

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

**REGULAR MEETING
MINUTES**

March 20, 2024

The Western Community College Area Board of Governors held a Regular Board meeting at 1:00 p.m. on Wednesday, March 20, 2024 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 Tuesday, March 12, 2024.

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

AREA BOARD

Karen S. Anderson, Chairperson	Present
Misty L. Curtis.....	Present
Linda A. Guzman-Gonzales.....	Present
F. Lynne Klemke.....	Present (via zoom)
Allan D. Kreman.....	Present
William M. Packard.....	Present
Coral E. Richards	Present
R. J. Savely, Jr.....	Present
Marjorie A. Schmidt.....	Present
John P. Stinner, Vice Chairperson.....	Present (via zoom)

QUORUM

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

COMMUNITY COMMENTS

Chair Anderson asked for comments from the community. Pursuant to Board Policy BP-106, Chair Anderson 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 Anderson announced for public information there was a copy of the Nebraska Open Meetings Act available on the table at the back of the room.

Chair Anderson announced the Board reserves the right to enter into closed session if deemed necessary for any item on the agenda per Section 84-1410 of the Nebraska Revised Statutes.

CONSENT CALENDAR

1. Review Contents of Consent Calendar
 - a. Agenda
 - b. Excuse Absent Board Member(s)
 - c. Minutes
 - i. February 21, 2024 Informal Meeting
 - ii. February 21, 2024 2024 Regular Meeting
2. **Claims:** February 2024
 - a. WCCA Unrestricted Fund - \$3,350,262.01
 - b. WCCA Restricted Fund - \$31,350.80
 - c. WCCA Federal Fund - \$1,341.99
 - d. WCCA Agency Fund - \$51,091.90
 - e. WCCA Loan Fund - 0 -
 - f. WCCA Plant Fund - \$718,383.27
 - g. WCCA Auxiliary Fund - \$205,867.80
3. City Planning Commission Reports
 - a. Village of Potter - 2023 Tax Increment Financing Annual Report
4. Approval of Consent Calendar
5. Consideration of Items Extracted from Consent Calendar

Chair Anderson inquired if there were any items on the Consent Calendar which needed to be extracted for separate consideration. There were no items extracted from the Consent Calendar.

Ms. Guzman-Gonzales MOVED to approve the Consent Calendar. SECONDED by Mr. Savely. The vote was, Yes: Curtis, Guzman-Gonzales, Klemke, Kreman, Packard, Richards, Savely, Schmidt, Stinner, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Ms. Richards MOVED to approve the following travel expenses: Dr. Margaret Crouse for \$139.36 and Ms. Misty Curtis for \$93.40. SECONDED by Mr. Savely. The vote was, Yes: Guzman-Gonzales, Klemke, Kreman, Packard, Richards, Savely, Schmidt, Stinner, Anderson. No: None. Abstain: Curtis. Absent: None. Motion carried.

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Ms. Schmidt MOVED to approve the following travel expenses: Ms. Lynne Klemke for \$211.18 and Mr. R. J. Savely for \$120.60. SECONDED by Ms. Curtis. The vote was, Yes: Kreman, Packard, Richards, Schmidt, Stinner, Curtis, Guzman-Gonzales, Anderson. No: None. Abstain: Klemke, Savely. Absent: None. Motion carried.

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Ms. Guzman-Gonzales MOVED to approve the following travel expense: Ms. Marjorie Schmidt for \$3,134.21 (ACCT Legislative Summit). SECONDED by Ms. Richards. The vote was, Yes: Kreman, Packard, Richards, Schmidt, Stinner, Curtis, Guzman-Gonzales, Klemke, Anderson. No: None. Abstain: Schmidt. Absent: None. Motion carried.

PERSONNEL CONSENT CALENDAR

Review Contents of Personnel Consent Calendar

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Resignation(s)

1. Rene Nava, Admissions Director, Effective April 19, 2024

Appointment(s)

1. Ms. Fatima Balza, Interim Women's Head Volleyball Coach, Effective March 18, 2024
Annual salary for this full-time, interim position is \$51,300.
2. Mr. Chris Ewerdt, Facilities Operations Director, Effective April 1, 2024
Salary for this full-time position for the twelve-month fiscal year, i.e., July 1, 2023, through June 30, 2024, is \$75,000.
3. Ms. Laurie Parker, Nebraska Math Readiness Coordinator, Effective June 10, 2024
Wage for this full-time position for the twelve-month fiscal year, i.e., July 1, 2023 through June 30, 2024, is \$24.00 per hour.

Approval of Personnel Consent Calendar

Consideration of Items Extracted from Personnel Consent Calendar

Chair Anderson entertained a motion for approval of the Personnel Consent Calendar.

Mr. Savely *MOVED* to approve the Personnel Consent Calendar as presented. *SECONDED* by Mr. Kreman. The vote was, Yes: Packard, Richards, Savely, Schmidt, Stinner, Curtis, Guzman-Gonzales, Klemke, Kreman, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

Declare a Vacancy on the Board of Governors – District One

Chair Anderson reported that with the passing of Dr. Margaret Crouse, the Board has a vacancy in District One. Chair Anderson shared that Dr. Crouse was a valued Board member who brought a wealth of knowledge and expertise in higher education. She also served as president of the Nebraska Community College Association. Dr. Crouse will be sorely missed by all who knew her. Chair Anderson declared a vacancy in District One of the WCCA Board of Governors.

Appoint ad hoc Committee to Make Recommendations to Fill District One Vacancy

Chair Anderson reported that an ad hoc committee has been appointed to fill the District one vacancy. The committee members include Ms. Karen Anderson, Ms. Misty Curtis, Ms. Marjorie Schmidt, Mr. John Stinner. Mr. Stinner will chair the ad hoc committee. Advertisement for the vacancy has been arranged and the deadline for submission of applications is April 8, 2024.

Consideration of April 17, 2024 Board Meeting Location

Chair Anderson reported that at a previous meeting, the Board voted to schedule a meeting at Chadron State College. With the passing of Dr. Crouse and additional concerns, Chair Anderson suggested that the Board consider moving the meeting back to the Scottsbluff campus. Chair Anderson requested input from the Board members. In response to an inquiry, Chair

Consideration of April 17, 2024 Board Meeting Location (cont.)

Anderson stated that the June Board meeting will remain at the Alliance campus. In the absence of additional discussion, Chair Anderson requested a motion to relocate the April Board meeting.

Ms. Richards MOVED to approve moving the location of the April 17, 2024 Board meeting from the CSC campus to the Scottsbluff campus. SECONDED by Ms. Schmidt. The vote was, Yes: Richards, Savely, Schmidt, Stinner, Curtis, Guzman-Gonzales, Klemke, Kreman, Packard, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

**Request for Sale & Use of Alcohol Beverages at a College Sponsored Event
Vocal Music Spring Gala, April 5-6, 2024, Gering Civic Center, Gering, NE**

Chair Anderson asked College attorney, Mr. Phil Kelly, to speak to this agenda item so that new Board members are apprised of the history associated with the requests.

Mr. Kelly explained that a policy exists that states there will be no alcohol on college facilities, but specifically allows for exceptions. For many years, events held at conference centers where they have the ability to serve alcohol has been approved by the Board, not always unanimously, but generally approved.

Mr. Kelly stated one of the factors for consideration is the facility hosting the event determines the cost per plate for the meal as well as additional incidentals. It is likely they take into account that they would make money on alcohol sales and therefore, a reduction in the cost to the College might be considered. Secondly, certain people may enjoy an alcoholic beverage, which could be a determining factor for some participants.

There is no liability to the College for the liquor sales because the vendor holds the liquor license. The vendor is responsible for all aspects of enforcing liquor laws when it is covered under their license.

Ms. Guzman-Gonzales MOVED to approve the request for sale and use of alcohol beverages at the April 5 and 6 Vocal Music Spring Gala, located at the Gering Civic Center. SECONDED by Ms. Schmidt. The vote was, Yes: Schmidt, Stinner, Curtis, Guzman-Gonzales, Klemke, Kreman, Richards, Anderson. No: Savely. Abstain: Packard. Absent: None. Motion carried.

**Request for Sale & Use of Alcohol Beverages at a College Sponsored Event
Jump, Jive, and Swing, May 5, 2024, Weborg 21 Centre, Gering, NE**

Chair Anderson entertained a motion for approval of the request for sale and use of alcohol beverages at a College sponsored event.

Ms. Guzman-Gonzales MOVED to approve the request for sale and use of alcohol beverages at the May 5 instrumental musical Jump, Jive, and Swing, located at the Weborg 21 Centre. SECONDED by Ms. Richards. The vote was, Yes: Schmidt, Stinner, Curtis, Guzman-Gonzales, Klemke, Kreman, Richards, Anderson. No: Savely. Abstain: Packard. Absent: None. Motion carried.

**Reports and Recommendations from the Board Finance & Facilities Committee - Bids/Contracts
*Construction of Aviation Engine Start Room***

Ms. Koski, Vice President of Administrative Services, referenced the plans for the aviation engine start room included in the meeting information packet. The room will be located at the Aviation Building in Sidney. Addition of an engine start room will provide increased safety during static engine test runs during training.

Ms. Nancy Hall, Administrative Management Director, has met with the Sidney Airport Authority and gained approval for the location of the , and at their request, to ensure the exterior of the building matches their other buildings. The Sidney Airport Authority agreed to fund the siding on the outside of the building.

The interior will have a room where the engine can be started remotely, behind glass. The glass would be a specialized protective glass so that when the engine starts, it can be observed while students are outside the engine start area.

Construction documents will serve to finalize the plans and specifications for development of bid documents.

Chair Anderson entertained a motion for authorization to finalize the plans for the Aviation Engine Start Room.

Mr. Savely MOVED for approval of authorization for preparation of final plans and specifications and the development of the necessary bid documents for the release of bid packages for the aviation engine start room. SECONDED by Ms. Curtis. The vote was, Yes: Stinner, Curtis, Guzman-Gonzales, Klemke, Kreman, Packard, Richards, Savely, Schmidt, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

**Reports & Recommendations from the Board Finance & Facilities Committee – Bids/Contracts
*Bid #24-EQ-11 PC Replacement***

Ms. Koski explained that this bid is for PC replacement based on a five-year replacement schedule. This replacement includes approximately 115 computers and monitors in different configurations. There was only one bid in the amount of \$174,893, which was less than the amount budgeted.

Mr. Savely MOVED for approval of the PC Replacement bid from Sterling Computers Corporation for \$174,893. SECONDED by Dr. Packard. The vote was, Yes: Curtis, Guzman-Gonzales, Klemke, Kreman, Packard, Richards, Savely, Schmidt, Stinner, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

INSTITUTIONAL REPORTS

Cougar Strides Wellness Team

Ms. Jenny Keener, Human Resources Generalist, reported the Cougar Strides Wellness Team has sponsored some exciting events and challenges. Each month, the group tries to host an event that touches each aspect of the wellness wheel. The ice cream social has been the most popular activity thus far. A needs and interest survey was recently sent out to gather input from staff and faculty regarding what might be of interest to them.

Cougar Strides Wellness Team (cont.)

This year, the group did something different. A new program was created for staff and faculty to go through the Wellness Program with a buddy. Throughout the year, the buddy system encourages participants to support one another to complete challenges, get their steps in, and complete the personal assessment. At the conclusion of the Buddy program, prizes will be awarded.

Ms. Keener thanked Board members for their participation in the 2023 winter events such as judging the ugly sweater contest and decorating and delivering wreaths to area assisted living facilities. Also included in the winter events schedule was a hot chocolate and apple cider bar and a favorite dessert contest. Entrance in the dessert contest, or for an opportunity to sample the desserts, required a donation to the Cougar Cupboard. Tasters determined the winner, which was no easy task since there were so many delicious desserts. Ms. Keener added that donations to the food pantry were remarkable.

Many events scheduled this year are based around the social aspect of wellness. The Center for Disease Control issued a report that since the COVID-19 pandemic, loneliness is an epidemic in our country.

The Walk at Lunch activity is scheduled in April. Participants walk from the College to fifth avenue and back. Those who join the walk receive a goodie bag with healthy snacks and hydration items along with the opportunity to spend time with colleagues.

Ms. Keener reported that additional Summer Refresh Program activities are being planned.

The Wellness team has been gathering documentation required for applying for the Governor's Wellness Award. Applications are due in May, so results should be available by the end of the summer.

In response to an inquiry, Ms. Keener responded that in the past, funds were received through the Educators Health Alliance, but recent notification advised that changes are being made, so that funding may no longer be available. Final communication regarding funding has not yet been received.

Board members thanked Ms. Keener for sharing information and thanked the Wellness Team for their work in promoting wellness opportunities.

Student Report

Mr. Charles Oguoma, Board student representative, reported that the students are grateful for the newly remodeled Pit area. Completion of the construction has helped ease movement around the campus and the Pit provides a place for students to gather. Mr. Oguoma added that it would be nice to have outside seating as well, so students can enjoy the nice weather.

Mr. Oguoma shared that he visited with President Dart regarding options for making the transition to another college easier for the students, particularly the nursing students. They recently learned that this fall, UNMC will have their first set of international students attend their nursing program in Scottsbluff. Due to challenges, this has not happened before, so thanks to President Dart and Dr. Wilson for their assistance.

Student Report (cont.)

PTK students traveled to Kansas City for the Heartland Regional Convention. The students received multiple awards, which is a reflection of their hard work. The WNCC PTK Chapter sponsors several activities on campus, for which the students are grateful.

Students recently returned from spring break and participated in fun activities to help them unwind as they prepare for the remaining eight weeks of the semester.

Mr. Oguoma shared that as part of his agenda when he was elected into Student Government was to find ways to engage non-traditional students. Mr. Oguoma suggested the College offer short-term IT courses so that non-traditional students can gain some sort of background, which may help them determine if it is a field of interest to them. Currently, a few non-traditional students have been attending the council meetings and join in some of the activities. Those students also brought to his attention that a wellness room is needed at the Harms Center along with an outside seating area.

With the increase in international student enrollment, employment has been a concern because they are restricted to only working on campus, so there have been minimal options available for employment. The issue was discussed with President Dart and he has some ideas under consideration.

The end of the semester is approaching, so students are focused on course work and upcoming finals.

Faculty Report

Ms. Howton reported that faculty recently returned from spring break, so at this time, she does not have information to share.

Mr. King reported that about a month ago, he participated in the Math and Literacy night at Longfellow Elementary School. He was stationed in a second-grade classroom to talk about science in general, but the piece on rocks, minerals, and fossils was his specialty. Several students and their parents attended the session and asked a number of questions, so he felt his presentation was well received.

Nebraska Community College Association

Mr. Stinner reported that the NCCA Executive Director, Dr. Courtney Wittstruck, has been sending weekly legislative updates that provide a summary of what is happening with the bills. An important piece was that funding came through even though there was a shortfall. It seems the spirit of the legislature was to make sure they were fully funded so they did not have to go to property taxes.

Western Nebraska Community College Foundation

Ms. Alena Haun, Foundation Gifts and Grants Director shared information about the Foundation visionaries. Visionaries are alumni or employees who have given \$25,000 over their lifetime. Other individuals may remember a past connection with the College and contribute to commemorate those memories. Visionaries can also be business partners that want to assist with the College workforce development.

Western Nebraska Community College Foundation (cont.)

Ms. Haun shared a recent conversation with a WNCC alumni who is terminally ill. This person shared how her time at WNCC changed her life so she decided to give \$50,000 to the unrestricted fund for now, and also plans to leave additional funds and a memorial when she is gone.

An additional connection was from a gentleman who plans to leave forty percent of his estate for aviation student scholarships and programming. He spoke highly of the College Aviation program and shared that his airplane mechanic was a past student.

Ms. Haun stressed that we are not always aware of the impact we make on people's lives and that their experience at WNCC can carry several years into the future.

Ms. Haun shared that the Foundation also has a legacy society they are working to build. These are individuals who include WNCC in their estate plans, which helps to ensure that the Foundation can continue their mission over time. The Foundation regularly receives correspondence from people who have or plan to add the College to their estate plans or as a beneficiary. The WNCC Foundation website provides additional information on ways to give.

President Comments

President Dart reported that along with Ms. Allie Tyree and Ms. Paula Abbott, he traveled to Lincoln to attend the NCCA Legislative Day. They had the opportunity to meet with local senators and to be represented and recognized on the floor and attend some good meetings. The College had good representation from all three campuses, which is an important message to share with the senators. They need to be aware that with the three campuses, WNCC serves 17,000 square miles.

Regarding the budget Mr. Stinner referenced in his comments, the Community College Future Fund, which was the new funding model last year, is somewhere between seven and eight million dollars short. Based on this year's valuation growth, that is where that funding model landed. With the support of the legislature, it is anticipated that this year, the budget will be fully funded, which means that we will not have a property tax levy outside of our up to two-percent capital tax.

Board student representative, Mr. Charles Oguoma, recently joined a meeting that included Chancellor Gold, who was recently named president of the University of Nebraska system. Also attending the meeting were leaders from Chadron State College and University of Nebraska Medical Center. Mr. Oguoma shared his thoughts about what he felt impacted him in regard to education. It was nice to have those education leaders present to talk about healthcare in this part of the state and Mr. Oguoma's student perspective was also valuable.

During spring break, WNCC hosted the men's basketball Region IX Tournament. Eight teams were present for the three-day tournament. Billy Engel, the WNCC men's basketball coach was named Coach of the Year for the region.

The topic of dual credit and prerequisites recently went through the shared governance process. Following President Dart's recommendations, faculty met as a curriculum committee and then as the academic council and approved a plan to suspend prerequisites or at least

President Comments (cont.)

placement testing, on a number of courses. This action would align WNCC with other colleges and universities while also providing an opportunity to study the potential impact on student success. The College has been able to move forward with that plan and will be working with dual credit partners on what it might look like as we prepare for registration.

The second part of the plan was to send surveys to dual credit partners to ask what they need from the College and how to improve relationships. A number of superintendents, principals, and counselors received the surveys and feedback is being reviewed by the strategic enrollment management group.

President Dart was recently invited to a faculty assembly where discussion was initiated regarding a faculty senate, which is a representative body for faculty. Additional discussion included thoughts on shared governance and committee structure and whether refinements are needed. A group is also working on finalizing bylaws for a staff senate. It has been good to gather different perspectives and ideas.

President Dart spoke to the international student work issue. He stated that currently, 92 international students are attending WNCC. The first week of applications for international students for fall of 2024 is over 130. A significant number of students are seeing WNCC is a great place, which is the result of mostly word of mouth communication. In the past, the majority of international students were athletes. A number of athletes are attending, but it seems more students are coming to WNCC for academics first, not as student athletes.

A challenge for international students is their visa, which only allows them to work for the institution they are attending. Additional employment options are being considered.

President Dart traveled with students to the PTK Regional conference in Kansas and shared he is very proud of the PTK club. The group received a number of awards, including the most outstanding chapter award. Ms. Amy Winters and Ms. Patsy Yeager are great advisors and the students are impressive.

President Dart shared the day before he had an opportunity to welcome a group of fifth graders to the campus. The Enrollment Management department sponsored a *College for a Day* event, which is an outreach program for younger students. Several learning sessions were scheduled that showcased a program, field, or service WNCC offers.

Chair Anderson mentioned that President Dart was the recipient of the PTK Paragon Award. Recipients are nominated by students on their campus. The award recognizes college presidents who are new in their role and have served less than three years. These presidents show support of student success initiatives and take an active interest in supporting high-achieving students and developing student leaders on campus.

In response to an inquiry, President Dart shared that this year, the commencement speaker is Ms. Morgan Baird, who is the outgoing Miss Nebraska. Ms. Baird is from Gering, NE and a graduate of WNCC. Her father is also a faculty member at the College.

Board Member Comments

Mr. Savely mentioned he transported students to the College last Monday for a speech tournament and added he was grateful the College hosted the event. Mr. Savely shared the students were impressed with the remodeled areas of the College.

Chair Anderson shared that Mr. Savely is a bus driver who truly cares about the students he transports. As a show of appreciation, students presented Mr. Savely with an autographed tie. Chair Anderson thanked Mr. Savely for caring about the students he drives to various events.

Ms. Guzman-Gonzales mentioned that she would like to encourage Board members to participate in a group photo session that can be posted around the College service area so constituents recognize the Board members.

Upcoming Meetings and Events

1. *Vocal Music Spring Gala*
April 5–6, 2024
Gering Civic Center, Gering, NE
6:00 p.m. *Social Time* | 6:30 p.m. *Performance*
Tickets: \$32 | Ticket sales close at noon on April 4
2. 2024 AACC Annual (American Association of Community Colleges)
April 5-9, 2024
Louisville, Kentucky
3. 2024 Higher Learning Commission Conference
April 13–16, 2024
Chicago, IL
4. Instrumental Music Spring Band Concert
April 21, 2024
Judy Chaloupka Theater
3:00 p.m. Performance
\$10 General Admission | \$8 Seniors | Free – WNCC Students and Staff
5. Theatre Arts | Student Directed One Acts
April 26–28, 2024
Judy Chaloupka Theater
7:30 p.m. Friday & Saturday | 2:00 p.m. Sunday
\$10 General Admission | \$5 Seniors, Students & Military | \$3 Groups of 10+
6. Instrumental Music | Honors Recital
May 4, 2024
3:00 p.m. Performance
Judy Chaloupka Theater
Tickets: Free

Upcoming Meetings and Events (cont.)

7. Instrumental Music | Jump, Jive & Swing
Date and Location to be determined
5:15 p.m. Cocktails & Live Music | 6:00 p.m. Dinner & Dancing
Tickets: \$25 | Ticket sales close at noon on April 29
8. NCCA Second Quarter Meeting
Monday, May 6, 2024
Lincoln, NE or via Zoom
9. WNCC Commencement
10:00 a.m., Saturday, May 11, 2024
Cougar Palace
10. Nurses' Pinning
1:00 p.m., Saturday, May 11, 2024
Judy Chaloupka Theater
11. ABE/GED Graduation
4:00 p.m., Saturday, May 11, 2024
Judy Chaloupka Theater

Next Regular Meeting: Wednesday, April 17, 2024, 1:00 p.m., Coral E. Richards Boardroom, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, NE.

Adjournment

The meeting was adjourned by unanimous consent at 2:09 p.m.

Karen S. Anderson, Chairperson

Susan L. Verbeck, Secretary