



Minutes

Board of Governors-Northeast Community College Area

5/8/2025 10:00 AMCDT

@ Lifelong Learning Center, Suite O197, 801 East Benjamin Avenue, Norfolk,

NE 68701

Attendance

Present:

Members: Del Ames, Steve Anderson, Diane Davies, Donovan Ellis, Terry F. Nelson, Dirk Petersen, Jeff Scherer, Nicole Sedlacek, Carol Sibbel, Pat Wojcik

Leah Barrett, Scott Gray, Charlene Widener, Mike Walkowiak, David Cone, Amanda Nipp, Lindsay Spiegel, Jerry Guenther, Diane Reikofski

Guests: Brandon Keller, Trentee Bush, Wendy Swenson, Brad Ranslem, John Liewer, Paul Bailey, John Nelson, Kolby Majerus, Parker Clausen, Jordan Mosel, Allison Lambert, Jaylyn Spencer, Kyler Mosel, Neila Muminovic

Absent-Excused:

Members: Julie Robinson

1. CONVENE REGULAR MEETING

The Northeast Community College Board of Governors met for its regular session Board Meeting on Thursday, May 8, 2025, in Suite 197 of the Lifelong Learning Center, located on the campus of Northeast Community College, 801 East Benjamin Ave, Norfolk, NE.

Chairperson Jeff Scherer convened the regular meeting to order at 10:07 a.m.

2. PLEDGE OF ALLEGIANCE

Chairperson Scherer led the assembly in reciting the Pledge of Allegiance.

3. OPEN MEETINGS ACT

Pursuant to Nebraska Statute Section 84-1412, the public is advised that a copy of today's agenda and all reproducible printed material which will be discussed at today's meeting is located in Suite 197 of the Lifelong Learning Center and on the Northeast Community College website. Also available in Suite 197 is a current copy of the Nebraska Open Meetings Act which is accessible to members of the public.

4. CONSENT AGENDA

APPROVE the Consent Agenda including:

- Adopt the Agenda of the May 8, 2025 meeting. Official Notice of the meeting is posted on the Northeast Community College website, and published in the *Norfolk Daily News* on Saturday, May 3, 2025.
- APPROVE Minutes of the April 10, 2025 Board of Governors meeting.

Motion:

Motion moved by Carol Sibbel and motion seconded by Del Ames. Voting Yes: Ames, Anderson, Davies, Ellis, Nelson, Petersen, Scherer, Sibbel, and Wojcik. Voting No: None. Absent: Robinson and Sedlacek. MOTION CARRIED.

Nicole Sedlacek arrived at 10:21 a.m.

5. PRESIDENT'S REPORT

5.1. Monitoring Report(s) (Presenters: Leah Barrett)

EL-01, Treatment of Students

Northeast Community College assesses student satisfaction, vital for retention and graduation, using the Ruffalo-Noel-Levitz Student Satisfaction Inventory every four years, next in spring 2026. High scores in safety, diversity, individual concern, and service compared to Midwest peers reflect student satisfaction. Compliance with safety regulations involves regular reviews, communication systems, and mental health services. The College ensures harassment prevention, with accessible reporting, Title IX coordination, and frequent training. Annual Clery Act reporting and Title IX surveys confirm adherence to safety and discrimination standards.

Northeast Community College emphasizes student confidentiality, service efficiency, and process transparency. Policies ensure data privacy under FERPA, and the RNL-SSI scores reflect service excellence. Procedures prevent task redundancy. The student complaint process, tracked via Maxient, supports fairness with outlined appeal procedures. Student involvement in shared governance is mandated, with committees requiring student representatives. Administrative policies are accessible, detailing rights and expectations, with ongoing reviews ensuring compliance and effectiveness in serving student needs.

Board members commented on the completeness of the monitoring report, including sufficient evidence. The work of the Governance Committee has improved the monitoring reports.

The Board of Governors assessed the monitoring report, EL-01, Treatment of Students, and determined that there is evidence of compliance with a reasonable interpretation.

EL-03, Treatment of Employees

The Monitoring Report on EL-03, Treatment of Employees aims to ensure a fair, respectful, safe, and organized workplace at Northeast Community College. Recent surveys, including the Engagement Survey and the Title IX Climate Survey, indicate that the institution surpassed benchmarks in employee perceptions of fairness, respect, and safety. Faculty rates are lower and continued meetings are being conducted with employees to address areas of concern, including departmental collaboration.

Faculty representatives present at the meeting indicated that they meet monthly with Dr. Barrett, Dr. Widener, and Mike Walkowiak and reported much greater transparency than in the past. Although not an easy task, they work hard to share the information they have garnered with other faculty that have not participated in the individual meetings.

Overall, survey results confirm a positive work environment, aligning well with policy standards. Regular surveys and policy reviews are key to maintaining these workplace standards. Employee performance reviews follow an appropriate review cycle.

The Board of Governors assessed the monitoring report, EL-03, Treatment of Employees, and determined that there is evidence of compliance with a reasonable interpretation.

5.2. President's monthly update (Presenters: Leah Barrett)

Dr. Barrett provided an update on federal activities, reviewed professional engagement opportunities she has been involved in during the past month, and provided an update on 2025 legislative priorities. Commended Courtney

Wittstruck for the incredible work that she has done this year for community colleges related to dual enrollment and the nameplate capacity tax.

6. BOARD EDUCATION AND INFORMATION

6.1. Educational Services Report

6.1.1. Program Review

The Heating, Ventilation, and Air Conditioning (HVAC) program has maintained solid enrollment over the past several years which can, in part, be attributed to the program's positive reputation.

Close relationships are maintained with local HVAC dealers and wholesalers and with national testing and certification organizations. Northeast provides certification testing for both students and the community. The certifications confirm each student's understanding of the course materials, if they need additional training, and potential areas of retraining.

The program exceeds graduation and credit hours requirements in addition to boasting a 68% success rate. Industry continues to strongly support the HVAC program by hiring Northeast's students.

Data and charts within the Heating, Ventilation, and Air Conditioning (HVAC) Program Comprehensive Program/Discipline Review document were reviewed, providing a basis for recommendation for board action.

At 12:11 p.m., Chairperson Scherer declared the meeting recessed for lunch. As part of the Ownership Linkage Committee activities, the Applied Technology Dean and Associate Dean, along with the HVAC instructors and students joined the Board of Governors and administration for lunch.

Chairperson Scherer declared the Board in session at 1:20 p.m.

7. CLOSED SESSION

Motion:

At 1:20 p.m., motion moved by Steve Anderson and motion seconded by Pat Wojcik to enter into Closed Session for the purpose of the evaluation of the job performance which is necessary to prevent needless injury to the reputation of an individual, and to reconvene to the public meeting upon the conclusion of discussion.

Voting Yes: Ames, Anderson, Davies, Ellis, Nelson, Petersen, Scherer, Sedlacek, Sibbel, and Wojcik. Voting No: None. Absent: Robinson. MOTION CARRIED.

Reconvened to the public meeting at 2:14 p.m.

8. BOARD EDUCATION AND INFORMATION

8.1. Administrative Services Report

8.1.1. Monthly Financial Report and Paid Bills

Mr. Gray reviewed the statement of changes, noting that the plant related costs decreased as a result of payment to Hausmann Construction, Inc. for their work on the Maclay Buidling.

Larger payments within the paid bills report were reviewed by Mr. Gray. Several of the payments are for parts or supplies for various programs.

8.1.2 Review of the county assessed valuation

County Assessor valuation certification is due on August 20, 2025.

8.2. Development/External Relations Report

8.2.1. Quarterly Foundation Board of Directors update

Del Ames reported the following:

- The Foundation budget for FY26 was reviewed and approved.
- The Weller Foundation scholarships were reviewed and approved. The majority of the new scholarship recipients are Northeast Community College students.
- The Foundation Board is currently seeking nominations. We continuously invite new representation and are currently seeking new members. The Foundation enjoys a long history of dedicated Board members who truly believe in the mission of the College and its work to support the success of its students and our region. If any Board member wants to share a potential nominee for the Foundation Board, please contact Tracy Kruse.
- There are four members whose terms end in 2025 and they have all agreed to extend their service to another term. Officers are elected for one-year terms at the annual meeting of the Foundation and normally will serve a minimum of two years, and a maximum of eight consecutive years. Roy Miller has served as Treasurer since 2017 and

will step down on June 30th. Tracy and staff will work to find a replacement for Mr. Miller.

- The Scholarship Luncheon was held on April 16, 2025. The event was a great success and is always a wonderful opportunity for students, donors, and Board members to meet and discuss the student's educational goals and plans. This was the largest event to date with over 200 attendees.
- Nominations are open for the Alumni Hall of Success. If you know of someone who graduated from Northeast or completed at least 24 credit hours at Northeast who has achieved significant success in their profession, exhibited exemplary citizenship qualities and or made significant contributions in their community, please help nominate them. Contact Tracy Kruse or complete the nomination form online.

8.3. Student Services Report

8.3.1. Commencement Overview

Amanda Nipp provided an overview of commencement processional and recession. It is requested that board members arrive 30 minutes prior to each ceremony to dress in commencement attire and line up for the ceremony.

8.3.2 SNAP E&T update

SNAP, the Supplemental Nutrition Assistance Program, provides food benefits to families and is managed by the USDA's Food and Nutrition Services. The SNAP E&T (Employment and Training) program helps SNAP recipients gain skills for sustainable employment. States, granted \$300 million annually, design SNAP E&T programs aligning with community college initiatives to boost student success. Community colleges serve as third-party providers, partner with state agencies, and receive reimbursements up to 50% for student services, reinvesting in support services. Monthly orientations, guides, and workshops are offered.

Northeast's plans include:

- Begin with the GAP and Adult Education intake processes to include students who qualify for SNAP.
- Start small and design the program for scalability.
- Develop a "Next Step" program for adult learners across all areas to reduce SNAP stigma and expand access.
- Co-enroll students with SNAP to cover gaps from other programs.
- Consider becoming an Outreach Provider for more comprehensive services.

- Seek funding partners to support program expansion and growth.
- Northeast will submit their application by June 30th and begin participation on October 1, 2025.

9. PUBLIC COMMENT of Monitoring Reports or Board Education and Information

Individuals commenting on Monitoring Reports or Board Education and Information are allowed three minutes each. Any member of the public wishing to address the Board of Governors may sign in and comment to the Board at this time.

No constituents were in attendance to address the Board of Governors with a public comment.

10. COMMITTEE REPORTS

10.1. Ownership Linkage Committee (Presenters: Del Ames)

The Ownership Linkage Committee met via Zoom on April 24, 2025 to prepare for the upcoming meeting with constituents in South Sioux City on June 12, 2025. These off-campus meetings take a great deal of time and coordination but feel that efforts are paying off. An update will be given on what has been done regarding the gap analysis information and feedback that was obtained in South Sioux City in June 2024. Round table discussions will then be held with constituents being updated on what Northeast Community College is doing and will be asked for input as we prepare to update the strategic plan.

Pat Wojcik departed the meeting at 3:51 p.m.

10.2. Governance Committee (Presenters: Dirk Petersen)

- The Governance Committee met via Zoom on April 23, 2025.
- Content review was conducted on:
 - GP-05, Role of the Board Vice Chair. There were no suggestions for revision.
 - GP-06, Role of the Board Secretary. There were no suggestions for revision.
- The Governance Committee conducted a self-evaluation of BPD-04, Monitoring President Performance.

10.2.1. FIRST READING

FIRST READING of REVISIONS to EL-11, Land Development and Construction. Content of EL-11 and EL-10 are being combined and will be renamed to EL-10, Land Development and Construction.

10.2.2 FIRST READING

FIRST READING for the **DELETION** of BP-5260, Services for Students with Disabilities. Policy content has been incorporated into AP-5260.0, Services for Students with Disabilities.

11. COLLEGE REPORTS

- 11.1. Student Leadership Association Officers Parker Clausen, Kyler Mosel, and Jordan Mosel provided highlights of activities and events that SLA has sponsored or participated in during the past month.

SLA officers for the 2025-2026 academic year include Kyler Mosel as president, Olivia Dekok as vice-president, and Jaylyn Spencer as secretary.

SLA officers posed questions that were responded to by members of the Board of Governors.

Chairperson Scherer commended Parker, Kyler, and Jordan for their leadership and enthusiasm displayed this year.

12. PUBLIC COMMENT on Committee Reports or Items for Decision:

Individuals commenting on Committee Reports or Items for Decision are allowed three minutes each. Any member of the public wishing to address the Board of Governors may sign in and comment to the Board at this time.

No constituents were in attendance to address the Board of Governors with a public comment.

13. ITEMS FOR DECISION

13.1. Monthly Financial Report and Paid Bills Report

APPROVE the April 2025 Monthly Financial Report and the April 2025 Paid Bills Report. Board members who received reimbursement during the month abstain from voting on those items only:

- Ames, Del - \$107.80
- Anderson, Steve - \$130.20
- Davies, Diane - \$28.00
- Robinson, Julie - \$105.00
- Scherer, Jeff - \$152.60
- Wojcik, Pat - \$270.20

Motion:

Motion moved by Nicole Sedlacek and motion seconded by Donovan Ellis. Voting Yes: Ames, Anderson, Davies, Ellis, Nelson, Petersen, Scherer, Sedlacek, and Sibbel. Voting No: None. Absent: Robinson and Wojcik. MOTION CARRIED.

13.2. Program Review

Recommend the continuation of the Heating, Ventilation, and Air Conditioning (HVAC) program at Northeast Community College for submission to and consideration by the Nebraska Coordinating Commission for Postsecondary Education (CCPE).

Motion:

Motion moved by Donovan Ellis and motion seconded by Diane Davies. Voting Yes: Ames, Anderson, Davies, Ellis, Nelson, Petersen, Scherer, Sedlacek, and Sibbel. Voting No: None. Absent: Robinson and Wojcik. MOTION CARRIED.

14. OTHER

Chairperson Scherer acknowledged staff members observing birthdays during the month of May.

15. Meeting Self-Evaluation

Board members reviewed, discussed, and completed the meeting self-evaluation for the May 8, 2025 meeting.

16. ADJOURNMENT

At 4:13 p.m., there being no further business to discuss, it was **UNANIMOUSLY PASSED BY VOICE VOTE** to **ADJOURN** the meeting.