



Board of Governors  
Northeast Community College Area  
Minutes of Regular Meeting  
Thursday, October 13, 2022

**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 ..... Present  
Jeanne Reigle ..... Present  
Nicole Sedlacek ..... Present  
Carol Sibbel ..... Present  
Pat Wojcik ..... Present

**OTHERS PRESENT**

Dr. Leah A. Barrett, President  
Scott Gray, Vice President, Administrative 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  
Pat Caveye, WJAG  
Riley Tolan-Keig, *Norfolk Daily News*  
Jerrett Mills, Athletic Director  
Amanda Schultze, Volleyball Coach/Advisor  
Stefanie Mundil, Health, Physical Education, and Wellness instructor  
Lisa Guenther, Early Childhood Education instructor  
Tara Smydra, Dean, Science, Technology, Agriculture, and Math  
Tee Bush, Agriculture instructor  
Brandon Keller, Agriculture instructor  
Anthony Beardslee, Media Arts instructor  
Curtis Brandt, Building Construction instructor  
Ryan Hobza, Building Construction instructor  
Kristi Rastede, English instructor  
Julie Ptacek-Wilkey, English instructor  
Kevin McLouth, Music instructor  
Margaret Schultz, Music instructor  
Cleve Stolpe, Utility Line instructor  
Wendy Swenson, Spanish instructor  
Matt McCarthy, Criminal Justice Program instructor  
Alyssa Daw, SLA representative  
Bill Johnson, NPPD Board member  
Brittney, Koenig, NPPD Account Manager

**1. ECONOMIC ANALYSIS**

Stephen Pool, economic analyst with EMSI Burning Glass, provided a review of economic data for Northeast Community College. A final copy of the economic impact report, illustrating the impact that Northeast makes on its 20-county service area, will be provided to the members of the Board of Governors.

**2. PLEDGE OF ALLEGIANCE**

Chairperson Julie Robinson convened the meeting at 12:38 p.m. and led the assembly in pledging their allegiance to the flag of the United States of America.

3. To be respectful of the schedules of the meeting attendees, Chairperson Robinson advised that today's agenda would be reorganized, and next item of business would be the President's Update, followed by the climate survey results, and the open meeting public comment period.

**4. BOARD EDUCATION AND INFORMATION****4.1 President's Update**

- Professional development and networking opportunities in the last 30 days in which President Barrett has been involved in includes:
  - Rural Community College Alliance (RCCA) Conference
  - Association of Community College Trustees (ACCT) engagement
  - University of Nebraska
    - Husker Harvest Days luncheon
    - Nebraska football game
  - Higher Education Roundtable with U.S. Under-Secretary for Education, James Kvaal, and American Council on Education (ACE) Senior VP, Terry Hartle
  - Articulation Agreement signings:
    - Western Governors University
    - Briar Cliff University
    - Doane University
  - Siouxland Annual Chamber Dinner
  - Visits to presidents at Bellevue University and Creighton University
  - Nebraska Manufacturing Alliance/NEMAC and Annual Manufacturing Summit
  - Visit to South Sioux City for engagement with gubernatorial candidate, Jim Pillen, and Senator Joni Albrecht
- Nebraska Coordinating Commission for Postsecondary Education (CCPE) met this morning and approved the Northeast Community College Maclay Building replacement project.
- Search is underway for the Vice President of Educational Services. Interviews will be held on campus in the coming weeks.
- Capital budget 2% levy assessment does not cover new construction or additions to current buildings, or extensive one-time costs that are needed for buildings that are at the end of their life cycle. Working with other community colleges to seek support from Nebraska's legislature to provide some flexibility with levy.
- LR 335 was passed by the Unicameral in April. LR 335 encourages Nebraska's postsecondary educational institutions to adopt the seventy percent attainment goal; 70% of Nebraskans, aged 25 to 34, to hold a degree, certificate, diploma, or other

credential by 2030. A Resolution supporting LR 335 will be considered later in the meeting.

#### 4.1.1 Climate survey report

Jessica Dvorak and Lori Trowbridge provided a review of the Title IX Climate results from the survey administered in Spring 2022. The internal survey contained both the employee Title IX and Northeast Campus Climate survey questions. 202 people responded to the survey. This is compared to 275 people who responded to the Fall 2020 Pace Climate Survey.

The survey was 43 pages long and began with the Title IX survey that covered areas of general perception of campus security and school leadership, school leadership climate for sexual harassment and sexual assault prevention, participation in training, awareness and perceived fairness of school sexual assault policy and resources, sexual assault reporting, and bystander behavior. The campus climate section of the survey covered areas of school connectedness, guided pathways, and security and leadership. Review was given to the three sections of the campus climate along with weighted averages. Examples of qualitative comments were also provided.

Northeast Community College has created an Engagement Team that includes employees from across campus. The Team's purpose includes:

- Developing an environment where employees feel motivated, appreciated, energetic, and committed to their work.
- Promote interaction and trust between administration, leadership, and employees.
- Seek to understand and appreciate different perspectives.
- Address employee concerns and issues.
- Encourage, celebrate, and recognize employees.
- Actively solicit employee feedback, evaluate, and recommend strategies for improving employee engagement.
- Review and assess employee engagement survey results.
- Recommend appropriate actions to address priorities for change.

A recommendation of the Engagement Team is that future surveys should be split into the Title IX survey and the Campus Climate Survey.

Board members inquired if the survey is broken out by division and/or location in an effort to identify where topics need to be addressed. The low number of respondents and comments also makes it a challenge to glean any information from the survey. Ms. Dvorak indicated that the intent of the internal Campus Climate Survey was to capture a high-level pulse of the climate and should not be compared to the PACE Climate Survey. The PACE Climate Survey will again be administered in 2023. The Campus Climate Survey will again be administered in off years of the PACE Survey.

**5. OPEN MEETING-PUBLIC COMMENT**

Chairperson Robinson noted that a copy of the Open Meetings Law is posted on the table at the back of the meeting room. One person asked to address the board regarding the Climate Survey.

Matt McCarthy said he was appreciative that the comments and survey results were published in the Employee Newsletter. He said faculty and staff are dedicated people who are concerned about the environment; they want to come to work and enjoy what they do. He went on to say that they have no hidden agenda, and they want to educate students in the best environment and facilities possible. The response rate is a concern to Mr. McCarthy as he feels it may represent apathy. He encouraged Board members to read the comments and welcomed them to ask questions of him or others. He extended his appreciation to Jessica Dvorak and the data analytics team for their work on compiling the survey results and comments and thanked the administration for publishing the same.

Chairperson Robinson advised Mr. McCarthy that his comments would be taken under advisement.

**6. CLOSED SESSION**

At 1:54 p.m., **MOTION** by Steve Anderson, **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 meetings once business is discussed.

**Voting Yes:** Ames, Anderson, Ellis, Nelson, Petersen, Reigle, Robinson, Scherer, Sedlacek, Sibbel, and Wojcik

**Voting No:** None

**Absent:** None

**MOTION CARRIED**

Reconvened to the public meeting at 2:34 p.m.

**7. ADOPT AGENDA**

**MOTION** by Donovan Ellis, **SECONDED** by Nicole Sedlacek, to adopt the Agenda of the October 13, 2022 Regular Meeting. Official Notice of the meeting was posted on the Northeast Community College website and published in the *Norfolk Daily News* on Friday, October 7, 2022.

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

**Voting No:** None

**Absent:** Petersen

**MOTION CARRIED**

## 8. BOARD EDUCATION AND INFORMATION

### 8.1 Administrative Services Report

#### 8.1.1 Monthly Financial Report and Paid Bills

Brief review of the Monthly Financial Statement. Detail was provided on the items of significance within the paid bills report. The increase in fund balances for the scholarships and financial aid is due to the drawn down of Pell Grant funds and receipt of scholarship funds.

#### 8.1.2 2023-2024 tuition, fees, housing, and meal plan rates

Preliminary review was given to peer and regional institutional comparative data regarding tuition and fees and housing and meal plan rates. Historically we look at how Northeast compares to other colleges, along with cost of attendance and financial needs. Meeting the needs of our students and access to education are also factors that are considered.

Additional information may be received over the next several weeks and brought forth to the November meeting as well for additional discussion and approval.

Request was made to have available at the November meeting an interactive spreadsheet where different dollar amounts could be keyed in to review the effects on the budget. Data on how the Mackenzie Scott gift funds are being used will also be provided in November.

#### 8.1.3 Reviewed letters and recognized the Classified Staff Association, Faculty Association, and Professional/Managerial employee groups to begin salary and benefits negotiations.

9. Chairperson Robinson advised that today's agenda would be reorganized to be respectful of the schedules of meeting guests and the next items of business would be the check presentation from NPPD and SLA Report under the College Reports.

## 10. COLLEGE REPORTS

### 10.1 Nebraska Open Golf Tournament

Bill Johnson, Nebraska Public Power District (NPPD) board member, and Brittney Koenig, NPPD account manager, presented a check in the amount of \$15,000 to Northeast Community College. Funds, used for scholarships awarded to students enrolled in the state's community college system, were part of the funds raised during the 31<sup>st</sup> annual Wells Fargo Open golf tournament, coordinated by NPPD, and held at the Elks Country Club in Columbus in September. Over the 31 years that the tournament has been held \$1,863,321 has been raised cumulatively, with Northeast receiving a total of \$371,160 over the life of this golf tournament.

### 10.2 Student Leadership Association (SLA) Report

- SLA retreat was held in October with many team building exercises/opportunities.
- Signature project for the year will be a fun run. SLA has not yet identified what the raised funds will be used for.
- Spooktacular will be held on October 26<sup>th</sup>. SLA's theme will be "Toy Story".
- A Frisbee golf tournament was held this past weekend with 35 participants.

## 11. BOARD EDUCATION AND INFORMATION

### 11.1 Development/External Relations Report

#### 11.1.1 NCCA Report

NCCA Annual Meeting will be held in Grand Island, November 6-7, 2022.

Annual awards program will be held on Sunday evening. Board members are encouraged to stay the night and participate in the board member and president Governance Leadership Institute (GLI) workshop that will be conducted Monday.

#### 11.1.2 ACCT Report

The ACCT Leadership Congress will be held in New York City, October 24-29, 2022. Board members Steve Anderson and Pat Wojcik will be attending. Media Arts-Broadcasting instructor, Brian Anderson, will receive the 2022 ACCT Western Regional Faculty Member Award and Northeast PTK student, Kaitlyn Pongratz, will receive the 2022 New Century Workforce Scholar award.

#### 11.1.3 Athletics Hall of Fame

Review was given to the recipients of the Athletics Hall of Fame awards.

Names of the awardees will remain confidential until the recipients have been properly notified. The award will be presented at 5:30 p.m. on January 28, 2023, following the home basketball games.

## 12. COMMITTEE REPORTS

### 12.1 Governance Committee

- The Governance Committee met via Zoom on October 5th.
- Policy content review was conducted on E-00, Ends, EL-08, Communication and Support to Board, and BPD-03, Delegation to the President. While no suggestion for revisions to the aforementioned, it is noted that improvements need to be made with the Board of Governors Teams access. The Governance Committee also recommends that a retreat be held in the February/March timeframe, using the E-00, Ends Monitoring Report as the basis for the retreat.
- Board Self-Evaluation was conducted on BPD-08, Delegation to the President. While current board policies are being incorporated into either a new Administrative Procedure (AP), an Executive Limitation (EL), Board President Delegation (BPD), or Governance Process (GP) policy. The Board established the groundwork, and the president uses reasonable interpretation of what the board developed to determine procedures. If the Board changes policy, the President would need to change procedure.
- BP-3233, Alcoholic Beverages and Controlled Substances-Employees is being recommended for deletion. This policy is covered under AP-3233.0, Alcoholic Beverages and Controlled Substances-Employees; as well as EL-01, Treatment of Students; and EL-03, Treatment of Employees.
- 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 is available for reference within the Teams site.

12.2 Ownership Linkage Committee

- Next areas of focus include the following:  
April 2023 Board of Governors Meeting will be held in O’Neill.
- Plans will be made to meet with constituents in the southwest portion of the service area to include Burwell, Bartlett, and Chambers as well as the southeast area of the service area to include Tekamah and Decatur. These may be scheduled in conjunction with a Chamber event that is happening in the respective areas.
- Students will continue to be invited to board luncheons. This provides opportunities to receive feedback from students, learn of concerns, etc.
- During the spring semester, program reviews are conducted. Students from the respective program areas will be invited to the luncheons.

13. **MONITORING REPORT**

None.

Mr. Nelson departed the meeting at 3:57 p.m.

14. **CONSENT AGENDA**

**MOTION** by Julie Robinson, **SECONDED** by Nicole Sedlacek to approve the Minutes of the September 8, 2022 Regular Meeting.

**Voting Yes:** Ellis, Petersen, Reigle, Robinson, Scherer, Sedlacek, Sibbel, Wojcik, Ames, and Anderson

**Voting No:** None

**Absent:** Nelson

**MOTION CARRIED**

15. **CONSENT AGENDA**

**MOTION** by Julie Robinson, **SECONDED** by Pat Wojcik to approve the Minutes of the September 27, 2022 Public Hearing, Special Hearing, and Regular Meeting.

**Voting Yes:** Reigle, Robinson, Scherer, Sedlacek, Sibbel, Wojcik, Anderson, and Ellis

**Voting No:** None

**Absent:** Nelson

**Abstain:** Ames and Petersen

**MOTION CARRIED**

**16. CONSENT AGENDA**

**MOTION** by Steve Anderson, **SECONDED** by Nicole Sedlacek to approve the Monthly Financial Report for September 30, 2022 and claims paid in September 2022.

**Voting Yes:** Petersen, Reigle, Robinson, Scherer, Sedlacek, Sibbel, Wojcik, Ames, Anderson, and Ellis

**Voting No:** None

**Absent:** Nelson

**MOTION CARRIED**

**17. PUBLIC COMMENT**

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

**18. COLLEGE REPORTS****18.1 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.

**19. ITEMS FOR DECISION**

**19.1 MOTION** by Dirk Petersen, **SECONDED** by Jeanne Reigle to accept the **SECOND READING** and **APPROVE** the **DELETION** of:

BP-6520, Payroll Deduction

BP-7020, Voluntary Separation Program

BP-7222, Work Week

BP-7242, Staff Load (Other Than Faculty)

BP-7327, Suspension, Demotion, Termination for Cause

**Voting Yes:** Reigle, Robinson, Scherer, Sedlacek, Sibbel, Wojcik, Ames, Anderson, Ellis, and Petersen

**Voting No:** None

**Absent:** Nelson

**MOTION CARRIED**

**19.2 FIRST READING** for the **DELETION** of BP-3233, Alcoholic Beverages and Controlled Substances-Employees.



19.3 **MOTION** by Donovan Ellis, **SECONDED** by Jeff Scherer to **APPROVE** the Purchase Agreements for 707 W. Norfolk Ave., Norfolk, NE and 713 W. Norfolk Ave., Norfolk, NE.

**Voting Yes:** Robinson, Scherer, Sedlacek, Sibbel, Wojcik, Ames, Anderson, Ellis, Petersen, and Reigle

**Voting No:** None

**Absent:** Nelson

**MOTION CARRIED**

19.4 As a reflection of support for 70% of Nebraskans, aged 25 to 34, to hold a degree, certificate, diploma, or other credential by 2030, Nicole Sedlacek **MOVED** to **APPROVE** the Resolution in support of LR 335. Pat Wojcik **SECONDED** the motion.

**Voting Yes:** Scherer, Sedlacek, Sibbel, Wojcik, Ames, Anderson, Ellis, Petersen, Reigle, and Robinson

**Voting No:** None

**Absent:** Nelson

**MOTION CARRIED**

**20. OTHER**

Board member birthdays for the month of October were acknowledged. President Barrett advised that November 10<sup>th</sup> will be her first Nebraska Information Technology Commission (NITC) meeting so she will arrive late to the board meeting. She will advocate so that future NITC meetings do not conflict with the Northeast Community College Board of Governors meetings.

**21. BOARD of GOVERNORS Meeting Self-Evaluation.**

**22. ADJOURNMENT**

At 4:25 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.*

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Julie Robinson, Chairperson  
Northeast Board of Governors

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Donovan Ellis, Secretary  
Northeast Board of Governors