

**WESTERN COMMUNITY COLLEGE AREA  
BOARD OF GOVERNORS**

**REGULAR MEETING  
MINUTES**

**September 18, 2024**

The Western Community College Area Board of Governors held a Regular Board meeting at 1:30 p.m. on Wednesday, September 18, 2024, at Western Nebraska Community College, Coral E. Richards Boardroom, 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, September 10, 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
Starr Lehl.....	Present
Lori J. Liggett.....	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.

**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 a 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) - all Board members were present
  - c. Minutes
    - i. August 21, 2024 Informal Meeting
    - ii. August 21, 2024 Regular Meeting
2. **Claims:** August 2024
  - a. WCCA Unrestricted Fund - \$2,442,501.81
  - b. WCCA Restricted Fund - \$14,286.51
  - c. WCCA Federal Fund - \$3,472.96
  - d. WCCA Agency Fund - \$4,080.63
  - e. WCCA Loan Fund - 0 -
  - f. WCCA Plant Fund - \$81,292.12
  - g. WCCA Auxiliary Fund - \$108,931.69
3. City Planning Commission Reports – no reports
4. Approval of Consent Calendar
5. Consideration of Items Extracted from 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, Lehl, Liggett, Packard, Richards, Savely, Schmidt, Stinner, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

## **BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT (August)**

Ms. Guzman-Gonzales MOVED to approve the following travel expenses: Ms. Karen Anderson for \$536.00 (NCCA Meeting) and Ms. Lynne Klemke for \$105.59. SECONDED by Ms. Liggett. The vote was, Yes: Kreman, Lehl, Liggett, Packard, Richards, Savely, Schmidt, Stinner, Guzman-Gonzales. No: None. Abstain: Anderson, Klemke. Absent: None. Motion carried.

## **BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT (August)**

Mr. Savely MOVED to approve the following travel expenses: Mr. Allan Kreman for \$26.13 and Ms. Lori Liggett for \$168.84. SECONDED by Ms. Klemke. The vote was, Yes: Lehl, Packard, Richards, Savely, Schmidt, Stinner, Guzman-Gonzales, Klemke, Anderson. No: None. Abstain: Kreman, Liggett. Absent: None. Motion carried.

## **BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT (August)**

Ms. Liggett MOVED to approve the following travel expenses: Mr. R. J. Savely for \$120.60 and Ms. Marjorie Schmidt for \$343.04. SECONDED by Mr. Kreman. The vote was, Yes: Liggett, Packard, Richards, Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Anderson. No: None. Abstain: Savely, Schmidt. Absent: None. Motion carried.

## **PRESIDENT'S PERSONNEL REPORT**

### **Resignation(s)**

Mr. Daniel Gregory, ERP Administrator

Effective September 13, 2024

Mr. Stephen Sinks, CDL Trainer

Effective January 3, 2025

Ms. Kathy Ault, Associate Vice President of Human Resources

Effective January 10, 2025

### **Appointment(s)**

No appointments.

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 Ms. Guzman-Gonzales. The vote was, Yes: Packard, Richards, Savely, Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Liggett, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

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

### **Adoption of 2024-2025 WCCA Budgets**

General Fund - \$30,737,562

Capital/Bond Fund - \$7,991,033

Designated Fund - \$8,050,000

Restricted Fund (includes loan fund and debt retirement) - \$18,172,596

Agency Fund - \$391,720

**Total Operating Budget \$65,342,911**

Ms. Klemke MOVED to approve the adoption of the 2024-2025 WCCA Budgets as presented. SECONDED by Dr. Packard. The vote was, Yes: Packard, Richards, Savely, Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Liggett, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

### **Adoption of Resolution Setting the Property Tax Request**

**WHEREAS**, Nebraska Revised Statute 77-1632 provides that the Governing Body of Western Nebraska Community College passes by a majority vote a resolution or ordinance setting the tax request; and

**WHEREAS**, a special public hearing was held as required by law to hear and consider comments concerning the property tax request.

**NOW, THEREFORE**, the Governing Body of Western Nebraska Community College resolves that the **2024-2025 property tax request be set at:**

General Fund -

Bond Fund - \$3,384,844.31

**Total Tax Request: \$3,384,844.31**

### **Adoption of Resolution Setting the Property Tax Request (cont.)**

The total assessed value of property differs from last year's total assessed value by 7.9 percent.

The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property would be 0.09167 per \$100 of assessed value.

Western Nebraska Community College proposes to adopt a property tax request that will cause its tax rate to be 0.021121 per \$100 of assessed value.

Based on the proposed property tax request and changes in other revenue, the total operating budget of Western Nebraska Community College will increase (or decrease) last year's budget by 1.25 percent.

Ms. Schmidt MOVED to approve the adoption of the Resolution Setting the Property Tax Request as presented. SECONDED by Mr. Stinner. The vote was, Yes: Richards, Savely, Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Liggett, Packard, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

### **2024 ACCT Leadership Congress Voting Delegate**

Mr. R. J. Savely will be attending the 2024 ACCT Leadership Congress in October and has requested an appointment to represent the WCCA Board of Governors as the voting delegate at the conference.

Ms. Guzman-Gonzales MOVED to approve the appointment of Mr. R. J. Savely as the voting delegate representing the WCCA Board of Governors at the 2024 ACCT Leadership Congress. SECONDED by Ms. Lehl. The vote was, Yes: Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Liggett, Packard, Richards, Anderson. No: None. Abstain: Savely. Absent: None. Motion carried.

### **Initiation of 2025-2026 Collective Bargaining**

Chair Anderson reported correspondence was recently received from the Nebraska Western College Education Association (NWCEA) requesting initiation of the 2025-2026 collective bargaining process.

Ms. Liggett MOVED to approve the initiation of the 2025-2026 Collective Bargaining. SECONDED by Mr. Savely. The vote was, Yes: Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Liggett, Packard, Richards, Savely, Schmidt, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

### **Reports and Recommendations from the Board Policy Committee**

*First Read: BP-102 Board Membership and Officers*

This policy defines the size, composition, and leadership of the Board of Governors. No action was taken by the Board.

### **Reports and Recommendations from the Board Policy Committee (cont.)**

*First Read: BP-103 Committees of the Board*

This policy establishes the authority of the Western Community College Area Board of Governors to create standing or ad hoc committees, as necessary. No action was taken by the Board.

*First Read: BP-109 Retention of Legal Counsel*

This policy establishes the Board of Governors ability to retain legal counsel for Western Nebraska Community College. No action was taken by the Board.

These policies and appendices were either merged into revised documents or replaced by new policies, therefore no longer needed. Chair Anderson entertained a motion for repeal of the following policies and appendices:

*Repeal: 370.1000.16 Construction Management and Officers*

*Repeal: 425.0900.79 Reduction in Force (Regular Full-time Faculty)*

*425.1000.79 Non-Reappointment (Regular Full-time Faculty)*

*Repeal: Appendix A-2-79 Retrenchment/Reduction-in-Force Procedures*

*Appendix A-4-81 Non-Reappointment Procedures*

Mr. Savely MOVED to approve the repeal of the following policies and appendices: 370.1000.16 Construction Management and Officers, 425.0900.79 Reduction in Force (Regular Full-time Faculty), 425.1000.79 Non-Reappointment (Regular Full-time Faculty), Appendix A-2-79 Retrenchment/Reduction-in-Force Procedures) and Appendix A-4-81 Non-Reappointment Procedures. SECONDED by Ms. Schmidt. The vote was, Yes: Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Liggett, Packard, Richards, Savely, Schmidt, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

### **Reports and Recommendations from the Board Finance and Facilities Committee WNCC/ESU13 Technology Center Condominium Agreement**

Mr. Kelly, College attorney, explained in 2007 WNCC and ESU13 entered an interlocal agreement to co-own specific areas of the John N. Harms Center (HATC). A condominium arrangement was developed, which means parties can own the interior space of a building independently of each other, so the south end of the building is divided into unit one, owned by the College, and unit 2 is owned by ESU13. There is a specific plat and legal description regarding which classrooms, or what spaces are owned by each entity. As part of the interlocal agreement, it is determined how utilities will be paid, how the property will be maintained, and how janitorial services will be provided along with insurance coverage, etc.

With the new project to build the high bay into two floors of classrooms, the condominium description will need to be modified. The interlocal agreement addresses how co-ownership will be managed. The condominium declaration, followed by registered deeds will need to be amended. There will be a change to the interior space and areas WNCC and ESU13 will own, so a replat will be filed. Today, four items will require Board approval.

### **Replat of Unit 1 (WNCC) and Unit 2 (ESU13) Condominium and Authorize Board Chair to Sign Replat**

Ms. Guzman Gonzales MOVED to approve the Replat of Unit 1 (WNCC) and Unit 2 (ESU13) Condominium and Authorize Board Chair to Sign Replat. SECONDED by Ms. Schmidt. The vote was, Yes: Guzman-Gonzales, Klemke, Kreman, Lehl, Liggett, Packard, Richards, Savely, Schmidt, Stinner, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

**Amendment to Interlocal Cooperation Agreement Establishing the WNCC/ESU13 Technology Center and Authorize Board Chair to Sign Amendment**

Ms. Klemke MOVED to approve the Amendment to Interlocal Cooperation Agreement Establishing the WNCC/ESU13 Technology Center and Authorize Board Chair to Sign Amendment SECONDED by Mr. Savely. The vote was, Yes: Klemke, Kreman, Lehl, Liggett, Packard, Richards, Savely, Schmidt, Stinner, Guzman-Gonzales, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

**Amendments to the Declaration Concerning the WNCC/ESU13 Technology Center Condominium Agreement and Authorize Board Chair to Sign Amendments**

Dr. Packard MOVED to approve Amendments to the Declaration Concerning the WNCC/ESU13 Technology Center Condominium Agreement and Authorize Board Chair to Sign Amendments SECONDED by Ms. Richards. The vote was, Yes: Kreman, Lehl, Liggett, Packard, Richards, Savely, Schmidt, Stinner, Guzman-Gonzales, Klemke, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

**Transfer Deed Based Upon Amended Plat of Unit 1 and Unit 2 of the WNCC/ESU13 Technology Center Condominium Declaration and Authorize Board Chair to Sign Transfer Deed**

Ms. Klemke MOVED to approve the Transfer Deed Based Upon Amended Plat of Unit 1 and Unit 2 of the WNCC/ESU13 Technology Center Condominium Declaration and Authorize Board Chair to sign Transfer Deed. SECONDED by Ms. Richards. The vote was, Yes: Lehl, Liggett, Packard, Richards, Savely, Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

**INSTITUTIONAL REPORTS**

**Workforce and Lifelong Learning Fiscal Year 2024 Update**

This report was tabled and will be presented at the October 16, 2024, Regular Board meeting.

**Student Report**

Standing in for Board Student Representative Mr. Charles Oguoma, Ms. Adelita Calistro shared she is a non-traditional student representative for Cougar Council, the College's student organization. Ms. Calistro mentioned she is enrolled in medical billing and coding courses, and this will be her last year at WNCC. Her time at WNCC has been a wonderful journey, she has met several people and connected with many areas of the College, which helped her assist other students.

Ms. Calistro visited with various departments accessed by students. Library staff were excited to be a part of the orientation tour and set up a scavenger hunt for students coming in so they could see the different areas of the library and resources they offer.

The 2024 WNCC Adult Education program ranked first in the State in performance, which is not an easy task. Since the first of July, four students have graduated with their GED and a large graduating class is expected for the upcoming year. They have also been working to connect immigrant families with free ESL classes.

### **Faculty Report**

Instructor, Ms. Carrie Howton reported this is week five of the semester and faculty have been busy. Ms. Howton mentioned faculty have been impressed with Dr. Lisa Blair, the new Dean of Instruction – Arts and Sciences.

### **Nebraska Community College Association**

Chair Anderson reported the NCCA annual meeting is scheduled November 4th and 5th in Norfolk, NE and registrations are due today. The Board secretary will submit registrations to the NCCA office.

The NCCA Board retreat included discussion of priorities for next year. Top priorities included ARPA funds and dual credit.

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

In the absence of Ms. Reisig, Foundation Executive Director, Ms. Guzman-Gonzales shared the Foundation report submitted by Ms. Reisig.

As of today, September 18, 2024, 523 runners are registered for the Monument Marathon race, which is 80 more runners than last year at this time. Seventy percent of the registered runners have never participated in the Monument Marathon race. Runners are coming from thirty-six states as well as Kenya and South Korea. The Foundation is on track to raise about \$60,000 to support WNCC students with this event.

Homecoming is scheduled the week of October 21<sup>st</sup> and events are scheduled on all three campuses. Additional information can be found at <https://www.wncc.edu/homecoming>.

### **President Comments**

President Dart reported he was in Lincoln last week for a couple of events and was a panelist at the State Chamber of Commerce meeting. The Economic Development Summit was regarding the six region one Nebraska work that is going on across the State. Our region is led by Mr. Owen Palm and Mr. Zach Karpf. Several people throughout the College have also been involved. At a meeting scheduled next week, discussion will be held regarding aligning education and workforce and how to get those moving in the same direction at the same time.

The Coordinating Commission for Post-Secondary Education (CCPE) also met, and the College had two items in front of them. One was the community college budget request, which goes to the Coordinating Commission. Once approved, information goes onto the Legislature and then to the Governor's office.

The second item presented to the CCPE was the College construction trades program. This program has been in the works over several years and last year, a construction trades program was started that included different trades that were offered in Scottsbluff, Sidney, Alliance, and throughout the Panhandle. The program was offered as non-credit while the credit bearing program was being finalized. The credit bearing program is an applied associate degree with four professional skills certificates built in. The professional skill awards are in plumbing, HVAC, carpentry and electrical. Several steps were involved to get a credit bearing program, one of which was approval by the Coordinating Commission. On Friday, CCPE granted unanimous approval of the program. Approval is required from the Higher Learning Commission

then goes to the Department of Education for financial aid approval. President Dart thanked all staff who worked to get to this point.

September is Hispanic Heritage Month, and several activities have been scheduled at the College. In the past, WNCC had a Hispanic advisory committee, and the plan is to restart that committee. Hispanic's are a segment of our population that continues to grow, and enrollment has been over 25% for several semesters.

ARPA funds have assisted with discounting dual credit tuition and the big ask of the legislature is to take those funds and make them permanent so that we can continue to discount tuition. Current discounting is under review. The intention is to offer dual credit to our area high schools at zero dollars. Hopefully, the State will look at making that funding permanent.

The College has a wellness committee that does tremendous work with employees, and they are unbelievably active and offer numerous activities throughout the year. Tomorrow, the committee will be given the Governor's Growers Award in recognition of their work.

At the October meeting, the enrollment audit will be presented. From the ten-day report, WNCC has seen an increase in enrollment. Officially, in total, the College has a head count of a little over 4%, retention increases of 6.3% from spring to the next fall and a 15.6% increase in dual credit. It is great to see all those numbers trending in the right direction, and it is a testament to our faculty, staff and those involved in enrollment management and student success.

### **Board Member Comments**

Chair Anderson congratulated President Dart, Dr. Grant Wilson, and Mr. Doug Mader on the construction trades program that has been in the works a couple of years and stated it is nice to hear that it was approved by the Coordinating Commission.

Chair Anderson thanked Board members for their time at today's meetings. Some may not realize that the Board is present the entire day. Monthly meetings now include an informal meeting before the regular meeting, which allows time for discussion of agenda items and provides onboarding education for new members. Additionally, Board members usually have homework before they arrive. Chair Anderson stressed that their commitment is appreciated.

### **Executive Session - 2025-2026 Collective Bargaining**

Ms. Klemke 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 with College Attorney, Mr. Jason Osian, President Greg Dart, Ms. Susan Verbeck, Ms. Lynne Koski, Ms. Kathy Ault, and Ms. Lisa Gion for the purpose of discussion of the 2025 – 2026 Collective Bargaining. 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 collective bargaining are specifically authorized by the Nebraska Public Meetings Law. Seconded by Mr. Savely. The vote was, Yes: Ligget, Packard, Richards, Savely, Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Anderson. No: None. Abstain: None. Absent: None. Motion carried.

Chair Anderson stated the purpose of the Executive Session is discussion of 2025 – 2026 Collective Bargaining.



The Board of Governors and those so named in the motion adjourned to an Executive Session at 2:28 p.m.

The Executive Session ended at 2:54 p.m.

### **Open Meeting**

Chair Anderson declared the Open meeting in session at 2:54 p.m.

### **2025–2026 Collective Bargaining Appointments**

#### **WCCA Board Negotiators**

Ms. Richards MOVED the Board appoint Mr. Jason Ossian, Ms. Lynne Koski, Ms. Kathy Ault, and Ms. Lisa Gion as negotiators representing Western Community College Area Board of Governors for the 2025-2026 Collective Bargaining negotiations with the Nebraska Western College Education Association. SECONDED by Ms. Lehl. The vote was Savely, Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Liggett, Packard, Richards. No: None. Abstain: None. Absent: None. Motion carried.

#### **WCCA Board Member Observers**

Ms. Schmidt MOVED the Board appoint Ms. Linda Guzman-Gonzales and Mr. R. J. Savey as observers representing the Western Community College Area Board of Governors in the 2025 – 2026 Collective Bargaining negotiations with the Nebraska Western College Education Association. SECONDED by Mr. Savely. The vote was, Yes: Schmidt, Stinner, Guzman-Gonzales, Klemke, Kreman, Lehl, Liggett, Packard, Richards, Savely Schmidt, Anderson No: None. Absent: Klemke, Stickney. Motion carried.

### **Upcoming Meetings and Events**

1. Theatre Arts / Fall Musical  
October 18-20, 2024  
7:30 p.m. Friday and Saturday / 2:00 p.m. Sunday  
Judy Chaloupka Theater  
\$12 General Admission / \$10 Seniors / \$8 Students
2. 2024 ACCT Leadership Congress  
October 23-26, 2024  
Arch/Washington State Convention Center  
Seattle, Washington
3. Instrumental Music / Fall Ball  
October 26, 2024  
3:00 p.m. Performance  
Judy Chaloupka Theater  
\$12 General Admission / \$10 Seniors / \$8 Students
4. Vocal Music Showcase  
November 1, 2024  
7:00 p.m. Doors Open / 7:30 p.m. Performance  
Judy Chaloupka Theater

**Upcoming Meetings and Events (cont.)**

5. NCCA Fourth Quarter Meeting and Annual Conference  
November 3 and 4, 2024  
Northeast Community College, Norfolk, NE
  
6. All Performing Arts Program / Very Valley Christmas  
December 7 and 8, 2024  
7:30 p.m. Saturday / 2:00 p.m. Sunday  
Judy Chaloupka Theater  
Tickets are free

**Next Regular Meeting:** Wednesday, October 16, 2024, 1:00 p.m., Coral E. Richards Boardroom, Scottsbluff Campus, 1601 East 27<sup>th</sup> Street, Scottsbluff, NE.

**Adjournment**

The meeting was adjourned by unanimous consent at 2:55 p.m.

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Karen S. Anderson, Chairperson

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Susan L. Verbeck, Secretary