

WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS

PROPOSED AGENDA

REGULAR MEETING

November 17, 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

1) 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

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, October 20, 2010

(Pages 1 – 10)

d) Claims

1) WCCA Unrestricted Fund - \$1,953,812.95

(Pages 1 – 20)

2) WCCA Restricted Fund - \$45,655.07

(Pages 20 – 21)

3) WCCA Federal Fund - \$1,611.45

(Page 21)

4) WCCA Agency Fund - \$17,038.14

(Pages 21 - 23)

5) WCCA Loan Fund - \$ -0-

6) WCCA Plant Fund - \$587,417.69

(Page 23)

7) WCCA Auxiliary Fund - \$91,909.22

(Pages 23 - 27)

e) City Planning Commission Reports

(Attachment)

f) Reports and Proposals

1) From the Students

2) From the Faculty

3) From the Administration

4) From the Board

(Pages 2 – 2a)

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. Judith M. Smith, Independent Learning & Assessment Center Director (Pages 3 – 3a)
 - 2) Dr. Kathryn J. Shirley, Vice President of Outreach Education (Pages 3b – 3c)
 - b) Appointment(s):
 - 1) Mr. Jason Stratman, Dean of Workforce Development (Pages 3d – 3i)
- 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) Authorize the Secretary to Execute Bank Account Resolutions (Pages 4 – 4b)
- 2) Consider Suspension of Board Policy #845.0100.05 – Selection and Hiring the College President
- 3) Appointment to Subcommittee for Confirmation of College President

I. Monitoring Reports

- 1) Presentation: NPPD Scholarship – Ms. Melody Baily

I. Monitoring Reports – Cont

- 2) Update, Development of Funding Formula – Mr. Douglas, Dr. Holcomb
 - a) Resolution – Re: Allocation of State Aid Dollars (Pages 5 – 5a)
- 3) Nebraska Coordinating Commission for Postsecondary Education - Mr. Daniels, Mr. Gaalswyk, Ms. Barkeloo
 - a) Program Review
 - 1) Powerline Construction & Maintenance Technology (Pages 6 – 6c)
- 4) Resolution – Re: Nebraska Community College Insurance Trust – Mr. Knapper (Page 7)
- 5) Nebraska Educational Telecommunications Commission – Mr. Miller (Handout)
- 6) Nebraska Community College Association – Dr. Gramberg, Dr. Perkins
 - a) Approval of 2011 NCCA Dues (Pages 8 – 8a)
 - b) Resolution Regarding the Dues Structure, Number of Directors, and Voting Requirements for the NCCA (Pages 8b – 8c)
- 7) Association of Community College Trustees - Dr. Gramberg, Dr. Perkins
 - a) 2010 Annual Leadership Congress
 - 1) October 20-23, 2010, Toronto Canada
 - b) Consider Accepting the College Completion Challenge (Pages 9 - 9c)

J. Board Member Comments

K. President's Comments

L. Upcoming Meetings

- 1) Association of Community College Trustees
 - a) 2011 National Legislative Seminar
 - 1) February 13 – 16, 2011
 - 2) Washington, DC

L. Upcoming Meetings–Cont

- 2) Nebraska Community College Association
 - a) Special Meeting–Re: Legislative Bill Review
 - 1) January 24, 2011
 - 2) Lincoln, NE
 - b) Regular Meetings
 - 1) First Quarter Meeting
 - A) March 7, 2011
 - B) Southeast Community College–Beatrice Campus
 - 2) Second Quarter Meeting
 - A) May 2, 2011
 - B) Central Community College–Hastings Campus
 - 3) Third Quarter Meeting
 - A) August 8, 2011
 - B) Metropolitan Community College
 - 4) Annual Meeting/Legislative Seminar
 - A) November 1 & 2, 2011
 - B) Central Community College–Grand Island Campus

M. Next Regular Meeting: Wednesday, December 15, 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 1:04 p.m., on Wednesday, November 17, 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, November 13, 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, Richard G. Stickney, Jane Wisniewski, Chairperson. Absent: Darrell E. Roberts. 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, Garry R. Alkire, Judith L. Amoo, Paul G. Jacobsen, Dayle L. Wallien, Carla Stein, John D. Corum, Paula J. Abbott. 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; Melody Bailly, NPPD Customer Services Leader, Scottsbluff; Alexander Pavlista, WCCA Board Member Elect, District Five, 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 welcomed Dr. Pavlista, District Five Board Member Elect, and remarked that she was looking forward to working with him in the governance the College.

Ms. Wisniewski thanked the Food Service staff members for the wonderful holiday meal served for lunch today. She

BOARD CHAIRPERSON
COMMENTS
Cont

complimented them for their excellent meals and service throughout the year.

Ms. Wisniewski called attention to the refreshment table where Ms. Richards' ACCT Awards are on display. Ms. Wisniewski announced that in addition to being chosen to receive the 2010 ACCT Western Region Professional Board Staff Award, Ms. Richards was selected as the recipient of the national 2010 ACCT Association Professional Board Staff Award. Congratulations were extended to Ms. Richards.

CONSENT CALENDAR
Review Contents

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

- 1) Agenda, November 17, 2010
- 2) Excuse Absent Board Members – Roberts
- 3) Minutes
 - a) Regular Meeting, October 20, 2010
- 4) Claims
 - a) WCCA Unrestricted Fund - \$1,953,812.95
 - b) WCCA Restricted Fund - \$45,655.07
 - c) WCCA Federal Fund - \$1,611.45
 - d) WCCA Agency Fund - \$17,038.14
 - e) WCCA Loan Fund - \$-0-
 - f) WCCA Plant Fund - \$587,417.69
 - g) WCCA Auxiliary Fund - \$91,909.22
- 5) City Planning Commission Reports – Attachment A
- 6) Report and Proposals
 - a) From the Students
 - b) From the Faculty – Attachment B – B-1
 - 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. There were none.

CONSENT CALENDAR
Approval

Mr. Miller moved the Consent Calendar be approved as presented. Seconded by Mr. Leseberg. The vote was, Yes: Cervantes-Guzman, Daniels, Gramberg, Leseberg, Miller, Nelson, Ostrander, Perkins, Stickney, Wisniewski. No: None. Absent: Roberts. 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. Judith M. Smith, Independent Learning & Assessment Center Director, effective December 31, 2010.

b) Dr. Kathryn J. Shirley, Vice President of Outreach Education, effective December 24, 2010.

2) Appointment(s):

a) Mr. Jason Stratman, Dean of Workforce Development effective January 3, 2011, through June 30, 2011, salary to be prorated from an annual salary of \$71,500.00.

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. Stickney moved the Personnel Consent Calendar be approved as submitted. Seconded by Ms. Ostrander. The vote was, Yes: Daniels, Gramberg, Leseberg, Miller, Nelson, Ostrander, Perkins, Stickney, Cervantes-Guzman, Wisniewski. No: None. Absent: Roberts. 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
Authorize Secretary to
Execute Bank Resolutions

Ms. Wisniewski referred Board members to the mailed packet which contains a list of bank accounts which need the authorized signatures updated. She reported that Mr. William D. Knapper, Dean of Administrative Services and Ms. Patricia Siegfried, Assistant Accounting Services Director, should be authorized signatures on these accounts. Ms. Wisniewski called for a motion to authorize Ms. Richards to execute the appropriate resolutions for the listed accounts.

Mr. Daniels moved the Board authorize the Secretary, to execute the appropriate resolution for the following depositories, accounts and authorized signatures:

WESTERN COMMUNITY
COLLEGE AREA BOARD
OF GOVERNORS
Authorize Secretary to
Execute Bank Resolutions
Cont

Bank of the West – Alliance, Alliance, NE, Western Nebr. Community College, Account #944-002187: William D. Knapper, Patricia Siegfried.

Security First Bank, Sidney, NE, Western NE Community College, Account #10140178: William D. Knapper, Patricia A. Siegfried.

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

Suspension of Board
Policy #845.0100.05 –
Selection and Hiring the
College President

Ms. Wisniewski commented that last June when the Board named Dr. Holcomb as Interim College President, there was a slight deviation from past practice that would allow Dr. Holcomb, after serving in the Interim position, to be considered for the regular appointment. She reported the Executive Council has met with Dr. Holcomb to complete a three month performance review. Ms. Wisniewski reported the Executive Council is recommending the Board move forward with the confirmation of Dr. Holcomb to the regular appointment as College President.

In order to accomplish the confirmation, it will be necessary to suspend Board Policy #845.0100.05 - Selection and Hiring the College President, as it pertains to the confirmation of Dr. Holcomb as College President. Ms. Wisniewski remarked even though the policy is suspended, it is crucial that all constituents have a voice in the confirmation process. The process will include gathering of information, opinion, and perspective from the various sectors of the College community.

Mr. Nelson moved, pursuant to Board Policy #830.1600.79, Policy Revision and Suspension, the Board temporarily suspend Board Policy #845.0100.05 – Selection and Hiring the College President, as it pertains to the confirmation of Dr. Holcomb as College President. Seconded by Ms. Cervantes-Guzman. The vote was, Yes: Leseberg, Miller, Nelson, Ostrander, Perkins, Stickney, Cervantes-Guzman, Daniels, Gramberg, Wisniewski. No: None. Absent: Roberts. Motion carried.

Appointment to
Subcommittee for
Confirmation of
College President

Ms. Wisniewski remarked that the selection of a College President is one of the most important tasks of the Board; therefore, to ensure all constituents have a voice and to ensure a timely completion of the confirmation process,

WESTERN COMMUNITY
COLLEGE AREA BOARD
OF GOVERNORS
Appointment to
Subcommittee for
Confirmation of
College President
Cont

Ms. Wisniewski asked and charged each Board member to participate.

Ms. Wisniewski appointed all elected Board members and the two ex-officio Faculty Representatives to the Board to serve on the Confirmation Committee. She asked the Board members to talk with various sectors of their respective districts to get input regarding their expectations of a college president and specifically Dr. Holcomb. She asked the Faculty Representatives to talk with individuals on their respective campus to gather input from students, faculty, and staff within the College.

Ms. Wisniewski reported that Mr. Groshans will serve as the facilitator for this confirmation process. He will provide Board members with a narrative describing the process to be followed and also a list of individuals from the community that know or may have had contact with Dr. Holcomb. This information will be sent to the Board prior to Thanksgiving.

Ms. Wisniewski reported the gathering of information should be completed by December 15, 2010, which is the date for the Regular December Board meeting. On that date, the Board will meet in an Executive Session to review the information that has been gathered. In response to a question from the Board, Ms. Wisniewski reported the regular appointment of Dr. Holcomb as College President will possibly occur during the Regular December meeting.

Ms. Wisniewski reported later in the meeting Dr. Perkins will request the Board hold an Informal meeting on December 15, 2010, for the purpose of a Work Session. She remarked further the review of information during an Executive Session may necessitate a Special meeting. She commented there is a possibility the starting time for the Regular meeting may have to be adjusted.

Ms. Wisniewski reiterated the importance of allowing the constituency, both internal and external of the College, to have a voice in and to feel they have been part of the process in the appointment of a College President. It is also important for the individual appointed to the position of College President to have the support of the Board, the faculty, staff, students, and constituency.

Ms. Wisniewski thanked Mr. Groshans for serving as the facilitator of the confirmation process.

