

**NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

GOVERNANCE COMMITTEE

Thursday, January 14, 2021

GOVERNANCE COMMITTEE

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

STAFF

Dr. Leah Barrett
Scott Gray
Paul Feilmeier
Amanda Nipp
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
Gene Willers	PRESENT

MINUTES

1. The Governance Committee meeting was convened by Dirk Petersen, Chairperson of the Governance Committee, at 8:32 a.m. via Zoom video conferencing.
2. Recommended approval of the Minutes of the January 14, 2021 meeting as presented.
3. Rose Mercier, senior consultant from The Governance Coach, joined the Governance Committee to listen to discussion and answer any questions that may arise regarding the policy governance process. Del Ames expressed that he learned a great deal from hearing the different perspectives and past experiences from Donovan Ellis and Gene Willers. Dirk Petersen stated that policy governance will set the stage for the future so that there is more consistency. Steve Anderson encouraged board members to review ACCT's *Trustee Quarterly* as this summarizes the direction that the board is trying to go with the process; it pulls it all together.

Mr. Anderson reported that he recently ordered and received a publication, *Trusteeship in Community Colleges: A Guide for Effective Governance*. The book references the Carver model of governance and reiterates what is being talked about today. It discussed the ability to establish a high performing board and a high performing college.

President Leah Barrett expressed her intent to meet with all employees involved in the committee structure and provide an update on policy governance to explain that we are redefining the role of the board and how interconnectedness exists. Mr. Anderson supported President Barrett's desire to make the college community aware that as the Board of Governors looks are refining policies the policies belong to the board and will not go through other

Mission

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

committees. Procedures that support the work of the board will go through the shared governance process which includes all divisions on campus and includes student representatives. The evolution is that policy is being set at the board level to assure that there are systems in place to monitor

4. Amanda Nipp reported that during the annual review of policies and procedures, we have realized that we have a procedure, but the policy adds nothing to them. In an effort to address these duplications, the following three policies are being recommended for deletion.
 - a. BP-5140, Student Privacy and Release of Information,
 - b. BP-5711, Vaccination Policy,
 - c. BP-5810, Resident Housing Regulations Policy.

A consensus was reached by the Governance Committee to recommend to the Board of Governors to approve the FIRST READING of the aforementioned policies.

5. Steve Anderson advised that on Monday, he and President Leah Barrett had a phone conference with Rose Mercier with the Governance Coach regarding the president's evaluation. With all that has occurred throughout this past year, goals or parameters have never been set to provide guidance on what the Board of Governors wanted her to work on. During Monday's discussion with Rose, President Barrett offered to create a draft document of what she felt the board wanted her to work on and was of high importance. President Barrett shared the draft document that identified five areas that she believes are the direction or priority. Mr. Anderson requested that board members review the document and provide feedback to him so that this document can be used to effectively evaluate the president.

Dirk Petersen indicated that he felt the format of the draft document was good and deals with setting up executive limitations for the president. By using information that has been accumulated through the years, the board has the opportunity to tailor the document to what they want it to represent.

Further review and discussion regarding the evaluation instrument will occur at the February Governance Committee Meeting.

6. On February 1st, the Aspen Institute will be accepting applications for the Aspen New President's Fellowship. Both the Board of Governors and Dr. Barrett desired for her to participate in this fellowship last year, but her application was not accepted. A nomination letter is being prepared on behalf of the Board of Governors to nominate Dr. Barrett this year. President Barrett reported that Gretchen Schmidt, National Center for Inquiry and Improvement, will be submitting a nomination of Dr. Barrett in addition to the Board of Governors nomination. If Dr. Barrett is accepted to the New President's Fellowship, the Peter Kiewit Foundation has agreed to underwrite the cost of the Fellowship to help defray costs.
7. President Barrett reviewed a draft of the Northeast Community College Strategic Direction. Contents are based on the environmental scan that she has been working on over the past year. This is the culmination of the 15-17 meetings that she conducted. President Barrett stated that she provided parameters and specific questions and sought thoughts and feedback from members of the President's Council and President's Cabinet.

President Barrett indicated that a few weeks ago when discussion was being held about the strategic plan, Del Ames provided feedback which included rich content; data-informed decision making, how you use assessment data, and making changes based on the data. She stated she hopes to build a culture of continuous quality improvement which will help our institution be strong, nimble, and flexible.

If an effort to provide transparency, an internal SharePoint site has been developed and includes all of the raw feedback from all of the focus groups that Dr. Barrett conducted.

President Barrett requested feedback from board members regarding what the measures of success are at the board level and what conditions would be evident.

- There is no benefit if data is collected but never used.
- Need to assure that we are collecting the right data on the right person at the right time.
- How is the data used?
- When collecting data, staff and administration need to be given time to achieve goals. Many of the goals are long-term goals. As a board member, we will want to know how staff and administration is doing on the goals.
- Need to be nimble enough to realize if something isn't working and make changes.
- Data is important. The board needs data to review in order to be forward thinking/planning.
- Nebraska statistics reveal that the top three jobs are 1) truck driver, 2) nurse, 3) elementary education teacher. These jobs are not being filled. Is there a way to measure this?
- Need to/how do we measure access? As we build access, it will take time for outcomes to improve.
- Remove barriers that exist for low-income students, immigrants, under-resourced environments, etc. Create systems to help those that are faced with barriers.

Dr. Barrett encouraged board members to continue to provide her with feedback regarding the strategic direction.

8. President Barrett reported that this is the second time that Northeast Community College has utilized the National Initiative for Leadership and Institutional Effectiveness (NILIE) to conduct a campus climate survey. The PACE Climate Survey for Community Colleges is an evidence-based survey designed to assess employee perceptions and satisfaction with various aspects of the campus climate. Data gathered from the PACE Climate Survey enables institutions to gauge their progress toward improving climate, highlight areas for growth, identify areas needing change or improvement, and set the stage for data-informed decision-making and strategic planning.

The 2018 Climate Survey Results identified a significant need for recovery. Under the leadership of the Interim Presidents a Climate Task Force was created and developed recommendations, reviewed the steps taken and the work done to address concern for the 2018 Climate Survey. Task Force recommendations became the priority for 2020 and included shared/collaborative governance, broader decision-making, professional development, transparency, and communication.

2020 Climate Survey Results were reviewed by President Barrett, including overall climate scores, areas of excellence, points of pride, favorable themes, and top priorities for change.

These results are important for a new leader to have a baseline for the institution. President Barrett wants to have an inspiring, motivating, and rewarding climate. Everyone has a responsibility on what they say and do, how it impacts the campus climate, and how we move forward. Trust, relationships, and transparent, honest, and sincere communications are important to her.

Results of the 2020 Climate Survey were shared with members of the President's Cabinet on Tuesday. President Barrett will be sharing results of the 2020 Climate Survey Results during In-Service next week. The College community will also be able to access all of the qualitative comments on the SharePoint site.

In February, in an effort to grow, improve, and find ways to create a positive work environment, discussions will be held with the employee groups and will be led by Human Resources and members of the President's Cabinet team. A Climate Survey Subcommittee will also be created to review previous recommendations and develop additional action items.

Board members expressed the need to follow up on theme-based areas within the survey. President Barrett hopes the Board of Governors will have a robust discussion in February regarding the survey results. Hard copies of the results should be received by the board members today or tomorrow, allowing time for members to delve into the details of the survey results prior to February.

NILIE typically administers the Climate Survey every two to three years. President Barrett and Dr. Karen Severson will gather some feedback from NILIE to determine the frequency of administering the survey at Northeast Community College.

9. With no further business to discuss, the meeting was adjourned at 11:43 a.m.