



Board of Governors  
Northeast Community College Area  
Minutes of Regular Meeting  
Thursday, September 14, 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 .....	Absent-Excused
Carol Sibbel .....	Present
Pat Wojcik.....	Absent-Excused

**OTHERS PRESENT**

- Dr. Leah A. Barrett, President
- Scott Gray, Vice President, Administrative Services
- Dr. Charlene Widener, Vice President, Educational Services
- Amanda Nipp, Vice President, Student 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
- Kelly Wemhoff, Transitional Math Instructor
- Tere Siedschlag, PTA Program Instructor
- Neila Muminovic, *Norfolk Daily News*
- Lori Trowbridge, Executive Director of College Engagement
- Cortlynn Cadwallader, SLA President

The Northeast Community College Board of Governors met for its regular session Board Meeting on Thursday, September 14, 2023 in Suite 197 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 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 Jeff Scherer, **SECONDED** by Del Ames to adopt the Agenda of the September 14, 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, September 8, 2023.

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

**Voting No:** None

**Absent:** Sedlacek and Wojcik

**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 September 14<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 August 31, 2023 and detail was provided on the items of significance within the paid bills report.

**4.1.2 Budget planning/discussion 2023-2024**

Review was given to five-year budget revenue and expenditure projection scenarios and preliminary discussion was held regarding the proposed 2023-2024 general fund and capital fund budgets. Some of the anticipated budget increases are a result of growth in enrollment, market-based compensation and benefits for employees and technology improvements.

Factors that were part of the discussion include:

- Northeast Community College has a history of being good stewards of its resources and continues to do so.
- Northeast's role and mission is to serve its 20-county service area.
- Northeast has lowered its levy the past two years and requested fewer dollars in its property tax asking in three of the past four years.
- Northeast has not requested more property tax dollars than the previous year since the 2018-2019 fiscal year. Even with an increase in tax asking for the 2023-2024 fiscal year, Northeast's property tax asking will only average 2.14% annually over the past five years.
- In each of the prior three years, the total property tax asking decreased from the prior year. This equates to a 1.39% total increase over the last four years, which is significantly less than the rate of inflation.
- The college's portion of a taxpayer's total property tax varies in each county of the 20-county service area, but generally only represents about 5% of the overall property tax bill.
- Northeast is currently using reserve dollars to meet its budget.

- Due to recent legislation, beginning with the 2023 income tax filing year and in successive years, 100% of the property tax paid to support community colleges can be rebated as part of an individual or family's income tax filing.

Northeast Community College will participate in the Madison County Joint Public Hearing on September 21<sup>st</sup>. Entities in Madison County, Nebraska that exceeded last year's property tax request by 2%, plus the percentage of real valuation growth, are included in the Joint Public Hearing and listed on the 'pink postcard' that is mailed to constituents.

Because the board wants to be responsive to taxpayer perspectives, a meeting will be held on September 26<sup>th</sup> to set the 2023-2024 budget and property tax levy.

Julie Robinson departed the meeting at 3:00 p.m.

#### 4.1.3 2024-2025 tuition, fees, housing, and meal plans

Historically, review is given to how Northeast compares to other colleges, along with cost of attendance, and financial needs. Preliminary review was given to peer and regional institutional comparative data regarding tuition, fees, housing and meal plan rates. 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 will be brought forth to the October meeting to allow for additional discussion prior to approval of rates for 2024-2025.

## 4.2 Development/External Relations Report

### 4.2.1 President's update

- Hosted on campus, Joann Li, UNO Chancellor, along with some of her administrative staff. A visit to UNO is scheduled for November. Looking forward to enhancing our relationship with UNO.
- Recent industry visits include CIE, CF Industries, and Elkhorn Rural Public Power District.
- Nebraska Statewide Workforce and Educational Reporting System (NSWERS) is a state-of-the-art data system that promotes a strong economy, good jobs, growing business, and thriving communities. NSWERS is the only resource in the state that integrates education data from preschool to grade 12, through college, and into work, creating a holistic view of the learning and earning journey. NSWERS receives its philanthropic funding from the Omaha region. NSWERS partners include the Nebraska Department of Education, all six Nebraska community colleges, the Nebraska State College System, and the University of Nebraska System. The Nebraska Department of Labor provides the connection from education to employment.
- Community college presidents will meet in Grand Island on October 1<sup>st</sup> and will then meet with board members on October 2<sup>nd</sup> to discuss reactions from the Joint Public Hearing and what the future strategy for NCCA will be.

- A group of seven businesses in the greater Norfolk area are working on a creative solution to support increasing the quality of childcare in the greater Norfolk area as well as meet the demands of 700+ children in the greater Norfolk area who do not have childcare. This is a long-term project that could change the landscape of childcare.
- Multiple meetings with Senator Dover have had fruitful discussions about manufacturing in his district. He has spent time with manufacturers in the area to find ways to create employee pipelines in the region.
- Nebraska Math Readiness Project increased its participants from 19 in Fall 2022 to 150 in Fall 2023.
- Due to conflicts with already scheduled conferences, discussion was held on board meeting date changes for 2024 and will be reflected on upcoming agendas.
- Northeast's 50<sup>th</sup> anniversary celebration will be held on Saturday, September 16<sup>th</sup>, from 10:30 a.m.-3:00 p.m.

Donovan Ellis departed the meeting at 3:45 p.m.

#### 4.3 Student Services Report

##### 4.3.1 Enrollment Report

Northeast's Tenth Day Enrollment Report for fall 2023 reveals 4,781 students enrolled on the 10<sup>th</sup> day of Fall 2023. An estimated additional 590 students are yet to be enrolled in the college's job training and safety courses due to a processing change. Taking the 590 estimated students into consideration, Northeast is estimated to be up 2% (127 students) in headcount and .42% (190) in credit hours.

Fall 2023 Tenth Day Enrollment for Early College Students reveals 1,972 enrolled Early College students, up 199 students (11%) compared to Fall 2022.

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

Vice-Chairperson Scherer 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

The Governance Committee met on August 30<sup>th</sup>. Content review was conducted of EL-04, Planning, and there were no recommended revisions. Discussion was held regarding the succession plan in case of a sudden loss of the president. Dr. Barrett reported that in interim plan is in place to continue the duties of the position until the Board of Governors has selected a new president.

Standing committees of the college reconvened in the fall and continue to work to assure that new policies cover all content from old policies. These policies will be presented to the Board of Governors in the coming months.

## 7. MONITORING REPORT

### 7.1 EL-08, Communication and Support to the Board

Members of the Board of Governors were surveyed to provide evidence of compliance. Nine of the eleven members of the board completed the survey, and the results suggest compliance of the policy.

The President provides updates to the board as part of the monthly board meeting. These include progress on strategic priorities, governmental relations, college culture, student engagement, enrollment and external relations. Between board meetings, the President also provides updates, as appropriate, to ensure board members are well-informed as it relates to their roles and responsibilities and impending decisions. In addition, legislative updates received from the NCCA executive director are also forwarded to members of the Board of Governors. Furthermore, per direction of the president, the board recording secretary also aids in providing information, materials, and update to members of the board.

EL-08 was accepted as presented as the board agrees that compliance is met regarding communication and support to the board.

Carol Sibbel exited the meeting at 4:15 p.m.

## 8. PUBLIC COMMENT on Committee or Monitoring Reports

Vice-Chairperson Scherer 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. CONSENT AGENDA

**MOTION** by Del Ames, **SECONDED** by Jeanne Reigle to approve the Consent Agenda as follows:

- 9.1 Minutes of the August 10, 2023 Regular Meeting as presented.
- 9.2 Monthly Financial Report for August 31, 2023 and claims paid in July 2023.
- 9.3 **SECOND 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.)*)

**Voting Yes:** Anderson, Nelson, Petersen, Reigle, Scherer, and Ames

**Voting No:** None

**Absent:** Ellis, Robinson, Sedlacek, Sibbel, and Wojcik **MOTION CARRIED**

**10. PUBLIC COMMENT – Open Meeting**

Vice-Chairperson Scherer 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.

**11. COLLEGE REPORTS****11.1 Student Leadership Association (SLA) Report**

- Attended Student Leadership Development Series (SLDS), a two-day training.
- SLA officers reviewed the SLA constitution.
- Hosted the Root beer kegger.
- Started a petition for custodial staff on campus to boost their morale.
- SLA goals include recruiting new members, assisting with set up for voter registration on September 19<sup>th</sup>, and assisting with Northeast's 50<sup>th</sup> anniversary celebration.

**11.2 President's Report**

President Leah Barrett highlighted activities, events, and accomplishments of faculty, staff, students, and athletes that occurred during the past month. The complete copy of the President's Report is available in the September 14<sup>th</sup> Board of Governors Teams site.

12. In other business, Vice-Chairperson Scherer acknowledged birthdays for the month of August.

13. A self-evaluation of today's meeting was conducted and is recorded in the September 14<sup>th</sup> Board of Governors Teams site.

**14. ADJOURNMENT**

At 4:39 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