

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) Public Hearings on WCCA Budgets, September 15, 2010
 - 2) Regular Meeting, September 15, 2010
 - d) Claims
 - 1) WCCA Unrestricted Fund - \$3,715,627.47
 - 2) WCCA Restricted Fund - \$31,265.22
 - 3) WCCA Federal Fund - \$5,904.55
 - 4) WCCA Agency Fund - \$16,080.55
 - 5) WCCA Loan Fund - \$ -0-
 - 6) WCCA Plant Fund - \$160,249.86
 - 7) WCCA Auxiliary Fund - \$ 317,007.60
 - 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

October 20, 2010

12:00 NOON – 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

(Pages 1 – 1j)

(Pages 1 k– 1x)

(Pages 1 – 31)

(Pages 31 – 33)

(Pages 33 – 34)

(Page 30)

(Pages 34 - 35)

(Pages 35 – 40)

(Pages 2 – 2a)

(Page 3)

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) #11-FAC-02 – Construction of Receiving Room Addition (Pages 4 – 4b)
 - b) #11-FAC-03 – Testing Rooms H.V.A.C. Modification (Pages 4c – 4e)
- 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): None
- 2) Approval of Personnel Consent Calendar
- 3) Consideration of Items Extracted from Personnel Consent Calendar

H. Reports and Recommendations from Budget and Finance Committee – Mr. Miller, Mr. Knapper

- 1) Proposal for Energy Audit Service

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

- 1) Consider Resignation of Board Member
 - a) Mr. Dennis W. Miller, Jr. – District Two (Page 5)
- 2) Declare Vacancy on WCCA Board of Governors
- 3) Appoint ad hoc Committee to Make Recommendation to Fill District Two Vacancy

J. Reduction-In-Force – Dr. Holcomb

- 1) Authorization to Review WNCC Programs and Appoint an Advisory Committee

K. Monitoring Reports

- 1) Update, Strategic Planning – Dr. Holcomb, Mr. Gaalswyk, Mr. Alkire (Page 6)

- a) Mission Statement

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

- 3) Nebraska Educational Telecommunications Commission – Mr. Miller

- 4) Nebraska Community College Association – Board Members

- a) Annual Meeting/Legislative Seminar

- 1) October 5, 2010

- 2) Western Nebraska Community College - Scottsbluff

- b) Board of Directors Meeting – Mr. Daniels

(Pages 7- 7c)

- 1) October 6, 2010

- 2) Western Nebraska Community College – Scottsbluff

- 5) Association of Community College Trustees – Ms. Wisniewski

- a) Consider Accepting the College Completion Challenge

(Pages 8 – 8c)

- b) Letter of Nomination Supporting Dr. Perkins' Appointment to an ACCT Committee

(Pages 8d – 8e)

L. Board Member Comments

M. President's Comments

N. Upcoming Meetings

- 1) Association of Community College Trustees

- a) 2011 National Legislative Seminar

- 1) February 13 – 16, 2011

- 2) Washington, DC

WCCA Board of Governors
Page 4
Agenda - October 20, 2010

O. Next Regular Meeting: Wednesday, November 17, 2010, 1:00 p.m., Boardroom, Western
Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

P. 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 1:00 p.m., on Wednesday, October 20, 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, October 16, 2010, with the following members present: Jacqueline M. Cervantes-Guzman, Timothy H. Daniels, L. Paul Leseberg, Jack L. Nelson, Jecca R. Ostrander, Darrell E. Roberts, Richard G. Stickney, Jane Wisniewski, Chairperson. Absent: Merlyn L. Gramberg, Dennis W. Miller, Jr., M. Thomas Perkins. Student Representatives present: Pete Kreider, Sidney Campus. Faculty Representatives present: Guy Wylie, Scottsbluff Campus; Von Schlaman, Sidney Campus. College staff present: Todd R. Holcomb, William D. Knapper, Susan L. Verbeck, Terry B. Gaalswyk, David E. Groshans, Kathryn J. Shirley, Paul G. Jacobsen, John D. Corum, Garry R. Alkire, Carla M. Stein. College Attorney present: Richard A. Douglas. A current agenda was available in the College President's office and the Board Secretary's office 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, Luke Stobel, UNL graduate student.

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 stated she wanted to announce that this is the last Board meeting for Dr. Kathy Shirley. She continued by thanking Dr. Shirley for her work at WNCC. Ms. Wisniewski emphasized the fact that Dr. Shirley's time at the College has not been easy; she took on a very challenging job and exceeded expectations for the future of academies at WNCC. Her leadership and vision for the academies, especially Cabelas and RWMC, has been

BOARD CHAIRPERSON
COMMENTS
Cont

outstanding. Ms. Wisniewski remarked that she wanted to thank Dr. Shirley for the five years she gave WNCC and recognize her numerous contributions. The College was very lucky to have her as an employee and will continue to reap the benefits of her work. Dr. Shirley was applauded by participants of meeting.

Ms. Wisniewski reported that Dr. Perkins and Dr. Gramberg are in Toronto to attend the ACCT Annual Leadership Congress. Mr. Miller is busy with harvest.

Ms. Wisniewski introduced Susan Verbeck. She explained that Ms. Verbeck is filling the role of recording secretary while Ms. Richards attends the ACCT Annual Leadership Congress in Toronto. Ms. Richards is the recipient of the regional ACCT award for the Western area. Recipients of regional awards will be recognized at the ACCT Annual Leadership Congress. Ms. Richards is also eligible for the national ACCT award. Recipients of the national award will be announced at the ACCT Annual Leadership Congress. Ms. Wisniewski stated that this is quite an honor for Ms. Richards and WNCC.

CONSENT CALENDAR
Review Contents

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

- 1) Agenda, October 20, 2010
- 2) Excuse Absent Board Member(s): Merlyn L. Gramberg, Dennis W. Miller, Jr., M. Thomas Perkins.
- 3) Minutes
 - a) Regular Meeting, September 15, 2010
- 4) Claims
 - a) WCCA Unrestricted Fund - \$3,715,627.47
 - b) WCCA Restricted Fund - \$31,265.22
 - c) WCCA Federal Fund - \$5,904.55
 - d) WCCA Agency Fund - \$16,080.55
 - e) WCCA Loan Fund \$-0-
 - f) WCCA Plant Fund - \$160,249.86
 - g) WCCA Auxiliary Fund - \$317,007.60
- 5) City Planning Commission Reports – Attachment A
- 6) Reports and Proposals
 - a) From the Students
 - b) From the Faculty – Attachment B – B1
 - c) From the Administration – Attachment C
 - d) From the Board

CONSENT CALENDAR Review Contents Cont	Ms. Wisniewski inquired if there were any item(s) on the Consent Calendar which any Board member wished to have removed for separate consideration. No items were extracted.
CONSENT CALENDAR Approval	Mr. Stickney moved the Consent Calendar be approved as submitted. Seconded by Mr. Daniels. The vote was, Yes: Daniels, Leseberg, Nelson, Ostrander, Roberts, Stickney, Wisniewski. No: None. Absent: Cervantes-Guzman, Gramberg, Miller, Perkins. 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 bid(s): <ol style="list-style-type: none">1) Bid #11-FAC-02, Receiving Room Addition, Attachment D2) Bid #11-FAC-03, Testing Room HVAC Modification at HATC – Attachment E
BID CONSENT CALENDAR Approval	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. No items were extracted. Mr. Roberts moved to approve the Bid Consent Calendar as presented. Seconded by Mr. Daniels. The vote was, Yes: Daniels, Leseberg, Nelson, Ostrander, Roberts, Stickney, Wisniewski. No: None. Absent: Cervantes-Guzman, Gramberg, Leseberg, Nelson, Ostrander, Roberts, Stickney, Wisniewski. Motion carried.
BID CONSENT CALENDAR Consider Items Extracted	There were no items extracted from the Bid Consent Calendar
BOARD MEMBER ARRIVES	Ms. Cervantes-Guzman joined the meeting at 1:13 p.m.
PERSONNEL CONSENT CALENDAR Review Contents	Ms. Wisniewski reviewed the contents of the Personnel Consent Calendar. There were no resignations or appointments.
REPORTS/RECOM- MENDATIONS FROM BUDGET AND FINANCE COMMITTEE – Proposal for Energy Audit Services	Ms. Wisniewski asked Mr. Knapper to share an overview of the proposal from BES-TECH, Inc. Mr. Knapper stated that Building Energy Solutions and Technology (BES-TECH, Inc.) is in the business of helping building owners and facility managers maximize their HVAC system reliability, improve

REPORTS/RECOM-
MENDATIONS FROM
BUDGET AND FINANCE
COMMITTEE – Proposal for
Energy Audit Services
Cont

indoor air quality and minimize energy costs by implementing innovative technologies. The company also encourages ecologically sound and socially responsible energy consumption. Mr. Knapper gave a general explanation of the scope of services provided and stated that this is an excellent opportunity for WNCC. He reported the total service cost is \$25,000.00.

Ms. Wisniewski inquired whether there were questions or additional comments. Mr. Daniels stated that energy savings will be very beneficial to WNCC. Mr. Roberts shared he knows of a sister college that decided not to use this proposal, which means additional grant funds. Mr. Leseberg remarked that this is a good opportunity and the College should take advantage of looking out for the future of energy.

Mr. Daniels moved to accept the recommendation of the Budget and Finance Committee to approve the proposal submitted by BES-Tech, Inc. in the amount of \$25,000.00. Seconded by Mr. Leseberg. The vote was, Yes: Cervantes-Guzman, Daniels, Leseberg, Nelson, Ostrander, Roberts, Stickney, Wisniewski. No: None. Absent: Gramberg, Miller, Perkins. Motion carried.

WESTERN NEBRASKA
COMMUNITY AREA
BOARD OF GOVERNORS
Approval of Resignation
of Board member

Ms. Wisniewski explained that due to Mr. Miller's already busy schedule and the need to devote more time to his farm and other business ventures, in addition to his recent appointment as chair of the Garden County Health Services Board, Mr. Miller has decided to resign from the WCCA Board of Governors, effective December 31, 2010. Ms. Wisniewski commented that Mr. Miller will be greatly missed and it is with regret that she asked for a motion to approve his resignation and declare a vacancy on the WCCA Board of Governors.

Mr. Nelson moved to accept Mr. Miller's resignation, effective December 31, 2010, and to declare a vacancy on the WCCA Board of Governors. Seconded by Ms. Cervantes-Guzman. The vote was, Yes: Cervantes-Guzman, Daniels, Leseberg, Nelson, Ostrander, Roberts, Stickney, Wisniewski. No: None. Absent: Gramberg, Miller, Perkins. Motion carried.

Appoint ad hoc
Committee to Fill District
Two Vacancy

Ms. Wisniewski explained that the next step in filling the vacancy left by Mr. Miller's resignation is to form an ad hoc committee for the purpose of recommending a candidate to the Board for selection to fill the vacancy.

WESTERN NEBRASKA
COMMUNITY AREA
BOARD OF GOVERNORS
Appoint ad hoc
Committee to Fill District
Two Vacancy
Cont

Along with Ms. Wisniewski, Mr. Nelson and Mr. Stickney will serve on the committee. Board Secretary, Coral Richards will post ads in area papers, regarding the vacancy. Ms. Wisniewski mentioned that if anyone knows of someone who might be interested in filling the position, please forward names to Coral Richards or Board members. She stated that because two years of Mr. Miller's term remain, the person appointed will serve the remaining time, and then could choose to run for re-election.

REDUCTION- IN- FORCE
Authorization to Appoint
Advisory Committee to
Review WNCC Programs
and Consider Reduction-
in-Force

Dr. Holcomb stated that the College is required to review all programs offered by the College each year for program viability. Dr. Holcomb requested authorization to appoint an advisory committee to review programs and to consider reduction-in-force, if necessary. Dr. Holcomb will report committee recommendations to the Board.

REDUCTION-IN-FORCE
Approval

Mr. Stickney moved the Board authorize Dr. Holcomb to review all programs offered by WNCC. He further moved the Board authorize Dr. Holcomb to appoint an advisory committee to study possible reduction-in-force. Seconded by Ms. Ostrander. The vote was, Yes: Cervantes-Guzman, Daniels, Leseberg, Nelson, Ostrander, Roberts, Stickney, Wisniewski. No: None. Absent: Gramberg, Miller, Perkins. Motion carried.

MONITORING REPORTS
Strategic Planning

Mr. Gaalswyk and Mr. Alkire shared information in regard to strategic planning efforts at the College. Mr. Gaalswyk reported that on September 17 and 18, members of the WCCA Board of Governors, executive team, faculty, and business and community partners from the WNCC service area gathered to develop a Strategic Plan to guide the institution for the next three years. Drs. Larry Dlugosh and Don Uerling, professors at the University of Nebraska and experts in this field, facilitated the planning session.

Mr. Alkire reported that as a result of the exercises at the strategic planning session, six goals were identified and eventually narrowed to four. An Action Team, consisting of members of the Strategic Planning Committee, faculty, and executive staff was designed for each of the four goals.

Goal one is directed toward creating a more efficient system for transitioning students from high school to college and creates a concurrent enrollment plan that enables students to complete an associate's degree after one year of full-time college enrollment.

