

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

MINUTES

Wednesday, January 20, 2021
1:04 p.m.

The Western Community College Area Board of Governors held a Regular Board meeting at 1:04 p.m. on Wednesday, January 20, 2021, 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, January 13, 2021.

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

AREA BOARD

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

QUORUM

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

COMMUNITY COMMENTS

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

BOARD CHAIRPERSON COMMENTS

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

OATH OF OFFICE, RE-ELECTED BOARD MEMBERS

Mr. Phil Kelly, Attorney for WNCC, administered the Oath of Office to the following re-elected Board Members: District 2, F. Lynne Klemke; District 3, Richard G. Stickney; District 4, Karen S. Anderson; District 5, Linda A. Guzman-Gonzales; At-Large, M. Thomas Perkins. District 1, Kimberly A. Marcy was absent and will be sworn in at a later date.

RE-ORGANIZATION OF BOARD FOR 2021

Chair Klemke announced the next order of business is the re-organization of the Board for the 2021 year.

Chair Klemke asked for nominations for Board Chair for 2021. Ms. Richards nominated present Chair, Ms. F. Lynne Klemke, as Board Chair for 2021.

Ms. Richards MOVED that nominations cease and a unanimous ballot be cast for Ms. F. Lynne Klemke as WCCA Board Chairperson. SECONDED by Mr. Savely.

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

Voting No: None

Abstain: Klemke

Absent: Marcy

MOTION CARRIED

Chair Klemke asked for nominations for Board Vice Chair for 2021. Mr. Stickney nominated Ms. Karen Anderson as Board Vice Chair for 2021.

Mr. Stickney MOVED that nominations cease and a unanimous ballot be cast for Ms. Karen Anderson as Board Vice Chair. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: Anderson

Absent: Marcy

MOTION CARRIED

Chair Klemke asked for a motion for the position of Board Secretary, which is an appointed position. Ms. Richards MOVED to appoint Ms. Susan Verbeck to the Board Secretary position for 2021. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

Chair Klemke asked for a motion for the position of Board Treasurer, which is an appointed position. Ms. Guzman-Gonzales MOVED to appoint Ms. Lynne Koski to the Board Treasurer position. SECONDED by Ms. Anderson.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

CONSENT CALENDAR

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

1. Agenda
2. Excuse Absent Board Member(s): Ms. Kimberly Marcy (excused)
3. Minutes
 - a. Regular Meeting, December 16, 2020
4. Claims:
 - a. WCCA Unrestricted Fund - \$2,257,999.73
 - b. WCCA Restricted Fund - \$26,585.61
 - c. WCCA Federal Fund - \$374.95
 - d. WCCA Agency Fund - \$5,862.52
 - e. WCCA Loan Fund - \$0
 - f. WCCA Plant Fund - \$278,185.10
 - g. WCCA Auxiliary Fund - \$139,200.49
5. City Planning Commission Reports
No Reports

CONSENT CALENDAR

Approval

Chair Klemke inquired if there were any item(s) on the Consent Calendar which any Board member wished to have extracted for separate consideration. Ms. Anderson requested extraction of the item payable to the Scottsbluff/Gering United Chamber of Commerce for advertising in the amount of \$225.00. Ms. Anderson explained that she is the Executive Director of the Scottsbluff/Gering United Chamber of Commerce.

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

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

CONSENT CALENDAR

Consider Item Extracted

Dr. Perkins MOVED to approve the extracted item payable to the Scottsbluff/Gering United Chamber of Commerce for advertising, in the amount of \$225.00. SECONDED by Mr. Kreman.

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

Voting No: None

Abstain: Anderson

Absent: Marcy

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Ms. Guzman-Gonzales MOVED to approve the following travel expenses: Ms. F. Lynne Klemke for \$89.70 and Mr. R. J. Savely for \$103.39. SECONDED by Ms. Anderson.

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

Voting No: None

Abstain: Klemke, Savely

Absent: Marcy

MOTION CARRIED

BID CONSENT CALENDAR

Review of Bid Consent Calendar

Chair Klemke inquired if there were any item(s) on the Bid Consent Calendar which any Board member wished to have extracted for separate consideration. Ms. Richards asked to have the Multi-purpose Welding Equipment bid extracted from the Consent Calendar because the recommended bid was not the lowest bid.

Ms. Lynne Koski, Vice President of Administrative Services presented the bid information for a Packaged Analytical Application product with pre-built integration to the Ellucian Colleague ERP database. The request included a rapid deployment to provide for data analysis within two months of the successful bid. WNCC received one bid from the four companies identified as acceptable product solutions. Zogo Tech works exclusively with institutions of higher education and has expertise with community colleges. The Finance and Facilities Committee is recommending awarding the bid to Zogo Tech Packaged Analytics in the amount of \$108,500.00.

APPROVAL OF AMMENDED BID CONSENT CALENDAR

Ms. Anderson MOVED to approve the Amended Bid Consent Calendar authorizing the Zogo Tech Packaged Analytics Application bid in the amount of \$108,500.00. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

BID CONSENT CALENDAR **Consider Items Extracted**

The Multi-purpose Welding Equipment bid item was extracted from the bid consent calendar and considered separately because the recommendation was not the low bid. Ms. Koski explained that Matheson Linweld is the only vendor who included a specific pro-wave wireless communication kit, so they are the only bidder that met the bid specifications. The Finance and Facilities Committee is recommending awarding the bid to Matheson Linweld in the amount of \$89,617.08.

TABULATION:

Company	City/State	Total Amount
Matheson Linweld	Gering, NE	\$89,617.08
AirGas	Scottsbluff, NE	\$89,172.12
Rocky Mountain Air Solutions	Scottsbluff, NE	\$90,947.83

Ms. Anderson MOVED to approve the extracted item regarding the Welding Equipment bid authorizing the Matheson Linweld bid in the amount of \$89,617.08. 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

PERSONNEL CONSENT CALENDAR **Review Contents of Personnel Consent Calendar**

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

Resignations:

1. Mr. Cole Honstead, Admissions Counselor, Sidney Campus, Effective January 19, 2021.

2. Dr. Nino Kalatozi, Institutional Research Director, Scottsbluff Campus, Effective January 19, 2021.

Appointments:

1. Ms. Teri Burgess, TRIO SSS Advising Specialist, Scottsbluff Campus, Effective January 11, 2021.
2. Ms. Maureen Galen, Digital Marketing Specialist, Scottsbluff Campus, Effective January 18, 2021.
3. Ms. Emily Santero, CollegeNOW! Coordinator, Scottsbluff, Campus, Effective January 18, 2021.

PERSONNEL CONSENT CALENDAR

Approval of Personnel Consent Calendar

Dr. Perkins MOVED to approve the Personnel Consent Calendar as presented. SECONDED by Mr. Kreman.

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

Review of Goals

Chair Klemke explained that six months ago the Board approved the Board of Governors and President's goals and agreed to review the progress of these goals half way through the year. The Board is making great progress on the list of goals. A complete list of the Board of Governors Goals is found in the official WCCA Board of Governor's Minutes dated June 17, 2020.

President Simone referred to the list of Core Themes and Focus Area Priorities and the SMART Goals Based on Priorities, which are found in the official WCCA Board of Governor's Minutes dated May 20, 2020. Regarding Policies, we are making some slow, but purposeful progress as we work on revising and restructuring the policies. We are working with the Planning Committee on the review of the Mission, Vision and Values, which will be presented to the Board for approval. We are also working on personnel, which is an ongoing process.

Dr. Simone explained the progress of the Implementation Plan, which is posted on the WNCC Web Site. This is a mid-year report which was developed by the Senior Leadership Team and

Dr. Simone. The Operations Council reviewed and adopted the original plan last fall. There are 101 items identified that support the strategic plan. Of this list, we have completed 31% of those items at this point. There are 44% of the items in process and 25% have not been started or eliminated as we evaluate their importance.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

Approval of Reduction-In-Force Recommendation

Final recommendation of the WNCC President for Amendment of Contracts and Reduction of Staff Members for the 2020-2021 Academic Year.

Dr. Simone reported that the Reduction-In-Force Committee met this fall to discuss the programs currently on the Reduction-in-Force review process. These programs included Art, Collision Repair and Refinish, Pre-Engineering and Theater. It was recommended that all four programs be removed from this status and retained at WNCC. Dr. Simone supports this recommendation.

Ms. Richards MOVED to accept the recommendation of the President for removal of the following programs from the Reduction-in-Force process: Art, Collision Repair and Refinish, Pre-Engineering and Theater. SECONDED by Mr. Kreman.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

Approval of WCCA Board of Governors Informal Meeting (via Zoom)

Chair Klemke reported that Dr. Pamila Fisher, ACCT Consultant, has been engaged to assist with review of the Board and President's evaluation results. She will provide guidance as the Board and the President review and discuss the evaluation results. Scheduling an Informal meeting is necessary because all Board members will attend. Even though this is an open meeting, the Board will go into executive session whenever discussion involves personnel.

Dr. Perkins MOVED to approve the WCCA Board of Governors Informal Meeting with ACCT Consultant, Dr. Pamila Fisher, via Zoom on March 16, 2021, 9:00 a.m. – 4:00 p.m. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

ACCT National Legislative Summit, February 8-10, 2021 (Virtual Event)

Approval of Board Member Participation:

Dr. Perkins MOVED to approve the participation of Board members Ms. Karen Anderson and Dr. Margaret Crouse at the ACCT National Legislative Summit (Virtual Event) on February 8-10, 2021. SECONDED by Ms. Guzman-Gonzales.

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

Voting No: None

Abstain: Anderson, Crouse

Absent: Marcy

MOTION CARRIED

Ms. Anderson MOVED to approve the participation of Board Members Ms. Lynne Klemke and Dr. Tom Perkins at the ACCT National Legislative Summit (Virtual Event) on February 8-10, 2021. SECONDED by Mr. Savely.

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

Voting No: None

Abstain: Klemke, Perkins

Absent: Marcy

MOTION CARRIED

Ms. Guzman-Gonzales MOVED to approve the participation of Board Members Ms. Coral Richards and Mr. R. J. Savely at the ACCT National Legislative Summit (Virtual Event) on February 8-10, 2021. SECONDED by Ms. Anderson.

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

Voting No: None

Abstain: Richards, Savely

Absent: Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE BOARD POLICY COMMITTEE – Ms. Guzman-Gonzales

Second and Final Read: BP-115 Board Policies, President's Procedures, and Institutional Guidelines Board Policy

Dr. Simone explained that there were no changes to this policy. This policy will allow us to slow down the policy review process.

Ms. Guzman-Gonzales MOVED to approve BP-115 Board Policies, President's Procedures, and Institutional Guidelines Board Policy. SECONDED by Ms. Richards.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE – Ms. Richards

Second and Final Read: BP-421 Employee Tuition Remission Policy

Ms. Richards reported that there are no changes to this policy and recommended approval.

Mr. Kreman MOVED to Approve BP-421 Employee Tuition Remission Policy. SECONDED by Mr. Savely.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE STUDENT SUCCESS COMMITTEE – Ms. Crouse

First Read – BP-560 Student Code of Conduct Board Policy

Norman Coley, Executive Dean of Student Services, explained that the purpose of this policy is to establish a standard Code of Conduct for students to make sure it is feasible and to maintain the educational component. The proposed change in verbiage states the following: *Therefore, in furthering the educational aims of the College and in compliance with applicable law, the College President shall establish, publish, and disseminate a Student Code of Conduct and such other additional rules, regulations, and/or standards of student conduct, behavior and disciplinary action as are necessary for the day to day operation of the College.*

Information Only: PP-560 Student Code of Conduct President's Procedure

Mr. Coley provided a review of the Student Code of Conduct President's Procedure.

RECESS

Chair Klemke declared a recess at 2:14 p.m.

OPEN MEETING

Ms. Klemke declared the Open Meeting in session at 2:23 p.m.

REPORTS AND RECOMMENDATIONS FROM THE EXECUTIVE COMMITTEE – Ms. Klemke

Selection of Contract for President and Board Evaluation

Chair Klemke reported that a number of companies have been considered to conduct the survey for the Board and President evaluations. Employers Council is being recommended as the most qualified company. They are a consulting company that provides guidance, and is currently providing services to WNCC.

Board Members Anderson, Crouse, Perkins, Savely and Klemke will review and select 30-40 items to be included on the evaluation. In addition, there will be open-ended questions to provide opportunities to write comments. The stakeholders will include faculty, adjunct faculty, community members from all three communities, administrative staff, professional, non-exempt employees, the President, Board members and students. They would like as many people as possible to get involved in this evaluation process, which is a 360 approach. The comments in this process need to be thoughtful, articulate, and non-libelous. The survey period will begin February 9, 2021 and end February 23, 2021. Following the survey, Employers Council will provide results of the survey for the Board Executive Committee.

Dr. Perkins MOVED to approve the Executive Committee's recommendation of Employers Council Company to conduct the President and Board Evaluation and approve the contract. SECONDED by Ms. Anderson.

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

Voting No: None

Abstain: None

Absent: Marcy

MOTION CARRIED

INSTITUTIONAL REPORTS

COVID Spring Protocol Update – Mr. Josh Vesper, Environmental Health & Safety Coordinator

Mr. Vesper reported that to date, there have been 103 positive cases of COVID-19 at WNCC. The response team has developed campus-wide protocols and worked to provide a satisfactory level of response. In addition, there has been a significant boost in communication. WNCC has partnered with CAPWN to provide more availability of COVID-19 testing. We have adopted the Governor's protocol for sporting events, which is a 50% occupancy. Test Nebraska will utilize space at the Harms Center to conduct COVID-19 testing. Mr. Vespers reported that currently, we have 12 COVID cases on campus, 11 students, 1 employee. The students listed are cases from last term and we are working with PPHD to determine recovery status. We are continuing to be very cautious.

Drug-Free Schools and Communities Act (Biennial Report 2020) – Mr. Norman Coley, Executive Dean of Student Services

Mr. Coley presented the Drug-Free Schools and Communities Act Biennial Report 2020. This is a required compliance report to provide resources and update the college community on alcohol and drug abuse. We are required to provide a standard for employee and student conduct, which prohibits the unlawful possession of drugs or alcohol.

Mr. Coley presented the Annual Campus Security and Fire Report. He assured the Board that WNCC has a very safe campus with continued training for security personnel and staff.

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

Ms. Turner, President of Cougar Council reported on the student activities during the last month, which included requests for displays of art work on each campus, student participation in a Day of Unity and Solidarity on January 20, 2021, plans to conduct a safety walk with Mr. Vesper and a virtual escape room in January.

Faculty Report – Mr. Brian Croff, Ms. Amy Winters

Mr. Croff reported that some faculty members have concerns and questions about the organizational changes in the faculty. The virtual Theater Department productions have received positive comments and good publicity in the paper. In addition, Carrie Howton is working with CAPWN on a partnership to provide mental health assistance for students.

Ms. Winters commented on the Writing and Math Center Activities. The Writing Center had 123 students; and 2,338.2 tutoring hours, which was limited due to COVID. The Math Center had 82 students, and 6,343 tutoring hours. Regarding PTK, our goal is to get to a five-star level with Honors in Action. The students viewed The Devastating Legacy of Wildfire Project, which featured our previous Foundation Director, Dayle Wallien, who is currently with the National Forrest Foundation.

Nebraska Community College Association – Dr. Thomas Perkins

Dr. Perkins reported that the NCCA Committee met January 4. They have cancelled the Legislative Day, which was to be held in February. Many things have changed at the Nebraska State Capital as they are being very cautious and not allowing access to the Unicameral while they are in session.

Dr. Perkins also informed the Board that the new chair of the Education Committee is Senator Walz. He continued by reporting on two new pieces of proposed legislation. The Open Meetings law is being updated to include technology and the ability to conduct meetings electronically. Mr. Greg Adams is working with multiple entities to accommodate the meeting needs. College Attorney, Phil Kelly commented that this will allow more virtual meetings and will be more practical, with higher meeting attendance.

Another proposed legislation will address the concerns regarding COVID Liability Claims. This bill was initiated by the state Chamber of Commerce. Dr. Simone commented that

this does not prevent us from being sued, but gives us a level of protection as an institution as we try to do the right thing for our students. Mr. Kelly added that this is not just for educational institutions, but addresses any claim resulting from COVID exposure. This will raise the legal standard for proof and is a practical solution, which has been used in the past for similar situations.

Association of Community College Trustees – Dr. Thomas Perkins

No report.

Western Nebraska Community College Foundation – Ms. Karen Anderson

Ms. Anderson deferred to Ms. Jennifer Reisig, Foundation Executive Director. Ms. Reisig reported that the Student Emergency Fund began in 2015 to assist students. Over the past five years, the Foundation has awarded an average of \$7,612.00 per year to 17 students. Once COVID hit, the number of SEF applications increased. From March 2020 to December 2020, the Foundation has awarded \$49,672.02, assisting 92 students.

In October, the second round of CARES funding was available including a Stabilization Grant for Charitable Organizations. WNCC Foundation applied for the maximum amount of \$12,000.00 and received \$27,000.00 due to being located in a high need area in Western Nebraska. The Foundation has worked in partnership with offices throughout WNCC including Student Life, Career Pathways, Financial Aid, and the Business Office to distribute these funds by December 30, 2020.

Ms. Reisig explained that COVID has impacted many students who applied for emergency aid due to some of the following reasons: job loss, inability to get a job, work hours cut, quarantine resulted in loss of wages, inability to find childcare, parents are no longer able to help, left an abusive situation to avoid being isolated with the abuser. The assistance received was used for the following: tuition 29%; bills 28%; housing 24%; food pantry 12%; books 7%.

Thanks to the generosity of our donors and the CARES grant, we were able to give students the help they needed. So far, 85% of the students assisted are registered for spring 2021; 3% have graduated. The students have been very appreciative of this assistance.

PRESIDENT'S COMMENTS

Dr. Simone reported, that despite the ongoing pandemic and our ongoing leadership transition, Spring 2021 is off to a good start. We are eagerly awaiting the arrival of our newest Vice President, Dr. Grant Wilson, on June 1, 2021. Until then, we are focused on serving our students just as we have always done – with compassion and commitment. With two high profile vacancies at the Dean and Division Chair level, we are pulling together as a team to serve our faculty. We owe a debt of gratitude to our remaining Division Chairs – Jackie Cawiezel, Dan Joppa, Amy Winters, and Scott Winters. We also are indebted to Marcene Elwell, who represents our Health Science Division as the curricular lead and to Hallie Feil, who has committed to assisting us with scheduling.

Together, this group is collectively supporting our faculty members with me. Finally, Charlie Gregory is supporting all of us above and beyond the call of duty. I am grateful to each of these leaders.

Our spring in-service last week consisted of several Zoom sessions over three days. We discussed our internal Strategic Enrollment Management plan, hosted a Community College Survey of Student Engagement session with Dr. Kris Binard, learned about Mental Health First Aid from Nichole Peralta from Karuna Counseling, and heard from three of our own with updates to the Standard Response Protocol and Clery Reporting. We collected a 30% survey feedback on these sessions from faculty and staff, the comments received will help us shape future in-service activities. Without a doubt, the free, daily goodies were the biggest hit.

Today is a special Blue and Gold Day at WNCC. I am so proud of our Student Life staff, who brainstormed together and came up with this concept. This is a day to demonstrate our unity as Cougars and to engage our students so that they will always remember that they are part of something very special. We owe a special thank you to Maricia Guzman, who assured our Unity buttons would become a reality.

As Mr. Josh Vesper reported, our latest college COVID numbers stand at a dozen; eleven students and one employee. We are taking care to stay vigilant, just as we did last semester. Last spring, we started the term not knowing we would face a worldwide pandemic. This spring, we begin the term hopeful that the pandemic will subside, but realistic in that it will likely be with us for a while. If we face another spike, we will be ready.

The Operations Council has agreed to support our participation in the upcoming *Great Colleges to Work For* survey this spring. We will not administer the open-ended questions, since we now have other instruments to collect this information. We also opted to include all faculty and staff this time, rather than just using a randomized sampling. Our submission request included 62 full-time faculty, 81 adjunct faculty, 28 full-time administrators, 14 full-time professional staff, and 73 full-time nonexempt staff – for a total of 177 full-time and 81 part-time survey participants. We anticipate that this survey will open in March.

January 21, 2021, the Coordinating Commission for Postsecondary Education is meeting and our proposed Diesel, Truck and Heavy Equipment Technology program is on the docket for approval. I appreciate Dean Charlie Gregory for working over break to complete this submission process. We are optimistic and we stand ready for the next steps in this lengthy journey with the Higher Learning Commission and finally, the Federal Department of Education. So far, we are on track for a fall 2021 start.

We are continuing to monitor enrollment numbers for spring 2021. Luke Stobel pulled our latest data yesterday afternoon. So far, we have 1,503 students enrolled for spring classes, compared to 1,533 at this time last year. In December, we were missing 121

students, translating into a 10.4% decrease in headcount. Today, we are missing 30 students, for a 1.95% decrease. Even though we are still facing a decline, this positive gain since December is a testimonial to our hard-working staff. Soon, we will have official 10-day census numbers to report.

Earlier this week, our newest monthly publication, Buddy's Bits, made its debut. This newsletter was sent externally to about 125 people and the open rate was an astounding 36%. Just for context, the industry average for these types of communications is generally around 15%. We will be increasing the recipient list over time, but we are pleased with this first message. We shared the newsletter internally just to keep our own faculty and staff aware of our messaging and we plan to post these publications to the President's Page on our website. Our public relations and marketing department did a fantastic job on this project.

Last week, I received an invitation to participate on the Twin Cities Development Board. After visiting with Executive Director Rwanda Pierce on Monday, I have accepted the invitation. I am very excited to work with TCD and the City of Scottsbluff as our local economic development efforts continue a very collaborative transition back toward working together.

Spring 2021 will be a time of minimizing change. Until Dr. Grant Wilson joins us in June, we are focusing on maintaining the progress we have made and we are holding off on major policy and personnel decisions. As opportunities arise, Dr. Wilson will be participating in any decision-making that happens this term. With the assistance and support of our faculty and staff, we are moving forward. I am so humbled and honored to be leading Western Nebraska Community College into the future.

BOARD MEMBER COMMENTS

Chair Klemke commented that the Quick Facts document is being developed from the Annual Report, which will be very helpful for Board Members.

WESTERN NEBRASKA COMMUNITY COLLEGE FACILITIES CORPORATION SPECIAL MEETING

Mr. Richard Stickney, Facilities Corporation President, called the Special meeting of the Western Nebraska Community College Facilities Corporation to order at 3:56 p.m.

Phil Kelly, College attorney, reported that the Facilities Corporation is a separate Nebraska Corporation, which allows for financing buildings. Mr. Kelly explained the purpose of the Special meeting is the election of directors, which involves the re-elected members of the Western Community College Area Board of Governors.

Allan Kreman moved the following persons be elected to the Board of Directors of the Western Nebraska Community College Facilities Corporation: Karen S. Anderson, Linda A. Guzman-Gonzales, F. Lynne Klemke, M. Thomas Perkins, Richard G. Stickney. Seconded by Margaret Crouse. The vote was Yes: Crouse, Kreman, Packard, Richards, Savely. No: None. Absent: None. Motion carried.

With the exception of Ms. Kimberly Marcy, who was absent from the meeting, the newly elected members of the Board of Directors signed the Acceptance of Office.

There being no further business to come before the meeting of the Board of Directors, the chair declared the meeting of the Western Community College Facilities Corporation adjourned at 4:00 p.m.

OPEN MEETING

Ms. Klemke reconvened the Regular January 20, 2021 meeting of the Western Community College Area Board of Governors at 4:00 p.m.

UPCOMING MEETINGS AND EVENTS

1. NCCA First Quarter Meeting, January 22, 2021, Lincoln, NE
2. ACCT National Legislative Summit (virtual event), February 7-10, 2021
3. NCCA Legislative Day, February 22, 2021 (CANCELLED)
4. Informal Meeting
 WNCC President and WCCA Board Member Evaluation
 March 16, 2021
5. Higher Learning Commission 2021 Annual Conference, Presidents Program
 April 5, 2021 (virtual event)
6. NCCA Second Quarter Meeting, May 3, 2021, Lincoln, NE
7. NCCA Third Quarter Meeting, August 2, 2021, Lincoln, NE
8. NCCA Fourth Quarter Meeting, October 3 and 4, 2021, Scottsbluff, NE
9. ACCT Leadership Congress, October 13-16, 2021

NEXT REGULAR MEETING: Wednesday, February 17, 2021, 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 4:02 p.m.

F. Lynne Klemke, Chairperson

Susan L. Verbeck, Secretary