

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

**INFORMAL MEETING
MINUTES**

June 19, 2024

The Western Community College Area Board of Governors held an Informal Board meeting at 10:30 a.m. on Wednesday, June 19, 2024 at the Western Nebraska Community College Alliance Campus, 1750 Sweetwater Avenue, in the City of Alliance, in the County of Box Butte, in the State of Nebraska, as per the publicized notice in the Star-Herald on Tuesday, June 11, 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
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

Quorum

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

Board Chairperson Comments

A copy of the Nebraska Open Meetings Act was available on the table at the back of the room.

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.

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 will be limited to a five-minute presentation. There were no public comments.

Nebraska Community College Association (NCCA) Report

NCCA Executive Director, Ms. Courtney Wittstruck, joined the meeting to share information about the Nebraska Community College Association and the last Legislative session.

Nebraska Community College Association (NCCA) Report (cont.)

Ms. Wittstruck explained the NCCA represents five of the six community colleges in Nebraska. Metro Community College separated from the Association a few years ago. NCCA has maintained a good relationship with MCC and continues to work with them. The NCCA is a 501C organization and funded entirely by community college dues. Each community college appoints two Board members to serve on the NCCA board on a rotating basis. Ms. Wittstruck noted she spends time at the Legislative sessions to promote legislation on behalf of the community colleges and their students. NCCA also hosts various events and conferences. Currently, speakers are being lined up for the annual meeting scheduled November 3 and 4, 2024. The annual meeting rotates every year among the community colleges and this year is located in Norfolk. Once details are finalized, speaker bios and registration information will be forwarded to each community college. NCCA also sponsors an annual Phi Theta Kappa awards luncheon for the students. Ms. Wittstruck reported she sits on committees and boards that are part of statewide workforce initiatives and stated collaboration is an important piece of the NCCA.

Discussion of Proposed 2024-2025 WCCA Budgets

General Operations Fund

Ms. Lynne Koski, Vice President of Administrative Services reviewed the 2024-2025 General Operating Fund, which is the primary fund for day-to-day operations, such as instruction, student support, etc. Ms. Koski stated this is a preliminary report, final state aid numbers will not be available until September.

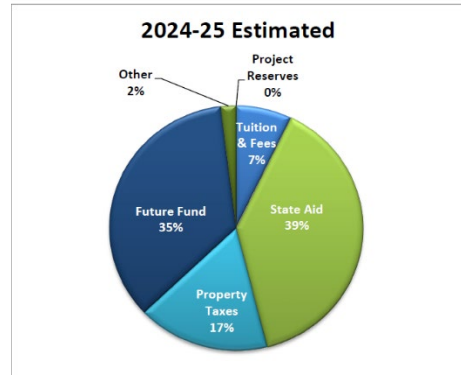
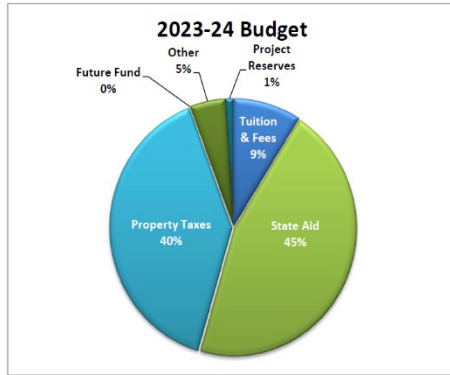
Ms. Koski reported the College has a shortfall of about a million dollars. There will be some property tax collection, which is a result of taxes levied the prior year. Those taxes are not collected until September so half of the property taxes were levied for fiscal year 2024. The future fund, which is based on tax requests for the current year, fiscal year 2024 plus a 3.5 percent increase. Once the FTE audit is complete, a better idea of final FTE numbers will be presented. This estimate is based on available information and includes a three dollar increase in tuition rates approved by the Board in November. Last year, the College had a significant change in the dual credit portion because numbers were down. There was not a significant change in state aid.

The College currently had some favorable interest rates, so the projected total revenue budget is \$34,690,000, which is \$5.3 million over the prior budget.

**General Operating Fund Preliminary Revenue Budget
 2024-25**

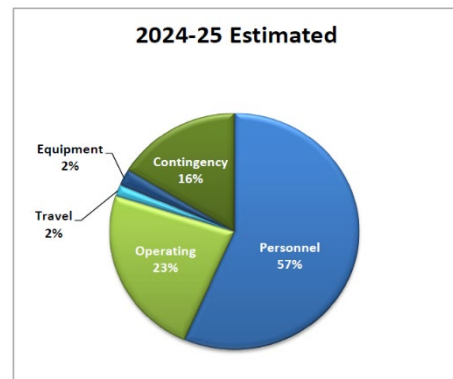
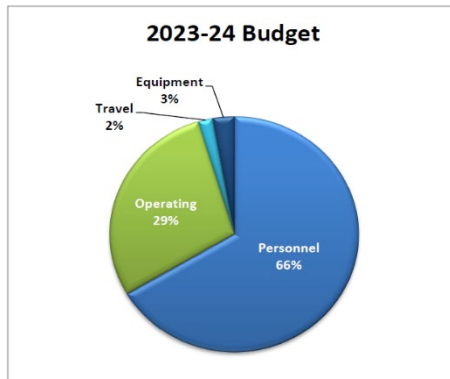
Summary by Source	2023-24 Budget	Percent of Total	2024-25 Estimated	Percent of Total	Dollar Change	Percent Change
Tuition & Fees	\$2,621,177	8.94%	\$2,466,737	7.11%	-\$154,440	-5.89%
State Aid	\$13,346,852	45.54%	\$13,518,579	38.97%	\$171,727	1.29%
Property Taxes	\$11,665,429	39.81%	\$5,838,514	16.83%	-\$5,826,915	-49.95%
Future Fund			\$12,186,511	35.13%	\$12,186,511	
Other	\$1,372,177	4.68%	\$680,000	1.96%	-\$692,177	-50.44%
Project Reserves	\$300,000	1.02%	\$0	0.00%	-\$300,000	-100.00%
Total by Source	\$29,305,635	100.00%	\$34,690,341	100.00%	\$5,384,706	18.37%

**General Operating Fund Preliminary Revenue Budget (cont.)
 2024-25**



**General Operating Fund Expenditure Budget Based on Total Requests
 2024-25**

Summary by Object	2023-24 Budget	Percent of Total	2024-25 Estimated	Percent of Total	Dollar Change	Percent Change
Personnel	\$19,278,582	65.78%	\$20,208,754	56.54%	\$930,172	4.82%
Operating	\$8,353,303	28.50%	\$8,354,420	23.37%	\$1,117	0.01%
Travel	\$539,803	1.84%	\$540,709	1.51%	\$906	0.17%
Equipment	\$811,782	2.77%	\$811,782	2.27%	\$0	0.00%
Contingency	\$322,139	1.10%	\$5,828,915	16.31%	\$5,506,776	1709.44%
Total by Object	\$29,305,609	100.00%	\$35,744,580	100.00%	\$6,438,971	21.97%



Board Training Session

Understanding Compliance: FERPA, HIPPA, GRAMA, NJCAA

President Dart reported community colleges are publicly funded. WNCC is responsible for compliance with state, federal and organizational policies, procedures and laws. While Nebraska State Statutes govern much of the work of the College, many other laws guide WNCC operation.

Federal Laws

Higher Education Opportunity Act

This sweeping law has been reauthorized since inception in 1965, including the 1972 amendments.

- Title III - Programs to Serve Low-Income and Underserved Students
- Title IV – Financial Aid programs
- Title IX – Non-discrimination

Family Educational Rights Privacy Act (FERPA)

This law applies to all schools that receive funds under an applicable program of the United States Department of Education.

Health Insurance Portability and Accountability Act (HIPPA)

Establishes standards to protect the privacy and security of health information and give patients rights to their health information.

Freedom of Information Act (FOIA)

The basic function of this act is to ensure informed citizens, vital to the functioning of a democratic society.

Clery Act

Requires colleges and universities to report campus crime data, support victims of violence, and publicly outline the policies and procedures they have put into place to improve campus safety.

Equity in Athletics

Requires co-educational institutions of postsecondary education that participate in a Title IV, federal student financial assistance program, and have an intercollegiate athletic program, to prepare an annual report to the Department of Education on athletic participation, staffing, and revenues and expenses, by men's and women's teams.

Annual compliance reports are shared at the monthly Board meetings.

Board member Comments

Chair Anderson thanked Ms. Wittstruck for attending the meeting and for sharing information about the Nebraska Community College Association and the recent Legislative Session.

Next Regular Meeting: Wednesday, June 19, 2024, 1:00 p.m., Western Nebraska Community College Alliance Campus, 1750 Sweetwater Avenue, Alliance, NE.

Adjournment

The meeting was adjourned by unanimous consent at 12:01 p.m.

Karen S. Anderson, Chairperson

Susan L. Verbeck, Secretary