

ATTENDANCE

BOARD OF GOVERNORS

Jeffrey Scherer, Chairperson.....	Present
Donovan Ellis, Vice-Chairperson	Present
Nicole Sedlacek, Secretary	Present
Del Ames	Present
Steve Anderson	Present
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
- Amanda Nipp, Vice President, Student Services
- David Cone, Chief Information Officer
- Dr. Tracy Kruse, Vice President, Development and External Affairs
- Mike Walkowiak, Vice President, Human Resources and Organizational Development
- Jerry Guenther, Director, Public Relations
- Diane Reikofski, Executive Assistant to the President and Board Recording Secretary
- Kristi Rastede, Faculty Association representative
- Neila Muminovic, *Norfolk Daily News*

The Northeast Community College Board of Governors met for its regular session Board Meeting on Tuesday, August 6, 2024, via Zoom video conferencing and in Suite 188 of the Lifelong Learning Center, located on the campus of Northeast Community College, 801 East Benjamin Avenue, Norfolk, NE.

1. ADOPT AGENDA

The meeting was convened at 1:31 p.m., by Chairperson Jeff Scherer.

MOTION by Del Ames **SECONDED** by Donovan Ellis to adopt the Agenda of the August 6, 2024 Regular Meeting. Official Notice of the meeting was posted on the Northeast Community College website, and published in the *Norfolk Daily News* on Wednesday, July 31, 2024.

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

Voting No: None

Absent: Wojcik

MOTION CARRIED

2. OPEN MEETINGS ACT

Advised that a copy of the Nebraska Open Meetings Act is posted on the table in the meeting room, along with a copy of the August 6, 2024 Board of Governors Meeting agenda and all printable supporting documents.

3. BOARD EDUCATION AND INFORMATION

3.1 Administrative Services Report

3.1.1 Monthly Financial Report and Paid Bills

A brief review was given to the Monthly Financial Report for the period ending July 31, 2024, with detail provided regarding the changes in fund balances.

Review was given to items of significance within the July paid bills report including a payment to the City of Norfolk related to an agreement for improvements at Ta-Ha-Zouka Park; Hausman Construction for work on the Maclay Building, Instructure, Inc. for payment of Canvas, our student platform; Moss Enterprises, for mechanical drive learning systems; Rogge Construction for work completed at the iHub, and Sioux Falls Kenworth for purchase of semis used at the truck driving range in South Sioux City.

Scott Gray provided clarification regarding the payment to the Nebraska Community College Insurance Trust (NCCIT). All of Nebraska's community colleges are members of NCCIT and the payment in the July paid bills report is for Northeast's portion of the entire premium that is paid to NCCIT.

Mrs. Wojcik joined the meeting at 1:38 p.m.

3.1.2 Preliminary discussion of proposed budgets

A review was given to the actual 2023-2024 budget and the proposed 2024-2025 general fund and capital fund budgets. Much of today's discussion was focused around the change in the funding model with Nebraska's community colleges receiving revenue through the Community College Future Fund (CCFF). Nebraska's community colleges no longer have the ability to levy a property tax for general funds. Mr. Gray advised that the CCFF is statutory and explained how it is calculated.

An action item that is included in today's agenda is regarding the general fund budget limit authority. It is fiscally prudent to approve the one (1) percent increase in the total 2024-2025 general fund budget limit authority to assure that Northeast continues to have the authority to receive all the restricted funds for which the College is eligible.

3.2 Development/External Relations Report

3.2.1 2024 Achievement Award nominees

Nominees for the Alumni Hall of Success Awards and the Nebraska Community College Association (NCCA) Distinguished Alumni awards. Request was made for anonymity by the media to allow the nominees to be notified and a proper press released to be prepared and distributed.

The Achievements Awards Ceremony is scheduled to be held following the September 12, 2024 Board of Governors meeting.

3.2.2 Quarterly Foundation Board of Directors update

The Foundation Board of Directors met on July 23, 2024.

- Approved officers for FY25 with Bill Tielke serving as president; Paula Havranek, vice president; Roy Miller, treasurer; Matt Hoelsing, secretary; and Wayne Studebaker as past president. The slate of the Weller Foundation Boards of Directors officers and members were also approved.
- Six Foundation members renewed for another three-year term, from 2024-2027.
- New board member, Mark Zimmerer, was approved for a three-year term, from 2024-2027. Mark is a long-time Norfolk resident with strong ties to the community.
- Erin Sorensen, director of iHub, and Mason Zimmerer, development officer, provided an iHub presentation which included a virtual tour of the new space, along with a campaign update. The Foundation Board was very engaged and several expressed interest in helping with the project in some way.
- The five-year look-back period has ended with the Weller Foundation. They will be submitting paperwork to the IRS to finalize the process of becoming a public charity and a subsidiary of the Northeast Community College Foundation.
- The unaudited year-end Financial Statements were reviewed by the Board. Total assets grew more than \$4MM and the scholarships awarded to students increased by nearly \$250,000 over last year.

3.3 Student Services Report

3.3.1 Handshake software

The Northeast Career Services office has migrated to a new platform, Handshake, for both students and employers to seek or post information on available jobs or internships. Handshake is an online job board that is recognized across the country. Northeast Alumni may call the Career Services office for assistance in joining the Handshake system.

- 3.3.2 A graph reflecting summer enrollments numbers between 2019-2024 was provided. Summer year-to-year comparisons reveal total enrollment is up 991 students or 85% in headcount and up 522 students or 9% in credit hours.

Fall 2024 enrollment preview as of August 1st reveals total enrollment is up 251 students and 142 credit hours as compared to the same time in 2023. Details regarding Fall 2024 enrollment include continuing students are down by 26, first time freshman are down 87 students, and Early College enrollment is up by 350 students.

In depth discussion was held regarding recent and upcoming challenges regarding the delay of the FAFSA application and the Pell Grant application. These delays could play a part in the reduced number of students who have enrolled in college.

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

Chairperson Scherer advised that individuals commenting on Board Education or Information are allowed three minutes each. No constituents were in attendance to address the board with a public comment.

5. COMMITTEE REPORTS

5.1 Governance Committee

- The Governance Committee met on July 25, 2024 via Zoom.
- Content review was conducted of EL-03, Treatment of Employees, with no revisions being recommended.
- Content review was conducted of EL-09, Organizational Integrity, with no revisions being recommended.
- Content review was conducted of GP-08.3, Search Committee Charter, with minor revisions being recommended and will be brought forth for first reading during the September 2024 meeting. It is also noted that there has been a lapse in following Item 1.2 under the Committee Composition and Tenure section. When a Search Committee is appointed in the future, the motion should include approving the Search Committee membership and appointing the committee chairperson.
- Boards Self-Evaluation was conducted on GP-08.3, Search Committee Charter. Concerns were addressed during the content review discussion.
- The Governance Committee reviewed BP-1030, Freedom of Speech for deletion. Policy content was incorporated into a new administrative procedure, AP-1030.0, Freedom of Speech, and will be considered later in today's agenda for second reading consideration.

8.2 Ownership Linkage Committee

- The Ownership Linkage Committee is continually reviewing the effectiveness of the committee. Focus continues to be on guided pathways and stackable credentials with our degree and non-degree seeking students within our 20-county service area.
- Good input was received in April from the West Point roundtable discussion that was held with constituents.
- In June, Dr. Charlene Widener shared information from the gap analysis with constituents in the tri-state area around South Sioux City. The gap analysis has the potential to identify and bring things to the surface that need to be focused on. Questions were raised regarding programming or training needs that need to be developed to close the identified gaps and Dr. Widener continues to focus on that discussion.
- Ownership Linkage Committee met on July 31st for the purpose of preparing for the August 12th NCCA strategic planning session.
- On August 1st, Ownership Linkage Committee held a discussion in Ainsworth with constituents from the surrounding communities. Brainstorming occurred on what the area needs are and how Northeast can do their due diligence to address the needs of the area.

6. MONITORING REPORT

6.1 EL-04, Planning

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

Monitoring reports should continue to refine the standards of measurement:

1. What is the standard of measurement to show compliance with the policy?
2. What is the rationale for that standard of measurement?
3. What is the level of achievement necessary to show compliance with the policy?

4. What is the rationale for that level of achievement?

Reminder was provided that Dr. Leah Barrett and Steve Anderson, along with Todd Holcomb and a board member from Hawkeye Community College will present during the upcoming ACCT Leadership Congress on the Carver Model/Policy Governance.

7. **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.

8. **CONSENT AGENDA**

MOTION by Del Ames, **SECONDED** by Carol Sibbel to **APPROVE** the Consent Agenda as follows:

- 8.1 Minutes of the June 12, 2024 Regular Meeting as presented.
- 8.2 Monthly Financial Report for July 31 31, 2024.
- 8.3 Claims paid in July 2024.
- 8.4 **SECOND READING** and **DELETION** BP-1030, Freedom of Speech. Policy content was incorporated into administrative procedure AP-1030, Freedom of Speech, which provides sufficient coverage and references.
- 8.5 2024 Alumni Hall of Success and Nebraska Community College Association Distinguished Alumni nominees.

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

Voting No: None

Absent: None

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 Dirk Petersen, **SECONDED** by Steve Anderson to **APPROVE** an additional one (1) percent increase in the total 2024-2025 general fund budget limit authority.

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

Voting No: None

Absent: None

MOTION CARRIED

10.2 Discussion was held regarding a proposed Welding facility on the Northeast Community College campus. Currently the Welding program is housed in the Weller building. The 2017 Master Site and Facilities Plan (MSFP) identified the condition of the Weller building as poor and in need of removal or extensive renovation. Noise and air quality within the Weller building has been a longstanding issue and prominent concern as it exists today. Expansion of the existing Weller building is not conducive to an effective expansion, due to the land limitations and access for phasing. As part of that renovation plan, the first step is to move the Welding program into its own facility.

The new 12,550 square foot building would create a progressive Welding facility to meet future programming needs and the proposed site for the facility is next to the existing Physical Plant building, allowing connection to current infrastructure. Much of the existing equipment that is currently used would be moved to the new facility. Other equipment will be appropriately phased out over time and updated with new equipment.

Mrs. Wojcik departed the meeting at 3:41 p.m.

The proposed 12,550 square foot facility would allow an additional 20-24 students to be trained. The location of the building would also allow expansion of the facility if the demand arose.

Robotic welders are currently housed with and will remain with the Machining program because more than just Welding students are able to be trained on robotic welders.

Del Ames MOVED and Julie Robinson SECONDED the motion to approve the Welding facility programming statement for submission to the Nebraska Coordinating Commission for Postsecondary Education (CCPE).

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

Voting No: None

Absent: Wojcik

MOTION CARRIED

10.3 Discussion was held regarding the Nebraska Community College Association (NCCA) membership. There has been a change in the NCCA by-laws that requires institutions to inform NCCA prior to the third quarter if they decide to not remain a member. NCCA provided a preliminary budget so that the community college presidents would have an estimate of what to include in their respective budgets for next year. Final approval of the NCCA budget will be approved by the NCCA Board of Directors in August.

Only five of Nebraska's community colleges are currently members of NCCA and some board members expressed that community colleges have a stronger voice if we

<p>remain united. There is a sense of unity and a louder voice in Lincoln by remaining with the association.</p> <p>Steve Anderson MOVED, SECONDED by Julie Robinson to continue to remain a member of the Nebraska Community College Association (NCCA) for FY 2025.</p> <p>Approval of the payment for membership will occur later this fall.</p> <p>Voting Yes: Petersen, Robinson, Scherer, Sedlacek, Sibbel, Anderson, Davies, Ellis, and Nelson</p> <p>Voting No: Ames</p> <p>Absent: Wojcik</p>	MOTION CARRIED
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11. President's Report

President Leah Barrett highlighted activities, events, and accomplishments of faculty, staff, students, and athletes that occurred during the past month.

A complete copy of the President's Report may be found within today's Team's site and is also available on the Northeast website.

12. In other business, Chairperson Scherer acknowledged staff members observing birthdays during the month of August.

13. Dr. Leah Barrett will host three 45-minute Zoom sessions with members of the Board of Governors to garner feedback as she prepares for the September monitoring report, EL-08, Communication and Support to the Board.

14. **ADJOURNMENT**

At 4: 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