

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**FINANCE COMMITTEE**

Tuesday, September 14, 2021

**FINANCE COMMITTEE**

Gene Willers, Chairperson	ABSENT
Del Ames	PRESENT
Donovan Ellis	PRESENT
Carol Sibbel	PRESENT
Steve Anderson, ex-officio	PRESENT

**STAFF**

Dr. Leah Barrett  
Scott Gray  
Paul Feilmeier  
Amanda Nipp  
Dr. Michele Gill  
Jessica Dvorak  
Jim Curry  
Diane Reikofski  
Coleen Bressler

**OTHER BOARD MEMBERS**

Arlan Kuehn	ABSENT
Terry Nelson	ABSENT
Dirk Petersen	PRESENT
Julie Robinson	PRESENT
Jeff Scherer	PRESENT
Nicole Sedlacek	PRESENT

**MINUTES**

1. Del Ames, member of the Finance Committee, convened the meeting at 10:53 a.m. in Suites F & G of the Lifelong Learning Center.
2. Recommended approval of the Minutes of the August 11, 2021 meeting as distributed.
3. 2021-2022 budget, levy, and budget lid information for Northeast Community College, along with factors affecting operational expenditures, was provided by Scott Gray, Vice President, Administrative Services. Tax supported budgets advance Northeast's strategic priorities of student pathways to success, excellence and innovation in educational programs, rewarding and inspirational place to work, and effective resource management. The self-supporting funds are financed by sales and fee revenue, federal financial aid, state and federal grants, and capital campaigns.

The proposed property tax levy for all funds is 9.40 cents, reflecting a slight decrease from the previous year.

A consensus was reached by members of the Finance Committee to recommend to the Board of Governors the approval of the 2021-2022 operating budgets as follows: General Operating Budget, \$51,007,037; Building Improvement Budget, \$11,695,192; Accessibility/Haz Mat Budget, \$0.00; for a Total Tax Supported Budget of \$62,702,229; Self-Supporting Funds Budget, \$37,285,176; for Grand Total of All Budgets \$99,987,405.

**Mission**

Northeast Community College is dedicated to the success of students and the region it serves.

4. The Monthly Financial Report for August 31, 2021 and paid bills for the month of August 2021 were briefly reviewed by Scott Gray.

A consensus was reached by the Finance Committee members to recommend to the Board of Governors to acknowledge and accept August 31, 2021 Monthly Financial Report and paid bills.

5. The Gramm-Leach-Bliley Act (GLBA) that was signed into law in 1999 was primarily aimed at reducing barriers in the banking and insurance industries but has also had an impact on higher education. The two primary segments of GLBA are the Financial Privacy Rule, and the Safeguards Rule. The Financial Privacy Rule is focused on consumer and customer privacy rights, and the related duties of financial institutions to appropriately protect and use the data received from those consumers and customers. The Safeguards Rule requires financial institutions to develop a written information security plan, which must describe how the institution prepares and plans for the protection of customer non-public information (NPI).

Responsibility for enforcing GLBA lies with the Federal Trade Commission (FTC), and colleges and universities have been identified as “financial institutions” for the purposes of GLBA, largely due to administration of Title IV federal student aid programs. Institutions inherently agree to their responsibility to protect NPI and comply with GLBA through the FAFSA Program Participation Agreement (PPA) and the Student Aid Internet Gateway (SAIG) Enrollment Agreement.

In July 2021, a third-party assessment of Northeast’s information security and GLBA safeguards security was conducted. A review of Northeast’s compliance status by category was provided by Paul Feilmeier, Vice President, Technology Services. The assessment agency acknowledged the work of Northeast’s information technology and security team for the work in making great progress on information security across campus. Northeast staff will continue to update information security policy documentation, engage in multiple exercises to test incident response capabilities, etc., to maintain and increase information security compliance.

Board members acknowledged that this will be a report that will be beneficial for annual review once policy governance is in place.

6. Also, in July 2021, a third-party assessment was conducted on Northeast’s Payment Card Industry Data Security Standard (PCI DSS) compliance efforts. Northeast’s PCI Team continues to demonstrate an overall awareness of good security practices, familiarity with the PCI DSS, and an understanding of how the security controls inherent in the compliance standard can help the institution protect customer data.
7. With no further business to discuss, the meeting was adjourned at 12:22 p.m.