



BOARD OF GOVERNORS

GOVERNANCE COMMITTEE

Thursday, April 8, 2021
3:00-3:50 p.m.
Lifelong Learning Center, Suites F & G

GOVERNANCE COMMITTEE

Dirk Petersen, Chairperson
Terry Nelson
Julie Robinson
Jeff Scherer
Steve Anderson, ex-officio

OTHER BOARD MEMBERS

Del Ames
Donovan Ellis
Arlan Kuehn
Nicole Sedlacek
Carol Sibbel
Gene Willers

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
Dr. Michele Gill
Dr. Karen Severson
Dr. Tracy Kruse
Jim Curry
Diane Reikofski

THE GOVERNANCE COMMITTEE CAN ONLY RECOMMEND ACTION FOR THE BOARD TO CONSIDER DURING PUBLIC MEETINGS OF THE BOARD OF GOVERNORS.

The Committee hereby reserves the right to go into executive/closed session pursuant to Neb. Rev. Stat. §84-1410 of the Nebraska Open Meetings Act.

AGENDA

1. Convene meeting
2. Consider approval of Minutes of meeting of March 11, 2021 – (attached pgs. 2-4)
3. Consider the FIRST READING for the deletion of the following: - Amanda Nipp
 - a. BP-5113, Residency – (attached pg. 5)
 - b. BP-5820, Residence and Use of Service and Therapy Animals and Pets – (attached pg. 6)
4. Strategic Direction update – Leah Barrett
5. Closed session for the purpose of review of the president's contract – Dirk Petersen
6. Other - (information only)
7. Adjourn

Mission

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

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

GOVERNANCE COMMITTEE

Thursday, March 11, 2021

GOVERNANCE COMMITTEE

Dirk Petersen, Chairperson	PRESENT
Terry Nelson	PRESENT
Julie Robinson	ABSENT
Jeff Scherer	PRESENT
Steve Anderson, ex-officio	PRESENT

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
Dr. Michele Gill
Dr. Karen Severson
Dr. Tracy Kruse
Jim Curry
Diane Reikofski

OTHERS

Rose Mercier

OTHER BOARD MEMBERS

Del Ames	PRESENT
Donovan Ellis	PRESENT
Arlan Kuehn	ABSENT
Nicole Sedlacek	PRESENT
Carol Sibbel	PRESENT @ 12:25 p.m.
Gene Willers	PRESENT

MINUTES

1. The Governance Committee meeting was convened by Dirk Petersen, Chairperson of the Governance Committee, at 11:34 a.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the February 11, 2021 meeting as presented.
3. Rose Mercier, senior consultant from The Governance Coach, was welcomed to the Governance Committee to explain the non-financial executive limitation policies.

Review and discussion was held on executive limitations related to treatment of students, treatment of employees, communication and support to the board, and organizational culture. Dirk Petersen thanked Rose for sharing the templates during their discussions on the executive limitations and policy governance process. He commended the committee for participating and paying a lot of attention to the process.

Mrs. Mercier will make the minor revisions suggested today so that a complete set of executive limitations is available for final review. Next step will be to move into the governance process policies. These will be the policies that have the most content and also the area where there are the most existing policies that will need to be integrated into the starting template. Rose will work to integrate the existing policies into the template and will meet with the Policy Governance Workgroup, consisting of Del Ames, Donovan Ellis, Dirk Petersen, Carol Sibbel, and Gene Willers.

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Once the executive limitations are approved by the Board of Governors, Mrs. Mercier will assist with the nomenclature and numbering of the policies.

Next steps include Mrs. Mercier working with President Barrett and Scott Gray to develop a policy related to monitoring reports so that the board gets a sense of the type of information that they will receive. This will be presented to the Board of Governors during the April meeting.

4. Last Thursday, President Barrett conducted a meeting with employees who are members of the shared governance committees and sub-committees. Steve Anderson and Dirk Petersen participated in the Zoom meeting and provided an overview of the governance policy work that is being done at the board level and how it influences and interacts with the procedure work that the campus needs to be doing on a regular basis. President Barrett shared with employees some of the current board policies that are redundant with administrative procedures and showed them examples of what board policies will look like in the future. She was able to talk about the rigorous monitoring of the work of the executive leadership of the college and how that interplays with the board policies that are being developed. General good feedback was received, and employees appreciated hearing from Steve and Dirk on where we are in the process.

Mr. Anderson stated that a current policy was shown in comparison to what is being proposed. What is being looked at with executive limitations is far more involved than what the board has now with giving direction to the College and president at the current time. He felt that this information was received positively. The information helps employees better understand why some procedures are being deleted and that there is something replacing them and now just an exercise in detaching the work of the college from the board.

Mr. Anderson also reported that during the Zoom session a question was raised regarding the level of communication between the faculty and employees and the Board of Governors going forward. If employees of the College want to engage with members of the Board of Governors about topics that deal with being a taxpayer, the Board has a responsibility to talk to them as constituents. The Board of Governors has to respect the delineation between the president and the Board of Governors so if an employee has an internal issue that they want to discuss, this needs to come up through the processes of the College and be presented in a formalized session.

Dirk Peterson stated that with the monitoring process that is being put into place, the Board will have clearer understanding of what is occurring at the institution.

5. A consensus was reached by the Governance Committee to recommend to the Board of Governors to approve the SECOND READING and approve deletion of the following:
 - a. BP-7030, Emeritus Classification,
 - b. BP-7565, Post-Retirement Benefits.

Language in BP-7030 will be included in AP-3060, Employee Recognition. COBRA benefits included in BP-7565 remain available, but not exclusively to the post-retirement age group.

6. At 11:30 a.m., Dirk Petersen MOVED to enter into Closed Session for the purpose of review of the presidential evaluation and to reconvene to the Governance Committee after business is discussed. Jeff Scherer SECONDED the motion.

Voting Yes: Petersen, Nelson, Scherer, Anderson

Voting No: None

Absent: Robinson

7. The Governance Committee was reconvened at 12:50 p.m.
8. Dr. Karen Severson advised that 16 employee engagement sessions were conducted through the month of February, each hosted by two President's Cabinet members. The sessions focused on how everyone could be a part of improving the climate at Northeast Community college, not only individually, but collectively. 18 individuals from across campus volunteered to serve on the Climate Improvement Subcommittee. The committee will create an action plan that correlates with the climate survey results, employee engagement session feedback and the strategic direction. Mr. Petersen stated that this process is key in building trust. While this will not occur overnight, this is a good start in the process.
9. President Leah Barrett advised that board members and other constituents received a survey to provide feedback regarding the strategic direction. The survey remains open for a few more days and she encouraged all to take a few minutes to provide their input. The next stage in the process will be the President's Cabinet and members of the Institutional Effectiveness and Marketing teams working together to massage the language and determine what the metrics will be to measure our success of the plan. Intent work will also occur at the department level in creating goals that support the strategic priorities. Release of the finished strategic direction document as well as key performance indicators will occur around the end of April. Another update will be provided during the next board meeting. The intent is to release the strategic direction document between the April and May board meetings so that our faculty have a chance to be a part of the reveal.
10. With no further business to discuss, the meeting was adjourned at 1:11 p.m.

NORTHEAST COMMUNITY COLLEGE POLICY MANUAL

~~SECTION 5—STUDENT SERVICES
SUBSECTION 51—ADMISSIONS, REGISTRATION & STUDENT RECORDS~~

~~POLICY NUMBER: BP—5113~~

RESIDENCY

1. POLICY REASON/PURPOSE/INTENT

~~To establish guidelines for determining student residency.~~

2. DEFINITIONS

N/A

3. POLICY

~~3.1 Northeast Community College shall establish Residency Guidelines and Procedures for determining a student's residency status. These guidelines and procedures will be established as an administrative procedure and made available in the College Catalog.~~

4. APPLICABILITY

N/A

EFFECTIVE DATE: 05/09/2018

ORIGINAL ADOPTION DATE: 01/10/2002 (item #9058)

REVISION DATE (AND BOARD OF GOVERNORS' MINUTES ITEM NUMBER): 04/09/2014
(item #11419); 04/12/2018 (item #12275)

PRIOR POLICY/PROCEDURE NUMBER: 5022

SCHEDULE FOR REVIEW: 2023

DIVISIONS/DEPARTMENT RESPONSIBLE FOR REVIEW & UPDATE: Student Services

SPONSORING DIVISION/DEPARTMENT: Student Services

RESCINDED DATE: none

LEGAL REFERENCE: Nebraska Revised Statute 85-502

CROSS REFERENCE: none

PROCEDURE(S) FOR POLICY: AP-5113.0

RELATED POLICIES/REFERENCES: none

POLICY KEY WORDS: residency

NORTHEAST COMMUNITY COLLEGE POLICY MANUAL

~~SECTION 5—STUDENT SERVICES SUBSECTION 58—HOUSING AND RESIDENCE LIFE~~

~~POLICY NUMBER: BP—5820~~

~~RESIDENCE AND USE OF SERVICE AND THERAPY ANIMALS AND PETS~~

1. POLICY REASON/PURPOSE/INTENT

~~—To establish a policy on use of service and therapy animals and pets in student housing.~~

2. DEFINITIONS

N/A

3. POLICY

- 3.1 ~~Northeast Community College is committed to accommodating individuals with disabilities who require the use of a service animal while on campus. Individuals with disabilities who require the use of a service animal on the grounds of Northeast Community College (NECC) are expected to follow a standard of behavior for both the animal and the students, faculty and staff who are in proximity to the animal. It is the intention of NECC to meet the needs of the entire NECC community in accordance with college procedures. This policy does not apply to instructional program animals.~~

4. APPLICABILITY

N/A

EFFECTIVE DATE: 04/09/2014

ORIGINAL ADOPTION DATE: 02/18/2010 (item #10596)

REVISION DATE (AND BOARD OF GOVERNORS' MINUTES ITEM NUMBER): 04/09/2014
(item #11419)

PRIOR POLICY/PROCEDURE NUMBER: 5100

SCHEDULE FOR REVIEW: 2019

DIVISIONS/DEPARTMENT RESPONSIBLE FOR REVIEW & UPDATE: Student Services

SPONSORING DIVISION/DEPARTMENT: Student Services

RESCINDED DATE: none

LEGAL REFERENCE: none

CROSS REFERENCE: none

PROCEDURE(S) FOR POLICY: AP-5820.0

RELATED POLICIES/REFERENCES: none

POLICY KEY WORDS: service animals; pets