

**WESTERN COMMUNITY COLLEGE AREA  
BOARD OF GOVERNORS**

**SPECIAL MEETING MINUTES  
October 26, 2022**

The Western Community College Area Board of Governors held a Special Board meeting at 9:07 a.m. on Wednesday, October 26, 2022 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, October 18, 2022.

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

**QUORUM**

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

**APPROVAL OF AGENDA**

Chair Klemke entertained a motion for approval of the agenda. Dr. Perkins MOVED for approval of the Special meeting agenda as presented. Seconded by Ms. Guzman-Gonzales.

The vote was, Yes: Anderson, Crouse, Guzman-Gonzales, Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney, Klemke. No: None. Abstain: None. Absent: None. Motion carried.

*Board members Kreman and Packard joined the meeting at 9:10 a.m.*

**EXCUSE ABSENT BOARD MEMBERS**

Chair Klemke noted that all Board members were present.

**SELECTION OF PRESIDENTIAL SEARCH FIRM**

Chair Klemke reported that she, along with Board members Ms. Anderson, Ms. Richards, and Mr. Savely, HR Executive Director, Kathy Ault and HR Assistant Director, Lisa Gion recently interviewed two search firms; the Pauly Group, Inc. and Academic Search. After review and discussion of the firm's proposals, their recommendation is the Pauly Group. Their decision was based on the fact that the Pauly Group's fee was lowest and they have worked with community colleges, so they seem to be the best fit for the College. Both proposals were shared with the full Board.

Chair Klemke thanked Human Resources staff for conducting reference checks and added that Mr. Savely contacted Laramie County Community College and they reported that their experience with the Pauly Group was very positive. Based on the cost factor, their work with community colleges, and the high quality of the reference checks, Chair Klemke entertained a motion for acceptance of the Pauly Group's proposal.

**SELECTION OF PRESIDENTIAL SEARCH FIRM (cont.)**

Ms. Richards MOVED, pursuant to Board Policy-119, Selection and Hiring of the College President, that the College employ the Pauly Group as the consultant to assist and facilitate the process for a comprehensive search for the College President. Seconded by Ms. Guzman-Gonzales.

The vote was, Yes: Crouse, Guzman-Gonzales, Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney, Anderson, Klemke. No: None. Abstain: None. Absent: None. Motion carried.

Chair Klemke mentioned that Human Resources and Administrative Services will move forward with drafting a contract with the Pauly Group.

**FORMATION OF SEARCH ADVISORY COMMITTEE**

Chair Klemke stated that according to Board Policy BP-119 Selection and Hiring of the College President, the Board needs to approve the formation of a Search Advisory Committee.

Dr. Perkins MOVED, pursuant to Board Policy BP-119, that the Board of Governors form a Search Advisory Committee to assist in the comprehensive search for the College president. Ms. Guzman-Gonzales SECONDED the motion.

The vote was, Yes: Guzman-Gonzales, Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney, Anderson, Crouse, Klemke. No: None. Abstain: None. Absent: None. Motion carried.

**DIRECT HUMAN RESOURCES EXECUTIVE DIRECTOR TO COORDINATE SELECTION OF REPRESENTATIVES TO SERVE ON THE SEARCH ADVISORY COMMITTEE**

Chair Klemke explained that as the selection process moves forward, the Board will need assistance from Human Resources with coordinating selection of representatives to serve on the Search Advisory Committee. This will include representatives from the President's Executive Planning Team, faculty, staff (non-faculty), and student government. Chair Klemke noted that representation from the Foundation will be included as well. The Foundation's mission is to support the College, so they should have a voice in the selection process. A community member will also be a part of the committee.

In response to an inquiry regarding option one and option two listed in the appendix associated with Board Policy BP-119, Selection and Hiring of the College President, Chair Klemke stated that at this point, it is not clear which option will be used. Chair Klemke clarified the number of representatives from each group, Executive Planning Team: one member, faculty: one member from CTE and one member from academic transfer, Staff: two members, Student Government: one member, Foundation: one member and one community member.

In order to hear from constituents and stakeholders, it has been suggested that meetings with small focus groups should be a part of the process so that their voice is heard. Chair Klemke stated that we have only now contracted with the consulting company, so we need to let them provide some guidance as we move forward. The final makeup of the Search Advisory Committee will be decided in the near future.

Dr. Packard MOVED, pursuant to Board Policy BP-119, that the Board direct the Human Resources Executive Director to coordinate selection of representatives from the Executive Planning Team, faculty, staff (non-faculty), and student government, to serve on the Presidential Search Advisory Committee. SECONDED by Dr. Perkins.

The vote was, Yes: Kreman, Marcy, Packard, Perkins, Richards, Savely, Stickney, Anderson, Crouse, Guzman-Gonzales, Klemke. No: None. Abstain: None. Absent: None. Motion carried.

## **RECOMMENDATION OF BOARD MEMBER REPRESENTATIVES TO SERVE ON THE SEARCH ADVISORY COMMITTEE**

Chair Klemke stated that the Board member representatives recommended for service on the Search Advisory Committee are Ms. Anderson, Dr. Crouse, Ms. Klemke, and Mr. Savely. Ms. Anderson will serve as chair of the committee. Chair Klemke added that even though there are only four Board member representatives on the Search Advisory Committee, the group will strive to ensure that the full Board is aware of any movement or decisions.

Ms. Guzman-Gonzales MOVED, pursuant to Board Policy BP-119, that the following Board members serve as representatives on the Presidential Search Advisory Committee: Ms. Anderson, Dr. Crouse, Ms. Klemke, and Mr. R. J. Savely, Jr.

The vote was, Yes: Marcy, Packard, Perkins, Richards, Savely, Stickney, Anderson, Crouse, Guzman-Gonzales, Kreman, Klemke. No: None. Abstain: None. Absent: None. Motion carried.

Chair Klemke asked Ms. Ault and Ms. Gion to share information regarding the next steps in the search process. Ms. Gion explained that first, the president's job description must be complete and the presidential profile that the Pauly Group will use is updated. The contract will need to be signed as well.

Ms. Ault added that Dr. Angela Provart, President of the Pauly Group, is a great representative. Dr. Provart will lead the search and is planning to visit the College, so dates and timelines will need to be discussed.

Chair Klemke stated that the Board needs to thank Ms. Ault and Ms. Gion for all of their work, they have done the bulk of the work involved with the search, and thanks to Ms. Judy for her assistance with the marketing pieces.

## **BOARD MEMBER COMMENTS**

Ms. Richards commented that she has enjoyed the news releases about the College. She is pleased to see the College getting some good press about what is happening as we meet the needs of our community.

Chair Klemke thanked everyone for attending the meeting this morning. She added that during the interviews, both search firms commented that even though we thought the timeline was narrow, they thought that we were right on point. Both firms also let us know that we are not as rural we think we are, and they believe we have very good selling points.

Chair Klemke thanked Mr. Kelly, College Attorney for his guidance during the presidential search process.

**NEXT REGULAR MEETING:** Wednesday, November 16, 2022, 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 9:30 a.m.

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F. Lynne Klemke, Chairperson

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Susan L. Verbeck, Secretary