



Board of Governors  
Northeast Community College Area  
Minutes of Regular Meeting  
Thursday, August 10, 2023

**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 .....	Absent-Excused
Pat Wojcik.....	Present

**OTHERS PRESENT**

- Dr. Leah A. Barrett, President
- Scott Gray, Vice President, Administrative Services
- Dr. Charlene Widener, Vice President, Educational Services
- Dr. Tracy Kruse, Vice President, Development and External Affairs
- Amanda Nipp, Vice President, Student Services
- Jessica Dvorak, Vice President, Human Resources
- Paul Feilmeier, Vice President, Technology Services
- Jim Curry, Director, Public Relations
- Jerry Guenther, Director, Public Relations
- Lindsay Spiegel, Director, Institutional Effectiveness
- Diane Reikofski, Executive Assistant to the President
- Wendy Swensen, Spanish Instructor
- Neila Muminovic, *Norfolk Daily News*
- Pat Caveye, KEXL

The Northeast Community College Board of Governors met for its regular session Board Meeting on Thursday, August 10, 2023 in Suites F & G of the Lifelong Learning Center, located on the campus of Northeast Community College, 801 East Benjamin Avenue, Norfolk, NE.

**1. PLEDGE OF ALLEGIANCE**

Chairperson Julie Robinson convened the meeting at 10:34 a.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 Donovan Ellis to adopt the Agenda of the August 10, 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, August 4, 2023.

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

**Voting No:** None

**Absent:** Sibbel

**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 August 10<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 A brief review was given to the financial report for the period ending July 31, 2023. Items of significance within the paid bills report include payment to Huff Construction for the Lifelong Learning Center remodel; Hesse Construction for their work on the Simon Hall and Ag/Allied Health remodel that will be utilized by the drafting department; Ellucian for cloud software subscriptions; and an insurance renewal payment.
- 4.1.2 Review was given to five-year budget projection scenarios and preliminary discussion was held regarding the proposed general fund and capital fund budgets. Some of the anticipated budget increases are a result of our investment in employees and our investment in technology, two of our most valuable assets.

**At 11:36 p.m., Chairperson Robinson declared the meeting recessed for lunch, followed by participation in the Dr. G. Tom (Doc) Surber room dedication.**

**Chairperson Robinson declared the Board in session at 1:44 p.m.**

Data was received in April regarding estimated valuations for 2023 which revealed increased valuations. During the discussion, and taking increased valuations into consideration, board members expressed their desire to keep Northeast's levy flat for the next fiscal year.

Certified valuations will not be received until August 20<sup>th</sup> and taxing entities need to submit to the county clerk by the end of August if they will be participating in the joint public meeting, scheduled for September 21<sup>st</sup>. Adopted budgets must be submitted to the State Auditor by September 30<sup>th</sup>. Once valuations are certified, an electronic update with all information will be provided to the Board of Governors.

An action item that is included in today's agenda is regarding the general fund budget limit authority. It is fiscally prudent to approve the one (1) percent increase in the total 2023-2024 general fund budget limit authority to assure that Northeast continues to have the authority to receive all the restricted funds for which the College is eligible.

## 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. BOARD EDUCATION AND INFORMATION

### 6.1 Development/External Relations Report

- 6.1.1 NCCA Board of Directors conducted their third quarter board meeting and strategic planning workshop in Lincoln on August 7<sup>th</sup>. A great deal of discussion was held regarding the mill levy with the understanding that each community college must operate on what their respective Board of Governors decides is best for their area. It was also stated that no community college should speak on behalf of another community college's needs or requirements.

The NCCA Board of Directors and CEOs will meet on October 2<sup>nd</sup> in Grand Island to learn where each community college set their mill levy and discuss the NCCA legislative priorities for 2024.

Reminder provided that the NCCA Annual Meeting will be held November 4-5, 2023 in North Platte. Tours have been lined up in North Platte prior to the start of the annual meeting.

- 6.1.2 Jee Hang Lee, ACCT's president and CEO is in his 2<sup>nd</sup> year of leadership and has done a great job of hitting the ground running. ACCT's budget has expanded greatly due to Jee Hang's connections.

Community colleges are positioned very well with the farm bill due to the work of ACCT, including Carrie Warick-Smith. There is concern that the FAFSA Simplification Act may have a negative impact on students receiving federal financial aid. This is in the House and Senate and cannot be changed by the Department of Education.

Steve Anderson is in the first year of his second term serving on the ACCT Board of Directors. ACCT's process has changed, and individuals interested in serving on the board must have a year's worth of involvement with ACCT before they can put their name in to serve on the ACCT board. Steve encouraged anyone interested in serving on the ACCT board to consider attending upcoming ACCT events.

### 6.1.3 President's update

- Fall 2023 enrollment preview reveals Northeast is up 2.8% in headcount and down .1% in credit hours. The 10<sup>th</sup> day fall enrollment report will be provided in September.
- Northeast Community College is one of eight businesses involved in the Norfolk Area Childcare Co-op. The Co-op is being established in an effort to provide more childcare in the greater Norfolk area.
- President Barrett continues to meet with state senators.
- NSWERS Dual Enrollment Report will be released on August 15<sup>th</sup>.
- South Sioux City Phase I Groundbreaking will be held on August 31<sup>st</sup> at 10:00 a.m.
- Northeast's 50<sup>th</sup> Anniversary celebration is scheduled for September 23<sup>rd</sup>, 12:00-4:00 p.m.

## 7. 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.

## 8. COMMITTEE REPORTS

### 8.1 Governance Committee

The Governance Committee met on July 27<sup>th</sup> and reviewed several items for first and second readings for deletions. The committee reviewed to ensure that all policies being deleted are covered in other parts of administrative procedures or executive limitations.

### 8.2 Ownership Linkage Committee

The Ownership Linkage Committee met on July 31<sup>st</sup> for the purpose of preparing/strategizing for the August 7<sup>th</sup> NCCA strategic planning session.

## 9. MONITORING REPORT

### 9.1 EL-04, Planning

Accepted with the following notations: Enrollment management is tied to the college budget and the administration is committed to having this in place a year from now; the Master Site and Facilities Plan needs to be updated but this has not been budgeted for in the next fiscal year; and significant progress has been made in the past year regarding succession planning. Chairperson Robinson suggested that the changing climate of the community college funding needs to be added as an environmental factor.

Following review and discussion of EL-04, Planning, the Summary of Recorded Board Decisions RE: Monitoring Reports was completed and is filed in the Board of Governors Teams site.

## 10. 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.

**11. CONSENT AGENDA**

**MOTION** by Del Ames, **SECONDED** by Nicole Sedlacek to approve the Consent Agenda as follows:

- 11.1 Minutes of the July 13, 2023 Regular Meeting as presented.  
 11.2 Monthly Financial Report for July 31, 2023 and claims paid in July 2023.  
 11.3 **SECOND READING** for the **DELETION** of:

- BP-7121, Nepotism Policy. (*Content has been incorporated into new Administrative Procedure AP-7121, Nepotism and Personal Relationships.*)
- BP-3120, Organizational Structure Policy. (*Content is incorporated into Administrative Procedure, AP-3120, Organizational Structure.*)

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

**Voting No:** None

**Abstain:** Petersen and Reigle

**Absent:** Sibbel

**MOTION CARRIED**

**12. PUBLIC COMMENT – Open Meeting**

Chairperson Robinson advised that individuals commenting on agenda items are allowed three minutes each. No constituents were in attendance to address the board with a public comment.

**13. ITEMS FOR DECISION**

13.1 **MOTION** by Jeff Scherer, **SECONDED** by Del Ames to **APPROVE** the Purchase of Real Estate: A tract of land beginning at a point 590 feet West and 33 feet North of the Southeast Corner of Section 14, Township 24 North, Range 1 West of the 6th P.M., Madison County, Nebraska, thence North 180 feet; thence West 100 feet; thence South 180 feet; thence East 100 feet to the Point of Beginning, less that part deeded to the State of Nebraska described as referring to the Southeast Comer of the Southeast Quarter of Section 14, thence Northerly a distance of 33.01 feet along the East line of said Quarter Section; thence Westerly direction 091°11'21" left, a distance of 590.31 feet to the Southeast Corner of the property owned by the Grantor(s) to the Point of Beginning; thence Westerly deflecting 000°00'00" a distance of 100.00 feet to the Southwest corner of the property owned by the Grantor(s); thence Northerly deflecting 090°07'30" right, a distance of 2.00 feet along the West line of the property owned by the Grantor(s); thence Easterly deflecting 089°52'30" right, a distance of 100.0 feet to a point on the East line of the property owned by the Grantor(s); thence Southerly deflecting 090°07'30" right, a distance of 2.00 feet along said line to the point of beginning. (Physical address: 1107 East Benjamin Avenue, Norfolk, NE)

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

**Voting No:** None

**Absent:** Sibbel

**MOTION CARRIED**

13.2 **MOTION** by Del Ames, **SECONDED** by Dirk Petersen to **APPROVE** an additional one (1) percent increase in the total 2023-2024 general fund budget limit authority.

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

**Voting No:** None

**Absent:** Sibbel

**MOTION CARRIED**

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

- BP-5230, Student Grievances Policy. (*Content has been incorporated into Administrative Procedure AP-5230, Student Complaints and Grievances and included in EL-01, Treatment of Students, items 1., 5., and 6.*)
- BP-7110, Hiring Process Policy. (*Content is incorporated into Administrative Procedure, AP-7110.0, General Hiring Process, also AP-7110.1, AP-7110.2; and BPD-00, Global Board President Delegation and BPD-03, Delegation to the President, item 4.*)
- BP-7630, Part-time Employee Benefits Policy. (*Content has been incorporated into Administrative Procedure AP-7630.0, Part-time Employee Benefits.)*)

14. In other business, Chairperson Robinson acknowledged birthdays for the month of August.

15. An evaluation of today's meeting was conducted and is recorded in today's Board of Governors Teams site.

#### 16. **ADJOURNMENT**

At 3:31 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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Donovan Ellis, Secretary  
Northeast Board of Governors