

WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS

PROPOSED AGENDA

- A. Call to Order, Ms. Wisniewski
- B. Roll Call
- C. Introduction of Visitors
 - 1) Community Comments
- D. Board Chairperson Comments
 - 1) 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, June 16, 2010
 - 2) Special Meeting, June 29, 2010
 - d) Claims
 - 1) WCCA Unrestricted Fund - \$2,209,527.17
 - 2) WCCA Restricted Fund - \$101,275.71
 - 3) WCCA Federal Fund - \$5,869.62
 - 4) WCCA Agency Fund - \$22927.37
 - 5) WCCA Loan Fund - \$ -0-
 - 6) WCCA Plant Fund - \$233,532.70
 - 7) WCCA Auxiliary Fund - \$211,506.36
 - 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

July 21, 2010

12:00 NOON – 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 – 1s)

(Pages 1t – 1y)

(Pages 1 – 31)

(Pages 31 – 37)

(Pages 37 – 38)

(Pages 38 – 39)

(Page 40)

(Pages 40 - 46)

(Attachment)

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): - None
 - b) Appointment(s):
 - 1) Ms. Elizabeth J. Most, Admissions Counselor (Pages 2 – 2b)
 - 2) Mr. Randall K. Sonnemaker, Accounting Services Director (Pages 2c – 2g)
 - 3) Ms. Ronda K. Kinsey, Nursing Instructor (Pages 2h – 2r)
 - c) Approval of Interim President Contract
- 2) Approval of Personnel Consent Calendar
- 3) Consideration of Items Extracted from Personnel Consent Calendar

H. Western Community College Area Board of Governors – Ms. Wisniewski

- 1) Association of Community College Trustees 2010 Annual Leadership Congress
 - a) Discussion of Board Member Travel
- 2) Appointment of Board Member Representatives to Strategic Planning Team

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

- 1) Update of College Brand

J. Reports and Recommendations from Board Policy Committee - Committee
Chair, Mr. Groshans (Page 3)

- 1) #500.0750.10 – Senior Citizen Tuition Waiver

K. Monitoring Reports

- 1) WNCC Foundation – Ms. Wallien (Pages 4 – 4b)

- a) Report from Executive Director

- 2) Update, Development of Funding Formula – Mr. Douglas, Mr. Groshans

- 3) Retention Task Force – Dr. Holcomb, Mr. Gaalswyk (Pages 5 – 5a)

- a) Fall Semester 2010 Initiative

- 4) Nebraska Educational Telecommunications Commission – Mr. Miller

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

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

L. Western Nebraska Community College Facilities – Mr. Knapper

- 1) Scottsbluff Campus Front Entrance

- a) Construction Update

- 2) Replacement of Gymnasium Flooring

- a) Construction Update

- 3) Sidney Campus Remodeling Project

- a) Construction Update

M. Western Nebraska Community College Facilities Corporation Annual Meeting

- 1) Call to Order - Ms. Wisniewski
- 2) Roll Call
- 3) Election of Officers
 - a) President
 - b) Vice President
 - c) Secretary/Treasurer
- 4) Adjourn

N. Board Member Comments

O. President's Comments

P. Upcoming Meetings

- 1) Association of Community College Trustees
 - a) 2010 Annual Leadership Congress
 - 1) October 20 - 23, 2010
 - 2) Toronto, Canada
- 2) Western Community College Area Board of Governors
 - a) Informal Meetings
 - 1) Budget Work Sessions
 - A) August 18, 2010, 11:00 a.m. - Capital Construction Fund
 - B) September 15, 2010, 10:30 a.m. - Final Review of All Budgets
 - b) Public Hearings on Proposed 2010 - 2011 WCCA Budgets
 - 1) September 15, 2010, 1:00 p.m.
 - c) Regular September 2010 Board Meeting
 - 1) September 15, 2010, immediately following the Public Hearings on the Proposed 2010 - 2011 WCCA Budgets

P. Upcoming Meetings - Cont

3) Nebraska Community College Association

a) Regular Meetings

- 1) Third Quarter Meeting
 - A) August 8 and 9, 2010
 - B) Southeast Community College - Beatrice Campus
- 2) Annual Meeting/Legislative Seminar
 - A) October 5 and 6, 2010
 - B) Host: Western Community College Area

Q. Next Regular Meeting: Wednesday, August 18, 2010, 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 1:03 p.m., on Wednesday, July 21, 2010, 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, July 17, 2010, with the following members present: Jacqueline M. Cervantes-Guzman, Timothy H. Daniels, Merlyn L. Gramberg, L. Paul Leseberg, Dennis W. Miller, Jr., Jecca R. Ostrander, Darrell E. Roberts, Richard G. Stickney, Jane Wisniewski, Chairperson. Absent: Jack L. Nelson, M. Thomas Perkins. Student Representatives present: None. Faculty Representatives present: Guy Wylie, Scottsbluff Campus. College staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, Terry B. Gaalswyk, David E. Groshans, Kathryn J. Shirley, Paul G. Jacobsen, Dayle L. Wallien, Garry R. Alkire, Judith L. Amoo, John D. Corum, Randall K. Sonnemaker, Carla Stein, Holly Sterkel. College Attorney present: Richard A. Douglas. A current agenda was available in the College President's office and 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: 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 acknowledged receipt of a thank you from Dr. Ely for the picture of the Board gave to her.

Ms. Wisniewski reported Mr. Nelson advised the Secretary that he would be unable to attend the meeting today because of Personal Business. Ms. Wisniewski reported Dr. Perkins advised the Secretary that he would be unable to attend the meeting today because of Personal Health.

CONSENT CALENDAR
Review Contents

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

- 1) Agenda: July 21, 2010
- 2) Excuse Absent Board Members – Nelson, Perkins
- 3) Minutes
 - a) Regular Meeting June 16, 2010
 - b) Special Meeting, June 29, 2010
- 4) Claims
 - a) WCCA Unrestricted Fund - \$2,209,527.17
 - b) WCCA Restricted Fund - \$101,275.71
 - c) WCCA Federal Fund - \$5,869.62
 - d) WCCA Agency Fund - \$22,927.37
 - e) WCCA Loan Fund - \$-0-
 - f) WCCA Plant Fund - \$233,532.70
 - g) WCCA Auxiliary Fund - \$211,506.36
- 5) City Planning Commission Reports – Attachment A
- 6) Reports and Proposals
 - a) From the Students
 - b) From the Faculty
 - c) From the Administration
 - 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 E-f-4 Reports and Proposals from the Board be extracted.

CONSENT CALENDAR
Approval

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

CONSENT CALENDAR
Consider Items Extracted

Mr. Miller reported he requested Reports and Proposals from the Board be extracted to allow him to read a letter from Dr. Perkins.

Mr. Miller then read a lighthearted letter from Dr. Perkins explaining his absence from recent Board meetings; his experiences of having a mitral valve repaired (open heart surgery); and subsequently having a pacemaker inserted. Dr. Perkins concluded his letter as follows: "So when you see me next month you will see a person who has had a valve and ring job, supported by Gortex and wired and glued shut. You will have a battery operated Board member who

CONSENT CALENDAR
Consider Items Extracted
Cont

hopes that Energizer Bunny will keep on going and going and going."

The open heart surgery was performed on June 28, 2010, and the pacemaker was inserted on July 6, 2010. Dr. Perkins is home, is doing well and his recovery progress is exceeding the doctor's expectations.

Mr. Leseberg moved the Reports and Proposals from the Board be approved as presented. Seconded by Dr. Gramberg. The vote was, Yes: Daniels, Gramberg, Leseberg, Miller, Ostrander, Roberts, Stickney, Wisniewski. No: None. Absent: Nelson, Perkins. 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 contain the following resignation(s) and appointment(s):

- 1) Resignation(s): - None
- 2) Appointment(s):
 - a) Ms. Elizabeth J. Most, Admissions Counselor, effective July 6, 2010, through June 30, 2011, salary to be prorated from an annual salary of \$26,225.00.
 - b) Mr. Randall K. Sonnemaker, Accounting Services Director, effective July 12, 2010, through June 30, 2011, salary to be prorated from an annual salary of \$53,000.00.
 - c) Ms. Rhonda K. Kinsey, Nursing Instructor, effective August 13, 2010, through May 17, 2011, salary to be determined in accordance with the provisions of the WCCA Negotiated Agreement.
- 3) Approval of Interim President Contract – Dr. Todd R. Holcomb, effective July 1, 2010, through June 30, 2010, (Compensation to be in accordance with the terms of the Employment Contract as prepared by College Counsel).

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 presented. Seconded by Ms. Cervantes-Guzman. The vote was, Yes: Gramberg, Leseberg, Miller,

PERSONNEL CONSENT
CALENDAR
Approval - Cont

Ostrander, Roberts, Stickney, Cervantes-Guzman, Daniels, Wisniewski. No: None. Absent: Nelson, Perkins. Motion carried.

PERSONNEL CONSENT
CALENDAR
Consider Items Extracted

There were no items extracted from the Personnel Consent Calendar.

WESTERN NEBRASKA
COMMUNITY COLLEGE
AREA BOARD OF
GOVERNORS
Association of
Community College Trus-
tees 2010 Annual Leader-
ship Congress

Ms. Wisniewski remarked the Early Bird Registration deadline for the Association of Community College Trustees 2010 Annual Leadership Congress is August 19, 2010. She reported that Dr. Perkins is an Associate Committee member so it will be necessary for him to attend the Congress. She inquired whether or not other Board members were planning to attend the Congress. Dr. Gramberg expressed interest in attending.

Ms. Wisniewski commented that during the Budget Work Session, there was discussion regarding how to best utilize the Board Travel Account. Discussion included whether travel to national and regional conferences should be rotated, and whether the number of Board members who attend should be limited. There was also discussion about the importance of staying in touch with other community college trustees, as well as community college issues both nationally and regionally. Board members suggested that Board travel should be reflective other budget reductions.

Mr. Miller moved the Board authorize travel for Dr. Perkins and Dr. Gramberg to attend the Association of Community College Trustees 2010 Annual Leadership Congress. Seconded by Mr. Daniels. The vote was, Yes: Leseberg, Miller, Ostrander, Roberts, Stickney, Cervantes-Guzman, Daniels, Wisniewski. No: None. Abstain: Gramberg. Absent: Nelson, Perkins. Motion carried.

Appointment of Board
Member Representatives
To Strategic Planning
Team

Ms. Wisniewski reported the Strategic Planning Team should include representatives from the Board of Governors. It was suggested that four Board members be appointed to serve in that capacity. She reported it is important to have all geographic regions of the College area represented. Ms. Wisniewski reported Mr. Daniels and Mr. Miller are willing to serve on the Strategic Planning Team. As Board Chair, she will also represent the Board as a member of the Strategic Planning Team. Ms. Wisniewski reported further other Board members are giving consideration to serving in this capacity, but will need to check their schedule before making a final commitment.

WESTERN NEBRASKA
COMMUNITY COLLEGE
AREA BOARD OF
GOVERNORS
Appointment of Board
Member Representatives
To Strategic Planning
Team - Cont

It was suggested that an alternate Board member representative could be appointed. The Board also questioned whether or not it would be possible to conduct the Strategic Planning Team meetings through the use of use video conferencing.

Mr. Roberts moved that Mr. Daniels, Mr. Miller and Ms. Wisniewski be appointed to serve as Board Representatives on the Strategic Planning Team. Seconded by Mr. Leseberg. The vote was, Yes: Miller, Ostrander, Roberts, Stickney, Cervantes-Guzman, Daniels, Gramberg, Leseberg, Wisniewski. No: None. Absent: Nelson, Perkins. Motion carried.

The appointment of a fourth Board member to represent the Board will be made at the August Board meeting.

Ms. Wisniewski requested that Board members be thinking of individuals from their respective district to serve on the Strategic Planning Team. She commented the nominees should be supportive of the College, as well as positive solution, action driven, forward thinking individuals. It was pointed out that constituent representation should also be broad based from throughout the service area. It was also recommended that individuals with "an agenda" should not be considered for nomination to the Strategic Planning Team.

In response to a question from the Board, Ms. Wisniewski reported names should be submitted to Ms. Richards not later than August 1, 2010.

In response to a question from the Board, Mr. Gaalswyk, Strategic Planning Team Co-Chair, reported the Initial meeting of the Strategic Planning team will require a minimum time commitment of one evening and one day. The Leadership Team is suggesting the meeting be held on a Friday evening and all day on Saturday.

Board members suggested that a "position description" for members of the Strategic Planning Team be prepared and forwarded to Board members. Such a description would be helpful as constituents are contacted for nomination to the Strategic Planning Team.

Dr. Holcomb remarked it is possible for the College to pay mileage and room expense for Team members.

