

**WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS**

MINUTES

Wednesday, December 18, 2019
1:02 p.m.

The Western Community College Area Board of Governors held a regular Board meeting at 1:02 p.m. on Wednesday, December 18, 2019, 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 Wednesday, December 11, 2019.

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, Chair..... | Present |
| Allan D. Kreman | Absent |
| Kimberly A. Marcy | Absent |
| William M. Packard..... | Present |
| M. Thomas Perkins..... | Present |
| Coral E. Richards..... | Present |
| R. J. Savely, Jr | Present |
| Richard G. Stickney, Vice-Chair | Present |

OTHERS PRESENT

Paula Abbott, Sidney Campus Executive Director
Kathy Ault, Human Resources Executive Director
Jack Baker, Baker and Associates
Marcus Carrillo, Scottsbluff Campus Student Representative
Brian Croft, Faculty Representative
Andrew Dick, ESU#13 Administrator
Hallie Feil, Dean of Instruction
Karleen Gramberg, Guest
Nina Grant, Vice President of Student Services
John Harms, Interim President
Allison Judy, PR/Marketing Director
Dave Koehler, Accounting Services Director
Bill Knapper, Vice President of Administrative Services
Philip Kelly, College Attorney
Lynne Koski, Vice President of Finance
John Marrin, Interim Executive Vice President
Loren Moench, Information Technology Associate Director
Andrew Pittman, Institutional Research Analyst
Kimberly Reichert, Educational Services Senior Coordinator
Jennifer Reising, Foundation Executive Director
Jackie Smith, Alliance Campus Director

OTHERS PRESENT (Cont.)

Norman Stephenson, Counseling Director
Susan Verbeck, Executive Administrative Assistant to the President and Board Secretary
Amy Winters, Faculty Member

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 830.1000.79, Ms. Klemke 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

Chair Klemke announced that for public information there is a copy of the Nebraska Open Meetings Act available on the table at the front of the room.

Chair Klemke reported Ms. Marcy and Mr. Kreman are unable to attend the meeting because of Personal Business.

CONSENT CALENDAR

Review Contents

Chair Klemke reviewed the contents of the Consent Calendar, which include the following item(s):

- 1) Agenda, December 18, 2019
- 2) Excuse Absent Board Member(s) Allan D. Kreman, Kimberly A. Marcy
- 3) Minutes
 - a. Regular Meeting, November 20, 2019
- 4) Claims for November 2019
 - a. WCCA Unrestricted Fund - \$2,328,434.36
 - b. WCCA Restricted Fund - \$15,672.98
 - c. WCCA Federal Fund - \$1,889.38
 - d. WCCA Agency Fund - \$6,518.32
 - e. WCCA Loan Fund - \$-0-
 - f. WCCA Plant Fund - \$604,147.52
 - g. WCCA Auxiliary Fund - \$95,343.77
- 5) City Planning Commission Report(s)
 - a. City of Gering
- 6) Reports and Proposals
 - a. From the Students - There were no reports.
 - b. From the Faculty (Handout)
 - c. From the Administration – There were no reports.
 - d. From the Board – There were no reports.

Ms. Klemke inquired if there were any item(s) on the Consent Calendar which any Board member wished to have extracted for separate consideration. There were no items extracted.

CONSENT CALENDAR

Approval

Ms. Guzman-Gonzales MOVED to approve the Consent Calendar as presented. SECONDED by Dr. Perkins.

Voting Yes: Anderson, Gramberg, Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

CONSENT CALENDAR

Consider Items Extracted

Ms. Anderson reported she has a business relationship with the Scottsbluff/Gering United Chamber of Commerce. Because of this relationship, she requested the advertisement claim for \$75.00 and the Legislative Breakfast claim for \$75.00 be extracted for separate consideration to allow her to vote on the amended Consent Calendar.

Mr. Savely MOVED the claim for \$75.00 for advertising, and the claim for \$75.00 for the Legislative Breakfast, payable to the Scottsbluff/Gering United Chamber of Commerce be approved. SECONDED by Dr. Packard.

Voting Yes: Gramberg, Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Klemke

Voting No: None

Abstain: Anderson

Absent: Kreman, Marcy

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Dr. Merlyn Gramberg and Ms. Lynne Klemke

Mr. Stickney MOVED to approve the following travel expenses: Dr. Merlyn Gramberg for \$113.68 and Ms. Lynne Klemke for \$512.70. SECONDED by Dr. Packard.

Voting Yes: Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Anderson

Voting No: None

Abstain: Gramberg, Klemke

Absent: Kreman, Marcy

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Mr. Allan Kreman and Ms. Kimberly Marcy

Ms. Anderson MOVED to approve the following travel expenses: Mr. Allan Kreman for \$22.62 and Ms. Kimberly Marcy for \$110.20. SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

BOARD MEMBER MILEAGE AND/OR EXPENSE REIMBURSEMENT

Dr. Tom Perkins, Mr. R. J. Savely, Jr., and Mr. Richard Stickney

Ms. Linda Guzman-Gonzales MOVED to approve the following travel expenses: Dr. Tom Perkins for \$1,181.61, Mr. R. J. Savely, Jr. for \$202.22, and Mr. Richard Stickney for \$186.18. SECONDED by Ms. Anderson.

Voting Yes: Richards, Anderson, Gramberg, Guzman-Gonzales, Packard, Klemke

Voting No: None

Abstain: Perkins, Savely, Stickney

Absent: Kreman, Marcy

MOTION CARRIED

BID CONSENT CALENDAR

Review of Bid Consent Calendar

1. Bid Number 20-SE-23 Cisco Smartnet Contract

Ms. Klemke inquired if there were any item(s) on the Bid Consent Calendar which any Board member wished to have extracted for separate consideration. Ms. Anderson asked Mr. Knapper to provide additional information about this item. Ms. Klemke added that this is the only bid so extraction is not necessary.

Mr. Knapper referenced the bid information included in the meeting packet and explained that the three tables listed on the memo are to be considered. When the contract went out for bid, the IT Department did not think they could work with Table 3 so it is no longer on the table for consideration.

On a three-year contract basis, if totals are added for Table 1 and 2, there is a minimal difference. Mr. Knapper explained that the College IT Department has a long-standing working relationship with Converge One and requests approval of Table 1 for three years and Table 2 for three years with the firm Converge One out of Omaha. Mr. Knapper reported over the years, the College IT Department has done a lot of business with Converge One and they have provided a lot of service and support. This is a long-standing service that is renewed annually

or every three years depending on how bids come out or depending on changes that the IT Department intends to make in the IT architecture.

| Company | City/State | Table 1 | Table 2 | Table 3 |
|-----------------------------|------------|----------------------------|----------------------------|-------------|
| | | 1 Year 3 Years | 1 Year 3 Years | 3 Years |
| Insight Public Sector, Inc. | Tempe, AZ | \$ 8,241.23 \$25,779.11 | \$13,248.98 \$40,916.95 | \$44,856.00 |
| Converge One | Omaha, NE | \$ 9,878.74 \$27,428.20 | \$15,422.40 \$39,279.50 | \$44,568.00 |

BID CONSENT CALENDAR

Approval

Ms. Anderson MOVED to approve Bid Number 20-SE-23 Cisco Smartnet Contract for three years. SECONDED by Mr. Savely.

Voting Yes: Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Packard, Perkins, Richards, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

BID CONSENT CALENDAR

Consider Items Extracted

There were no items extracted from the Bid Consent Calendar.

PERSONNEL CONSENT CALENDAR

Review Contents of Personnel Consent Calendar

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

1. Resignation(s):
 - a. Ms. Jaclyn K. Smith, Alliance Campus Director, Effective December 20, 2019
2. Appointment(s)
 - b. None

Personnel Consent Calendar

Approval

Dr. Packard MOVED to approve the Personnel Consent Calendar as presented. SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Stickney, Anderson, Guzman-Gonzales, Packard, Perkins, Richards, Savely, Klemke

Voting No: None

Abstain: Gramberg

Absent: Kreman, Marcy

MOTION CARRIED

PERSONNEL CONSENT CALENDAR

Consider Items Extracted

There were no items extracted from the Personnel Consent Calendar.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS

Approval of Interlocal Cooperation Agreement for Security Officer(s)

Ms. Klemke asked Mr. Kelly to provide information about this item. Mr. Kelly reported Chief Spencer shared information about the agreement at the November meeting. He added this agreement is between the City of Scottsbluff and the College for provision of two police officers on the Scottsbluff Campus during both semesters for a total of eighty hours per week. The cost of the officers will be split between the two entities. The College will provide an office and the officers will be charged with enforcing both city ordinance violations and state law criminal violations. They will not be involved with enforcing code of conduct issues for students. The agreement was recently approved by the Scottsbluff City Council and is now ready for final approval by the Board.

In response to a question from the Board, Mr. Kelly responded the Vice President of Administrative Services, Mr. Knapper would be authorized to sign the contract.

Ms. Richards MOVED to approve the Interlocal Cooperation Agreement for a Security Officer on the Scottsbluff Campus as presented. SECONDED by Mr. Savely.

Voting Yes: Anderson, Gramberg, Packard, Perkins, Richards, Savely, Stickney, Klemke

Voting No: None

Abstain: Guzman-Gonzales

Absent: Kreman, Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Consideration of Resignation of WCCA Board Member

Ms. Klemke stated she presents the next item with a heavy heart as Dr. Gramberg has decided it is time for him to resign from his role as a Board member. Ms. Klemke asked Dr. Gramberg if he would like to say a few words.

Dr. Gramberg stated that he was fortunate to have been elected to the Board, but personal commitments keep him busy and he feels it is time to step down. Dr. Gramberg added he has appreciated working with the Board and thanked members

for many good years of working together. Dr. Gramberg also thanked his wife Karleen for her support during his time as a Board member.

Dr. Harms added that during his previous presidency, he worked with Dr. Gramberg during some very difficult times for the College and Dr. Gramberg's leadership and support helped tremendously during those trying times. Dr. Gramberg's dedication to education is to be commended and he thanked Dr. Gramberg and his wife Karleen.

Ms. Klemke entertained a motion to accept the resignation of WCCA Board member Dr. Merlyn Gramberg.

Dr. Packard MOVED to accept the resignation of Dr. Merlyn Gramberg from the WCCA Board of Governors, District One, effective December 31, 2019. SECONDED by Dr. Perkins.

Voting Yes: Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Anderson, Klemke

Voting No: None

Abstain: Gramberg

Absent: Kreman, Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Declare Vacancy on Board of Governors

Ms. Klemke reported effective December 31, 2019, there would be a vacancy on the Board of Governors as a result of the resignation of Dr. Merlyn L. Gramberg, representing District One.

Appoint ad hoc Committee to Make Recommendations to Fill District One Vacancy

Ms. Klemke reported that at this time she would like to appoint Ms. Anderson, Ms. Marcy, Dr. Packard, Dr. Perkins and herself to an ad hoc Committee to make recommendations to fill the District One vacancy.

Ms. Klemke explained that paid ads would be placed in the appropriate local newspapers announcing the vacancy and acceptance of applications to fill the vacancy. Additionally, a news release would be sent to local media.

District 1 includes the following precincts: Cherry County: Merriman, Russell, King, Mother Lake, Cody, Barley, Gillaspie, Lackey, portion of Well Precincts

Dawes County: All Precincts

Grant County: All Precincts

Sheridan County: All Precincts

Sioux County: All Precincts

Ms. Klemke thanked Dr. Gramberg for his years of service, remarking he has been a mentor, a role model and a great supporter and friend of WCCA and education. Ms.

Klemke invited Dr. Gramberg to attend the January 15, 2020 meeting so the Board can officially recognize his service and schedule a reception in his honor.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of Request for the Sale and Use of Alcohol Beverages at a College

Sponsored Event

Ms. Klemke reported this item is a request for the sale and use of alcohol beverages at an upcoming College sponsored event. Ms. Klemke stated it has come to her attention there is the need for discussion of the request and asked Dr. Perkins to present the item.

Dr. Perkins stated the College policy has been a drug free campus and that policy should be maintained. He is not speaking to issues off campus, but from his perspective, if the Board were going to demonstrate to our students this is something that is important for this campus, he would vote against the request. This campus is promoted as a drug free campus and a smoke free campus and at this time, the Board of Governors should not allow this to happen.

Ms. Richards added that it is important mixed messages are not sent to our students and if this request is approved, that is exactly what is happening. Ms. Richards added the request form is also missing pertinent information and she votes against the request in that regard as well.

Mr. Savely stated he strongly opposes the serving of alcoholic beverages at college-sponsored events.

Dr. Harms agreed that we need to avoid double standards. The College staff work very hard to keep drugs and alcohol out of the residence halls and if alcohol is served on campus, it sends the wrong message. With the problems experienced on the campus and in the region concerning drugs and alcohol, this sends the wrong message regarding what the College stands for.

Mr. Marrin added in his previous role as president, he was responsible for calling a parent to inform them their child had died in an alcohol related incident. He added that we work hard at colleges to put on programs for alcohol and drug abuse and smoking, and if we condone the use of alcohol elsewhere, it sends the wrong message.

In the absence of additional comments, Ms. Klemke stated that protocol requires a motion to approve and then the item goes to a vote. Ms. Klemke asked for a motion to approve the request. No motion was voiced. College attorney, Mr. Kelly explained that without a motion, the request is denied.

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of Chadron State College Memorandum of Agreement

Mr. Marrin reported this endeavor has been in the works for at least six months. Mr. Marrin shared that several College staff have been involved and he would like to thank them for their assistance: Ellen Dillon, Hallie Feil, Kimberly Reichert, Patrick Fortney, Charlie Gregory, Sheila Johns, Nina Grant, Roger Hovey, and Jennifer Dicken.

Mr. Marrin reported three programs of study being developed as part of a 2+2 Pathway include: Elementary Education with an Early Childhood component, Business Administration, and Criminal Justice. The plan is to try to offer these programs in the fall and promote at all three WNCC sites. Mr. Marrin referenced the addendum on the last page of the agreement included in the meeting information packet. The addendum includes additional initiatives that both institutions will address.

Mr. Marrin reported WNCC will have a presence in Chadron as well as additional communities to offer community education classes. Mr. Marrin stated this is an opportunity for WNCC and CSC to work together once again. Mr. Marrin thanked Dr. Harms for his role in initiating the work with Chadron State College.

Mr. Savely added he is excited at the prospect of the continued review and addition of programs and that each college will have a presence on the other's campus.

Mr. Savely MOVED to approve the Chadron State College Memorandum of Agreement as presented. SECONDED by Ms. Richards.

Voting Yes: Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of Alliance Campus Lease

Mr. Marrin reported discussion of the Alliance Campus Lease was initiated by Alliance Mayor, Mike Dafney. The City of Alliance requested a raise in the amount the College pays for use of the Alliance facility. WNCC currently pays \$3.00 per square foot for assignable square footage, which covers office areas and classrooms. Mr. Marrin explained over time, the amount would likely raise to \$5.00 per square foot, which is a reasonable request due to the cost of insurance and maintenance. Mr. Marrin explained the College pays for utilities separately, which is a part of the agreement as well.

Mr. Kelly added the City of Alliance is required to give a year's notice if they wish to terminate the agreement and WNCC is required to do the same.

Mr. Marrin mentioned there have been days the College was unable to offer classes at the Alliance site, and the City does not understand the College is required to have a

certain number of contact hours for a course, which means if space is unavailable; an alternate space may be utilized. In that case, payment would be withheld for the time span a different space was used.

Mr. Marrin stated the Alliance Public Library is the perfect location for WNCC and recommended renewal of the Alliance Campus Lease as presented.

Mr. Stickney MOVED to approve the Alliance Campus Lease agreement between WNCC and the City of Alliance for classroom and office space as presented. SECONDED by Dr. Perkins.

Voting Yes: Perkins, Richards Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Packard, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Authorization for ESU #13 to Proceed with Bidding and Construction on the Sidney Campus

Mr. Knapper reported this agreement was previously presented and approved by the Board of Governors. Mr. Knapper referenced a statement of support from the Sidney Campus Executive Director, Ms. Paula Abbott, which was included in the meeting information packet. Ms. Abbott stated this is a positive move for both ESU #13 and the Sidney Campus and she is supportive of the project.

Mr. Knapper introduced Dr. Andrew Dick, ESU #13 Administrator and Mr. Jack Baker with Baker and Associates. Dr. Dick stated he is appreciative of the opportunity to add onto the Sidney facility. As previously discussed, this is a tremendous opportunity for two educational entities to partner to strengthen what we all do at the core of our work, which is to deliver education. On behalf of ESU #13 Board and staff, Dr. Dick thanked WNCC for opening the doors and the space to allow for this partnership. Dr. Dick noted the timeline for construction is nine months.

Mr. Knapper reported ESU is covering one hundred percent of the cost of the building that will be attached to the Sidney facility. Mr. Knapper added there is a need for an additional garage and storage space. It has been agreed the two entities will share in construction of that garage space, which will be off the northwest corner of the existing facility. Based on engineer estimates the construction cost and architectural fees, the space is expected to come in under a hundred thousand dollars.

Ms. Klemke entertained a motion for authorization for continuation of this contract.

Dr. Perkins MOVED to approve the authorization for continuation of the ESU #13 contract for construction of an addition to the existing Sidney Campus facility. SECONDED by Mr. Savely.

Voting Yes: Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Packard, Perkins, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of 2020-2021 Academic Calendar

Dr. Feil presented the 2020-2021 Academic Calendar and reported this calendar format contains more detail than past calendars, which will be helpful. The important piece of the calendar is that there is 175 days for those faculty on a 175-day contract and 220 days for those faculty on a 220-day contract. Dr. Feil reported there was some difficulty with start dates. The plan was to start a little earlier, but that plan changed to allow time for the registrar's office and the financial aid office to complete their requirements. With the increase in dual credit enrollments, many factors were considered when completing the calendar. In the summer, a ten week, two five week and an eight week semester are offered. Dr. Feil explained there are not too many course offerings in the two five week semesters, but there are Health Sciences courses that need to be offered in the ten-week semester. Dr. Feil stated when assembling the next Academic Calendar, the need for the those sessions will be reviewed.

Dr. Packard MOVED to approve the 2020-2021 Academic Calendar as presented. SECONDED by Mr. Savely.

Voting Yes: Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Richards, Packard, Perkins, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of 2020 Regular Board of Governors Meetings

Ms. Klemke reported Board policy states WCCA Board of Governor meetings are to be scheduled the third Wednesday of each month at the Scottsbluff Campus. Ms. Klemke explained that previously, meetings have been scheduled at other sites, so the proposal is to meet at the Sidney Campus in April and the Alliance Campus in July and October. The additional date for the Alliance Campus is due to the cancellation of the meeting scheduled this past October due facility issues.

Dr. Gramberg inquired whether there might be an opportunity to schedule a meeting in Chadron. Mr. Stickney added with the newly formed partnership with Chadron State College, perhaps a meeting could be scheduled at that campus rather than scheduling two meetings in Alliance. Ms. Guzman-Gonzales suggested that in consideration of the weather, a July meeting in Chadron might be the best option. Ms. Smith commented

that sometimes finding a meeting space can be an issue when classes are in session, so July is the better option for the Alliance Campus. Mr. Stickney suggested approving the April meeting date at the Sidney Campus and revisiting the dates and locations for the other two meetings at the January Board meeting. Ms. Klemke entertained a motion for approval of the April meeting date and location.

Mr. Stickney MOVED to approve scheduling the April 15, 2020 meeting at the Sidney Campus. SECONDED by Mr. Savely.

Voting Yes: Stickney, Anderson, Gramberg, Guzman-Gonzales, Packard, Perkins, Richards, Savely, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)

Approval of WCCA Board of Governors Informal Meetings

Ms. Klemke reported the Board has two Informal meetings scheduled. January 14, 2020 is proposed so the Board can meet to discuss information submitted by consultants that have met with staff at the College.

The morning of January 15, 2020 is proposed so the Board can meet with Dr. Sandy Veltri to discuss the upcoming Higher Learning Commission mock review.

After review of conflicts with the proposed time for the January 14, 2020 meeting, it was determined 10:00 a.m. to 2:00 p.m. is the better option.

Ms. Klemke entertained a motion for approval of the Informal meeting dates and times.

Dr. Perkins MOVED to approve the scheduling of Informal meetings for January 14 and 15, 2020. SECONDED by Mr. Savely.

Voting Yes: Anderson, Gramberg, Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

WESTERN COMMUNITY COLLEGE AREA BOARD OF GOVERNORS (Cont.)
WCCA Board of Governors 2020 Election

Ms. Klemke reminded Board members that incumbents planning to run for re-election need to file by 5:00 p.m. on February 15, 2020. Forms have been provided and individuals are required to complete and mail the forms.

REPORTS AND RECOMMENDATIONS FROM THE AUDIT COMMITTEE – Mr. Savely
Approval of Statements of Reimbursable Full-Time Equivalent Student Enrollment and Reimbursable Educational Units, June 30, 2019 and 2018

Mr. Savely asked Mr. Knapper to present the item. Mr. Knapper reported Mr. Pittman provided the data for this report and the firm of Dana F. Cole conducted the audit for the College.

Mr. Knapper referred Board members to the handout materials, which include the *Statements of Reimbursable Full-Time Equivalent Student Enrollment and Reimbursable Educational Units, June 30, 2019 and 2018*.

Mr. Knapper reviewed the independent Auditor's report, which explains managements responsibility and the auditor's responsibility and states "We believe that the audit evidence obtained is sufficient and appropriate to provide a basis for our audit opinion." Mr. Knapper added the enrollment statements were prepared using only courses listed on the Master Course List of the College as of June 30, 2019 and 2018 in accordance with Nebraska Community College Annual State Aid Enrollment Audit Guidelines and Process.

Mr. Knapper reported a shortfall for Reimbursable Full-Time Equivalent Student Enrollment. Enrollment for 2019 was 1,448.55 and for 2018, 1,538.87. Mr. Knapper continued with an explanation of REU weightings, which are based on the cost of offering particular classes. Mr. Knapper referenced page six of the handout, which illustrates a breakout of classes and their weightings. Mr. Knapper explained that REUs are calculated by multiplying FTEs by the appropriate weighting factor as defined for each type of course offering.

Mr. Knapper explained page ten states that as part of obtaining reasonable assurance about whether the College's enrollment statements are free of material misstatements, tests of compliance with certain provisions and laws and regulations were performed. Results disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

In response to an inquiry from the Board, Mr. Knapper stated the audit takes place every year and it is a requirement that the previous year is also presented.

Mr. Savely MOVED the Board accept the audited Western Community College Area Statements of Reimbursable Full-Time Equivalent Student Enrollment and Reimbursable Educational Units, June 30, 2019 and 2018 as presented. SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Gramberg, Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Anderson, Klemke
Voting No: None

Abstain: None
Absent: Kreman, Marcy
MOTION CARRIED

Approval of the June 2018-2019 Audited Annual Reports – Financial

Ms. Koski reported there is a great deal of staff involved throughout the year in the process that concludes in the audit. There is continual review and attempts to make sure everything is accurate from start to finish. Dave Koehler and Pauline Newman spend a considerable amount of time trying to pull this information together into the audit statements. Mr. Koehler does this while also preparing the audit for the Foundation. Ms. Koski thanked Mr. Koehler for his time and commitment to ensuring statements are prepared to the best of his ability so they meet auditor standards.

Mr. Koehler referred Board members to the Independent Auditors' Report and commented the College received a clean opinion.

Mr. Koehler reported the Western Nebraska Community College Foundation is a legally separate not-for-profit corporation and is reported as a discretely presented component unit based on the nature and significance of its relationship to the College. The Facilities Corporation is reported as part of the College and blended into the College's Financial statements.

Mr. Koehler explained page twelve shows an increase in assets from seventy million at the end of September 30, 2019, compared to fifty-nine million at the end of 2018. That increase is due to the construction of the renovation and is offset by a decrease in cash to pay for the renovation. Liabilities are up due to financing to pay for the renovation.

Mr. Koehler reported there is a new line item called Deferred Inflows of Resources. This relates to a pledge by the Foundation to give funds in the amount of one point five million to help pay for the renovation. Five hundred of that came from a Peter Kiewit grant.

Page thirteen contains a statement of revenues and expenses, which is comparable to last year. The line item called non- governmental grants and contracts shows one point three million dollars that came to the College from the Foundation for the main building renovation and the rest was for construction of the Powerline indoor arena in Alliance.

Mr. Koehler reviewed the Schedule of Expenditures of Federal Awards. Mr. Koehler remarked Federal Awards, especially the Student Finance Aid Cluster, have a huge impact on the College. Mr. Koehler reported the information in the Schedule of Expenditures of Federal Awards is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*.

Mr. Koehler referred Board members to the *Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and other Matters based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards*. The report states, "We did not identify any deficiencies in internal control that we consider to be material weaknesses. It further states, "Our tests disclosed no instances

of noncompliance or other matters that are required to be reported under *Government Auditing Standards*." Additionally, the *Independent Auditors' Report on Compliance for Each Major Federal Program and Report on Internal Control Required by the Uniform Guidance* states, "we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses." It further states the College complied in all material respects with the compliance requirements that could have a direct and material effect on each of the College's major federal programs.

Mr. Savely MOVED the Board accept the audited Western Community College Area Financial Statements, June 30, 2019 and 2018 as presented. SECONDED by Ms. Richards.

Voting Yes: Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE EXECUTIVE COUNCIL – Ms. Klemke

Approval of Updated Board Secretary Position

Ms. Klemke reported it has been difficult to get applicants for the Board secretary position, which prompted discussion about moving the position to fulltime. Ms. Klemke asked Dr. Harms to present the item. Dr. Harms stated that in order to find someone willing to take on this role, the position would need to move to fulltime. It has become evident that the number of hours involved with the Board secretary work actually add up to fulltime. Dr. Harms added that with a new CEO coming on board, that person would need a fulltime secretary and currently, the shared position is not working.

Ms. Klemke added to date there has been one application, so there has not been a pool to choose from. Ms. Klemke confirmed there was concern when combination of the positions was first discussed and it has become evident the concern was justified. Ms. Klemke stated that if the Board agrees, she would entertain a motion to move forward with changing the Board secretary position to fulltime.

Mr. Savely MOVED for approval of moving the Board Secretary position to fulltime. SECONDED by Dr. Perkins.

Voting Yes: Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE EXECUTIVE COUNCIL (Cont.)

Board Meeting Agenda Update

Ms. Klemke reported there have been issues with updates to the Board meeting agenda. Unless there is disagreement with the Board, Ms. Klemke proposed changing the practice to one that once agendas are mailed, the agenda cannot be changed unless there is an emergency. This change does not require a vote, just a change of practice. To avoid duplication of committee meeting appointments, Ms. Klemke reminded Board members the scheduling of committee meetings should be routed through the Board secretary. Additionally, due to quorum requirements, if members are unable to attend a meeting, please notify the Board secretary.

RECESS

Ms. Klemke declared a recess at 2:59 p.m.

OPEN MEETING

Ms. Klemke declared the Open meeting in session at 3:16 p.m.

REPORTS AND RECOMMENDATIONS FROM THE STUDENT SUCCESS COMMITTEE – Dr. Gramberg

Ms. Klemke explained that per policy number 830.1600.79, Policy Revision and Suspension, the Board may suspend any portion of the policies and procedures (for any action) by two-thirds vote of the full membership. This suspension has been requested so that On-Campus Residence Requirements for Student Athletes Board Policy can be presented and approved as a single read.

Dr. Packard MOVED to approve temporary suspension of the requirement of two readings per Board Policy Number 830.1600.79, Policy Revision and Suspension. SECONDED by Mr. Savely.

Voting Yes: Perkins, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Richards, Packard, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE STUDENT SUCCESS COMMITTEE (Cont.)

Single Read: On-Campus Residency Requirements for Student Athletes Board Policy

Dr. Gramberg asked Ms. Grant, Vice President of Student Services to present this item. Ms. Grant reported it has been recognized that students who stay in College housing benefit from the residential living experience. They are more likely to experience educational success and benefit from social and co-curricular opportunities. For these reasons, WNCC has implemented the On-Campus Residency Requirement Board Policy for student athletes.

Ms. Grant mentioned that students could request an exemption to the live-on requirement by completing the "Request for Exemption" form available on the WNCC Residence Life Web site. The On-Campus Residency Requirement for Student Athletes President's

Procedure explains the process and lists the documentation required to accompany any exemption request.

Ms. Richards MOVED to approve the single read of On-Campus Residency Requirements for Student Athletes Board Policy. SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Packard, Perkins, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE STUDENT SUCCESS COMMITTEE (Cont.)

Second and Final Read: Basic Skills Assessment Board Policy

Dr. Feil reported this policy mandates that all students wishing to enroll in a diploma or associate degree program are assessed to ensure they possess the basic skills to successfully complete the coursework. Dr. Feil explained the part that is somewhat new is the guideline that allows students to self-select into courses for which they do not have scores that qualify them for those courses. Students cannot be kept out of courses, so after completion of exams and a meeting with the division chair to review results of the exams, if they wish to continue with enrollment against placement advice, they are required to complete a form that is included in the Student Enrolling in Course Against Advising Advise President's Procedure. Dr. Feil added the form requires a signature from the student, the advisor, and the division chair. The requirement of the Dean's signature has since been added to the form.

Mr. Savely MOVED for approval of the Basic Skills Assessment Board Policy as presented. SECONDED by Dr. Packard.

Voting Yes: Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Richards, Packard, Perkins, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE STUDENT SUCCESS COMMITTEE (Cont.)

Second and Final Read: Missing Student Notification Board Policy

Ms. Grant reported there were no comments or revisions since this policy was first presented.

Ms. Richards MOVED for approval of the Missing Student Notification Board Policy as presented. SECONDED by Dr. Packard.

Voting Yes: Stickney, Anderson, Gramberg, Guzman-Gonzales, Packard, Perkins, Richards, Savely, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE STUDENT SUCCESS COMMITTEE (Cont.)

Second and Final Read: International Students Board Policy

Ms. Grant reported there were no comments or revisions since this policy was first presented.

Ms. Guzman-Gonzales MOVED for approval of the International Students Board Policy as presented. SECONDED by Ms. Anderson.

Voting Yes: Anderson, Gramberg, Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE STUDENT SUCCESS COMMITTEE (Cont.)

Policies to Repeal: International Students Board Policy

Ms. Grant reported as a result of the new International Students Board Policy, Policy number 500.0700.86 International Students, can be repealed.

Ms. Guzman-Gonzales MOVED to approve repeal of Board Policy number 500.0700.86 International Students. SECONDED by Mr. Savely.

Voting Yes: Gramberg, Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Anderson, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE – Ms. Richards

Second and Final Read: Emeritus Classification Board Policy

Ms. Richards asked Ms. Ault, Human Resources Executive Director to present the policy. Ms. Ault reported there were no comments or revisions since this policy was first presented.

Ms. Richards MOVED for approval of the Emeritus Classification Board Policy as presented. SECONDED by Dr. Gramberg.

Voting Yes: Guzman-Gonzales, Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Klemke
Voting No: None
Abstain: None
Absent: Kreman, Marcy
MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE (Cont.)

Policies to Repeal: Emeritus Classification Board Policy

Ms. Richards MOVED to approve repeal of Board Policy number 425.0750.85 Professor Emeritus and Board Policy number 450.0750.85 Administrator Emeritus. SECONDED by Dr. Gramberg.

Voting Yes: Packard, Perkins, Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke
Voting No: None
Abstain: None
Absent: Kreman, Marcy
MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE (Cont.)

Second and Final Read: Employee Grievance Board Policy

Ms. Ault reported there were no comments or revisions since this policy was first presented. Ms. Ault mentioned there was a revision on page two of the President's Procedure. In the paragraph with the heading *Level Three*, Acting President was changed to "President or his/her designee."

Ms. Richards MOVED for approval of the Employee Grievance Board Policy as presented. SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Perkins, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Richards, Packard, Klemke
Voting No: None
Abstain: None
Absent: Kreman, Marcy
MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE HUMAN RESOURCES COMMITTEE (Cont.)

Policies to Repeal: Annual Physical Examination (Administrative/Professional Staff)

Ms. Ault reported there is a process in place regarding an ADA checklist, which limits the liability of the College. This checklist is used anytime there are issues for anyone unable to fulfill their duties. With the current process in place, this policy can be repealed.

Ms. Richards MOVED to approve repeal of Board Policy number 450.1110.91 Annual Physical Examination (Administrative/Professional Staff). SECONDED by Mr. Savely.

Voting Yes: Richards, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Packard, Perkins, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE – Ms. Anderson

Second and Final Read: Student Tuition, Fees, and Other Revenue Sources Board Policy

Ms. Anderson asked Ms. Koski to present this item. Ms. Koski reported there were no comments or revisions since this policy was first presented.

Ms. Anderson MOVED for approval of the Student Tuition, Fees, and Other Revenue Board Policy as presented. SECONDED by Ms. Guzman-Gonzales.

Voting Yes: Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Richards, Packard, Perkins, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy

MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)

Policies to Repeal: Student Tuition, Fees, and Other Revenue Sources Board Policy

Ms. Anderson MOVED to approve repeal of Board Policy number 315.0100.79 Tax Rate, number 315.0200.79 Tuition and Fee Schedule, number 315.0300.79 Gifts, Grants, and Bequests, number 315.0400.86 Fees for Services, 345.0100.79 Framework for Investments, number 500.1300.09 Delinquent Accounts, number 500.2100.01 Refund Policy. SECONDED by Mr. Stickney.

Voting Yes: Stickney, Anderson, Gramberg, Guzman-Gonzales, Richards, Packard, Perkins, Savely, Klemke

Voting No: None

Abstain: None

Absent: Kreman, Marcy
MOTION CARRIED

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)

First Read: Delegation of Signature Authority Board Policy

Ms. Koski reported this is a new policy and establishes a process of delegation of signature authority for contracts, agreements, financial transactions, and any other legal relationship that obligates the College. This policy permits the College President to implement procedures to delegate specific powers and duties to an executive employee for signature on documents for processing. The policy also includes consideration of documents before signing to make sure they comply with legal policies and procedures. These are actions currently in practice, but were not part of a written policy.

The Board took no action.

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)

First Read: Check Signature Board Policy

Ms. Koski reported this policy addresses the designation of individuals authorized to sign checks for the College. Signatures of individuals with the title of President (CEO), Vice President of Administrative Services, (CFO), Accounting Services Director, and Accounting Services Assistant Director are required on all checks issued by the College and these individuals are required to furnish and maintain a corporate surety bond as required by Nebraska State Law.

The Board took no action.

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)

First Read: Purchasing Approval Board Policy

This policy authorizes the College President to implement procedures required to incorporate review to assure that purchases are legal and meet state and federal requirements. No individual has the authority to enter into purchase contracts unless specifically authorized by the Board or the College President.

The President's Procedure identifies the required process to be incorporated to assure that purchases are legal and meet state and federal requirements. When an item has been approved by the Board, either expressly or by inclusion in the budget adopted by the Board, the Vice President of Administrative Services or designee is authorized to solicit bids in accordance with the requirements of state and federal laws. The procedure includes guidelines associated with bid solicitation and awarding along with statutory guidelines.

The Board took no action.

REPORTS AND RECOMMENDATIONS FROM THE FINANCE AND FACILITIES COMMITTEE (Cont.)

First Read: Reimbursement of Expenses Board Policy

Ms. Koski reported this policy defines the eligibility of reimbursement for expenses incurred by members of the WCCA Board of Governors, employees, students, and volunteers while doing business on behalf of the College. The Reimbursement of Expenses Process President's Procedure defines the eligibility of reimbursement for business-related expenses incurred by Board members, employees, students, and volunteers while doing business on behalf of the College. Ms. Koski explained the only new information added was a paragraph approving or allowing reimbursement of other business related expenses.

The Board took no action.

REPORTS AND RECOMMENDATIONS FROM THE BOARD POLICY COMMITTEE – Ms. Guzman Gonzales

First Read: Delegation of Authority to the College President Board Policy

Ms. Guzman-Gonzales asked Ms. Koski to present this item. Ms. Koski reported this policy ensures the efficient operation of the College while maintaining fiscal integrity through careful delegation of authority. The Board has responsibility for the general supervision, control and operation of the College. It may delegate any of the powers and duties vested in or imposed upon the Board by law, to the President.

The Board took no action.

REPORTS AND RECOMMENDATIONS FROM THE BOARD POLICY COMMITTEE (Cont.)

First Read: Data Governance Board Policy

Info Only: Data Governance President's Procedure

Mr. Moench, Information Technology Associate Director reported this policy states the College will develop a data governance framework to focus on creating procedures and guidelines on appropriate data stewardship and strategies. The Data Stewards are responsible for ensuring the access levels are appropriate and that proper training is provided to the employee prior to authorizing data access. Mr. Moench reported the President's Procedure states the Enterprise Resource Governance Committee is responsible for establishing data governance, protocols, standards, and guidelines for ensuring maximum value of WNCC data can be achieved.

The Board took no action.

INSTITUTIONAL REPORTS

STEM CONNECT Scholarship Presentation – Ms. Winters

Ms. Winters reported instructors Scott Schaub and Bill Spurgeon worked on this scholarship program. In the past, the College had the SITE program with scholarships for Information Technology and Engineering. The College had good luck with this program, but when students came to WNCC, they gave up Board of Regent's scholarships and so for transfer from here, it took funds away from them.

In 2019, WNCC was allotted \$400,000 as part of the STEM CONNECT grant funded by the National Science Foundation. The grant provides scholarships to academically talented, low-

income students interested in pursuing a career in Computer Science, Engineering, Information Technology, Mathematics, or Science. Ms. Winters reported the grant is a partnership between WNCC, the University of Nebraska-Lincoln, and Southeast Community College.

Ms. Winters reported students who are awarded the scholarship could use the funds, up to \$8,000 per year, for two years at WNCC. If the student wants to continue their education to a four-year program at the University of Nebraska-Lincoln, two additional years of funds would be available. Ms. Winters reported the five-year grant is the first transferable scholarship opportunity that WNCC has been able to offer. Additional benefits to the students include advising and career counseling, free conferences, presentations and industry tours, low cost of tuition, small class size, and the transfer to UNL option.

Ms. Winters added that recruitment efforts at the high schools have been discussed and she plans to participate in visits to area schools.

INSTITUTIONAL REPORTS (Cont.)

Nebraska Community College Association – Dr. Perkins

Dr. Perkins reported that January 6, 2020 the Executive Committee would meet in Lincoln to plan for the January Board meeting. Dr. Perkins reminded the Board the Community College Legislative Day is scheduled February 24, 2020 at the Capitol. This is an opportunity for meetings with area senators.

INSTITUTIONAL REPORTS (Cont.)

Association of Community College Trustees – Dr. Perkins

Dr. Perkins stated that his October report was rather pessimistic. The report described the impasse that had occurred relative to the renewal of the Higher Education Act. The impasse occurred between Senators Alexander and Murray, often known for their collaborative efforts related to education policy.

The issue was the funding for minority serving colleges, e.g., Black and Hispanic serving colleges, had expired the last of September of this year. Senator Murray was concerned that the funding be restored immediately, while Senator Alexander wanted to make the Higher Education Act permanent, most likely to avoid the continuous reauthorization discussions.

Neither Senator was disagreeing with one another's interest; however, Senator Alexander chose not to let the funding bill out of committee, unless the Higher Education Act was given permanent status.

The good news out of D.C. is the Senate passed an act on December 5, 2019, entitled "Fostering Undergraduate Talent by Unlocking Resources for Education Act" or the FUTURE Act. It appears the funding of minority serving colleges has been restored. The House passed a similar measure and it is expected the President will sign the legislation.

It is possible that in the future, WNCC may benefit from this legislation, for once we reach the threshold of being a minority serving college, then we may be eligible for this funding.

Dr. Perkins commented he is confident this occurred as a result of the efforts of ACCT and AACC.

INSTITUTIONAL REPORTS (Cont.)

Western Nebraska Community College Foundation – Ms. Anderson

Ms. Anderson asked Ms. Reisig to present the item. Ms. Reisig reported that at past Board meetings, overviews of the various Foundation functions were shared, and well received. The Board and staff at the College are supportive of the efforts of the Foundation and Ms. Reisig expressed gratitude for that support and assistance.

INSTITUTIONAL REPORTS (Cont.)

HLC Steering Committee Update – Dr. Perkins

Dr. Perkins reported the HLC Steering Committee had a short meeting on December 13, at which time progress to date was reviewed. Criterion One and Criterion Two were sent to the campus faculty and staff for review and feedback.

The date for the mock visit has been set for February 4 and 5, 2020. Dr. Sandy Veltri will meet with faculty and staff to review the expectations related to the mock visit. Materials related to the HLC report will be sent prior to the visit to prepare participant for the event.

Dr. Perkins added that members of the steering committee should be commended for their efforts and diligence in preparing the College for the HLC review.

Dr. Perkins asked Ms. Reichert to share information about the material provided for Board member review. Ms. Reichert reported that included are key dates for visits related to the mock visit. Criterion information is also included. Ms. Reichert informed the Board the Criterion consists of hundreds of hours of work and review by several staff and faculty. Ms. Reichert continued thanking all who assisted with gathering evidence, wrote the arguments and conducted research for arguments, and those who reviewed the arguments. The Board's task at this point is to be familiar with the information, to make sure that by the time the Mock Peer Review team arrives February 3 and 4, you know what they are talking about when they have questions. Dr. Perkins strongly recommended review of the information provided.

BOARD MEMBER COMMENTS

Mr. Croft, faculty representative reported that a student in IT, Alan Ouderkirk, has been chosen because of his score on the Microsoft Office Specialist Certification Exam to compete for the championship. He will get to go to Texas in June to compete. Because WNCC is a part of the IT initiative, he was able to take the test without charge and got an exceptional score.

Mr. Stickney reported in Alliance, instructor Ed Salazar and his Powerline students participated in decoration of trees and wreaths that were handed out by the Knight Museum. The Powerline float was also a winner in the Alliance Christmas parade.

Mr. Savely thanked Dr. Gramberg for his years of service to the Board and the College and thanked Dr. Harms for his period of leadership and for making a difference.

Ms. Klemke wished Ms. Smith well in her next endeavor. Ms. Klemke thanked all who brought food for the food pantry. Ms. Klemke thanked Dr. Gramberg for his time on the Board and thanked Dr. Harms for agreeing to come back to assist during this time of transition. Dr. Harms has worked hard to ensure all the pieces are in place so that there is a smooth transition for the new President.

PRESIDENT'S COMMENTS

Dr. Harms thanked the Board for allowing him to come back to assist the College and the Board. Dr. Harms continued stating he has an investment in the institution as he spent half of his adult life working at the College. He is thankful for the opportunity to work with and get to know the staff. Dr. Harms stated the staff are the key to the future of the College; they are hardworking and dedicated to the success of the institution. Dr. Harms reported that information has been provided to the Board so they are aware of the many challenges the new CEO will be facing. Once issues were identified, a number of consultants were brought in to pinpoint areas of concern and gather information to assist in addressing those concerns. It is important for the Board to hear the results of those reports.

Dr. Harms reviewed the initiatives he and Mr. Marrin have been working on at the College and in the community and stressed the importance of continuing the relationships that have been developed. He stated that workforce development is vital to the future of the College and he looks forward to the development of programs in that area. Dr. Harms thanked Mr. Marrin and Ms. Reichert for their work with HLC and their guidance in preparation for the accreditation visit. Dr. Harms once again thanked the Board for the opportunity to assist during the transition.

EXECUTIVE VICE PRESIDENT COMMENTS

Mr. Marrin reiterated Dr. Harm's statement that the amount of work completed in preparation of the HLC review is astounding and staff should be commended. Mr. Marrin stressed the importance of strategic planning and continuous improvement. Looking at the future and developing strategies for improvement is vital to the future of the institution. If there is a plan in place, there needs to be involvement and consensus that the plan is a positive opportunity for the College.

Mr. Marrin concluded by thanking the Board for the opportunity to work with Dr. Harms once again.

UPCOMING MEETINGS AND EVENTS

1. NCCA First Quarter Board Meeting
January 24, 2020
Lincoln, NE
2. National Legislative Summit
February 9-12, 2020
Marriott Marquis
Washington, D.C.

3. AACC Annual Convention
March 28 – 30, 2020
National Harbor, MD
4. 2020 HLC Annual Conference
April 17-21, 2020
Chicago, IL
5. NCCA Second Quarter Meeting
May 4, 2020
Lincoln, NE
6. NCCA Third Quarter Meeting
August 3, 2020
Lincoln, NE
7. ACCT Leadership Congress
September 30 - October 3, 2020
Hyatt Regency
Chicago, Illinois
8. NCCA Fourth Quarter Meeting and Annual Conference
October 11-12, 2020
Western Nebraska Community College
Scottsbluff, NE

NEXT REGULAR MEETING

Wednesday, January 15, 2020, 1:00 p.m., Coral E. Richards Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska

ADJOURNMENT

The meeting was adjourned by unanimous consent at 4:05 p.m.

F. Lynne Klemke, Chairperson

Susan L. Verbeck, Secretary