



Board of Governors
Northeast Community College Area
Minutes of Regular Meeting
Thursday, December 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	Present
Carol Sibbel	Present
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
- Jim Curry, Director, Public Relations
- Jerry Guenther, Director, Public Relations
- Lindsay Spiegel, Director, Institutional Effectiveness
- Diane Reikofski, Executive Assistant to the President
- Jessica Dvorak, Vice President, Human Resources
- Renee Peters, Interim CIO, Executive Director, Security and Technology Services
- Wendy Swensen, Spanish Instructor
- Brandon Keller, Agriculture Instructor
- Neila Muminovic, *Norfolk Daily News*
- Paul Hughes, WJAG
- Sue Fuchtman, NPPD
- Brittney Koenig, NPPD
- Doug Barrett
- David Widener
- Lisa Guenther, Early Childhood Education Instructor

The Northeast Community College Board of Governors met for its regular session Board Meeting on Thursday, December 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 Robinson convened the meeting at 1:22 p.m. and 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 Del Ames to adopt the Agenda of the December 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, December 8, 2023.

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

Voting No: None

Absent: Anderson

MOTION CARRIED

Mr. Anderson arrived at 1:23 p.m.

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 December 14th Board of Governors Meeting agenda and all printable supporting documents.

4. CLOSED SESSION

At 1:24 p.m., **MOTION** by Del Ames, **SECONDED** by Donovan Ellis, to enter into Closed Session for the purpose of discussing the potential purchase of real estate for the protection of the public's interest, and to reconvene to the public meeting 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 1:38 p.m.

5. CLOSED SESSION

At 1:39 p.m., **MOTION** by Steve Anderson, **SECONDED** by Del Ames, to enter into Closed Session for the purpose of discussing collective bargaining for the protection of the public's interest, and to reconvene to the public meeting 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 2:30 p.m.

6. BOARD EDUCATION AND INFORMATION

6.1 Administrative Services Report

6.1.1 Monthly Financial Report and Paid Bills

Review was given to the financial report for the period ending November 30, 2023. Significant change within the Balance Sheet is a result of receipt of spring registration, room, and board. The Accounting Department will now draw down financial aid and Pell grant funds.

Items of significance within the paid bills report include the purchase of Razors Edge, a new software utilized by the Foundation; and costs of construction in South Sioux City, the Maclay Building, and completion of the remodel for the Drafting program.

6.2 Development/External Relations Report

6.2.1 NCCA Report

Southeast Community College has made the decision to hire their own lobbyist in addition to remaining a member of NCCA. They are prepping themselves for if they decide to no longer be a member of NCCA. If Southeast would decide to no longer be a member of NCCA, the remaining colleges would equally absorb their share of membership dues.

The next meeting of the NCCA Board of Directors is scheduled for January 25th at which time they will review and take a position on introduced legislation.

6.2.1.1 NCCA Annual Membership Dues

As there is strength in numbers, it is prudent for Northeast to remain a member of NCCA for another year and then decide what to do in future years.

6.2.2 ACCT Report

A Special Committee, convened by the Board of Directors at ACCT, has been charged to review Strategic Goal #3 of ACCT's Strategic Plan: to "Continue to educate, promote, and improve diversity, equity, and inclusion in our institutions." Any revision to the goal statement will be designed with the intent to maintain the integrity and meaning of Goal #3 as currently stated, and in doing so, the impact of the national discussions, states' legislation, and the recent affirmative action decision by the United States Supreme Court will serve as key components of the review and revision process. Board members were encouraged to complete the survey as they seek input regarding the success for all students. Diane Reikofski will forward the survey to board members for those compelled to complete it.

The Community College National Legislative Summit (NLS) is scheduled to be held in February in Washington, DC. Dr. Leah Barrett, Dr. Tracy Kruse, Steve Anderson, Dirk Petersen, and Pat Wojcik are registered to attend.

6.2.3 President's update

- Sue Fuchtman, Nebraska Public Power District (NPPD) board member, and Brittney Koenig, NPPD account manager, presented a check in the amount of \$15,000 to Northeast Community College. Funds, used for scholarships awarded to students enrolled in the state's community college system, were part of the funds raised during the annual Wells Fargo Open golf tournament,

coordinated by NPPD, and held at the Elks Country Club in Columbus in September

- Federal priorities include the Pell Grant, Stronger Workforce for America Act, and the Farm Bill. A roundtable Zoom discussion with Congressman Flood is scheduled for December 18, 2023.
- 2024 Legislative Session will include continuation of the valuation/tax reform discussions, community college future fund, and a Workforce Work Group. A meeting with Governor Jim Pillen is scheduled for January 8, 2024.
- Highlights reviewed of the 2023 Nebraska Statewide Workforce and Educational Reporting System (NSWERS) Annual Report. NSWERS is the only resource in the state that integrates education data over time from preschool to grade 12, through college, and into the workforce, creating a wholistic view of the learning and earning journey.
- Facility updates, available for all employees to view in Mondays.com, include underground utilities and conduits that are being installed for the Maclay Building. Footings are being poured and structural steel is expected to be delivered by the end of the year.

The driving range in South Sioux City is ready for use. The Industrial Technology Building is being added to and the remodel is expected to begin in the Spring.

Paul Cross has been hired as the i-Hub Director and he has been engaged with middle, junior high, and high school students in multiple schools in the region. Construction documents are now 99% complete. The bid package should be finished in January with construction anticipated to begin in April.

- HLC peer reviewers were on campus and more than 150 employees, community members, and board members engaged and spoke about Northeast.
- Based on IPEDS data, Northeast Community College was selected to complete the Aspen application that was submitted yesterday!
- U.S. Department of Education has not yet provided information for students to use to complete the FAFSA.
- Northeast Community College students and employees have been through a lot this fall with the passing of two students within a three-week period of time. The counselors on campus have been amazing as they worked with faculty and classes that the students were in. Employees have access to free counseling sessions through the Employee Assistance Program (EAP). The mental health of our students is top priority as we close the Fall semester and plan for the Spring semester.
- Networking and professional engagement opportunities that Dr. Barrett has been involved in over the past month include serving as the keynote speaker for the Madison Area Chamber Banquet, participation in the Norfolk Area Childcare Co-op, presented to the LEAD program, attended the ELEVATE Apprenticeship Summit in Kearney, co-hosted the Norfolk Area Holiday Business After Hours, attended the AFAN Annual Meeting and the Nebraska Chamber Economic Development Summit, and received confirmation of being appointed a HLC Peer Reviewer.

- Congratulations to Donovan and Barb Ellis on their upcoming 50th wedding anniversary; best wishes to Jeanne Reigle on her run for the Nebraska Legislature, and best wishes to Jim Curry on his upcoming retirement!

6.3 Educational Services Report

6.3.1 Stackable credentials

A presentation on stackable credentials was provided by Dr. Charlene Widener, who advised that the United States Department of Labor defines stackable credentials as “part of a sequence of credentials that can be accumulated over time to build up an individual’s qualifications and help them to move along a career pathway or up a career ladder to different and potentially higher-paying jobs.” She explained the various types of stackable credentials and provided examples.

- Progressive. Follows a linear path. Northeast’s Automotive Technology program already has 22 credentials built into the program so that students can be workforce ready and get a higher paying job.
- Independent. Standalone credentials that craft a path forward in their career, but they do not ‘ladder’ into a singular degree pathway.
- Supplemental or Value Add. May already have a degree but wants additional skills to supplement a degree.
- Apprenticeships and Employer-Sponsored Training. Short-term credentials to build skill set while on the job combining learning and work.
- Military Credit. Credit for military experiences and education applied toward postsecondary credential or degree.

Dr. Widener stated that she sees changes occurring in high schools that support progression to the multiple types of stackable credentials.

While work experience cannot yet be used toward credit, Dr. Widener indicated that she believes a crosswalk will be in place within the next year to make this a reality.

Suggestion provided that stackable credentials discussion should be held with congressmen and senators in Washington, DC so that they can help institutions with the short-term Pell Grant.

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 November 30th.
- Content review was conducted of GP-10, Board Code of Conduct. Recommendation to change the language in item 1. To read, “Board members must have loyalty to the Ownership of the service area that supersedes any loyalties to the constituents of the Districts that elected them, the President, College staff, other organizations or any personal interest as a consumer.” A link to GP-12, Board Linkage with Ownership will

- be inserted in item 1. Recommendation to revise the wording in item 11. to read ‘Board members are expected to review community college publications and encouraged to regularly take part in educational activities including state, regional, and national meetings and events that will assist them in their ability to serve effectively as a member of the College’s governing Board.’ First reading of revisions to GP-10, Board Code of Conduct will occur at the January 11, 2024 meeting.
- Content review of EL-06, Asset Protection, with no recommendations for revision.
 - Content review of GP-15, Handling of Operational Complaints, with no recommendations for revision. GP-16, Handling Alleged Policy Violations partners with GP-15 and the two will be scheduled to be reviewed at the same time.
 - The Governance Committee conducted a Board Self-Evaluation of GP-10, Board Code of Conduct.
 - During the May 11th Board of Governors meeting, the Governance Committee’s content review of GP-13, Board Linkage with External Organizations was discussed, however, the proposed policy revision was not moved forward for first or second reading. The first reading of revisions to GP-13, Board Linkage with External Organizations will occur at the January 11, 2024 meeting.
 - Also, during the May 11th Board of Governors meeting, the Governance Committee’s Board Self-Evaluation of GP-08.2, Ownership Linkage Committee Charter, discussion was inadvertently omitted from the meeting agenda and brought forward to today’s meeting for review and discussion. It is recommended that the Ownership Linkage Committee conduct a content review and provide a recommendation to the Board of Governors.
 - Discussion was held regarding the Board of Governors being referenced in administrative procedures and whether the Board should have an opportunity for input on those procedures. Consensus was reached that procedures that reference the Board of Governors will be reviewed by the Governance Committee to determine if the language is included statutorily or if there is relevance for engagement by the Board of Governors. Scott Gray provided a reminder that as the Board of Governors review monitoring reports, the president must provide evidence that we are in compliance which provides the Board of Governors an opportunity to indicate that they are not in agreement with the criteria set in the policy.
 - 14 policies were brought forth in November for first reading consideration for deletion. These policies will be considered today for second reading.

8.1.1 Board of Governors Officers for 2024, Treasurer, and Recording Secretary

Recommendation for the following:

Chairperson – Jeff Scherer

Vice-Chairperson – Donovan Ellis

Secretary – Nicole Sedlacek

Treasurer – Vice President, Administrative Services

Recording Secretary – President’s Executive Assistant and Board Recording Secretary

8.2 Search Committee

Recommendation for the District IV Search Committee members:

Donovan Ellis, Chairperson

Julie Robinson, member

Jeff Scherer, member

Del Ames, member

9. MONITORING REPORT

9.1 E-00, Global Ends

Due to the length of the report and the lateness of the day, E-00, Global Ends was TABLED and will be reviewed during the January 11, 2024 meeting.

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 Dirk Petersen to **APPROVE** the Consent Agenda as follows:

- a. Minutes of the November 9, 2023 Regular Meeting as presented.
- b. Monthly Financial Report for November 30, 2023 and claims paid in November 2023.
- c. SECOND READING for the DELETION of:
 - BP-3030, Ownership of Intellectual Property and Patent. Content is covered in AP-3030, Ownership of Intellectual Property and Patent and EL-06, Asset Protection, items 4., 4.1 and 12.
 - BP-3070, Records Management. Content is covered in AP-3070, Records Management and EL-06, Asset Protection, item 12.
 - BP-6180, Sale of Books and Supplies to Students–Copyrights and Royalties. Content has been incorporated into AP-6180, Sale of Books and Supplies to Students–Copyrights and Royalties.
 - BP-7410, Employee Leave Policy. Content has been incorporated into administrative procedures AP-7410.1, Annual Leave; AP-7410.2, Bereavement and Emergency Leave; AP-7410.3, Family and Medical Leave; AP-7410.4, Jury and Court Leave; AP-7410.5, Leave of Absence; AP-7410.6, Military Leave; and AP-7410.8, Sick Leave.
 - BP-3010, Use and Scheduling of College Facilities and Property. Content has been incorporated into AP-3010.0, Use and Scheduling of College Facilities and Property.
 - BP-6410, Obligations. Content has been incorporated into AP-6420.0, Contracts Administration.
 - BP-6710, College Property. Content has been incorporated into AP-3010.0, Use and Scheduling of College Facilities and Property, item 3.1.13.
 - BP-3110, Management Rights. Content is covered in BPD-03, Delegation to the President, Section 4.1.
 - BP-7710, Employee Grievance. Content is covered in AP-7710.0, Employee Grievance.
 - BP-7622, Employee Tuition Waiver. Content is covered in AP-7622.0, Employee Tuition Waiver.
 - BP-7552, Retirement Age. Content is covered in AP-1010.0, Nondiscrimination.

- BP-7050, Disabilities and Accommodations Concerning Employment. Content is covered in AP-7050.0, Disabilities and Accommodations Concerning Employment.
- BP-7325, Employment Probation. Content is covered in AP-7325.0, Employment Probation.
- BP-7322, Positive Discipline. Content is covered in AP-7322.0, Progressive Discipline for Non-Faculty Employees and AP-7322.1, Progressive Discipline for Faculty Employees.

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

Voting No: None

Absent: None

MOTION CARRIED

12. PUBLIC COMMENT

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.

13. COLLEGE REPORTS

13.1 Student Leadership Association (SLA) Report
No report.

13.2 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 December 14th Board of Governors Teams site.

14. ITEMS FOR DECISION

14.1 **MOTION** by Terry Nelson, **SECONDED** by Carol Sibbel, to **APPOINT** Julie Robinson, Jeff Scherer, and Del Ames as members of the District IV Search Committee.

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

Voting No: None

Absent: None

MOTION CARRIED

14.2 **MOTION** by Julie Robinson, **SECONDED** by Nicole Sedlacek, to **APPOINT** Donovan Ellis as Chairperson of the District IV Search Committee.

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

Voting No: None

Absent: None

14.3 **MOTION** by Terry Nelson, **SECONDED** by Dirk Petersen, to **APPROVE** payment of the 2024 NCCA Annual Membership Dues in the amount of \$74,865.03.

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

Voting No: None

Absent: None

14.4 **MOTION** by Del Ames, **SECONDED** by Pat Wojcik, to **ELECT** the following as Board of Governors officers for 2024:

Jeff Scherer, Chairperson
Donovan Ellis, Vice Chairperson
Nicole Sedlacek, Secretary

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

Voting No: None

Absent: None

14.5 **MOTION** by Jeff Scherer, **SECONDED** by Nicole Sedlacek, to **APPOINT** the 2024 Treasurer and Recording Secretary as follows:

Treasurer – Vice President, Administrative Services
Recording Secretary – President’s Executive Assistant and Board Recording Secretary

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

Voting No: None

Absent: None

15. In other business, Chairperson Robinson acknowledged birthdays for the month of December.
16. A self-evaluation of today’s meeting was conducted and is recorded in the December 14th Board of Governors Teams site.

17. **ADJOURNMENT**

At 4:58 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.

Julie Robinson, Chairperson
Northeast Board of Governors

Donovan Ellis, Secretary
Northeast Board of Governors