

WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS

PROPOSED AGENDA

- A. Call to Order, Ms. Wisniewski
- B. Oath of Office, Re-elected Board Members
- C. Roll Call
- D. Introduction of Visitors
 - 1) Community Comments
- E. Board Chairperson Comments
 - 1) Copy of Nebraska Open Meetings Act is available at back of room
- F. Re-Organization of Board for 2009
 - 1) Election of Chairperson
 - 2) Election of Vice Chairperson
 - 3) Appointment of Secretary
 - 4) Appointment of Treasurer
- G. Consent Calendar
 - 1) Review Contents of Consent Calendar
 - a) Agenda
 - b) Excuse Absent Board Member(s)
 - c) Minutes
 - 1) Regular Meeting, December 17, 2008

REGULAR MEETING

January 21, 2009

12:00 P.M. – LUNCH

The Plex (Room A-108)
Harms Advanced Technology Center
Western Nebraska Community College
Scottsbluff Campus
2620 College Park
Scottsbluff Nebraska

1:00 P.M. – REGULAR MEETING

Boardroom
Western Nebraska Community College
Scottsbluff Campus
1601 East 27th Street
Scottsbluff, Nebraska

G. Consent Calendar – Cont

1) Review Contents of Consent Calendar – Cont

d) Claims (Enclosure)

- 1) WCCA Unrestricted Fund - \$1,858,182.38 (Pages 1 – 14)
- 2) WCCA Restricted Fund - \$42,526.78 (Pages 14 – 15)
- 3) WCCA Federal Fund - \$1,676.13 (Pages 15 – 16)
- 4) WCCA Agency Fund - \$15,883.10 (Pages 16 – 17)
- 5) WCCA Loan Fund - \$ -0-
- 6) WCCA Plant Fund - \$972,002.78 (Page 17)
- 7) WCCA Auxiliary Fund - \$60,761.44 (Pages 17 – 20)

e) City Planning Commission Reports

f) Reports and Proposals

- 1) From the Students (Page 2)
- 2) From the Faculty (Pages 3 – 3c)
- 3) From the Administration (Pages 4 – 4a)
- 4) From the Board

2) Approval of Consent Calendar

3) Consideration of Items Extracted from Consent Calendar

H. Bid Consent Calendar

1) Review Contents of Bid Consent Calendar - None

2) Approval of Bid Consent Calendar

3) Consideration of Items Extracted From Bid Consent Calendar

I. Personnel Consent Calendar

1) Review Contents of Personnel Consent Calendar

a) Resignation(s):

- 1) Mr. John J. Berge, Foundation Executive Director for Western Nebraska Community College (Pages 5 – 5a)
- 2) Mr. J. D. Deloney, Assistant Men's Basketball Coach (Pages 5b – 5c)

b) Appointment(s): - None

c) Agreement to Amend Contract(s):

- 1) Ms. Kathleen M. Potter, Nursing Instructor (Page 5d)
- 2) Ms. Susan M. Reading-Martin, Interim Nursing Instructor (Page 5e)

2) Approval of Personnel Consent Calendar

3) Consideration of Items Extracted from Personnel Consent Calendar

J. Western Nebraska Community College Area Board of Governors – Ms. Wisniewski

- a) Improvement of Services to Area Constituents
 - 1) Retain CLARUS Corporation to Conduct Area-wide Needs Analysis
- b) Appoint a Board Member to Sabbatical Leave Committee

K. Reports/Recommendations from Educational and Student Services Committee – Dr. Gramberg,
Dr. Kinney (Page 6)

- 1) Proposal to Add Men's and Women's Golf Program beginning 2009 – 2010

L. Final Recommendation of the WCCA President for Amendment of Contracts and
Reduction of Staff Members for the 2009 – 2010 Academic Year – Dr. Ely (Enclosure)

M. Monitoring Reports

- 1) WNCC Enrollment – Mr. Hovey (Page 7)

- a) Preliminary, Spring 2009

- 2) 2009 Legislation – Dr. Ely

- 3) Higher Learning Commission – Ms. Barkeloo, Ms. Dickinson (Pages 8 – 8a)

- a) Accreditation Visit

- 1) February 2010

- 4) Nebraska Educational Telecommunications Commission – Mr. Miller

- 5) Nebraska Community College Association – Dr. Gramberg, Dr. Perkins

- 6) Association of Community College Trustees – Dr. Perkins

- a) Letter of Support for Nomination to Board of Directors

- 1) Mr. Robert Feit, Southeast Community College

N. Western Nebraska Community College Facilities

- 1) WNCC/ESU #13 Technology Center – Dr. Shirley (Page 9)

- a) Final Construction Update

O. Board Member Comments

P. President's Comments

Q. Upcoming Meetings

- 1) WNCC/ESU #13 Technology Center
 - a) Open House/Ribbon Cutting
 - 1) February 18, 2009
 - 2) 4:00 p.m. to 7:00 p.m.

- 2) Nebraska Community College Association Board of Directors
 - a) Regular Meetings
 - 1) First Quarter Meeting
 - A) February 23, 2009
 - B) Southeast Community College
 - 2) Second Quarter Meeting
 - A) May 4, 2009
 - B) Southeast Community College
 - 3) Third Quarter Meeting
 - A) August 10, 2009
 - B) Mid-Plains Community College - McCook
 - 4) Annual Meeting
 - A) November 3 and 4, 2009
 - B) Embassy Suites, Lincoln
 - C) Host: Southeast Community College

- 3) Association of Community College Trustees
 - a) 2009 National Legislative Summit
 - 1) February 9 - 11, 2009
 - 2) Marriott Wardman Park Hotel
 - 3) Washington, D.C.

- 4) Nebraska Coordinating Commission for Postsecondary Education
 - a) Regular Meeting
 - 1) August 20, 2009, 8:30 a.m.
 - 2) The Plex, Harms Advanced Technology Center
 - 3) Scottsbluff, Nebraska

R. Next Regular Meeting: Wednesday, February 18, 2009, 1:00 p.m., Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

S. Adjournment

MINUTES OF MEETING
BOARD OF GOVERNORS
WESTERN COMMUNITY COLLEGE AREA

TIME AND PLACE ROLL CALL NOTICE OF MEETING	A regular meeting of the Western Community College Area Board of Governors was held at 1:03 p.m., on Wednesday, January 21, 2009, in the Boardroom, Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27 th Street, in the City of Scottsbluff, in the County of Scotts Bluff, in the State of Nebraska, as per the publicized notice in the <u>Star-Herald</u> , on Saturday, January 17, 2009, with the following members present: Timothy H. Daniels, Merlyn L. Gramberg, L. Paul Leseberg, Dennis W. Miller, Jr. Jack L. Nelson, M. Thomas Perkins, Darrell E. Roberts, Richard G. Stickney, Jane Wisniewski, Chairperson. Absent: Jacqueline M. Cervantes-Guzman, Jecca R. Ostrander. Student Representatives present: None. Faculty Representatives present: Guy Wylie, Scottsbluff Campus. College staff present: Eileen E. Ely, William D. Knapper, Coral E. Richards, David E. Groshans, Daniel P. Kinney, Kathryn J. Shirley, Garry R. Alkire, Paul G. Jacobsen, Melina L. Burbach, Royce J. Ammon, Roger L. Hovey, Joan Green, Mary Barkeloo, Paulette Yarnall. College attorney present: Richard A. Douglas. A current agenda was available for public inspection in the College President's office and the Board Secretary's office on the Scottsbluff Campus at the time of the publicized notice.
OATH OF OFFICE	Prior to the roll call, Ms. Richards, Board Secretary, administered the Oath of Office to re-elected Board members: Dennis W. Miller, District Two; Richard G. Stickney, District Three; Timothy H. Daniels, District Four; Jane Wisniewski, District Five; and M. Thomas Perkins, At-Large.
QUORUM	Ms. Wisniewski declared a quorum was present for the transaction of business.
VISITORS	Visitors were: Rick Myers, Kevin Mooney, Scottsbluff.
COMMUNITY COMMENTS	Ms. Wisniewski asked for comments from the community. There were none.
BOARD CHAIRPERSON COMMENTS	Ms. Wisniewski 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. Ms. Wisniewski reported that Ms. Cervantes-Guzman notified the Secretary she would be unable to attend the

BOARD CHAIRPERSON
COMMENTS
Cont

meeting because of Personal Business. Ms. Wisniewski reported further that Ms. Ostrander notified the Secretary she would be unable to attend the meeting because of Personal Business.

Ms. Wisniewski reported the Panhandle Business and Professional Women recently named Ms. Cervantes-Guzman as the organization's Woman of the Year. Ms. Cervantes-Guzman was honored for her efforts to make a difference among women and minorities through volunteering, mentoring and her position as a University of Nebraska-Lincoln extension educator. On behalf of the Board of Governors, Ms. Wisniewski extended congratulations to Ms. Cervantes-Guzman.

RE-ORGANIZATION OF
BOARD FOR 2009

The re-organization of the Board for the 2009 year was the next order of business.

Election of Chairperson

Ms. Wisniewski called for nominations for Chairperson of the Western Community College Area Board of Governors for the 2009 year.

Mr. Daniels nominated Ms. Jane Wisniewski. There were no further nominations.

Dr. Gramberg moved nominations cease and a unanimous ballot be cast for Ms. Jane Wisniewski as Chairperson of the Western Community College Area Board of Governors for the 2009 year. Seconded by Mr. Miller. The vote was, Yes: Daniels, Gramberg, Leseberg, Miller, Nelson, Perkins, Roberts, Stickney. No: None. Abstain: Wisniewski. Absent: Cervantes-Guzman, Ostrander. Motion carried.

Election of Vice
Chairperson

Ms. Wisniewski called for nominations for Vice Chairperson of the Western Community College Area Board of Governors for the 2009 year.

Dr. Gramberg nominated Mr. Dennis W. Miller. There were no further nominations.

Mr. Nelson moved nominations cease and a unanimous ballot be cast for Mr. Dennis W. Miller, Jr. as Vice Chairperson of the Western Community College Area Board of Governors for the 2009 year. Seconded by Mr. Leseberg. The vote was, Yes: Gramberg, Leseberg, Nelson, Perkins, Roberts, Stickney, Daniels, Wisniewski. No: None. Abstain: Miller. Absent: Cervantes-Guzman, Ostrander. Motion carried.

RE-ORGANIZATION OF
BOARD FOR 2009
Appointment of
Secretary

Mr. Miller moved the Board appoint Ms. Coral E. Richards as Secretary of the Western Community College Area Board of Governors for the 2009 year. Seconded by Mr. Daniels. The vote was, Yes: Leseberg, Miller, Nelson, Perkins, Roberts, Stickney, Daniels, Gramberg, Wisniewski. No: None. Absent: Cervantes-Guzman, Ostrander. Motion carried.

Appointment of Treasurer

Mr. Leseberg moved the Board appoint Mr. William D. Knapper as Treasurer of the Western Community College Area Board of Governors for the 2009 year. Seconded by Mr. Nelson. The vote was, Yes: Miller, Nelson, Perkins, Roberts, Stickney, Daniels, Gramberg, Leseberg, Wisniewski. No: None. Absent: Cervantes-Guzman, Ostrander. Motion carried.

CONSENT CALENDAR
Review Contents

Ms. Wisniewski reviewed the contents of the Consent Calendar which include the following items:

- 1) Agenda, January 21, 2009
- 2) Excuse Absent Board Member(s) – Cervantes-Guzman, Ostrander
- 3) Minutes
 - a) Regular Meeting, December 17, 2008
- 4) Claims
 - a) WCCA Unrestricted Fund - \$1,858,182.38
 - b) WCCA Restricted Fund - \$42,526.78
 - c) WCCA Federal Fund - \$1,676.13
 - d) WCCA Agency Fund - \$15,883.10
 - e) WCCA Loan Fund - \$-0-
 - f) WCCA Plant Fund - \$972,002.78
 - g) WCCA Auxiliary Fund - \$60,761.44
- 5) City Planning Commission Reports – None
- 6) Reports and Proposals
 - a) From the Students – Attachment A
 - b) From the Faculty – Attachment B – B-3
 - c) From the Administration – Attachment C – C-1
 - d) From the Board

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

Mr. Miller requested Item 6(d) Reports and Proposals From the Board be extracted.

CONFLICT OF INTEREST

Mr. Daniels declared a Conflict of Interest and will abstain from voting on the Consent Calendar.

CONSENT CALENDAR
Approval

Dr. Gramberg moved the Consent Calendar be approved as amended. Seconded by Mr. Stickney. The vote was, Yes: Gramberg, Leseberg, Miller, Nelson, Perkins, Roberts, Stickney, Wisniewski. No: None. Abstain: Daniels. Absent: Cervantes-Guzman, Ostrander. Motion carried.

CONSENT CALENDAR
Consider Items
Extracted

Mr. Miller reported he requested Item 6(d) – Reports and Proposals from the Board be extracted so that he could publicly thank Dr. Shirley and the three members of her staff for attending a meeting of the Economic Development Group for Garden County. Mr. Miller commented that he was unable to attend the meeting because of another commitment. Mr. Miller remarked he has heard many positive comments about their participation in the meeting, and suggestions about what the College could do to assist the group. Mr. Miller thanked Dr. Shirley and her staff for their attendance and participation in the meeting.

Dr. Perkins moved the Board approve Item 6(d) - Reports and Proposals from the Board as presented by Mr. Miller. Seconded by Mr. Nelson. The vote was, Yes: Perkins, Roberts, Stickney, Daniels, Gramberg, Leseberg, Miller, Nelson, Wisniewski. No: None. Absent: Cervantes-Guzman, Ostrander. Motion carried.

BID CONSENT CALENDAR
Review Contents

There were no items on the Bid Consent Calendar

PERSONNEL CONSENT
CALENDAR
Review Contents

Ms. Wisniewski reviewed the contents of the Personnel Consent Calendar which include the following resignation(s) and appointment(s), and amendment to contract(s):

1) Resignation(s):

- a) Mr. John J. Berge, Foundation Executive Director for Western Nebraska Community College, effective January 5, 2009.
- b) Mr. J. D. Deloney, Assistant Men's Basketball Coach, effective January 5, 2009.

2) Appointment(s): None

3) Agreement to Amend Contract(s):

- a) Ms. Kathleen M. Potter, Nursing Instructor, from 230 days to 175 days effective for the 2009 – 2010 academic year.
- b) Ms. Susan M. Reading-Martin, Interim Nursing Instructor, from 230 days to 175 days effective for the 2009 – 2010 academic year.

PERSONNEL CONSENT
CALENDAR
Review Contents
Cont

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

PERSONNEL CONSENT
CALENDAR
Approval

Mr. Daniels moved the Personnel Consent Calendar be approved as submitted. Seconded by Dr. Gramberg. The vote was, Yes: Roberts, Stickney, Daniels, Gramberg, Leseberg, Miller, Nelson, Perkins, Wisniewski. No: None. Absent: Cervantes-Guzman, Ostrander. 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
Improvement of Services
To Area Constituents

Ms. Wisniewski reported that when she, Ms. Cervantes-Guzman, and Dr. Ely met to continue work on the best way to proceed on meeting the diverse needs of the constituents of the Western Area, it became apparent that one of the missing components is current data from the entire area. She reported it has been over ten years since the College has completed a needs assessment of the area constituents. She remarked that the area and the needs of the constituency have changed over the past ten years.

Ms. Wisniewski reported that a recommendation is being brought forward to retain the CLARUS Corporation to conduct an Area-wide needs analysis. She reported CLARUS Corporation has conducted surveys for the College in the past. She reported such an analysis will provide good data that will help to guide the Board. Ms. Wisniewski remarked that developing a plan to meet the needs of a diverse area is a huge undertaking.

Board members discussed the need for a comprehensive analysis with a broad focus. Board members also suggested that Board members be included in the interviews. Also, it was pointed out that regarding the issues of diversity, the analysis must broaden the context to be inclusive so as to follow the law.

Dr. Ely commented that having CLARUS Corporation conduct an analysis will be a two for one opportunity that will also help with strategic planning. She remarked with decreasing dollars, the Board and the administration need to be sure the planning decisions that are made will maximize the available funds to meet constituent needs.

WESTERN COMMUNITY
COLLEGE AREA BOARD
OF GOVERNORS
Improvement of Services
To Area Constituents
Cont

In response to a question from the Board, Ms. Wisniewski reported that Dr. Swanson, President of CLARUS Corporation, will meet with Dr. Ely, and Ms. Wisniewski to present and discuss proposals for the scope of the survey. The proposal will then be presented to the Executive Committee for review and recommendation to the Board of Govenors.

Mr. Nelson moved the Board retain the CLARUS Corporation to conduct an Area-wide needs analysis to assist the Board and administration in meeting the diverse needs of the Western Area constituents. Seconded by Mr. Stickney. The vote was, Yes: Stickney, Daniels, Gramberg, Leseberg, Miller, Nelson, Perkins, Roberts, Wisniewski. No: None. Absent: Cervantes-Guzman, Ostrander. Motion carried.

Appoint Board Member
to Sabbatical Leave
Committee

Ms. Wisniewski reported the administration has received a request for an Administrative Sabbatical Leave. She reported a Sabbatical Leave Committee will be appointed to consider the request and forward a recommendation to the Board at the February Board of Governors meeting. In accordance with Board Policy, the Committee membership includes a Board member. Ms. Wisniewski reported because of travel and time considerations, she asked Mr. Daniels if he would be willing to serve as Board representative. He Indicated he would accept the appointment.

Mr. Miller moved Mr. Daniels be appointed as Board member representative to the Sabbatical Leave Committee. Seconded by Mr. Leseberg. The vote was, Yes: Gramberg, Leseberg, Miller, Nelson, Perkins, Roberts, Stickney, Wisniewski. No: None. Abstain: Daniels. Absent: Cervantes-Guzman, Ostrander. Motion carried.

REPORTS/RECOM-
MENDATIONS FROM
EDUCATIONAL AND
STUDENT SERVICES
COMMITTEE
Proposal to Add Men's
and Women's Golf
Program

Dr. Gramberg commented that in August 2008, the Committee agreed to place on hold a recommendation to add a Men's and Women's Golf Program beginning in 2009-2010

Dr. Gramberg reported the Educational and Student Services Committee met earlier today to once again consider a revised proposal to add a Men's and Women's Golf Program beginning in the 2009 – 2010 academic year. He reported that since he was the only member in attendance at the committee meeting, there is no recommendation from the Committee. Dr. Gramberg asked Dr. Kinney to present the proposal.

