per credit hour. Mr. Knapper reported the High School Partnership tuition rate is proposed at \$50.00 per credit hour, which is one-half of the resident rate. The total per credit hour fees are proposed to remain at the same rate of \$17.50.

The proposed 2018 - 2019 total per credit hour cost is \$117.50 for Nebraska residents and \$118.50 for the border states residents. The total cost per credit hour for non-residents is proposed to remain at \$122.00. Mr. Knapper reported there are several proposed changes to the course fees to recover some of the cost for consumable supplies in specific courses. Miscellaneous fees such as official transcript costs are proposed to increase to \$5.55 and \$7.55 respectively for electronic and paper copies. Assessment Fees, GED or ESL Registration and ACCT 2800 Certified Bookkeeper Certification Preparation fees have been eliminated. Mr. Knapper reported no change is proposed for the refund policy for tuition and fees.

Mr. Knapper remarked the proposed per credit hour tuition rate represents a 2.5 percent increase; however, with no proposed change in the per credit hour fees, the overall per credit hour increase is 2.2 percent.

MONITORING REPORTS
Proposed 2018 – 2019
Student Charges
Cont.
Tuition

Ms. Klemke moved the Board approve the 2018 – 2019 Tuition Rates as follows: Resident \$100.00 per credit hour; Border States (Colorado, Wyoming and South Dakota - \$101.00 per credit hour; Non-Resident - \$104.50 per credit hour; High School Partnership - \$50.00 per credit hour. She further moved tuition and fees for custom designed credit classes, workshops and seminars will be determined by the College President or his/her designee. Ms. Klemke moved the Board adopt the following tuition and fees refund policy: 1) 100 percent refund for 6.25 percent time elapsed; 2) 50 percent for 12.50 percent time elapsed; 3) 25 percent for 25 percent time elapsed; and 4) no refund for more than 25 percent time elapsed. Seconded by Dr. Packard. The vote was, Yes: Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Walworth. No: None. Absent: None. Motion carried.

Fees

Ms. Anderson moved the Board approve the 2018 – 2019 student fees as follows: Activity/Student Services Fee - \$3.00 per credit hour; Facility Fee - \$9.00 per credit hour; Scholarship Fee - \$5.50 per credit hour; High School Partnership Fee - \$8.75 per credit hour; Experiential Learning \$25.00 per credit hour; Applied Music - \$50.00 per credit hour; Photography - \$15.00 per credit hour; Accuplacer Retest - \$15.00; GED Testing - \$120.00; BNA or Medication Aid Retest Fee - \$50.00; Transcripts – official electronic copies - \$5.55 each, official paper copies \$7.55 each; International Registration Fee - \$150.00 per semester, She further moved the Specific Course Fees for consumable supplies be approved as presented. (A complete listing of specific course fees is attached hereto and made a part hereof as Attachment D – D-1). Seconded by Mr. Savely. The vote was, Yes: Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Walworth. No: None. Absent: None. Motion carried.

Room and Board

Mr. Knapper reported the 2018 – 2019 room rates are proposed to increase two percent for all rooms. He remarked all room rates are per semester. Mr. Knapper reported further the meal plans are proposed to increase three percent. The meal plans are also per semester. Mr. Knapper reported no change is being proposed for the room and board refund policy.

Mr. Stickney moved the Board approve the 2018 – 2019 per semester room rates as follows: Pioneer Hall Double as Single - \$1,376.00; Pioneer Hall Double - \$1,050.00; Pioneer Hall

MONITORING REPORTS
Proposed 2018 – 2019
Student Charges
Cont.
Room and Board

Addition Double as Single - \$1665.00; Pioneer Hall Addition Double - \$1,344.00; Pioneer Hall Addition Triple -\$1,040.00; Conestoga Hall Single - \$1,948.00; Conestoga Hall Double as Single - \$1,948.00; Conestoga Hall Super Single \$2,187.00; Conestoga Hall Double \$1,634.00; Sidney Hall Double as Single - \$1,862.80; Sidney Hall Double - \$1,540.00; Housing Deposit and Activity Fees \$180.00 (\$150.00 deposit is refundable). He further moved the Board approve the 2018- 2019 Board per semester meal plans as follows: 10 meal plan - \$1,483.00.00; 14 meal plan - \$2,022.00; 19 meal plan \$2,189.00. Mr. Stickney moved further the Board approve the following room and board refund policy. 1) 100 percent for one week time elapsed; 2) 75 percent refund for two to three weeks' time elapsed; 3) 50 per cent refund for four to five weeks' time elapsed; 4) 25 percent refund for six to seven weeks' time elapsed; and 5) No refund for more than seven weeks' time elapsed. Seconded by Ms. Guzman-Gonzales. The vote was, Yes: Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Walworth. No: None. Absent: None. Motion carried.

MONITORING REPORTS
Nebraska Community
College Association
Fourth Quarter Meeting
(Annual Meeting)

The Fourth Quarter (Annual) meeting of the Nebraska Community College Association was held on November 6 and 7, 2017, in McCook, Nebraska. Mid-Plains Community College was the host. Western Area Board members attending the meeting were: Gramberg, Marcy, Packard, Perkins and Savely.

Dr. Gramberg reported the McCook Campus was a very good place to meet. He remarked it is the oldest campus in the State. Dr. Gramberg reported the meeting was very well planned and put together with new helpful topics presented. He reported the speakers were very good. One of the innovative suggestions presented was that community colleges need to have a trademark for various training opportunities that would be readily available.

Mr. Savely reported the presenters were all very good and the meeting was well planned. He remarked he had a question about the panel discussion regarding the Labor Market – how to deal with education challenges?

Dr. Packard reported all four presenters were really good – articulate and funny. The meeting was well put together. He remarked the gymnasium, which was completed while Dr. Chipps was President, is very interesting – all of the seats have names on the underside.

MONITORING REPORTS
Nebraska Community
College Association
Fourth Quarter Meeting
(Annual Meeting)
Cont.

Ms. Marcy reported the speakers were great and provided innovative ideas about how to meet training needs.

Dr. Perkins commented his report would focus on the Association Board of Directors meeting. At the October meeting of the Western Area Board, Dr. Perkins reported there was discussion at a recent meeting of the Association Executive Committee about two options for future annual meetings. One option was to move the Annual meeting to Lincoln in February and combine it with a Legislative Day so Board members could meet and get acquainted with their respective senators. Option Two would add a separate Legislative Day in February and continue to hold the Annual meetings in the Fall, rotating the location to the host college.

Dr. Perkins reported the Association Board of Directors has voted to continue rotating the Annual meeting. The 2018 Nebraska Community Association Annual meeting will be held in Norfolk, NE, on November 5 and 6, 2018.

A State Legislative Day will be held on February 1, 2018, in Lincoln. The primary purpose of this meeting will be to provide an opportunity for Board members to get acquainted with their respective senators, and also discuss legislative bills that could have an impact on community colleges. Dr. Perkins reported during the January 19, 2018, Board of Directors meeting, Mr. Adams will present introduced legislative bills that could impact the community colleges, and the Directors will decide on a position to support, oppose, or be neutral on the proposed legislation.

Dr. Perkins referred Board members to the handout materials which include two publications, *2016 Kids Count in Nebraska Report* a data and policy project of Voices for Children in Nebraska and "*Hungry and Homeless in College*" available from the Association of Community College Trustees, which is the results from a National Study of Basic Needs Insecurity in Higher Education. Dr. Perkins also referred Board members to a map of the State of Nebraska that defines the community college areas.

Dr. Perkins commented the percentage of Nebraska children in poverty has increased, which suggests Nebraska is not as well off as has been indicated. He commented further that the Western Area has a higher rate of poverty than other areas in Nebraska. Dr. Perkins encouraged Board members to review the data found in the *2016 Kids*

MONITORING REPORTS
Nebraska Community
College Association
Fourth Quarter Meeting
(Annual Meeting)
Cont.

Count in Nebraska, especially the "Characteristics of emerging adults." publication. He remarked this publication contains a lot of important information for community colleges.

Dr. Perkins reported the results of the food and housing insecurity among community college students reveals about two-thirds of the students are food insecure as compared to one-half in 2015. Both surveys revealed approximately half of the community college students were housing insecure and thirteen to fourteen percent were homeless. The survey includes more than 33,000 students at 70 community colleges and is far greater in size and diversity than prior samples. The survey further reveals that former foster youth are at greater risk to be homeless than non-former foster youth. Dr. Perkins referred Board members to the definitions for food insecurity and homelessness.

Dr. Perkins remarked the occurrence of basic needs insecurity of college students is of great concern to him. It should also be of concern to community college policy-makers and practitioners as to how to address the challenges of basic needs insecurity.

Dr. Holcomb reported the Council of Chief Executive Officers were very pleased with the speakers and the great ideas about training opportunities that were presented. The Council members are supportive of the decision to continue rotating the Annual meetings, and the addition of a Legislative Day to meet with senators.

MONITORING REPORTS
Association of
Community College
Trustees

There was no report from the Association of Community College Trustees.

WESTERN NEBRASKA
COMMUNITY COLLEGE/
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Update – Re: Addition/
Renovation Project

Dr. Holcomb called Board members' attention to the latest architectural renderings for the Main Building Addition and Renovation project, which were on display. He presented information about each of the renderings. Dr. Holcomb remarked the renderings were on display during the Scottsbluff/Gering Chamber of Commerce Business After Hours, which the College hosted on Thursday, October 26, 2017, as a part of the Homecoming activities.

Dr. Holcomb reported the wayfinding signs for the College should be installed very soon at the SWBC facility. The Cougar Bookstore is now located in Room G262 in the Main

WESTERN NEBRASKA
COMMUNITY COLLEGE/
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Update – Re: Addition/
Renovation Project
Cont.

Building, which is near Cougar Palace. The Adult Education program has moved to the former Student Life and Engagement Center on the first floor of the Main Building.

Dr. Holcomb reported plans are underway for a groundbreaking ceremony before the Board meeting on December 20, 2017.

Approval of Construction
Manager at Risk Contract
With Sampson
Construction Company,
Inc.

Mr. Kelly reported over the last six weeks Dr. Holcomb has negotiated a satisfactory Construction Manager at Risk contract with Sampson Construction Company, Inc., which includes, in part, payment for the design phase of the project. Mr. Kelly reported he has reviewed and approved the agreement, and it has been approved by Sampson Construction Company, Inc.

Mr. Savely moved the Board approve the Construction Manager at Risk contract with Sampson Construction Company, Inc. as presented. Seconded by Dr. Gramberg. The vote was, Yes: Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Walworth. No: None. Absent: None. Motion carried.

Resolution – Re:
Guaranteed Maximum
Price with Sampson
Construction Company,
Inc.

Mr. Kelly referred Board members to the handout material which includes a proposed Resolution to authorize the President to accept the Guaranteed Maximum Price proposal of Sampson Construction Company, Inc. for the Main Building/Renovation project. Mr. Kelly reported that he had not been involved in the negotiations to reach the guaranteed maximum price, which is an amendment to the contract with Sampson Construction Company to serve as the Construction Manager at Risk for the project.

Ms. Klemke moved the Board adopt the following Resolution Authorizing President to Accept the Guaranteed Maximum Price Proposal of Sampson Construction Company, Inc., for the Scottsbluff Main Building Addition and Renovation Project:

WHEREAS, on June 21, 2017, the Board of Governors authorized the President of the College to negotiate, on behalf of the College and the Board, a contract with Sampson Construction Company, Inc. ("Sampson") for Sampson to serve as the construction manager at risk on the Western Nebraska Community College/Scottsbluff

WESTERN NEBRASKA
COMMUNITY COLLEGE/
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Resolution – Re:
Guaranteed Maximum
Price with Sampson
Construction Company,
Inc.
Cont.

Campus Main Building Addition and Renovation Project
("CM Contract");

WHEREAS, The College and Sampson have entered into a CM Contract and the agreement contemplate that the parties will enter into an amendment to the CM Contract to address the Project's Guaranteed Maximum Price (GMP) (as defined in the CM Contract documents), as well as other details regarding the Project and Sampson's performance under the CM Contract ("GMP Amendment");

WHEREAS, pursuant to the CM Contract Documents, Sampson has submitted a GMP Amendment in the amount of \$17, 330,930.

NOW, THEREFORE, the President of the College or his designee is hereby authorized to enter into, execute and deliver, on behalf of The Western Community College Area and its Board of Governors, the GMP Amendment negotiated with Sampson Construction Company, Inc. regarding the Western Nebraska Community College/Scottsbluff Campus Main Building Addition and Renovation Project, with such further modifications, changes and amendments as the President deems necessary.

Seconded by Mr. Savely. The vote was, Yes: Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Walworth. No: None. Absent: None. Motion carried.
(A copy of the signed resolution is attached in the official minute book.)

In response to a question from the Board, Mr. Kelly reported that he was not involved in the negotiations to reach agreement on the Guaranteed Maximum Price. Dr. Holcomb, Mr. Knapper, and the architect worked with Sampson Construction Company, Inc., which resulted in reduced savings.

Resolution– Re:
Authorizing College President and College Business Officer to issue an RPF for Lease-Purchase Financing of the Scottsbluff Campus Main Building Addition and Renovation

Mr. Knapper referred Board members to the mailed packet of information which includes a proposed Resolution authorizing College officials to issue a Request for Proposals for the Lease-Purchase Financing of the Scottsbluff Campus Addition and Renovation project. Mr. Knapper reported this proposed resolution was prepared by bond counsel, and will authorize the administration to move forward to issue debt as approved in the College's Program Statement and the Nebraska Coordinating Commission for

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

Resolution- Re:
Authorizing College Presi-
dent and College
Business Officer to issue
an RPF for Lease-
Purchase Financing of
the Scottsbluff Campus
Main Building Addition
and Renovation
Cont.

Postsecondary Education. Mr. Knapper reported the \$8 million in debt will consist of Certificates of Participation for construction in the amount of \$5.3 million and pre-funding pledges in the amount of \$2.7 million.

Mr. Knapper remarked that a former Board member suggested that the College go out to bid the financing rather than using a third party. This methods has been successfully used three times in the past. The process will be to submit a Request for Proposals. The received proposals will be opened in the morning of the specified date. A committee comprised of Dr. Holcomb, Mr. Kelly and himself will complete a financial analysis of the proposals to determine the one that is the best value. In the afternoon, the selected firm will be notified so that the interest rate can be locked in.

Mr. Stickney moved the Board adopt the following resolution:

BE IT RESOLVED BY THE BOARD OF GOVERNORS OF
WESTERN COMMUNITY COLLEGE AREA IN THE STATE OF
NEBRASKA AS FOLLOWS:

1. The Board of Governors (the "**Board**") of the Western Community College Area in the State of Nebraska (the "**College**"), hereby find and determine that:

A. The College is authorized pursuant to Chapter 85, Article 15, Reissue Revised Statutes of Nebraska, as amended (the "**Act**"), to enter into contracts for the lease of real or personal property the use of the college.

B. The College intends to proceed with a lease-purchase financing for its main building addition and renovation project (the "**Project**") under the terms of the Act through a bank or underwriting firm (a "**Financial Institution**") utilizing a certificates of participation financing structure.

C. It is in the best interests of the College to solicit offers to finance the Project from Financial Institutions through the issuance of a request for proposals ("**RFP**") and to authorize the President and the Vice President of Administrative Services (the "**Authorized Officers**") to conduct such RFP process.

WESTERN NEBRASKA
COMMUNITY COLLEGE/
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Resolution- Re:
Authorizing College Presi-
dent and College
Business Officer to issue
an RPF for Lease-
Purchase Financing of
the Scottsbluff Campus
Main Building Addition
and Renovation
Cont.

2. The College hereby authorizes the Authorized Officers to issue an RFP to Financial Institutions for the lease-purchase financing of the Project utilizing the Board's powers under the Act, with such RFP in such form determined necessary and appropriate by the Authorized Officers. The Authorized Officers are further authorized to conduct the RFP process in such manner as determined appropriate by the Authorized Officers. The Authorized Officers are authorized and directed to evaluate responses to the RFP and submit recommendations to the Board for awarding the financing to one or more Financial Institutions.

3. The officers, agents and employees of the College, including the Authorized Officers, shall be, and they hereby are, authorized and directed to execute all documents and take such actions as they may deem necessary or advisable in order to carry out and perform the purposes of this Resolution, and the execution or taking of such action shall be conclusive evidence of such necessity or advisability.

Seconded by Ms. Guzman-Gonzales. The vote was, Yes: Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Walworth. No: None. Absent: None. Motion carried.
(A copy of the signed resolution is attached in the official minute book.)

BOARD MEMBER
COMMENTS

Ms. Walworth asked for Board Member Comments.

Ms. Anderson thanked the College for hosting the Business After Hours event on Thursday, October 26, 2017, as a part of the College Homecoming activities.

Ms. Anderson reported the Scottsbluff/Gering Chamber of Commerce received first place in the small chamber category in the 2017 Chamber Innovation Awards Competition. The recognition is for the Strengths Finder Training that was conducted in November 2015 and January 2016. She commented the competition is sponsored by GrowthZone a provider of chamber management software and services and recognizes innovative programs. Ms. Anderson reported she has enjoyed working with Ms. Amoo who has provided the training.

BOARD MEMBER
COMMENTS
Cont.

Ms. Anderson reported the Scottsbluff-Gering Chamber of Commerce pre-legislative breakfast will be held on December 6, 2017, from 7:30 – 9:00 a.m., at the Weborg Centre. Senator Stinner and Lt. Governor Foley will be in attendance. Registration for the breakfast is \$15.00.

Ms. Guzman-Gonzales extended congratulations to the fall sports teams for their successful season.

PRESIDENT'S COMMENTS

Ms. Walworth asked for President's Comments.

Dr. Holcomb reported the College is a recipient of the Campus Consortium Campus Safety Grant. As a recipient of this Grant, The College has been awarded a five-year cumulative total of \$27,495. The mission of the Consortium is to help reduce the cost of education. Included in the benefits are: discounted pricing on technology partner products and services; shared knowledge and best practices; professional development and networking opportunities; electronic publications, which includes a monthly newsletter subscription' and discounted rates on all Campus events.

Dr. Holcomb reported Governor Rickett's Budget office is suggesting a four percent cut in addition to the two percent that will be taken out of the current year appropriations. This suggestion is being made in response to the projected \$195 million revenue shortfall. These cuts will amount to an approximate \$500,000 reduction in state aid for the Western Area.

Dr. Holcomb reported the Alliance High School "Apply to College Day" held on October 26, 2017, was a great success. Ninety Seniors applied to college and/or completed the scholarship application. Attending the event from the College were: Ms. Gretchen Foster and Ms. Debby Wagner from Scottsbluff; Ms. Robyn lossi from Alliance; and Mr. Richard Stickney from the Board.

On October 31, 2017, Trunk or Treat was held in downtown Alliance from 3:30 to 5:00 p.m. Ms. Tammy Dubray and Ms. Ms. Robyn lossi gave out candy and stress ball. This is the first year the College has participated in this community event.

Dr. Holcomb reported the Sidney Campus annual Fall Feast will be held on Friday, November 17, 2017.

PRESIDENT'S COMMENTS
Cont.

Ms. Christine Wolff, Veterans Upward Bound Program Assistant, will be presenting certificates of appreciation to College faculty and students who have served in the military.

Dr. Holcomb thanked Mr. Koehler and Ms. Rosario for their timely completion of the annual audited reports. He also thanked Ms. Amoo for her thirteen years of service to the College.

Dr. Holcomb reported the College faculty have requested College administration to slow the tuition and fee increase. He thanked the Board members for their support of the minimal tuition rate increase.

Dr. Holcomb reported the College internet service was down for two days last week. He thanked and commended Mr. Joe Deer, Information Technology Director, and Mr. Michael Bueide, Information Technology Specialist, for all of their hard work to get the service restored.

Dr. Holcomb reported the Powerline Open House was very successful. Over thirty students and family members attended. He reported the new Powerline Areas is a great investment in the program. It is anticipated there will be a waiting list next year for enrollment into the program.

Dr. Holcomb reported the Homecoming Alumni Dinner held on October 28, 2017, was very successful.

Dr. Holcomb asked for questions. There were none.

UPCOMING MEETINGS
AND EVENTS

Ms. Walworth reminded Board members of the following upcoming meetings and events:

1) The Association of Community College Trustees 2018 National Legislative Summit to be held on February 11 through 14, 2018, in Washington, D. C.

2) The Association of Community College Trustees 2018 ACCT Leadership Congress to be held October 24 through 27, 2018, at the Marriott Marquis, Times Square, in New York City, NY.

3) The Nebraska Community College Association 2018 Regular Meetings as follows: a) First Quarter Meeting, January 19, 2018, in Lincoln, Nebraska; b) Second Quarter

UPCOMING MEETINGS
AND EVENTS
Cont.

Meeting, May 7, 2018, in Lincoln, Nebraska; c) Third Quarter Meeting, August 6, 2018, in Lincoln, Nebraska; and d) Fourth Quarter (Annual) Meeting, November 5 and 6, 2018, in Norfolk, Nebraska.

4) The Nebraska Community College Association State Legislative Day to be held on February 1, 2018, in Lincoln, Nebraska.

NEXT REGULAR MEETING

The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, December 20, 2017, at 1:00 p.m., in the Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 3:21 p.m.

Julienne K. Walworth, Chairperson

Coral E. Richards, Secretary

I've been working at WNCC for 684 weeks and I'm down to my last one. When I was told^{-1x} a few months ago that my position was being eliminated in December, I was blindsided and dumbfounded. I'm the longest standing member of the current administration. Every one of the 15 positions comprising the President's Leadership Team have turned over 1, 2, or 3 times in the 13 years I've been here. I've spent 25% of my life at WNCC. I'm one of four members of the President's Leadership Team that graduated from this college, a proud alum of the Class of 1979. I've lived 40% of my life in Scottsbluff, born and raised here, four generations strong investing in this community over the past 80 years. My family has been a major donor to WNCC for as long as I can remember and there is a scholarship in my father's name at this college. WNCC has been the recipient of my family's loyalty and generosity for decades – we've believed in this college and its importance to the community we've chosen to call home. I do not view my employment as an entitlement, but rather, as an honor and synchronistic gift that enables me to give back to my community and to students who I identify with because I was once one of them.

As this reality has settled in, I've been reminded of a story. It's about two stonecutters who were asked by a stranger what they were doing. The first stonecutter replied, "I'm cutting this rock into stone." The second stonecutter said, "I'm on a team that's building a cathedral." That's how I have felt about my work at WNCC, the very place that taught me to be a stonecutter 40 years ago, and launched me into the world where I carved out a rewarding career in corrections – turning down a promotion to become a prison warden 13 years ago to join the team at WNCC, to share my gifts with students with the hope that they, too, would feel about this organization the way I do.

Some of my fondest memories are of initiatives I've either led or collaborated in leading as dean, all of which brought funds, publicity, partnerships, and opportunities for our students.

- Corporate Academies, in my first three years we had the highest FTE ever recorded in the workforce division
- Establishment of the John N. Harms Advanced Technology Center
- Alumni Association
- Monument Marathon
- Foundation Capital Campaign
- 90th Anniversary Historic Exhibit
- LifeLink Program
- Fiber Arts Fair classes
- After School Clubs
- Docent Training
- DECA Conference
- Youth Chautauqua

- Annual Art Exhibit
- Business Linkubator
- StrengthsFinder Training
- Grants Office, having touched 43 grants this year alone, bringing in \$1.9M
- 10 Board of Directors and 23 community committees
- Provided testimony for LB197 providing a woman's right to breastfeed in public
- Presented testimony to the Scottsbluff City Council which led to them pass a resolution to support public art.

I'm leaving my beloved WNCC, with enormous gratitude and an equal part bewilderment. One administrator handed me my chisel, telling me I don't fit her vision; and another handed me my hammer, telling me he didn't like my leadership – two characterizations I refute. My personnel file contains the two evaluations I've had in 13 years, both of which ranked me as exceptional, and other than benefits info, the only documents in my file are letters of appreciation. That my contributions aren't of value, my talents not a fit for the vision of WNCC, and my leadership skills not good enough, are characterizations that fly in the face of a track record that has helped serve thousands of students.

It's painful to be told I'm no longer a part of the team, that the organization, in trying to be more efficient and effective, will be better off without me. My separation letter indicated I was expected to work until December and instructed me to act in a professional manner. But in October I was told to be out by the end of the month, and to use my personal computer and phone to conduct company business through November. Adding insult to injury is not being given a letter of recommendation for my job search. Because of my long time loyalty to WNCC, I've accrued a lot of vacation time, and I requested to be paid in January to minimize a serious tax implication this year, a practice that has long been granted to employees leaving the institution, but no such courtesy is being extended to me. I have kept my commitments and fulfilled my responsibilities with professionalism, yet I have been treated mean-spiritedly and disrespectfully, even being told to cease correspondence with colleagues in the community regarding the elimination of my position. I believe employees should be treated fairly and transparently, and I don't understand why the end of my exemplary employment should be couched in such adversity.

As I go out in search of a new team to help build a cathedral, I hope this Board knows it's been a joy for me to do the hard work, and I am profoundly appreciative of the support you have given to me and the initiatives that I've been blessed to lead and be engaged in.

CITY PLANNING COMMISSION REPORTS

1) Notice of a Public Hearing by the City of Scottsbluff Council to be held on November 6, 2017 to consider the following:

a) Blight and Substandard designation of properties and tracts of land within the general vicinity north and east of Burlington Northern Santa Fe (BNSF) Railroad, south of Highway 26 , and west of Avenue I in the northwestern portion of the community. The Site contains approximately 121.79 acres.

November, 2017

Coral Richards

From: Lorin King
Sent: Monday, November 13, 2017 12:38 PM
To: Coral Richards
Subject: faculty report

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Hello Ms. Coral, my apologies for the lateness of this, I was gone most of last week at a conference and had spotty internet while there, plus the internet outage here also. Please forgive my tardiness.

Amy Wisniewski reported that Seven faculty members attended a 4-day On Course II Workshop in Ogallala, Nebraska October 10-13. Those participating included Kay Tucker, Amy Wisniewski, Aletia Norwood, Jeannette Johnson, Bill Loring, Mike Hausmann, and Ed Salazar.

Bill Loring reported that Nate Giefer was one of our NASA fellowship students last year. He built a radio controlled airplane from a kit I received several years ago while at a NASA meeting. He graduated last spring and is currently enrolled in Mechanical Engineering at Colorado School of Mines. The Business division bought additional equipment so Nate could fly the plane. I submitted a request to the WNCC foundation for funds to reimburse the business division and a request was granted from the NASA Nebraska Space Office to give Nate the plane and all the supplies so he can continue to learn how to fly it. His plans are to seek an internship with a space related company and eventually work in the aerospace industry. We felt that Nate should receive the plane because of the time he has invested in the project, because of his career goals, and that he would continue to benefit from the project.

We are grateful to NASA and the WNCC Foundation for support of this project and the investment they have made in the future of Nate's career in the Aerospace industry.

Lorin King attended the NABT (National Association of Biology Teachers) conference in St. Louis Nov. 8th – Nov. 12th, participated in a number of panel discussions in Gene Therapy, Pancreatic Islet research and Alzheimer's research.

Lorin R. King
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Coral Richards

From: Lorin King
Sent: Monday, November 13, 2017 5:27 PM
To: Coral Richards
Subject: Fw: BOG Report/ Surg Tech Program Info

Hi Ms. Coral, here is something else to add, I will be sending another also

Lorin R. King
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fossilgeek@hotmail.com



From: Marcene Elwell
Sent: Monday, November 13, 2017 2:32 PM
To: Lorin King
Subject: RE: BOG Report/ Surg Tech Program Info

Hi Loren,
Here's a brief statement about the Surgical Technology Program. Use what you'd like, not really sure what is necessary. Thanks

The Surgical Technology Program received initial accreditation from the Commission on Accreditation of Allied Health Education Programs (CAAHEP) on May 19, 2017. This is an amazing accomplishment and will allow our students to sit for the National Certification Exam to become Certified Surgical Technologists. The 3rd cohort of students began this Fall 2017 semester and our enrollment is steadily increasing. I assumed the role of Program Director in January of 2017. In the past 10 months I have attended the Association of Surgical Technologist Educator's conference and the Association of periOperative Registered Nurses conference. Both of these professional organizations are passionate about the profession of surgical technology and play a large role in my professional growth. I also attended an "On Course" workshop to better serve our students by empowering learner-centered principles and strategies into my teaching.

Coral Richards

From: Lorin King
Sent: Monday, November 13, 2017 5:28 PM
To: Coral Richards
Subject: Fw: BOG Report

Another addendum

Lorin R. King
Science Instructor and Science Lead
Western Nebraska Community College
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From: Carrie Howton
Sent: Monday, November 13, 2017 3:14 PM
To: Lorin King
Subject: RE: BOG Report

Hi Lorin:

The Advisory Board for Human Services met today (11/13/17) and discussed the new proposed curriculum plan. The advisory board was very supportive, as well as complementary of the proposed plan. This plan consists of adding 7 new courses and redesigning 3 existing courses in the next 2 years. The curriculum is designed to meet the standards set forth by the Council for Standards in Human Service Education as well as the educational requirements for provisional licensure as a drug and alcohol counselor (PLADC) as set by Nebraska's Department of Health and Human Services. Overall, I would say this was a very good meeting!

Carrie J. L. Howton, MEd, MA, LIMHP
Human Services Instructor



Course Fees for FY 2019

Course Number	Course Name	Current 2017-2018	Proposed 2018-2019
AGRI-XXXX (to be assigned)	Weed and Pest Control	n/a	\$30.00
ADNR-1112	Fundamentals of Nursing Practice	\$48.81	\$165.00
ADNR-1112L	Fundamentals of Nursing Practice Clinical	\$50.00	\$50.00
ADNR-1122	Principles of Pharmacology I	\$48.81	\$55.00
ADNR-1141	Adult Health and Illness I	\$48.81	\$55.00
ADNR-1151	Adult Health and Illness II	\$48.81	\$55.00
ADNR-2122	Principles of Pharmacology II	\$48.81	\$55.00
ADNR-2122L	Principles of Pharmacology II Lab/Clinical	\$30.00	\$50.00
ADNR-2124	Principles of Pharmacology III	\$48.81	\$55.00
ADNR-2126	Psyc/Mental Health Nurse	\$48.81	\$55.00
ADNR-2134	Maternal Child Nursing	\$48.81	\$55.00
ADNR-2141	Adult Health and Illness III	\$48.81	\$125.00
ADNR-2151	Adult Health and Illness IV	\$48.81	\$55.00
ADNR-2170	Issues In Professional Nursing	\$48.81	\$55.00
AGRI-1400	Ag Commercial Vehicle Operation	n/a	\$50.00
AUTB-1010	Basic Metal Repair I	\$50.00	\$50.00
AUTB-1150	Non-Structural Analysis and Damage Repair I	\$50.00	\$100.00
AUTB-1170	Paint and Refinish I	\$100.00	\$100.00
AUTB-1170A	Paint and Refinish IA	\$50.00	\$50.00
AUTB-1170B	Paint and Refinish IB	\$50.00	\$50.00
AUTB-1200	Plastics and Adhesives	\$50.00	\$75.00
AUTB-1220	Electrical and Mechanical Components	n/a	\$25.00
AUTB-1240	Special Finishes	n/a	\$100.00
AUTB-1400	Structural Analysis and Damage Repair I	\$50.00	\$50.00
AUTB-2150	Non-Structural Analysis and Damage Repair II	\$50.00	\$100.00
AUTB-2170	Paint and Refinish II	\$50.00	\$100.00
AUTB-2400	Structural Analysis and Damage Repair II	\$25.00	\$50.00
AUTO-1000	Intro to Automotive Technology	n/a	\$25.00
AUTO-1160	Engine Rebuilding I	\$25.00	\$40.00
AUTO-1180	Fuel Systems & Carburetion	\$25.00	\$25.00
AUTO-1235	Automotive Brake Systems	\$25.00	\$50.00
AUTO-1240	Automotive Suspension, Steering & Alignment	\$25.00	\$25.00
AUTO-1270	Automatic Transmissions/Transaxles and Manual	\$25.00	\$25.00
AUTO-1290	Manual Transmissions and Differential Axles	\$25.00	\$25.00
AUTO-1320	Automotive Electrical Systems	n/a	\$25.00
AUTO-1350	Automotive Heating and Air Conditioning	\$25.00	\$25.00
AUTO-1360	A/C Refrigeration R-134A System	n/a	\$16.00
AUTO-2010	Engine RebuildingII	\$25.00	\$50.00
AVIA-1060	General Phase I	\$27.00	\$0.00
AVIA-1070	General Phase II	\$27.00	\$25.00
AVIA-1080	General Phase III	\$53.00	\$50.00
AVIA-1110	Airframe Phase I	\$88.00	\$100.00
AVIA-1120	Airframe Phase II	\$88.00	\$100.00
AVIA-1130	Airframe Phase III	\$88.00	\$100.00
AVIA-1140	Airframe Phase IV	\$55.00	\$50.00
AVIA-1150	Airframe Phase V	\$25.00	\$50.00
AVIA-1160	Airframe Phase VI	\$55.00	\$50.00
AVIA-1210	Power plant Phase I	\$55.00	\$75.00
AVIA-1220	Power plant Phase II	\$55.00	\$50.00
AVIA-1230	Power plant Phase III	\$55.00	\$50.00
AVIA-1240	Power plant Phase IV	\$55.00	\$75.00
AVIA-1250	Power plant Phase V	\$55.00	\$50.00
AVIA-1260	Power plant Phase VI	\$55.00	\$50.00
BIOS-1010	General Biology	\$25.00	\$25.00
BIOS-1380	General Zoology	\$25.00	\$25.00
BIOS-2120	Genetics	\$25.00	\$25.00
BIOS-2250	Human Physiology and Anatomy I	\$25.00	\$25.00
BIOS-2260	Human Physiology and Anatomy II	\$25.00	\$25.00
BIOS-2460	Microbiology	\$30.00	\$30.00
CHEM-1090	General Chemistry I	\$30.00	\$30.00
CHEM-1100	General Chemistry II	\$30.00	\$30.00
CHEM-1500	Introductory Chemistry	\$30.00	\$30.00

Course Fees for FY 2019

Course Number	Course Name	Current 2017-2018	Proposed 2018-2019
CHEM-2510	Organic Chemistry I	\$30.00	\$30.00
CHEM-2520	Organic Chemistry II	\$30.00	\$30.00
HIMS-1250	Introduction to Health Information Management	n/a	\$170.00
HIMS-2100	Coding ICD	n/a	\$110.00
HIMS-2320	Health Information Management Applications II	n/a	\$229.00
HLTH-2190	Medication Aide	n/a	\$25.00
LPNR-1250	Concepts of Nursing Practice	n/a	\$188.00
LPNR-1250L	Concepts of Nursing Lab	n/a	\$50.00
LPNR-1270	Medical/Surgical Nursing I	n/a	\$78.00
LPNR-2290	Care of the Family	n/a	\$78.00
LPNR-2720	Strategies for the LPN in Practice	\$35.00	\$78.00
MEDT-1010	Fundamentals of Phlebotomy	\$45.00	\$45.00
MEDT-1015	Basic Laboratory Techniques	\$45.00	\$45.00
MEDT-1210	Clinical Practicum: Phlebotomy	\$40.00	\$40.00
MEDT-1215	Clinical Practicum: Medical Lab Asst.	\$40.00	\$40.00
MEDT-2100	Medical Microbiology	\$45.00	\$45.00
MEDT-2110	Urinalysis and Body Fluids	\$45.00	\$45.00
MEDT-2120	Clinical Immunology	\$45.00	\$45.00
MEDT-2130	Clinical Chemistry	\$45.00	\$45.00
MEDT-2140	Clinical Hematology & Hemostasis	\$45.00	\$45.00
MEDT-2150	Clinical Immunohematology	\$45.00	\$45.00
MEDT-2160	Clinical Parasitology & Mycology	\$45.00	\$45.00
MEDT-2300	MLT Certification Exam Prep Review	\$60.00	\$60.00
MUSC-1160	Band	\$15.00	\$15.00
MUSC-1200	Collegiate Choral	\$10.00	\$10.00
MUSC-1230	Fire in the Pan Swingers	\$15.00	\$15.00
MUSC-1240	Varsity Vocalise	\$10.00	\$10.00
MUSC-1260	Studio Band	\$15.00	\$15.00
NURA-1190	Basic Nursing Assistant Training	n/a	\$25.00
NURS-1410	Pharmacology I	n/a	\$108.00
NURS-1480	Pharmacology II	n/a	\$78.00
SURT-1015	Introductory to Surgical Technology (Lecture)	\$22.50	\$22.50
SURT-1015L	Principles and Practices of ST I (Lab)	\$22.50	\$22.50
SURT-1025	Surgical Procedures I (Lecture)	\$22.50	\$22.50
SURT-1025L	Principles and Practices of ST II (Lab)	\$22.50	\$22.50
SURT-1050	Clinical Practice I (135 Hours)	\$22.50	\$22.50
SURT-1125	Pharmacology for Surgical Specialties	\$22.50	\$22.50
SURT-2035	Surgical Procedures II	\$22.50	\$22.50
SURT-2035L	Principles and Practices of ST III	\$22.50	\$22.50
SURT-2070	Clinical Practice II	\$22.50	\$22.50
SURT-2090	Clinical Practice III	\$22.50	\$22.50
SURT-2210	Professional Development for the ST (Online)	\$22.50	\$270.00
UTIL-1000	Introduction to Powerline Basics, Safety, & Climbing	\$125.00	\$125.00
UTIL-1300	Electrical Theory/Concepts for the Powerline	\$125.00	\$125.00
UTIL-1400	Overhead Powerline Construction	\$125.00	\$125.00
UTIL-2300	Underground Powerline Construction	\$125.00	\$125.00
UTIL-2400	Electric Utility Operations	\$125.00	\$125.00
WELD-1070	Basic Welding - Auto Body	\$50.00	\$50.00
WELD-1090	Oxy-Acetylene Welding	\$50.00	\$50.00
WELD-1100	Shielded Metal Arc Welding	\$50.00	\$50.00
WELD-1110	Advanced Arc Welding	\$50.00	\$50.00
WELD-1125	Flux Cored Arc Welding	\$50.00	\$75.00
WELD-1135	Gas Metal Arc Welding	n/a	\$35.00
WELD-1170	Arc Welding & Shop Fabrication	n/a	\$35.00
WELD-1175	Gas Tungsten Arc Welding	n/a	\$35.00
WELD-2025	Structural Welding	n/a	\$35.00
WELD-2110	Downhill Pipe Welding -SMAW	n/a	\$50.00
WELD-2115	Uphill Pipe Welding-SMAW	n/a	\$50.00