



NORTHEAST COMMUNITY COLLEGE AREA

MINUTES REGULAR MEETING

Thursday, January 12, 2017

Prior to convening the meeting, Chairperson Petsche led the assembly in pledging their allegiance to the flag of the United States of America.

11965

The Northeast Board of Governors met for its regular session Board Meeting on Thursday, January 12, 2017. Notice of the Regular Meeting was published in the *Norfolk Daily News* on Friday, January 6, 2017.

Roll call was taken with a quorum present.

AREA BOARD

Dr. Terry F. Nelson, Chairperson	Present
Dirk A. Petersen, Vice-Chairperson	Present
Steven M. Anderson, Secretary	Present
Keith E. Harvey	Present
Arlan W. Kuehn	Present
Don Oelsligle	Absent-Excused
Julie Robinson.....	Present
Jeffrey M. Scherer.....	Present
Shirley J. Petsche	Present
Carol A. Sibbel.....	Present
Gene L. Willers.....	Present

OTHERS PRESENT

Dr. Michael R. Chipps, President
Mary Honke, Executive Vice President
John Blaylock, Vice President of Educational Services
Lynne Koski, Vice President of Administrative Services
Derek Bierman, Vice President of Technology Services
Amanda Nipp, Vice President of Student Services
Eric Johnson, Associate Vice President of Center for Enterprise
Dr. Tracy Kruse, Associate Vice President of Development and External Affairs
Craig Garrett, Associate Vice President of Human Resources
Jen Greve, Director of Marketing
Diane Reikofski, Recording Secretary

Brenda Sock, Technology Services Executive Assistant
Erin Bell, *Norfolk Daily News*
Wesley A. Thoene, WJAG
Scott Gray, Brogan & Gray, P.C., L.L.O.
Karen Hoefler, Associate Registrar
Amanda Engelhart, Academic Support
Trelynn Morrow, Student Government Association (SGA) president
Bradley Kruse, Northeast Veteran student
Sasha Otto, Northeast Veteran student

11966

Chairperson Petsche convened the meeting at 3:03 p.m. in Room 1108B of the College Welcome Center.

11967

Gene L. Willers MOVED and Keith E. Harvey SECONDED the motion to adopt the Agenda of the January 12, 2017 meeting as distributed.

Voting Yes: Anderson, Harvey, Kuehn, Nelson, Petersen, Petsche, Robinson, Scherer, Sibbel, and Willers

Voting No: None

Absent: Oelsligle

MOTION CARRIED

11968

Chairperson Petsche noted that a copy of the Open Meetings law is posted on the tables at the back of the room. No constituents were in attendance to address the board with a public comment.

11969

A Public Hearing was held on the possible acquisition of real estate: A tract of land beginning at a point 1660 feet West and 33 feet North of the Southeast corner of Section 14, Township 24 North, Range 1 West of the 6th P.M., Madison County, Nebraska, thence North 180 feet; thence West 100 feet; thence South 180 feet; thence East 100 feet to the point of beginning, all in Madison County, Nebraska, less that part deeded to the State of Nebraska, Department of Roads by Deed dated February 7, 1990 and filed May 17, 1990 in M90-5, Page 623 in the office of the Register of Deeds of Madison County, Nebraska.

11970

Scott Gray, Northeast Community College General Counsel, administered the Oath of Office to Board of Governors members elected in November 2016 as follows:

Shirley J. Petsche, District I
Keith E. Harvey, District II
Arlan W. Kuehn, District III
Gene L. Willers, District IV
Dirk A. Petersen, District V
Jeffrey M. Scherer, At-Large

11971

Chairperson Petsche reviewed the Board of Governors officers for 2017 as elected at the December 2016 Board of Governors meeting:

Dr. Terry F. Nelson, Chairperson

Dirk A. Petersen, Vice-Chairperson

Steven M. Anderson, Secretary

Steven M. Anderson and Shirley J. Petsche, NCCA Board of Directors representatives
with the remainder of the board serving as alternates

11972

Shirley Petsche passed the gavel to Chairperson Dr. Terry F. Nelson.

Dr. Michael Chipps reviewed highlights of the College for 2016 under Shirley Petsche's chairmanship. A plaque was presented to Mrs. Petsche in appreciation of her service to Northeast Community College.

11973

Jeffrey M. Scherer MOVED and Arlan W. Kuehn SECONDED the motion to approve the following Board appointments for 2017:

Recording Secretary: Diane M. Reikofski

Treasurer: Lynne D. Koski

Voting Yes: Harvey, Kuehn, Nelson, Petersen, Petsche, Robinson, Scherer, Sibbel, Willers, and Anderson

Voting No: None

Absent: Oelsligle

MOTION CARRIED

11974

Julie A. Robinson MOVED and Dirk A. Petersen SECONDED the motion to approve the Minutes of the December 8, 2016 meetings as follows:

1. Regular Meeting
2. External Relations Committee Meeting
3. Governance Committee Meeting
4. Finance Committee Meeting
5. Human Resources Committee Meeting
6. Student Success Committee Meeting
7. Facilities Committee Meeting

Voting Yes: Kuehn, Nelson, Petersen, Petsche, Robinson, Scherer, Sibbel, Willers, and Anderson

Voting No: None

Abstain: Harvey

Absent: Oelsligle

MOTION CARRIED

11975

Trelynn Morrow, SGA president, reported that they continue to recruit for members. Angie Shaffer and the marketing class are assisting with a marketing campaign to increase the SGA membership. SGA members recently participated in the Student Leadership Development Series (SLDS).

11976

Amanda Nipp introduced the Student Success Report for January, an update on Veterans Services at Northeast Community College. Karen Hoefler, Assistant Registrar, reported on the services provided, tracking the students through degree completion, and reporting requirements. Veteran students, Bradley Kruse and Sasha Otto, described the Student Veteran Organization (SVO) reporting that membership is open to all veteran students and military supporting students. Community service projects of the SVO include Veteran's week events, Tree of Gifts distribution to the Norfolk Veterans Home residents, and providing Christmas gift baskets to needy families.

Carol A. Sibbel was excused from the meeting at 4:04 p.m.

11977

Steve Anderson, NCCA Board of Directors representative, reported that the NCCA Board of Directors will meet on January 20th at which time they will review all of the bills that have been introduced and formulate a position on each.

Mr. Anderson advised that several board members are registered to attend the Community College National Legislative Summit (NLS) in Washington, D.C. and will lobby for specific needs of Northeast and community colleges state wide.

11978

Keith E. Harvey MOVED and Shirley Petsche SECONDED the motion to acknowledge and accept the Monthly Financial Report for December 31, 2016 the claims paid in December 2016 as follows:

General Fund	\$ 1,200,217.72
Auxiliary Fund.....	\$ 641,246.90
Grants and Contracts	\$ 55,008.81
Scholarships and Financial Aid	\$ 856.38
Student Loans	\$ 0.00
Student Clubs.....	\$ 7,945.89
Other Agencies	\$ 41,507.64
Capital Improvement	\$ 3,328,932.19
ADA Hazard.....	\$ 0.00
Restricted Plant.....	\$ 2,835.17
Debt Service	\$ 29,722.71
Payroll Fund	\$ 2,828,094.22
TOTAL CLAIMS PAID.....	\$ 8,136,367.63

Voting Yes: Nelson, Petersen, Petsche, Robinson, Scherer, Willers, Anderson, Harvey, and Kuehn

Voting No: None

Absent: Oelsligle and Sibbel

MOTION CARRIED

11979

Dirk Petersen MOVED to accept the SECOND READING and recommend approval of the following policies, with no revisions recommended. Jeffrey M. Scherer SECONDED the motion.

- a. BP-7050, Disabilities and Accommodations Concerning Employment
- b. BP-7110, Hiring Process
- c. BP-7121, Nepotism Policy
- d. BP-7226, Instructional Day

Voting Yes: Petersen, Petsche, Robinson, Scherer, Willers, Anderson, Harvey, Kuehn, and Nelson

Voting No: None

Absent: Oelsligle and Sibbel

MOTION CARRIED

11980

Dirk Petersen MOVED to approve the proposed amendment to BP-7242, Staff Load (Other Than Faculty) and to proceed with accepting the SECOND READING and recommend approval of BP-7242, Staff Load (Other Than Faculty), as amended, by waiving the one-month period between introduction and approval. Gene L. Willers SECONDED the motion.

Voting Yes: Petsche, Robinson, Scherer, Willers, Anderson, Harvey, Kuehn, Nelson, and Petersen

Voting No: None

Absent: Oelsligle and Sibbel

MOTION CARRIED

11981

Dirk Petersen MOVED to accept the SECOND READING and approve revisions to the following policies. Shirley J. Petsche SECONDED the motion.

- a. BP-1020, Equal Opportunity
- b. BP-1030, Freedom of Speech
- c. BP-3050, Fraud and Whistleblower Policy
- d. BP-7015, Workplace Threats and Violence Reporting
- e. BP-7030, Emeritus Classification
- f. BP-7222, Work Week
- g. BP-7244, Full-Time Faculty Load

Voting Yes: Robinson, Scherer, Willers, Anderson, Harvey, Kuehn, Nelson, Petersen, and Petsche

Voting No: None

Absent: Oelsligle and Sibbel

MOTION CARRIED

11982

Dirk Petersen MOVED to accept the SECOND READING and approve the DELETION of the following policies. Jeffrey M. Scherer SECONDED the motion.

- a. BP-4020, Instruction Projects Policy
- b. BP-7224, Work Share/Time Share

Voting Yes: Scherer, Willers, Anderson, Harvey, Kuehn, Nelson, Petersen, Petsche, and Robinson

Voting No: None

Absent: Oelsligle and Sibbel

MOTION CARRIED

11983

Chairperson Terry F. Nelson recognized staff birthdays for the month of January.

11984

At 4:22 p.m., with no further business to discuss, it was UNANIMOUSLY PASSED BY VOICE VOTE to ADJOURN the meeting.

Minutes prepared by Diane Reikofski, Recording Secretary.

Steven M. Anderson, Secretary
Northeast Board of Governors

Dr. Terry F. Nelson, Chairperson
Northeast Board of Governors