

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**GOVERNANCE COMMITTEE**

Wednesday, January 17, 2018

**GOVERNANCE COMMITTEE**

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

**OTHER BOARD MEMBERS**

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

**STAFF**

Dr. Michael Chipps	Scott Gray
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 1:49 p.m. in Room 1108B of the College Welcome Center.
2. Recommended approval of the Minutes of the December 14, 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 revisions to BP-2120, **Board Committees**. The Human Resources Committee is being eliminated and duties or activities usually covered during that committee will be integrated into other existing committees.
4. 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-2510, **Board Self-Evaluation**. This policy is being reinstated due to the recommendation of a consultant during the November 2017 professional development session. The policy title has been changed from Board Self-Assessment to Board Self-Evaluation and operational language has been removed.
4. 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-3020, **Solicitation on College Premises**. This policy is in place to protect the students and the institution from various solicitations without going through the proper channel.

5. 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-3237, Alcohol and Controlled Substance Testing for Commercial Drivers License. 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.
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-5117, Evaluating the Validity of a High School Diploma as the administrative procedure addresses this process.
6. 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-7315, Employee Performance Review as the administrative procedure addresses this process.
7. 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-7335, Exit Interview Policy as administrative procedure governs this process.
8. Revisions to BP-3260, Child Abuse or Neglect, include clean-up of and removal of redundant language.

A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING of revisions to BP-3260, Child Abuse or Neglect.

9. Revisions to BP-5021, Missing Student Notification include general language clean-up, addition of definitions that were previously left out, and minor edits. Amanda Nipp advised that this policy is also a requirement of the Higher Education Opportunity Act (HEOA).

A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING of revisions to BP-5021-Missing Student Notification.

10. Revisions to BP-7322, Positive Discipline, include an update to the policy intent and minor language clean-up. A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING of revisions to BP-7322, Positive Discipline.
11. Revisions to BP-7325, Employment Probation, include removing the language of full-time as Northeast has employment probation for part-time employees as well.

A consensus was reached by the Governance Committee to recommend to the Board of Governors to accept the FIRST READING of revisions to BP-7325, Employment Probation.

12. Board of Governors members completed and submitted annual Conflict of Interest forms.

13. At 2:09 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:** Harvey, Ames, Nelson, Robinson, Scherer,

**Voting No:** None

**Absent:** None

14. The Governance Committee was reconvened at 3:01 p.m.

15. With no further business to discuss, the meeting was adjourned at 3:01 p.m.