

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, May 19, 2010
      - 2) Special Meeting, June 3, 2010
    - d) Claims
      - 1) WCCA Unrestricted Fund - \$2,025,015.08
      - 2) WCCA Restricted Fund - \$42,773.18
      - 3) WCCA Federal Fund - \$9,566.40
      - 4) WCCA Agency Fund - \$24,641.12
      - 5) WCCA Loan Fund - \$ -0-
      - 6) WCCA Plant Fund - \$32,067.48
      - 7) WCCA Auxiliary Fund - \$40,646.38
    - 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

June 16, 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 27<sup>th</sup> Street  
Scottsbluff, Nebraska

(Pages 1 – 1x)  
(Pages 1y – 1cc)

(Pages 1 – 12)  
(Pages 12 – 14)  
(Page 14)  
(Pages 14 – 15)

(Page 15)  
(Pages 15 – 18)  
(Attachment)

(Page 2)

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) #10-VEH-16 - Compact SUV Ford Escape or Equal (Pages 3 - 3g)
  - b) #10-VEH-17 - New Four-Door Sedan (Pages 3h - 3j)
  - c) Sole Source - Medical Mannequin/Simulator (Handout)
- 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. Angela Wilson, Nursing Instructor (Pages 4 - 4a)
  - b) Appointment(s):
    - 1) Ms. Jennifer L. Pedersen, English Instructor (Pages 4b - 4f)
    - 2) Mr. Manuel Alvarez, Jr., Mathematics Instructor (Pages 4g - 4i)
- 2) Approval of Personnel Consent Calendar
- 3) Consideration of Items Extracted from Personnel Consent Calendar

H. Ratification of Memorandum of Understanding for Sharing of Student Data - Mr. Douglas (Handout)

I. Reports/Recommendations from Executive Council - Ms. Wisniewski

- 1) Special Meeting, WCCA Board of Governors
  - a) June 29, 2010
  - b) 1:00 p.m.
  - c) Strategic Planning Session with Dr. Larry Dlugosh, Facilitator

J. Monitoring Reports

- 1) 2009 – 2010 Athletic Department Overview – Mr. Ryan Burgner (Page 5 and Enclosure)
- 2) Update, Development of Funding Formula – Mr. Douglas
- 3) Nebraska Educational Telecommunications Commission – Mr. Miller
- 4) Nebraska Community College Association – Dr. Gramberg, Dr. Perkins, Mr. Daniels
  - a) Second Quarter Meeting
    - 1) May 24, 2010
    - 2) Northeast Community College
- 5) Association of Community College Trustees – Dr. Perkins

K. Western Nebraska Community College Facilities – Mr. Knapper

- 1) Scottsbluff Campus Front Entrance
  - a) Construction Update

L. Consider the Presidential Search Process

M. Executive Session

- 1) Consider Appointment of Interim College President

N. Appointment of Interim College President

O. Board Member Comments

P. President's Comments

Q. 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) July 21, 2010, 10:00 a.m. – Designated Fund, Restricted Fund
        - B) August 18, 2010, 11:00 a.m. – Capital Construction Fund
        - C) 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) Regular Meetings
      - 1) Third Quarter Meeting
        - A) August 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

R. Next Regular Meeting: Wednesday, July 21, 2010, 1:00 p.m., Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27<sup>th</sup> Street, Scottsbluff, Nebraska.

S. 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, June 16, 2010, in the Boardroom, Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27<sup>th</sup> 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, June 12, 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, Darrell E. Roberts, Richard G. Stickney, Jane Wisniewski, Chairperson. Absent: M. Thomas Perkins. Student Representatives present: None. Faculty Representatives present: Guy Wylie, Scottsbluff Campus. College staff present: Eileen E. Ely, William D. Knapper, Coral E. Richards, David E. Groshans, Terry B. Gaalswyk, Todd R. Holcomb, Kathryn J. Shirley, Paul G. Jacobsen, Carla Stein, Ryan Burgner, Scott Winters. College Attorney present: Richard A. Douglas. 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.

QUORUM

Ms. Wisniewski declared a quorum was present for the transaction of business.

VISITORS

Visitors were: Maunette Loeks, Kevin Mooney, 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 reported Dr. Perkins notified the Secretary that he would be unable to attend the meeting today because of Personal Business. Ms. Wisniewski reported Mr. Leseberg notified the Secretary he would be late in arriving for the meeting.

Ms. Wisniewski acknowledged receipt of a thank you from Ms. Rebecca Bell, recipient of the Board of Governors Award.

CONSENT CALENDAR  
Review Contents

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

- 1) Agenda, June 16, 2010
- 2) Excuse Absent Board Member – Perkins
- 3) Minutes
  - a) Regular Meeting, May 21, 2010
  - b) Special Meeting, June 3, 2010
- 4) Claims
  - a) WCCA Unrestricted Fund -\$2,025,015.08
  - b) WCCA Restricted Fund - \$42,773.18
  - c) WCCA Federal Fund - \$9,566.40
  - d) WCCA Agency Fund - \$24,641.12
  - e) WCCA Loan Fund - \$ -0-
  - f) WCCA Plant Fund - \$32,067.48
  - g) WCCA Auxiliary Fund - \$40,646.38
- 5) City Planning Commission Reports – Attachment A
- 6) Reports and Proposals
  - a) From the Students – Attachment B
  - 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. There were none.

CONSENT CALENDAR  
Approval

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

- 1) #10-VEH-16 – Compact SUV Ford Escape or Equal – Attachment C
- 2) #10-VEH-17 – New Four-Door Sedan
- c) Sole Source – Medical Mannequin/Simulator

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.

BID CONSENT CALENDAR Review Contents Cont Mr. Miller requested Item F-1(b) - Bid #10-VEH-17, and Item #F-1(c) – Sole Source Vender be removed for separate consideration.

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

BID CONSENT CALENDAR Consider Items Extracted Mr. Miller reported he requested item F-1(b) – Bid #10-VEH-17 – New Four Door Sedan be extracted to allow the Bid to approve the low bid meeting specifications.

Mr. Miller reported the Budget and Finance Committee met earlier today to consider bids received on June 16, 2010. He reported bids were received from the following firms:

Cover-Jones Motor Company, Alliance, NE	
2011 Ford Fusion	\$18,612.00
Fremont Motors Scottsbluff, NE	
2011 Ford Fusion	\$18,923.55
Eagle Chevrolet, Chadron, NE	
2010 Chevrolet Malibu	\$19,477.00
Team Chevrolet, Scottsbluff, NE	
2010 Chevrolet Impala LS	\$19,960.00
Fremont Motors, Scottsbluff, NE	
2011 Ford Taurus FWD SE	\$20,411.25
Cover-Jones Motor Company, Alliance, NE	
2011 Ford Taurus SE	\$20,963.00
Masid Chevrolet Company, Morrill, Ne	
2010 Chevrolet Impala LS	\$22,995.00

Mr. Miller reported the bid specifications requested an Intermediate 4-door sedan, Ford Taurus or Chevrolet Impala. Mr. Miller reported the low bid meeting specifications was submitted by Team Chevrolet, Scottsbluff, NE, for a 2010 Chevrolet Impala LS, in the amount of \$19,960.00; therefore, the Finance Committee is recommending acceptance of this bid.

Mr. Miller moved the Board accept the recommendation of the Budget and Finance Committee to approve the low bid meeting specifications for a 2010 Chevrolet Impala LS, submitted by Team Chevrolet, Scottsbluff, NE, in the amount of \$19,960.00. Seconded by Mr. Roberts. The vote was, Yes: Gramberg, Miller, Nelson, Ostrander, Roberts, Stickney, Cervantes-Guzman, Daniels, Wisniewski.

BID CONSENT CALENDAR  
Consider Items Extracted  
Cont

No: None. Absent: Leseberg, Perkins. Motion carried.

Mr. Miller reported the Budget and Finance Committee reviewed a sole source bid from Laerdal Medical Corporation for a SimMan 3G Complete with Monitor and installation in the amount of \$67,145.00. The SimMan3G is a mannequin/simulator with computer programming for different types of medical training. It will be used by the Allied Health and Health Occupations departments, and will be purchased with 2009-2010 Perkins Grant funds.

Mr. Miller reported the Finance Committee also reviewed a quote from Laerdal in the amount of \$11,995.00 for a SinMan 3G ValuePlus Platinum two year warranty and applicable upgrades. The funds for the warranty/upgrades would also be taken from Perkins Grant funds in the 2010 – 2011 Fiscal Year. Mr. Miller reported the Finance Committee is recommending the Board accept the bid from Laerdal Medical Corporation for a SimMan 3G mannequin/simulator with computer program in the amount of \$67,145.00 from Fiscal Year 2010 Perkins Grant funds. The Budget and Finance Committee is further recommending the Board accept the bid for a SinMan 3G ValuePlus Platinum two year warranty and applicable upgrades in the amount of \$11,995.00 from Fiscal Year 2011 Perkins Grant funds.

Mr. Miller moved the Board approve the recommendation of the Budget and Finance Committee to approve the sole source bid from Laerdal Medical Corporation in the amount of \$67,145.00 for a SimMan 3G mannequin/simulator complete with monitor and installation. He further moved payment be made from Fiscal Year 2010 Perkins Grant Funds. Mr. Miller moved further the Board approve the bid of \$11,995.00 from Laerdal Medical Corporation for a SinMan 3G ValuePlus Platinum two year warranty/upgrades with payment to be from Fiscal Year 2011 Perkins Grant funds. Seconded by Mr. Daniels. The vote was, Yes: Miller, Nelson, Ostrander, Roberts, Stickney, Cervantes-Guzman, Daniels, Gramberg, Wisniewski. No: None. Absent: Leseberg, Perkins. Motion carried.

PERSONNEL CONSENT  
CALENDAR  
Review Contents

Ms. Wisniewski reviewed the contents of the Personnel Consent Calendar which contain the following resignation(s) and appointment(s):



PERSONNEL CONSENT  
CALENDAR  
Review Contents  
Cont

- 1) Resignation(s):
  - a) Ms. Angela Wilson, Nursing Instructor, effective May 18, 2010.
- 2) Appointment(s):
  - a) Ms. Jennifer L. Pedersen, English Instructor, August 13, 2010, through May 17, 2011, salary to be determined in accordance with the provisions of the WCCA Negotiated Agreement.
  - b) Mr. Manuel Alvarez, Jr., Mathematic Instructor, August 13, 2010, through May 17, 2011, salary to be determined in accordance with the provisions of the WCCA Negotiated Agreement.

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

PERSONNEL CONSENT  
CALENDAR  
Consider Items Extracted

There were no items extracted from the Personnel Consent Calendar.

RATIFICATION OF  
MEMORANDUM OF  
UNDERSTANDING FOR  
SHARING STUDENT DATA

Mr. Douglas reported at the June 9, 2010, meeting of the Council of Chief Executive Officers, which he attended on behalf of the College, a "Memorandum of Understanding for Sharing of Student Data between the Nebraska Department of Education, the University of Nebraska, the Nebraska State Colleges, and the Nebraska Community Colleges" was presented. The signature page which had originally been prepared for the community college Board Chairpersons to sign was changed to allow the College Presidents' signature. Mr. Douglas reported he contacted Dr. Ely who authorized him to sign the Memorandum of Understanding.

Mr. Douglas reported the Memorandum of Understanding is consistent with the Family Education Rights and Privacy Act, and the U.S. Department of Education regulations and applicable guidelines. The Memorandum of Understanding allows the participating organizations to share certain student data under specified stipulations. The Memorandum of Understanding is entered into pursuant to LB 1071 which

RATIFICATION OF  
MEMORANDUM OF  
UNDERSTANDING FOR  
SHARING STUDENT DATA  
Cont

was passed by the 101<sup>st</sup> Legislature and signed into law by the Governor.

Mr. Douglas requested the Board ratify his signature on the Memorandum of Understanding.

Dr. Gramberg moved the Board ratify Mr. Douglas' signature on the "Memorandum of Understanding for Sharing of Student Data between the Nebraska Department of Education, the University of Nebraska, the Nebraska State Colleges, and the Nebraska Community Colleges." Seconded by Mr. Nelson. The vote was, Yes: Ostrander, Roberts, Stickney, Cervantes-Guzman, Daniels, Gramberg, Miller, Nelson, Wisniewski. No: None. Absent: Leseberg, Perkins. Motion carried.

REPORTS/RECOM-  
MENDATIONS FROM  
EXECUTIVE COUNCIL  
Special Meeting,  
WCCA Board of  
Governors

Ms. Wisniewski reported that Dr. Dlugosh who will serve as the facilitator for Strategic Planning provided Ms. Richards with dates that he would be available to meet with the Board for a pre-planning session. She, in turn, has contacted Board members to determine the best date for a Special meeting. Ms. Wisniewski reported that Tuesday, June 29, 2010, at 1:00 p.m. is the proposed date for a Special meeting of the Board of Governors.

Mr. Nelson moved the Board of Governors hold a Special meeting on Tuesday, June 29, 2010, at 1:00 p.m., in the Boardroom on the Scottsbluff Campus. He further moved the purpose of the Special meeting be a Strategic Planning Session with Dr. Larry Dlugosh as the facilitator. Seconded by Mr. Miller. The vote was, Yes: Roberts, Stickney, Cervantes-Guzman, Daniels, Gramberg, Miller, Nelson, Ostrander, Wisniewski. No: None. Absent: Leseberg, Perkins. Motion carried.

MONITORING REPORTS  
2009 – 2010 Athletic  
Department  
Overview

Ms. Wisniewski welcomed Mr. Ryan Burgner, newly appointed Interim Athletic Director.

Mr. Burgner referred Board members to the 2009 – 2010 Athletic Department Overview which was enclosed with the mailed packet of information.

Mr. Burgner reported the Overall Grade Point Average of student athletes for 2009-2010 is 2.57. He reported the Athletic Department made changes to increase the grade point average of student athletes. Those changes included non-renewal of an athletic scholarship if a student athlete is placed on academic suspension. A study hall was

MONITORING REPORTS  
2009 – 2010 Athletic  
Department  
Overview  
Cont

implemented for all sports. A student athlete's scholarship will not cover the cost of classes re-taken as a result of failure. He reported additional changes will be made in 2010 – 2011 to sporting teams. A mandatory study hall of a minimum of two nights per week for every sport will be implemented. Student athletes who drop below academic standards will have reduced playing time. A plan of action will be established to prevent out-of-season athletes from dropping below the College's academic standard. Mr. Burgner reported student athletes graduate at a 37 percent higher rate than traditional and non-traditional students. Graduation rates are based on two years of attendance, whereas graduation rates are based on three years for traditional and non-traditional students.

Mr. Burgner reported there were 138 student athletes at the College in 2009-2010 compared to 147 student athletes the previous year. Over the last three years an average of sixteen percent of the student athletes were from Nebraska. He commented it is the goal of the Athletic Department to recruit the best student athletes possible, first from the area, then regionally, and finally from the surrounding areas.

Mr. Burgner reported that during the 2009-2010 Year, student athletes participated in twenty successful community service projects totaling more than 1300 hours. It is a goal of the Athletic Department to give back to the community and to continually increase community service projects.

Mr. Burgner reported the College Athletic Program is rated in the top three in the region and in the top ten in the nation. Two coaches received Regional Coach of the Year Awards. The Volleyball and Softball teams were Region IX Champions. The Volleyball team placed third in the National tournament. The College's facilities and other athletic accomplishments are ranked in the top three of regional schools.

Mr. Burgner reported the Athletic Department required all participating student athletes to sign a waiver for random drug training. He reported 78 drug tests were administered with five positive results. The College used a newer form of saliva testing which has a 95 percent accuracy rate. The test requires the student athlete to gather saliva on a sponge. This form of drug testing appeared to be successful. Mr. Burgner commented that the use of random drug testing seemingly has reduced the number of student

