



Board of Governors
Northeast Community College Area
Minutes of Meeting
Thursday, February 17, 2022

ATTENDANCE

BOARD OF GOVERNORS

- Julie Robinson, Chairperson Present
Jeffrey Scherer, Vice-Chairperson Absent; Excused
Donovan Ellis, Secretary Present
Del Ames Present
Steve Anderson Present
Dr. Terry Nelson Present
Dirk Petersen Present
Nicole Sedlacek Present
Carol Sibbel 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
Jessica Dvorak, Associate Vice President, Human Resources
Dr. Michele Gill, Vice President, Educational Services
Lindsay Spiegel, Director of Institutional Effectiveness
Jim Curry, Director of Public Relations
Diane Reikofski, Executive Assistant to the President
Lai Montè Hunter, Dean of Students
Cody Ronnenfeldt, WJAG
Riley Tolan-Keig, Norfolk Daily News
Rose Graham, Student Leadership Association president

1. PLEDGE OF ALLEGIANCE

Chairperson Julie Robinson led the assembly in pledging their allegiance to the flag of the United States of America.

2. ADOPT AGENDA

MOTION by Donovan Ellis, SECONDED by Nicole Sedlacek, to adopt the Agenda of the February 17, 2022 Meeting. Official Notice of the meeting was posted on the Northeast Community College website and published in the Norfolk Daily News on Friday, February 11, 2022.

Voting Yes: Anderson, Ellis, Petersen, Robinson, Sedlacek, and Sibbel

Voting No: None

Absent: Ames, Nelson, and Scherer

MOTION CARRIED

3. BOARD EDUCATION AND INFORMATION

3.1 Student Services Report

3.1.1 Spring Enrollment Report

Largest increase in enrollment is reflected in continuing students and early college students. Spring 2022 10th day enrollment compared to 2021 reveals a headcount difference of +3.39% and credit hour difference of +5.45%. Definition of a returning student explained as an individual that attended college, stopped out, and then returned.

3.1.2 Mental health programming on campus

Lai-Montè Hunter, Dean of Students, was introduced and welcomed.

For the past several years, Northeast has employed one full-time licensed mental health practitioner. Northeast has also contracted with a counseling agency in O'Neill and South Sioux City for counseling of students at these two extended campuses. West Point students travel to Norfolk for counseling services. Students enrolled in six or more credit hours are provided with short-term counseling, typically lasting no more than six sessions. A benefit of the pandemic was that Northeast was able to shift to telehealth for counseling and telehealth counseling will continue to be provided to students. Top reasons that students sought counseling include anxiety, depression, academic struggles, relationship issues, suicidal thoughts, and loneliness.

Following research of programs available to assist college campuses in being more prepared to work with students who are struggling with mental health challenges, an application was submitted for a grant. A grant for \$25,500 was received from the Morgan Stanley Foundation and Northeast contributed \$11,000 to participate in the JED Campus.

JED Foundation is a non-profit that protects the emotional health and prevents suicide for the nation's teens and young adults, giving them the skills and support they need to thrive today and in the future. JED Campus is a four-year program and Northeast is assigned a campus advisor for the four-year journey. Northeast has undergone a self-assessment of mental health policies and procedures, and students have taken the Health Minds Survey. In March, a site visit will be conducted with the College team and student focus groups. Based on what is discovered, a mental health strategic plan will be developed. The JED Campus also provides access to a multitude of resources, trainings, and services. At the conclusion of the four-year program, another self-assessment will be conducted to determine how far Northeast has advanced from the initial baseline assessment.

Northeast's counselor resigned in November, allowing the position to be re-evaluated. The position has been revised and will oversee the Student Health and Counseling office and provide outreach and education about mental health challenges that students are facing. It is expected that the demand for counseling will exceed the capacity of this one individual, so exploration is being done to contract with agencies in Norfolk to add an additional part-time on-campus counselor or contracting with and online 24/7 mobile counseling service.

3.2 Administrative Services Report

3.2.1. Facilities Update/Progress Report

Due to basement flooding events, modifications to Simon Hall will be made following the conclusion of the Spring semester. Modifications include the removal of the existing concrete ramp, site work modifications, adding an automatic fire sprinkler system to the basement, and an addition to house the new electrical service and water softener system. The Residence Life Capital Reserve Fund and possible insurance proceeds will be utilized as the funding source for this project.

Capital Funds will be used to pay for renovations to the Lifelong Learning Center (LLC) for permanent relocation of the President's office, Technology Services Division, and Marketing office. Space will be reconfigured to be more collaborative with the Foundation and Human Resources departments that are currently located in the LLC. This project will be completed in two phases.

Architects continue to analyze and evaluate the structural integrity of the existing Maclay Building and will consider the layout option that will best meet the needs for the programming areas. The programming statement for the Maclay Building renovation/construction will be presented to the Board of Governors in April. The architects will take into consideration This facility will serve as the central hub for oversight of all academic divisions and programs that are considered academic core functions. The Capital Fund has been built up for several years in anticipation of the Maclay Building remodel or construction.

Governor Pete Ricketts' proposed budget currently includes \$15 million in American Rescue Plan Act (ARPA) funds for each community college. Should these funds be received, two projects that are receiving preliminary discussion include the purchase and renovation of a downtown Norfolk building to convert to a fabrication lab for workforce training curriculum in robotics/software development, and collaboration with community partners in industry. The second project being discussed is a workforce training building and Commercial Driver's License (CDL) driving range on the South Sioux City campus. This facility would include the truck driver training and licensure, diesel tech apprenticeship program, supply chain/logistics program, construction micro trades (framing, flooring, roofing, cabinetry), electrical, plumbing, Heating, Ventilation, and Air Conditioning (HVAC), welding, and heavy equipment operator.

3.2.2 Monthly Financial Report and Paid Bills

Monthly Financial Statement and paid bills were briefly reviewed. The most significant payments are Blue Cross/Blue Shield standard payments for employee health insurance being paid twice in the same month due to timing.

3.2.3 Quarterly Financial Update

Review was given to the five-year planning document, focusing on current year financials. Staff are currently in the process of developing budgets for 2022-2023.

3.2.4 County assessed valuation trend review

Valuation updates were received in December and another update will be provided this spring. Legislation was passed last year that requires taxing entities to participate

in a public meeting if they have a property tax increase above 2% plus real growth. Discussion included the desire to meet with stakeholders throughout the 20-county service area to share data and keep them aware of services that Northeast Community College provides in their respective counties.

3.3 Development/External Affairs Report

3.3.1 President's Update

President Leah Barrett's work with the Aspen Fellowship is intersecting with Guided Pathways work to improve student success. Robust conversations continue between the President's Cabinet members and the Strategy and Improvement (S&I) Team. Northeast continues to work with the National Center for Inquiry and Improvement (NCII) with their main consultant coming to campus in March.

3.3.2 Legislative Update

President Barrett has spent a number of days in Lincoln testifying on behalf of Nebraska's community colleges. In addition, Community College Day at the Capitol was held on February 3rd with two board members, two students, Dr. Barrett, and Dr. Kruse attending. Senators are pleased to have the opportunity to speak with students.

Next week Northeast welcomes the Walter and Suzanne Scott Foundation to campus to discuss what opportunities might exist.

The Higher Learning Commission (HLC) Annual Conference will be held in Chicago April 2-5, 2022. On April 13th, an accreditor will visit the West Point and South Sioux City Campuses and the Open Pathway Comprehensive Evaluation visit will occur on October 23-24, 2023.

The Governor's inclusion of \$15 million for each community college still remains in his budget and would create upscaling of many of our programs and upskilling of people in Nebraska.

Thanks to the work of Dirk Petersen and Julie Robinson, during last week's Governmental Affairs meeting, Senator Mike Flood provided excellent information regarding the state budget and the ARPA fund budget process. Courtney Wittstruck, NCCA executive director, continues working the floor and meeting with every state senator advocating for their support.

Review was given to additional legislative bills being followed by Nebraska's community colleges along with hearing dates that have been identified.

3.3.2.1 New legislative districts

President Barrett referred board members to BoardPaq to review the Nebraska Legislative District maps and respective senators that represent Northeast's five districts.

3.3.3 NCCA Report

Julie Robinson and Nicole Sedlacek attended Community College Day at the Capitol along with two students, Dr. Barrett, and Dr. Kruse. Appointments with Senators

Brewer and Erdman were very positive. Senator Flood joined Northeast's contingency for lunch and provided a good experience for the students.

The NCCA Board of Directors will meet in May and will discuss a strategic planning session to help guide Courtney Wittstruck. Courtney has hit the ground running and is representing community colleges very well promoting activity at this legislative session.

3.3.4 ACCT National Legislative Summit (NLS) update

Participants included Steve Anderson, Nicole Sedlacek, Dr. Leah Barrett, Dr. Tracy Kruse, and Jim McKenney. Met with senators and congressmen and broached the topic of the short-term Pell grant which would help to fill the gap with short-term training programs.

Due to Dr. Kruse's persistence, Northeast's contingency was able to meet with legislators or staff from the offices of Jeff Fortenberry, Deb Fischer, Don Bacon, and Ben Sasse. All were very supportive and appreciated seeing how the Higher Education Emergency Relief Funds (HEERF) funds were spent.

The final day of NLS was spent participating in the Rural Community College Association (RCCA) Day which provided the opportunity to meet with other agencies. RCCA is a small but effective group.

3.3.5 Grants update

- The Build Back Better grant is a finalist with Invest Nebraska.
- Northeast Community College is also applying as a sub-recipient/partner for the Health Resources and Services Administration (HRSA) Expanding the Rural Public Health Workforce grant.
- The Area Health Education Center (AHEC) will be the lead institution for this application. Health network partners are Midtown Health Center, Behavioral Health Services, Antelope Memorial Hospital, and possibly Providence Health Care.

3.3.6 Quarterly Foundation Board of Directors update

A total of \$231,175 in endowed scholarships was paid out in academic year 2020-2021. Additional scholarships paid out include Weller Foundation-\$74,199; Board of Governors-\$50,978/tuition/fees; Susan Thompson Buffett Foundation-\$527,611; and CARES/CRRSAA-\$1,169,140 (federal Covid relief funds).

The Foundation Board of Directors and Board of Governors are currently at 83% giving and all board members are encouraged to support Northeast.

The scholarship luncheon is scheduled for April 7, 2022.

3.4 Strategic direction measurement metrics

Associate Vice President of Institutional Research and Analytics, Danielle Gibson, has developed a webpage to provide a dynamic way to review our strategic measurements and progress. The page can be found at <https://northeast.edu/about-us/strategic-plan/strategic-measurements>

4. Lunch

5. COMMITTEE REPORTS

5.1 Governance Committee

Governance Committee will meet each month, one week prior to the regularly scheduled board meeting. The Governance Committee met on February 9th and is recommending minor revisions to EL-11, Construction; EL-03, Treatment of Employees; and GP-14, Special Rules of Order.

5.2 Ownership Linkage Committee

Committee members met on February 10th and brainstormed ideas on how to connect with owners. Owners are constituents who elect board members, students, and all public members. Discussion was held on activities that are currently done and new ideas were shared for additional outreach. Ideas were outlined by month and recorded on the Board Planning Cycle and Agenda Control spreadsheet. Report will be given each month on the activities that board members had been involved in and will look at quarterly updates for events that should be included in the planning cycle. The Board Planning Cycle and Agenda Control spreadsheet provides a framework to begin and will continue to add outreach activities as they arise. Board members are encouraged to wear Northeast gear and name badges as part of their outreach efforts.

Discussion included where the Board Planning Cycle and Agenda Control spreadsheet is housed so that board members can readily access it. Determination is yet to be made.

5.3 Search Committee

Three applications were received for District III and nine applications were received for District IV. Three applicants from each district will be interviewed on Monday, February 21st. A recommendation for the District III and District IV representatives will be brought forth in March.

6. MONITORING REPORT

6.1 Compensation and Benefits (EL-07)

Board members expressed appreciation of the information included in the monitoring report as it provides them with information that they may not have been aware of in the past. Governance is the work of the board and monitoring is the work of the staff. Jessica Dvorak reported that as she has worked to develop the monitoring reports for the past two months, she has learned that the monitoring reports also serve as a tool for staff to monitor their own departments.

7. Break

8. CONSENT AGENDA

MOTION by Carol Sibbel, **SECONDED** by Dirk Petersen to approve the CONSENT AGENDA:

- 8.1 Approve Minutes of the January 13, 2022 Meeting.
 8.2 Acknowledge and accept the Monthly Financial Report for January 31, 2022 and claims paid in January 2022.

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

Voting No: None

Absent: Scherer

MOTION CARRIED

9. PUBLIC COMMENT

Chairperson Robinson 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.

10. ITEMS FOR DECISION

- 10.1 The following policies have been reviewed to assure that the content of each policy is fully contained within the new policies or procedures.

MOTION by Donovan Ellis to accept the **SECOND READING** and **APPROVE** the deletion of the following. Dirk Petersen **SECONDED** the motion.

- 11.2.1 BP-3040, Institutional Memberships
 11.2.2 BP-4120, Dual Credit
 11.2.3 BP-4310, Instructional Program Review
 11.2.4 BP-4410, Distance Education Policy

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

Voting No: None

Absent: Scherer

MOTION CARRIED

- 10.2 Board members reviewed the following policy to determine if the content of each policy is fully encompassed within the new policies or procedures. The **FIRST READING** was held for the deletion BP-4010, Academic Grades Records Retention.

- 10.3 The **FIRST READING** was held on revisions to the following:
- 10.3.1 EL-11, Construction. Revisions are being made to align with the definition that exists within the Coordinating Commission for Postsecondary Education (CCPE) Act. and is also consistent with what Northeast has done in the past.
- 10.3.2 EL-03, Treatment of Employees. Redundant language is being removed.
- 10.3.3 GP-14, Special Rules of Order. Minor language revisions following clarifying discussion among the Board of Governors.

11. COLLEGE REPORTS

11.1 Student Leadership Association (SLA)

- SLA is working to erect signs for the frisbee golf course. They hope to sponsor a tournament this spring.
- Organizing a bake sale.
- Working out details on an art contest. Intent is to have a different theme each year.

11.2 President's Report

President Leah Barrett highlighted activities, events, and accomplishments of faculty, staff, students, and athletes that have occurred during the past month. A full copy of the President's Report is available in the President's Office.

12. OTHER

Board member birthdays for the month of February were acknowledged.

13. BOARD of GOVERNORS Self-Evaluation

Chairperson Robinson encouraged board members to use this time to complete the self-evaluation. This provides an opportunity for board members to reflect on how the meeting went or make a note if there is anything that needs to be done differently. At future meetings, this could be the time to bring up a reflection from the previous meeting.

14. ADJOURNMENT

At 3:39 p.m., with no further business to discuss, Chairperson Robinson declared the meeting **ADJOURNED. UNANIMOUSLY PASSED BY VOICE VOTE.**

Minutes prepared by Diane Reikofski, Recording Secretary.

Julie Robinson, Chairperson
Northeast Board of Governors

Donovan Ellis, Secretary
Northeast Board of Governors