



**NORTHEAST COMMUNITY COLLEGE AREA**

**MINUTES of REGULAR MEETING**

**Thursday, December 14, 2017**

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

12177

The Northeast Community College Board of Governors met for its regular session Board Meeting on Thursday, December 14, 2017. Notice of the Regular Meeting was published in the Norfolk Daily News on Friday, December 8, 2017.

Roll call was taken with a quorum present.

**AREA BOARD**

Dr. Terry F. Nelson, Chairperson .....	Present
Dirk A. Petersen, Vice-Chairperson .....	Absent-Excused
Steven M. Anderson, Secretary .....	Present
Del Ames .....	Present
Keith E. Harvey .....	Absent-Excused
Arlan W. Kuehn .....	Present
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  
John Blaylock, Executive Vice President  
Lyle Kathol, 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 for Center for Enterprise  
Dr. Tracy Kruse, Associate Vice President of Development and External Affairs  
Craig Garrett, Associate Vice President of Human Resources  
Jim Curry, Director of Public Relations  
Diane Reikofski, Recording Secretary

Brenda Sock, Technology Services Executive Assistant  
Carissa Kollath, Director of Student Activities  
Allan Brenner, Student Leadership Association president  
Catherine Kathol, NPPD  
Kurt Dostal, Wells Fargo Bank

12178

Chairperson Nelson convened the meeting at 3:06 p.m. in Room 1108B of the College Welcome Center.

12179

Jeff Scherer MOVED and Julie Robinson SECONDED the motion to adopt the Agenda of the December 14, 2017 meeting as distributed.

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

**Voting No:** None

**Absent:** Harvey and Petersen

**MOTION CARRIED**

12180

Vice-Chairperson Petersen 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.

12181

Gene Willers MOVED and Arlan SECONDED the motion to approve the Minutes of the November 9, 2017 meetings as follows:

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

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

**Voting No:** None

**Abstain:** Nelson

**Absent:** Harvey and Petersen

**MOTION CARRIED**

12182

Scott Gray, Northeast Community College General Counsel, administered the Oath of Office to Del Ames, Board of Governors District I representative.

12183

NPPD retail programs coordinator, Cathy Kathol, and Kurt Dostal, Wells Fargo Bank business relationship manager, were welcomed to the meeting. Ms. Kathol and Mr. Dostal presented a check for \$16,000 that will be used for student scholarships. The money was raised during the Annual Wells Fargo Nebraska Open and Invitational Golf Tournament. Northeast Community College has received \$298,000 over the past 26 years.

12184

Allan Brenner, Student Leadership Association (SLA) president, reported that lights have been installed to illuminate the Hawk sculpture. He extended his appreciation to Brandon McLean and maintenance staff for their work to install the lighting.

The SLA made and delivered ten blankets to residents at the Norfolk Veterans Home. He indicated that this small act of kindness has a huge impact on the residents.

Members of the Student Activities Council (SAC) and the SLA at Northeast have been recognized during the Association for the Promotion of Campus Activities Conference that was recently held in Chicago, IL. Northeast's SAC Escape Room won for Program Event of the Year for the Midwest Region and qualifies for higher recognition at the APCA National Conference. Danielle Gilliland, secretary for SAC, won the Student Programmer of the Year and also qualifies for national honors. Finally, the 5-in-1 car tool that SAC gave away at its Sober in October event, won first place in the Novelty competition. Mr. Brenner acknowledged Carissa Kollath for her work with SAC and SLA, stating that the activities on campus would not be at the level they are without Carissa.

Dr. Michael Chipps and the vice presidents provided verbal reports of campus-wide accomplishments, activities, and events.

12185

The December Student Success Report was provided by Dr. Michael Chipps, reporting how Northeast Community College has spent the past four years redesigning, reinventing, and resetting processes to improve student success. Resetting of Northeast's compass came about by closely observing and utilizing the American Association of Community Colleges (AACC) 2014 report entitled "Empowering Community Colleges to Build the Nation's Workforce: An Implementation Guide," which served as the primary standard, along with the recommendations of AACC's 21<sup>st</sup> Century Commission, which focused on America's quest to dramatically improve college completion among its more than 1,100 community college.

12186

Steve Anderson, Nebraska Community College Association (NCCA) Board of Directors representative, reported that the NCCA Board will review and establish their position on legislative bills that could impact community colleges. The Community College National Legislative Summit (NLS) will be held in Washington, DC, February 11-14, 2018, and encouraged board members to consider taking the opportunity to advocate for community colleges at the national level.

12187

Shirley Petsche MOVED and Del Ames SECONDED the motion to acknowledge and accept the Monthly Financial Report for November 30, 2017 and the claims paid in November 2017 as follows:

General Fund .....	\$ 1,208,455.94
Auxiliary Fund.....	\$ 400,944.23
Grants and Contracts .....	\$ 67,492.03
Scholarships and Financial Aid .....	\$ 160.62
Student Loans .....	\$ 2,046.00
Student Clubs.....	\$ 7,963.98
Other Agencies .....	\$ 24,012.17
Capital Improvement .....	\$ 394,474.77
ADA Hazard.....	\$ 22,569.78
Restricted Plant.....	\$ 21,022.00
Debt Service .....	\$ 27,487.71
Payroll Fund .....	\$ <u>2,881,073.67</u>
TOTAL CLAIMS PAID.....	\$ 5,057,702.90

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

**Voting No:** None

**Absent:** Harvey and Petersen

**MOTION CARRIED**

12188

Arlan Kuehn advised that following the discussion held during the Facilities Committee, additional information has been received regarding the Easement to the City of South Sioux City and this topic is being TABLED until a later date.

12189

Gene Willers MOVED to accept the SECOND READING and approve deletion of BP-5031, On-Campus Solicitation of Students. Terry Nelson SECONDED the motion. This policy is being combined with BP-3020, Solicitation on College Premises.

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

**Voting No:** None

**Absent:** Harvey and Petersen

**MOTION CARRIED**

12190

Jeff Scherer MOVED and Arlan Kuehn SECONDED the motion to accept the SECOND READING and approve deletion of BP-5041, Student Memorial Gift Policy. The policy is being deleted because administrative procedures address this process.

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

**Voting No:** None

**Absent:** Harvey and Petersen

**MOTION CARRIED**

12191

Jeff Scherer MOVED to accept the SECOND READING and approve the deletion of BP-5115, College Level Examination Program Policy. Carol Sibbel SECONDED the motion. The policy is being deleted because administrative procedures address this process.

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

**Voting No:** None

**Absent:** Harvey and Petersen

**MOTION CARRIED**

12192

Jeff Scherer MOVED to accept the SECOND READING and approve revisions to BP-6140, Equipment and Technology Replacement Funding. Steve Anderson SECONDED the motion. The revisions reflect current practice and reference associated policies.

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

**Voting No:** None

**Absent:** Harvey and Petersen

**MOTION CARRIED**

12193

Jeff Scherer advised that the FIRST READING was heard on revisions to BP-2120, Board Committees.

12194

Jeff Scherer advised that the FIRST READING was heard on revisions to BP-2510, Board Self-Evaluation.

12195

Jeff Scherer advised that the FIRST READING was heard on revisions to BP-3020, Solicitation on College Premises.

12196

Jeff Scherer advised that the FIRST READING was heard on revisions to BP-3237, Alcohol and Controlled Substance Testing for Commercial Drivers License.

12197

Jeff Scherer advised that the FIRST READING was heard for the deletion of BP-5117, Evaluating the Validity of a High School Diploma.

12198

Jeff Scherer advised that the FIRST READING was heard for the deletion of BP-7315, Employee Performance Review.

12199

Jeff Scherer advised that the FIRST READING was heard for the deletion of BP-7335, Exit Interview Policy.

12200

Jeff Scherer MOVED to elect the following Board of Governors Officers for 2018:

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

Gene Willers SECONDED the motion.

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

**Voting No:** None

**Absent:** Harvey and Petersen

**MOTION CARRIED**

12201

Jeff Scherer MOVED to elect Steve Anderson and Shirley Petsche to serve as the Nebraska Community College Association (NCCA) Board of Directors representatives for 2018, with the remainder of the Board serving as alternates. Julie Robinson SECONDED the motion.

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

**Voting No:** None

**Absent:** Harvey and Petersen

**MOTION CARRIED**

12202

At 4:05 p.m., with no further business to discuss, Julie Robinson MOVED, SECONDED by Arlan Kuehn, and it was UNANIMOUSLY PASSED BY VOICE VOTE to ADJOURN the meeting.

*Minutes prepared by Diane Reikofski, Recording Secretary.*

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Steve Anderson, Secretary  
Northeast Board of Governors

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Dr. Terry Nelson, Chairperson  
Northeast Board of Governors