

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
OCTOBER 17, 2018
AGENDA**

LUNCH – 11:30 A.M.

Western Nebraska Community College
Powerline and Indoor Training Facility
1621 Kansas Street, Alliance, Nebraska

REGULAR MEETING – 1:00 P.M.

Western Nebraska Community College
Alliance Campus
Rooms O15 and O17
1750 Sweetwater Avenue, Alliance, Nebraska

PROPOSED AGENDA

A. Call to Order, Ms. Julie Walworth

B. Roll Call

C. Community Comments

D. Board Chairperson Comments

1. Copy of Nebraska Open Meetings Act Available at the Back of the Room

E. Consent Calendar

1. Review Contents of Consent Calendar
 - a) Agenda
 - b) Excuse Absent Board Member(s)
 - c) Minutes
 1. Public Hearings on Proposed 2018-2019 Budgets, September 12, 2018..... 3-12
 2. Regular Meeting, September 12, 2018 13-25
 - d) Claims:
 1. WCCA Unrestricted Fund - \$3,211,286.41 27-37
 2. WCCA Restricted Fund - \$39,105.54..... 37-38
 3. WCCA Federal Fund - \$7,543.00..... 38
 4. WCCA Agency Fund - \$4,276.15..... 39
 5. WCCA Loan Fund - \$-0- N/A
 6. WCCA Plant Fund - \$24,592.32..... 39
 7. WCCA Auxiliary Fund - \$123,701.55..... 39-42
 - e) City Planning Commission Report(s)
 1. City of Sidney 43-44
 2. City of Bayard..... 45-46
 3. City of Sidney 47-48
 - f) Reports and Proposals
 1. From the Students
 2. From the Faculty 49-52
 3. From the Administration
 4. From the Board
2. Approval of Consent Calendar
3. Consideration of Items Extracted from Consent Calendar

F. Board Member Mileage and/or Expense Reimbursement

- 1. Dr. Merlyn L. Gramberg – \$685.52..... 53
- Ms. Lynne Klemke – \$87.64..... 53
- 2. Ms. Kimberly A. Marcy – \$103.55..... 53
- Mr. Thomas L. Perlinski – \$28.99..... 53
- Mr. R. J. Savely, Jr. – \$98.75..... 53

G. Bid Consent Calendar

- 1. Review of Bid Consent Calendar – None
- 2. Approval of Bid Consent Calendar
- 3. Consideration of Items Extracted From Bid Consent Calendar

H. Personnel Consent Calendar

- 1. Review Contents of Personnel Consent Calendar
 - a) Resignation(s): None
 - b) Appointment(s):
 - 1. Ms. Brynn Elliott, Assistance Dean of Students..... 55-58
 - 2. Ms. Maricia Guzman, Multicultural and Inclusion Director 59-63
 - 3. Ms. Mai Lee Olsen, Career Pathways Advisor..... 65-67
- 2. Approval of Personnel Consent Calendar
- 3. Consideration of Items Extracted from Personnel Consent Calendar

I. Old Business

- 1. **Reports and Recommendations from Board Policy Committee** – Ms. Linda Guzman-Gonzales
 - a) Second and Final Reading: Ex-Officio Student Board Member, Dr. Todd Holcomb.... 67-70
 - b) Review and Action: Policies Being Repealed, Dr. Todd Holcomb..... 71
 - 1. Board Policy 820.0550.88 Ex-Officio Student Board Member
 - c) Second and Final Reading: Oath of Office, Dr. Kim Kuster Dale 73-74
 - d) Review and Action: Policies Being Repealed, Dr. Kim Kuster Dale..... 75
 - 1. Board Policy 415.0310.96 Oath of Office

J. New Business

- 1. **Reports and Recommendations from Board Policy Committee** – Ms. Linda Guzman-Gonzales
 - a) First Reading: Employee Evaluation Board Policy, Dr. Kim Kuster Dale 77-78
 - 1. Information Only: Faculty Evaluation President’s Procedure & Guidelines..... 79-109
 - 2. Information Only: Administrator / Professional / Staff Evaluation
President’s Procedure 111-113
 - 3. First Reading: Policies Being Repealed..... Handout
 - a. Board Policy 420.0200.86 Probationary Staff
 - b. Board Policy 420.0300.86 Support Staff
 - c. Board Policy 425.0700.09 Faculty
 - d. Board Policy 450.0700.86 Administrator / Professional
 - b) First and Single Read: Board Subcommittee Structure Board Policy 117-118
 - c) Information Only: Academic Calendar Board Policy & Procedure 119-123

K. Monitoring Reports

1. Nebraska Community College Association
 - a) Report from Executive Director, Mr. Greg Adams 125-128
 - b) Approval of 2019 Dues - \$63,328.12 129
2. Enrollment Report – Mr. Roger Hovey
 - a) Final 2017-2018 131-134
 - b) Ten-Day Report – Fall Semester 2018 135-153
3. The Nebraska Math Readiness Project – Dr. Kimberly Kuster Dale, Ms. Ellen Dillon, Mr. Andrew Shiers, and Ms. Amy Winters 155-161
4. Proposed 2019-2020 Student Charges – Mr. William Knapper 163-169
 - a) Tuition
 - b) Fees
 - c) Room and Board
5. Association of Community College Trustees – Dr. M. Thomas Perkins
6. Western Nebraska Community College Foundation – Ms. Karen Anderson

L. Western Nebraska Community College / Scottsbluff Campus Main Building Addition and Renovation Update – Dr. Todd Holcomb

M. Board Member Comments

N. President’s Comments

O. Executive Session

1. 2019 – 2020 Collective Bargaining
2. Personnel Matters – Re: Evaluation of College President

P. Upcoming Meetings and Events

1. Western Community College Area Board of Governors
 - a) Regular Board of Governors Meetings
 1. December 5, 2018, 1:00 p.m., Pioneer Activity Center, Conference Room, Western Nebraska Community College, Scottsbluff Campus
 - b) Celebrate WNCC “Homecoming on the Range”
 1. October 22-27, 2018
2. Association of Community College Trustees
 - a) 2018 ACCT Leadership Congress
October 24-27, 2018
Marriott Marquis, Times Square
New York City, New York
3. Nebraska Community College Association
 - a) 2018 Regular Meetings
 1. Fourth Quarter Meeting (Annual Meeting)
November 5 and 6, 2018
Norfolk, NE

Q. Next Regular Meeting: Wednesday, December 5, 2018, 1:00 p.m., Conference Room, Pioneer Activity Center, Western Nebraska Community College, Scottsbluff Campus, 1409 East 27th Street, Scottsbluff, Nebraska.

R. Adjournment

MISSION STATEMENT

WNCC assures learning opportunities for all - enriching lives, invigorating communities, creating futures.

www.wncc.edu

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

MINUTES

Wednesday, October 17, 2018
1:00 p.m.

The Western Community College Area Board of Governors held a regular Board Meeting at 1:00 p.m. on Wednesday, October 17, 2018, in Rooms O15 and O17, Western Nebraska Community College, Alliance Campus located at 1750 Sweetwater Avenue, in the City of Alliance, in the County of Box Butte, in the State of Nebraska, as per the publicized notices in the Star-Herald and in the Alliance Times-Herald, on Wednesday, October 10, 2018.

A current agenda was available in the College President’s office and the Board Secretary’s office on the Scottsbluff Campus at the time of the publicized notice.

AREA BOARD

Karen S. Anderson.....	Present
Merlyn L. Gramberg.....	Present
Linda A. Guzman-Gonzales	Present
F. Lynne Klemke	Present
Kimberly A. Marcy	Present
William M. Packard.....	Present
M. Thomas Perkins.....	Present
Thomas L. Perlinski.....	Present
R. J. Savely, Jr	Absent
Richard G. Stickney, Vice-Chairperson	Present
Julienne K. Walworth, Chairperson	Present

OTHERS PRESENT

Ellen Dillon, Associate Dean of Instructional Services
Kim Kuster Dale, Executive Vice President
Rosie Hernandez, Executive Administrative Assistant to the President and Board Secretary
Todd R. Holcomb, President
Roger Hovey, Registrar
Philip M. Kelly, College Attorney
William D. Knapper, Administrative Services Vice President and Board Treasurer
Aletia Norwood, Faculty Representative
Andrew Shiers, Math Instructor
Amy Winters, Math Instructor
Greg Adams, Nebraska Community College Association Executive Director

QUORUM

Ms. Walworth declared a quorum was present for the transaction of business.

COMMUNITY COMMENTS

Ms. Walworth asked for comments from the community. Pursuant to Board Policy 830.1000.79, Ms. Walworth reminded community members who wish to make comments that each speaker will be limited to a five minute presentation. There were no community comments.

BOARD CHAIRPERSON COMMENTS

Ms. Walworth remarked the Powerline & Indoor Training Facility Ribbon Cutting was very impressive. She stated the Powerline Program is a wonderful program and will be even more so with the construction of the new facility. Ms. Walworth also commended the Powerline students who were at the event for their professionalism.

Ms. Walworth welcomed Mr. Greg Adams, Executive Director of the Nebraska Community College Association.

Ms. Walworth 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.

CONSENT CALENDAR

Review Contents

Ms. Walworth reviewed the contents of the Consent Calendar which include the following item(s):

- 1) Agenda, October 17, 2018
- 2) Excuse Absent Board Member(s) – Mr. R. J. Savely, Jr. (Excused)
- 3) Minutes
 - a. Public Hearings on Proposed 2018-2019 Budgets, September 12, 2018
 - b. Regular Meeting, September 12, 2018
- 4) Claims
 - a. WCCA Unrestricted Fund - \$3,211,286.41
 - b. WCCA Restricted Fund - \$39,105.54
 - c. WCCA Federal Fund - \$7,543.00
 - d. WCCA Agency Fund - \$4,276.15
 - e. WCCA Loan Fund - \$-0-
 - f. WCCA Plant Fund - \$24,592.32
 - g. WCCA Auxiliary Fund - \$123,701.55
- 5) City Planning Commission Reports (Attachment A-A4)
- 6) Reports and Proposals
 - a. From the Students
 - b. From the Faculty (Attachment B-B3)
 - c. From the Administration
 - d. From the Board

Ms. Walworth inquired if there were any item(s) on the Consent Calendar which any Board member wished to have extracted for separate consideration. There was none.

Dr. Gramberg MOVED the Consent Calendar be approved as presented. SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Stickney, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

BOARD MEMBER MILEAGE/REIMBURSEMENT EXPENSE

Dr. Merlyn L. Gramberg and Ms. Lynne Klemke

Mr. Stickney MOVED to approve the following travel expenses: Dr. Merlyn L. Gramberg for \$685.52; and Ms. Lynne Klemke for \$87.64. SECONDED by Ms. Marcy.

Voting Yes: Guzman-Gonzales, Marcy, Packard, Perkins, Perlinski, Stickney, Anderson, and Walworth
Voting No: None
Abstain: Gramberg and Klemke
Absent: Savely

MOTION CARRIED

BOARD MEMBER MILEAGE/REIMBURSEMENT EXPENSE

Ms. Kimberly A. Marcy, Mr. Thomas L. Perlinski, and Mr. R. J. Savely Jr.

Ms. Anderson MOVED to approve the following travel expenses: Ms. Kimberly A. Marcy for \$103.55; Mr. Thomas L. Perlinski for \$28.99; and Mr. R. J. Savely for \$98.75. SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Guzman-Gonzales, Klemke, Packard, Perkins, Stickney, Anderson, Gramberg, and Walworth
Voting No: None
Abstain: Marcy and Perlinski
Absent: Savely

MOTION CARRIED

BID CONSENT CALENDAR

Review Contents

There were no items on the Bid Consent Calendar.

PERSONNEL CONSENT CALENDAR

Review Contents

Ms. Walworth reviewed the contents of the Personnel Consent Calendar which include the following resignation(s) and appointment(s):

- 1) Resignation(s): None
- 2) Appointment(s):
 - a. Ms. Brynn Elliott, Assistant Dean of Students, effective October 30, 2018, through June 30, 2019, salary to be prorated from an annual salary of \$55,000.
 - b. Ms. Maricia Guzman, Multicultural and Inclusion Director, effective September 17, 2018, through June 30, 2019, salary to be prorated from an annual salary of \$51,293.
 - c. Ms. Mai Lee Olsen, Career Pathways Advisor, effective October 18, 2018, through June 30, 2019, salary to be prorated from an annual salary of \$41,000.

Ms. Walworth inquired if there were any item(s) on the Personnel Consent Calendar which any Board member wished to have extracted for separate consideration.

PERSONNEL CONSENT CALENDAR (Cont.)

Review Contents

Ms. Guzman-Gonzales requested Ms. Maricia Guzman, Multicultural and Inclusion Director, be extracted for further discussion citing a possible conflict due to Ms. Guzman-Gonzales being related to Ms. Guzman. Additionally, Ms. Guzman indicated on her Conflict of Interest and Code of Ethics documentation she is a second cousin to Ms. Alicia Dominguez, who is also a College employee.

Approval

Mr. Perlinski MOVED to approve the amended Personnel Consent Calendar. Ms. Klemke SECONDED the motion.

Voting Yes: Klemke, Marcy, Packard, Perkins, Perlinski, Stickney, Anderson, Gramberg, Guzman-Gonzales, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

Consider Items Extracted

Ms. Guzman-Gonzales reported she is related to Ms. Guzman and for this reason will abstain from voting on this item. Additionally, Dr. Holcomb reported Ms. Guzman indicated on her Conflict of Interest and Code of Ethics documentation she is a second cousin to Ms. Alicia Dominguez, who is also a College employee.

Dr. Holcomb reported Ms. Guzman will not be reporting to Ms. Dominguez, she will report to Mr. Norman Coley, Jr., Dean of Students and TRIO Programs Director. Additionally, neither Ms. Guzman nor Ms. Dominguez will be completing performance evaluations for each other, nor reporting to each other. However, they will be working together on projects.

Dr. Holcomb reported this item has been vetted by the College Attorney, and it has been determined that appointing Ms. Guzman as Multicultural and Inclusion Director is not a violation of the College's Conflict of Interest/Code of Ethics Board Policy.

Ms. Klemke MOVED to approve the appointment of Ms. Maricia Guzman for the position of Multicultural and Inclusion Director. SECONDED by Mr. Perlinski.

Voting Yes: Marcy, Packard, Perkins, Perlinski, Stickney, Anderson, Gramberg, Klemke, and Walworth

Voting No: None

Abstain: Guzman-Gonzales

Absent: Savely

MOTION CARRIED

OLD BUSINESS

Reports and Recommendations from Board Policy Committee

Second and Final Reading: Ex-Officio Student Board Member

Ms. Walworth introduced the Ex-Officio Student Board Member Board Policy and asked Ms. Guzman-Gonzales, Board Policy Committee Chair to report on this item. Ms. Guzman-Gonzales presented the Ex-Officio Student Board Policy on second and final reading and asked Dr. Holcomb to speak on this item. Dr. Holcomb reported the policy has been amended from first reading to include the following:

“The term of office shall be for one semester, commencing at the start of each fall and spring semester and ending at the finish of that semester’s term. Student representation during the summer session will be upon appointment based on student availability.”

There being no further changes, Ms. Guzman-Gonzales MOVED the Board approve the Ex-Officio Student Board Member Board Policy on second and final reading. SECONDED by Ms. Marcy. A copy of the adopted policy is attached in the official minute book.

Voting Yes: Packard, Perkins, Perlinski, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

Review and Action: Policies Being Repealed

Board Policy 820.0550.88 Ex-Officio Student Board Member

Ms. Walworth introduced the following policy being repealed: Policy No. 820.0550.88 Ex-Officio Student Board Member. Dr. Holcomb reported this policy is being replaced by the new Ex-Officio Student Board Member Board Policy.

Dr. Packard MOVED the Board repeal Policy No. 820.0550.88 Ex-Officio Student Board Member. SECONDED by Ms. Klemke. A copy of the adopted policy is attached in the official minute book.

Voting Yes: Perkins, Perlinski, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

Reports Recommendations from Board Policy Committee

Second and Final Reading: Oath of Office

Ms. Walworth introduced the Oath of Office Board Policy and asked Ms. Guzman-Gonzales, Board Policy Committee Chair to report on this item. Ms. Guzman-Gonzales presented the Oath of Office Board Policy on second and final reading and asked Dr. Dale to speak on this item.

Reports Recommendations from Board Policy Committee (Cont.)

Second and Final Reading: Oath of Office

Dr. Dale reported that after conducting thorough research on this policy and in consultation with the College Attorney, it is recommended the policy be modified so it applies only to the members of the Western Community College Area Board of Governors, not to “*all persons who are paid from College funds for their services, including teachers and all other employees,*” as the current policy states.

Furthermore, the current policy indicates the written oath must be filed with the Department of Administrative Services or the County Clerk’s office. However, it is the recommendation of the Board Policy Committee and administration to revise the policy so it states the oath in writing must be filed with the College Board Secretary. Dr. Dale explained the College Board Secretary will make it an internal process to file the Oath of Office with the Department of Administrative Services or County Clerk’s office.

There being no further changes, Ms. Guzman-Gonzales MOVED the Board approve the Oath of Office Board Policy on second and final reading. SECONDED by Dr. Packard. A copy of the adopted policy is attached in the official minute book.

Voting Yes: Perlinski, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

Review and Action: Policies Being Repealed

Board Policy 415.0310.96 Oath of Office

Ms. Walworth introduced the following policy being repealed: Policy No. 415.0310.96 Oath of Office, and asked Dr. Dale to further speak on this item. Dr. Dale reported this policy is being replaced by the new Oath of Office Board Policy.

There being no further changes, Ms. Guzman-Gonzales MOVED the Board repeal Policy No. 415.0310.96 Oath of Office. SECONDED by Ms. Klemke.

Voting Yes: Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

NEW BUSINESS

Reports and Recommendations from Board Policy Committee

First Reading: Employee Evaluation Board Policy

Ms. Walworth introduced the Employee Evaluation Board Policy on first reading and asked Ms. Guzman-Gonzales to report on this item. Ms. Guzman-Gonzales presented the Employee Evaluation Board Policy on first reading and asked Dr. Dale to speak on this item. Dr. Dale stated this policy is designed to capture the Employee Performance Reviews for every type of employee in the College.

NEW BUSINESS

Reports and Recommendations from Board Policy Committee (Cont.)

First Reading: Employee Evaluation Board Policy

Dr. Dale reported the Human Resources and Board Policy Committees met earlier today to consider revisions to this policy. It is the recommendation of the Committees to revise the probationary subsection under the Definitions section to refer to the contracts as “*probationary contracts*” not “*regular contracts*.”

Dr. Dale reported it is also the recommendation of the Committees to revise the following sentence under the Evaluation of Job Performance section: “*Formal evaluation conferences will be held on a regular basis.*” The Committees recommend changing the word “*regular*” to “*annual*.”

No action was taken by the Board at this time.

Reports and Recommendations from Board Policy Committee

Information Only: Faculty Evaluation President’s Procedure and Guidelines

Ms. Walworth presented the Faculty Evaluation President’s Procedure and Guidelines as an informational item and asked Dr. Dale to speak on it. Dr. Dale reported the creation of these President’s Procedures and Guideline has been a highly collaborative and transparent process with the faculty. She stated significant feedback has been provided, along with recommended changes from the College Attorney, specifically related to due process.

Dr. Dale reported the Human Resources and Board Policy Committees met earlier today to consider revisions to this item. It is the recommendation of the Committees to reconsider the branding of the Faculty Continuous Improvement Plan document. Dr. Dale explained that the Committee feels that an improvement plan typically indicates a deficiency in performance; however, this is not the purpose in this document. She stated the purpose of the document is for faculty to create goals and ensure those goals are met.

Dr. Dale reported the creation of this document took approximately one year, and commended Dean of Instruction, Dr. Hallie Feil, and the faculty for the work put into the project.

No action was taken by the Board.

Reports and Recommendations from Board Policy Committee

Information Only: Administrator, Professional and Support Staff Evaluation Process President’s Procedure

Ms. Walworth presented the Administrator, Professional and Support Staff Evaluation Process President’s Procedure as an informational item and asked Dr. Dale to speak on it. Dr. Dale reported the goal of this evaluation process is to assess performance and provide feedback to employees on how well each member is contributing to the College mission, vision, goals, and objectives.

Dr. Dale reported the Human Resources and Board Policy Committees met earlier today to consider revisions to this item. It is the recommendation of the Committees this President’s Procedure be amended to clarify whether the term “*support staff*” or “*staff*” is used.

No action was taken by the Board.

NEW BUSINESS

Reports and Recommendations from Board Policy Committee

First Reading: Policies Being Repealed

Ms. Walworth introduced the following policies being repealed: Policy No. 420.0200.86 Probationary Staff, Policy No. 420.0300.86 Support Staff, Policy No. 425.0700.09 Faculty, and Policy No. 450.0700.86 Administrator / Professional, and asked Dr. Dale to speak on this item.

Dr. Dale reported the policies being repealed will be absorbed into the new Employee Evaluation Board Policy upon Board approval. Furthermore, she reported they will be presented at the next Board of Governors Regular Meeting on second and final reading with the recommendation to repeal.

No action was taken by the Board at this time.

Reports and Recommendations from Board Policy Committee

First and Single Read: Board Subcommittee Structure Board Policy

Ms. Walworth introduced the Board Subcommittee Structure Board Policy and asked Dr. Dale to speak on this item. Dr. Dale reported this policy has been modified to clarify the roles of each of the Board of Governors Standing Committees.

Dr. Dale reported the standing committees of the Board shall be:

- 1) *The Audit Committee shall consider matters pertaining to the annual audit to include: selection of firm; scope and plan; review of results with the firm; and any other audit matters.*
- 2) *The Board Policy Committee shall consider matters pertaining to the review and development of policies related to the following series: 100, 200, 700, and 800 or any other series as deemed necessary.*
- 3) *The Finance and Facilities Committee shall consider matters pertaining to the capital construction and general operating budgets of the institution, as well as financial planning, required financial actions, the physical plant, insurance, and any other financial and facilities matters. The committee will review and advise on any policies related to the 300 series.*
- 4) *The Student Success Committee shall consider matters pertaining to the college's academic endeavors, including academic priorities, the quality of instructional programming, occupational advisory committees, and community service programs in the service area, as well as matters related to student success including student engagement, persistence and completion, personal development, and wellness. The committee will review and advise on any policies related to the 500 and 600 series.*
- 5) *The Human Resources Committee shall consider all matters pertaining to the College's employment issues, as well as review and advise on any policies related to the 400 series.*
- 6) *The Risk Management Committee shall consider matters pertaining to risk management, insurance, safety, and security, as well as review and advise on any policies related to these topics. (Refer to Risk Management Plan.)*

Ms. Guzman-Gonzales MOVED the Board approve the Board Subcommittee Structure Board Policy as presented on first and single reading. SECONDED by Ms. Marcy. A copy of the adopted policy is attached in the official minute book.

Voting Yes: Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Stickney, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

NEW BUSINESS

Reports and Recommendations from Board Policy Committee

Information Only: Academic Calendar Board Policy and Procedure

Ms. Walworth introduced the Academic Calendar Board Policy and Procedure and asked Dr. Dale to speak on this item. Dr. Dale reported there have been no changes to the Board policy, but the procedure has been developed to establish a process and timetable for the creation of an annual academic calendar for the College. The Board recommended that the reference to *Scottsbluff High School* in the procedure be changed to *high schools* in general to reflect the effort in coordinating with all area high schools, not just Scottsbluff

No action was taken by the Board.

MONITORING REPORTS

Nebraska Community College Association, report from Executive Director, Mr. Greg Adams

Mr. Greg Adams, Executive Director of the Nebraska Community College Association, thanked the Board for the opportunity to meet with them today. He also stated he personally met four of the students at the Powerline and Indoor Training Facility Ribbon Cutting event and was very impressed with their professionalism.

Mr. Adams referred Board members to the mailed packet, which includes a list of the different boards he serves on as a representative for community colleges. He stated that as the Executive Director of the Nebraska Community College Association he is more than a lobbyist and liaison between the member five colleges and the Nebraska Legislature. He stated he is often considered a representative and a spokesperson for the community college system in the state, and as part of that role, he is called upon to serve on several boards and committees.

Mr. Adams briefed the Board on the P20 Data System, which is a method of data collection from Nebraska public school districts for the purposes of evaluating and researching to with the intent to improve education in the state. He reported public prekindergarten, elementary, secondary, and postsecondary education were asked to sign a Memorandum of Understanding to share this data that is currently housed by the Department of Education.

Mr. Adams reported that although data has been collected, it has been difficult to obtain due to FERPA Law, a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the Department of Education. He stated the P20 Data System is in place, but has not been fully operational primarily because of this reason.

Mr. Adams reported a newly drafted Memorandum of Understanding will be drafted in 2019, and will be sent out to colleges in the state for approval, disapproval, suggestions or amendments. He reported the revised document will have more operational language, and updated bylaws. Mr. Adams reported the P20 Data System is being funded through Federal grants, however, the colleges will have to seek funding to make this a valuable program in the state.

Mr. Adams also reported on Blueprint Nebraska, a major citizen-led initiative to develop a comprehensive plan to stimulate the state's economic competitiveness. In an effort to create a vision in the state, its steering committee gathers feedback, opinions, and ideas from constituents via an online survey, or by visiting communities and events across the state, reaching every economic development region.

Mr. Adams reported this is an enormous initiative with a lot of involvement in order to understand the vision of the following sixteen industry councils: Agriculture Industry Council; Banking & Finance Industry Council;

MONITORING REPORTS

Nebraska Community College Association, report from Executive Director, Mr. Greg Adams (Cont.)

Community Vitality Industry Council; Education Attainment Industry Council; Energy & Natural Resources Industry Council; Entrepreneurship Industry Council; Healthcare Industry Council; Housing Industry Council; Leadership, Diversity and Inclusion Industry Council; Manufacturing Industry Council; Mega-site Industry Council; Military & Veterans Affairs Industry Council; Taxation & Incentives Industry Council; Technology & Innovation Industry Council; Transportation and Infrastructure Industry Council; and, Workforce Industry Council. Mr. Adams stated this project will have nothing but good results.

Mr. Adams reported on the current status of the appropriations process. The funding process is an annual event, and congress is tasked with producing a budget resolution and twelve appropriations bills for each federal fiscal year, which begins on October 1. He reported that although we are quite a ways off from having to submit the Budget, by state statute there are already things starting to occur.

Mr. Adams reported about a month ago, he presented to the Coordinating Commission for Postsecondary Education, the 2019-21 Nebraska Community College Association biennial budget request. The community colleges requested 3.5 percent in state aid for each year in the 2019-21 biennium. Mr. Adams reported the request was approved last week.

Mr. Adams reminded Board members of the 2018 Annual Meeting of the Nebraska Community College Association to be held on November 4 and 5, 2018, in Norfolk, NE. He stated there will be very good speakers and he is looking forward to the attending. Mr. Adams also reported February 7, 2019, is Legislative Day, and encouraged Board members to attend.

In response to a question from the Board, Mr. Adams explained that Medicaid is currently before the legislature.

Ms. Walworth thanked Mr. Adams for his report.

Nebraska Community College Association

Approval of Dues

Dr. Perkins referred Board members to the handout materials which contain a copy of the invoice from the Nebraska Community College Association for the Western Area's 2019 membership dues in the amount of \$63,328.12.

Dr. Perkins MOVED the Board approve the Western Area 2019 membership dues for the Nebraska Community College Association in the amount of \$63,328.12. SECONDED by Dr. Gramberg.

Voting Yes: Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Stickney, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

MONITORING REPORTS

Enrollment Report, Mr. Roger Hovey

Final 2017-2018

Mr. Hovey referred Board members to the handout materials which include the Final 2017-2018 Enrollment Report.

Mr. Hovey reviewed the end of semester enrollment totals by semester for the Fall, Spring, and Summer and the comparative enrollment for the prior year. The 2017 Fall semester headcount was 1,995 which is an increase of 0.5 percent. The 2018 Spring Semester headcount enrollment was 1,851, which is a 9.8 percent decrease and the 2018 Summer Semester headcount was 455, which is a 16.1 percent decrease.

Mr. Hovey reviewed the full-time equivalent enrollment for the 2017-2018 year, which totals 1,538.88. This compares with a total of 1,630.39 for the previous year. Mr. Hovey commented this is the audited report for the 2017-2018 year.

Enrollment Report, Mr. Roger Hovey

Ten-Day Report – Fall 2018 Semester

Mr. Hovey referred Board members to the Ten-Day Enrollment Report for the Fall 2018 Semester, which was enclosed with the mailed packet of information.

Mr. Hovey reported there were 765 full-time and 1,060 part-time students enrolled as of the tenth day of the semester. He reported the enrollment represents a 4.2 percent decrease from last year. Mr. Hovey remarked the expected end-of-semester count should reach 790 full-time and 1,170 part-time students.

Mr. Hovey reported the number of first-time, full-time students increased from 273 to 319, a 16.8 percent increase, which is a rebound from the drop that occurred last year. The numbers of full-time and part-time continuing students has fallen in recent years as a reflection of the inability to attract increasing numbers of new students. Mr. Hovey reported he is hopeful this trend can be reversed starting with the positive showing of first-time students this fall.

Mr. Hovey reported the male/female distribution and average age of WNCC students remain steady. The percent of students under age 18 (primarily 17-year olds) has increased from 16.5 percent five years ago to 31 percent of total enrollment today due to our increase in College Now students. Mr. Hovey reported the percentage of students who are Hispanic is up slightly at 24.5 percent. There are 78 international students representing thirty-two countries.

Mr. Hovey reported the end-of-semester projection for full-time equivalent students (FTE) is 820.5, a slight increase. He stated this number is becoming increasingly difficult to project, particularly the non-credit component of FTE.

Mr. Hovey reported there are twenty-four high schools in the College service area. The College attracted 15.7 percent of the 2018 high school graduation classes from within the service area. Last year the College attracted 14.7 percent of the high school graduation classes.

Mr. Hovey reported every county within the service area is represented in enrollment for the Fall 2018 Semester except for Sioux County. Mr. Hovey reported there were only three high school seniors to draw from at Sioux County High School last year, and 13 are represented from Cherry County, a strong showing in comparison to past years.

MONITORING REPORTS

Enrollment Report, Mr. Roger Hovey (Cont.)

Ten-Day Report – Fall 2018 Semester

Mr. Hovey reported among the degree-seeking students, 62 percent are in academic transfer programs, and 38 percent are in technical training programs. Mr. Hovey remarked One hundred thirteen students have indicated the Associates Degree in Nursing program as their major and 69 have indicated the Practical Nursing program. Mr. Hovey reported there are 43 Associates Degree in Nursing and 40 Practical Nursing students accepted this fall, which shows the disparity between the interest level and the number the College can take in. He stated those choosing General Studies as their major continue to represent a declining percentage of the total in comparison to previous years.

Ms. Walworth thanked Mr. Hovey for his report.

Recess

Ms. Walworth declared a ten minute recess at 2:24 p.m.

Open Meeting

Ms. Walworth declared the Open meeting in session at 2:37 p.m.

The Nebraska Math Readiness Project, Dr. Kimberly Kuster Dale, Ms. Ellen Dillon, Mr. Andrew Shiers, and Ms. Amy Winters

Dr. Dale reported the purpose of the Nebraska Math Readiness Project is to improve the math skills of high school seniors so they are better prepared to enroll in for-credit math courses in college, thus avoiding non-credit developmental level math courses which result in additional tuition and delayed time to degree completion.

Dr. Dale introduced Ms. Ellen Dillon, Associate Dean of Instruction and WNCC's coordinator of the Nebraska Math Readiness Project, and math instructors Mr. Andrew Shiers and Ms. Amy Winters, and asked them to speak on this item. Ms. Dillon explained her role as the project coordinator and reported that in order to assure availability of all information needed at every level, she regularly communicates with Dr. Dale; the administrators of all pilot high schools; Dr. Hallie Feil, Dean of Instruction; Ms. Kim Reichert, who keeps the grant expenditures for the project; Mr. Andrew Pittman, Assistant Instructional Research officer; all high school instructors and College faculty liaisons; and Mr. Corey Hatt, statewide Director of the Nebraska Math Readiness Project.

Ms. Dillon indicated that one of the factors impacting students is that developmental math courses don't count for college credit. She stated students are trying to get into college-level courses but get discouraged if they do not succeed and they drop out, or they stop attending because of financial reasons.

Ms. Dillon reported that the Math Lab software used in this course is designed to allow students to customize lessons so they can focus on specific problem areas. Ms. Dillon reported this course is eligible to high school seniors who scored between 13-18/19 on the statewide ACT during their junior year and have a declared intent to continue to a post-secondary institution. The course has two levels: Level I which is a review of Pre-Algebra, and Level II which is a review of Algebra 1.

The initial meeting of all participants was held in Spring 2017 in Grand Island, and at this meeting, the participating high schools were selected. These schools are Alliance High School, with fifteen students; Gering High School, with two students; and Scottsbluff High School, with thirty-eight students.

MONITORING REPORTS

The Nebraska Math Readiness Project, Dr. Kimberly Kuster Dale, Ms. Ellen Dillon, Mr. Andrew Shiers, and Ms. Amy Winters (Cont.)

Ms. Dillon explained the percentage of students who come to the College in need of developmental math is very high: forty-one percent from Alliance; forty-six percent from Gering; and fifty-four percent from Scottsbluff. The participating high schools are extremely grateful to be a part of this pilot as they attempt to identify a solution to this problem.

Mr. Shiers, a math instructor on the Alliance Campus and occasionally on the Scottsbluff Campus, explained he is working with the Alliance High School to implement this program. He, along with a number of other math instructors, is concerned with the number of students who are not ready for college level math. Mr. Shiers reported the students spend a lot of time, effort and money on developmental classes, and the purpose of this program is to assist students prepare for college math courses while they are in high school.

Mr. Shiers reported his and Ms. Winters' role is to work with high school teachers to address and resolve problems as they arise, coordinate delivery, and ensure an eventual transition to community college.

Ms. Winters reported that when she visits Scottsbluff and Gering High Schools she likes to interact with the students and the majority of them are on track. Ms. Winters reported this program is tailored to the different learning styles of students. She stated that in order for the students to complete the program, they must complete one of three modules – module one is basic math, module two is an introduction to algebra, and module three is intermediate algebra.

Ms. Winters stated she is very excited about this program, and it is going to open up a lot of opportunities for those students coming to the College.

Ms. Walworth thanked Dr. Dale, Ms. Dillon, Mr. Shiers, and Ms. Winters for the report, and commended everyone involved in this project.

Proposed 2019-2020 Student Charges

Mr. Knapper referred Board members to the mailed packet which contains the proposed 2019-2020 student charges and additional course fees for Fiscal Year 2019. He reported the proposed 2019-2020 student charges are being presented today for Board member consideration with Board action to occur at the Regular Meeting in December 2018. Mr. Knapper remarked normally these rates are presented in February with the approval request in March; however, with changes in the federal government financial aid application process, the FAFSA process is actually open now. The Financial Aid office needs the rates so they are able to develop packages for the students.

Mr. Knapper reviewed the proposed tuition rates: Resident and Border States tuition is proposed to increase to \$104.00 per credit hour. The High School Partnership per credit hour tuition rate is proposed to be \$52.00 per credit hour, an increase of \$2.00. No change is being proposed in the Non-Resident tuition rate of \$104.50 per credit hour.

Mr. Knapper reviewed the proposed room and board rates: Pioneer Hall Double as Single is proposed to increase to \$1,404.00 per semester. Pioneer Hall Double is proposed to increase to \$1,071.00. The proposed increases are about two percent. Pioneer Hall Addition Double as Single is proposed to increase to \$1,715.00, which is a three percent increase. Mr. Knapper reported there are no proposed changes to the Conestoga Hall rates, however, the Sidney Hall rates have a proposed increase of three percent. Mr. Knapper reported there are no proposed changes to the ten meal plan, however, there is a 2.75% proposed increase for the fourteen and nineteen meal plans.

MONITORING REPORTS

Proposed 2019-2020 Student Charges (Cont.)

In response to a question from the Board regarding the occupancy rate in the resident halls, Mr. Knapper reported it is currently at seventy-one percent.

Ms. Walworth thanked Mr. Knapper for his report.

Association of Community College Trustees

There was no report from the Association of Community College Trustees.

Western Nebraska Community College Foundation

Ms. Anderson thanked everyone for their continuous support and involvement during the Monument Marathon event. She reported preliminary data showed many runners brought friends and family with them to the event, which is more than in the past.

Ms. Anderson reported WyoBraska Gives is scheduled for November 13, 2018, and the WNCC Foundation is a participant. She stated WNCC Foundation social media will be focused on engaging a variety of donors, and stated anyone can help by liking and sharing the WyoBraska Gives WNCC Foundation page (www.WyoBraskaGives.org/WNCCFoundation).

Ms. Anderson reported on Homecoming Week and referred to the postcard sent out in the mail. She reported the staff does a beautiful job showcasing the College for a week. She also reported Homecoming Week includes the Alumni & Friends "Homecoming on the Range" Banquet. She reported it is the fifth annual awards banquet honoring Outstanding Alumnus, Outstanding Young Alumnus, Lifetime Achievement, Cara Perkins Meritorious Service, Friend of the College, and Family Pride award winners, and encouraged everyone to attend.

Ms. Walworth thanked Ms. Anderson for her report.

WESTERN NEBRASKA COMMUNITY COLLEGE SCOTTSBLUFF CAMPUS / MAIN BUILDING ADDITION AND RENOVATION UPDATE

Dr. Holcomb reported things are moving very quickly at the Scottsbluff campus. Roofing at the front edition is anticipated to begin next week or at the start of the following week. Construction crews are in the process of closing in the new structure to allow work to continue through the cold weather. Additionally, the stage was poured yesterday for stage right, stage left was poured two weeks ago. Dr. Holcomb reported construction crews will be pouring the theatre shop floor and framing the breezeway in the theatre extension today.

Dr. Holcomb reported eighty percent of the dry wall hanging and framing is complete, with the rest of the framing and electrical inspection continuing this week. He stated next week construction crews will be waterproofing the brick in the new entrance and will begin construction on the retaining wall and the new sidewalk. Dr. Holcomb reported the construction work is on schedule.

Ms. Walworth thanked Dr. Holcomb for his report.

BOARD MEMBER COMMENTS

Ms. Walworth asked for Board Member comments.

Ms. Guzman-Gonzales informed the Board that the packet of information they received as a handout includes the new policy changes that will replace the repealed policies in their Board Policy Manual.

Ms. Klemke thanked Ms. Iossi and the Alliance Campus staff for a lovely day and the gifts to the Board.

PRESIDENT'S COMMENTS

Ms. Walworth asked for President's Comments.

Dr. Holcomb reported the Aksarben Foundation has committed to invest a half a million dollars in community colleges across the state. He stated the College has received 25 thousand dollars, which is a portion of the 75 thousand dollars it will be receiving. Dr. Holcomb stated the next 50 thousand dollars will be given after the College has a matching fund.

Dr. Holcomb reported he attended the Aksarben Foundation Ball and it was great to see people talking about community colleges in a very positive light and being recognized for the great work.

Dr. Holcomb reported he will not be able to attend the 2018 Homecoming on the Range events because he will be attending the ACCT Leadership Congress in New York, New York. He informed the Board Dr. Dale will be available to address any College issues or concerns during his absence.

Dr. Holcomb reported the Board will receive iPads at the December 5, 2018 regular meeting, and training on BoardEffect software at the January 16, 2019, regular meeting. He stated more information will follow.

Dr. Holcomb reported the College held the General Assembly on Tuesday, October 9, 2018, and the featured speaker was Reed Barrett. He stated Mr. Barrett was a very entertaining and engaging speaker that talked about millennials and how to connect with them.

Dr. Holcomb reported Homecoming activities will be taking place this year October 22-27, 2018. He reported the Alumni and Friends Banquet will be held on Friday, October 26, 2018, at 5:30 p.m., at the Bishop Dining Hall, and will honor Outstanding Alumnus, Outstanding Young Alumnus, Lifetime Achievement, Cara Perkins Meritorious Service, Friend of the College, and Family Pride award winners. He remarked that anyone wishing to attend the banquet can do so by registering with Ms. Jennifer Sibal.

Dr. Holcomb reported the Public Relations and Marketing Department earned three Medallion Awards at last week's National Council for Marketing and Public Relations District five conference in Rochester, Minnesota. They earned gold medallions in the Viewbook and Folder categories, and a bronze medallion in the Annual Report category. Dr. Holcomb stated the Medallion Awards recognize outstanding achievement in design and communication at community and technical colleges in each of the National Council for Marketing & Public Relations seven districts. He stated the regional competition is exclusive to marketing and public relations professionals at two-year colleges.

Dr. Holcomb reported the College will host the Business After Hours event on Thursday, October 25, 2018, 5 p.m. to 7 p.m., and encouraged everyone to attend. The event will be held at the John N. Harms Center, Scottsbluff Campus.

PRESIDENT’S COMMENTS (Cont.)

Dr. Holcomb reported he attended the Council for Advancement and Support of Education conference with Foundation Executive Director, Ms. Jennifer Reisig, in Palm Springs, California. He stated it was a great conference that allowed him to connect with the WNCC Foundation Staff.

Dr. Holcomb reported on October 4-5, 2018, the Box Butte Development Corporation, the Alliance Chamber of Commerce, and the College presented fifteen manufactures in Box Butte County with a certificate and a bag of goodies recognizing Manufacturing Day.

Dr. Holcomb reported on October 4, 2018, Ms. Robyn Iossi presented Community College Support and Role through Continuing Education to the Nebraska Association of County Officials.

Ms. Walworth thanked Dr. Holcomb for his report.

**EXECUTIVE SESSION
2019 – 2020 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 Dr. Todd R. Holcomb, Dr. Kimberly Kuster Dale, Mr. William D. Knapper, Ms. Rosie Hernandez and Mr. Philip M. Kelly, Attorney, for the purpose of discussion of the 2019 – 2020 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. Dr. Perkins SECONDED the motion.

Voting Yes: Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Stickney, Anderson, Gramberg, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

Ms. Walworth stated the reason for the Executive Session is for the purpose of discussing the 2019 – 2020 Collective Bargaining.

The Board of Governors and those so named in the motion adjourned to an Executive Session at 3:14 p.m.

Dr. Packard left the Executive Session at 3:25 p.m. citing travel reasons.

The Executive Session ended at 3:27 p.m.

OPEN MEETING

Ms. Walworth declared the Open meeting in session at 3:27 p.m.

EXECUTIVE SESSION

Personnel Matters – Re: Evaluation of College President

Mr. Perlinski 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 Dr. Todd R. Holcomb for the purpose of discussion of personnel matters regarding the evaluation of the College President.

He 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, and that Dr. Holcomb has not requested a public meeting and has consented to discussion in closed session, and that evaluation of the job performance of a person is specifically authorized by the Nebraska Public Meeting Law. Mr. Stickney SECONDED the motion.

Voting Yes: Klemke, Marcy, Packard, Perkins, Perlinski, Stickney, Anderson, Gramberg, Guzman-Gonzales, and Walworth

Voting No: None

Abstain: None

Absent: Savely

MOTION CARRIED

Ms. Walworth stated the reason for the Executive Session is for the purpose of discussion of the evaluation of the College President.

The Board of Governors and those so named in the motion adjourned to an Executive Session at 3:28 p.m.

Ms. Klemke left the Executive Session at 3:45 p.m. citing commitment to another community engagement.

The Executive Session ended at 3:47 p.m.

OPEN MEETING

Ms. Walworth declared the Open meeting in session at 3:47 p.m.

UPCOMING MEETINGS AND EVENTS

Ms. Walworth reminded Board members of the following Upcoming Meetings and Events:

- 1) The Western Community College Area Board of Governors Regular meetings to be held: (a) December 5, 2018, 1:00 p.m., Pioneer Activity Center, Conference Room, Western Nebraska Community College, Scottsbluff Campus; and, (b) Western Nebraska Community College Celebrate WNCC “Homecoming on the Range” to be held October 22 – 27, 2018.
- 2) The Association of Community College Trustees 2018 Annual Leadership Congress to be held on October 24-27, 2018, at the Marriott Marquis, Times Square, New York, New York.
- 3) Nebraska Community College Association 2018 Regular Meetings to be held as follows: (a) Fourth Quarter (Annual Meeting) November 5 and 6, 2018, in Norfolk, Nebraska.

NEXT REGULAR MEETING

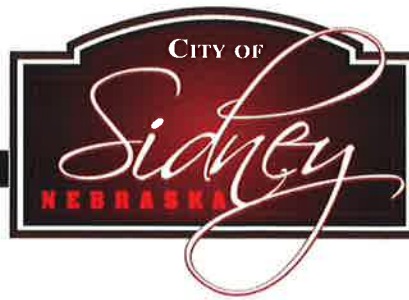
The next Regular meeting of the Western Community College Area Board of Governors will be held on Wednesday, December 5, 2018, at 1:00 p.m., in the Conference Room, Pioneer Activity Center, Western Nebraska Community College, Scottsbluff Campus, 1409 East 27th Street, Scottsbluff, Nebraska.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 3:50 p.m.

Julienne K. Walworth, Chairperson

Rosie Hernandez, Secretary



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SIDNEY NEBRASKA 69162

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September 5, 2018

CORAL RICHARDS
SECRETARY OF THE BOARD OF EDUCATION
WESTERN NEBRASKA TECHNICAL COMMUNITY COLLEGE
1601 EAST 27TH STREET
SCOTTSBLUFF NE 69361

In compliance with Section 79-4. 151, R.S.N., 1943, the Planning Commission of the City of Sidney herewith submits the following for the consideration of the Board of Education before the adoption of the final report of same:

SEE ATTACHED NOTICE

Sincerely,

A handwritten signature in black ink that reads "Cynthia Heilbrun". The signature is fluid and cursive, written over a light blue horizontal line.

Cynthia Heilbrun
Secretary of the Planning Commission

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Attachment

NOTICE

Notice is hereby given that the Planning Commission of the City of Sidney, NE, will on September 17, 2018, at 5:30 P.M. in the City Council Room, 1115 13th Avenue, hold a PUBLIC HEARING upon the following:

1) Application of Bruce G Stitt for Gehrig-Stitt Chapel & Cremation Services to add cremation operation equipment to his funeral establishments located on Lots 7 & 8, Block 48 First Addition, and Lot 1 and East 36 Feet of Lot 2 Block 3 Clarkson Addition, more particularly described as 1140 10th Avenue and 1212 10th Avenue;

2) Rezoning Application of Darin VanNatter and Susan Hiatt to rezone Lot 6, Block 13, Section 49 Part of the SE/4 East of Highway Lands Inside Sidney, more particularly described as 2525 11th Avenue, from R-1 (Residential) Zone to R-1a (Rural Residential Estate) Zone.

Copies of the proposed requests are on file in the office of the Secretary of the Planning Commission at 1115 13th Avenue where they may be examined and copies may be made. At the above time and place all citizens and interested parties will have an opportunity to be heard.

Cynthia K. Heilbrun
Deputy City Clerk Treasurer

PUBLISH ONE TIME: September 7, 2018
ONE PROOF PLEASE



HOME OF
CHIMNEY ROCK
HISTORICAL SITE

Attachment A2

P.O. Box 160
Bayard, NE 69334
308-586-1121

October 2, 2018

To Whom This May Concern:

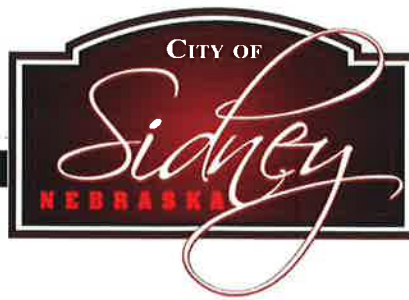
This letter is being sent to you as required by City of Bayard Zoning Regulations. The property owners of 702 1/2 Ave A, Bayard, NE 69334 (LOT 7, BLOCK 1, 3rd ADDITION to South Bayard, Morrill County, Nebraska) have requested a "Change of Zoning", from Residential One (R1) to Mixed Use Zoning. Because of this request, you have the right to protest against this action as described in Section 11-1-15 of the City of Bayard Zoning Regulations, as provided below.

"11-1-15: AMENDMENTS: These regulations, restrictions, and boundaries may from time to time be amended, supplemented, changed, modified, or repealed. In case of a protest against such change, signed by the owners of twenty percent (20%) or more either of the area of the lots included in such proposed changes, or of those immediately adjacent on the sides and in the rear thereof extending three hundred feet (300') there from and of those directly opposite thereto extending three hundred feet (300') from the street frontage of such opposite lots, such amendment shall not become effective except by the favorable vote of three-fourths (3/4) of all the members of the City Council. The City Council shall request and receive the advice of the Planning Commission before taking definite action on any contemplated, amendment, supplement, change, modification, or repeal. No such regulations, restriction, or boundary shall become effective until after a public hearing in relation thereto, at which parties in interest and citizens shall have an opportunity to be heard. Notice of the time and place of such hearing shall be given by publication thereof in a paper of general circulation in the City at least one time ten (10) days prior to such hearing."

The Planning Commission will hold a public hearing on the "Change of Zoning" on 702 1/2 Ave A, Bayard NE 69334 (LOT 7, BLOCK 1, 3rd ADDITION to South Bayard, Morrill County, Nebraska), on October 17, 2018 at 7:00 pm, (please see the enclosed map). In regards to the Planning Commission's recommendation, either in favor of or against such "Change of Zoning", their recommendation must be forwarded to the City Council for their decision on the matter. Once the Planning Commission forwards their recommendation and another public hearing will be held by the City Council to make a final decision. You will be contacted about this meeting so you may address any concerns you may have on this matter. If you should require any further information concerning this, please contact the City Clerk at 308-586-1121.

Sincerely,

Sam Jackson
City Clerk



SMALL TOWN VALUES

1115 13TH AVENUE PO Box 79
SIDNEY NEBRASKA 69162

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October 3, 2018

CORAL RICHARDS
SECRETARY OF THE BOARD OF EDUCATION
WESTERN NEBRASKA TECHNICAL COMMUNITY COLLEGE
1601 EAST 27TH STREET
SCOTTSBLUFF NE 69361

In compliance with Section 79-4. 151, R.S.N., 1943, the Planning Commission of the City of Sidney herewith submits the following for the consideration of the Board of Education before the adoption of the final report of same:

SEE ATTACHED NOTICE

Sincerely,

A handwritten signature in black ink that reads "Cynthia Heilbrun". The signature is fluid and cursive, written over a light-colored background.

Cynthia Heilbrun
Secretary of the Planning Commission

ch

Attachment

NOTICE

Notice is hereby given that the Planning Commission of the City of Sidney, NE, will on October 15, 2018, at 5:30 P.M. in the City Council Room, 1115 13th Avenue, hold a PUBLIC HEARING upon the following:

1) Conditional Use Permit Application of Bernard Fehringer to operate an Indoor Shooting Range for Cowboy Fast Draw and BB Gun instruction and shooting at 817 12th Avenue, Sidney, NE.

Copies of the proposed requests are on file in the office of the Secretary of the Planning Commission at 1115 13th Avenue where they may be examined and copies may be made. At the above time and place all citizens and interested parties will have an opportunity to be heard.

Cynthia K. Heilbrun
Deputy City Clerk Treasurer

PUBLISH ONE TIME: October 5, 2018
ONE PROOF PLEASE



MEMORANDUM

Date: October 8, 2018

To: WCCA Board of Governors

From: Aletia Norwood, Faculty Board Representative

Re: October 2018 Board of Governors Faculty Report

- William A Loring (Information Technology Faculty) went to a CyberSecurity conference in Denver on Thursday, August 10th. There were several sessions on the state of security and the latest threats. There were security vendors on hand to answer questions.

Bill also attended the League of Innovations Conference. This was held on March 18-21, in National Harbor, Maryland (just 8 miles south of Washington D.C.). The Innovations Conference is the foremost convening for community college professionals, fostering innovation in teaching and learning and enhancing the higher education experience. This international event provides a forum for collaboration among academic experts and thought leaders, while granting participants exclusive access to the most inventive and inspirational community college programs from around the world.

Several sessions mentioned different types of orientations they were doing, the idea being to smooth the student transition to college life and future success. Loring is working with an ad hoc committee to create an online Blackboard Orientation that would be available before the spring 19 semester.

Another of the items mentioned was putting a basic needs statement in the master syllabi. Loring brought this idea to the Curriculum Council, and the following syllabus statement and Student Services process were put into effect Fall 2018.

XIII. BASIC NEEDS SECURITY

Students who believe their academic performance is being negatively impacted due to difficulty accessing sufficient food or finding a safe and stable place to live are encouraged to contact the Dean of Students' office at 308-635-6123. This office will put students in contact with community partners who may be able to aid in these areas.

- In April 2018, Lauren Newell (adjunct instructor in voice) and Patrick Newell (Vocal Area Coordinator) performed and presented at the First Annual Teatro Paladini Music Festival in Italy. They performed original songs by Lauren and Opera solos and duets. They also gave a workshop on the Belt Singing technique taught at WNCC, and taught a number of private lessons as well.

While there, they were representing WNCC to a wide variety of performers from Europe, South America, and the U.S.A. They have been invited to return in September 2019 to provide entertainment and workshops at the second occurrence of the Festival.

Additionally, in March of 2018 Lauren and Patrick Newell presented a week of Masterclasses and Voice Lessons at Principia College in Elsah, Illinois to students in the College's music and theatre programs. They returned in September to give more Masterclasses and Lessons, while Patrick, as Vocal Coach, musically prepared the cast of the Musical "Urinetown", which will be performed on the Principia campus in November.

- This summer, recent WNCC grads James Maag and Cynthia Clark performed roles in Theatre West's production of "Footloose." Cynthia is now attending University of Wyoming, pursuing a BFA in Musical Theatre.
- Carrie Howton (Human Services Faculty) has been really busy over the last year. The Human Services program has been completely revamped! The program has nine new program outcomes and six new HUSR courses (Intro to Counseling Skills; Case Assessment, Planning & Management; Professional Ethics and Issues; Multicultural Counseling; Group Counseling; and Clinical Treatment Issues)! The two HUSR courses we previously had (Introduction to Human Service Work and Human Service Worker Practicum) have also been updated.

Students can now pursue a Certificate in Alcohol and Drug Counseling. Included in this certificate are the eight required courses needed for initial licensure as an alcohol and drug counselor (LADC), which have all been pre-approved by the state. This means that students can begin working on the requirements to become a LADC starting in the fall of 2018!

The Human Services program has also been working with the Behavioral Health Education Center of Nebraska (BHECN) to allow for WNCC students to apply for a grant to pay for the Certificate in Alcohol and Drug Counseling. If accepted into the grant program, students can get their classes paid for and receive a stipend to help purchase a laptop.

The Human Services program also applied for, and received, a \$5,000 grant (through BHECN) to host our 1st annual Behavioral Health Symposium: Breaking Stigma and Creating Awareness of Career Opportunities on October 24th. This will also serve as the Human Services & Psychology Open House (because Admissions). The primary purpose of this event is to raise awareness of careers within the behavioral health field and attract high school students towards pursuing a path towards working in one of these careers.

- Lex Larsen (Applied Agriculture Faculty) and his students have been really busy over the last several months. The Applied Agriculture students do quite a bit of volunteering in the panhandle as part of their curriculum. The students volunteered at the Legacy of the Plains Museum to help for the Harvest Festival. They read to students at Westmoor Elementary for National Teach Ag Day. Westmoor students had a lot of questions about agriculture that the WNCC students answered.

The books that our students read to the Westmoor students were donated to the elementary school as part of Teach Ag Day. Applied Ag students are also helping with the catpack/puppack program to help feed local kids on the weekend.

All of the Applied Ag students are required to complete a practicum in their final semester. These are rotated through various businesses in the area that support this program. Two of these Applied Ag students from last year gained full-time employment locally at Westco with the because of their participation in these practicums.

Lex also attended the On-Course conference this summer. This is the conference that is the basis of our Achieving College Success (ACS) class. All faculty who teach this class are required to attend this conference. One of the biggest complaints from all advisory boards is the student's lack of "soft skills". This conference addresses those skills in detail. The ability to reinforce what the students learn in the ACS course throughout the curriculum is important to the student's ability to recall and continue to apply these principles. All faculty are encouraged to attend this training.

UNL Extension Center hired Lex to work with Rwandan students for the month of June. This is part of a program that UNL hosts due to the generosity of an anonymous donor. Rwandan students come to the US to learn about agriculture. Spots in this program are highly coveted by Rwandan students and only the best are selected to participate. Students are broken into small groups for the first summer they are in the US. UNL hosts one of these small groups here in Scottsbluff. These students stay in the WNCC dorms in order to help get a feel for what college is like. Lex traveled throughout the panhandle with these student in order to expose them to the different types of farming we have here. UNL rented a First Student bus to facilitate the travel throughout the panhandle for these students. Initially, WNCC and UNL discussed signing these students up for a non-credit class that Lex Larsen would teach. The idea was that if they were WNCC students we could use a WNCC bus for transportation and also market our college and especially our new Applied Ag program at industry tours at the same time. This would be an effective utilization of a bus that generally sits idle during the summer. We couldn't get all the details and liabilities worked out in time to make this happen, but look forward to the possibility in the future.



- Stacy Wilson (Foreign Language Faculty) and Amy Winters (Math Faculty) received the Reader's Choice Award in the Star Herald for Favorite College Instructor. Connection with faculty is important to student retention and these two faculty demonstrate this by winning the award.
- Amy Winters (Math Faculty) reports that she attended Blackboard World with Heidi Jackson and Patsy Yager in Orlando in July. They got a lot of great information about how we can better use our Blackboard resources to engage our students as well as how to utilize the retention & analytic tools in our courses.

Amy also attended the NSEA Leadership Conference in Lincoln in June where she learned a great deal about education processes. She also feels like she is more informed about the NSEA as a whole. It was a lot of great networking too. I implemented one of the activities from the conference in my classes this fall.

Amy is a member of the KS-NE Phi Theta Kappa (PYK) Advisory Council. This is a 2 year commitment. This provides a great opportunity to learn even more about PTK. Our goal as a chapter is to get on the stage at the National Convention so Amy hopes this will give her more tools to make our chapter more successful.

Amy took two PTK students to the KS-NE Region Leadership Conference in Grand Island 9/21-9/23. She saw a lot of growth in these two students in the short time they were there. Amy and the PTK students are going to be working on our College Project and an Honors in Action Project. This conference provided the opportunity to learn more about this. It also gave us an opportunity to connect with the chapters in our region.

- Marcene Elwell (Surgical Technology Faculty) reports that one of her current students, Shelby Benson, has been featured in the "Faces of Excellence" in the fall edition of WESTERN magazine that comes out in the next few weeks! So proud of her!

Marcene went on a medical mission trip this summer to Ecuador to help a medical team perform pediatric strabismus surgeries. It was a life-changing, amazing experience. The Association of Surgical Technology sought Marcene out and asked her to go. The story is featured in this month's "The Surgical Technologist", the official journal of the Association of Surgical Technologists, Inc. I've attached the journal link below, not sure if it will work or not.....the story is on page 410. Without the support and encouragement of President Holcomb and Dr. Kinsey, this wouldn't have been possible, so my sincere thanks to them!