



Board of Governors
Northeast Community College Area
Minutes of Regular Meeting
Thursday, November 10, 2022

ATTENDANCE

BOARD OF GOVERNORS

Table listing Board of Governors members and their attendance status (Present).

OTHERS PRESENT

- List of other attendees including Dr. Leah A. Barrett, Paul Feilmeier, Scott Gray, etc.

1. PLEDGE OF ALLEGIANCE

Chairperson Julie Robinson convened the meeting at 1:07 p.m. and led the assembly in pledging their allegiance to the flag of the United States of America.

2. ADOPT AGENDA

MOTION by Del Ames, SECONDED by Nicole Sedlacek, to adopt the Agenda of the November 10, 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, November 4, 2022.

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

Voting No: None

Absent: Nelson and Wojcik

MOTION CARRIED

3. OPEN MEETINGS ACT

Chairperson Robinson noted that a copy of the Nebraska Open Meetings Act is posted on the table at the back of the meeting room, along with a copy of the November 10th Board of Governors Meeting agenda and all printable supporting documents.

4. BOARD EDUCATION AND INFORMATION

4.1 Development/External Relations Report

4.1.1 NCCA Report

NCCA Annual Meeting that was held in Grand Island on November 6-7 provided a great opportunity to network with trustees from other Nebraska community colleges.

NCCA Legislative Day is scheduled for February 22, 2023. More information will be forthcoming.

This is the 50th anniversary of the community college system in Nebraska. In April, there will be a display in the State Capitol as well as more public awareness about community colleges.

Nicole Sedlacek referenced a handout, *What are the Key Attributes of a High-Performance Board*, received at the NCCA Annual Meeting and available in today's Teams site. She stated that the board governance process has helped the Northeast board to become a high performing board and should continually strive to become even better.

Pat Wojcik arrived at 1:23 p.m.

4.1.2 ACCT Report

The ACCT Leadership Congress was held in New York, October 24-29, 2022 and attended by board members Steve Anderson and Pat Wojcik. Northeast faculty member, Brian Anderson was in attendance and received the ACCT Western Region Faculty Award. Phi Theta Kappa (PTK) advisor, Andrea Suhr, accompanied Physical Therapist Assistant student, Kaitlyn Pongratz to the Leadership Congress as Kaitlyn received the PTK New Century Workforce Pathway Scholar award.

ACCT Leadership Congress is a great educational opportunity for board members to advance themselves. Steve Anderson was re-elected to another three-year term on the ACCT Board of Trustees.

Sessions during the Congress included information from the Higher Learning Commission (HLC) regarding the board's role in the accreditation process and the significance of board preparation. A session regarding foster care and how children fall through the system. Todd Holcomb, president of Hawkeye Community College, spoke about what their institution does for foster children and accessing state funds that are available for foster students. Mr. Anderson requested that Tracy Kruse speak to this topic at a future board meeting.

4.1.3 Foundation Board of Directors Report

During the October Foundation Board of Director's Meeting, Jill Heemstra, ag program director; Dr. Trentee Bush, horticulture/agriculture instructor; and Courtney Nelson, precision ag trainer, gave presentations on urban and precision agriculture activities that are happening.

Discussion was also held on funding gaps and identifying what can be done through the Foundation to assist students as funding gaps are increasing.

Lori Olson, Dana F Cole, attended the Foundation meeting to present and Foundation's Audited Financial Statement as of June 30, 2022 and 2021. The Foundation received an unmodified opinion.

4.1.4 Higher Learning Commission (HLC) update: What to Expect and Criterion 1

As Northeast Community College prepares for its comprehensive accreditation visit in October 2023, information will be provided during the next several board meetings to aid in preparing board members for the visit.

In 2014, Northeast Community College moved to the Open Pathway Accreditation Cycle, a 10-year cycle with the HLC. The 10-year cycle includes preparing the Assurance Filing in years 1-3; Assurance Review in Year 4; preparation of Assurance Filing for comprehensive visit and submission of the Quality Initiative (QI) proposal in years 5-7; submission of the QI Report and continue preparing Assurance Filing in years 7-9; and the comprehensive evaluation for reaffirmation in year 10.

Criterion 1: Mission - The institution's mission is clear and articulated publicly; it guides the institution's operations.

Northeast mission was developed in 2015 while creating the Vision 2020 Strategic Plan. enVISION Strategic Plan was launched in May 2021 to include new strategic priorities, value statements, and vision. The mission can be found in major publications, on the website, and in Northeast facilities. It is operationalized through academic programs and a wide array of support services. The institution's mission demonstrates commitment to the public good through student organizations that promote service activities through special projects. A volunteerism procedure was adopted to allow employees to participate in non-profit activities. The Board of Governors plays a key role in ensuring that the College focuses on its educational responsibilities.

Northeast Community College engages with external constituencies and communities through partnerships with K-12 schools (Fridays@Northeast, Pathways-2-Tomorrow, Early College); post-secondary institutions (Nebraska Transfer Initiative, Articulation Agreements, UNMC-Pathway from practical through doctoral nursing); and employers (Job Training and Safety Program, St. Francis Memorial Hospital, Tyson).

Northeast's nondiscrimination and harassment procedures, the work of the Engagement Team, administration of the PACE Climate Surveys, and Shared Governance and other feedback models are examples of how the institution demonstrates inclusive, equitable treatment and fosters a climate of respect.

Examples of how Northeast provides opportunities for civic engagement in a diverse, multicultural society and globally connected world include student clubs that support and educate on diversity and equity, study abroad opportunities, international student enrollment, being recognized as a Military Friendly School, and adult education programming for preparing for citizenship testing; English language instruction; instruction in basic reading, writing, and math; and preparation for a high school diploma.

4.2 Student Services Report

4.2.1 Financial Aid dashboards

During last month's initial review of tuition and fees comparative data inquiry was made with regard to issues that may prevent a student from attending Northeast. Stacy Dieckman, Director of Financial Aid, reported that through the work of the data analytics team, dashboards are now available that enable staff to review the analysis of applicants who did not enroll at Northeast. That information can be broken down to further reveal specific reasons that could deter a student from registering, e.g., childcare expenses, family unable to pay, etc., and enabling staff to identify opportunities that we can focus on to make decisions based on the data.

Inquiry was made to the possibility of providing low or no-cost childcare to students with children. For many years, Northeast operated a childcare facility. As is common with campus childcare, the program had been operating in the deficit, causing it to close. Early Childhood Education instructor, Lisa Guenther has been involved in discussions across the state. There are creative things being discussed and possible alternative ways of funding to make it sustainable. Northeast will remain involved in these discussions.

Terry Nelson arrived at 2:28 p.m.

4.2.2 Rural Guided Pathways update

Northeast Community College is among 15 other institutions that were chosen through a competitive application process for the National Center for Inquiry and Improvement's (NCII) Rural Guided Pathways Project. Selected colleges

demonstrated the internal culture and positive external partnerships necessary to implement Guided Pathways.

In June, Northeast attended the first Rural Guided Pathways Institute that was held in Minneapolis, MN. Six community partners (representatives from Northeast Nebraska Growing Together, Wayne State College, South Sioux City Schools, Tyson Foods, Pathways to Tomorrow (P2T), and the Peter Kiewit Foundation) joined in the work to create better student experiences and increase the economic and social mobility of the 20-county region.

In October, the second Rural Guided Pathways Institute was held in Cheyenne, WY, focusing on reconsidering and redesigning the internal program mix. A good representation of Northeast faculty and deans attended along with Dr. Barrett and Amanda Nipp.

The third Institute will be held in Birmingham, AL and will focus on building upon the conversations of our programs and meeting community needs. Discussion is in progress with regard to attendance.

Sessions are facilitated by the Community College Research Center, Ascendium, and NCII.

4.2.3 Dual enrollment discussions

Allocation was received from the Appropriations Committee to support dual enrollment. Over the next several weeks, meetings will be held with the area high schools to advise them of how Northeast is planning to move to free dual credit enrollment beginning in Fall 2023. Free dual credit enrollment is building the college going culture. It enables high school students to explore opportunities prior to making a financial commitment. Free dual credit enrollment is also an initiative to support Northeast's role and mission. It fulfills our mission to our taxpaying constituents in providing opportunities for students to find ways to support our rural vitality. Board members were supportive of moving to the free dual credit enrollment. A full proposal will be provided in January 2023.

4.3 Administrative Services Report

4.3.1 Northeast Community College Financial Audit Report

Kerry Gustafsson, Dana F. Cole & Co., reviewed the Northeast Community College Area Financial Statements for June 30, 2022 and 2021, reporting an unmodified opinion, the highest-level assurance that can be given. She advised that no findings, no material weaknesses in internal controls, and no significant deficiencies were identified. Excellent cooperation and courtesy were received from management and staff.

4.3.2 Monthly Financial Report and Paid Bills

Brief review of the Monthly Financial Statement. Increases on the balance sheet are a result of receipt of a state aid installment. Funds were transferred into the Restricted Plant Fund for the purpose of paying some of the construction projects currently in progress.

Bills of significance within the paid bills report include payment to Ellucian as we begin the Cloud software subscription, M&B Quality Concrete for concrete repair on campus, and Huff Construction for renovations in the Lifelong Learning Center.

4.3.3 2023-2024 tuition, fees, housing, and meal plan rates

Little additional comparative data has been received from peer institutions in the past 30 days. Historically we have reviewed comparative data of local and regional institutions. Future comparisons will include data from our peer group as established by the Coordinating Commission for Postsecondary Education (CCPE).

Because the Northeast tuition and fees is currently higher than other community colleges in the state, and because unmet need in paying for tuition and fees still exists, it is recommended that there be no increase in tuition and fees rates for 2022-2023. The average housing and meal plan rates for the 2023-2024 will be maintained at \$4,570 per semester.

5. **PUBLIC COMMENT on Board Education and Information**

Chairperson Robinson advised that individuals commenting on Board Education and Information items are allowed three minutes each.

No constituents were in attendance to address the board with a public comment.

6. **COMMITTEE REPORTS**

6.1 Governance Committee

6.1.1 Content Review

The Governance Committee conducted a content review of GP-12, Board Linkage with Ownership with minor revisions suggested. These revisions will be brought forth in December for first reading consideration by the Board of Governors.

6.1.2 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.

7. **MONITORING REPORT**

7.1 EL-04, Planning

The EL-04, Planning monitoring report was accepted as presented. Ends is the product that we should focus on as it drives everything that we do. Further discussion on EL-04, along with the development of metrics around the Ends, will occur during a retreat that will be held in early 2023.

8. **PUBLIC COMMENT on Committee or Monitoring Reports**

Chairperson Robinson advised that individuals commenting on Committee or Monitoring Reports are allowed three minutes each.

No constituents were in attendance to address the board with a public comment.

9. **CLOSED SESSION**

At 4:22 p.m., **MOTION** by Julie Robinson, **SECONDED** by Jeff Scherer, to enter into Closed Session for the purpose of discussing the status of collective bargaining negotiations and to reconvene to the public meetings once business is discussed.

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

Voting No: None

Absent: None

MOTION CARRIED

Reconvened to the public meeting at 4:45 p.m.

10. **CLOSED SESSION**

At 4:46 p.m., **MOTION** by Julie Robinson, **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: Ellis, Nelson, Petersen, Reigle, Robinson, Scherer, Sedlacek, Sibbel, Wojcik, Ames, and Anderson

Voting No: None

Absent: None

MOTION CARRIED

Reconvened to the public meeting at 5:00 p.m.

11. **CONSENT AGENDA**

MOTION by Terry Nelson, **SECONDED** by Donovan Ellis to approve the Minutes of the October 13, 2022 Regular Meeting.

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

Voting No: None

Absent: Nelson

MOTION CARRIED

CONSENT AGENDA

MOTION by Steve Anderson, **SECONDED** by Pat Wojcik to approve the Monthly Financial Report for October 31, 2022 and claims paid in October 2022.

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

Voting No: None	
Absent: Nelson	MOTION CARRIED

12. COLLEGE REPORTS

12.1 Student Leadership Association (SLA) Report
None.

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

13. PUBLIC COMMENT on Items for Decision

Chairperson Robinson advised that individuals commenting on Items for Decision are allowed three minutes each.

No constituents were in attendance to address the board with a public comment.

14. ITEMS FOR DECISION

14.1	MOTION by Dirk Petersen, SECONDED by Nicole Sedlacek to accept the SECOND READING and APPROVE the DELETION of BP-3233, <u>Alcoholic Beverages and Controlled Substances-Employees</u> .
	Voting Yes: Reigle, Robinson, Scherer, Sedlacek, Sibbel, Wojcik, Ames, Anderson, Ellis, Nelson, and Petersen
	Voting No: None
	Absent: None MOTION CARRIED

14.2	MOTION by Carol Sibbel, SECONDED by Steve Anderson to approve payment of the 2023 NCCA Annual Membership Dues in the amount of \$71,678.89.
	Steve Anderson stated that Courtney Wittstruck is doing a great job as the NCCA Executive Director and is working to do more to gain some national exposure for Nebraska’s community colleges.
	Voting Yes: Robinson, Scherer, Sedlacek, Sibbel, Wojcik, Ames, Anderson, Ellis, Nelson, Petersen, and Reigle
	Voting No: None
	Absent: None MOTION CARRIED

14.3 **MOTION** by Nicole Sedlacek, **SECONDED** by Pat Wojcik to **ACKNOWLEDGE** the Northeast Community College Financial Audit of June 30, 2022 and 2021.

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

Voting No: None

Absent: None **MOTION CARRIED**

14.4 **MOTION** by Jeff Scherer to approve that the 2023-2024 tuition and fee rates remain at the same rate as the 2022-2023 rates and to maintain the average housing and meal plan rates at the 2022-2023 rate of \$4,570 per semester. Donovan Ellis **SECONDED** the motion.

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

Voting No: None

Absent: None **MOTION CARRIED**

15. **OTHER**

Board and staff member birthdays for the month of November were acknowledged.

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

17. **ADJOURNMENT**

At 5:23 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