



Board of Governors
Northeast Community College Area
Minutes of Regular Meeting
Thursday, October 5, 2023

ATTENDANCE

BOARD OF GOVERNORS

Julie Robinson, Chairperson	Absent-Excused
Jeffrey Scherer, Vice-Chairperson	Absent-Excused
Donovan Ellis, Secretary	Present
Del Ames	Present
Steve Anderson	Absent-Excused
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
- Amanda Nipp, Vice President, Student Services
- Jerry Guenther, Director, Public Relations
- Lindsay Spiegel, Director, Institutional Effectiveness
- Diane Reikofski, Executive Assistant to the President
- Jessica Dvorak, Vice President, Human Resources
- Paul Feilmeier, Vice President, Technology Services
- Stacy Dieckman, Senior Director, Financial Aid
- Renee Peters, Executive Director, Security and Technology Services
- Jake Lockee, Security and Network Analyst
- Wendy Swensen, Spanish Instructor
- Courtney Wittstruck, NCCA Executive Director
- Neila Muminovic, *Norfolk Daily News*
- Pat Caveye, KEXL
- David Keller, Kirkwood Community College

The Northeast Community College Board of Governors met for its regular session Board Meeting on Thursday, October 5, 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

Board Secretary, Donovan Ellis, convened the meeting at 10:10 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 Dirk Petersen to adopt the Agenda of the October 5, 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 29, 2023.

Voting Yes: Ames, Ellis, Petersen, Reigle, Sedlacek, and Wojcik

Voting No: None

Absent: Anderson, Nelson, Robinson, Scherer, 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 October 5th Board of Governors Meeting agenda and all printable supporting documents.

4. BOARD EDUCATION AND INFORMATION

4.1 Student Services Report

4.1.1 Annual Enrollment Report

Trends for regional, national, and statewide enrollment were reviewed. Community college enrollment typically corresponds with trends in society. Northeast is the only community college in Nebraska that has had a single digit decline in enrollments over the past ten years. Northeast's steady enrollment has allowed us to retain a steady occupancy in residence halls, etc. However, as the population declines, we need to diversify the populations that we are serving.

Mr. Nelson arrived at 10:20 a.m.

Exploration is underway for potential additional workforce training, upskilling of employees, and laddering opportunities. In addition, Northeast continues to explore partnerships with employers and has some of the highest numbers of students receiving certifications. NC3 provides credentialing for some of our programs where the students receive certificates for competencies and are fully articulated into the programs.

The workforce needs training in June, July, and August so education should not stop in May. Leaders at Northeast are exploring and discussing ways to be nimble and flexible with education. We need to further research opportunities for flexibility in our systems and we need to be creative and not tie ourselves to a former standard.

4.1.2 Financial Aid update

An overview was provided of Northeast Community College's 2022-2023 estimated cost of attendance, along with three budget scenarios that are presented to students. The scenarios are provided as an illustration of what their anticipated cost of attendance may resemble when considering living on campus, living off campus, or living with parents. Additionally, students are provided with scenarios of a typical financial aid award package based on expected family contribution, Pell or other grants, and subsidized or unsubsidized loans.

Institutions face barriers when working with financial aid and we need to find a way to push the government so that institutions can be more flexible with their students. Of the students who applied for admission last year, a total of 543

students did not register for the fall 2023 term. Northeast's Financial Aid office works persistently to help students find a way to attend college and rise out of poverty.

4.2 Administrative Services Report

4.2.1 Monthly Financial Report and Paid Bills

Review was given to the financial report for the period ending September 30, 2023. Significant changes within the Statement of Changes in Fund Balance Summary are due to receipt of the first installment of state aid and property taxes. The substantial change in the Restricted Fund Balance is a reflection of the drawdown of Pell funds and direct loans.

Items of significance within the paid bills report include payment to HCI Construction for work on the driving range in South Sioux City, Huff Construction for final renovations of the Lifelong Learning Center, M&B Concrete for concrete replacements around campus, purchase of one semi from Sioux City Truck Sales, and one semi from Sioux Falls Kenworth.

In reference to a comment made by a taxpayer about selling equipment, Scott Gray reported that Northeast Community College follows a regular replacement cycle of equipment. The replacement cycle is based on years of experience. Equipment that is purchased is not top of the line but is good quality equipment. Purchasing protocols require that it be bid out and a certain number of quotes are required. The equipment is maintained to a certain point of useful life and then replaced. Board members suggested that the replacement schedule be reviewed to assure that Northeast is following best practice.

4.2.2 2024-2025 tuition fee, room, and board rates

Following comparison of information from other community college and other regional institutions, it is recommended that the tuition, fee, room, and board rates remain the same as last year. While there was a decrease in the property tax asking as approved last month, and with Northeast's credit population remaining fairly level, a consensus of Northeast's administration is to recommend the same tuition, fee, room, and board rates as last year. Scott Gray advised that simplification of the tuition rates is recommended with this proposal. Previously, non-resident rates varied which created a lot of manual processes. It is recommended that, as allowed by state statute, the bordering states of South Dakota, Iowa, Missouri, Kansas, Colorado, and Wyoming be included in the \$108.00/credit hour resident tuition rate. All other states would pay the non-resident rate of \$151.00/credit hour. Fees would remain at \$20.00/credit hour and the average housing and meal plan rates for the 2024-2025 academic year remain at \$4,570 per semester.

Board members stated that keeping tuition, fee, room, and board rates level will resonate with constituents that Northeast is trying to be accessible to all students.

4.3 Development/External Relations Report

4.3.1 NCCA Report

Courtney Wittstruck, NCCA Executive Director, provided a summary review of the 2023 legislative session. LB243 was passed with community colleges retaining their 2-cent capital levy, property taxes will be replaced with the Community College Future Fund (CCFF) and will be funded by the state. CCFF

will increase annually (above the baseline) by the greater of 3.5% or the percentage of enrollment growth at each community college. Each community college's baseline will be at the greater of 7.5-cents or 2023-2024 property taxes collected. Additionally, the existing state funding portion will remain intact. If the State of Nebraska fails to fully fund the CCF, community college boards may vote to levy the amount of the shortfall, but no more.

2024 legislative priorities for Nebraska's community colleges will include seeking additional funding for dual enrollment, non-credit education, low-income scholarships, additional ARPA capital money, and working to remove community colleges from the truth in taxation pink postcards.

The NCCA Annual Conference will be held in North Platte on November 5-6, 2023.

At 11:59 a.m., Secretary Ellis declared the meeting recessed for lunch. As part of the Ownership Linkage activities, student-athletes and coaches joined the Board of Governors and administration for lunch.

Secretary Ellis declared the Board in session at 12:56 p.m.

4.3.2 ACCT Report

None.

4.3.3 President's update

Networking and professional engagement opportunities during the past month included:

- Staff members participated in the Nebraska Open/NPPD golf tournament on September 14th. Dr. Barrett and Amanda Nipp accompanied a utility line student to the dinner that evening. The student spoke about the value of his education at Northeast Community College.
- Attended the 25th anniversary celebration of Little Priest Tribal Community College.
- Recently met with President Albert Mosley, Morningside University, and President Patrick Jacobson-Schulte, Briar Cliff University, to further strengthen partnerships with these institutions.
- Great day of celebration on September 16th when employees, former employees, board members, and students celebrated Northeast's 50th anniversary.
- Attended the South Sioux City Chamber Coffee.
- Attended Nucor Steel's 50th anniversary celebration.
- Working on an agreement for becoming a third-party provider for the Natural Resources Conservation Service (NRCS).
- Nicole Sedlacek and Courtney Dentlinger, NPPD, hosted Northeast representatives at the Cooper Nuclear Station. Northeast's curriculum includes a lot of energy management, and the tour was a valuable use of time.
- The Higher Learning Commission (HLC) peer review team will be on campus on October 23-24, 2023.

4.4 Technology Services Report

4.4.1 Cybersecurity Report

Projects that have been completed this past year include:

- Replaced the Identity Management System.
- Updated Security Strategy.
- Implemented the contract management system.
- Conducted physical security and wireless penetration testing.
- Conducted the GLBA and PCI DSS security assessment.

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

Secretary Ellis 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. Higher Learning Commission mock visit was conducted with the assistance of David Keller.

7. **COMMITTEE REPORTS**

7.1 Governance Committee

The Governance Committee met on September 19th. Content review was conducted of EL-08, Communication and Support to the Board. A concern that was raised during the Governance Committee meeting was that the date and time stamp on the survey could be an identifier.

Dr. Barrett inquired if a focus group should be held as opposed to a survey. Board members suggested that comments within the survey should also be discussed. The Board Planning Cycle will be updated to reflect that a survey should be conducted in odd years and should also be administered sooner. A focus group will be conducted in odd years to provide an opportunity for discussion.

8. **MONITORING REPORT**

8.1 EL-00, General Executive Constraint

The totality of the work articulated in 2023 monitoring reports provides the evidence that the President has not caused or allowed any practice, activity, decision, or organizational circumstance which is either unlawful, imprudent or in violation of commonly accepted business and professional ethics. The monitoring report was accepted as presented.

8.2 EL-02, Access to Education

The importance of access to education at Northeast Community College is articulated throughout the monitoring report and evidenced within the report with results from the Ruffalo-Noel-Levitz Student Satisfaction Inventory, Community College Survey of Student Engagement (CCSSE), etc. Northeast scores are slightly higher than many in the cohort, which shows that Northeast's commitment to students is strong and recognized by students.

Northeast also continues to improve access to scholarships as well as increasing the number of scholarships available to students.

In addition, Northeast works to assure that students with disabilities have the opportunity to enroll in their courses and receive appropriate accommodations. Northeast also continues to work to increase the population and diversity of students in career and

technical education, including STEM programs, yet recognizes the need to exercise caution with regard to Title IX.

The monitoring report was accepted as presented.

9. PUBLIC COMMENT on Committee or Monitoring Reports

Secretary Ellis 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.

10. CONSENT AGENDA

MOTION by Jeanne Reigle, **SECONDED** by Nicole Sedlacek to **APPROVE** the Consent Agenda as follows:

- 10.1 Minutes of the September 14, 2023 Regular Meeting as presented.
- 10.2 Minutes of the September 26, 2023 Budget Hearing and Regular Meeting as presented.
- 10.3 Monthly Financial Report for September 30, 2023 and claims paid in September 2023.

Voting Yes: Ellis, Nelson, Petersen, Reigle, Scherer, Sedlacek, and Ames

Voting No: None

Absent: Anderson, Robinson, Scherer, and Sibbel **MOTION CARRIED**

11. PUBLIC COMMENT – Open Meeting

Secretary Ellis 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.

12. COLLEGE REPORTS

12.1 Student Leadership Association (SLA) Report

No report.

12.2 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 October 5th Board of Governors Teams site.

13. ITEMS FOR DECISION

13.1 **MOTION** by Dirk Petersen, **SECONDED** by Del Ames to **APPROVE** that the 2024-2025 tuition and fee rates remain the same as the 2023-2024 rates:

Resident tuition rate: \$108.00/credit hour. Bordering states of South Dakota, Iowa, Missouri, Kansas, Colorado, and Wyoming are included in the resident tuition rate.

Non-resident tuition rate: \$151.00/credit hour.

Fees remain at \$20.00/credit hour:

- Student services fee: \$5.00/credit hour.
- Facility fee: \$9.00/credit hour.
- Technology fee \$6.00/credit hour.

All other tuition and fees remain at the same rate as the 2023-2024 rates.

<p>Voting Yes: Petersen, Reigle, Scherer, Sedlacek, Ames, Ellis, and Nelson</p> <p>Voting No: None</p> <p>Absent: Anderson, Robinson, Scherer, and Sibbel</p>	MOTION CARRIED
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<p>13.2 MOTION by Pat Wojcik, SECONDED by Nicole Sedlacek at APPROVE the 2024-2025 average housing and meal plan rates at \$4,570.00, the same rate as it was for 2023-2024.</p>	
<p>Voting Yes: Nelson, Petersen, Reigle, Scherer, Sedlacek, Ames, and Ellis</p>	
<p>Voting No: None</p>	
<p>Absent: Anderson, Robinson, Scherer, and Sibbel</p>	MOTION CARRIED

14. In other business, Secretary Ellis acknowledged birthdays for the month of October.

15. A self-evaluation of today’s meeting was conducted and is recorded in the October 5th Board of Governors Teams site.

16. ADJOURNMENT

At 3:53 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.

Donovan Ellis, Secretary
Northeast Board of Governors

Del Ames, Member
Northeast Board of Governors