



Board of Governors
Northeast Community College Area
Minutes of Regular Meeting
Thursday, March 14, 2024

ATTENDANCE

BOARD OF GOVERNORS

Jeffrey Scherer, Chairperson.....	Present
Donovan Ellis, Vice-Chairperson	Present
Nicole Sedlacek, Secretary	Present
Del Ames	Present
Steve Anderson	Absent-Excused
Diane Davies.....	Present
Dr. Terry Nelson.....	Present
Dirk Petersen.....	Present
Julie Robinson.....	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
- Jerry Guenther, Director, Public Relations
- Lindsay Spiegel, Director, Institutional Effectiveness
- Diane Reikofski, Executive Assistant to the President
- Carly Krause, Director of Compensation and HR Compliance
- Renee Peters, Executive Director of Security and Technology Services
- Brad Ranslem, Associate Dean, Applied Technology
- Tony Milenkovich, Diesel Technology Instructor
- Travis Kaup, Diesel Technology Instructor
- Jonathan Lance, Diesel Technology Instructor
- Jesse Slosser, Diesel Technology Instructor
- Joe Ottis, Automotive Technology Instructor
- Jill Bertsch, Director of Marketing
- Brian Headlee, Creative Manager
- Jay Grote, Systems Administrator
- Wendy Swensen, Spanish Instructor
- Allison Lambert, College Engagement Coordinator
- Neila Muminovic, *Norfolk Daily News*
- Cortlynn Cadwallader, Northeast Student Leadership Association (SLA)

The Northeast Community College Board of Governors met for its regular session Board Meeting on Thursday, March 14, 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 10:59 a.m. and led the assembly in pledging their allegiance to the flag of the United States of America.

2. ADOPT AGENDA

MOTION by Nicole Sedlacek **SECONDED** by Del Ames to adopt the Agenda of the March 14, 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, March 8, 2024.

Voting Yes: Ames, Davies, Ellis, Petersen, Scherer, Sedlacek, and Wojcik

Voting No: None

Absent: Anderson, Nelson, Robinson, and 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 March 14th Board of Governors Meeting agenda and all printable supporting documents.

4. BOARD EDUCATION AND INFORMATION**4.1 Educational Services Report****4.1.1 Diesel Technology program review**

A comprehensive review of the Diesel Technology program at Northeast Community College was provided. The Diesel Technology program at Northeast continues to be well-respected within the region and state and continues to supply technicians for the industry. The Diesel Technology field is expected to remain strong as it continues to meet the needs of the agricultural and trucking industries. In addition, the Diesel Technology program exceeds established graduation and credit hours requirements. Charts summarizing the findings were provided, providing a basis for recommendation for board action.

Julie Robinson arrived at 11:17 a.m.

Terry Nelson arrived at 11:20 a.m.

Carol Sibbel arrived at 11:47 a.m.

At 12:06 p.m., Chairperson Scherer declared the meeting recessed for lunch. As part of the Ownership Linkage activities, faculty and students from the Diesel Technology program joined the Board of Governors and administration for lunch.

Chairperson Scherer declared the Board in session at 12:58 p.m.

5. BOARD EDUCATION AND INFORMATION**5.1 Student Services Report****5.1.1 Why Behind the Brand**

Northeast Community College will unveil a new logo in April. Brian Headlee and Jill Bertsch explained the work that has been completed to bring us to this point.

With Northeast’s 50th anniversary coming to a close, now is a good time to launch a new logo for the next 50 years. Feedback has been sought from a diverse group of students, employees, and alumni and a great deal of thought and research has been done in creating the new logo. Brand decisions will be made now but will likely evolve over the next 50 years. The new logo will convey quality and make us uniquely Northeast. A logo comparison was provided, confirming that the new logo provides a collegiate appearance.

Recommendations were made by board members to complete due diligence and assure that Northeast is not infringing on another trademark. Further inquiry was made regarding restrictions on the old logo. Staff advised that the new fiscal year, July 1, 2024, is a good time to advance to the new logo. A variety of solutions are being developed to cover the old logo on vehicles, some clothing, etc., however, it is anticipated that it will take some time to complete evolve to the new logo.

In addition, Northeast will also go through the process to make the new logo a registered trademark.

The unveiling of the new logo will occur on April 23rd. The Hawk Shop will have apparel and other items with the new logo available at that time.

6. CLOSED SESSION

At 1:34 p.m., **MOTION** by Nicole Sedlacek, **SECONDED** by Julie Robinson, 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 upon the conclusion of discussion.

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

Voting No: None

Absent: Anderson

MOTION CARRIED

Reconvened to the public meeting at 1:39 p.m.

7. BOARD EDUCATION AND INFORMATION

7.1 Educational Services Report

7.1.1 Program Enrollment Data

During a conversation with Chairperson Jeff Scherer, Dr. Barrett reported that he had requested data related to all our programs. She shared that Guided Pathways is a journey that Northeast Community College started on about five years ago when we began working on the Quality Initiative related to the accreditation process. Rob Johnstone, National Center for Inquiry and Improvement (NCII) presented during the January 2020 In-Service, reviewing data and suggesting that Northeast may be able to do better. The Covid-19 pandemic happened, creating a pause in the work. Northeast Community College further engaged with NCII and the Community College Research Center out of Columbia University, and they encouraged a deeper dive into the data regarding students to become data informed. Dr. Charlene Widener was hired as the Vice President, Educational

Services, a little over a year ago. Dr. Widener was involved in Guided Pathways work at her previous institution and the process for Guided Pathways is in full swing.

Institutional research is important as community college leaders create an evidence-based culture and set benchmarks for institutional growth and sustainability, which is vital when considering the lower enrollments and resources in community colleges. Effective institutional research can lead to proactive student support, preserving enrollment, increasing student completion, and strengthening communities.

Dr. Widener presented Northeast's program outcomes with the data collected by Institutional Research (IR). IR utilized Cognos reports and then developed dashboards in Power BI. Enrollment numbers by student were organized by entry date. Completion and stop out data included all completers to date from the entry cohort. National data shows that approximately one-fifth of college students are still enrolled in college with no credential after six years; students who complete a bachelor's degree usually end up with dozens of excess credits because they changed areas of focus or took incorrect courses; many students arrive on campus without a long-term plan and do not understand how credits transfer; and many colleges offer a cafeteria model of classes, rather than provide clear pathways to students.

The potential impacts of Guided Pathways on student outcomes include an increase in completion rates, higher completion rates compared to national averages, an increase of 10% or more on first-year completion of math, an increase of 12% or more first-year completion of English, and a greater than 25% increase in special populations success.

Guided Pathways implementation can be difficult work with difficult conversations. It is about being data-informed to do a better job for our students as well as make better use of taxpayer money. This is data informed institutional work focused on student success. As we move forward, people may feel their positions are threatened, however, the goal is not about eliminating positions. Guided Pathways is about creating pathways and creating opportunities for our students to be successful. Ensuring the correct classes are offered at the right times for our students to engage in their field of interest and complete in a timely manner.

7.1.2 P2T update

April's Board of Governors meeting will be held at the West Point Extended Campus. This is the ninth year with the P2T consortium. The P2T consortium offers career and technical education (CTE) classes that are facilitated through Educational Service Unit (ESU) #2 and includes seven-member schools: Bancroft-Rosalie, Emerson-Hubbard, Guardian Angels Central Catholic, Howells-Dodge, Lyons Decatur Northeast, Oakland-Craig, and West Point-Beemer. Wisner-Pilger has chosen not to participate in P2T because they are closer to Norfolk and take advantage of Fridays@Northeast on the Norfolk campus. Additional discussion regarding P2T will be provided during the April meeting.

7.1.3 Student-built homes

Two student-designed and built homes will be sold by public auction on Saturday, June 1, 2024, at 10:00 a.m. Open houses are scheduled to be held from 7:00-9:00 p.m. on May 21 and May 23. Board members may also contact Brad Ranslem for a tour or may stop by the homes as faculty members would be thrilled to provide a tour and highlight the quality work completed by the students.

Both homes include two bedrooms, two full baths, and one $\frac{3}{4}$ bath. They are built with 2x6 exterior stud walls and cellulose insulation throughout. The houses meet or exceed all local and state building codes. All electrical conveniences are installed in accordance with national electric and FHA code; circuits tested and connected to a 200-amp breaker panel.

7.2 Administrative Services Report

7.2.1 Monthly Financial Report and Paid Bills

Review was given to the Monthly Financial Report for the period ending February 29, 2024. Items of significance within the paid bills report include payments for the purchase of a diesel tractor and a mannequin for educational purposes.

7.2.2 Facility update

Scott Gray provided a snapshot of project costs related to the construction of the Maclay Building, South Sioux City Extended Campus CDL driving range, CDL facility, and Industrial Technology building addition, and the Northeast iHub facility.

- Maclay Building has a projected completion date of July 2025 with classes to begin in the new facility in August 2025. A top out ceremony is being scheduled for next month. The final beam will be made available for faculty, staff, and students to sign prior to the beam being installed.
- South Sioux City Campus includes the completion of the CDL driving range that is currently operational. The CDL building is currently under construction with a substantial completion date of June 2024.
- The addition to the Industrial Training Building is also scheduled for completion in June 2024.
- Bids went out last week for the Northeast iHub facility and are due on March 26, 2024. Bids are scheduled to be awarded in April with a final completion date of May 2025. Northeast Community College has a partnership piece with Innovation Campus to utilize their training pieces that any individual who utilizes the iHub facility will be required to complete. With the passing of the budget last week in Congress, the iHub project was awarded \$750,000 in community project funding that was championed by Congressman Mike Flood.

8.2 Development/External Relations Report

8.1.1 Monthly Presidential Update

- President Leah Barrett presented Julie Robinson with a Past Chairperson plaque to recognize her service as Board of Governors Chairperson in 2022 and 2023
- Received preliminary findings report this morning that Northeast is in full compliance with the nursing accreditation. The official report will be received in October 2024.

- Northeast Community College received affirmation of accreditation in February 2024.
- Networking and professional engagement opportunities that Dr. Barrett has been involved in over the past month include completion of Higher Learning Commission peer reviewer training, welcomed the new Dean of UNMC College of Nursing, hosted Trinity Chappellear from U.S. Senator Pete Rickett’s office, and participation in Norfolk community engagements, Growing Together, and One Nebraska.
- Federal advocacy includes receipt of \$750,000 Community Project Funding via the U.S. Department of Commerce and becoming aware of additional grant opportunities. No updates have been received regarding the Farm Bill and FAFSA continues to struggle.
- Relationship building continues with Nebraska legislators, and along with board members Del Ames, Donovan Ellis, and Nicole Sedlacek, participated in the NCCA Day at the Capitol. LB 1329, which changes provisions of the Nebraska career Scholarship Act, was included in an omnibus piece of legislation and the 2024 Appropriations Committee Recommendation Report fully funds the Community College Future Fund and articulates how it will be funded.
- Pat Wojcik extended her appreciation to Dr. Charlene Widener and Dr. Tracy Kruse for participating in the 46th Annual Joint Meeting that was held in South Sioux City on March 4th.

8. 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.

9. COMMITTEE REPORTS

9.1 Governance Committee

- The Governance Committee met on February 29, 2024.
- Content review was conducted of GP-04, Role of the Board Chair, with no recommendations for revision. A non-substantive wording change was made to item #2 of the policy.
- Content review was conducted of EL-05, Financial Conditions and Activities, with no recommendations for revision.

Scott Gray reported that a request was made for forgiveness of the penalties incurred for the late tax filing. The request was denied.

- Board Self-Evaluation of GP-04, Role of the Board Chair, with no concerns.
- A list of administrative procedures that reference the Board of Governors was reviewed to determine if the language is included statutorily or whether there is relevance for engagement by the Board. The Governance Committee believes that it is beneficial to be aware of operational procedures under the President’s role that affect the Board itself and recommends review of the list annual for report to the Board. They also discussed AP-7710.0, Employee Grievance, and it was suggested to include this procedure in board member orientations and present it in a way to easily understand. Dr. Barrett stated that she felt it would also be beneficial to review with

the full board and not just new members. This will occur at a future Board of Governors meeting.

- 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 decision portion of the agenda.
- The next meeting of the Governance Committee is scheduled for April 3, 2024.

9.2 Ownership Linkage Committee

- The Ownership Linkage Committee met via Zoom on February 21st.
- At the request of the Governance Committee, a content review was conducted regarding GP-08.2, Ownership Linkage Committee Charter, with no revisions being recommended.
- The Ownership Linkage Committee is recommending that a board meeting be conducted annually at each of the extended campuses. The April Board of Governors meeting is scheduled to be held at the West Point Extended Campus. A meeting with stakeholders is being planned to provide the stakeholders an opportunity to better understand the Northeast Board of Governors and Ends, and to identify any gaps that may exist. If the format works, similar meetings will be conducted at the other extended campuses.
- The Committee continues to evaluate its effectiveness and will continue to evolve to assure that we are engaged with our stakeholders and assure that the Board’s focus is in the right direction.
- The intent of the meetings with stakeholders is to broaden the Board’s knowledge of the needs of the stakeholders and identify gaps.
- An Annual Summary of the 2023 Ownership Linkage Committee activities is available in today’s Teams site.
- Next meeting is scheduled for March 26, 2024.

10. **MONITORING REPORT**

10.1 EL-07, Compensation and Benefits

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

11. **PUBLIC COMMENT on Committee or Monitoring Reports**

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.

12. **CONSENT AGENDA**

MOTION by Del Ames, **SECONDED** by Donovan Ellis to **APPROVE** the Consent Agenda as follows:

- 12.1 Minutes of the February 15, 2024 Regular Meeting as presented.
- 12.2 Monthly Financial Report for February 29, 2024.
- 12.3 Claims paid in February 2024, with the exception of payments to themselves.
- 12.4 **SECOND READING** and **DELETION** of:
 - BP-6821, Alternative Construction Method Policy. Content is covered in AP-6821.0, Alternative Construction Method Procedure.

- 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.
- 12.5 SECOND READING and APPROVAL of REVISIONS to:
- EL-02, Access to Education.
 - EL-11, Construction.
- Voting Yes:** Ellis, Nelson, Petersen, Scherer, Sedlacek, Sibbel, Wojcik, Ames, and Davies
- Voting No:** None
- Absent:** Anderson and Robinson **MOTION CARRIED**

13. 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.

14. COLLEGE REPORTS

14.1 Student Leadership Association (SLA) Report

- Oreo recruiting event will be held on March 19th.
- In late February, attended the National Association for Campus Activities (NACA) Conference in Pittsburgh, PA. They learned of different education opportunities available to them, had an opportunity for one-on-one conversations with student leaders from other colleges, and learned how to encourage others to participate in activities.
- Will meet with the Director of Risk Management to further discuss the emergency blue light telephone project.

14.2 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 March 14, 2024 Board of Governors Teams site.

15. ITEMS FOR DECISION

- 15.1 Dirk Petersen enthusiastically made a **MOTION, SECONDED** by Donovan Ellis, to recommend continuation of the Diesel Technology program at Northeast Community College for submission to and consideration by the Nebraska Coordinating Commission for Postsecondary Education.

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

Voting No: None

Absent: Anderson

MOTION CARRIED

15.2 **MOTION** by Julie Robinson, **SECONDED** by Diane Davies to **APPROVE** the Resolutions authorizing the sale of student-built homes: House #120031 Middle North and House #120032 North.

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

Voting No: None

Absent: Anderson

MOTION CARRIED

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

- BP-6140, Equipment and Technology Replacement Funding Policy. Policy content was incorporated into a new administrative procedure, AP-6140, Equipment and Technology Replacement Funding and is also covered in the Foundation Gift Acceptance Procedures and AP-3610.0, Grant Development Management.
- BP-3020, Solicitation on College Premises Policy. Policy content was incorporated into AP-3020.0, Solicitation on College Premises.
- BP-3210, Safe and Secure College Environment Policy. Policy content was incorporated into AP-3210.0, Safe and Secure College Environment.
- BP-3270, Loitering Policy. Policy content was incorporated into AP-3270.0, Loitering.
- BP-7142, Presidential Earned Annual Leave Policy. The President's contract with the Board sets for the provisions for annual leave, and BPD-06, President Compensation talks broadly about the President's Compensation.

15.4 **MOTION** by Donovan Ellis, **SECONDED** by Carol Sibbel to **APPROVE** the Amended Professional Managerial Staff Employee Total Compensation Agreement for the 2024-2025 and 2025-2026 contract years.

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

Voting No: None

Absent: Anderson

MOTION CARRIED

15.5 **MOTION** by Pat Wojcik, **SECONDED** by Terry Nelson to **APPROVE** the Amended Classified Staff Employee Association Total Compensation Agreement for the 2024-2025 and 2025-2026 contract years.

Voting Yes: Scherer, Sedlacek, Sibbel, Wojcik, Ames, Davies, Ellis, Nelson, Petersen, and Robinson	
Voting No: None	
Absent: Anderson	MOTION CARRIED

16. In other business, Chairperson Scherer acknowledged and staff members having birthdays during the month of March.

Chairperson Scherer also extended his appreciation for the work put into preparing for and everyone's participation in today's meeting.

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

18. ADJOURNMENT

At 4:26 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

Nicole Sedlacek, Secretary
Northeast Board of Governors