

WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS

PROPOSED AGENDA

- A. Call to Order, Dr. Gramberg
- B. Oath of Office - Appointed
Board Member, District Four
- 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. Consent Calendar
 - 1) Review Contents of Consent Calendar
 - a) Agenda
 - b) Excuse Absent Board Member(s)
 - c) Minutes
 - 1) Regular Meeting, April 20, 2011
 - d) Claims
 - 1) WCCA Unrestricted Fund - \$1,734,735.19
 - 2) WCCA Restricted Fund - \$9,223.47
 - 3) WCCA Federal Fund - \$5,407.50
 - 4) WCCA Agency Fund - \$20,067.96
 - 5) WCCA Loan Fund - \$4,335.68
 - 6) WCCA Plant Fund - \$285,586.84
 - 7) WCCA Auxiliary Fund - \$137,197.02
 - e) City Planning Commission Reports
 - f) Reports and Proposals
 - 1) From the Students
 - 2) From the Faculty
 - 3) From the Administration
 - 4) From the Board

REGULAR MEETING

May 18, 2011

12:00 P.M. – LUNCH

John C. Bishop Dining Hall
Pioneer Activity Center
Western Nebraska Community College
Scottsbluff Campus
1409 East 27th Street
Scottsbluff Nebraska

1:00 P.M. – REGULAR MEETING

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

(Pages 1 – 1u)

(Pages 1 – 18)

(Page 18)

(Pages 18 - 21)

(Pages 20 - 21)

(Page 21)

(Page 21)

(Pages 21 - 25)

(Attachment)

(Pages 2 – 2a)

F. Consent Calendar - Cont

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

G. Bid Consent Calendar

- 1) Review Contents of Bid Consent Calendar
 - a) #11-EQ-12 - Laptop Computers (Pages 3 - 3d)
 - b) #11-EQ-13 - Desktop Computers (Pages 3e - 3i)
 - c) #11-EQ-15 - Upgrade Existing ITV Video Display Systems in SID 13, and ALI 121 (Pages 3j - 3o)
- 2) Approval of Bid Consent Calendar
- 3) Consideration of Items Extracted From Bid Consent Calendar

H. Personnel Consent Calendar

- 1) Review Contents of Personnel Consent Calendar
 - a) Resignation(s):
 - 1) Mr. Paul R. Bowdre, Criminal Justice Instructor/Program Director (Pages 4 - 4a)
 - 2) Ms. Julie Ann Slagle, Nursing Instructor (Pages 4b - 4c)
 - 3) Mr. David Engel, Workforce Development Specialist (Pages 4d - 4e)
 - b) Appointment(s):
- 2) Approval of Personnel Consent Calendar
- 3) Consideration of Items Extracted from Personnel Consent Calendar

I. Western Community College Area Board of Governors - Dr. Gramberg

- 1) Informal Meetings
 - a) Budget Work Sessions
 - 1) June 15, 2011, 10:00 a.m. - General Fund
 - 2) July 20, 2011, 10:00 a.m. - Designated Fund, Restricted Fund
 - 3) August 17, 2011, 11:00 a.m. - Capital Construction Fund
 - 4) September 14, 2011, 10:30 a.m. - Final Review of All Budgets

I. Western Community College Area Board of Governors - Cont - Dr. Gramberg

- 2) Public Hearings on Proposed 2011 - 2012 WCCA Budgets
 - a) September 14, 2011, 1:00 p.m.
- 3) Regular September 2011 Board Meeting
 - a) September 14, 2011, immediately following the Public Hearings on the Proposed 2011 - 2012 WCCA Budgets

J. Monitoring Reports

- 1) 2011 - 2012 Budget - Mr. Knapper
 - a) Budget Preview
- 2) College Marketing Update - Dr. Holcomb, Ms. Stinner
 - a) "CareerFocus" Magazine
- 3) Nebraska Community College Association - Dr. Gramberg, Dr. Perkins
 - a) Board of Governors Professional Development Seminar - Board Members
 - 1) Midplains Community College - North Campus - North Platte
 - 2) Friday, April 29, 2011, 12:00 p.m. to 6:00 p.m.
 - b) Second Quarter Meeting
 - 1) May 2, 2011
 - 2) Metropolitan Community College
- 4) Association of Community College Trustees - Dr. Perkins

K. Executive Session

- 1) 2011 - 2012 Collective Bargaining
- 2) 2011 - 2012 Non-Faculty Salaries

L. Resolution - Re: 2011 - 2012 and 2012 - 2013 WCCA Negotiated Agreement - Mr. Douglas

M. 2011 - 2012 Non-Faculty Salaries

N. Board Member Comments

O. President's Comments

P. Upcoming Meetings

1) Association of Community College Trustees

- a) 2011 Annual Leadership Congress
 - 1) October 12 – 15, 2011
 - 2) Dallas, Texas

2) Nebraska Community College Association

- a) Regular Meetings
 - 1) Third Quarter Meeting
 - A) August 8, 2011
 - B) Central Community College – Hastings Campus
 - 2) Annual Meeting/Legislative Seminar
 - A) November 1 & 2, 2011
 - B) Central Community College – Grand Island Campus

Q. Next Regular Meeting: Wednesday, June 15, 2011, 1:00 p.m., Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

R. 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 1:05 p.m., on Wednesday, May 18, 2011, in the Boardroom, 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 Saturday, May 14, 2011, with the following members present: F. Lynne Klemke, L. Paul Leseberg, Jack L. Nelson, Jecca R. Ostrander, Alexander D. Pavlista, M. Thomas Perkins, Richard G. Stickney, Julienne K. Walworth, Jane N. Wisniewski, Merlyn L. Gramberg, Chairperson. Absent: Timothy H. Daniels. Student Representatives present: None. Faculty Representatives present: Guy Wylie, Scottsbluff Campus. College staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, David E. Groshans, Paula J. Abbott, Garry R. Alkire, John D. Corum, Paul G. Jacobsen, Erin E. Stinner, Jason Stratman, Dayle L. Wallien. Absent: Richard A. Douglas, College Attorney. 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.

Prior to the roll call, Dr. Gramberg administered the Oath of Office to Ms. Julienne K. Walworth as a member of the Board of Governors representing District Four. During the Regular meeting held on Wednesday, April 20, 2011, the Board of Governors appointed Ms. Walworth to fill the unexpired term of Mr. Darrell E. Roberts.

QUORUM

Dr. Gramberg declared a quorum was present for the transaction of business.

VISITORS

Visitors were: There were no visitors.

COMMUNITY COMMENTS

Dr. Gramberg asked for comments from the community. There were none.

BOARD CHAIRPERSON
COMMENTS

Dr. Gramberg 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.

Dr. Gramberg reported Mr. Daniels notified the Secretary that he would be unable to attend the meeting today because of Personal Business.

BOARD CHAIRPERSON
COMMENTS - Cont

Dr. Gramberg commented the Graduation Ceremony held on Saturday, May 14, 2011, was very successful.

CONSENT CALENDAR
Review Contents

Dr. Gramberg reviewed the contents of the Consent Calendar which contain the following items:

- 1) Agenda, May 18, 2011
- 2) Excuse Absent Board Members(s) – Daniels
- 3) Minutes
 - a) Regular Meeting, April 20, 2011
- 4) Claims
 - a) WCCA Unrestricted Fund - \$1,734,735.19
 - b) WCCA Restricted Fund - \$9,223.47
 - c) WCCA Federal Fund - \$5,407.50
 - d) WCCA Agency Fund - \$20,067.96
 - e) WCCA Loan Fund - \$4,335.68
 - f) WCCA Plant Fund - \$285,586.84
 - g) WCCA Auxiliary Fund \$137,197.02
- 5) City Planning Commission Reports – Attachment A
- 6) Reports and Proposals
 - a) From the Students
 - b) From the Faculty – Attachment B – B-1
 - c) From the Administration
 - d) From the Board

Dr. Gramberg 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

Mr. Stickney moved the Consent Calendar be approved as submitted. Seconded by Ms. Wisniewski. The vote was, Yes: Klemke, Leseberg, Nelson, Ostrander, Pavlista, Perkins, Stickney, Walworth, Wisniewski, Gramberg. No: None. Absent: Daniels. Motion carried.

CONSENT CALENDAR
Consider Items Extracted

There were no items extracted from the Consent Calendar.

BID CONSENT CALENDAR
Review Contents

Dr. Gramberg reviewed the contents of the Bid Consent Calendar which include the following bid(s):

- 1) #11-EQ-12 – Laptop Computers – Attachment C
- 2) #11-EQ-13 – Desktop Computers – Attachment D
- 3) #11-EQ-15 – Upgrade Existing ITV Video Display Systems in SID 13 and ALI 121 – Attachment E

Dr. Gramberg inquired if there were any item(s) on the Bid

BID CONSENT CALENDAR
Review Contents
Cont Consent Calendar which any Board member wished to have removed for separate consideration. There were none

BID CONSENT CALENDAR
Approval Mr. Nelson reported the Budget and Finance Committee has reviewed the bids and is recommending approval of the Bid Consent Calendar.

Mr. Nelson moved the Bid Consent Calendar be approved as presented. Seconded by Mr. Leseberg. The vote was, Yes: Leseberg, Nelson, Ostrander, Pavlista, Perkins, Stickney, Walworth, Wisniewski, Klemke, Gramberg. No: None. Absent: Daniels. Motion carried.

BID CONSENT CALENDAR
Consider Items Extracted There were no items extracted from the Bid Consent Calendar.

PERSONNEL CONSENT
CALENDAR
Review Contents Dr. Gramberg reviewed the contents of the Personnel Consent Calendar which include the following resignation(s) and appointment(s):

- 1) Resignation(s):
 - a) Mr. Paul R. Bowdre, Criminal Justice Instructor, effective at the end of the 2010 – 2011 contract year.
 - b) Ms. Julie Ann Slagle, Nursing Instructor, effective at the end of the 2010 – 2011 contract year.
 - c) Mr. David Engel, Workforce Development Specialist, effective June 30, 2011.
- 2) Appointment(s): None

Dr. Gramberg 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 Ms. Wisniewski moved the Personnel Consent Calendar be approved as presented. Seconded by Ms. Klemke. The vote was, Yes: Nelson, Ostrander, Pavlista, Perkins, Stickney, Walworth, Wisniewski, Klemke, Leseberg, Gramberg. No: None. Absent: Daniels. Motion carried.

PERSONNEL CONSENT
CALENDAR
Consider Items Extracted There were no items extracted from the Personnel Consent Calendar.

Dr. Perkins remarked that Mr. Bowdre will be missed the entire City of Scottsbluff. He extended congratulations to Mr. Bowdre on his new position as Assistant Professor (of Criminal Justice) at the State University of New York College

PERSONNEL CONSENT
CALENDAR
Consider Items Extracted
Cont

of Technology.

Dr. Wylie commented that it will be very difficult to replace Mr. Bowdre. He is a multi-talented individual who is very willing to share his knowledge and expertise in the field of criminal justice.

WESTERN COMMUNITY
COLLEGE AREA BOARD
OF GOVERNORS
Informal Meetings

Dr. Gramberg reported it is customary for the Board of Governors to hold Informal meetings prior to the June, July, August and September Regular meetings. The purpose of the Informal meetings is work sessions on the Western Community College Area Budgets. Dr. Gramberg suggested the Board hold Informal meetings for the purpose of budget work sessions as follows: June 15, 2011, at 10:00 a.m., General Fund Budget; July 20, 2011, at 10:00 a.m., Designated Fund and Restricted Fund; August 17, 2011, 11:00 a.m., Capital Construction Fund; and September 14, 2011, 10:30 a.m., Final Review of All Budgets.

Mr. Nelson moved the Board hold Informal meetings for the purpose of work sessions on the proposed 2011 – 2012 Western Community College Area Budgets on the following dates: June 15, 2011, at 10:00 a.m., General Fund Budget; July 20, 2011, at 10:00 a.m., Designated Fund and Restricted Fund; August 17, 2011, 11:00 a.m., Capital Construction Fund; and September 14, 2011, 10:30 a.m., Final Review of All Budgets. He further moved the Informal meetings be held in the Boardroom on the Scottsbluff Campus. Seconded by Ms. Ostrander. The vote was, Yes: Ostrander, Pavlista, Perkins, Stickney, Walworth, Wisniewski, Klemke, Nelson, Gramberg. No: None. Absent: Daniels. Motion carried.

Public Hearings on
Proposed 2011 – 2012
WCCA Budgets

Dr. Gramberg reported Western Community College Budgets have to be filed with each of the County Clerks in the Western Area and the State Auditor's Office not later than September 20, of each year. Dr. Gramberg suggested the Public Hearings on the Proposed 2011 – 2012 Western Community College Area Budgets be held on Wednesday, September 14, 2011, at 1:00 p.m., in the Boardroom, on the Scottsbluff Campus.

Dr. Gramberg reminded Board members that it is very important to have all Board members present for the Public Hearings and adoption of the 2011 – 2012 Budgets.

Mr. Leseberg moved the Public Hearings on the Proposed 2011 – 2012 Western Community College Area Budgets be

WESTERN COMMUNITY
COLLEGE AREA BOARD
OF GOVERNORS
Public Hearings on
Proposed 2011 – 2012
WCCA Budgets - Cont

held at 1:00 p.m., on Wednesday, September 14, 2011, in the Boardroom, Western Nebraska Community College, Scottsbluff Campus. Seconded by Dr. Perkins. The vote was, Yes: Pavlista, Perkins, Stickney, Walworth, Wisniewski, Klemke, Leseberg, Nelson, Ostrander, Gramberg. No: None. Absent: Daniels. Motion carried.

Regular September 2011
Board Meeting

Dr. Gramberg reported pursuant to Board Policy, the established date for the Regular September Board meeting is September 21, 2011 (the third Wednesday of each month) at 1:00 p.m. Dr. Gramberg suggested the Board hold the Regular September 2011 Board meeting immediately following the Public Hearings on the Proposed 2011 – 2012 Western Community College Area Budgets. This date is one week earlier than the established date.

Ms. Wisniewski moved the Board hold the Regular September 2011 Board meeting on Wednesday, September 14, 2011, immediately following the Public Hearings on the Proposed 2011 – 2012 WCCA Budgets. She further moved the meeting be held in the Boardroom, Western Nebraska Community College, Scottsbluff Campus. Seconded by Mr. Leseberg. The vote was, Yes: Perkins, Stickney, Walworth, Wisniewski, Klemke, Leseberg, Nelson, Ostrander, Pavlista, Gramberg. No: None. Absent: Daniels. Motion carried.

MONITORING REPORTS
2011- 2012 Budget
Budget Preview

Mr. Knapper referred Board members to the handout material which includes an overview of the 2011 – 2012 Preliminary Budget for the Western Community College Area Unrestricted Fund. Mr. Knapper briefly reviewed the process the College administration has followed in the development of the preliminary budget.

The preliminary 2011-2012 Budget of \$23,310,335 represents a 1.6 percent increase over the previous year. Mr. Knapper recapped the major categories of the revenue sources used in the preparation of the budget. He reported revenue from Tuition and Fees is projected to increase 13.01 percent or \$439,285. The increase is based on an anticipated enrollment increase of three percent and reflects the Board approved increase in the 2011 – 2012 Tuition and Fees rate. Mr. Knapper reported Remissions which are recorded as a reduction of revenue will increase 3.28 percent as a result of the increase in the tuition and fee rate. Mr. Knapper reported further Business and Industry revenue has been reduced 10.07 percent to more accurately reflect anticipated revenue from that source. Mr. Knapper reported revenue from State Aid is \$11,512,790 which is the actual

