

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**STUDENT SUCCESS COMMITTEE**

Thursday, May 14, 2020

**STUDENT SUCCESS COMMITTEE**

Carol Sibbel, Chairperson	PRESENT
Donovan Ellis	PRESENT
Terry Nelson	PRESENT
Nicole Sedlacek	PRESENT
Steve Anderson, ex-officio	PRESENT

**OTHER BOARD MEMBERS**

Del Ames	PRESENT
Arlan Kuehn	PRESENT
Dirk Petersen	PRESENT
Julie Robinson	PRESENT
Jeff Scherer	PRESENT
Gene Willers	ABSENT

**STAFF**

Dr. Leah Barrett  
John Blaylock  
Coleen Bressler  
Dr. Michele Gill  
Amanda Nipp  
Jim Curry  
Dr. Karen Severson  
Dr. Tracy Kruse  
Diane Reikofski  
Laura Schwanebeck

**MINUTES**

1. Carol Sibbel, Chairperson of the Student Success Committee, convened the meeting at 1:22 p.m. via Zoom video conferencing. The meeting was held via Zoom video conferencing pursuant to the Executive Order issued on March 17, 2020 by Nebraska Governor, Pete Ricketts.
2. Recommended approval of the Minutes of the April 9, 2020 meeting as distributed.
3. Dr. Michele Gill, Interim Vice President of Educational Services, introduced Laura Schwanebeck, Director of the Physical Therapist Assistant program, who presented the Physical Therapist Assistant program review.

Northeast's Physical Therapist Assistant (PTA) program will celebrate its 25<sup>th</sup> year this fall. The program completed its 10-year reaccreditation process in Fall 2019 and currently awaits the Commission on Accreditation in Physical Therapy Education's (CAPTE) decision from the April 2020 meeting.

Northeast's PTA program prepares students to work as valuable health care providers who are employable in any physical therapy setting. Faculty and staff have worked diligently to make this program into the top PTA program in the State of Nebraska, and one of the top programs in the country. The program prides itself on the quality of instructors and the solid history of consistently high pass-rates on the National Physical Therapy Examination (NPTE).

**Mission**

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

The PTA program annually produces top graduates that serve as a vital link for the physical therapy clinics in Northeast's 20-county service area. Nationally, the need for Physical Therapy Assistants is projected to grow 26%.

Following discussion, a consensus was reached by the Student Success Committee that the PTA program exceeds the Nebraska Coordinating Commission for Postsecondary Education thresholds for Student Credit Hour (SCH)/Faculty Full-Time Equivalency (FTE) of 275 per hour as well as the number of degrees awarded per academic year. The Student Success Committee will recommend to the Board of Governors to approve the continuation of the Physical Therapist Assistant program at Northeast Community College and to forward the proposal for consideration by the Nebraska CCPE.

4. Northeast's Enrollment Report statistics reveal the following:
  - Fall 2019 total enrollment was the third largest and reflects a 5% headcount increase over Fall 2018
  - Residence Life was at 105% occupancy to start the year
  - Fall 2019 Early College enrollment and credit hours was the largest ever and reflects a 2.2% credit hour increase over Fall 2018
  - Graduation and retention rates increased

Due to the coronavirus pandemic, summer enrollments are not as promising as last year at this time. Staff believe that students are waiting to see how the pandemic plays out and late decisions will be made to enroll for classes. During the Spring 2020 semester, students had to abruptly shift gears and receive their instruction through online learning. As we prepare for the Fall 2020 semester, staff are working to identify how each class will be set up so that students are aware if they are registering for in-person or online instruction.

While Fall 2020 enrollment numbers are currently low, new student registration will take place the first week of June and numbers will likely increase at that time. Additional registration sessions occur throughout the summer and can impact enrollment numbers.

Efforts to increase summer and fall enrollment numbers include:

- CARES ACT funding is available to assist students with extra expenses due to their education moving remotely.
- Financial Aid Office is recalculating FAFSAs for students experiencing income adjustments due to COVID-19. Recalculation may provide students with additional grant funds for summer and fall terms.
- Geofencing current students that aren't graduating and pushing messages to encourage registration for summer and fall.
- Developing a communication plan with all newly registered students to decrease summer melt.
- Increasing TV ads to reach those that are streaming.
- Updating radio messaging to target those that are unemployed or underemployed.
- Targeting stop-outs/drop-outs within the last two years with messaging of coming back to Northeast to finish a degree.

- Geofencing home addresses of high school seniors as well as four-year college freshman and sophomore to encourage summer classes and reminder of staying close to home. Start with Northeast and save money and transfer your credits.
5. To keep the Board of Governors informed, President Barrett provided an overview of a phased approach return to work plan that she will be sending College-wide.
- Phase I includes preparing facilities for our next normal to ensure that everyone feels safe working in the environment
  - Phase II will bring a limited number of employees back to our campuses. This will be a staggered or staged approach incorporating a combination of work from home and work in College offices. Directors and supervisors will work with their vice presidents to determine rotating schedules to ensure safety and accommodate health concerns and childcare challenges. Phase II will include public access to a limited number of facilities. Instruction of the summer will mainly occur in a remote format, with some students on campus in hand-on classes with social distancing in place. For the fall semester, most of the applied technology/hand-on courses will be scheduled on campus with most of our general education requirements being offered in multiple remote formats.
  - To move to Phase III, operations will be based on the presence of COVID-19. We hope that treatments and vaccines will be widespread, and we will have implemented what we have learned from this crisis. We will operate under Phase II for as long as necessary until we know the situation becomes safe enough to allow for a return of all employees and students to our campuses with all buildings open.
  - Training opportunities are being created to assist employees in moving forward from Phase I to Phase II. The Recovery Team will develop standards of operation to provide guidance that will assist in the various areas of campus.
  - Dr. Barrett is working with legal counsel to assure that we have a strong work at home policy and procedure in place.
  - Staff are working to have guidelines in place by June 1<sup>st</sup> regarding the number of students that can reside in residence halls this fall so that information can be shared with students. Also, by June 1<sup>st</sup>, we want to have a plan in place so students know if the classes they are registering for will be in a synchronous, fully online, or on-campus in a lab environment.

Steve Anderson stated that it would be beneficial for the Board of Governors if Dr. Barrett would send a written communication to them on June 1<sup>st</sup> once the various decisions have been made. President Barrett confirmed that she will have an update to the Board of Governors the week of May 25<sup>th</sup>.

6. Funds from the CARES Act are to be used for direct assistance to students. To date, 485 requests have been received through an online request for assistance form. As of today, 230 students have received a total of \$346,879 of the CARES Act funds. Staff continue to review requests and award funds daily. Amanda Nipp reported that each institution is required to report back to the U.S. Department of Education on how the funds are being awarded. Until those reporting guidelines are developed and received, institutions are posting this information on their respective websites.
7. With no further business to discuss, the meeting was adjourned at 2:55 p.m.