

BOARD OF GOVERNORS MEETING

Tuesday, September 14, 2021

ORDER OF BUSINESS:

9:00-10:00 a.m.	Facilities Committee Meeting, LLC, Suites F & G
10:00-10:30 a.m.	External Relations Committee Meeting, LLC, Suites F & G
10:30-10:45 a.m.	BREAK
10:45 a.m.-12:15 p.m.	Finance Committee Meeting, LLC, Suites F & G
12:15-1:15 p.m.	Lunch, Suites C & D
1:15-2:15 p.m.	Governance Committee Meeting, LLC, Suites F & G
2:15-2:45 p.m.	Student Success Committee Meeting, LLC, Suites F & G
2:45-3:00 p.m.	BREAK
3:00 p.m.	Public Hearing, Special Hearing, and Regular Meeting, LLC, Suites F & G

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

(Public Hearing, Special Hearing, and Regular Meeting)

ACTION

- | | |
|---|-------------|
| A. <u>ROLL CALL</u> | Chairperson |
| B. <u>CONVENE PUBLIC (BUDGET) HEARING</u> | Chairperson |

Mission

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

- | | |
|---|---------------|
| C. <u>OFFICIAL PUBLIC (BUDGET) HEARING</u> on the 2021-2022 budgets for the purpose of hearing support, opposition, criticism, suggestions, or observations from taxpayers. Official Notice of the Budget Hearing and Budget Summary was published in the <i>Norfolk Daily News</i> on Thursday, September 9, 2021. The General Operating Budget, Capital improvement Budget, ADA Hazardous Materials Budget, and Other Funds Budgets will be presented by Scott Gray, Vice President, Administrative Services. | Discussion |
| D. <u>ADJOURN PUBLIC (BUDGET) HEARING</u> on the 2020-2021 College budgets | Chairperson |
| E. <u>CONVENE SPECIAL HEARING</u> | Chairperson |
| F. <u>OFFICIAL SPECIAL HEARING</u> for the purpose of hearing support, opposition criticism, suggestions, or observations of taxpayers relating to setting the final tax request at a different amount than the prior year tax request. Official Notice of the Special Hearing to Set Final Tax request was published in the <i>Norfolk Daily News</i> on Thursday, September 9, 2021. Property Tax Request will be presented by Scott Gray, Vice President, Administrative Services. | Discussion |
| G. <u>ADJOURN SPECIAL HEARING</u> on property tax request | Chairperson |
| H. <u>CALL REGULAR MEETING TO ORDER</u> | Chairperson |
| I. <u>ADOPT AGENDA</u> for September 14, 2021 Regular Meeting. Official Notice of the Regular Meeting is posted on the Northeast Community College website and was published in the <i>Norfolk Daily News</i> on Wednesday, September 8, 2020. | MOTION |
| J. <u>PUBLIC COMMENT</u>
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 also 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. | Info |
| K. <u>APPROVE MINUTES</u> of the August 11, 2021 meetings as follows:
1. Regular Meeting– (attached pgs. 4-10)
2. Governance Committee Meeting – (attached pgs. 11-12)
3. Finance Committee Meeting – (attached pgs. 13-14)
4. External Relations Committee Meeting – (attached pgs. 15-17)
5. Student Success Committee Meeting – (attached pgs. 18-19)
6. Facilities Committee Meeting – (attached pgs. 20-21) | MOTION |

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

- L. REPORTS – Dr. Leah Barrett Info
1. Student Leadership Association
2. President

- M. NEBRASKA COMMUNITY COLLEGE ASSOCIATION (NCCA) REPORT Info
- Steve Anderson and Nicole Sedlacek, NCCA Board of Directors representatives

- N. FINANCE COMMITTEE
- Gene Willers, Chairperson

1. 2021-2022 budget approval **MOTION**
a) Adopt the 2021-2022 General Operating Budget
b) Adopt the 2021-2022 Building Improvement Budget
c) Adopt the 2021-2022 Accessibility Barrier Removal/Haz Mat Budget
d) Adopt the 2021-2022 Self-Supporting Funds Budget

2. Approval of Property Tax Request **MOTION**
2020-2021 Property Tax Request \$31,416,635.80
2020 Tax Rate 0.095000
2021-2022 Property Tax Request \$31,325,902.00
2021 Tax Rate 0.094000

- O. OTHER Info

- P. 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

October 3-4 – NCCA Annual Meeting, Scottsbluff, NE
October 26 – Regular Board Meeting – Lifelong Learning Center
November 16 – Regular Board Meeting– Lifelong Learning Center
December 9 – Regular Board Meeting – Lifelong Learning Center

2022

January 13 – Regular Board Meeting – Lifelong Learning Center
February 10 – Regular Board Meeting – Lifelong Learning Center
March 10 – Regular Board Meeting – Lifelong Learning Center
April 14 – 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

Wednesday, August 11, 2021

Prior to convening the meeting, Chairperson Steve Anderson led the assembly in pledging their allegiance to the flag of the United States of America.

12831

Roll call was taken with a quorum present.

AREA BOARD

Steve Anderson, Chairperson	Present
Arlan Kuehn, Vice-Chairperson	Absent-Excused
Julie Robinson, Secretary	Present
Del Ames	Present
Donovan Ellis	Present
Dr. Terry Nelson	Present
Dirk Petersen	Present
Jeffrey Scherer	Present
Nicole Sedlacek	Absent-Excused
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. Michele Gill, Vice President, Educational Services
Jessica Dvorak, Associate Vice President, Human Resources
Jim Curry, Director of Public Relations
Diane Reikofski, Executive Assistant to the President
Lauren Wagner, *Norfolk Daily News*
Cody Ronnenfelt, WJAG
Ryan Pattee, News Channel Nebraska

12832

Notice of the Regular Meeting is published on the Northeast Community College website and was published in the *Norfolk Daily News* on Thursday, August 5, 2021. Chairperson Steve Anderson convened the Regular Meeting at 3:03 p.m. in Suites F & G of the Lifelong Learning Center.

12833

Del Ames MOVED to adopt the Agenda of the August 11, 2021 Regular Meeting. Jeff Scherer SECONDED the motion.

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

Voting No: None

Absent: Kuehn and Sedlacek

MOTION CARRIED

12834

Chairperson Anderson noted that a copy of the Open Meetings Law is posted on the table at the back of the room. No constituents were in attendance to address the board with a public comment.

12835

Donovan Ellis MOVED, and Carol Sibbel SECONDED the motion to approve Minutes of the June 10, 2021 meetings as follows:

1. Regular Meeting
2. Student Success Committee Meeting
3. External Relations Committee Meeting
4. Governance Committee Meeting

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

Voting No: None

Absent: Kuehn and Sedlacek

MOTION CARRIED

12836

President Barrett provided the following report:

- Northeast Community College and Wayne State College have signed a Memorandum of Agreement (MOA) that creates the Associate of Applied Science/Bachelor of Science Technology program. The agreement allows graduates who complete their associate degrees at Northeast to transfer all of their completed academic credits to Wayne State to study

industrial technology to earn a bachelor's degree. The MOA has the potential to strengthen the region's industrial technology workforce.

- The Pathways to Tomorrow (P2T) education consortium has been named as the Nebraska Career and Technical Education's (CTE) Outstanding Secondary Program by the Nebraska Department of Education. Northeast serves as a partner in the consortium offering classes in West Point to students from seven-members. P2T is facilitated through Educational Service Unit #2.
- The National Coalition of Certification Centers (NC3) has recognized Northeast Community College for its work in providing industry recognized certifications to its students in several of its programs. NC3 selected Northeast for its School on the Rise award for consistent growth in issuing certifications since joining the NC3 network; as well as demonstrating innovative CTE initiatives and programs to support students and the service area.
- Northeast Community College has become a Registered Apprenticeship program sponsor through the U.S. Department of Labor. Registered apprenticeship programs for students combine post-secondary education with a full-time job and specialized, hands-on training.
- Northeast Community College was featured in an article in Time magazine on the philanthropy of Mackenzie Scott – the author who has given billions of dollars to various organizations over the past year. President Barrett is quoted in the article in the June 2021 edition that focuses on Scott's life and details her \$6 billion in contributions to hundreds of organizations across the country.
- An area physician who has personally witnessed the success of Northeast Community College over the decades wants others to understand how highly impactful the College has been to his family. Larry Birch, MD, of Pierce, believes so highly in Northeast that he asked to share his thoughts through a video. The video may be viewed on Northeast's YouTube Channel.
- Retirements include: Doug Cromwell, employed since January 1993, has retired from his position of Associate Director of Utilities Systems; Marcia Field, employed since June 1991, has retired from her position of Application Administrator; Ann Lund, employed since July 1980, has retired from her position of Director of Payroll; Dave Lund, employed since April 1984, has retired from his position of Maintenance-Irrigation; Stacie McCarville, employed since 2000, has retired from her position of Scholarship Coordinator; Karen Nielsen, employed since June 2004, has retired from her position of Staff Accountant; Corinne Morris, employed since November 1994, has retired from her position of Dean of Agriculture, Math & Science; Joe O'Connell, employed with the College since January 1978, has retired from his position of Groundskeeper; Karen Severson, employed since August 2019, has retired from her position as Interim Associate Vice President of Human Resources; and Kathleen Schwartzer, employed since July 1995, has retired from her position of Director of Testing Services. All retirements were effective as of June 2021.
- Six students in two programs at Northeast Community College have earned national championships in competitions that showcased the workforce knowledge they gained through their education. Teams in Media Arts – Broadcasting and Information Technology – Robotics captured gold medals in their respective classes during the 2021 SkillsUSA National Career Contest. Another Northeast information technology student took bronze in Computer Programming while a Northeast drafting student also captured bronze in Technical Drafting.
- A 2021 Northeast Community College diesel technology graduate has been recognized at a skills competition for heavy-duty diesel truck technicians. Marcus Reynolds, Newport, took second place in the student-level competition at the 2021 Nebraska SuperTech. Morgan

Barnes, a 2017 Northeast diesel tech graduate who is employed by MHC Kenworth Leasing and Rental in Omaha, won the professional SuperTech competition.

- Approximately 60 high school students from across the region had the opportunity to get exposure to various careers in the health care industry through Northeast's annual Health and Wellness Summer Expos in Norfolk and South Sioux City.
- Three South Sioux City High School graduates had an opportunity this summer to experience life in the business world while receiving free college tuition through Northeast Community College's South Sioux City extended campus. The three young women worked at Great West Casualty Co. through a program coordinated by their business instructor, Lori McClaren. In addition to learning about the insurance industry through hands-on training, each woman will receive 100% tuition reimbursement while earning their associate degrees from Northeast in South Sioux City.
- Northeast Community College was selected to receive grant funding that has assisted in providing reading literacy materials to families across the 20-county service area. The 2021 Family Literacy Grant from the Dollar General Literacy Foundation is designed to assist with efforts related to adult education instruction, children's education and Parent and Child Together Time.
- The nation's largest adult literacy and basic education membership organization has awarded a Northeast Community College adult education student for her efforts in the classroom. Teresa Hernandez, of South Sioux City, is the recipient of a Learning Upgrade Top Student Certificate from ProLiteracy. The program allows instructors to onboard adult learners into a smartphone app that allows learners to work on lessons that meet their individual needs.
- A number of sessions were held during the annual O'Neill Health Conference. Several sessions related to the Coronavirus pandemic were held during the event at the O'Neill Community Center and sponsored by Northeast Community College in O'Neill.
- Northeast Community College has initiated a new endeavor that ensures students integrate into the culture of college with the assistance of everyone on campus. Becoming a Hawk includes multiple areas as students prepare to begin at Northeast.
- TRIO Student Support Services held its Summer Bridge program for eight students. The program is designed to give TRIO students on the Norfolk campus an educational college jump-start and supports them as they experience a "sense of belonging" before their official academic journey begins.
- A project that was the brainchild of the Northeast Student Leadership Association (SLA) two-years ago has come to fruition. Artwork created by three students with a theme of diversity are now on display in the College's Union 73 on the Norfolk campus.
- In June, 93 Northeast student-athletes were named to Iowa Community College Athletic Association Academic All-Region teams. In July, 47 Northeast student-athletes were named to All-Academic honor teams by the National Junior College Athletic Association (NJCAA). In addition, each Northeast athletic team earned NJCAA All-Academic Team honors for maintaining a 3.0 grade point average (GPA) or higher. To be named to the First Teams, the student-athlete must have earned a 3.5 and above GPA. To be named to the All-Region Academic Second Teams, the student-athlete must have earned a 3.0-3.49 GPA.

12837

Steve Anderson, NCCA Board of Directors representative, extended his appreciation to Gene

Willers for serving as one of Northeast's representatives on the NCCA Board of Directors and welcomed Nicole Sedlacek as Gene's replacement.

The NCCA Board of Directors is in its final phase of replacing Greg Adams, NCCA Executive Director, who is retiring. The Board of Directors will interview four individuals on August 30th. In an effort to make a smooth transition, the person who is hired will begin on November 1st and Greg Adams will transition out at the end of December 2021.

The NCCA Annual meeting will be held October 3-4, 2021 in Scottsbluff.

Jee Hang Lee has been hired to replace J. Noah Brown as the new president and CEO of the Association of Community College Trustees (ACCT). Much of the CARES money that community colleges have received is a result of Mr. Lee's involvement with the White House. All community colleges in the nation have benefitted from the work of ACCT. Without ACCT, there would have been no representation of community colleges in Washington.

The Community College Leadership Congress will take place in San Diego, CA in October. Dr. Leah Barrett and Steve Anderson will present at the Congress.

12838

Terry Nelson MOVED, and Gene Willers SECONDED the motion to acknowledge and accept the Monthly Financial Report for July 31, 2021 and claims paid in July 2021 as follows:

General Funds	\$ 2,334,555.15
Auxiliary Funds.....	\$ 578,900.06
Grants and Contracts	\$ 48,650.68
Scholarships and Financial Aid.....	\$ 0.00
Student Loans.....	\$ 0.00
Student Clubs	\$ 301.14
Other Agencies.....	\$ 6,768.46
Capital Improvement.....	\$ 5,329.00
Restricted Plant	\$ 1,129,693.65
Debt Service	\$ 1,563,386.25
Payroll Fund	\$ <u>2,988,414.57</u>
TOTAL CLAIMS PAID	\$ 8,655,998.96

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

Voting No: None

Absent: Kuehn and Sedlacek

MOTION CARRIED

12839

Gene Willers MOVED and Carol Sibbel SECONDED the motion to authorize the use of cash on hand to continue the operations of the College pending final approval of the 2021-2022 budgets in September 2021.

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

Voting No: None

Absent: Kuehn and Sedlacek

MOTION CARRIED

12840

Terry Nelson MOVED to accept the Statements of Reimbursable Full-Time Equivalent Student Enrollment and Reimbursable Educational Units for years ended June 30, 2021 and 2020. Dirk Petersen SECONDED the motion.

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

Voting No: None

Absent: Kuehn and Sedlacek

MOTION CARRIED

12841

Donovan Ellis MOVED to approve an additional one (1) percent increase in the total 2021-2022 general fund budget limit authority. Julie Robinson SECONDED the motion.

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

Voting No: None

Absent: Kuehn and Sedlacek

MOTION CARRIED

12842

Julie Robinson MOVED to approve recipients for the following awards:

- Alumni Hall of Success
- Distinguished Service
- Nebraska Community College Association Distinguished Alumni

Names of the recipients will remain confidential until recipients have received notification. Del Ames SECONDED the motion.

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

Voting No: None

Absent: Kuehn and Sedlacek

MOTION CARRIED

12843

At 3:27 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

Julie Robinson, Secretary
Northeast Board of Governors

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

GOVERNANCE COMMITTEE

Wednesday, August 11, 2021

GOVERNANCE COMMITTEE

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

OTHER BOARD MEMBERS

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

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
Dr. Michele Gill
Jessica Dvorak
Jim Curry
Diane Reikofski
Michela Keeler-Strom
Julie Melnick
Lindsay Spiegel

MINUTES

1. The Governance Committee was convened at 8:34 a.m. in Suites F & G of the Lifelong Learning Center by Dirk Petersen, Chairperson.
2. Recommended approval of the Minutes of the June 10, 2021 meeting as presented.
3. The Governance Committee workgroup most recently met on August 9th with Rose Mercier, consultant for The Governance Coach, leading the group. A brief discussion was held to introduce board members to Ends Policies that were developed based on board member responses to a recent survey. In-depth discussion will be held when more board members are available. Reminder was provided that these policies will be living and breathing documents and will continue to evolve in the future.

A systematic approach for reviewing the policies will be developed by staff to assure that every policy has an administrative procedure. This process will take a longer period of time to complete as this will go through the shared governance process.

4. District boundaries are reviewed every ten years in response to population changes reflected in the U.S. Census. Review of the redistricting timeline was provided by Scott Gray. Scott advised that the Nebraska Secretary of State's office has requested that this work not be done internally, therefore, Northeast has contracted with the University of Nebraska at Omaha Center for Public Affairs Research to conduct the redistricting. Julie Robinson, Terry Nelson, and Jeff Scherer were selected to review the data provided by the Center for Public Affairs

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Research office. Once the district boundaries are finalized the Center for Public Affairs Research office will submit the data to a state-wide system.

Start of the 2022 candidate filing period will commence on January 5, 2022.

5. A wrap up of the Vision 2020 strategic plan was provided by Michela Keeler-Strom and Julie Melnick. In June 2015, the Northeast Community College Board of Governors approved the Vision 2020 strategic plan, a document that was founded on the seven key findings of the American Association of Community Colleges (AACC) publication, *Empowering Community Colleges to Build the Nation's Future, An Implementation Guide*. As a result of that action, and the ensuing work to achieve the four major goals, Northeast has been recognized as a leader in strategic planning and measuring results to improve institutional effectiveness in meeting its mission.

Vision 2020 has been a living and dynamic set of goals, objectives, and action plans that were reviewed annually and measured on an ongoing basis. On June 11, 2020, the Board of Governors approved extending the strategic plan for one more year to allow activities that were still in motion to be finalized and allow for development of a new strategic plan.

Many of the action plans that were prioritized for the 2018-2021 cycle are nearing their final milestones of completion. The intentional efforts of engaging staff and faculty in developing action plans that align with Vision 2020 and consistently evaluating progress in meeting the action plan milestones reflects Northeast's commitment to continuous improvement.

The third year of the Northeast 2018-2021 action planning cycle concluded on June 30, 2021. Of the 69 action plans that the administration had prioritized, evaluated, and measured, 39 of the action plans have been completed, 14 action plans are in progress, ten action plans have been moved to a future funding cycle, and six action plans are no longer priorities.

Julie Robinson stated that when initial review was given to the 69 action plans, she was concerned about the amount of work required by staff. She applauded staff for the six years of work that has gone into completing many of the action plans.

6. Dr. Leah Barrett introduced the *enVISION* strategic plan measurement strategies. A number of institutional benchmarks are also included, that show where we are today, but are not goals. When Northeast talks about becoming a Guided Pathways institution, we have a responsibility to disaggregate data so that we understand and make a difference with what is happening at the institution. Rather than just focusing on retention, persistence, and completion, Northeast will be looking at what the barriers are to retention, persistence, and completion. Measuring the success of the *enVISION* strategic plan will occur through the performance measures.

While the measurement strategies are still in draft form, the information will be shared during next week's in-service. Dr. Barrett hopes to finalize the measurement strategies in the next few weeks.

7. With no further business to discuss, the meeting was adjourned at 10:41 a.m.

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

FINANCE COMMITTEE
Wednesday, August 11, 2021

FINANCE COMMITTEE

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

OTHER BOARD MEMBERS

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

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
Dr. Michele Gill
Jessica Dvorak
Jim Curry
Diane Reikofski
Coleen Bressler

MINUTES

1. Del Ames, member of the Finance Committee, convened the meeting at 10:59 a.m. in Suites F & G of the Lifelong Learning Center.
2. Recommended approval of the Minutes of the April 8, 2021 meeting as distributed.
3. The Monthly Financial Report for July 31, 2021 and paid bills for the month of July 2021 were briefly reviewed by Scott Gray.

A consensus was reached by the Finance Committee members to recommend to the Board of Governors to acknowledge and accept the aforementioned.

4. In preparation for the September budget meeting, Mr. Gray provided an in-depth review of budget projections for 2021-2022 with numbers considerations being discussed.

Scott Gray and Coleen Bressler are developing a five-year budget plan for the Board of Governors to use for budget planning purposes in the future.

5. Consensus was reached by the Finance Committee to recommend to the Board of Governors to accept the Statements of Reimbursable Full-Time Equivalent Student Enrollment and Reimbursable Educational Units for years ended June 30, 2021 and 2020.
6. Discussion was held and a consensus was reached by the Finance Committee to recommend to the Board of Governors to approve the additional one (1) percent increase in the general

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fund budget limit authority for the 2021-2022 fiscal year. This approval would allow Northeast to accept an additional one (1) percent in general funds should the State of Nebraska have excess state aid to distribute.

7. With no further business to discuss, the meeting was adjourned at 12:03 p.m.

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

EXTERNAL RELATIONS COMMITTEE

Thursday, August 11, 2021

EXTERNAL RELATIONS COMMITTEE

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

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
Jessica Dvorak
Jim Curry
Diane Reikofski

MINUTES

1. Julie Robinson, member of the External Relations Committee, convened the meeting at 1:31 p.m. in Suites F & G of the Lifelong Learning Center.
2. Recommended approval of the Minutes of the June 10, 2021 meeting as distributed.
3. The search committee for the NCCA executive director has been meeting regularly and have chosen four candidates to be interviewed on August 30th. Following the interviews, the NCCA board members will meet with their respective college president to discuss the candidates. Each community college will provide one vote. Greg Adams' successor as the NCCA executive director will be announced at the NCCA Annual Meeting, scheduled to be held in Scottsbluff, October 3-4, 2021.
4. Nicole Sedlacek is transitioning to fill Gene Willers' seat as Northeast's NCCA Board of Directors representative, with the remainder of the board serving as alternates. Should either Steve Anderson or Nicole Sedlacek be unable to attend a meeting, any of the remaining nine board members could step in to represent Northeast. It is important for Northeast to have two representatives participate in each of the NCCA Board of Directors meetings.
5. The Association of Community College Trustees (ACCT) has selected Jee Hang Lee to replace J. Noah Brown as the new president and CEO. Lee's presidency becomes effective on November 1, 2021. Mr. Lee is currently ACCT's senior vice president and has been with

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ACCT for 15 years, having previously served as vice president of public policy and external relations.

6. Dr. Barrett, Dr. Cyndi Hanson, and Tara Smydra attended the recent Governor's Ag and Economic Development Summit, held in Kearney, NE. Presentations included expanding educational opportunities, broadband access, growing agriculture, venture capital and more.
7. On August 12th, Dr. Leah Barrett will attend the Federal Legislative Summit in Ashland, NE. She is looking forward to the Q&A session with the congressional delegation.
8. Following discussion, a consensus was reached by the External Relations Committee to recommend to the Board of Governors to approve the nominations for the Alumni Hall of Success, Distinguished Service, and the Nebraska Community College Association (NCCA) Distinguished Alumni awards. Names of the awardees will remain confidential until the recipients have been properly notified.

The awards will be presented during Northeast's Achievement Awards Ceremony on Tuesday, October 26th in the Lifelong Learning Center. The NCCA Distinguished Alumni recipient will also be recognized during the NCCA annual meeting awards ceremony on October 3, 2021 in Scottsbluff, NE.

Nominees from 2020 will also be recognized during the October 26th Achievement Awards Ceremony.

9. The quarterly Foundation Board of Directors meeting was held on July 27th. The meeting also served as the annual meeting of the Foundation. Meeting highlights include:
 - Two new members, Melissa Figueroa and Leia Piper, were approved for a three-year term ending 2024.
 - Bill Tielke, Kendra Barnes, Greta Roth, Roy Miller, and Wayne Studebaker were reelected to serve as president, vice president, secretary, treasurer, and past president respectively.
 - Walter Aschoff, Kendra Barnes, Roy Miller, Dr. G. Tom Surber, Bill Tielke and Juan Sandoval will serve another three-year term.
 - The nominations process is ongoing, and members are encouraged to submit names for approval throughout the year.
 - Foundation Board members are at 94% giving for FY2021.
 - The Foundation budget for FY2122 was reviewed and approved.
 - Review and approval of revisions to the Foundation By-Laws to allow each officer to serve a maximum of eight consecutive years.
 - Amendments to the Foundation's Document Retention and Destruction Policy were approved. The policy was adopted in 2009 and revised to be more in line with the College's Records Management policy.
10. Dedication of Norfolk's Canteen Lady will occur on August 17th, 3:00 p.m., at the Norfolk Veteran's Home. Because it is Northeast's all-campus in-service, Dr. Barrett encouraged board members to attend to represent Northeast Community College.

11. With no further business to discuss, the meeting was adjourned at 2:01 p.m.

DRAFT

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

STUDENT SUCCESS COMMITTEE

Wednesday, August 11, 2021

STUDENT SUCCESS COMMITTEE

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

OTHER BOARD MEMBERS

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

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
Dr. Michele Gill
Jessica Dvorak
Jim Curry
Diane Reikofski
Michela Keeler-Strom
Emily Duncan

MINUTES

1. The Student Success Committee was convened at 2:01 p.m. by Donovan Ellis, Chairperson of the Student Success Committee, in Suites F & G of the Lifelong Learning Center.
2. Recommended approval of the Minutes of the June 10, 2021 meeting as distributed.
3. Amanda Nipp, Vice President, Student Services, reported the following:
 - Summer enrollment was up 35% in credit hours compared to summer 2020 and up 23% in credit hours compared to 2019.
 - Fall enrollments also reflect an increase compared to the last year and students continue to register.
 - Residence halls are at capacity with a current waiting list.
 - Inquiry was made as to what full capacity on campus is. Amanda Nipp advised that this is a question that Northeast's Analytics Department can research.
4. Emily Duncan, Director of Adult Education, provided an overview of adult education. The purpose of adult education is to:
 - Assist adults to become literate and obtain the knowledge and skills necessary for employment and economic self-sufficiency;
 - Assist adults who are parents or family members to obtain the skills that:
 - Are necessary to becoming full partners in the educational development of their children; and
 - Lead to sustainable improvements in the economic opportunities for their family;

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- Assist adults in attaining a secondary school diploma or its recognized equivalent and in the transition to postsecondary education and training, through career pathways; and
- Assist immigrants and other individuals who are English language learners in:
 - Improving their reading, writing, speaking, and comprehension skills in English; and mathematics skills; and
 - Acquiring an understanding of the American system of government, individual freedom, and the responsibilities of citizenship.

Northeast's Adult Education program provides:

- Adult Basic Education
 - Basic skills development
 - Subject specific
 - Preparations for the GED
 - GED for Free
 - Remote testing opportunities
 - English as a Second Language
 - Aid students in achieving competence in reading, writing, speaking, and comprehension of the English language. Math is also included.
 - Integrated English Literacy and Civics Education
 - Preparation for citizenship
 - Workforce training
 - Integrated Education and Training (IET)
 - Partnership with Northeast Community College to offer CNA and/or Med Aide courses
 - Family Literacy
 - Four components – Northeast is responsible for the Adult Education piece.
5. With no further business to discuss, the meeting was adjourned at 2:28 p.m.

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

FACILITIES COMMITTEE

Wednesday, August 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	PRESENT
Nicole Sedlacek	ABSENT
Gene Willers	PRESENT

STAFF

Dr. Leah Barrett
Paul Feilmeier
Scott Gray
Amanda Nipp
Dr. Michele Gill
Jessica Dvorak
Jim Curry
Diane Reikofski

MINUTES

1. The meeting was convened at 2:28 p.m. by Jeff Scherer, Chairperson of the Facilities Committee in Suites F & G of the Lifelong Learning Center.
2. The construction progress report included the following:
 - Progress continues on the Farm Operations/Large Animal building and livestock pens. The drywall installation is complete and final interior painting and door/hardware installation work is expected to be completed in August. On the exterior, work is progressing with the livestock fencing and gates. The anticipated completion date is September 2021.
 - The delivery and installation of some materials needed to complete the Vet Tech building are being delayed due to a Covid-19 supply chain disruption. Projected delivery dates of remaining materials run from late August into November. Progress continues with final painting, ceiling tile installation, door/hardware installation, and landscaping. Anticipated completion date is October/November 2021.
 - Plan is for the Ag facilities to be completed so that classes can begin in the new facility in the Spring 2022 semester.
3. Future facility renovations include converting the Maclay Building into an Educational Services Building. Our goal is to utilize current space that we have on campus and not build new buildings. Architects are currently looking at what needs to be done to Maclay. Technology Services, Marketing, Institutional Effectiveness, President's Office, and Marketing will be moved out of Maclay and relocated to the Lifelong Learning Center. The former Library/Resource Center Building will be used as swing space as the Maclay Building is being renovated. Remodel/construction of the Maclay building could potentially begin in Spring 2023.

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20

Humanities will be taken out of Weller and relocated to the Maclay Building. Once Humanities is out of the Weller Building, the Applied Technology program will remain. The next step will be for the architects to determine what needs to be done to the Weller Building.

4. With no further business to discuss, the meeting was adjourned at 2:43 p.m.

DRAFT