

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**GOVERNANCE COMMITTEE**

Thursday, December 14, 2017

**GOVERNANCE COMMITTEE**

|                              |         |
|------------------------------|---------|
| Keith Harvey, Chairperson    | ABSENT  |
| Jeffrey Scherer              | PRESENT |
| Julie Robinson               | PRESENT |
| Dr. Terry Nelson, ex-officio | PRESENT |

**OTHER BOARD MEMBERS**

|                 |         |
|-----------------|---------|
| Steve Anderson  | PRESENT |
| Arlan Kuehn     | PRESENT |
| Dirk Petersen   | ABSENT  |
| Shirley Petsche | PRESENT |
| Carol Sibbel    | PRESENT |
| Gene Willers    | PRESENT |

**STAFF**

|                    |          |
|--------------------|----------|
| Dr. Michael Chipps | Del Ames |
| John Blaylock      |          |
| Lyle Kathol        |          |
| Lynne Koski        |          |
| Derek Bierman      |          |
| Amanda Nipp        |          |
| Eric Johnson       |          |
| Dr. Tracy Kruse    |          |
| Craig Garrett      |          |
| Jim Curry          |          |
| Diane Reikofski    |          |
| Brenda Sock        |          |

**OTHERS**

**MINUTES**

1. Jeff Scherer, member of the Governance Committee, convened the meeting at 1:20 p.m. in Room 1108B of the College Welcome Center.
2. Recommended approval of the Minutes of the November 9, 2017 meeting as distributed.
3. A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the SECOND READING and approve deletion of BP-5031, On-Campus Solicitation of Students. This policy is being combined with another policy.
4. A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the SECOND READING and approve deletion of BP-5041, Student Memorial Gift Policy. The deletion is recommended as this is handled through procedure.
5. A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the SECOND READING and approve deletion of BP-5115, College Level Examination Program Policy. The deletion is recommended as we do not need a policy just to state that we have a procedure.
6. A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the SECOND READING and approve revisions to BP-6140, Equipment and Technology Replacement Funding. Revisions include the inclusion of technology in the policy to reflect current practice and referencing the associated policies.

7. Revisions to BP-2120, Board Committees, are a result of the discussion held during the November professional development session. The Human Resources Committee is being eliminated and duties or activities usually covered during that committee will be integrated into other existing committees.

Consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING of revisions to BP-2120, Board Committees.

8. Also during the November professional development session, the consultant advised that it is good practice to have a formal policy that states a self-evaluation will be conducted periodically. A few months earlier, the Board self-evaluation policy was deleted because it was too procedural. The policy is being reinstated, changing the title from Board Self-Assessment to Board Self-Evaluation and removing the operational language. This policy allows the ability for the Board to conduct the evaluation when they so desire.

A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING of BP-2510, Board Self-Evaluation.

9. Revisions to BP-3020, Solicitation on College Premises include a title change as well as incorporating language from BP-5031, On-Campus Solicitation of Students into this policy. This policy is in place to protect the students and the institution from various solicitations without going through the proper channel.

A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING of revisions to BP-3020, Solicitation on College Premises.

10. BP-3237, Alcohol and Controlled Substance Testing for Commercial Drivers License is brought forth as part of the regular review cycle. Revisions include an update in the title and other clean up in language to bring it into compliance with the Omnibus Transportation Employee Testing Act of 1991 and its Amendments.

A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING of revisions to BP-3237, Alcohol and Controlled Substance Testing for Commercial Drivers License.

11. Deletion of BP-5117, Evaluating the Validity of a High School Diploma is being recommended as the administrative procedure addresses this process.

A consensus was reached by the Governance Committee to accept the FIRST READING for deletion of BP-5117, Evaluating the Validity of a High School Diploma.

12. BP-7315, Employee Performance Review is being recommended for deletion as the administrative procedure addresses this process.

A consensus was reached by the Governance Committee to accept the FIRST READING for deletion of BP-7315, Employee Performance Review.

13. Administrative procedure governs the exit interview process, therefore, BP-7335, Exit Interview Policy is being presented for deletion.

A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING for deletion of BP-7335, Exit Interview Policy.

14. A consensus was reached by members of the Governance Committee to recommend to the Board of Governors, officers for 2018 as follows:

- Dirk Petersen, Chairperson
- Steve Anderson, Vice-Chairperson
- Arlan Kuehn, Secretary

15. A consensus was reached by the Governance Committee to recommend to the Board of Governors to elect Steve Anderson and Shirley Petsche to serve as the 2018 Nebraska Community College Association (NCCA) Board of Directors representatives, with the remainder of the board serving as alternates.

16. At 1:37 p.m., Julie Robinson MOVED to enter into Closed Session for the purpose of discussing employee negotiations and to reconvene to the Governance Committee after business is discussed. Terry Nelson SECONDED the motion.

**Voting Yes:** Nelson, Robinson, Scherer,  
**Voting No:** None  
**Absent:** Harvey

17. The Governance Committee was reconvened at 2:50 p.m.
18. In other business, Terry Nelson provided a reminder that the Board of Governors Holiday Gathering will be held on Sunday, January 7, 2018, at Divot's.
19. With no further business to discuss, the meeting was adjourned at 2:51 p.m.