



ATTENDANCE

BOARD OF GOVERNORS

Julie Robinson, Chairperson	Present
Jeffrey Scherer, Vice-Chairperson.....	Present
Donovan Ellis, Secretary	Present
Del Ames	Present
Steve Anderson	Present
Dr. Terry Nelson	Present
Dirk Petersen.....	Absent
Jeanne Reigle	Absent
Nicole Sedlacek	Present
Carol Sibbel	Absent
Pat Wojcik.....	Present

OTHERS PRESENT

- Dr. Leah A. Barrett, President
- Paul Feilmeier, Vice President, Technology Services
- Scott Gray, Vice President, Administrative Services
- Dr. Tracy Kruse, Vice President, Development and External Affairs
- Amanda Nipp, Vice President, Student Services
- Jessica Dvorak, Vice President, Human Resources
- Jim Curry, Director of Public Relations
- Lindsay Spiegel, Director of Institutional Effectiveness
- Diane Reikofski, Executive Assistant to the President
- Dr. Michele Gill, Vice President, Educational Services
- Paul Hughes, WJAG
- Pat Caveye, WJAG
- Riley Tolan-Keig, *Norfolk Daily News*

1. Pledge of Allegiance

Chairperson Julie Robinson convened the meeting at 9:42 a.m. and led the assembly in pledging their allegiance to the flag of the United States of America.

2. ADOPT AGENDA

MOTION by Julie Robinson, **SECONDED** by Nicole Sedlacek, to adopt the Agenda of the August 11, 2022 Meeting. Official Notice of the meeting was posted on the Northeast Community College website and published in the *Norfolk Daily News* on Friday, August 5, 2022.

Voting Yes: Ames, Anderson, Ellis, Robinson, Scherer, Sedlacek, and Wojcik

Voting No: None

Absent: Nelson, Petersen, Reigle, Sibbel

MOTION CARRIED

3. BOARD EDUCATION AND INFORMATION

3.1 Administrative Services Report

3.1.1 Monthly Financial Report and Paid Bills

Monthly Financial Statement and paid bills were reviewed with Scott Gray highlighting the statement of changes in the fund balance. Items of significance in the paid bills were discussed.

Dr. Terry Nelson joined the meeting at 10:06 a.m.

3.1.2 Preliminary discussion of proposed general fund and capital fund

In preparation of setting the budget in September, an in-depth review was provided of the general and capital funds. Certified valuations are received from the county treasurers on August 20th and these are the numbers used for budgeting purposes.

New budgeting software is being implemented to allow budget managers to review data more easily and better manage their accounts. Board members expressed their pleasure with the transparency that administration is working towards.

3.1.3 Discussion on Joint Public Meeting

Discussion was held in regard to the budget process overview and hearing required under new LB 644. Northeast's Board of Governors will meet again on September 8th to further review the budget. Administration and members of the Board will attend the Madison County Joint Public Hearing on September 21st and the Board of Governors will meet on September 22nd to conduct its budget hearing and hold the property tax request hearing, if not required to participate in the Madison County Joint Public Hearing. Northeast Community College is required to submit its adopted budget to the State Auditor by September 30th.

3.1.4 Ownership Linkage Committee

Members of the Board of Governors and administration are scheduling a meeting in Brown County on September 6th to provide constituents information on services that are being provided in their county, in the region,

and throughout the 20-county service area. Dr. Leah Barrett will provide a general college overview and initiatives that are currently underway. Information will also be provided on the number of students in the county being served by dual enrollment, work being done in adult education, etc. A reception will also be held with the Keya Paha, Brown, and Rock County (KBR) Leadership class, along with KBR alumni.

The board’s Ownership Linkage Committee will continue to brainstorm opportunities to meet with constituents in other counties of the 20-county service area.

3.1.5 Additional one (1) percent increase in the total 2022-2023 general fund budget limit authority This increase could allow Northeast Community College to accept an additional one (1) percent in general funds should the State of Nebraska have excess state aid to distribute.

3.1.6 Full-Time Equivalency/Reimbursable Educational Units(FTE/REU) Enrollment Audit Report Brief review was given. Data from other institutions is trickling in and Scott Gray will share that information in the coming weeks.

3.1.7 Closed session for the purpose of discussing the potential purchase of real estate

At 1:01 p.m., MOTION by Julie Robison, SECONDED by Jeff Scherer, to enter into Closed Session for the purpose of discussing the potential purchase of real estate and to reconvene to the public meeting once business is discussed.

Voting Yes: Anderson, Ellis, Nelson, Robinson, Scherer, Sedlacek, Wojcik, and Ames

Voting No: None

Absent: Petersen, Reigle, and Sibbel

MOTION CARRIED

Reconvened to the public meeting at 1:18 p.m.

3.2 Development/External Relations Report

3.2.1 NCCA Report

The quarterly meeting was held in Lincoln on August 1st at which time the strategic plan was approved. The NCCA Annual Meeting will be held in Grand Island on November 6-7, 2022 and will include a Governance Leadership Institute (GLI), hosted by the Association of Community College Trustees (ACCT).

3.2.2 ACCT Report

The ACCT Leadership Congress will be held in New York in October. Discussion will be centered around enrollment and how colleges are going to adapt and break out of the model of how and when classes have been offered.

3.2.3 Quarterly Foundation Update and Financials

The Foundation Board of Directors met on July 26, 2022 and the meeting served as the annual meeting of the Foundation. Six new members, Arlan Kuehn, Matt Dresden, Mitch Hyde, Metka Kolm, Courtney Schmidt, and Amy Shane were approved to serve staggered terms. These new members represent different regions of Northeast's 20-county service area. Foundation officers were elected, and the FY 2022-2023 budget was reviewed and approved.

3.2.4 Grants update

For the 2021-2022 fiscal year, Northeast was awarded 24 grants totaling \$3,654,719. There were 25 previously awarded grants that continued with a value of \$9,291,961. As of June 30, Northeast is awaiting to hear on ten grant applications that, if awarded, would be worth, \$19,190,637.

3.2.5 President's update

3.2.5.1 NSWERS Partner Data-Sharing Agreement

TABLED

3.2.5.2 College Center at South Sioux City Interlocal Agreement

Significant changes have been made to allow more flexibility in the programs that we offer. This breaks down the barriers and creates a seamless experience for our students.

3.2.5.3 Pathways 2 Tomorrow (P2T) Partner Agreement

This agreement includes Wayne State College and ESU 2 for services provided in the West Point area. Northeast has evolved to taking the leadership of the P2T program in West Point. The director's salary is divided with ESU paying a portion of the salary. Enrollment continues to grow, and Northeast continues to explore options. Every child has a chance to take dual enrollment classes. If a child's family can't afford the tuition, Northeast will assist in finding a way to pay for it.

3.2.5.4 Interlocal Agreement between The Nebraska Department of Health and Human Services and Northeast Community College

This is a renewal of an agreement that Northeast has had for several years. Approval of this agreement extends the relationship for Northeast to provide Adult Basic Education (ABE) to individuals at the Norfolk Regional Center.

- Professional development and networking opportunities in which Dr. Barrett has been involved in include the Aspen Fellowship, Peter Kiewit Foundation Staff Retreat, serving as the keynote speaker for Northeast Nebraska Economic Development Annual Meeting, University system president, Ted Carter visited Norfolk and Northeast Community College, attended the Governor's Ag and Economic Development Conference and the Aksarben Staff Retreat.

- Staff continue to work on setting meetings with Nebraska Senator Rob Dover and Congressman Mike Flood.
- Brian Anderson, Media Arts Instructor, has been selected by the Association of Community College Trustees (ACCT) as the recipient of the Western Regional Faculty Award.

3.3 Student Services Report

3.3.1 Enrollment Report

Review was given to summer enrollment comparisons from 2019-2022. To date, Fall 2022 enrollment is up 2% in headcount and up 4% in credit hours.

3.3.2 Rural Guided Pathways update

Guided pathways is an intentional college-wide approach to student success based on a structured student experience leading to an academic credential or skill valued by the labor market or a transfer institution. The implementation of guided pathways is an organizational initiative to create pathways to support social mobility that emphasizes an increased focus on equity for underserved students, ensures data accessibility, and embraces a continuous quality improvement mindset.

In April 2022, Northeast was selected to participate in a three-year project with 15 other rural community colleges. The project is sponsored by the National Center for Inquiry and Improvement (NCII) to implement evidence-based, institution-wide reforms grounded in the guided pathways framework. The project is the first of its kind with rural focus that also involved community partners.

The project provides professional development and support, including coaches that are assigned to Northeast, annual site visits from its rural pathway coach, participation in two virtual office hours each semester, two virtual consultancies per semester, and participation in six, two and a half day institutes.

4. **COMMITTEE REPORTS**

4.1 Governance Committee

Governance Committee met on August 1st via Zoom.

- 4.1.1 Content Review of GP-17, Recognition. Governance Committee discussed the types of events this policy applies to and whether a list is kept of all events that are held and the dollar amounts are associated with the event.
- 4.1.2 BP-3050, Fraud and Whistleblower Policy. Recommended for deletion. Policy is addressed through existing administrative procedure.
- 4.1.3 BP-3060, Recognition Policy. This policy is addressed through existing procedures and is recommended for deletion.
- 4.1.4 BP-3231, Communicable Diseases Policy. This policy is addressed within existing procedures and recommended for deletion.
- 4.1.5 BP-3235, Tobacco and Alternative Nicotine Products Use Policy. This policy is included in current administrative procedure. Recommended for deletion.

- 4.1.6 BP-3237, Alcohol and Controlled Substance Testing for Commercial Driver’s License Policy. This policy is addressed in existing policy and recommended for deletion.
- 4.1.7 BP-3260, Child Abuse of Neglect Policy. Covered in existing procedures and recommended for deletion.
- 4.1.8 Board Planning Cycle and Agenda Control. Revisions recommended. This is not part of policy and does not require approval by the Board of Governors.

A crosswalk spreadsheet has been created to reflect where deleted policies are covered in either a new policy (EL, GP, or BPD) or an administrative procedure. This crosswalk will be available for reference within the Teams site.

5. MONITORING REPORT

- 5.1 E-00, Ends. Due to the length of the monitoring report and because of time constraints, review of EL-00 will occur at the September meeting.

6. CONSENT AGENDA

MOTION by Pat Wojcik, **SECONDED** by Donovan Ellis to approve the CONSENT AGENDA:

- 6.1 Approve Minutes of the June 9, 2022 Meeting.
- 6.2 Acknowledge and accept the Monthly Financial Report for July 31, 2022 and claims paid in July 2022.

Voting Yes: Ellis, Nelson, Robinson, Scherer, Sedlacek, Wojcik, Ames, and Anderson

Voting No: None

Absent: Petersen, Reigle, and Sibbel **MOTION CARRIED**

7. 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.

8. COLLEGE REPORTS

- 8.1 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 complete copy of the President’s Report is available in the President’s Office or in today’s Teams site.

9. PUBLIC HEARING

A Public Hearing was held regarding the acquisition of real estate as herein described:

Lots 3, 4, 5 and 6 of Charles B Durland’s Subdivision of Lots 1, 2, and 3, Block 1, Koenigstein’s Third Addition, Madison County, Nebraska

Lot 17, Block 1, Koenigstein’s Third Addition, City of Norfolk, Madison County, Nebraska

Lot 18 and the W½ of the vacated alley adjacent and East of said Lot 1, Block 1, Koenigstein’s Third Addition, City of Norfolk, Madison County, Nebraska

10. ITEMS FOR DECISION

10.1 MOTION by Del Ames, **SECONDED** by Jeff Sherer to approve the purchase of real estate:

Lots 3, 4, 5 and 6 of Charles B Durland’s Subdivision of Lots 1, 2, and 3, Block 1, Koenigstein’s Third Addition, Madison County, Nebraska

Lot 17, Block 1, Koenigstein’s Third Addition, City of Norfolk, Madison County, Nebraska

Lot 18 and the W½ of the vacated alley adjacent and East of said Lot 1, Block 1, Koenigstein’s Third Addition, City of Norfolk, Madison County, Nebraska

Voting Yes: Nelson, Robinson, Scherer, Sedlacek, Wojcik, Ames, Anderson, and Ellis

Voting No: None

Absent: Petersen, Reigle, and Sibbel

MOTION CARRIED

10.2 MOTION by Steve Anderson, **SECONDED** by Nicole Sedlacek to approve an additional one (1) percent increase in the total 2022-2023 general fund budget limit authority.

Voting Yes: Robinson, Scherer, Sedlacek, Wojcik, Ames, Anderson , Ellis, and Nelson

Voting No: None

Absent: Petersen, Reigle, and Sibbel

MOTION CARRIED

10.3 **MOTION** by Steve Anderson, **SECONDED** by Pat Wojcik to accept the Full Time Equivalency/Reimbursable Educational Units (FTE/REU) Enrollment Audit Report, June, 30, 2022 and 2021.

Voting Yes: Scherer, Sedlacek, Wojcik, Ames, Anderson, Ellis, Nelson, and Robinson

Voting No: None

Absent: Petersen, Reigle, and Sibbel

MOTION CARRIED

10.4 **MOTION** by Pat Wojcik, **SECONDED** by Del Ames to approve the College Center at South Sioux City Interlocal Agreement.

Voting Yes: Sedlacek, Wojcik, Ames, Anderson, Ellis, Nelson, Robinson, and Scherer

Voting No: None

Absent: Petersen, Reigle, and Sibbel

MOTION CARRIED

10.5 **MOTION** by Jeff Scherer, **SECONDED** by Del Ames to approve the Pathways 2 Tomorrow (P2T) Partner Agreement.

Voting Yes: Wojcik, Ames, Anderson, Ellis, Nelson, Robinson, Scherer, and Sedlacek

Voting No: None

Absent: Petersen, Reigle, and Sibbel

MOTION CARRIED

10.6 **MOTION** by Nicole Sedlacek, **SECONDED** by Steve Anderson to approve the Interlocal Agreement between the Nebraska Department of Health and Human Services and Northeast Community College.

Voting Yes: Ames, Anderson, Ellis, Nelson, Robinson, Scherer, Sedlacek, and Wojcik

Voting No: None

Absent: Petersen, Reigle, and Sibbel

MOTION CARRIED

10.7 **MOTION** by Donovan Ellis, **SECONDED** by Del Ames to accept the **SECOND READING** and **APPROVE** the **DELETION** of:

10.7.1 BP-2010, College Property Naming Policy

10.7.2 BP-2225, Conflict of Interest

10.7.3 BP-3511, Information Security Policy

10.7.4 BP-5610, Recognized Student Organization

Voting Yes: Anderson, Ellis, Nelson, Robinson, Scherer, Sedlacek, Wojcik, and Ames

Voting No: None

Absent: Petersen, Reigle, and Sibbel

MOTION CARRIED

10.8 **MOTION** by Donovan Ellis, **SECONDED** by Del Ames to accept the **SECOND READING** and **APPROVE REVISIONS** to the following:

10.8.1 BPD-04, Monitoring President Performance

10.8.2 EL-09, Organizational Integrity

Voting Yes: Ellis, Nelson, Robinson, Scherer, Sedlacek, Wojcik, Ames, and Anderson

Voting No: None

Absent: Petersen, Reigle, and Sibbel

MOTION CARRIED

10.9 **FIRST READING** of revisions to:

10.9.1 EL-02, Access to Education

10.9.2 EL-06, Asset Protection

10.10 **FIRST READING** for the **DELETION** of:

10.10.1 BP-3050, Fraud and Whistleblower Policy

10.10.2 BP-3060, Recognition Policy

10.10.3 BP-3231, Communicable Diseases Policy

10.10.4 BP-3235, Tobacco and Alternative Nicotine Products Use Policy

10.10.5 BP-3237, Alcohol and Controlled Substance Testing for Commercial Driver's License Policy

10.10.6 BP-3260, Child Abuse or Neglect Policy

11. **OTHER**
None.

12. BOARD of GOVERNORS Meeting Self-Evaluation.

13. ADJOURNMENT

At 3:35 p.m., with no further business to discuss, Julie Robinson MOVED to **ADJOURN**.
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