

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, July 21, 2010
 - d) Claims
 - 1) WCCA Unrestricted Fund - \$ 1,284,249.69
 - 2) WCCA Restricted Fund - \$34,955.56
 - 3) WCCA Federal Fund - \$12,010.79
 - 4) WCCA Agency Fund - \$8,381.32
 - 5) WCCA Loan Fund - \$ -0-
 - 6) WCCA Plant Fund - \$128,940.27
 - 7) WCCA Auxiliary Fund - \$323,103.34
 - 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

August 18, 2010

12:00 NOON - LUNCH

Activity Room
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 - 1r)

(Pages 1 - 16)

(Pages 16 - 17)

(Pages 17 - 18)

(Page 18)

(Page 18)

(Pages 18 - 23)

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
 - a) Bid #11-SE-01 – Microsoft Campus Agreement Renewal (Pages 2 – 2g)
- 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. Robin K. Hayhurst, Interim English Instructor (Pages 3 – 3b)
 - 2) Ms. Tricia L. England, Student Services Coordinator (Pages 3c – 3f)
 - 3) Ms. Lacy J. Krakow, Temporary Full-time Mathematics Instructor (Handout)
- 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) Appointment of Board Member Representatives to Strategic Planning Team
- 2) Authorized Signature(s) – Re: Programs Administered through Farm Service Agency of The U.S. Department of Agriculture (Page 4)
- 3) Authorized Signatures for WCCA Safe Deposit Boxes
 - a) Platte Valley Bank
 - b) First State Bank

I. Reports and Recommendations from Board Policy Committee - Mr. Miller
Mr. Groshans

(Page 5)

- 1) #500.0750.10 - Senior Citizen Tuition Waiver

J. Monitoring Reports

- 1) Enrollment Report - Mr. Hovey

(Handout)

- a) Final 2009 - 2010
- b) Preliminary, Fall Semester 2010

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

- 3) Nebraska Educational Telecommunications Commission - Mr. Miller

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

- a) Board of Directors Meetings
 - 1) August 9, 2010
 - 2) Central Community College - Grand Island Campus
 - A) Work Session
 - B) Regular Third Quarter Meeting

- 5) Association of Community College Trustees - Dr. Perkins

- 6) Litigation - Re: Mannschreck vs Board of Regents et al - Mr. Douglas

K. Western Nebraska Community College Facilities - Mr. Knapper

- 1) Construction Update

- a) Scottsbluff Campus Front Entrance
- b) Replacement of Gymnasium Flooring
- c) Sidney Campus Remodeling Project

L. Board Member Comments

M. President's Comments

N. 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) 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

3) Nebraska Community College Association

- a) Special Meeting
 - 1) September 1, 2010
 - 2) Southeast Community College – Lincoln Campus
- b) Regular Meeting
 - 1) Annual Meeting/Legislative Seminar
 - A) October 5 and 6, 2010
 - B) Host: Western Community College Area

O. Next Regular Meeting: Wednesday, September 15, 2010, immediately following the Public Hearings on the Proposed 2010 – 2011 WCCA Budgets (approximately 1:30 p.m.), Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

P. Adjournment

NOTICE: At 3:30 p.m., the Board of Governors will participate in a Ribbon Cutting Ceremony to celebrate the completion of the Scottsbluff Campus Front Entrance Renovation.

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 1:00 p.m., on Wednesday, August 18, 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, August 14, 2010, with the following members present: Jacqueline M. Cervantes-Guzman, Timothy H. Daniels, Merlyn L. Gramberg, L. Paul Leseberg, Dennis W. Miller, Jr., Jack L. Nelson, Jecca R. Ostrander, M. Thomas Perkins, Darrell E. Roberts, Richard G. Stickney, Jane Wisniewski, Chairperson. Student Representatives present: None. Faculty Representatives present: Guy Wylie, Scottsbluff Campus; Von Schlaman, Sidney Campus. College staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, Terry B. Gaalswyk, David E. Groshans, Paul G. Jacobsen, Kathryn J. Shirley, Dayle L. Wallien, Judith L. Amoo, John D. Corum, Roger L. Hovey, Susan Verbeck. 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; Robert Feit, Pickrell, NE

COMMUNITY COMMENTS

Ms. Wisniewski asked for comments from the community. There were none. Ms. Wisniewski remarked that she would reserve time at the end of the meeting for additional community comments from Mr. Feit who is a member of the Southeast Community College Board of Governors.

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 welcomed Ms. Von Schlaman as the Sidney Campus Faculty Representative.

Ms. Wisniewski reported that one of the highlights of the Association of Community College Trustees Annual

BOARD CHAIRPERSON
COMMENTS
Cont

Leadership Congress is the presentation of Regional Awards and the National Association Awards. The awards program recognizes trustees, presidents, faculty members and professional board staff members. An equity award is also presented to an institution and/or individual(s).

Ms. Wisniewski reported it was her extreme pleasure to announce that Ms. Richards has been chosen as the recipient of the 2010 Western Regional Professional Board Staff Member Award. Ms. Wisniewski reported the award will be presented at the Friday General Session Luncheon during the 2010 Annual Leadership Congress. Ms. Wisniewski reported further that as a Regional Award Recipient, Ms. Richards will be the sole nominee from the Western Region for the Professional Board Staff Member Association Award that will be presented at the Annual Awards Gala on Friday evening.

Ms. Richards received a standing ovation. She thanked the Board members for their support of her nomination, and stated she was highly honored to be selected as the recipient of this award.

CONSENT CALENDAR
Review Contents

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

- 1) Agenda, August 18, 2011
- 2) Excuse Absent Board Members – None
- 3) Minutes
 - a) Regular Meeting, July 21, 2010
- 4) Claims
 - a) WCCA Unrestricted Fund - \$1,284,249.69
 - b) WCCA Restricted Fund - \$34,955.56
 - c) WCCA Federal Fund - \$12,010.79
 - d) WCCA Agency Fund - \$8,381.32
 - e) WCCA Loan Fund - \$ -0-
 - f) WCCA Plant Fund - \$128,940.27
 - g) WCCA Auxiliary Fund - \$323,103.34
- 5) City Planning Commission Reports – None
- 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. There were none.

- CONSENT CALENDAR
Approval
- Mr. Daniels moved the Consent Calendar be approved as presented. Seconded by Dr. Gramberg. The vote was, Yes: Cervantes-Guzman, Daniels, Gramberg, Leseberg, Miller, Nelson, Ostrander, Perkins, Roberts, Stickney, Wisniewski. No: None. Absent: None. Motion carried.
- CONSENT CALENDAR
Consider Items Extracted
- There were no items extracted from the Consent Calendar.
- BID CONSENT CALENDAR
Review Contents
- Ms. Wisniewski reviewed the contents of the Bid Consent Calendar which include the following bids:
- 1) #11-SE-01 – Microsoft Campus Agreement
Renewal – Attachment A
- Ms. Wisniewski inquired if there were any item(s) on the Bid Consent Calendar which any Board member wished to have removed for separate consideration. There were none.
- BID CONSENT CALENDAR
Approval
- Mr. Miller moved the Bid Consent Calendar be approved as submitted. Seconded by Mr. Roberts. The vote was, Yes: Daniels, Gramberg, Leseberg, Miller, Nelson, Ostrander, Perkins, Roberts, Stickney, Cervantes-Guzman, Wisniewski. No: None. Absent: None. Motion carried.
- BID CONSENT CALENDAR
Consider Items Extracted
- There were no items extracted from 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): - None
 - 2) Appointment(s):
 - a) Ms. Robin K. Hayhurst, Interim English Instructor, effective August 13, 2010, through May 17, 2011, salary to be determined in accordance with the provisions of the WCCA Negotiated Agreement.
 - b) Ms. Tricia L. England, Student Services Coordinator, effective August 30, 2010, through June 30, 2011, salary to be prorated from an annual salary of \$36,136.00.
 - c) Ms. Lacy J. Krakow, Temporary Full-time Mathematics Instructor, effective August 13, 2010, through May 17 2011, salary to be determined in accordance with the provisions of the WCCA Negotiated Agreement.

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. Leseberg moved the Personnel Consent Calendar be approved as presented. Seconded by Mr. Nelson. The vote was, Yes: Gramberg, Leseberg, Miller, Nelson, Ostrander, Perkins, Roberts, Stickney, Cervantes-Guzman, Daniels, Wisniewski. No: None. Absent: None. 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
Appointment of Board
Member Representatives
To Strategic Planning
Team

Ms. Wisniewski reported at the July Board of Governors meeting that she, Mr. Daniels, and Mr. Miller had expressed a willingness to serve as Board member representatives on the Strategic Planning Team. At that time, other Board members were giving consideration to serving in this capacity. Ms. Wisniewski reported Ms. Ostrander is also willing to serve on the Strategic Planning Team.

Ms. Wisniewski appointed Mr. Daniels, Mr. Miller, Ms. Ostrander, and herself as Board member representatives on the Strategic Planning Team. Ms. Wisniewski reported the Initial meeting of the Strategic Planning Team will take place in mid-September.

Authorized Signature(s)
Re: Programs Adminis-
tered through Farm
Service Agency of The
U.S. Department of
Agriculture

Ms. Wisniewski reported that with the resignation of Dr. Ely and the appointment of Dr. Holcomb as Interim College President, it is necessary to update who is authorized to sign documents for programs administered through the Farm service Agency. Ms. Wisniewski referred Board members to the mailed packet which contains a proposed resolution authorizing Dr. Holcomb and Mr. Knapper to execute the required documents to participate in and comply with said programs.

Mr. Miller moved the Board adopt the following resolution:

Be It Resolved: that the Western Community College Area Board of Governors may desire to participate in a program administered by the Farm Service Agency (FSA) of the U. S. Department of Agriculture and, therefore, authorize and empower the following officer(s) to execute any

WESTERN COMMUNITY
COLLEGE AREA BOARD
OF GOVERNORS
Authorized Signature(s)
Re: Programs Adminis-
tered through Farm
Service Agency of The
U.S. Department of
Agriculture
Cont

and all documents required to participate in and comply with said programs.

1. Todd R. Holcomb, College President
2. William D. Knapper, Dean of Administrative Services

Be It Further Resolved: that this authority includes all programs administered through the County FSA Committee and grants unto said representative(s) full authority and power to do and perform all and every act and thing whatsoever requisite and advisable to be done under such programs, including access to county FSA office records necessary to complete all transaction and all actions.

Be It Further Resolved: That this resolution shall remain in full force and effect until written notice of its revocation has been duly served upon the County FSA Committee.

Seconded by Mr. Leseberg. The vote was, Yes: Leseberg, Miller, Nelson, Ostrander, Perkins, Roberts, Stickney, Cervantes-Guzman, Daniels, Wisniewski. No: None. Absent: None. Motion carried.

(A copy of the Resolution is attached in the official minute book.)

Authorized Signatures for
WCCA Safe Deposit
Boxes
Platte Valley Bank
First State Bank

Ms. Wisniewski reported it is also necessary to update the authorized signatures for entrance into the WCCA Safe Deposit Boxes, removing Dr. Ely and adding Dr. Holcomb. The College has two Safe Deposit Boxes, one at Platte Valley Bank and one at First State Bank. Ms. Wisniewski remarked entrance into the Safe Deposit Box at First State Bank requires two signatures.

Mr. Leseberg moved the Board authorize the following individuals to enter the Western Community College Area Safe Deposit Box at Platte Valley Bank: Todd R. Holcomb, William D. Knapper, Coral E. Richards, and Susan L. Verbeck. Seconded by Ms. Ostrander. The vote was, Yes: Miller, Nelson, Ostrander, Perkins, Roberts, Stickney, Cervantes-Guzman, Daniels, Gramberg, Leseberg, Wisniewski. No: None. Absent: None. Motion carried.

Mr. Nelson moved the Board authorize the following individuals to enter the Western Nebraska Community College Safe Deposit Box at First State Bank: Todd R. Holcomb, William D. Knapper and Coral E. Richards. He further

