

BOARD OF GOVERNORS MEETING

Thursday, March 11, 2021

ORDER OF BUSINESS:

11:30 a.m.-12:55 p.m.	Governance Committee Meeting, Zoom
12:55-1:20 p.m.	Finance Committee Meeting, Zoom
1:20-1:30 p.m.	BREAK
1:30-2:00 p.m.	External Relations Committee Meeting, Zoom
2:00-2:30 p.m.	Student Success Committee Meeting, Zoom
2:30-2:50 p.m.	Facilities Committee Meeting, Zoom
2:50-3:00 p.m.	BREAK
3:00 p.m.	Regular Meeting, Zoom

The Board of Governors hereby reserves the right to go into executive/closed session pursuant to
Neb. Rev. Stat. §84-1410 of the Nebraska Open Meetings Act.

PLEDGE of ALLEGIANCE

AGENDA
(Regular Meeting)

ACTION

A. <u>ROLL CALL</u>	Chairperson
B. <u>CALL REGULAR MEETING TO ORDER</u>	Chairperson

Mission
Northeast Community College is dedicated to the success of students and the region it serves.

- C. ADOPT AGENDA for March 11, 2021 Regular Meeting. Official Notice of the Regular Meeting is posted on the Northeast Community College website and was published in the *Norfolk Daily News* on Friday, March 5, 2021. **MOTION**
- D. PUBLIC COMMENT **Info**
Pursuant to Nebraska Statute Section 84-1412, the public is advised that a copy of today's agenda and all reproducible written material which will be discussed at today's meeting is located on the table at the back of the room and may be accessed on the Northeast Community College website. Also available on that same table is a current copy of the Nebraska Open Meetings Act which is accessible to members of the public. Any member of the public wishing to address the Board of Governors may sign in and comment to the Board at this time.
- E. APPROVE MINUTES of the February 11, 2021 meetings as follows: **MOTION**
1. Regular Meeting– (attached pgs. 4-9)
2. Governance Committee Meeting – (attached pgs. 10-13)
3. Finance Committee Meeting – (attached pgs. 14-15)
4. Student Success Committee Meeting – (attached pg. 16-17)
5. Facilities Committee Meeting – (attached pg. 18-19)
6. External Relations Committee Meeting– (attached pgs. 20-22)
- F. REPORTS – Dr. Leah Barrett **Info**
1. Student Leadership Association
2. President
- G. NEBRASKA COMMUNITY COLLEGE ASSOCIATION (NCCA) REPORT **Info**
- Steve Anderson and Gene Willers, NCCA Board of Directors representatives
- H. ADMINISTRATIVE REPORTS **MOTION**
1. ACKNOWLEDGE AND ACCEPT MONTHLY FINANCIAL REPORTS and CLAIMS PAID as follows:
➤ Reports from Scott Gray, Vice President of Administrative Services:
a. Monthly Financial Report for February 28, 2021
b. Claims Paid in February 2021
- I. GOVERNANCE COMMITTEE
- Dirk Petersen, Chairperson
1. SECOND READING and APPROVAL for the deletion of the following: **MOTION**
a. BP-7030, Emeritus Classification – (refer to committee material)
b. BP-7565, Post-Retirement Benefits – (refer to committee material)

Mission

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J. FACILITIES COMMITTEE

- Jeff Scherer, Chairperson

1. Approve the Resolutions authorizing the sale of House #120025 South and House #120026 Middle South (refer to committee material)

MOTION

K. OTHER

Info

L. ADJOURNMENT

MOTION

Please Note: *It is the intention of the Board of Governors to take up the items on the agenda in sequential order. However, the Board reserves the right to take up matters in a different order to accommodate the schedules of members or presenters or for other reasons.*

ANNOUNCEMENTS:

2021

April 8 - REGULAR BOARD MEETING – Lifelong Learning Center
May 13 - REGULAR BOARD MEETING – Lifelong Learning Center
June 10 - REGULAR BOARD MEETING – Lifelong Learning Center
July 8 - REGULAR BOARD MEETING – Lifelong Learning Center
August 12 - REGULAR BOARD MEETING – Lifelong Learning Center
September 9 - REGULAR BOARD MEETING – Lifelong Learning Center
October 19 - REGULAR BOARD MEETING – Lifelong Learning Center (Rescheduled due to Leadership Congress)
November 11 - REGULAR BOARD MEETING – Lifelong Learning Center
December 9 - REGULAR BOARD MEETING – Lifelong Learning Center

Mission

Northeast is dedicated to the success of students and the region it serves.



NORTHEAST COMMUNITY COLLEGE AREA

MINUTES of REGULAR MEETING

Thursday, February 11, 2021

12767

Roll call was taken with a quorum present.

AREA BOARD

Steve Anderson, Chairperson	Present
Arlan Kuehn, Vice-Chairperson	Absent-Excused
Julie Robinson, Secretary	Absent-Excused
Del Ames	Present
Donovan Ellis	Present
Dr. Terry Nelson	Absent-Excused
Dirk Petersen	Present
Jeffrey Scherer	Present
Nicole Sedlacek	Present
Carol Sibbel	Present
Gene Willers	Present

OTHERS PRESENT

Dr. Leah A. Barrett, President
Paul Feilmeier, Vice President, Technology Services
Scott Gray, Vice President, Administrative Services
Amanda Nipp, Vice President, Student Services
Dr. Tracy Kruse, Vice President, Development and External Affairs
Dr. Michele Gill, Vice President, Educational Services
Dr. Karen Severson, Interim Associate Vice President, Human Resources
Jim Curry, Director of Public Relations
Diane Reikofski, Executive Assistant to the President
Carissa Kollath, Director of Student Activities
Paul Muncy, History/Geography instructor
Rose Graham, Student Leadership Association secretary
Lauren Wagner, *Norfolk Daily News*
Cody Ronnenfelt, WJAG

12768

Notice of the Regular Meeting is published on the Northeast Community College website and was published in the *Norfolk Daily News* on Friday, February 5, 2021. Chairperson Steve Anderson convened the Regular Meeting at 4:04 p.m.

12769

Del Ames MOVED, and Dirk Petersen SECONDED the motion to adopt the Agenda of the February 11, 2021 Regular Meeting as distributed.

Voting Yes: Ames, Anderson, Ellis, Petersen, Scherer, Sedlacek, Sibbel, and Willers

Voting No: None

Absent: Kuehn, Nelson, and Robinson

MOTION CARRIED

12770

Due to the coronavirus and Pursuant to Governor Ricketts' executive order No. 20-36, today's meeting is being conducted via Zoom videoconferencing. Pursuant to Nebraska State Statute, Section 84-1412, the public is advised that a copy of today's agenda and all reproducible written material which will be discussed at today's meeting may be accessed on the Northeast Community College website.

No constituents were in attendance or were participating in the Zoom videoconference to address the board with a public comment.

12771

Nicole Sedlacek MOVED, and Carol Sibbel SECONDED the motion to approve Minutes of the January 14, 2021 meetings as follows:

1. Regular Meeting
2. Governance Committee Meeting
3. Facilities Committee Meeting
4. External Relations Committee Meeting
5. Finance Committee Meeting
6. Student Success Committee Meeting

Voting Yes: Anderson, Ellis, Petersen, Scherer, Sedlacek, Sibbel, Willers, and Ames

Voting No: None

Absent: Kuehn, Nelson, and Robinson

MOTION CARRIED

12772

Rose Graham, Student Leadership Association (SLA) secretary, addressed the Board of Governors, reporting the following:

- During the fall semester, the Student Leadership Association made tie blankets for residents at the Norfolk Veterans Home. Due to COVID-19, SLA members were unable to personally deliver the blankets and instead visited with them via Zoom.
- SLA members met to discuss legislation related to ending daylight savings time.
- SLA members are working to establish a Frisbee golf course on campus.
- The Student Leadership Association is short in membership and currently recruiting members.

President Leah Barrett provided the following report:

- Northeast Community College and the City of Norfolk's Mayor's Diversity Council sponsored a virtual event on January 18th, to celebrate the life and legacy of Martin Luther King, Jr.
- Juan Sandoval, assistant director of the University of Nebraska-Omaha's Business Development Center, joined the Foundation board of Directors during its recent meeting. The Foundation is governed by a board of directors made up of community members from across Northeast's 20-county service area whose varied backgrounds bring strength and diversity to the board.
- Four Northeast faculty and staff members were recognized with awards from US Bank during the recent In-Service. The US Bank Great Performer Awards annually honor employees who have been nominated by their peers for their outstanding contributions to the College. This year's honorees and their awards include: Heidi Merritt, nursing instructor (Full-time Faculty); Brock Soderberg, EMT and paramedic programs instructor (Part-time Faculty); Merri Schneider, director of Northeast's extended campus in O'Neill (Professional Managerial); and Kevin Furstenau, network cabling & systems technician (Classified Staff).
- During the Spring In-Service, 75 service year milestones were noted by employees for their commitment to Northeast. This includes employees who have worked at Northeast from five-to-45 years. In addition, 19 employees who have retired over the past year-and-a-half were recognized for their contributions to the College.
- More than 350 members of the public received the COVID-19 vaccine during a Vaccination Clinic on Friday, February 5th, in Northeast's Lifelong Learning Center in Norfolk. The clinic was coordinated by the Elkhorn Logan Valley Public Health Department for residents aged 65 and older who live in the department's service area of Burt, Cuming, Madison, and Stanton counties. Another clinic for residents 65 and older is scheduled in the LLC for Monday, March 1st.
- Retirements – Janet Heberer, associate director of business services, and Ronnie Smith, maintenance technician at the SSC campus.
- Northeast Community College recently released the President's and Deans' honor lists for both full and part-time students for the Fall 2020 semester. Approximately 220 students have been named to the President's Full-time Honor List, while 258 students were named to the Deans' Full-time Honor List. Another 297 students were named to the President's Part-Time list and 82 students were named to the Deans' Part-Time list.

- 253 students completed their degree, certificate and diploma programs in summer and fall 2020 from Northeast Community College. 168 students completed their degrees in the fall while another 85 completed their studies in the summer. There were 267 degrees awarded, with 11 students earning more than one degree.
- Northeast Community College is continuing its work with one of the world's largest food companies. Tyson Foods, Inc. is launching Upward Pathways, an in-plant career development program that provides frontline team members with job skills training and workforce certifications at no cost. Northeast's Adult Education Department will work with Tyson employees at the company's Dakota City facility.
- Northeast Community College in South Sioux City and Great West Casualty Company are partnering to offer graduating seniors in South Sioux City a career in the insurance industry and free college tuition. Through the program, qualified applicants will be offered a paid job at Great West Casualty Company. They will learn the trade through hands-on training and begin the process of developing their insurance career. In addition, they will receive 100% tuition reimbursement while earning their associate degree from Northeast's South Sioux City extended campus. The desired outcome is that these budding young professionals will remain in the Sioux City area for years to come.
- For the third consecutive year, the Machining and Manufacturing Automation program at Northeast Community College has received a \$10,000 grant from the Gene Haas Foundation. The funds will be used to provide financial assistance to students enrolled in the program.
- Northeast hosted the annual District 2, 3, & 4 FFA District Livestock Judging Contest at the Chuck M. Pohlman Agriculture Complex. Over 520 contestants from 46 high schools participated in the event held over three-days this year with COVID-19 protocols put into place.
- The Northeast Service Center has obtained 25 Wi-Fi hot spots that are available for students in need. The hot spots are funded by donors through the Northeast Foundation and are intended for students who are struggling to afford Wi-Fi service to complete their online and remote courses successfully. They will be available to students for the spring semester on a first-come, first-served basis based on financial need.
- Northeast held its annual Welcome Back Breakfast to begin the spring semester on January 27th. Chartwells, the food service provider at Northeast, reports approximately 550 pancakes and 480 sausage links were served to approximately 275 students, faculty, and staff during the free breakfast in Hawks Point on the Norfolk campus.
- The 2021 athletic season kicked off at Northeast Community College in late January, with the start of the season being pushed back due to the COVID-19 pandemic.
- The Iowa Community College Athletic Conference (ICCAC) has voted to permit host institutions only to create pass lists that will allow each student-athlete, coach, and band member to invite up to "four people" to attend indoor athletic contests. Masks and six feet of social distancing will still be required and there will be no concessions allowed.

12773

Steve Anderson, NCCA Board of Directors representatives, reported that Gene Willers was unable to attend the quarterly meeting and Nicole Sedlacek graciously attended in his absence. During

7

the meeting Greg Adams reviewed bills of interest to Nebraska's community college and the Board of Directors took a position on each. The NCCA office has relocated from the third floor to the lowest level of the building. If anyone is in Lincoln, Greg Adams would welcome them to stop by so that he could provide an update on the bills.

Nicole Sedlacek reported that she found her participation in last month's meeting to be valuable. It's evident that the community colleges work together so that we have one unified voice in Lincoln. It was good to listen to the discussion on the pros and cons of the proposed legislation and learn how it may affect each of the community colleges differently. It was great for her to see first-hand the collaboration within the community college system.

Mr. Anderson stated that although Metro Community College is not a NCCA member, Greg Adams has a great relationship with Metro's president, Randy Schmailzl, as well as their lobbyist, Walt Radcliff, to assure that all community colleges are working together.

12774

Carol Sibbel MOVED, and Gene Willers SECONDED the motion to acknowledge and accept the Monthly Financial Report for January 31, 2021 and claims paid in January 2021 as follows:

General Funds	\$ 686,852.19
Auxiliary Funds.....	\$ 379,262.25
Grants and Contracts	\$ 28,704.45
Scholarships and Financial Aid.....	\$ 1,044.09
Student Loans	\$ 2,500.00
Student Clubs	\$ 3,140.76
Other Agencies	\$ 11,694.69
Capital Improvement.....	\$ 433,091.09
Restricted Plant	\$ 1,757,791.18
Debt Service	\$ 219,762.39
Payroll Fund	\$ <u>2,776,611.53</u>
TOTAL CLAIMS PAID	\$ 6,300,454.62

Voting Yes: Ellis, Petersen, Scherer, Sedlacek, Sibbel, Willers, Ames, and Anderson

Voting No: None

Absent: Kuehn, Nelson, and Robinson

MOTION CARRIED

12775

Donovan Ellis MOVED to accept the SECOND READING and approve the deletion of the below named policies. Mr. Petersen SECONDED the motion. All of the policies are covered by Administrative Procedure; deletion of the policies eliminates duplication.

- BP-5140, Student Privacy and Release of Information
- BP-5711, Vaccination Policy
- BP-5810, Resident Housing Regulations Policy

Voting Yes: Petersen, Scherer, Sedlacek, Sibbel, Willers, Ames, Anderson, and Ellis

Voting No: None

Absent: Kuehn, Nelson, and Robinson

MOTION CARRIED

12776

Dirk Petersen, Chairperson of the Governance Committee, advised that the FIRST READING was heard for the deletion of BP-7030, Emeritus Classification and BP-7565, Post-Retirement Benefits.

12777

Gene Willers, Chairperson of the Finance Committee, MOVED to approve employee negotiated agreements for 2021-2022 and 2022-2023. Nicole Sedlacek SECONDED the motion.

Voting Yes: Scherer, Sedlacek, Sibbel, Willers, Ames, Anderson, Ellis, and Petersen

Voting No: None

Absent: Kuehn, Nelson, and Robinson

MOTION CARRIED

12778

At 4:30 p.m., with no further business to discuss, it was UNANIMOUSLY PASSED BY VOICE VOTE to ADJOURN the meeting.

Minutes prepared by Diane Reikofski, Recording Secretary.

Steve Anderson, Chairperson
Northeast Board of Governors

Del Ames, Member
Northeast Board of Governors

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

GOVERNANCE COMMITTEE

Thursday, February 11, 2021

GOVERNANCE COMMITTEE

Dirk Petersen, Chairperson	PRESENT
Terry Nelson	ABSENT
Julie Robinson	ABSENT
Jeff Scherer	PRESENT
Steve Anderson, ex-officio	PRESENT

OTHER BOARD MEMBERS

Del Ames	PRESENT
Donovan Ellis	PRESENT
Arlan Kuehn	ABSENT
Nicole Sedlacek	PRESENT
Carol Sibbel	PRESENT
Gene Willers	PRESENT

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
Dr. Michele Gill
Dr. Karen Severson
Dr. Tracy Kruse
Jim Curry
Diane Reikofski

OTHERS

Rose Mercier

MINUTES

1. The Governance Committee meeting was convened by Dirk Petersen, Chairperson of the Governance Committee, at 8:32 a.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the January 14, 2021 meeting as presented.
3. Rose Mercier, senior consultant from The Governance Coach, joined the Governance Committee to listen to discussion and answer any questions that may arise regarding the policy governance process. Board members Del Ames, Donovan Ellis, Dirk Petersen, Carol Sibbel, and Gene Willers participated in the Policy Governance Workgroup which involved creating executive limitations related to finances.

President Barrett stated that she was nervous about where to start with creating the executive limitations but was pleased to read the first draft that was provided by Rose. As the president, it provided her with direction. She previously had history about what she was doing and would use that history and call Steve Anderson for clarification of what were the expectations. When reading these executive limitations, it provided her confirming phrases that told her she was doing the right thing and to provide to the board what they need in order to do their job.

Del Ames stated that he learned a great deal from hearing the different perspectives and past experiences from Donovan Ellis and Gene Willers, as well as Scott Gray. This helped to bring things together with how it relates to what the board is trying to attempt to do. The dialogue back and forth and coming to consensus was valuable. Dirk Petersen stated that he appreciated the executive limitations template which provided a baseline and was likely based on background and knowledge over a number of years. He appreciated the Workgroup that was

Mission

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involved; it has been a worthwhile process. This will also set the stage for the future so that there is more consistency moving forward, when new members join the Board of Governors, etc.

Steve Anderson encouraged board members to review ACCT's *Trustee Quarterly* as this summarizes the direction that the board is trying to go with the process; it pulls it all together.

Mr. Anderson reported that he recently ordered and received a publication, *Trusteeship in Community Colleges: A Guide for Effective Governance*. The book references the Carver model of governance and reiterates what is being talked about today, including the ability to establish a high performing board and a high performing college. These are the types of policies and processes that sets the board apart.

Nicole Sedlacek stated that as someone who has worked with different Board of Directors for quite some time, she likes the process and the direction the board is headed with it. This process will do nothing but help set up the institution for success, both for Dr. Barrett and the Board of Governors.

Donovan Ellis stated that he appreciated the process. The policies that are developed will be a guide to the president and to the Board of Governors so that everyone knows where they stand and what is expected from each entity.

Carol Sibbel stated that this process was valuable for her to go through. This process provides guidance for President Barrett to know what her role is and how the board fits into that process. The board is not set up to micromanage the College and the process has helped to clarify the reports that the Board needs to monitor the institution.

President Leah Barrett expressed her intent and Steve Anderson supported her desire to meet with all employees involved in the shared governance process to provide them with an update on policy governance work so that they understand that we are not changing the procedures we use to operate the college but are better defining and delineating the difference between the role of the board and the role of the administrative units of the college. We want to assure that we have appropriate procedures as the board creates the executive limitations that help the president understand and articulate what is required by the board.

Procedures for the College continue to go through the shared governance process which includes all divisions on campus as well as student representatives. The evolution is that the role of the Board of Governors is articulated through the executive limitations. The executive limitations provide direction to President Barrett and the Cabinet to assure that administrative procedures are developed to fulfill the expectations of the Board of Governors.

Steve Anderson stated that the two main points he takes away from policy governance is that the Board passes its values onto the college community and the Board has the ability to increase its monitoring ability through monitoring reports.

Mr. Petersen stated that the draft executive limitations that were provided by Rose were tweaked through the discussion and recommendation of the board members involved in the process. Gene Willers indicated that the process provided the Board of Governors the

opportunity to look at how deeply they wanted to delve into the process. He looks forward to moving forward with the executive limitations. President Barrett now has a better understanding of what the Board of Governors feels is important and the reports that they desire to review.

A schedule for reviewing the content of the policies will be developed. Rose Mercier suggested that all policies be reviewed once during the first year and then a grid should be developed where some policies may be reviewed once every two years and some will be reviewed once every three years.

Ms. Mercier suggested that the next step in the process will be to look at what committees the Board of Governors should have to help the board do its work. A committee on strategic planning and a committee on ownership linkage are typical board committees. The board does not need to have a committee to do the work that has been delegated to the president.

4. A consensus was reached by the Governance Committee to recommend to the Board of Governors to approve the SECOND READING and approve deletion of the following three policies:
 - a. BP-5140, Student Privacy and Release of Information,
 - b. BP-5711, Vaccination Policy,
 - c. BP-5810, Resident Housing Regulations Policy.

Administrative procedures exist for each of the above-mentioned policies, however, the policy added nothing to the procedure. Deletion of the policy addresses a duplication of language.

Amanda Nipp provided clarification that vaccination requirements for on-campus students remain in place and are outlined in administrative procedures.

5. Dr. Karen Severson presented BP-7030, Emeritus Classification for deletion, reporting that this will now be included in the Employee Recognition policy, BP-3060. BP-7565, Post Retirement Benefits is also recommended for deletion. Dr. Severson explained that COBRA benefits are available but not exclusively to the post-retirement age group.

Following discussion, a consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING for the deletion of BP-7030, Emeritus Classification and BP-7565, Post Retirement Benefits.

6. At 9:25 a.m., Jeff Scherer MOVED to enter into Closed Session for the purpose of review of the presidential evaluation and to reconvene to the Governance Committee after business is discussed. Dirk Petersen SECONDED the motion.

Voting Yes: Petersen, Scherer, Anderson

Voting No: None

Absent: Nelson and Robinson

7. The Governance Committee was reconvened at 10:38 a.m.

8. During the January 14th meeting, results of the climate survey were reviewed with the Board of Governors by President Leah Barrett. At that time, she mentioned that there would be next steps. Dr. Karen Severson advised that members of the President's Cabinet took ownership of the next steps because they felt it was important for them to mend some of the climate issues. Employee engagement sessions, limited to 20 individuals per session, have been scheduled and will be co-hosted by two members of the Cabinet team. Employees will be encouraged to share their climate concerns. The employee engagement sessions are not meant to be a rehash of climate issues but to focus on being the solution to the climate issues. A PowerPoint presentation provided during the employee engagement sessions encourages faculty and staff to stay proactive, ask questions, be flexible, be positive, and be part of the solution. Notes are being taken during each of the sessions and will be reviewed to identify themes for solutions to the climate issues and to move forward.

A Climate Subcommittee should commence work in early March and continue through May. With faculty gone during the summer, the group will take a break and reconvene when faculty return in the fall. Individuals that have volunteered to be a part of the Climate Subcommittee are not those that always volunteer. Cabinet members are happy to engage new people in this work and gain new perspectives. Board members commended President Barrett and members of the President's Cabinet for their hard work to address the climate issues.

9. President Barrett reported that feedback on the Strategic Direction has been wonderful and provided a review of the summary of comments. Next steps include an assessment of the feedback from President's Council and President's Cabinet members. Work will be done over the next few weeks to create a version three. This version will be distributed widely as we continue to work toward a final document. In addition, teams will begin to work on the detail, including measures of success, dashboards, and department specific work in meeting our priorities. The goal is to roll the new Strategic Direction document out in early May.
10. Board members have been added to the distribution list for the Employee Newsletter. This weekly publication provides detail of what is occurring across campus as well as new employees, retirees, employees who have received promotions, etc.

Board members expressed understanding of not communicating all employees who depart campus, particularly when it was not the employee's choice. Scott Gray stated that when an employee departs employment, a general communication is sent to the specific division that the employee was in.

11. In other business, President Barrett reported that she has personally delivered boxes of well wishes and cards to retirees. Due to COVID, an on-campus event was not scheduled to celebrate the retirees and their years of service to the institution. When a larger retirement event is scheduled on campus, these individuals will be invited to be a part of the occasion.
12. With no further business to discuss, the meeting was adjourned at 11:14 a.m.

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

FINANCE COMMITTEE

Thursday, February 11, 2021

FINANCE COMMITTEE

Gene Willers, Chairperson	PRESENT
Del Ames	PRESENT
Donovan Ellis	PRESENT
Carol Sibbel	PRESENT
Steve Anderson, ex-officio	PRESENT

OTHER BOARD MEMBERS

Arlan Kuehn	ABSENT
Terry Nelson	ABSENT
Dirk Petersen	PRESENT
Julie Robinson	ABSENT
Jeff Scherer	PRESENT
Nicole Sedlacek	PRESENT

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
Dr. Michele Gill
Dr. Tracy Kruse
Dr. Karen Severson
Jim Curry
Diane Reikofski

MINUTES

1. Gene Willers, Chairperson of the Finance Committee, convened the meeting at 11:14 a.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the January 14, 2021 meeting as distributed.
3. At 11:15 a.m., Donovan Ellis MOVED and Del Ames SECONDED the motion to enter into Closed Session for the purpose of discussing the status of collective bargaining negotiations for the protection of the public's interest and to reconvene to the Finance Committee once business is discussed.

Voting yes: Willers, Ames, Ellis, Sibbel, and Anderson

Voting no: None

4. The Finance Committee meeting reconvened at 12:39 p.m.
5. A consensus was reached by members of the Finance Committee to recommend to the Board of Governors to approve the employee negotiated agreements for FY 2021-2022 and FY 2022-2023.
6. At 12:40 p.m. the meeting recessed for lunch.
7. The Finance Committee meeting reconvened at 1:04 p.m.

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8. Scott Gray reviewed the Monthly Financial Report for January 31, 2021 and paid bills for the month of January 2021. Information in the Monthly Financial Report will continue to evolve as members determine the information they desire to monitor.

Discussion was held regarding the report that reflects monthly paid bills in excess of \$5,000. Mr. Gray reported that preparing the bills in excess of \$5,000 requires manual work and is time consuming. Board members suggested that if the \$5,000 report is eliminated that the full report of paid bills should be provided to all board members for review. No decision regarding this discussion was reached.

A consensus was reached by the Finance Committee members to recommend to the Board of Governors to approve the Monthly Financial Report for January 31, 2021 and paid bills for the month of January 2021.

9. Donovan Ellis inquired if the Board of Governors had the opportunity to review the Foundation Financial Report. President Barrett will visit with Dr. Tracy Kruse and request that the Foundation Financial Report be provided in BoardPac when the quarterly Foundation report is provided.
10. Scott Gray provided a review of the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds and explained the funds used for emergency grants to student and institutional funds that could be used to defray expenses associated with coronavirus including lost revenue, e.g., housing operations, cafeteria operations, enrollment decreases as a result of the pandemic, reimbursement for expenses already incurred, etc. At a minimum, CRRSAA funds may be used for allowable expenses incurred during the Fall 2020 term.
11. With no further business to discuss, the meeting was adjourned at 1:24 p.m.

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

STUDENT SUCCESS COMMITTEE

Thursday, February 11, 2021

STUDENT SUCCESS COMMITTEE

Donovan Ellis, Chairperson	PRESENT
Arlan Kuehn	ABSENT
Terry Nelson	ABSENT
Nicole Sedlacek	PRESENT
Steve Anderson, ex-officio	PRESENT

OTHER BOARD MEMBERS

Del Ames	PRESENT
Dirk Petersen	PRESENT
Julie Robinson	ABSENT
Jeff Scherer	PRESENT
Carol Sibbel	PRESENT
Gene Willers	PRESENT

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
Dr. Michele Gill
Dr. Karen Severson
Dr. Tracy Kruse
Jim Curry
Diane Reikofski

MINUTES

1. Donovan Ellis, Chairperson of the Student Success Committee, convened the meeting at 1:25 p.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the January 14, 2021 meeting as distributed.
3. A brief review of Spring enrollment numbers compared to one year ago reveals 139 fewer students enrolled. Amanda Nipp reported that lower income student and ethnicity student enrollment numbers are lower. Higher education across the country is trying to determine if Covid is part of the reason for the lower enrollments of these student populations.

Del Ames inquired if Northeast would continue to offer the intersession. Ms. Nipp indicated that Northeast is looking at a more normal fall semester so the intersession would begin in late December and continue into January. The start of the spring term would be pushed back to allow completion of the intersession classes.

4. Discussions continue regarding the COVID-19 vaccination plan. A majority of Northeast employees have indicated that they have received or will receive the vaccination. Fall 2021 planning includes a return to full campus operations with face-to-face classes. Facemasks will remain a requirement for in-person classes. Residence life is anticipated to be at or near full capacity.

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All athletic events are occurring this spring. Northeast is a member of the Iowa Community College Athletic Conference (ICCAC) who voted to allow each athlete to have four guests at each sporting event. Attendance at sporting events will be revoked on March 1st.

Del Ames inquired about commencement and Amanda Nipp reported that discussions are currently being held by members of the Commencement Workgroup to review various options for providing a safe, face-to-face commencement ceremony.

Steve Anderson inquired if the student population in residence life would be required to have the vaccination. Ms. Nipp reported that one of the challenges with requiring the vaccination is that it is still considered an experimental vaccine. Another issue is that if we do require the vaccination, we are unsure if students would receive the vaccination prior to moving into the residence halls. On-campus housing requires certain vaccinations and a statement has been added that additional vaccinations may be required due to Covid.

5. With no further business to discuss, the meeting was adjourned at 1:49 p.m.

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

FACILITIES COMMITTEE

Thursday, February 11, 2021

FACILITIES COMMITTEE

Jeff Scherer, Chairperson	PRESENT
Del Ames	PRESENT
Dirk Petersen	ABSENT
Carol Sibbel	PRESENT
Steve Anderson, ex-officio	PRESENT

OTHER BOARD MEMBER

Donovan Ellis	PRESENT
Arlan Kuehn	ABSENT
Terry Nelson	ABSENT
Julie Robinson	ABSENT
Nicole Sedlacek	PRESENT
Gene Willers	PRESENT

STAFF

Dr. Leah Barrett
Paul Feilmeier
Scott Gray
Amanda Nipp
Dr. Michele Gill
Dr. Tracy Kruse
Dr. Karen Severson
Jim Curry
Diane Reikofski

MINUTES

1. The meeting was convened at 1:50 p.m. by Jeff Scherer, Chairperson of the Facilities Committee, via Zoom video conferencing.
2. Recommended approval of the Minutes of the January 14, 2021 meeting as presented.
3. The construction progress report included the following:
 - All of the remaining punch list items for Hawks Village have been resolved. The project will now be closed.
 - Kingery Construction will have the Student Center renovation and addition ready for punch list review by February 18th. Once the punch list is developed, Kingery will have the subcontractors make the appropriate corrections. Furniture is scheduled to be installed in March.
 - The Farm Operations/Large Animal building is enclosed with temporary heat installed. Utility rough-ins are complete and concrete floors are being poured. Anticipated completion date is July 2021.
 - Temporary enclosures have been constructed that allowed the masons to start installing the exterior brick for the Ag and Water-Vet Tech facility. Interior metal stud walls have been installed with the drywall work underway. Anticipated completion date is July 2021.
4. Amanda Nipp provided a virtual walking tour of Union 73.

Mission

Northeast Community College is dedicated to the success of students and the region it serves.

5. In other business, President Leah Barrett announced that Kurt Kohler, athletic director and dean of student life, has resigned to become the next executive director for the Minnesota College Athletic Conference. Mr. Kohler will remain with Northeast through February.
6. With no further business to discuss, the meeting was adjourned at 2:09 p.m.

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

EXTERNAL RELATIONS COMMITTEE

Thursday, February 11, 2021

EXTERNAL RELATIONS COMMITTEE

Nicole Sedlacek, Chairperson	PRESENT
Arlan Kuehn	ABSENT
Julie Robinson	ABSENT
Gene Willers	PRESENT
Steve Anderson, ex-officio	PRESENT

OTHER BOARD MEMBERS

Del Ames	PRESENT
Donovan Ellis	PRESENT
Terry Nelson	ABSENT
Dirk Petersen	PRESENT
Jeff Scherer	PRESENT
Carol Sibbel	PRESENT

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
Dr. Michele Gill
Dr. Karen Severson
Dr. Tracy Kruse
Jim Curry
Diane Reikofski

MINUTES

1. Nicole Sedlacek, Chairperson of the External Relations Committee, convened the meeting at 2:21 p.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the January 14, 2021 meeting as distributed.
3. Dr. Tracy Kruse reviewed the bills of interest to Nebraska's community colleges and highlighted the following:
 - LB 60: The bill proposes to eliminate the distinction between general fund and capital fund, keeps current 11.25 lid. President Ryan Purdy and Southeast Community College board member Nancy Seim provided proponent testimony.
 - LB 83: Open Meetings Law to allow Virtual Conferencing.
 - LB 408/LR22CA: Property Tax Request Act. Total spending of a political subdivision cannot exceed 3% over the previous year.
 - LB 133/LR 11CA: EPIC Consumption Tax. Implementation of a 9-10% tax and eliminate all other taxes including property taxes. All monies flow through the state with no decisions left at local level.
4. National Legislative Session (NLS) highlights were provided by participants Steve Anderson, Del Ames, Gene Willers, and Nicole Sedlacek and included the following:
 - Dr. Jill Biden provided an encouraging pep talk to the group. Asked to let the Biden Administration know what is working as well as what is not working.

Mission

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- Review of challenges from the democratic and republican parties.
- Community colleges will be the work horse for workforce development.
- Pell grant. Currently no plan included for non-traditional Pell grant.
- Lawmakers outlined administration and congressional agendas.
- Movements between the health care crisis, racial crisis, etc.
- Providing additional grant dollars to retention-type programs.
- Broadband in rural America.
- Student loan debt and whether to eliminate or reduce.
- Cyberskills grant. \$10M grant for those who want to enter into Cyberskill education.

Steve Anderson reported that ACCT continues to hang together financially. They are conducting more webinars to get their message out to institutions. He anticipates that future conferences will be a hybrid model. He also advised that the ACCT Leadership Congress will be held this fall in San Diego, CA.

5. President Barrett advised that a strategic decision as a college has been made to begin working with the Community and Technical College (CTC) Consortium. This Consortium will provide us significant access to their services to be well connected in Washington, DC. The CTC Consortium will also be beneficial to our work with C2A3.
6. Jeff Scherer and Dr. Tracy Kruse provided the quarterly Foundation update:
 - A presentation was provided on the Early College program which provides opportunities for high school students to earn college credit through various methods, e.g. dual Credit, Fridays @ Northeast, College Credit-only classes. The presentation was well-received by Foundation board members.
 - Annual Financial presentation was provided by Jared Faltys, Investment Manager.
 - Scholarship Payout Determination was approved for school year 2021-2022 at 4% with a 1% administrative fee. The payout amount for endowed scholarships will be \$318,925, an increase of nearly \$90,000 from prior year. Total scholarships anticipated to be awarded through the Northeast Foundation this year are over \$500,000. The Weller Foundation, a subsidiary of the Northeast Foundation, will award an additional \$300,000.
 - Approved a resolution to endow the donation from MacKenzie Scott by establishing a quasi-endowment to be known as The Student Success Endowment Fund from which the net income will be used to provide funding for student scholarships and student support services annually.
 - Juan Sandoval was officially approved as the newest member of the Foundation Board of Directors.
 - The Foundation Board of Directors are currently at 75% giving with the goal of reaching 100% by end of fiscal year 2020-2021.
 - The scholarship luncheon is scheduled for an April 8, 2021 kickoff with various virtual activities planned for scholarship recipients and donors. The Board of Governors and Foundation Board of Directors members will be invited to attend the activities.

Del Ames inquired about the status of the Nexus campaign with Dr. Tracy Kruse reporting that approximately \$1.5M remains to be raised to complete the funding for the project.

7. With no further business to discuss, the meeting was adjourned 3:41 p.m.

DRAFT