



Board of Governors
Northeast Community College Area
Minutes of Regular Meeting
Thursday, February 15, 2024

ATTENDANCE

BOARD OF GOVERNORS

Jeffrey Scherer, Chairperson.....	Present
Donovan Ellis, Vice-Chairperson	Present
Nicole Sedlacek, Secretary	Absent-Excused
Del Ames	Present
Steve Anderson	Present
Diane Davies.....	Present
Dr. Terry Nelson	Absent-Excused
Dirk Petersen.....	Present
Julie Robinson.....	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
- Dr. Tracy Kruse, Vice President, Development and External Affairs
- Amanda Nipp, Vice President, Student Services
- Jerry Guenther, Director, Public Relations
- Lindsay Spiegel, Director, Institutional Effectiveness
- Diane Reikofski, Executive Assistant to the President
- Carly Krause, Interim Vice President, Human Resources
- Todd Pfeil, Utility Line Instructor
- Matt Johnson, Utility Line Instructor
- Kyle Voecks, Utility Line Instructor
- Larry Oetken, JT&S
- Tom McKeon, Utility Line Instructor
- John Liewer, Wind Energy Instructor/Interim Associate Dean, Applied Technology
- Stacy Dieckman, Senior Director, Financial Aid
- Dr. Janel Walton, Executive Director, Student Success
- Jay Grote, Systems Administrator
- Wendy Swensen, Spanish Instructor
- Alissa Gubbels, College Engagement Coordinator
- Allison Lambert, College Engagement Coordinator
- Neila Muminovic, *Norfolk Daily News*
- Cortlynn Cadwallader, Northeast Student Leadership Association (SLA)
- Alex Guenther, Northeast Student Leadership Association (SLA)

The Northeast Community College Board of Governors met for its regular session Board Meeting on Thursday, February 15, 2024 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 Scherer convened the meeting at 11:00 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 Carol Sibbel to adopt the Agenda of the February 15, 2024 Regular Meeting. Official Notice of the meeting was posted on the Northeast Community College website and published in the *Norfolk Daily News* on Friday, February 9, 2024.

Voting Yes: Ames, Anderson, Davies, Ellis, Petersen, Scherer, and Sibbel

Voting No: None

Absent: Nelson, Robinson, 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 February 15th Board of Governors Meeting agenda and all printable supporting documents.

4. BOARD EDUCATION AND INFORMATION**4.1 Educational Services Report**

4.1.1 A comprehensive review of the Utility Line program at Northeast Community College was provided. Utility Line is a premier program at Northeast that exceeds the minimum thresholds established by the Nebraska Coordinating Commission for Postsecondary Education (CCPE) and meets the needs of the 20-county service area and beyond. Charts summarizing the findings were reviewed, providing a basis for recommendation for board action.

At 11:59 a.m., Chairperson Scherer declared the meeting recessed for lunch. As part of the Ownership Linkage activities, faculty and students from the Utility Line program joined the Board of Governors and administration for lunch.

Chairperson Scherer declared the Board in session at 12:45 p.m.

5. CLOSED SESSION

At 12:45 p.m., **MOTION** by Del Ames, **SECONDED** by Dirk Petersen, 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 after business is discussed.

Voting Yes: Anderson, Davies, Ellis, Petersen, Scherer, Sibbel, and Ames

Voting No: None

Absent: Nelson, Robinson, Sedlacek, and Wojcik **MOTION CARRIED**

Reconvened to the public meeting at 1:09 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 January 31, 2024. Items of significance within the paid bills report include payments to Hausman Construction for work on the Maclay Building. The anticipated occupancy date of the Maclay Building is summer of 2025. Payments to HCI Inc. are for work on the South Sioux City project. The project is going well with the CDL driving range being open and used. The CDL building is under construction.

6.2 Student Services Report

6.2.1 Athletics Hall of Fame recipients

Board members were in support of the four recipients who were recommended for induction into the Northeast Athletics Hall of Fame. Names will remain anonymous until the nominees have been duly notified.

6.2.2 Spring Enrollment Report

Spring 2024 enrollment reflects a 1% increase in headcount and credit hours compared to Spring 2023. The largest changes are a result of an increase of 307 Early College students which equates to an increase of 1,603 credit hours.

6.2.3 Financial Aid update

The FAFSA Simplification is a result of several pieces of legislation that have been put in place over the past few years including the Future Act, Consolidated Appropriations Act of 2021, and the Consolidated Appropriations Act of 2022. Stacy Dieckman, Senior Director of Financial Aid, explained new responsibilities, implications on campus, and FAFSA delays that are a result of the legislation. FAFSA notifications to students are delayed until approximately mid-April. The Department of Education has implemented some relief efforts to aid the FAFSA college support strategy.

The order of agenda items was adjusted to accommodate the schedule of a Board of Governors member needing to depart the meeting early.

7. COMMITTEE REPORTS

7.1 Governance Committee

- The Governance Committee met on January 31, 2024.
- Content review was conducted of EL-10, Land Development, with no recommendations for revision.
- Content review was conducted of GP-01, Governing Style, with no recommendations for revision.
- Board Self-Evaluation of GP-01, Governing Style. The Governance Committee will forward any policies needing input from the Ownership Linkage Committee to that Committee for review.
- The Governance Committee reviewed multiple policies for revisions or deletions and ensures that deleted policies are covered by another policy or in administrative procedure. These policies are included in today's Board's decision portion of the agenda.

8. CONSENT AGENDA

MOTION by Carol Sibbel, **SECONDED** by Dirk Petersen to **APPROVE** the Consent Agenda as follows:

- 8.1 Minutes of the January 11, 2024 Regular Meeting as presented.
- 8.2 Monthly Financial Report for January 31, 2024.
- 8.3 Claims paid in January 2024 with the exception of payments to themselves.

Voting Yes: Davies, Ellis, Petersen, Scherer, Sibbel, Ames, and Anderson

Voting No: None

Absent: Nelson, Robinson, Sedlacek, and Wojcik **MOTION CARRIED**

9. PUBLIC COMMENT

Chairperson Scherer 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.

10. ITEMS FOR DECISION

10.1 **MOTION** by Del Ames, **SECONDED** by Dirk Petersen, to recommend continuation of the Utility Line program at Northeast Community College for submission to and consideration by the Nebraska Coordinating Commission for Postsecondary Education.

Voting Yes: Ellis, Petersen, Scherer, Sibbel, Ames, Anderson, and Davies

Voting No: None

Absent: Nelson, Robinson, Sedlacek, and Wojcik **MOTION CARRIED**

10.2 **MOTION** by Dirk Petersen, **SECONDED** by Carol Sibbel to accept the **SECOND READING** and **APPROVE** revisions to:

- GP-10, Board Code of Conduct.
- GP-13, Board Linkage with External Organizations.

Voting Yes: Petersen, Scherer, Sibbel, Ames, Anderson, Davies, and Ellis

Voting No: None

Absent: Nelson, Robinson, Sedlacek, and Wojcik **MOTION CARRIED**

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

- BP-6821, Alternative Construction Method Policy. Content is covered in AP-6821.0, Alternative Construction Method Procedure and recommendation for revision to EL-11, Construction will be provided to the Board Governance Committee during their next content review in February of 2024.

- BP-3310, News Releases Policy. Content was incorporated into AP-3410.0, Marketing, Public Relations, and Website Communications Standards.
- BP-3410, Marketing, Public Relations and Web Systems Communications Standards. Policy content was incorporated into AP-3410.0, Marketing, Public Relations, and Website Communications.
- BP-5021, Missing Student Notification. Content was incorporated into AP-5021.0, Missing Student Notification and is also included in EL-01, Treatment of Students.
- BP-6120, Internal Control Policy. Content is covered under EL-06, Asset Protection (#2, #4 and #5).
- BP-6811, Construction Change Orders Policy. Content is covered under EL-11, Construction and BPD-03, Delegation to the President.

10.4 **FIRST READING** of **REVISIONS** to:

- EL-02, Access to Education.
- EL-11, Construction.

10.5 **MOTION** by Steve Anderson, **SECONDED** by Donovan Ellis to **APPROVE** the 2024 Athletics Hall of Fame Recipients.

Voting Yes: Scherer, Sibbel, Ames, Anderson, Davies, Ellis, and Petersen

Voting No: None

Absent: Nelson, Robinson, Sedlacek, and Wojcik **MOTION CARRIED**

10.6 **MOTION** by Del Ames, **SECONDED** by Diane Davies to **APPROVE** the Amended Faculty Association Negotiated Agreement for the 2023-2024, 2024-2025, and 2025-2026 contract years.

Voting Yes: Sibbel, Ames, Anderson, Davies, Ellis, Petersen, and Scherer

Voting No: None

Absent: Nelson, Robinson, Sedlacek, and Wojcik **MOTION CARRIED**

11. BOARD EDUCATION AND INFORMATION

11.1 Development/External Relations Report

11.1.1 Monthly Presidential Update

- Highlights were provided on the Nebraska Statewide Workforce Educational Report System (NSWERS) Dual Enrollment Report. NSWERS is a resource in the state that integrates education data over time, from preschool to grade 12, through college, and into work, creating a wholistic view of the learning and earning journey. In Nebraska, Dual Enrollment is associated with positive academic outcomes including higher graduation rates in high school, higher levels of college enrollment and persistence, higher GPAs, and higher college graduate rates. The

NSWERS Dual Enrollment Report can be viewed online at www.nswers.org.

- Networking and professional engagement opportunities that Dr. Barrett has been involved in over the past month include South Sioux City visits with the City Council and school superintendent, participating in State Chamber Policy Councils, attending Appropriations hearing and NSWERS meetings, meeting with representatives from Norfolk Crush, and serving as a panelist for the State Chamber.
- Dr. Tracy Kruse has been selected as a finalist for the 2024 AACC Awards of Excellence.
- Northeast has entered into a cooperative agreement with NRCS to provide training for NRCS employees across nine states. This is a non-competitive grant agreement and Northeast receives funding from NRCS. There is a potential that Northeast could provide training across the nation.
- Recently, articles have been published related to the well-being of college presidents. The articles are available in today's Teams site.

11.1.2 Student Leadership Association (SLA) Report

- SLA members will attend the National Association for Campus Activities (NACA) Conference in Pittsburgh, PA, February 23-27, 2024.
- Sponsor National Oreo Day on March 19th.
- Recently collaborated with the Robotics Club and provided pizza for participants in the robotics competition.
- Sponsored the Clubs and Cocoa event after students returned from the holiday break.
- Will collaborate with the Ag and Horticulture Instructors to assist with the Prairie Restoration Project.
- SLA is seeking support for the emergency blue light telephone project. Benefits of the blue light telephone are to provide visible safety and security measures in areas that are not easily traveled by Night Patrol. SLA will continue to search for grants or partner with other organizations to pay for this project.

11.1.3 Federal and State Legislation

11.1.3.1 ACCT Report

Board members Dirk Petersen and Pat Wojcik accompanied Drs. Barrett and Kruse to the Community College National Legislative Summit (NLS) in Washington, DC. Mr. Petersen indicated that he was impressed with how representatives at the national level knew and interacted with Dr. Barrett and Dr. Kruse. He also encouraged other members of the board to participate in this opportunity to meet with our national representatives. During this year's visit, there was a push to encourage approval of Pell Grants for short term programs. Nebraska representatives were provided a night tour of the U.S. Capital by Congressman Mike Flood.

Steven Anderson was unable to attend the NLS in person but was provided the opportunity to participate in the ACCT Public Policy and Advocacy Committee Meeting via Zoom.

11.3.3.2 NCCA Report

The NCCA Board of Directors first quarter meeting was held on January 26th. LB-1263, which provides scholarships to students enrolled in the trade programs, and LB-1320, a bill that will change provisions of the NE Career Scholarship Grant were prioritized. Priorities include finding the champions in the legislature and collaborating with them.

The NCCA budget was discussed and the timing of the development of the budget needs to be altered to create a better flow of sequences.

The Policy and Bylaws Committee reviewed the bylaws. The full board needs to be made aware of suggested changes that will hopefully enhance the engagement of the NCCA Board of Directors.

The next meeting of the NCCA Board of Directors will be held in May.

- 11.3.3.3 NCCA Legislative Day at the Capitol will be held on February 28, 2024. Drs. Barrett and Kruse, Del Ames, Nicole Sedlacek, Donovan Ellis, and four students are scheduled to attend.

Carol Sibbel departed the at 2:59 p.m.

11.1.4 Quarterly Foundation Board of Directors update

- Jared Faltys, Investment Manager, provided an annual financial presentation, including an overview of the McMill CPAs & Advisors investment philosophy, the diversification of the Foundation's current portfolio, and a recap of 2023 performance.
- Approved a 4% payout rate for scholarships and the Student Success Endowment for School Year 2024-2025. A 1% administrative fee was approved for all endowments with the exclusion of the College of Nursing endowment funds and others as directed by the donors.
- Amended the Foundation Gift Acceptance Procedures.
- For the calendar year, 82% of the Foundation Board members and 100% of the Board of Governors members have made their annual contributions for a 91% combined giving average.
- Scholarship Luncheon is scheduled for April 30, 2024.

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

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.

13. MONITORING REPORT

13.1 EL-05, Financial Conditions and Activities

This monitoring report provides information on the overall financial condition of the institution. The primary piece of evidence is the financial audit which was presented in October 2023 and had no material findings.

Two instances of non-compliance in the area of payment of tax installments to the IRS for employee income tax withholding were noted. Upon investigation, it was discovered that Northeast must operate under the next business day rule, rather than the 3-business day rule. Systems have been put in place to ensure that all federal tax deposits are made by the next business day, and to properly train new employees on compliance with this rule.

The Board assessed the monitoring report and determined that there is substantial evidence of compliance with a reasonable interpretation.

14. COLLEGE REPORTS

14.1 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 February 15, 2024 Board of Governors Teams site.

15. In other business, Chairperson Scherer acknowledged board and staff members having birthdays during the month of February.

President Leah Barrett presented Steve Anderson with a Past Chairperson plaque to recognize his service as Board of Governors Chairperson in 2019, 2020, and 2021.

16. A self-evaluation of today's meeting was conducted and is recorded in today's Board of Governors Teams site.

17. ADJOURNMENT

At 4:50 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.

Jeff Scherer, Chairperson
Northeast Board of Governors

Donovan Ellis, Vice-Chairperson
Northeast Board of Governors