

WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS

PROPOSED AGENDA

REGULAR MEETING

April 21, 2010

A. Call to Order, Ms. Wisniewski

12:00 NOON. - LUNCH

The Plex (Room A-108)

Harms Advanced Technology Center

Western Nebraska Community College

Scottsbluff Campus

2620 College Park

Scottsbluff Nebraska

B. Roll Call

C. Introduction of Visitors

a) Community Comments

1:00 P.M. - REGULAR MEETING

Boardroom

Western Nebraska Community College

Scottsbluff Campus

1601 East 27th Street

Scottsbluff, Nebraska

D. Board Chairperson Comments

a) Copy of Nebraska Open Meetings Act is
available at back of room

E. Consent Calendar

1) Review Contents of Consent Calendar

a) Agenda

b) Excuse Absent Board Member(s)

c) Minutes

1) Regular Meeting, March 17, 2010

(Pages 1 - 1q)

d) Claims

1) WCCA Unrestricted Fund - \$1,977,625.41

(Pages 1 - 24)

2) WCCA Restricted Fund - \$6,777.62

(Pages 24 - 25)

3) WCCA Federal Fund - \$2,619.71

(Pages 25 - 26)

4) WCCA Agency Fund - \$50,333.98

(Pages 26 - 27)

5) WCCA Loan Fund - \$ -0-

6) WCCA Plant Fund - \$10,083.54

(Page 27)

7) WCCA Auxiliary Fund - \$67,181.93

(Pages 27 - 32)

e) City Planning Commission Reports

Attachment

f) Reports and Proposals

1) From the Students

(Page 2)

2) From the Faculty

(Page 3)

3) From the Administration

(Page 4)

4) From the Board

E. Consent Calendar – Cont

- 2) Approval of Consent Calendar
- 3) Consideration of Items Extracted from Consent Calendar

F. 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

G. Personnel Consent Calendar

- 1) Review Contents of Personnel Consent Calendar
 - a) Resignation(s):
 - 1) Ms. Rebecca S. Thompson, Residence Life/Conference Coordinator (Pages 5 – 5a)
 - 2) Mr. Detsinh Sayaloune, Mathematics Instructor (Pages 5b – 5c)
 - 3) Mr. Shawn Benton, Business Instructor (Handout)
 - 4) Ms. Jennifer L. Pedersen, Athletic Director/Assistant Women's Basketball Coach (Handout)
 - b) Appointment(s):
 - 1) Ms. Margaret E. Weeks, Honorary Status of WNCC Professor Emeritus (Page 5d)
- 2) Approval of Personnel Consent Calendar
- 3) Consideration of Items Extracted from Personnel Consent Calendar

H. Reports and Recommendations from Executive Council – Ms. Wisniewski

- 1) Proposal from University of Nebraska - Lincoln Bureau of Educational Research and Field Services – Re: Strategic Planning

I. Monitoring Reports

- 1) 2009 – 2010 USA/Phi Theta Kappa Nebraska All Academic Team – Dr. Holcomb, Ms. Bounds (Pages 6- 6a)
 - a) Ms. Rebecca Bell

I. Monitoring Reports – Cont

- 2) WNCC Foundation – Ms. Dayle Wallien (Page 7)
 - a) Report from Executive Director
 - 1) 2009 - 2010 Annual Campaign Update
- 3) Proposed 2010 -2011 WNCC Student Charges – Mr. Knapper (Pages 8 – 8b)
 - a) Tuition
 - b) Fees
 - c) Room and Board
- 4) 2010 Legislation – Dr. Ely
 - a) Legislative Update
 - 1) LB 957 – Provide for Memoranda of Understanding Related to Student Information Sharing
 - 2) LB 1072 – Change State Aid and Levy Limit for Community Colleges
- 5) Metro Lawsuit – Mr. Douglas
 - a) Approval and Ratification of Final Settlement Agreement
- 6) Nebraska Coordinating Commission for Postsecondary Education – Educational and Student Services Committee Chair
 - a) Program Review
 - 1) Health Information Technology Program – Mr. Gaalswyk, Ms. Barkeloo (Pages 9 – 9c)
 - b) New Program Offering
 - 1) Wind Energy Technician Program – Dr. Shirley, Mr. Mader (Pages 9d – 9m)
- 7) 2010 – 2011 Budget – Mr. Knapper
 - a) Budget Preview (Handout)
 - b) Board Directive to Administration – Re: Response to Projected Budget Shortfall – Dr. Ely, Mr. Douglas
- 8) Nebraska Educational Telecommunications Commission – Mr. Miller
- 9) Nebraska Community College Association – Dr. Gramberg, Dr. Perkins, Mr. Daniels
 - a) Special Meeting, March 25, 2010
 - b) Video Conference

I. Monitoring Reports – Cont

- 10) Association of Community College Trustees – Dr. Perkins
 - a) Voluntary Framework of Accountability

J. Board Member Comments

K. President's Comments

L. Upcoming Meetings

- 1) Western Nebraska Community College
 - a) 2010 Awards Ceremonies
 - 1) Sidney Campus
 - A) Wednesday, April 28, 2010, 2:00 p.m.
 - B) Aviation Facility
 - 2) Alliance Campus
 - A) Monday, May 3, 2010, 4:00 p.m.
 - B) Sandhills Room, Panhandle Room (Rooms 015 – 017)
 - 3) Scottsbluff Campus
 - A) Tuesday, May 4, 2010, 4:00 p.m.
 - B) Little Theatre
 - b) Graduation Ceremony
 - 1) Saturday, May 15, 2010, 4:00 p.m.
 - 2) Cougar Palace
- 2) Association of Community College Trustees
 - a) 2010 Annual Leadership Congress
 - 1) October 20 – 23, 2010
 - 2) Toronto, Canada
- 3) Nebraska Community College Association
 - a) Regular Meetings
 - 1) Second Quarter Meeting
 - A) May 24, 2010
 - B) Northeast Community College
 - 2) Third Quarter Meeting
 - A) August 9, 2010
 - B) Southeast Community College – Beatrice Campus

L. Upcoming Meetings – Cont

3) Nebraska Community College Association – Cont

a) Regular Meetings – Cont

3) Annual Meeting/Legislative Seminar

A) October 5 and 6, 2010

B) Host: Western Community College Area

M. Next Regular Meeting: Wednesday, May 19, 2010, 1:00 p.m., Boardroom, Western
Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

N. 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 1:01 p.m., on Wednesday, April 21, 2010, 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, April 17, 2010, with the following members present: Jacqueline M. Cervantes-Guzman, Timothy H. Daniels, Merlyn L. Gramberg, L. Paul Leseberg, Jack L. Nelson, Jecca R. Ostrander, M. Thomas Perkins, Darrell E. Roberts, Richard G. Stickney, Jane Wisniewski, Chairperson. Absent: Dennis W. Miller, Jr. Student Representatives present: None. Faculty Representatives present: Guy Wylie, Scottsbluff Campus: Mike Hausmann, Sidney Campus. College staff present: Eileen E. Ely, William D. Knapper, Coral E. Richards, David E. Groshans, Terry B. Gaalswyk, Todd R. Holcomb, Kathryn J. Shirley, Paul G. Jacobsen, Dayle L. Wallien, Garry R. Alkire, Judith L. Amoo, Mary Barkeloo, John D. Corum, Andrew Lenzen, Rhitta Bounds, Doug Mader, Carla Stein, Susan Verbeck. College Attorney present: Richard A. Douglas. 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.
QUORUM	Ms. Wisniewski declared a quorum was present for the transaction of business.
VISITORS	Visitors were: Rebecca Bell, Maunette Loeks, 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 Mr. Miller advised the Secretary that he would be unable to attend the meeting today because of Personal Business.
CONSENT CALENDAR Review Contents	Ms. Wisniewski reviewed the contents of the Consent Calendar which include the following items:

CONSENT CALENDAR
Review Contents
Cont

- 1) Agenda, April 21, 2010
- 2) Excuse Absent Board Member(s): Miller
- 3) Minutes
 - a) Regular Meeting, March 17, 2010
- 4) Claims
 - a) WCCA Unrestricted Fund - \$1,977,625.41
 - b) WCCA Restricted Fund - \$6,777.62
 - c) WCCA Federal Fund - \$2,619.71
 - d) WCCA Agency Fund - \$50,333.98
 - e) WCCA Loan Fund - \$-0-
 - f) WCCA Plant Fund - \$10,083.54
 - g) WCCA Auxiliary Fund - \$67,181.93
- 5) City Planning Commission Reports – Attachment A
- 6) Reports and Proposals
 - a) From the Students – Attachment B
 - b) From the Faculty – Attachment C
 - c) From the Administration – Attachment D
 - 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. There were none.

CONSENT CALENDAR
Approval

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

CONSENT CALENDAR
Consider Items Extracted

There were no items extracted from the Consent Calendar.

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):

- 1) Resignation(s):
 - a) Ms. Rebecca S. Thompson, Residence Life/Conference Coordinator, effective June 30, 2010.
 - b) Mr. Detsinh Sayaloune, Mathematics Instructor, effective May 18, 2010.
 - c) Mr. Shawn Benton, Business Instructor, effective May 18, 2010.

PERSONNEL CONSENT
CALENDAR
Review Contents
Cont

- d) Ms. Jennifer L. Pedersen, Athletic Director/ Assistant Women's Basketball Coach, effective June 4, 2010.
- 2) Appointment(s):
 - a) Ms. Margaret E. Weeks, Honorary Status of WNCC Professor Emeritus

Ms. Wisniewski inquired if there were 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

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

PERSONNEL CONSENT
CALENDAR
Consider Items Extracted

There were no items extracted from the Personnel Consent Calendar.

REPORTS/RECOM-
MENDATIONS FROM
EXECUTIVE COUNCIL

Ms. Wisniewski reported the Executive Council met earlier today to consider a proposal from the University of Nebraska-Lincoln, Bureau of Educational Research and Field Services to facilitate the development of a Strategic Plan for the College. Ms. Wisniewski asked Mr. Knapper to present the proposal.

Mr. Knapper reported the Higher Learning Commission Visitation Team is recommending two progress reports be filed with the Commission. A progress report on Strategic Planning must be submitted by March 1, 2011. The second progress report on the Assessment of Student Academic Achievement is due March 1, 2013.

Mr. Knapper reported the Bureau will facilitate a strategic planning process that will be broad based including participation by the Board, the College administration, faculty and staff as well as the community. The proposal includes a process that will require the College to examine the core values, mission, achievements, organization, the strengths, weaknesses, opportunities and threats, the establishment of high priority strategic objectives, and development of actions plans. Mr. Knapper reported information from the studies conducted by CLARUS Corporation, and by Mr. Jones, President of the National Center for Higher Learning Management Systems, will be used as a part of the planning process. Additionally, prior to the first meeting, information

REPORTS/RECOM-
MENDATIONS FROM
EXECUTIVE COUNCIL
Cont

the administration will compile information about the College from the past five years. Additionally, a general overview of the current realities of the College (enrollment trends, academic programs, financial data, human resource current status and needs, recommendations of the Higher Learning Commission) will be provided at the initial planning meeting. The proposed schedule of meetings includes: a two – three hour pre-planning meeting; and three strategic planning meetings. The first strategic planning meeting would involve one evening plus two days, the second meeting would involve one and one-half to two days, and the third meeting will last approximately four hours. A fourth meeting would occur approximately one year after the implementation of the action plans and would involve approximately one day.

Mr. Knapper reported there will be at least two facilitators from the Bureau involved in the development of the plan. The schedule of fees is \$11,800.00 which includes travel, facilitator preparation and facilitation time, travel expenses, secretarial services, and printing, copying telephone and postage. Mr. Knapper commented the fee for the facilitators of \$8,000.00 is very reasonable for approximately 150 – 200 hours of work.

Ms. Wisniewski reported the Executive Council is recommending the Board accept the proposal submitted by the Bureau of Educational Research and Field Services Bureau as presented. She remarked there is only ten months before the Progress Report is due to be submitted to the Higher Learning Commission, and there is a lot of work to be accomplished in a short period of time. Acceptance of this proposal will maximize the time spent in the development of a Strategic Plan.

In response to a question from the Board, Mr. Knapper reported payment for the proposal will be taken from the Contingency Fund, and will be expended over two fiscal years.

In response to a question from the Board, Mr. Knapper reported that Dr. Dlugosh is the Professor and Chair of the Department of Educational Administration at the University of Nebraska – Lincoln. He has served as a facilitator, and a co-leader of strategic planning processes, as well as co-chair of a Strategic Planning Committee at the University. He also assisted the Scottsbluff Public Schools in the development of a Strategic Plan.

REPORTS/RECOM-
MENDATIONS FROM
EXECUTIVE COUNCIL
Cont

Dr. Perkins moved the Board accept the recommendation of the Executive Council to approve the proposal submitted by the University of Nebraska – Lincoln Bureau of Education Research and Field Services as presented. Seconded by Mr. Nelson. The vote was, Yes: Gramberg, Leseberg, Nelson, Ostrander, Perkins, Roberts, Stickney, Cervantes-Guzman, Daniels, Wisniewski. No: None. Motion carried.

MONITORING REPORTS
2009-2010 USA/Phi
Theta Kappa Nebraska
All Academic Team
Ms. Rebecca Bell

Dr. Holcomb reported it has been his pleasure to work with the sponsors of Phi Theta Kappa and to have the opportunity to attend the ceremony and banquet for the 2009 – 2010 USA Phi Theta Kappa Nebraska All Academic Team. The ceremony was held in Lincoln on March 31, 2010. Dr. Holcomb introduced Ms. Rhitta Bounds, one of the Phi Theta Kappa sponsors on the Scottsbluff Campus.

Ms. Bounds reported that each community college campus in Nebraska nominates up to two students. Each community college asks one of their students to present a speech at the awards ceremony. Western Nebraska Community College nominated four students, two from Sidney and two from Scottsbluff, to the USA Academic All-American competition: Heather Bobo, Rebecca Bell, Amber Kistler and Jeremy Stevens. Ms. Bounds referred Board members to the mailed packet which includes information about each of the nominees from the College.

Ms. Bounds introduced Ms. Rebecca Bell who was the speaker from the Western Area. Ms. Bell presented the speech she gave at the banquet.

Ms. Bell spoke about her biggest personal endeavor which was staying motivated while maintaining good grades in all of her classes while also finding the right balance between family, college activities and numerous other responsibilities.

Ms. Bell said she decided to return to college to set an example as a role model for her son. As a single parent, she finds herself trying to compensate for certain things her son may be missing out on during his childhood. When she decided to return to college, she set goals so that she could provide a better life for both her son and herself. She was placed on disability more than three years ago and she has been unable to work since that time. She had to rely on her mother both financially and emotionally which caused her to lose confidence in herself. Her decision to enroll at