

**WESTERN COMMUNITY COLLEGE AREA  
BOARD OF GOVERNORS**

**REGULAR MEETING**

**MINUTES**

**July 17, 2024**

The Western Community College Area Board of Governors held a Regular Board meeting at 1:00 p.m. on Wednesday, July 17, 2024, in the Coral E. Richards Boardroom at Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27<sup>th</sup> 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, July 9, 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
Linda A. Guzman-Gonzales .....	Present
F. Lynne Klemke .....	Present
Allan D. Kreman .....	Present
Lori J. Liggett.....	Present
William M. Packard .....	Absent
Coral E. Richards.....	Present
R. J. Savely, Jr. ....	Absent
Marjorie A. Schmidt.....	Present
John P. Stinner, Vice Chairperson.....	Present

*Dr. Packard and Mr. Savely notified the Board secretary they were unable to attend the meeting due to personal business.*

**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 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) Packard, Savely
  - c. Minutes
    - i. June 19, 2024 Informal Meeting
    - ii. June 19, 2024 Regular Meeting
2. **Claims:** April 2024
  - a. WCCA Unrestricted Fund - \$2,338,591.71
  - b. WCCA Restricted Fund - \$40,732.03
  - c. WCCA Federal Fund - \$4,012.07
  - d. WCCA Agency Fund - \$6,243.11
  - e. WCCA Loan Fund - 0 -
  - f. WCCA Plant Fund - \$296,541.68
  - g. WCCA Auxiliary Fund - \$124,284.46
3. City Planning Commission Reports (no reports)
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 to be extracted for separate consideration. There were no items extracted from the Consent Calendar.

## CONSENT CALENDAR

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

## BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Ms. Richards MOVED to approve the following travel expense: Ms. Lori Liggett for \$168.48. SECONDED by Ms. Klemke. The vote was, Yes: Klemke, Kreman, Richards, Schmidt, Stinner, Guzman-Gonzales, Anderson. No: None. Abstain: Liggett. Absent: Packard, Savely. Motion carried.

## Consideration of Resignation of Board Member

Chair Anderson reported Ms. Misty Curtis, District Three Board representative submitted her resignation effective June 26, 2024.

Ms. Schmidt MOVED to accept the resignation of Ms. Misty Curtis, representing District Three, effective June 26, 2024. SECONDED by Ms. Guzman-Gonzales. The vote was, Yes: Kreman, Liggett, Richards, Schmidt, Stinner, Guzman-Gonzales, Klemke, Anderson. No: None. Abstain: None. Absent: Packard, Savely. Motion carried.

## Declare Vacancy on the Board of Governors

Chair Anderson reported with the resignation of Ms. Curtis, the Board currently has a vacancy in District Three, effective June 26, 2024.

### **Appoint ad hoc Committee to Make Recommendation to Fill District 3**

Chair Anderson reported an ad hoc committee has been appointed and will consist of Ms. Liggett, Ms. Schmidt, Mr. Stinner, and herself. Mr. Stinner will chair the committee.

### **PRESIDENT'S PERSONNEL REPORT**

#### **Resignation(s)**

*Mr. Shih-Yu Lu, Head Women's Basketball Coach, Effective July 8, 2024*

*Mr. Josiah Taylor-Lewis, TRIO Supplemental Instruction Specialist, Effective July 9, 2024*

#### **Appointment(s)**

*Ms. Misty Curtis, Alliance Campus Director, Effective July 9, 2024*

The salary for this full-time position for the twelve-month fiscal year, i.e., July 1, 2024, through June 30, 2025, is \$86,000.

*Mr. Kyle Keller CollegeNow! Director, Effective August 22, 2024*

The salary for this full-time position for the twelve-month fiscal year, i.e., July 1, 2024, through June 30, 2025, is \$65,000.

Chair Anderson entertained a motion for approval of the President's Personnel Report.

Ms. Klemke MOVED to approve the President's Personnel Report as presented. SECONDED by Mr. Kreman. The vote was, Yes: Liggett, Richards, Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Anderson. No: None. Abstain: None. Absent: Packard, Savely. Motion carried.

### **WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS**

#### **Reports and Recommendations from the Board Finance and Facilities Committee**

#### **Consider Authority to Exceed the Budget Limit for 2023-2024 Fiscal Year by an Additional 1% and Carry Forward all Unused Authority to 2024-2025**

Ms. Koski referenced documents in the meeting packet, which included the 2023-2024 Lid Supporting Schedule and Lid Computation form. The document details the calculations for determining the Unused Budget Authority that can be carried forward to each budget year.

Restricted Funds are received from property tax and state aid. The base limitation increase in restricted funds is 2.5 percent plus any enrollment growth more than 2.5 percent. According to Nebraska Statutes, the Board may vote to exceed the budgeted restricted funds for a fiscal year by an additional one percent upon an affirmative vote of at least seventy-five percent of Board members present at the meeting. Pursuant to Section 13-521, the unused authority can be carried forward to future budget years. By approving the additional 1%, the Board is only increasing their authority, not the actual tax request. The unused restricted funds authority has no impact on the tax levy, but would allow the College to accept additional restricted funds, if available in the future.

Ms. Klemke MOVED the Board vote to exceed the budgeted restricted funds limit for the 2023-2024 Fiscal Year by an additional one percent, and carry all unused authority to 2024-2025. SECONDED by Ms. Schmidt. The vote was, Yes: Richards, Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Liggett, Anderson. No: None. Abstain: None. Absent: Packard, Savely. Motion carried.

**Bid #24-FAC-15 Powerline Classroom Addition**

Ms. Koski reported the funding source for the Powerline classroom addition is funded through the American Rescue Plan Act (ARPA), \$780,556 and Capital Fund \$16,206.90.

**TABULATION:**

<b>Company</b>	<b>City/State</b>	<b>Total Amount</b>
Anderson Shaw Construction	Scottsbluff, NE	\$886,545.23
Value Engineered		\$796,762.90
Fuller Construction Co., LLC	Chadron, NE	\$1,116,875.00
Paul Reed Construction & Supply, Inc	Gering, NE	\$957,307.00

Bids were received for the Powerline classroom addition on May 23, 2024. Plans and specifications were placed with plan holder entities. In addition, contractors representing all disciplines received advertisements. WNCC received three bids that met the requirements of the bid opening, as indicated above.

With all bids coming in above the project budget, WNCC worked with the lowest responsible bid to value engineer the project and bring it in line with the budgeted amount.

It was the recommendation of the selection committee that the Board Finance and Facilities Committee present the value engineered bid amount from Anderson-Shaw Construction to the Board of Governors for approval.

Ms. Guzman-Gonzales MOVED to award Bid #24-FAC-15 Powerline Classroom Addition to Anderson Shaw Construction in the amount of \$796,762.90. SECONDED by Ms. Klemke. The vote was, Yes: Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Liggett, Richards, Anderson. No: None. Abstain: None. Absent: Packard, Savely. Motion carried.

**INSTITUTIONAL REPORTS**

**2023-2024 Athletic Department Overview**

Mr. Ryan Burgner, Athletic Director, reported student athletes have been busy in the classroom and in the community. The coaches support the athletes' involvement in the community with events such as soccer camps, assistance at the Monument Marathon, St. Agnes Penny Carnival set up and tear down, Westmoor Elementary Walk to School day, and delivering meals for the Gering Senior Center. Time was also spent at area elementary schools assisting with reading programs. Throughout the academic year, the student athletes participated in sixteen community service projects, volunteering several hours of service. Mr. Burgner stated one of the athletic department goals is to increase participation in community service projects and welcomes requests for student athlete presence at community events.

Mr. Burgner reported the student athletes performed well in the classroom with forty-seven Region IX all Academic Athletes, which is a GPA of 3.25 or higher, thirty-one athletes received NJCAA All-Academic awards, which is 3.6 GPA or higher, and volleyball, softball, women's basketball, and baseball received NJCAA All-Academic Team awards, which is a GPA of 3.00 or higher. The overall student athlete GPA was 2.93. Seventy-two percent of the student athletes graduated with an associate degree in 2023-2024.

### **2023-2024 Athletic Department Overview (cont.)**

The student athletes were successful on the field and court. Men's basketball was a Region IX championship game participant, baseball had a Region IX defensive player of the year, volleyball and men's soccer had Region IX players of the year, and twenty-one all Region IX athletes. Billy Engel was named the Region IX Coach of the Year.

In conclusion, Mr. Burgner thanked the administration for their support and coaching staff for their guidance and all they do to assist the student athletes.

### **Spring 2024 End of Semester Enrollment Report**

Mr. Arich Knaub, Enrollment Research Analytics Director referenced the enrollment report included in the meeting packet and addressed Spring 2024 enrollment by location. The unduplicated count of students is based on their primary campus. A primary campus is identified as the campus the student takes most of their courses at. A duplicated count of students is based on all campus locations students utilize. About 486 students utilized multiple campuses for education. The number of full-time unique students by primary campus was 554 and the number of part-time was 914. The total students served by all campuses was 1,954. Total credits by all campuses were 13,169.5 (these were unofficial estimates). The FTE auditors are due on campus next week, so official numbers will be available at the conclusion of the audit.

Mr. Knaub reported 184 awards were earned by the students, which is lower than last year, but there was an increase in fall awards. It takes about five semesters to earn an award (both full-time and part-time students). Women in their twenties, late twenties, early thirties pursue awards where men are in the twenty to twenty-two age range. In the spring, every program had at least one or more awards issued.

### **Summer 2024 Census Enrollment Report**

Mr. Knaub said rather than calling this a ten-day report, it will be referred to as the census report in the future. With summer, it is harder to call it a ten-day report because of the multiple terms going on.

Mr. Knaub reported that as of the tenth day of the summer 2024 semester, the total enrollment of 394 students represents a 7.1% increase compared to summer 2023. 30.59% of students taking courses in Spring 2024 returned in Summer 2024.

Total FTE of 10-day students was 70.53 while total REU was 92.72. This increase was 17.16% compared to Summer 2023.

Female to male ratio was 70.1% female to 28.9% male overall (1% nondisclosure). The female to male ratio is about 10% wider compared to traditional fall/spring semesters.

Hispanic enrollment was 117, representing 29.7% of all students. This increase was the highest percentage Hispanic enrollment for WNCC.

WNCC's student body has students representing each of the counties within the WNCC service area and 16 states outside of Nebraska as well as students from around the globe.

### **Summer 2024 Census Enrollment Report (cont.)**

The average student age is 24.5, which is 2.5 years older than traditional academic terms, with 71 students pursuing new degrees.

### **Student Report**

There was no student report.

### **Faculty Report**

Ms. Carrie Howton reported Information Technology instructor, Bill Loring took seven STEM CONNECT and Math and Science Club students to the Consortium for Computer Science Convention in Iowa. The two-day conference in April, was the students first experience at an event like this. The types of sessions offered included *Navigating the Technological Tide: How Leveraging Past Perspectives Can Help You Create Sound Software for Everyone*, by Dr. Monica McGill. The students enjoyed themselves and learned a lot. They were most interested in the sessions on AI.

In May, after school was out, a second trip was to PyCon US in Pittsburgh with Jessica Soler, a STEM CONNECT student. PyCon, hosted by the Python Software Foundation, an international non-profit that promotes the Python programming language. Python is a popular programming language used in robotics, GIS, Data Science, and other applications. There is a conference in many countries around the world. This was a two-day day conference with many sessions and vendors, including Microsoft. A session example was: *Build In-Browser 3D Experiences with WebGL and PyScript*.

Mr. Loring and Business instructor, Ms. Aletia Norwood participated in a two-day Teaching Professor Conference located in New Orleans. The Teaching Professor conference is a favorite among faculty and is specific to higher education and has a wide range of sessions. The conference afforded faculty the opportunity to meet and visit with peers from other institutions. Mr. Loring shared one of his favorite sessions was *Backward Design, Forward Thinking: Leveraging AI in Crafting Courses*.

Mr. Loring and Nancy Resseguie, Math instructor, represented WNCC at a STEM CONNECT Curriculum Development retreat in Auburn, NE. UNL, UNK, Southeast CC, Northeast CC, Central CC, and Metropolitan CC were also represented. Discussion centered around Math, Data Science, and Computer Science curriculum pathways from a community college to a four-year school. Part of the STEM CONNECT grant, which includes WNCC, Southeast Community College and UNL, is to work on better pathways to a four-year school. This meeting expanded the reach of this mission to other partners.

Mr. Loring shared that with all this new information and ideas he has been revising his classes to integrate some of the best ideas from these conferences. The other valuable part of any conference is talking to peers and finding out what they are doing and gathering ideas from them.

Ms. Anderson thanked Ms. Howton for her report.

### **Nebraska Community College Association**

Mr. Stinner reported he received correspondence from the NCCA Executive Director, Ms. Courtney Wittstruck. Ms. Wittstruck shared the Governor will be calling a special Legislative session to address property tax relief.

Mr. Stinner explained three days are allowed for the introduction of bills, proposals, etc., and Ms. Wittstruck anticipates introduction of around eighty bills. The special session is prescribed by the Governor, but during the session, he has the ability to change the scope of the session. It will be difficult to address eighty bills, so it is expected some will be forwarded to committees. The appropriations, revenue and education committees will most likely be called upon. Mr. Stinner stated the outcome of this special session is definitely a wait and see situation.

### **Western Nebraska Community College Foundation**

Ms. Jennifer Reisig, Foundation Executive Director reported the Peter Kiewit Foundation has awarded up to \$270,000 for vocational scholarships. These scholarships will be awarded to as many as fifteen new students each year for the next three years and are up to \$3,000 per student. Scholarships are renewable for a second year. Students must be Nebraska residents and show need, which is verified through the FAFSA or an alternate method if the student is not eligible to submit a FAFSA. <https://www.wncc.edu/about-wncc/news/june-27-2024>

Nebraska Machinery Company (NMC) is supporting the College Diesel Technology program for the fourth year in a row. For 2024-2025, they gave \$10,000 for Diesel Technology scholarships. Gifts from NMC and the Caterpillar Foundation have been key in helping build this program and purchase equipment for students' hands on learning in the classroom.

The Monument Marathon is scheduled for September 28, 2024. At this time, \$120,050 has been committed in sponsorships with a few thousand more expected to come in. There are 290 runners registered, which is about half of the runners expected on race day. Runner registrations bring in around \$25,000 depending on the number of runners registered. Budgeted expenses for the race are \$85,000 - \$90,000, so we are on pace to raise about \$50,000+ to support WNCC students again this year.

Ms. Reisig mentioned that volunteers are needed; it takes 300 people to make the race happen. To sign up to volunteer, go to <https://www.monumentmarathon.com/get-involved>.

### **President Comments**

President Dart reported the College is currently searching for a vice president for educational services. This position is the result of the separation of the Executive Vice President of Educational and Student Services into two positions. The first round of interviews was scheduled this week and finalists will be selected and brought to campus over the coming weeks. The candidate pool was good with over forty qualified applicants.

The start of the fall semester is quickly approaching, so things are in full swing on the campuses. Enrollment will be monitored along with consideration of courses and any changes that transpire.

### **President Comments (cont.)**

The Executive Planning Team meet next week for a retreat to discuss the strategic plan and next year's needs. The group will also review accreditation needs for the upcoming report. Additionally, discussions will include the quality initiative of risk management and overall risk for the institution and how to mitigate as a leadership group.

### **Board Member Comments**

Chair Anderson reminded Board members to wear WNCC attire at the August meeting. A group photo will be taken at that time.

Chair Anderson reminded Board members the August meetings will be located at the Pioneer Residence Hall conference room.

### **Upcoming Meetings and Events**

1. NCCA Third Quarter Meeting  
August 12, 2024  
Lincoln, NE
2. NCCA Fourth Quarter Meeting and Annual Conference  
November 3 and 4, 2024  
Northeast Community College, Norfolk, NE
3. Theatre West Summer 2024  
Disney's Hunchback of Notre Dame -- July 18 thru July 26  
Disney's 101 Dalmatians Kids! (TOFY) -- July 27 & July 28

**Next Regular Meeting:** Wednesday, August 21, 2024, 1:00 p.m., Western Nebraska Community College, Scottsbluff Campus, Pioneer Hall Conference Room, 1601 East 27<sup>th</sup> Street, Scottsbluff, NE.

### **Adjournment**

The meeting was adjourned by unanimous consent at 1:45 p.m.

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Karen S. Anderson, Chairperson

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Susan L. Verbeck, Secretary