

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

MINUTES

Wednesday, October 21, 2020
1:00 p.m.

The Western Community College Area Board of Governors held a Regular Board meeting at 1:00 p.m. on Wednesday, October 21, 2020, in the Coral E. Richards Boardroom, at 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, October 14, 2020.

A current agenda was available in the College President's office and the Board Secretary's office on the Scottsbluff Campus at the time of the publicized notice.

AREA BOARD

Karen S. Anderson	Present
Margaret R. Crouse	Present
Linda A. Guzman-Gonzales	Present
F. Lynne Klemke, Chair.....	Present
Allan D. Kreman	Present
Kimberly A. Marcy	Absent
William M. Packard.....	Present
M. Thomas Perkins.....	Present
Coral E. Richards.....	Present
R. J. Savely, Jr	Present
Richard G. Stickney, Vice-Chair	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 830.1000.79, 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.

CONSENT CALENDAR

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

1. Agenda
2. Excuse Absent Board Member: Ms. Kimberly Marcy
3. Minutes
 - a. Public Hearings/ Adoption of 2020/2021 WCCA Budgets Meeting, September 9, 2020
 - b. Regular Meeting, September 9, 2020
4. Claims:
 - a. WCCA Unrestricted Fund - \$2,943,765.95
 - b. WCCA Restricted Fund - \$16,743.22
 - c. WCCA Federal Fund - \$2,745.00
 - d. WCCA Agency Fund - \$2,886.22
 - e. WCCA Loan Fund - \$-0-
 - f. WCCA Plant Fund - \$90,405.12
 - g. WCCA Auxiliary Fund - \$186,916.87
5. City Planning Commission Reports
 - a. No Reports

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.

Ms. Anderson requested that an item in the amount of \$450.00 payable to the Scottsbluff/Gering United Chamber of Commerce for a newsletter insert, and an item in the amount of \$40.00 for the State of the Valley Luncheon, be extracted for separate consideration.

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

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

CONSENT CALENDAR

Consider Item(s) Extracted

Ms. Anderson reported she has a business relationship with the Scottsbluff/Gering United Chamber of Commerce. She requested the newsletter insert and the State of the Valley Luncheon fee payable to the Scottsbluff/Gering United Chamber of Commerce be

extracted for separate considerations to allow her to vote on the amended Consent Calendar.

Ms. Guzman-Gonzales MOVED to approve the extracted expenses related to the Scottsbluff/Gering United Chamber of Commerce, which include \$450.00 for a newsletter insert and \$40.00 for the State of the Valley Luncheon. SECONDED by Mr. Savely.

Voting Yes: Crouse, Guzman-Gonzales, Kreman, Packard, Perkins, Richards, Savely, Stickney, Klemke

Voting No: None

Abstain: Anderson

Absent: Marcy

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Ms. Anderson MOVED to approve the following travel expenses: Dr. Margaret Crouse for \$228.16 and Ms. Lynne Klemke for \$627.90. SECONDED BY Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: Crouse, Klemke

Absent: Marcy

MOTION CARRIED

Mr. Stickney MOVED to approve the following travel expenses: Mr. Allan Kreman for \$22.43 and Ms. Kimberly Marcy for \$224.94. SECONDED BY Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: Kreman

Absent: Marcy

MOTION CARRIED

Ms. Guzman-Gonzales MOVED to approve the following travel expenses: Dr. Thomas Perkins for \$637.82 (NCCA Meeting); Mr. R. J. Savely for \$310.17; Mr. Richard Stickney for \$62.06. SECONDED BY Ms. Anderson.

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

BID CONSENT CALENDAR

Review of Bid Consent Calendar

Chair Klemke explained that there is only one bid for the John N. Harms Center (Plex) Audiovisual System from Electronic Contracting Company in the amount of \$255,398.00.

Approval of Bid Consent Calendar

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

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

BID CONSENT CALENDAR

Consider Items Extracted

No items were extracted from the Bid Consent Calendar.

PERSONNEL CONSENT CALENDAR

Review Contents of Personnel Consent Calendar

Chair Klemke reviewed the contents of the Personnel Consent Calendar, which include the following resignations and appointments:

1. Resignations
 - a. Mr. Edward Salazar, Powerline Program Instructor in the Applied Technology Division, Effective October 9, 2020.
 - b. Dr. Mwafaq Haji, Medical Laboratory Technology Instructor in the Health Sciences Division, Effective February 21, 2021.
2. Appointments
 - a. Mr. Carl Roland, Commercial Motor Vehicle Driver Trainer/Coordinator, Scottsbluff Campus, Effective October 5, 2020.

PERSONNEL CONSENT CALENDAR

Approval

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

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

PERSONNEL CONSENT CALENDAR

Consider Items Extracted

No items were extracted from the Personnel Consent Calendar.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

Chair Klemke explained that Mr. Greg Adams, Executive Director of the Nebraska Community College Association was scheduled to make a presentation to the Board today, but is unable to attend. She explained that we depend a great deal on the work that NCCA does for the College, particularly with legislative matters. Chair Klemke informed the Board that at this time of year, we review the dues paid to NCCA, which is a valuable investment for the WCCA.

Chair Klemke entertained a motion for approval of 2021 Nebraska Community College Association (NCCA) Membership Dues in the amount of \$62,830.45.

Dr. Perkins MOVED to approve the Nebraska Community College Association membership dues in the amount of \$62,830.45 as presented. SECONDED by Ms. Richards.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

Program Review/Reduction-In-Force

President Carmen Simone explained that in accordance with Board Policy, it is time to conduct the annual review of all programs to determine program viability. Dr. Simone requested authority to appoint an advisory committee to review existing programs and to consider a reduction-in-force, if necessary. The advisory committee will submit recommendations to the President in December. In January, the recommendations will be submitted to the Board for further consideration and action.

Dr. Perkins MOVED to approve authorization for President Simone to appoint an advisory committee for review of all programs to determine program viability and to consider a reduction-in-force, if necessary. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

Academic Calendar Update Due to COVID

President Simone reported that the original calendar for the 2020-2021 Academic Year was set in December 2019, which was prior to any knowledge of the impending pandemic. The fall term was adjusted to remove fall break and we are ready to shift to online delivery following the Thanksgiving break to mitigate the spread of COVID due to travel. There are several changes to consider for spring that will benefit us during this pandemic environment. Several groups have assisted in developing this plan to include Academic Practices, Educational Services, Senior Leadership and the Pandemic Response Team. This decision is not easy to make, but these groups unanimously support the following recommendations.

The recommendation is to begin the spring term one week later than planned. If granted, classes would begin on January 18 rather than January 11. Staff would return from break on January 4, as planned. Faculty would return on January 11 for in-service, and students would begin January 18. This would allow for any necessary quarantine prior to class and diminish any potential spread of the virus caused by travel over the holidays.

To compensate for this additional time away, we propose that the week of spring break be replaced by a week of instruction. We cannot risk having widespread travel during the spring break, especially as we navigate the complexity of campus housing. This new calendar keeps the same number of instructional days and, while it shifts contract days for faculty, it does not reduce them. These recommendations were unanimously supported by many people; however, they are undoubtedly controversial. We are impacting lives and we do not take that action lightly. We recognize that spring may be challenging without a traditional spring break, so it is important for us to be aware of stress, not only among the students, but also our colleagues. The academic year will still end the same day as originally planned, May 8, 2021. We believe these actions are in the best interest of our mission.

Mr. Savely MOVED to approve the updated Academic Calendar as presented.
SECONDED by Dr. Crouse.

Voting Yes: Anderson, Crouse, Guzman-Gonzales, Kreman, Packard, Perkins, Savely, Stickney, Klemke

Voting No: None

Abstain: Richards

Absent: Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS
Presentation of Proposed 2021-2022 Academic Year Student Charges

Ms. Lynne Koski, Vice President of Administrative Services, presented the proposed charges for the 2021-2022 Academic Year. This information was shared with the Finance and Facilities Committee, the Operations Council, and with the Student Cougar Council to gain input. This proposal includes comparative information with other similar institutions. We have compared resident rates, non-resident rates, dual credit, housing, and meal plan rates.

The recommendations from Senior Leadership and the Operations Council are to maintain the resident tuition at \$106.50 per credit hour; increase the Border States tuition to \$109.50 per credit hour; and increase the non-resident tuition to \$110.50 per credit hour. Western Nebraska Community College tuition rates are low in comparison to other similar colleges. The proposal also shows no increase in room rates, with a minimal increase to most meal plans.

The students with Cougar Council feel that the tuition at WNCC is very affordable. Chair Klemke shared information from the ACCT Conference that many schools have decided not to raise tuition; however, they still have fewer students. Our numbers do not show a drastic decline. President Simone reported that we have a 5.6% decline in enrollment, which is better than the average decline.

In response to an inquiry from the Board, Ms. Koski explained that the ATI fee is essentially a testing fee provided by a third party, to better aid our students enrolled in the health care programs to pass their board exams.

The Finance and Facilities Committee will also study how to handle extra fees for students, including on-line and rental book fees. Ms. Koski informed the Board that this proposal is a First Read and will be discussed again at the next Board Meeting.

REPORTS AND RECOMMENDATIONS FROM THE BOARD POLICY COMMITTEE

First Read: BP-711 Institutional Review Board (IRB) Policy

Info Only: PP-711 Institutional Review Board (IRB) President's Procedure

Dr. Simone reported that the Operations Council and the Office of Assessment and Institutional Research reviewed Board Policy BP-711, Institutional Review Board Policy for feedback. This policy is presented as a First Read.

In addition, the President's Procedure PP-711 is included with implementation recommendations, for information only.

Approval of Policies to Repeal

805.0000.79 Authority for the Establishment of the WCCA and the Board

Dr. Simone reported that there are no changes to this policy. Information was copied from the original policy, pasted into the current format, and assigned a new policy number. The original policy can now be repealed.

Ms. Guzman-Gonzales MOVED to approve the repeal of Policy 805.0000.79 Authority for the Establishment of the WCCA and the Board. SECONDED by Mr. Savely.

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

Reports and Recommendations from the Human Resources Committee

First Read: Review of BP-414 Confidentiality of Employee Records Board Policy

Ms. Kathy Ault, Human Resources Executive Director, explained that a Human Resources Policy Committee has been formed to review policies. This committee includes the following employees: Kathy Ault, Lisa Gion, Susan Verbeck, Norm Stephenson, Andrew Shiers, Brynn Elliott, Charlie Gregory, Ellen Dillon, Mwafaq Haji, Patrick Fortney, and Pauline Newman.

The major recommendation is to delete the portion of BP-414 that allows the Board or Designee access to personnel files. In the new policy, this process would go through the President prior to going to the Board of Governors. College Attorney Phil Kelly explained that the Board is an appeal body, if there is a dispute; therefore, there is no reason for the Board to look at personnel files. He commented that this is a good change, because the Board should rely on the administration for review of personnel files.

First Read: Review of BP-418 Employee Work Week Board Policy

Ms. Ault explained that BP-418 deals with the employee work week and references the Fair Labor Standards Act regarding when and how we will allow overtime for non-exempt employees. A few changes were made, including adding compensatory time as we have non-exempt support and professional staff who are able to receive Compensatory Time.

An additional change to the Policy, which reads that non-exempt full time employees are expected to work a standard Monday through Friday work week, or an alternate schedule as defined by department needs. This change is designed to accommodate employees who may need to work on a different day rather than Monday through Friday, for a variety of reasons.

The Committee also discussed faculty work hours. Ms. Ault explained that the faculty academic calendar is defined and approved by the Board, and not included in this policy.

**Policies to Repeal: Equal Opportunity Employer/Non-Discrimination
Appendix A-1-12 – Discrimination, Harassment or Retaliation Complaint Operating
Procedure**

Ms. Ault explained that with the update of policies, Appendix A-1-12 has been reformatted into Presidents Procedure PP-720, which enables us to repeal the Appendix. The information in PP-720 is basically the same as Appendix A-1-12.

Ms. Richards MOVED to approve the repeal of Appendix A-1-12 Discrimination, Harassment or Retaliation Complaint Operating Procedure. SECONDED by Mr. Savely.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

Chair Klemke discussed the process for review of Board policies on a rotating basis. She asked Attorney Phil Kelly to advise the Board regarding the need for a first and second read when making minimal changes to a policy or not changing the context.

Mr. Kelly responded that the answer actually comes from another Board policy, which requires all changes to policies be reviewed with a first read and a final approval at a later meeting to allow for proposed edits by the institution. We should comply with our current policy and do a first and second reading to be safe and cautious. If there are no changes, there is no need for it to come to the Board, other than in the form of a report, which will be reflected in the minutes.

Mr. Brian Croft added that, from the faculty point of view, there has been concern over the brief time given to review policies. He commented that it might be beneficial to stretch the policy review out now that we do not have the deadlines that were in place prior to the Higher Learning Commission review.

Dr. Simone agreed that a little more flexibility would be appreciated in reviewing these policies; however there are many policies that need to be reviewed before the end of 2020. The policies that need to be reviewed every two years may become problematic as far as time restraints. Chair Klemke commented that it was the Board who put the review schedule in place, so they may need to adjust the calendar to ensure its feasibility.

INSTITUTIONAL REPORTS (Cont.)

Foundation Strategic Plan

Ms. Jennifer Reising, Foundation Executive Director presented the WNCC Foundation Mission Statement, which is important to align with the Strategic Plan: The WNCC Foundation seeks to support the mission of WNCC and enhance the lives of community members, the quality of the College, and the community it serves.

Ms. Reisig explained that the Foundation Strategic Plan was developed in 2017, and slated to go through 2021. The College's Strategic Plan will go through 2022. In working with the Foundation Board, it was important to align the strategic plan with the College's Strategic Plan, in light of the mission statement. In July, the Foundation Board voted to extend the Foundation Strategic Plan to 2022 to align with the College Strategic Plan.

The Strategic Plan has the following five goals:

1. Engage and recognize our existing donors in order to strengthen their giving relationship and support of WNCC.
2. Strengthen alumni affinity with WNCC through volunteer and engagement opportunities.
3. Provide ongoing stability to WNCC by expanding the annual donor base to enhance programs, scholarship funds and facilities.
4. Support future generations of students at WNCC by employing the full complement of giving strategies.
5. Engage WNCC Foundation Board ownership and leadership for positioning of future targeted campaigns.

The "status" column for each strategic plan and action lists if the item is *on time*, *planning*, *delayed*, or *will occur in the future*. Every item with a *delayed status* is due to COVID as they are in-person events. An example of a positive action with the delayed status items is the 2020 Visionaries Reception, which will be replaced with a Visionaries Report rather than the reception. This may become an annual report, which will be beneficial.

We are in the middle of Homecoming Week, which has been changed to only virtual events, including the Alumni Awards. We are making adjustments to keep these events on track. Another area affected was the Annual Training Conference which was scheduled for October. Since the in-person training was cancelled, the entire staff was still able to attend the virtual training.

One of the additions to the plan under Strategic Goal 3.3 includes the action plan to engage WNCC faculty to choose a faculty ex-officio Foundation Board Representative annually. Dr. Jordan Colwell was previously a member of the Board and was recently hired as an instructor. Board members agreed it would be beneficial to add a faculty position to the Board. Currently Yelena Khanevskaya is the faculty member serving on the Board.

The Foundation is also working on adjusting the Strategic Plan to accurately reflect the amount of time it takes to organize the Monument Marathon. It is one of 103 action items, but clearly takes more time than many of the other items.

Regarding Strategic Goal 5.3 – to maximize the existing Raiser's Edge NXT database to create efficiencies and improve reporting, everything we do is data driven and we are working to make sure we have accurate data. One area we are currently working on is implementation of the financial software with the Business Office.

One of the core values of the Foundation is to be the catalyst; to increase visibility and awareness of the impact of WNCC. Nothing highlights that more than the Monument Marathon. We have made an effort to make sure the community knows how much the Monument Marathon impacts WNCC.

INSTITUTIONAL REPORTS (Cont.)

Assessment Report

Dr. Patrick Fortney, Assessment and Institutional Research Executive Director, reported that he has been working with Dr. Nino Kalatozi, Institutional Research Officer, to refine the process of Assessment and Institutional Research to help the Board members, faculty and staff and most importantly, our students. Good data that is trusted can help impact the experience at the College. We like to create a culture of assessment so we can inform consumers of data. We are working on comparable data; tools that help us compare how we are doing in comparison of other institutions. We are working on systems so we can provide data at a moment's notice. As part of the Co-Curricular Assessment Committee, we are working on an assignment to schedule webinars with the National Community College Benchmark Project. This is a consortium of community colleges across the country who shares data so we can have comparable analysis on many benchmarks.

We have been working on our Co-Curricular Assessment Committee Program Student Learning Outcomes, which is moving forward very well. A Co-Curricular and Academic Assessment meeting is planned for next Friday, October 30, bringing assessment together from the non-curricular and curricular sides. It is important that this is faculty and staff driven.

In January, we will have a CCSSE Workshop, which will be a community college survey of student engagement that will help us know how to use data to make good decisions. It is important that we collect data; but it is also important that we know how to use the data. We will also be conducting the Great Colleges to Work for survey once again.

Chair Klemke commented that having a stable dashboard with stable data points that cover a trend over three to five years would be extremely helpful for the Board to make good decisions.

INSTITUTIONAL REPORTS (Cont.)

Student Report - Ms. Devaney Turner, President of Cougar Council

Ms. Turner introduced herself to the Board as a third year student studying Secondary Education. She explained that the Cougar Council has combined three committees into one. She serves as President of Cougar Council, President of the Campus Activities Board, and is the Sidney Student Ambassador, and involved in Student Engagement. Administration thought that one Council would bring the three campuses together.

They have completed their Parliament Procedure; they are working on the Constitution, and working to fill more member slots. The Council appreciated that Ms. Koski visited with students to discuss tuition. Billy Tidyman featured on the cover of the recent Western

magazine, is the Council Historian and is running the student government meetings, keeping everyone informed.

Ms. Turner mentioned that this week they celebrated Homecoming Week and Buddy's 17th birthday with special events. The Cougar Council meetings are scheduled Tuesdays at 10:00 a.m. The Council's main priorities are to make sure the campus and students are safe. The students are doing a great job communicating with professors, if they do not feel well or safe. Ms. Turner told the Board that it is an honor being a voice for the students.

INSTITUTIONAL REPORTS

Faculty Report - Mr. Brian Croft, Ms. Amy Winters

Mr. Croft recognized Ms. Amy Winters, Math Instructor, who was recently honored as the Nebraska Developmental Education Consortium's Teacher of the Year.

Next week is advising week and the faculty is prepared to do on-line and phone call advising. Career Pathways and Advising have assisted in preparing the faculty. Student Success has embraced the "Duck" as their symbol to remind students to not "duck" out of classes. They feel it is important to make these situations fun and lighthearted during these challenging times.

The staff members are currently receiving their Title IX training, and we have a very diverse group working on policies. The COVID-19 response team is meeting regularly to determine our next steps. The current plan is to remain open as long as possible. Compliance on the part of the student body has been very good for the most part.

Amy Winters reported that at the Association meeting, they discussed the need to maintain the in-person classes with programs such as Aviation, as they need those in-person hours. They are working very hard to stay safe in the classroom setting.

During Advising Week, Career Pathways is giving away very nice gifts as incentives to students who register by November 13.

Ms. Winters reported that each year the Behavioral Health Education Center of Nebraska recognizes individuals who make a significant impact in the state of Nebraska. Ms. Carrie Howton was recognized with an Ambassador Award for her work implementing six new Human Services courses at WNCC, all of which meet the Nebraska Education requirements for initial licensure as an Alcohol and Drug Counselor. She has organized behavioral and health conferences which has allowed rural students to explore careers which otherwise may not have been possible.

Dr. Perkins asked if the faculty is looking at mental health issues with students who have COVID anxiety. Mr. Croft responded that the staff has been discussing this issue and working on ways to assist students who are stressed. Dr. Simone will be meeting with CAPWN to discuss these issues also. Ms. Turner, Cougar Council President, expressed her

appreciation to the faculty and staff for addressing the issue of COVID related stress and depression among students, as it is a real problem for students.

INSTITUTIONAL REPORTS

Nebraska Community College Association – Dr. Tom Perkins and Dr. Margaret Crouse

Dr. Margaret Crouse reported that she recently attended her first NCCA meeting. The Board approved the contract for Greg Adams, with a reappointment at the same salary, at his request. Mr. Adams updated the Legislative work, reporting that they are asking for a 2% increase in General funding and 1% increase in Dual Credit funding.

The Nebraska Legislative Day scheduled February 22, 2021, will most likely be held virtually. The upcoming National Legislative Summit will probably be virtual as well. The topic for the Winter Session is Legislation and for the Spring Session, Diversity.

Dr. Crouse recommended the Board read the Implementation Guide for Community College Boards.

Dr. Perkins reported that the NCCA Executive Committee reviewed which major topics should be a focus of discussion for the Association. The conclusions were to continue to review and discuss "Nebraska's goals for Workforce Development/Lumina Foundation." A second topic was adopted as well: "Diversity, Inclusion and Equity." This should not be a political review; rather to what extent can Community Colleges attract people of color, and others who have been excluded from higher education.

In addition, discussion was initiated regarding the possibility of inviting Tribal Colleges to join NCCA. An issue that needs to be resolved is that the Tribal Colleges are not state sponsored entities, like Community Colleges. The Federal Government has oversight responsibilities of the Tribal Colleges. The question remains whether the Tribal Colleges become members of NCCA when there is a different governmental agency responsible for their oversight. Greg Adams will look into this and report back to NCCA.

There are still plans to hold the NCCA annual meeting at WNCC next October.

INSTITUTIONAL REPORTS (Cont.)

Association of Community College Trustees – Dr. Tom Perkins

The ACCT Advisory Committee met on September 29, 2020 via zoom and other media. The committee is composed of former ACCT Board members scattered across the U.S. from New York to California, and from Arizona to Texas, and points in between. The conference originated in Washington, D.C.

Not unexpectedly, the committee focused on how the pandemic was affecting community colleges. Most everyone noted that their college had experienced a loss in enrollment upwards to 13%. Several reported that the loss was due to the fact they relied on online instruction, which is a problem for low-income students who have no access to connecting with their respective college. Most all members of the committee had similar experiences. It was noted that many students of color also have problems connecting,

as they live in poverty and are unable to afford the technology to make use of on-line learning. In turn this causes less diversity in colleges and colleges open access policies.

Workforce Development was also discussed. Two issues were highlighted; first, many colleges have become liberal arts colleges and have neglected career and technical education and may not be prepared to offer programs for people seeking to enhance their skills for better paying jobs.

In relation to Career Technical Education, the pandemic may also be a factor that prevents possible non-traditional students to take advantage of such training. They may be concerned about exposure to COVID-19 or being out of work and do not have the funds to pay for tuition.

Many members of the committee were of the opinion that the Pandemic may change the way that community colleges do "business", e.g., the use of technology for education may be the future of community colleges. The down side of this is that many for-profit colleges may be way ahead of us.

INSTITUTIONAL REPORTS

Western Nebraska Community College Foundation – Ms. Karen Anderson

Ms. Anderson complimented the Foundation on a very successful marathon this year. Ms. Reisig added that she should have a final financial report on the Marathon in November; however, she said that they raised more on sponsorships this year than previous years, which shows the great community support for WNCC. We had 350 volunteers this year; 50 more than last year.

RECESS

Chair Klemke declared a recess at 2:45 p.m.

OPEN MEETING

Ms. Klemke declared the Open Meeting in session at 2:51 p.m.

BOARD MEMBER DEPARTURE

Chair Klemke stated that Board member Dr. Will Packard left the meeting at 3:00 p.m.

PRESIDENT'S COMMENTS

Dr. Simone reported that we are in week ten of the fall 2020 semester. This is WNCC Homecoming week and the staff have done an excellent job of finding alternative ways to mark the occasion. The Fine Arts productions for fall have all gone virtual and the seventh Annual Awards Ceremony took place by Zoom. Dr. Packard was thanked for his part in the ceremony. A play production was scheduled over the weekend and the Fall Ball is coming up this weekend. Many of our athletic scrimmages have been postponed or cancelled due to local virus spikes. Monitoring continues on a case-by-case basis and internal pandemic conditions are observed very closely. At the request of faculty and staff, a Dashboard has been implemented to clearly display our current caseload.

Currently, all eyes are turned to Thanksgiving, which is thirty-six days from today. Focus is on maintaining face-to-face instruction, but our top concern is health and safety.

Dr. Simone continued, sharing current COVID virus information. To date, twenty-four students have tested positive, seventeen cases are active and seven have recovered. Four employees tested positive, of those cases, three are active and one has recovered. In total, there has been twenty-eight positive cases over the course of the semester. We have implemented a total of one hundred thirty-four documented quarantine cases on campus, with one third of those impacting housing. Housing has one positive case and three active quarantines. Dr. Simone stated that the danger of sharing numbers is that they are outdated as soon as they are spoken. Reports say that numbers are rising and the College pandemic response team has been meeting once again. Non-essential functions have been identified and we are diligently working hard to limit potential exposure. Dr. Simone added that she is impressed by the commitment of the staff, faculty and students. We are monitoring situations very closely and stand ready at a moment's notice to shift to online operations, if needed.

Dr. Simone continued reporting that next week, the Higher Learning Commission Institutional Actions Committee will be meeting. The hope is that action will be taken on our request for the reaffirmation that has been in process since last April. Under normal circumstances, we would have known our results last July. Dr. Simone thanked the Board, faculty, and staff for their support and contribution to this lengthy endeavor.

Dr. Simone stated that she is proud of the work of Dr. Patrick Fortney. He is guiding our assessment and data informed decision-making processes to assure we are focusing on what really matters, and that is the learning for our students. In the end, it is not about HLC or about us; it is about our students and the communities we serve.

Our Adult Education Program is undergoing a federal audit this week. We are funded through the Adult Education and Family Literacy Act known as AEFLA and to continue receiving that funding, we must remain compliant with state and federal regulations. Dr. Simone reported that in preparation of this review, Ms. Mary Kay Versen, Program Director, requested a mock visit and thanks to feedback received from a small group of insightful reviewers, we know that we are ready for the audit.

The President's Committee on Diversity, Equity, and Inclusion has drafted an institutional "why" statement, which provides a rationale for our work in this arena. That statement will be presented at the Operations Council for review in November before it is shared internally and posted to our website. Twenty-six individuals volunteered to be a part of this committee and we have many good discussions and are making plans to move WNCC forward.

Curriculum for a proposed Diesel Program is undergoing internal review. Once faculty and staff provide recommendations and approvals, the program proposal will be

presented to the Board for consideration. We are targeting to have that action take place prior to the end of this year so that Mr. John Marrin can participate in discussion with us. It is fitting to have him carry this proposal to the Board for consideration. He leaves this work as a lasting legacy.

The search to replace Mr. Marrin is well underway. We gathered just over eighty applications for this position. The committee is currently working to narrow that pool. This is the final phase of the leadership transition that began at this institution in March of 2019. The next month or two will bring uncertainty, but we are on the right pathway and the future of WNCC is very bright, we are headed in the right direction.

In response to an inquiry from the Board, Dr. Simone stated that if an individual attending a class tests positive for the virus, and everyone in the class is wearing a mask, individuals are not required to quarantine. Of course, all situations are handled on a case-by-case basis.

In response to an inquiry about the recent Powerline faculty vacancy, Dr. Simone reported that the position is being debated right now. Until a final determination, more hours have been added to the lab assistant position.

BOARD MEMBER COMMENTS

Mr. Stickney noted how nice the landscape looks at the College. Whoever is maintaining the landscape is doing an excellent job and he would like to forward his appreciation.

Mr. Savely mentioned that he has had the opportunity to visit with an FBG employee at the College. This person is always very pleasant and friendly and it is nice to see him when in attendance at Board meetings.

Ms. Anderson stated that she was very impressed with the assistance provided by the students at the Marathon. They were very helpful and well received by race participants. Chair Klemke congratulated Ms. Amy Winters on her award and asked that congratulations be passed onto Ms. Carrie Howton as well.

EXECUTIVE SESSION

Strategy Session Concerning Pending or Threatened Litigation

Dr. Crouse MOVED, pursuant to Section 84-1410 of the Reissue of the Revised Statutes, known as the Nebraska Public Meetings Law, that the Board hold a closed session at 3:07 p.m. with Dr. Carmen Simone, Ms. Susan Verbeck, and Mr. Philip Kelly, College Attorney, for the purpose of discussion of a strategy session concerning pending or threatened litigation.

She further moved that this closed session is clearly necessary for the protection of the public interest and for the prevention of needless injury to the reputation of an individual(s) and that strategy sessions with respect to pending or threatened litigation are specifically authorized by the Nebraska Public Meetings Law. Dr. Perkins SECONDED the motion.

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

Voting No: None

Abstain: None

Absent: Marcy, Packard

MOTION CARRIED

OPEN MEETING

Chair Klemke declared the Open Meeting in session at 3:29 p.m.

UPCOMING MEETINGS AND EVENTS

Chair Klemke shared information about the ACCT Legislative Summit. There is the possibility the event will be offered virtually, so additional information will be forthcoming.

NEXT REGULAR MEETING: Wednesday, November 18, 2020, 1:00 p.m., Coral E. Richards Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 3:33 p.m.

F. Lynne Klemke, Chairperson

Susan L. Verbeck, Secretary