



## **BOARD OF GOVERNORS MEETING**

Thursday, April 8, 2021

### **ORDER OF BUSINESS:**

11:30 a.m.-1:15 p.m.	Student Success Committee Meeting, LLC, Suites F & G
1:15-1:45 p.m.	External Relations Committee Meeting, LLC, Suites F & G
1:45-2:00 p.m.	BREAK
2:00-2:45 p.m.	Finance Committee Meeting, LLC, Suites F & G
2:45-3:00 p.m.	Facilities Committee Meeting, LLC, Suites F & G
3:00-3:50 p.m.	Governance Committee Meeting, LLC, Suites F & G
3:50-4:00 p.m.	BREAK
4:00 p.m.	Regular Meeting, LLC, Suites F & G
5:00 p.m.	Dinner, LLC, Suites C & D

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. ROLL CALL**

Chairperson

#### **Mission**

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

B. CALL REGULAR MEETING TO ORDER

Chairperson

- C. ADOPT AGENDA for April 8, 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, April 2, 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. 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 March 11, 2021 meetings as follows:

**MOTION**

1. Regular Meeting– (attached pgs. 4-11)
2. Governance Committee Meeting – (attached pgs. 12-14)
3. Finance Committee Meeting – (attached pgs. 15-16)
4. External Relations Committee Meeting – (attached pg. 17)
5. Student Success Committee Meeting – (attached pgs. 18-19)
6. Facilities Committee Meeting– (attached pgs. 20-21)

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. STUDENT SUCCESS COMMITTEE

- Donovan Ellis, Chairperson

1. Approve the continuation of the Information Technology program at Northeast Community College for submission to the Nebraska Coordinating Commission for Postsecondary Education (CCPE) – (refer to committee material)

**MOTION**

2. Approve the continuation of the Wind Energy program at Northeast Community College for submission to the Nebraska Coordinating Commission for Postsecondary Education (CCPE) – (refer to committee material)

**MOTION**

**Mission**

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

I. FINANCE COMMITTEE

- Gene Willers, Chairperson

1. Acknowledge and accept the Monthly Financial Report for March 31, 2021 and claims paid in March 2021

**MOTION**

J. GOVERNANCE COMMITTEE

- Dirk Petersen, Chairperson

1. FIRST READING for deletion of the following:
  - a. BP-5113, Residency – (refer to committee material)
  - b. BP-5820, Residence and Use of Service and Therapy Animals and Pets
    - (refer to committee material)

**FIRST  
READING**

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**

May 13 - REGULAR BOARD MEETING – Lifelong Learning Center

May 21 and 22 - COMMENCEMENT

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, March 11, 2021

12779

Roll call was taken with a quorum present.

#### AREA BOARD

Steve Anderson, Chairperson .....	Present
Arlan Kuehn, Vice-Chairperson .....	Present
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  
Carlos Villareal, Student Leadership Association president  
Lauren Wagner, *Norfolk Daily News*  
Cody Ronnenfelt, WJAG

12780

Notice of the Regular Meeting is published on the Northeast Community College website and was published in the *Norfolk Daily News* on Friday, March 5, 2021. Chairperson Steve Anderson convened the Regular Meeting at 3:16 p.m.

12781

Gene Willers MOVED, and Carol Sibbel SECONDED the motion to adopt the Agenda of the March 11, 2021 Regular Meeting as distributed.

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

**Voting No:** None

**Absent:** Nelson and Robinson

**MOTION CARRIED**

12782

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.

12783

Donovan Ellis MOVED, and Arlan Kuehn SECONDED the motion to approve Minutes of the February 11, 2021 meetings as follows:

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

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

**Voting No:** None

**Absent:** Nelson and Robinson

**MOTION CARRIED**

12784

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

- SLA prepared a Proclamation in support of ending daylight savings time that will be sent to Senator Tom Briesse. SLA will be working with Dr. Tracy Kruse to learn how to forward their support to the legislature.
- SLA is working on a proposal to be sent to the Nebraska legislature to request that Nebraska move to ranked choice voting.
- Student Leadership development training regarding diversity and inclusion was held on March 9<sup>th</sup>.
- SLA has been promoting the diversity mural and have already received one submission.
- Recruiting is underway for officers and members for the 2021-2022 academic year.

President Leah Barrett provided the following report:

- Approximately 225 Northeast Community College employees received the Johnson & Johnson COVID-19 one dose vaccine on March 8th. The Elkhorn Logan Valley Public Health Department coordinated the clinic. Employees at Northeast's extended campuses have or are in the process to receive the vaccine through their local health departments. It is estimated that all Northeast employees who requested the vaccine, either through the Northeast clinic or on their own, will be accommodated by Friday, March 12th.
- Northeast Community College is planning a return to regular college operations beginning with the Fall 2021 academic semester, including face-to-face classes and events. Face-to-face classes will again be the primary instructional delivery method for courses. It is important to note that this may change based on Centers for Disease Control and Prevention guidance, Directed Health Measures, or if positive case numbers at the College should change. Face masks will continue to be required. In addition, sanitization and disinfecting protocols for instructional and college spaces will remain in place.
- Northeast Residence Life staff are prepared to fill on-campus housing facilities with students in Norfolk for the 2021-2022 academic year. Residence Life will open all rooms for regular capacity to begin the fall semester.
- Northeast Community College's work of taking one of its agriculture programs on the road has received a financial boost that will allow for continued partnerships with a number of entities, including area high schools. The CHS Foundation, funded by charitable gifts from CHS, Inc., the nation's leading farmer-owned cooperative, has awarded the College a three-year, \$250,000 grant that will allow the purchase of additional precision agriculture equipment that will provide more hands-on learning opportunities for producers and high school students across Northeast's 20-county service area.
- Northeast Community College is expanding its work with Tyson Foods, Inc., as the company launches 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 program is focused on upskilling Tyson employees who are interested in moving into industrial maintenance.



- Northeast Community College has earned recognition for its work assisting current members of the military and military veterans in their pursuit of higher education. Institutions earning the Military Friendly School designation were evaluated using both public data sources and responses from a proprietary survey. The designation is based on an institution's ability to meet thresholds for student retention, graduation, job placement, loan repayment, persistence (degree advancement or transfer), and loan default rates for all students and, specifically, for student veterans.
- Students enrolled in Northeast Community College's veterinary technology program received their white lab coats and pins during a special ceremony held recently in Norfolk.
- Over 1,100 high school students from 46 area high schools, recognized by their blue jackets and bright gold lettering, participated in the 2021 FFA Districts 3, 4 and 10 Career Development Event – Ag Education Contest at Northeast in Norfolk.
- Richard Chrisman, information technology instructor, spoke on consumer cybersecurity during an interactive forum, sponsored by the Norfolk LAN Party. Northeast offers a program that trains students in the field of cybersecurity. In 2018, the National Security Agency and the Department of Homeland Security selected the College's Cyber Center as a "National Center of Academic Excellence in Cyber Defense Two-Year Education," one of two community colleges in Nebraska with the designation.
- Phi Theta Kappa Honor Society (PTK) is recognizing 1,081 chapters for their efforts to bring the life-changing benefits and opportunities of PTK membership to even more students on their campuses in 2020. Northeast's Tau Chi chapter is among the honorees. The recognition is part of PTK's REACH Rewards program, which celebrates and rewards Phi Theta Kappa chapters excelling in membership development.
- TRIO staff members held several workshops in February that were designed to help students expand their knowledge of community and campus resources available to them. Staff held an in-person workshop with 25 students, a Zoom workshop with 23 others, and a Northeast scholarship application session for seven students where they provided one-on-one support as students completed and perfected their applications for Northeast scholarships.
- A virtual Health & Wellness Career Day was held on February 23rd, with 34 prospective students attending from 16 different Nebraska high schools. On March 3rd, a virtual Business & Technology Career Day was held with 22 prospective students attending from 18 different high schools in Nebraska and South Dakota.

12785

Steve Anderson and Gene Willers, NCCA Board of Directors representatives, reported that their next quarterly meeting will be held in May. Greg Adams continues to keep directors up to date on what is occurring in the legislature.

12786

Gene Willers MOVED, and Arlan Kuehn SECONDED the motion to acknowledge and accept the Monthly Financial Report for February 28, 2021 and claims paid in February 2021 as follows:

General Funds .....	\$ 3,490,228.22
Auxiliary Funds.....	\$ 333,348.23
Grants and Contracts .....	\$ 73,495.52

Scholarships and Financial Aid .....	\$ 17,296.00
Student Loans .....	\$ 5,130.00
Student Clubs .....	\$ 1,599.99
Other Agencies .....	\$ 3,955.79
Capital Improvement .....	\$ 552,628.97
Restricted Plant .....	\$ 1,459,764.79
Debt Service .....	\$ 0.00
Payroll Fund .....	\$ <u>2,798,145.49</u>
TOTAL CLAIMS PAID .....	\$ 8,735,593.00

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

**Voting No:** None

**Absent:** Nelson and Robinson

**MOTION CARRIED**

12787

Dirk Petersen MOVED to accept the SECOND READING and approve the deletion of the following:

- BP-7030, Emeritus Classification
- BP-7565, Post-Retirement Benefits.

Nicole Sedlacek SECONDED the motion.

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

**Voting No:** None

**Absent:** Nelson and Robinson

**MOTION CARRIED**

12788

Jeff Scherer, Chairperson of the Facilities Committee, MOVED to approve the Resolutions authorizing the sale of House #120025 South and House #120026 Middle South. Donovan Ellis SECONDED the motion. *(A copy of the Resolutions is attached to these original Minutes.)*

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

**Voting No:** None

**Absent:** Nelson and Robinson

**MOTION CARRIED**



12789

Chairperson Anderson recognized staff member birthdays for the month of March.

12790

At 3:39 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.*

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Steve Anderson, Chairperson  
Northeast Board of Governors

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Arlan Kuehn, Vice Chairperson  
Northeast Board of Governors

**NORTHEAST COMMUNITY COLLEGE AREA  
RESOLUTION  
House #120025 South**

WHEREAS, students in the building trade programs at Northeast Community College Area of Norfolk, Nebraska, have constructed a dwelling on the campus described as follows:

Foundation, 30 feet by 52 feet, overall house dimension, 32 feet x 76 feet, with an attached two-car garage, and horizontal siding. House includes laundry hook ups, wiring complete and connected to a 200-amp breaker panel, waste and supply lines stubbed below floor level for ease of hook-up, and bath and utility areas have underlayment for flooring to be provided by the owner. The house meets or exceeds local and state building codes.

WHEREAS, said construction was the result of the building trades classes taught at Northeast Community College Area, and,

WHEREAS, existing state statutes permit the sale of College property under the provisions of 85-1511, paragraph 14.

BE IT THEREFORE RESOLVED that the above-named dwelling be sold to the highest bidder via public auction at 10:00 a.m. on June 5, 2021, at the building site on the Northeast Community College campus, 801 East Benjamin Avenue, Norfolk, Nebraska, with the following provisions:

1. The Seller will sell and the Buyer will buy the dwelling as described above as a result of the public auction on June 5, 2021, at the selling price as determined at the public auction.
2. The sale will adhere to all provisions of the Purchase Agreement.
3. It is distinctly agreed between the Buyer and the Seller that the Buyer will save the Seller from and hold it harmless against all suits or claims based upon any alleged injury to person or property which may occur or which may be alleged to have occurred as a result of the Contract of Sale.

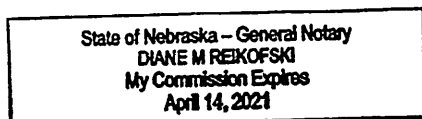
Dated this 11<sup>th</sup> day of March, 2021.

NORTHEAST COMMUNITY COLLEGE AREA  
IN THE COUNTY OF MADISON, IN THE  
STATE OF NEBRASKA

BY *Steve Anderson*  
Chairperson, Board of Governors  
NORTHEAST COMMUNITY COLLEGE AREA

BY *John A. [Signature]*  
President  
NORTHEAST COMMUNITY COLLEGE AREA

I hereby certify that the foregoing Resolution was adopted by the Northeast Community College Area Board of Governors on this 11<sup>th</sup> day of March, 2021.



BY *Diane M. Reikofski*  
Notary Public

**NORTHEAST COMMUNITY COLLEGE AREA  
RESOLUTION  
House #120026 Middle South**

WHEREAS, students in the building trade programs at Northeast Community College Area of Norfolk, Nebraska, have constructed a dwelling on the campus described as follows:

Foundation, 30 feet by 52 feet, overall house dimension, 32 feet x 76 feet, with an attached two-car garage, and horizontal siding. House includes laundry hook ups, wiring complete and connected to a 200-amp breaker panel, waste and supply lines stubbed below floor level for ease of hook-up, and bath and utility areas have underlayment for flooring to be provided by the owner. The house meets or exceeds local and state building codes.

WHEREAS, said construction was the result of the building trades classes taught at Northeast Community College Area, and,

WHEREAS, existing state statutes permit the sale of College property under the provisions of 85-1511, paragraph 14.

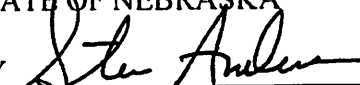
BE IT THEREFORE RESOLVED that the above-named dwelling be sold to the highest bidder via public auction at 10:00 a.m. on June 5, 2021, at the building site on the Northeast Community College campus, 801 East Benjamin Avenue, Norfolk, Nebraska, with the following provisions:

1. The Seller will sell and the Buyer will buy the dwelling as described above as a result of the public auction on June 5, 2021, at the selling price as determined at the public auction.
2. The sale will adhere to all provisions of the Purchase Agreement.
3. It is distinctly agreed between the Buyer and the Seller that the Buyer will save the Seller from and hold it harmless against all suits or claims based upon any alleged injury to person or property which may occur or which may be alleged to have occurred as a result of the Contract of Sale.

Dated this 11<sup>th</sup> day of March, 2021.

NORTHEAST COMMUNITY COLLEGE AREA  
IN THE COUNTY OF MADISON, IN THE  
STATE OF NEBRASKA

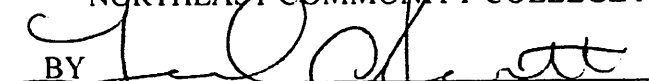
BY



Chairperson, Board of Governors

NORTHEAST COMMUNITY COLLEGE AREA

BY



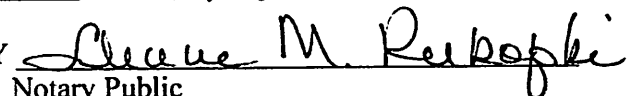
President

NORTHEAST COMMUNITY COLLEGE AREA

I hereby certify that the foregoing Resolution was adopted by the Northeast Community College Area Board of Governors on this 11<sup>th</sup> day of March, 2021.

State of Nebraska - General Notary  
DIANE M REIKOFSKI  
My Commission Expires  
April 14, 2021

BY



Notary Public

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**GOVERNANCE COMMITTEE**

Thursday, March 11, 2021

**GOVERNANCE COMMITTEE**

Dirk Petersen, Chairperson	PRESENT
Terry Nelson	PRESENT
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 @ 12:25 p.m.
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 11:34 a.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the February 11, 2021 meeting as presented.
3. Rose Mercier, senior consultant from The Governance Coach, was welcomed to the Governance Committee to explain the non-financial executive limitation policies.

Review and discussion was held on executive limitations related to treatment of students, treatment of employees, communication and support to the board, and organizational culture. Dirk Petersen thanked Rose for sharing the templates during their discussions on the executive limitations and policy governance process. He commended the committee for participating and paying a lot of attention to the process.

Mrs. Mercier will make the minor revisions suggested today so that a complete set of executive limitations is available for final review. Next step will be to move into the governance process policies. These will be the policies that have the most content and also the area where there are the most existing policies that will need to be integrated into the starting template. Rose will work to integrate the existing policies into the template and will meet with the Policy Governance Workgroup, consisting of Del Ames, Donovan Ellis, Dirk Petersen, Carol Sibbel, and Gene Willers.

**Mission**

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Once the executive limitations are approved by the Board of Governors, Mrs. Mercier will assist with the nomenclature and numbering of the policies.

Next steps include Mrs. Mercier working with President Barrett and Scott Gray to develop a policy related to monitoring reports so that the board gets a sense of the type of information that they will receive. This will be presented to the Board of Governors during the April meeting.

4. Last Thursday, President Barrett conducted a meeting with employees who are members of the shared governance committees and sub-committees. Steve Anderson and Dirk Petersen participated in the Zoom meeting and provided an overview of the governance policy work that is being done at the board level and how it influences and interacts with the procedure work that the campus needs to be doing on a regular basis. President Barrett shared with employees some of the current board policies that are redundant with administrative procedures and showed them examples of what board policies will look like in the future. She was able to talk about the rigorous monitoring of the work of the executive leadership of the college and how that interplays with the board policies that are being developed. General good feedback was received, and employees appreciated hearing from Steve and Dirk on where we are in the process.

Mr. Anderson stated that a current policy was shown in comparison to what is being proposed. What is being looked at with executive limitations is far more involved than what the board has now with giving direction to the College and president at the current time. He felt that this information was received positively. The information helps employees better understand why some procedures are being deleted and that there is something replacing them and now just an exercise in detaching the work of the college from the board.

Mr. Anderson also reported that during the Zoom session a question was raised regarding the level of communication between the faculty and employees and the Board of Governors going forward. If employees of the College want to engage with members of the Board of Governors about topics that deal with being a taxpayer, the Board has a responsibility to talk to them as constituents. The Board of Governors has to respect the delineation between the president and the Board of Governors so if an employee has an internal issue that they want to discuss, this needs to come up through the processes of the College and be presented in a formalized session.

Dirk Peterson stated that with the monitoring process that is being put into place, the Board will have clearer understanding of what is occurring at the institution.

5. 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:
  - a. BP-7030, Emeritus Classification,
  - b. BP-7565, Post-Retirement Benefits.

Language in BP-7030 will be included in AP-3060, Employee Recognition. COBRA benefits included in BP-7565 remain available, but not exclusively to the post-retirement age group.

6. At 11:30 a.m., Dirk Petersen 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. Jeff Scherer SECONDED the motion.

**Voting Yes:** Petersen, Nelson, Scherer, Anderson

**Voting No:** None

**Absent:** Robinson

7. The Governance Committee was reconvened at 12:50 p.m.
8. Dr. Karen Severson advised that 16 employee engagement sessions were conducted through the month of February, each hosted by two President's Cabinet members. The sessions focused on how everyone could be a part of improving the climate at Northeast Community college, not only individually, but collectively. 18 individuals from across campus volunteered to serve on the Climate Improvement Subcommittee. The committee will create an action plan that correlates with the climate survey results, employee engagement session feedback and the strategic direction. Mr. Petersen stated that this process is key in building trust. While this will not occur overnight, this is a good start in the process.
9. President Leah Barrett advised that board members and other constituents received a survey to provide feedback regarding the strategic direction. The survey remains open for a few more days and she encouraged all to take a few minutes to provide their input. The next stage in the process will be the President's Cabinet and members of the Institutional Effectiveness and Marketing teams working together to massage the language and determine what the metrics will be to measure our success of the plan. Intent work will also occur at the department level in creating goals that support the strategic priorities. Release of the finished strategic direction document as well as key performance indicators will occur around the end of April. Another update will be provided during the next board meeting. The intent is to release the strategic direction document between the April and May board meetings so that our faculty have a chance to be a part of the reveal.
10. With no further business to discuss, the meeting was adjourned at 1:11 p.m.

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**FINANCE COMMITTEE**

Thursday, March 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	PRESENT
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 1:26 p.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the February 11, 2021 meeting as distributed.
3. Scott Gray reviewed the Monthly Financial Report for February 28, 2021 and paid bills for the month of February 2021, highlighting non-typical monthly payments.

Inquiry was made regarding the frequency of letting bids for selecting the College auditor. Mr. Gray advised that McMill CPAs served as auditor until one of the auditors became the investment advisor for the Northeast Community Foundation. Gene Willers stated that while he has no problems with the work that Dana F. Cole has done, there might be some value in changing auditors from time to time. Mr. Gray stated that the College will need to do its due diligence but at this time the College is currently invoiced favorably for all audits.

The full report of paid bills will be provided to all board members for review in the future.

A consensus was reached by the Finance Committee members to recommend to the Board of Governors to approve the Monthly Financial Report for February 28, 2021 and paid bills for the month of February 2021.

9. Paul Feilmeier, Vice President, Technology Services, provided an overview of the cybersecurity posture progress. Northeast is a member of the National Institute of Standings

**Mission**

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



and Technology (NIST). NIST's cybersecurity framework is based on existing standards, guidelines, and practices for organizations to better manage and reduce cybersecurity risk. In addition to helping organizations manage and reduce risks, NIST was designed to foster risk and cybersecurity management communications amongst both internal and external organizational stakeholders.

An assessment of Northeast's current cybersecurity posture reveals that there are many areas where Northeast has made progress but are still not at the full adherence to the NIST framework. Technology Services is currently working on several initiatives that will advance the progress in the implementation of the NIST framework. Access control is part of the NIST framework and initiatives are currently underway to begin to address this. Several projects that will further enhance Northeast's security posture are awaiting resources.

President Barrett indicated that this is an example of a monitoring report that will be provided to the Board of Governors on an annual basis.

10. An overview of Northeast's data center was provided by Paul Feilmeier. Northeast's existing data center has recently been decommissioned due to age and failure of equipment, power fluctuations, brown outs, cooling challenges, temperature fluctuations, ability to address fires, etc. The new data center is located in Union 73 and has access control, dual battery backups, full-on alerts, security cameras, dual generators, temperature controlled, redundant paths to most of our buildings, redundant paths to our disaster recovery site, etc.

Discussions are being held regarding opportunities to utilize the data center to its full capacity and work strategically to support the region.

11. With no further business to discuss, the meeting was adjourned at 2:18 p.m.

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**EXTERNAL RELATIONS COMMITTEE**

Thursday, March 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	PRESENT
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 2:19 p.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the February 11, 2021 meeting as distributed.
3. Dr. Tracy Kruse advised that an updated bill grid is available for review in BoardPaq and reported that priority bills are due today by senators. If bills are not prioritized, the bill will likely not move forward. The speaker's priority bills are also due next week. Dr. Kruse will continue to monitor and keep board members up to date on the status of the bills of interest to Nebraska's community colleges.
4. The annual scholarship luncheon will not be held in person this year. Instead, board members should have received a postcard inviting them to virtual sessions with some of Northeast's student scholarship recipients and donors. The virtual sessions will be held throughout the month of April. On April 8th, some student testimonials will be released on the website.
5. In other business, Steve Anderson reported that he is registered for the Association of Community College Trustees (ACCT) Governance Leadership Institute (GLI) on March 30 and April 1, 2021. He asked Diane Reikofski to send the link to the GLI session to board members and encouraged them to contact Diane if they wish to take advantage of this opportunity.
6. With no further business to discuss, the meeting was adjourned 2:29 p.m.

**Mission**

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

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**STUDENT SUCCESS COMMITTEE**

Thursday, March 11, 2021

**STUDENT SUCCESS COMMITTEE**

Donovan Ellis, Chairperson	PRESENT
Arlan Kuehn	ABSENT
Terry Nelson	PRESENT
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 2:29 p.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the February 11, 2021 meeting as distributed.
3. Dual credit enrollment statistics for academic years 2018-2019 and 2019-2020 have been banner years for Northeast with 1,346 and 1,726 enrollments respectively. Dual credit courses provide an opportunity for high school students to get a jump to begin obtaining college credit while still enrolled in high school. 28% of the high school seniors taking Northeast dual credit courses matriculated to Northeast in Fall 2019 and 27% matriculated in Fall 2020. Of the students who took Northeast's dual credit courses, the majority came from Northeast's 20-county service area.

Degree matriculation percentages reveal that 35% of 2018-2019 and 27% of 2019-2020 dual credit enrolled students took courses toward an associate of science degree in programs such as pre-professional nursing, pre-vet tech, pre-physical therapy, ag transfer, pre pro-medicine, etc.

Top colleges to which students transfer are Wayne State College, University of Nebraska-Lincoln, University of Nebraska-Omaha, University of Nebraska-Kearney, and University of South Dakota. Articulation agreements are in place with each of these institutions.

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Northeast Community College's recruitment team is preparing a plan to reach out to high school seniors who are enrolled in dual credit courses but have not enrolled at any college. In addition, Northeast will be studying data to identify reasons why students are not taking dual credit classes to entice them to take advantage of this opportunity. President Barrett added that as the data is studied, we need to understand if barriers are financial, first generation status, etc. As we talk about economic mobility, we know that lower income students are not going to college and we need to give them a pathway to enroll in college by using resources that we have such as stimulus money, Mackenzie Scott gift, other scholarships, etc.

Del Ames inquired about the male/female breakout of dual enrollment students as well as costs. Data will be reviewed, and information brought back to the Board of Governors over the next few months.

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.

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. Northeast Community College will be fully operational in the fall with face-to-face classes. Residence life will be back to 100% occupancy. Plans are in place in case we need to provide quarantine facilities.

On March 8<sup>th</sup>, 225 employees received the Covid vaccination. Employees who were not available on Monday were able to contact the Human Resources office and they worked with employees to receive their vaccination in another way.

Details are being worked out to provide multiple commencement ceremonies in May.

6. With no further business to discuss, the meeting was adjourned at 2:55 p.m.

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**FACILITIES COMMITTEE**

Thursday, March 11, 2021

**FACILITIES COMMITTEE**

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

**OTHER BOARD MEMBER**

Donovan Ellis	PRESENT
Arlan Kuehn	ABSENT
Terry Nelson	PRESENT
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 2:56 p.m. by Jeff Scherer, Chairperson of the Facilities Committee, via Zoom video conferencing.
2. Recommended approval of the Minutes of the February 11, 2021 meeting as presented.
3. Dr. Michele Gill, Vice President, Educational Services, presented the Resolutions for the sale of House #120025 South and House #120026 Middle South. The houses are instructional projects, with students involved in both the design and construction. Both houses meet or exceed state building codes and will be sold by public auction on June 5, 2021 at 10:00 a.m.

A consensus was reached by the Facilities Committee to recommend to the Board of Governors to approve the Resolutions for the House #120025 South and House #120026 Middle South.

4. The construction progress report included the following:
  - The punch list inspection on the interior of the Student Center Renovation and Addition has been completed and Kingery Construction is working with the subcontractors to make corrections. Because of manufacturing delays due to Covid-19, some material items have not yet been received. Furniture installation began March 1<sup>st</sup> and will be completed by mid-April. The punch list on the exterior of the building will begin in the next few weeks.
  - Progress continues on the Farm Operations/Large Animal building which includes work on the metal stud walls, exterior brick veneer, and interior slab on grade flooring. The project is on schedule with anticipated completion date of July 2021.

**Mission**

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- Progress continues on the Veterinary Technology building including work on the overhead mechanical rough ins, sheetrock taping/finishing and exterior brick veneer. Some material items have not been received because of manufacturer delays due to Covid-19. The project is on schedule with an anticipated completion date of July 2021.
5. With no further business to discuss, the meeting was adjourned at 2:59 p.m.