



**NORTHEAST COMMUNITY COLLEGE AREA**

**MINUTES OF REGULAR MEETING**

**Thursday, April 9, 2020**

Prior to convening the meeting, Chairperson Anderson acknowledged the flag of the United States of America displayed in the background, stating that this is a time of need for our entire country.

12639

Roll call was taken with a quorum present.

Pursuant to the Executive Order issued on March 17, 2020 by Nebraska Governor, Pete Ricketts, the April 9<sup>th</sup> Northeast Community College Board of Governors meeting was conducted via Zoom virtual meeting. Copies of today's agenda are located and available to members of the public in the Northeast Community College Lifelong Learning Center, Suites C and D; O'Neill Extended Campus, Room 123; South Sioux City Extended Campus, Room 138, West Point Extended Campus, Room 110, and on the Northeast Community College website.

**AREA BOARD**

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

**OTHERS PRESENT**

Dr. Leah A. Barrett, President  
John Blaylock, Executive Vice President  
Dr. Michele Gill, Interim Vice President of Educational Services  
Coleen Bressler, Interim Vice President of Administrative Services  
Amanda Nipp, Vice President of Student Services  
Dr. Tracy Kruse, Associate Vice President of Development and External Affairs  
Eric Johnson, Associate Vice President of Center for Enterprise

Jim Curry, Director of Public Relations  
Diane Reikofski, Executive Assistant to the President  
Carissa Kollath, Director of Student Activities  
Paul Muncy, History/Geography instructor  
Lauren Wagner, *Norfolk Daily News*  
Cody Ronnfeldt, WJAG  
Blake Bartling, Student Leadership Association member  
Andrew Smith, Student Leadership Association president  
Terri Heggemeyer, Director of Career Services

12640

Chairperson Anderson convened the regular meeting to order at 3:03 p.m.

12641

Gene Willers MOVED to adopt the Agenda of the April 9, 2020 Regular Meeting as distributed.  
Jeff Scherer SECONDED the motion

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

**Voting No:** None

**Absent:** None

**MOTION CARRIED**

12642

A copy of the Open Meetings Law is posted on the tables at the back of the room. No constituents were in attendance in Norfolk, O’Neill, South Sioux City, or West Point to address the board with a public comment.

12643

Nicole Sedlacek MOVED, and Dirk Petersen SECONDED the motion to approve the following.  
Minutes of the February 18, 2020 meetings:

- Governance Committee Meeting,
- Finance Committee Meeting,
- External Relations Committee Meeting; and

Minutes of the March 17, 2020 meetings:

- Regular Meeting,
- Facilities Committee Meeting,
- Student Success Committee Meeting.

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

**Voting No:** None

**Absent:** None

**MOTION CARRIED**

12644

Dr. Leah Barrett reported the following:

- Online learning began Monday, March 23<sup>rd</sup>, at Northeast Community College. Faculty have been engaging their students and delivering their courses in many innovative ways. There have been a few issues with technology, from lack of internet access to bandwidth issues, but Technology Services staff have been working diligently to assist.
- Most employees are working remotely with a small number of faculty and staff working from their offices.
- While most credit classes have moved online and non-credit classes have been cancelled, there are still health-related classes that are being held at the request of area healthcare providers.
- Meetings continue to be held through cloud video conferencing portals, such as Zoom. Technology Services reports that in the month of March, Northeast Community College hosted more than 1,700 Zoom meetings.
- President Barrett extended special thanks to the response team members; John Blaylock, Brian Paulsen, Amanda Nipp, Michele Gill, Karen Severson, Jim Curry, and Coleen Bressler. Their service on this team over the past four weeks is an excellent illustration of core values of Northeast Community College: teamwork, professionalism, and pride. Their work helped to achieve the goal of minimizing the risk of exposure to the coronavirus.
- A webpage has been created, [www.northeast.edu/coronavirus](http://www.northeast.edu/coronavirus) to provide updates and information related to coronavirus.
- Northeast Data Scientist, Jody Gibson, is researching the impact of the COVID-19 virus on the 20-counties of the College's service area. She factors in data from multiple sources to show the potential impact of the virus on the region. New articles are written every three to four days. Ms. Gibson has spent her career dedicated to analysis and public health efforts.
- The Northeast Community College Nexus Project received a special gift in the past month. Linda Pohlman, widow of the ag program's first dean, Chuck Pohlman, is using retirement funds to make a donation to the campaign to construct new agriculture facilities.
- Two Northeast instructors, Lynnette Frey (drafting) in Norfolk and Amanda Thomasen (biology/science) in South Sioux City have been using 3D printers to produce visor pieces that will be attached to transparent face shields. The finished products are being given to area frontline healthcare providers as they and their colleagues across the world continue to battle the ongoing COVID-19 crisis.
- Northeast automotive student, Tait Ziems, has been named a 2020 New Century Workforce Pathway Scholar. The New Century Workforce Pathway Scholarship program is sponsored by the Coca-Cola Foundation and Phi Theta Kappa Honor Society. More than 2,200 applications were received from 1,200 college campuses across the country and evaluated on academic achievement, leadership, service, and significant endeavors. Only one New Century Scholar is selected from each state; Tait received the highest score in Nebraska.

- The Phi Theta Kappa All-Academic Team Recognition Ceremony, scheduled for April 22, has been canceled in an effort to reduce the spread of the COVID-19 virus. Students from Northeast who were nominated and scheduled to attend were Justin Mensik, Travis Munyer, Rebecca Stone, and Tait Ziems.
- Northeast recruiters and enrollment specialist have been contacting students through text messages, phone calls, and Zoom meetings. Recruitment staff and student ambassadors, along with academic deans, associate deans, and faculty, are offering Online Campus Visits for prospective students and parents to learn more about the Northeast experience, student life, and academic programs.
- The Student Activities Council (SAC) staff continue to keep Northeast students, faculty, and staff engaged with virtual events.
- The National Junior College Athletic Association has canceled the Spring 2020 athletic season. This season will not count athletically for Spring 2020 sport participant.
- Terri Heggemeyer, Director of Career Services, highlighted the 2019 Graduate Report, revealing that 99% of the 909 2019 graduates continued their education or entered the workforce. Of the 481 graduates who entered the workforce, 88% are employed in their field of study.

The report also indicates that 88% of the graduates remained in Nebraska to work; 61% are employed in Northeast's 20-county service area.

The Career Services Office offers a variety of services to prepare students for today's workforce. This includes providing one-on-one advisement and personal attention to students as they look for employment, posts jobs daily to the Northeast online job board, assists with writing resumes, job applications, and cover letters. The Career Services Office offers lifetime employment assistant to alumni.

- Drew Smith, Student Leadership president, reported that their signature project has been put on hold due to the COVID-19 pandemic. SLA's mural project will proceed, and one submission has already been received. With COVID-19, SLA is trying to remain in contact with students. Drew will be sending a communication to students, asking for art projects to be submitted for the mural project.
- Blake Bartling, SLA member, stated that Carissa Kollath and Erika Rupprecht, Student Activities Office, have been creative and are keeping students engaged with activities such as Motivational Monday and TikTok Tuesday Challenge. These activities are designed to keep students connected virtually and help them feel involved with the campus.

12645

Steve Anderson, NCCA Board of Directors representative, reported that the NCCA Executive Committee met on Monday, April 6<sup>th</sup>, via Zoom. The May NCCA Board of Directors quarterly meeting is being canceled and those agenda items will be moved to the August meeting. Greg Adams continues to monitor the Nebraska Legislature and remain optimistic that community college funding will remain intact.

12646

Jeff Scherer MOVED and Arlan Kuehn SECONDED the motion to acknowledge and accept the Monthly Financial Report for February 29, 2020 and March 31, 2020 and claims paid in February and March 2020 as follows:

February 29, 2020

General Fund .....	\$ 5,986,803.09
Auxiliary Fund.....	\$ 515,997.83
Grants and Contracts .....	\$ 19,915.84
Scholarships and Financial Aid .....	\$ 4,738.00
Student Loans .....	\$ 75.00
Student Clubs.....	\$ 5,761.52
Other Agencies .....	\$ 16,785.21
Capital Improvement .....	\$ 42,634.46
Restricted Plant.....	\$ 1,591,372.47
Debt Service .....	\$ 0.00
Payroll Fund .....	\$ <u>2,811,053.86</u>
TOTAL CLAIMS PAID.....	\$ 10,995,137.28

March 31, 2020

General Fund .....	\$ 1,274,746.11
Auxiliary Fund.....	\$ 368,558.27
Grants and Contracts .....	\$ 16,839.37
Scholarships and Financial Aid .....	\$ 250.00
Student Loans .....	\$ 0.00
Student Clubs.....	\$ 14,281.05
Other Agencies .....	\$ 15,347.49
Capital Improvement .....	\$ 10,072.12
Restricted Plant.....	\$ 554,087.62
Debt Service .....	\$ 0.00
Payroll Fund .....	\$ <u>2,943,989.17</u>
TOTAL CLAIMS PAID.....	\$ 5,198,171.20

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

**Voting No:** None

**Absent:** None

**MOTION CARRIED**

12647

Del Ames, Chairperson of the External Relations Committee, MOVED to approve the Madison County Proclamation for Northeast Community College pursuant to the Emergency Management Act (NEB. REV. STAT.§§ 81-829.36 to 81-829.75) and other Nebraska Laws and Issued to Northeast Community College (Northeast).

Dr. Leah Barrett interrupted the motion to indicate that during the External Relations Committee meeting, discussion was held on whether or not the Northeast Community College Extended Campus sites were to be included in the Proclamation. She just received an email confirmation was that the Extended Campuses should be included. Once approved by the Board of Governors, the Proclamation will be forwarded to the Madison County (Nebraska) Clerk for consideration by the Madison County Commissioners during their April 14<sup>th</sup> Commissioners meeting.

Del Ames made a MOTION to AMEND his original motion and approve the Madison County Proclamation for Northeast Community College pursuant to the Emergency Management Act (NEB. REV. STAT.§§ 81-829.36 to 81-829.75) and other Nebraska Laws and Issued to Northeast Community College (Northeast), 801 East Benjamin Avenue, Norfolk, NE; Northeast Community College Extended Campus, 505 East Hwy. 20, O’Neill, NE; Northeast Community College Extended Campus, 1001 College Way, South Sioux City, NE; and Northeast Community College Extended Campus, 202 Anna Stalp Avenue, West Point, NE.

Julie Robinson SECONDED the motion.

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

**Voting No:** None

**Absent:** None

**MOTION CARRIED**

12648

Jeff Scherer, Chairperson of the Facilities Committee, MOVED to approve the Temporary Easement with Madison County, Nebraska, for the purpose of completing the necessary grading and earthwork requirements for the Benjamin Avenue Paving Project and authorize Dr. Leah A. Barrett, President of Northeast Community College, to execute all documents necessary to implement this action. Arlan Kuehn SECONDED the motion.

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

**Voting No:** None

**Absent:** None

**MOTION CARRIED**

12649

MOTION was made by Carol Sibbel, Chairperson of the Student Success Committee, to approve the continuation of the Building Construction program at Northeast Community College for

submission to the Nebraska Coordinating Commission for Postsecondary Education. Del Ames SECONDED the motion.

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

**Voting No:** None

**Absent:** None

**MOTION CARRIED**

12650

Carol Sibbel MOVED to approve the continuation of the Electrical Construction and Control program at Northeast Community College for submission to the Nebraska Coordinating Commission for Postsecondary Education. Nicole Sedlacek SECONDED the motion.

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

**Voting No:** None

**Absent:** None

**MOTION CARRIED**

12651

In other business, Chairperson Anderson acknowledge board and staff member birthdays for the month of April. He also reported that Ken Echtenkamp’s health is failing and asked that Ken be kept in everyone’s prayers. In the early 1970’s, Ken served as interim president at Northeast and is also a former member of the Northeast Community College Board of Governors, having served 32 years.

12652

At 3:44 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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Julie Robinson, Secretary  
Northeast Board of Governors