



Board of Governors  
Northeast Community College Area  
Minutes of Regular Meeting  
Thursday, April 13, 2023

**ATTENDANCE**

**BOARD OF GOVERNORS**

|  |                |
|--|----------------|
| Julie Robinson, Chairperson .....      | Present        |
| Jeffrey Scherer, Vice-Chairperson..... | Present        |
| Donovan Ellis, Secretary .....         | Absent-Excused |
| 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
- Dr. Tracy Kruse, Vice President, Development and External Affairs
- Dr. Charlene Widener, Vice President, Educational Services
- Diane Reikofski, Executive Assistant to the President
- Jennifer Greve, Executive Director of Marketing and Recruitment
- Pat Caveye, WJAG
- Amber Fehrs, *Norfolk Daily News*

**1. PLEDGE OF ALLEGIANCE**

The meeting was convened at 1:56 p.m. by Chairperson Robinson who 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 Jeff Scherer to adopt the Agenda of the April 13, 2023 Regular Meeting. Official Notice of the meeting was posted on the Northeast Community College website and published in the *Norfolk Daily News* on Friday, April 7, 2023.

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

**Voting No:** None

**Absent:** Ellis

**MOTION CARRIED**

### 3. **OPEN MEETINGS ACT**

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 April 13<sup>th</sup> Board of Governors Meeting agenda and all printable supporting documents.

### 4. **BOARD EDUCATION AND INFORMATION**

#### 4.1 Administrative Services Report

##### 4.1.1 Monthly Financial Report and Paid Bills

Review was given to the financial report for the period ending March 31, 2023, along with items of significance within the March paid bills report. Plant Related Costs within the Statement of Changes are associated with fees we've paid to the architectural firm for discussions we've been engaged in over the past year for the planning and design of new buildings as well as payments to Huff Construction for modifications being done to the Lifelong Learning Center.

#### 4.2 Development/External Relations Report

##### 4.2.1 NCCA Report

The Executive Committee will meet via Zoom on April 17th to discuss and review the NCCA budget. The second quarter meeting of the NCCA Board of Directors will be held in Lincoln on May 1<sup>st</sup>.

##### 4.2.2 Legislative update

- April is Community College month. In celebration, from April 1<sup>st</sup> to 14<sup>th</sup>, each of the community colleges and the Nebraska Community College Association (NCCA) will display banners around the information desk at the Nebraska Capitol.
- LB 243/AM 799 creates the Community College Future Fund which provides an annual increase of 3.5%, retains the 2-cent capital levy authority, and provides the ability to return to property tax funding if state fund obligations are not met.

##### 4.2.3 President's update/report

- O'Neill Extended Campus programming includes Fridays@Northeast, Dual Enrollment, and Early College opportunities in building construction, welding, nurse aide, medication aide, and medical terminology.
- Great potentials exist in areas of healthcare. There are at least seven hospitals and ten long-term care facilities within a 60-mile radius of O'Neill and these healthcare facilities are depending on Northeast to provide a trained workforce to accommodate their staffing needs.
- President Leah Barrett highlighted a multitude of 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 today's Teams site.

##### 4.2.4 Higher Learning Commission (HLC) Conference

Board members Del Ames and Dirk Petersen, along with Vice President Charlene Widener, reported out on the value of participating in sessions provided at the HLC Conference. Mr. Ames was impressed with the team's professionalism and passion to learn and better themselves. He also encourages two board members to participate in the annual HLC Conference each year as it is a great learning

experience in addition to the Association of Community College Trustees (ACCT) and the American Association of Community Colleges (AACCC). Mr. Petersen spoke about his interaction with the team and how wonderful it was to be around the passion that the team displayed. The team's concern for students is obvious. Mr. Petersen supported Mr. Ames' suggestion for board members to attend the conference in the future to gain a broader understanding of the accreditation process and requirements. Dr. Charlene Widener reported that the engagement of Northeast's board members was noticed by other institutions. She spoke broadly about topics she attended during the HLC Conference.

## 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 Ownership Linkage Committee

The Ownership Linkage Committee met earlier today with Boyd and Holt County constituents. Those that attended were a great group and ambassadors of Northeast Community College.

Conversations are being held about conducting a meeting in June 2023 with constituents of Garfield and Wheeler Counties.

### 6.2 Governance Committee

6.1.1 The Governance Committee conducted a Content Review (CR) of:

- BPD-02, Accountability of the President
- EL-10, Land Development
- EL-11, Construction

6.1.2 First reading for the deletion of BP-5325, Military Student Tuition Assessment and Refunds. Contents are covered by written protocol approved by the U.S. Department of Defense and used by Student Accounts. It is also included in the College Catalog.

## 7. MONITORING REPORT

### 7.1 EL-09, Organizational Integrity

Northeast strives to create a culture that recognizes our organizational conduct and compliance responsibilities. Employees are made aware of operational procedures through the new employee onboarding process and by employees signing an acknowledgement to verify that they know where to find the procedures and understand that they will be held accountable to the terms. Updates to all procedures are published in the Employee Newsletters. A Drug-Free Schools and Communities Act notification pamphlet is also sent to employees annually.

Following review and discussion of EL-09, Organizational Integrity, the Summary of Recorded Board Decisions RE: Monitoring Reports was completed and is filed in the Board of Governors Teams site.

**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 3:56 p.m., **MOTION** by Julie Robinson, **SECONDED** by Del Ames, to enter into Closed Session for the purpose of discussing imminent litigation which is clearly necessary for the protection of the public interest, and to reconvene to the public meeting once business is discussed.

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

**Voting No:** None

**Absent:** Ellis

**MOTION CARRIED**

Reconvened to the public meeting at 4:03 p.m.

**10. CONSENT AGENDA**

**MOTION** by Nicole Sedlacek, **SECONDED** by Dirk Petersen to approve the Consent Agenda as follows:

- 10.1 Minutes of the March 7, 2023 Regular Meeting as presented.
- 10.2 Monthly Financial Report for March 31, 2023 and claims paid in March 2023.
- 10.3 SECOND READING of revisions to GP-14, Special Rules of Order.
- 10.4 SECOND READING for the deletion of BP-6110, College Fiscal Year.

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

**Voting No:** None

**Abstain:** Scherer

**Absent:** Ellis

**MOTION CARRIED**

**11. 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.

**12. ITEMS FOR DECISION**

- 12.1 **MOTION** by Steve Anderson, **SECONDED** by Nicole Sedlacek to approve participation in a collaborative partnership between the City of Norfolk and Norfolk Public School for improvements to a shared softball field at Ta-Ha-Zouka Park.

While costs remain to be finalized, the current range is approximately \$400,000, plus usage fees, that will be paid over a five-year period. Renovations included as part of this partnership include improvements to the field and to the condition of on-site restrooms, etc.

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

**Voting No:** None

**Absent:** Ellis

**MOTION CARRIED**

12.2 **MOTION** by Julie Robinson, **SECONDED** by Carol Sibbel to elect the current slate of officers for the 2023 year pursuant to current policy until the next annual election of officers is held in January 2024.

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

**Voting No:** None

**Absent:** Ellis

**MOTION CARRIED**

### 13. OTHER

Staff member birthdays for the month of April were acknowledged.

14. Evaluation of today's meeting was conducted and recorded in the Board of Governors Meeting Self-Evaluation document that is available in today's Board of Governors Teams site.

### 15. ADJOURNMENT

At 4:23 p.m., there being 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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Julie Robinson, Chairperson  
Northeast Board of Governors

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Jeff Scherer, Vice-Chairperson  
Northeast Board of Governors