

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

**REGULAR MEETING MINUTES
October 5, 2022**

The Western Community College Area Board of Governors held a Regular Board meeting at 1:30 p.m. on Wednesday, October 5, 2022 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, September 27, 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
Margaret R. Crouse	Present
Linda A. Guzman-Gonzales.....	Present
F. Lynne Klemke, Chairperson	Present
Allan D. Kreman	Present
Kimberly A. Marcy.....	Present (via Zoom)
William M. Packard.....	Absent
M. Thomas Perkins.....	Present
Coral E. Richards	Present
R. J. Savely, Jr.	Present
Richard G. Stickney	Present

QUORUM

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

COMMUNITY COMMENTS

Chair Klemke asked for comments from the community. Pursuant to Board Policy BP-101, Chair Klemke 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 Klemke announced that for public information there is a copy of the Nebraska Open Meetings Act available on the table at the back of the room.

RATIFY/ADOPT 2022-2023 WCCA BUDGETS

Pursuant to applicable Nebraska Statutes, the following budget is submitted for ratification/adoption.

1. General Fund – \$28,985,677
2. Capital Improvement and Bond Fund – \$32,644,045
3. Designated Fund – \$5,343,364
4. Restricted Fund – \$19,361,791 (includes loan fund)
5. Agency Fund – \$349,747
6. **Total Operating Budget \$86,684,624**

Mr. Savely MOVED to approve ratification/adoption of the 2022-2023 WCCA Budgets. SECONDED by Ms. Guzman-Gonzales. The vote was, Yes: Anderson, Crouse, Guzman-Gonzales, Kreman, Marcy, Perkins, Richards, Savely, Stickney, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

ADOPTION OF RESOLUTION SETTING THE PROPERTY TAX REQUEST

WHEREAS, Nebraska Revised Statute 77-1601.02 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 October 5, 2022 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 2022-2023 property tax request be set at:

General Fund: \$10,902,736.97

Capital Improvement/Bond Fund: \$2,929,563.50

Total tax request \$13,832,300.47

Western Nebraska Community College proposes to adopt a property tax request that will cause its tax rate to be .100576 per \$100 of assessed value.

General Fund: .079275

Capital Improvement/Bond Fund: .021301

Total tax rate: .100576

The total assessed value of property differs from last year's total assessed value by 3.63 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 .098094 per \$100 of assessed value.

Mr. Kreman MOVED to approve the adoption of the resolution setting the Property Tax Request. SECONDED by Mr. Savely. The vote was, Yes: Crouse, Guzman-Gonzales, Kreman, Marcy, Perkins, Richards, Savely, Stickney, Anderson, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

Chair Klemke reported that Dr. William Packard notified the Board Secretary that he would be unable to attend the meeting today because of personal business.

CONSENT CALENDAR

Chair Klemke reviewed the contents of the Consent Calendar, which include the following items:

1. Review Contents of Consent Calendar
 - a. Agenda
 - b. Excuse Absent Board Member
 - c. Minutes
 - i. Regular Meeting, September 14, 2022
 - d. WCCA Unrestricted Fund - \$3,347,415.78
 - e. WCCA Restricted Fund - \$26,327.48
 - f. WCCA Federal Fund - \$11,542.41
 - g. WCCA Agency Fund - \$1,119.72
 - h. WCCA Loan Fund - 0 –

- i. WCCA Plant Fund - \$567,681.31
 - j. WCCA Auxiliary Fund – \$197,128.81
2. City Planning Commission Reports – N/A

Approval of Consent Calendar

Consideration of Items Extracted from Consent Calendar

Chair Klemke inquired if there were any items on the Consent Calendar which any Board member wished to have extracted for separate consideration. Ms. Anderson requested extraction of the items payable to the Scottsbluff/Gering United Chamber of Commerce.

Dr. Perkins MOVED to approve the amended Consent Calendar. SECONDED by Mr. Kreman. The vote was, Yes: Guzman-Gonzales, Kreman, Marcy, Perkins, Richards, Savely, Stickney, Anderson, Crouse, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

CONSENT CALENDAR

Consider Item(s) Extracted

Ms. Anderson reported that the expenses payable to the Scottsbluff/Gering United Chamber of Commerce represents payment in the amount of \$100.00 for the WNCC Alumni Office Business After Hours and \$600.00 for WNCC Alumni Department staff Leadership Scottsbluff tuition. Ms. Anderson is the Executive Director of the Scottsbluff/Gering United Chamber of Commerce.

Ms. Richards MOVED to approve the extracted items payable to the Scottsbluff/Gering United Chamber of Commerce. SECONDED by Mr. Stickney. The vote was, Yes: Kreman, Marcy, Perkins, Richards, Savely, Stickney, Crouse, Guzman-Gonzales, Klemke. No: None. Abstain: Anderson. Absent: Packard. Motion carried.

Approval of Board Member Mileage and/or Expense Reimbursement (August and September)

Mr. Savely MOVED to approve the following travel expense: Dr. Margaret Crouse for \$123.75 and Ms. Lynne Klemke for \$197.50. SECONDED by Ms. Richards. The vote was, Yes: Marcy, Perkins, Richards, Savely, Stickney, Anderson, Guzman-Gonzales, Kreman. No: None. Abstain: Crouse, Klemke. Absent: Packard. Motion carried.

Approval of Board Member Mileage and/or Expense Reimbursement (August and September)

Ms. Guzman-Gonzales MOVED to approve the following travel expense: Mr. Allan Kreman for \$50.00, Mr. R. J. Savely for \$225.00, Mr. Richard Stickney for \$66.25. SECONDED by Ms. Anderson. The vote was, Yes: Perkins, Richards, Anderson, Crouse, Guzman-Gonzales, Marcy, Klemke. No: None. Abstain: Kreman, Savely, Stickney. Absent: Packard. Motion carried.

Review Contents of Bid Consent Calendar

- a. Bid # 5002-083-22 WNCC Scottsbluff Generators
- b. Bid # 23-EQ-04 Nursing Simulators Contract
- c. Powerline Vehicle Purchase

Approval of Bid Consent Calendar

Consideration of Items Extracted from Bid Consent Calendar

Ms. Koski recommended extraction of Bid # 23-EQ-04 Nursing Simulators Contract.

Dr. Perkins MOVED to approve the amended Consent Calendar. SECONDED by Mr. Savely. The vote was, Yes: Richards, Savely, Stickney, Anderson, Crouse, Guzman-Gonzales, Kreman, Marcy, Perkins, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

Ms. Koski reported that bids were taken for nursing simulators, and under state statute, it is allowable

to accept the lowest responsible bid. The recommendation from the selection committee is to accept the bid from Gaumard Scientific Company, Inc., which is higher than the lowest bid from the current vendor, Laerdal Medical. The simulators provided by Gaumard are far and above what was bid by the other two companies and they would provide students real-life clinical experience. The mannequin heads move and their eyes track and they are tetherless, which means they do not have to be connected to a wall or network, they can run wirelessly on their own routers. Training for Gaumard products includes set up and training onsite for users. Laerdal's quote only includes virtual training for support for education and the equipment. Gaumard products come with a simulation learning experience scenario package for each mannequin that includes a preprogramming SLE library. Ms. Koski stated that the recommendation is to go with the Gaumard Scientific Company, Inc. bid in the amount of \$165,445.41.

Mr. Savely MOVED to approve Bid #23-EQ-04 Nursing Simulators Contract with Gaumard Scientific Company, Inc. in the amount of \$165,445.41. SECONDED by Dr. Perkins. The vote was, Yes: Savely, Stickney, Anderson, Crouse, Guzman-Gonzales, Kreman, Marcy, Perkins, Richards, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

Review Contents of Personnel Consent Calendar

- a. Resignation(s):
 - i. Bambi Sell, Adult Education Director, Student Services Dept.
Effective October 21, 2022
- b. Appointment(s)
 - i. Ms. Julia Roy, TRIO SSS Assistant Program Director
Effective September 18, 2022
 - ii. Mr. Nathan Walker, Nursing Instructor
Effective October 24, 2022

Approval of Personnel Consent Calendar

Consideration of Items Extracted from Personnel Consent Calendar

Ms. Richards MOVED to approve the Personnel Consent Calendar as presented. SECONDED by Mr. R. J. Savely. The vote was, Yes: Stickney, Anderson, Crouse, Guzman-Gonzales, Kreman, Marcy, Perkins, Richards, Stickney, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

Reports and Recommendations from the Finance and Facilities Committee

Presentation of Proposed 2023-2024 Academic Year Student Charges:

Tuition, Fees, Room and Board, Meal Plan

Ms. Koski reported that she has been meeting with various internal groups such as the Budget Advisory Committee, the Administrative Services Council and the student's Cougar Council. The groups have begun to look at tuition and fees and housing and meal rates for the 2023-2024 academic year. Due to the early October Board meeting, the report is somewhat preliminary.

As the process begins, the groups look at the resources that are needed for all three campuses as well as the College's service area. Information is considered as they try to project revenues.

Enrollment is factored in the consideration of tuition and fees. Resident student, non-resident student, dual credit student and international student enrollment is considered. Comparisons are conducted with the other Nebraska community colleges as well. Based on communication with the various groups, the recommendation at this point for resident students is no increase in the rate. Non-resident tuition and fees looks very different. WNCC has the lowest tuition in comparison to the other Nebraska

Community Colleges. Discussion included the fact that out of state students are not paying taxes through sales tax or property taxes, so the recommendation is a rate increase of seven dollars for the border states. Additionally, a comparison of WNCC and border states was conducted (Colorado, Wyoming, South Dakota). Most of the Colorado college rates are higher in comparison to WNCC, which means students could actually save money by attending WNCC rather than their resident state.

The College currently has a nine dollar facility fee, so the review groups are recommending a four dollar facility fee per credit hour, and adding a technology fee of five dollars per credit hour, which could assist with maintaining quality services, internet or whatever it takes to provide technology for classrooms and the students.

With the passing of a new bill, the state is providing additional dual credit funding. The primary purpose of that incentive was to further reduce dual credit rates. The total state funds are based on the percentage that WNCC's dual credit enrollment is of the total community college enrollment.

Ms. Koski presented comparisons conducted regarding housing and meal plan rates. The meal plan recommendation is a three percent increase that would cover the increased costs associated with food and supplies. The recommendation for the dorm rate is a one and a half percent increase.

In response to an inquiry, Ms. Koski explained that if the recommended meal rate plan is not enough to cover the increase in food and supply costs, there is a cash balance in the Food Service account that will help cover those expenses.

Reports and Recommendations from the Executive Committee

Second and Final Read: BP-119 Selection and Hiring of the College President Board Policy

Ms. Reichert reported there have been no changes to this policy since its presentation as a first read.

Ms. Guzman-Gonzales MOVED to approve BP-119 Selection and Hiring of the College President Board Policy. SECONDED by Ms. Richards. The vote was, Yes: Anderson, Crouse, Guzman-Gonzales, Kreman, Marcy, Perkins, Richards, Savely, Stickney, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

Reports and Recommendations from the Board Policy Committee

Second and Final Read: BP-314 Recognition Dinner and Award Costs Board Policy

Ms. Reichert reported there have been no changes to this policy since its presentation as a first read.

Mr. Savely MOVED to approve BP-314 Recognition Dinner and Award Costs Board Policy. SECONDED by Ms. Richards. The vote was, Yes: Crouse, Guzman-Gonzales, Kreman, Marcy, Perkins, Richards, Savely, Stickney, Anderson, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

Policy Repeal: 335.0105.93 Recognition Dinner Costs and 335.0106.14 Recognition Award Costs

Ms. Reichert reported this is the repeal of two policies, 335.0105.93 Recognition Dinner Costs and 335.0106.14 Recognition Award Costs.

Mr. Savely MOVED to approve the repeals of 335.0105.93 Recognition Dinner Costs and 335.0106.14 Recognition Award Costs. SECONDED by Ms. Guzman-Gonzales. The vote was, Yes: Guzman-Gonzales, Kreman, Marcy, Perkins, Richards, Savely, Stickney, Anderson, Crouse, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

Second and Final Read: BP-426 Discipline Board Policy

Ms. Reichert reported there have been no changes to this policy since its presentation as a first read.

Mr. Savely MOVED to approve BP-426 Discipline Board Policy. SECONDED by Dr. Crouse. The vote was, Yes: Kreman, Marcy, Perkins, Richards, Savely, Stickney, Anderson, Crouse, Guzman-Gonzales, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

Policy Repeals: 415.1500.79 Dismissal and 450.0300.96 Discipline

Ms. Reichert reported this is the repeal of two policies, 415.1500.79 Dismissal and 450.0300.96 Discipline.

Mr. Savely MOVED to approve the repeal of 415.1500.79 Dismissal and 450.0300.96 Discipline Board Policies. SECONDED by Ms. Anderson. The vote was, Yes: Marcy, Perkins, Richards, Savely, Stickney, Anderson, Crouse, Guzman-Gonzales, Marcy, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

Second and Final Read: BP-630 Faculty Workload Board Policy

Ms. Reichert reported there have been no changes to this policy since its presentation as a first read.

Ms. Richards MOVED to approve BP-630 Faculty Workload Board Policy. SECONDED by Mr. Savely. The vote was, Yes: Perkins, Richards, Savely, Stickney, Anderson, Crouse, Guzman-Gonzales, Kreman, Marcy, Klemke. No: None. Abstain: None. Absent: Packard. Motion carried.

INSTITUTIONAL REPORTS

Student Report

There was no student report.

Faculty Report

Mr. King reported that at the September meeting he shared details about the Behavioral Health Professionals Conference initiated by Dr. Kerry Howton. The conference is scheduled October 10, 2022 and has been well received with several students planning to attend.

Mr. King shared that the first week of November, he will be attending the Society of Paleontology Conference in Toronto to present research on a new dinosaur egg found in one of the sites in Wyoming that he works during the summer. Mr. King added that the site is proving to be very productive.

Ms. Winters mentioned that mid-term is next week, so fall break is scheduled Monday and Tuesday. Faculty and staff are still on campus, but the students will be on break.

Faculty conversations are taking place regarding provision of assistance to students who might be struggling. Most faculty try to check in via email or a text message to ask how they are doing and if they need some sort of help and to inquire about issues such as missing classes or paying for classes. Students are often referred to the Emergency Assistance fund if they are having issues. This is a good option for those special situations.

The Teaching Professor Conference will be offered in person with an online option with some live virtual sessions. A better rate was offered if the event was attended virtually, so twelve people have signed up to attend online. Many great topics will be offered.

Homecoming activities are scheduled October 15 – 22. The students have several fun activities scheduled this month. A float parade is planned for the volleyball match on October 21 and it is also Breast Cancer Awareness night, so information will be forwarded regarding shirt orders for the occasion. All proceeds from the sale of shirts goes to the Festival of Hope.

PTK Regional Conference is next week and Ms. Winters, along with seven students will travel to Omaha to attend.

In response to an inquiry, Ms. Winters reported that the Food Pantry is still active. A list of items needed to help with replenishing the pantry was recently sent out to all employees. It was reported that the pantry is used quite frequently. The list of items needed for the pantry will be emailed to Board members.

Nebraska Community College Association

Dr. Crouse reminded Board members about the upcoming NCCA Annual Conference scheduled November 6 and 7, 2022 in Grand Island, Nebraska. November 7, Dr. Bradley Ebersole will facilitate an ACCT Professional Development Workshop for board members and area presidents. Board members were reminded to contact the Board secretary for conference registration and hotel reservation details.

Western Nebraska Community College Foundation

Foundation Executive Director, Ms. Reisig was unable to attend the meeting so Ms. Anderson shared the Foundation report.

Ms. Anderson commended staff on another successful marathon. It was a beautiful day and the volunteers were great and did a really good job.

Ms. Reisig asked Ms. Anderson to share that they received a lot of positive feedback from runners about the involvement of the community, the students from various programs, and how absolutely wonderful the volunteers were this year.

It takes an entire community to help make the event successful and the preliminary financial number is around \$50,000, so thanks to all who were involved, it was an amazing event.

President Comments

President Marrin thanked Board members for their attendance at the training session with Dr. Geri Anderson. A lot of good information was shared and discussions were beneficial.

Campus Works, the consultants looking at the Information Technology Department should have a final report by the end of the month. The goal is to better support the IT and Institutional Research Departments by coordinating efforts and improving processes and efficiency.

Work continues on finalizing the Strategic Plan. A draft should be available in December with an anticipated kickoff in January, but that is not the end of the work, because action plans and tactics still need to be put in place.

Meetings will be scheduled to work on enrollment priorities for the upcoming year. A celebration of the increase in enrollment is being coordinated.

A community response tour is planned and will include opportunities for enhancing community relations.

Next semester, the Legislature will be starting a ninety-day session.

Fireside Chats have been scheduled to allow opportunities for the President to meet with staff. The sessions will be scheduled in the Learning Commons by the fireplace.

The Human Resources Department has been busy coordinating the Fall General Assembly program. A lot of interesting sessions have been scheduled.

President Marrin reported that Alliance mayor, Mike Dafney and his colleagues on the Alliance City Council have budgeted a million dollars to replace the HVAC systems at the Alliance Library, which is

where the WNCC offices are located. The Council budgeted additional funds to assist with expansion of the WNCC education programs in Alliance. This includes all current technical education programs, including CDL training. It is apparent that the Alliance community wants the College's presence and is willing to provide support.

Board Member Comments

Ms. Anderson extended an invitation to the WNCC Foundation Business After Hours scheduled October 20. This event is part of the Homecoming activities. Students who attend will be given a color-coded name tag that is related to a specific career. The student matches their name badge color to a business representative with the same color who has knowledge related to their career choice. This is a great opportunity for students to visit with local business representatives.

Ms. Anderson reported that the Scottsbluff/Gering United Chamber of Commerce will be hosting a candidate forum for the District 48 Senator candidates. The event is scheduled Tuesday, October 11 at 6:00 p.m. at the University of Nebraska PREC Auditorium, 4502 Avenue I, Scottsbluff, Nebraska.

Dr. Perkins reported that he recently met with the College auditor. He stated that the questions he was asked were interesting.

On behalf of the Board of Governors, Chair Klemke thanked everyone involved with the Monument Marathon, a lot of planning and hard work goes into organizing the event.

Chair Klemke stated that Board members were grateful for the opportunity to spend a day with Dr. Geri Anderson. Dr. Anderson's training skills are amazing and the Board learned a lot.

Chair Klemke congratulated Board members Mr. Savely and Mr. Stickney. Mr. Savely was recently elected Mayor of Lodgepole and Mr. Stickney is the recipient of the Kara Perkins Meritorious Service Award.

Recess

Chair Klemke declared a ten-minute recess at 2:30 p.m.

Open Meeting

Chair Klemke declared the Open Meeting in session at 2:40 p.m.

Executive Session

2023-2024 Collective Bargaining

Ms. Guzman-Gonzales 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 Mr. John Marrin, Ms. Susan Verbeck, Ms. Lynne Koski, Ms. Kathy Ault, and Mr. Phil Kelly, College Attorney, for the purpose of discussion of the 2023-2024 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. Ms. Richards SECONDED the motion.

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

Chair Klemke stated the reason for the Executive Session is for the purpose of discussing the 2023-2024 Collective Bargaining. The Board of Governors and those so named in the motion adjourned to an Executive Session at 2:45 p.m.

The Executive Session ended at 3:00 p.m.

Open Meeting

Chair Klemke declared the Open meeting in session at 3:00 p.m.

Upcoming Meetings and Events

WNCC Homecoming

October 15–21, 2022

Homecoming Banquet, October 21, 2022, Harms Center Plex

2022 ACCT Leadership Congress

October 26-29, 2022, New York City, NY

NCCA Fourth Quarter Meeting

November 6-7, 2022, Central Community College, Grand Island, NE

2023 Governance Leadership Institute

March 22 – March 24, 2023, New Orleans, Louisiana

Next Regular Meeting

Wednesday, November 16, 2022, Coral E. Richards Boardroom, Scottsbluff Campus,
1601 East 27th Street, Scottsbluff, NE

Adjournment

The meeting was adjourned by unanimous consent at 3:03 p.m.

F. Lynne Klemke, Chairperson

Susan L. Verbeck, Secretary