NORTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS

HUMAN RESOURCES COMMITTEE
Tuesday, February 19, 2008

HUMAN RESOURCES COMMITTEE
Jack Warrick, Chairperson PRESENT
Steve Anderson ABSENT
Van Phillips ABSENT
John Winkleblack PRESENT
Keith Harvey, ex-officio PRESENT

OTHER BOARD MEMBERS
Ken Echtenkamp PRESENT
Nanci Lingenfelter PRESENT
Marlin Meisinger PRESENT
Don Oelsigle PRESENT
Larry Poessnecker PRESENT
Clarence Schmitt PRESENT

STAFF
Dr. Bill Path
Steve Schram
Sarah Dempsey
Dr. Karen Severson
Mary Honke
Dave Ptak
Janelle Gerharter
Diane Reikofski
Michela Keeler-Strom
Kim Frank
Don Moser
Russ Bowker
Vern Seier

MINUTES

1. The meeting was convened at 1:21 p.m., in Suite G of the Lifelong Learning Center, by Jack Warrick, Chairperson of the Human Resources Committee.

2. Recommended approval of the Minutes of the January 10, 2008 meeting.

3. Personnel actions that have taken place since the January Board of Governors meeting were presented and reviewed by Dave Ptak, General Counsel and Vice President of Human Resources.

   New Hires
   a. Nori Osorio of Norfolk has accepted the position of Temporary Administrative Assistant for Development at a salary of $9.00/hour, effective December 19, 2007; and
   b. Mike Anson of Norfolk has accepted the position of Custodian at a salary of $8.80/hour, effective February 29, 2008.

   Resignations
   a. Susan Zaruba, Educational Services Administrative Assistant, employed since September 2, 1997, has resigned effective February 14, 2008;
   b. Clyde Yosten, Custodian, employed since November 26, 2007, has resigned effective January 24, 2008; and

4. Dave Ptak, General Counsel and Vice President of Human Resources, reported that Mr. Russell Bowker, Electronics Engineering Technology instructor, has submitted a voluntary separation request. Although the deadline for submitting a voluntary separation request is
December 1st, Code 2065.a, Voluntary Separation Program Procedures, allows for the president to waive the date for just cause.

Following discussion a consensus was reached by the Human Resources Committee to recommend to the Board of Governors the approval of the voluntary separation request, the voluntary separation program agreement, and the resignation agreement submitted by Mr. Russell D. Bowker on February 7, 2008, effective at the end of the 2007-2008 contract year.

5. Discussion was held and a consensus was reached by the Human Resources Committee to recommend to the Board of Governors that the teaching contract of Mr. Vernon C. Seier be terminated effective at the end of the 2007-2008 contract year due to a reduction in force as a result of the discontinuance of the Electronics Engineering Technology program; and that Mr. Seier’s termination be considered as being dismissed with honor and subject to his preferred right to re-employment as provided by Neb. Rev. Stat. §85-1532.

6. Discussion was held and a consensus was reached by the Human Resources Committee to recommend to the Board of Governors that the teaching contracts of Mr. Daniel W. Anderson and Mr. Matthew J. Svehla be terminated at the end of the 2007-2008 contract year at their request and that they be re-assigned as Coach/Advisors and classified as Professional/Managerial employees.

7. The letters of request for recognition of the Classified Staff, Professional/Managerial, and Faculty Association were reviewed.

A consensus was reached by the Human Resources Committee to recommend to the Board of Governors the acknowledgement of the letters of request for recognition of the Classified Staff, Professional/Managerial, and Faculty Association for the 2008-2009 salary and benefits discussion.

8. Discussion was held regarding the parameters for the administrative negotiating team to use in the 2008-2009 negotiations process. The Board of Governors Human Resources Committee and the Administrative Negotiations Team, consisting of Dave Ptak, Steve Schram, Lynne Koski, and Mary Honke, will jointly participate in the initial meetings with the respective employee group negotiation teams. Subsequent negotiations meetings will involve only the Administrative Team and the employee group negotiating teams. The Board of Governors Human Resources Committee members will be apprised of negotiations progress via emails and at the regular Human Resources Committee meetings. The Board Human Resources Committee Chairperson will be contacted by the Administrative Team spokesperson of any negotiation items that need additional input and direction from the Board. Upon tentative settlement with the employee groups, the entire Board of Governors Human Resources Committee will meet with each employee group negotiating team to finalize the tentative settlement. The Board of Governors Human Resources Committee will recommend the settlements to the Board of Governors at a scheduled meeting.

9. In other business, Don Oelsligle urged board members to consider participating in future conferences and/or workshops sponsored by ACCT/AACC. Nanci Lingenfelter expressed
interest in attending the Governance Leadership Institute that will be held in San Antonio, TX in April.

10. Also in other business, Dave Ptak advised that a deadline is approaching to present the College of Nursing Joint Operating Agreement (JOA) to the University of Nebraska Board of Regents in March. At this time, the JOA is not in final form. Following discussion a consensus was reached by the Human Resources Committee to recommend to the Board of Governors to amend the Regular Board Agenda to include an emergency item to authorize the NECC College President and Board of Governors Chairperson to approve and execute a Joint Affiliation and Operating Agreement with the University of Nebraska Board of Regents and Faith Regional Health Services upon receipt and delivery of said agreement and review by the Northeast Community College administrative staff.

11. The meeting was adjourned at 2:42 p.m.