



## Board of Governors Meeting-March 13, 2025

### Minutes

Board of Governors-Northeast Community College Area

3/13/2025 11:00 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, Julie Robinson, Nicole Sedlacek, Pat Wojcik

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

##### **Guests:**

Candice Climer, Director of Assessment, Bonnie Henkel-Plumbing Technology instructor, John Liewer-Associate Dean of Applied Technology, Brad Ranslem- Dean of Applied Technology

##### **Absent:**

Members: Jeffrey Scherer, Carol A. Sibbel

#### **1. CONVENE REGULAR MEETING**

The Northeast Community College Board of Governors met for its regular session Board Meeting on Thursday, March 13, 2025, in Suite 197 of the Lifelong Learning Center, located on the campus of Northeast Community College, 801 East Benjamin Ave, Norfolk, NE.

Vice-Chairperson Donovan Ellis convened the regular meeting to order at 11:04 a.m.

#### **2. PLEDGE OF ALLEGIANCE**

Vice-Chairperson Ellis led the assembly in reciting the Pledge of Allegiance.

Pat Wojcik arrived at 11:10 a.m.

#### **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 March 13, 2025 meeting. Official Notice of the meeting is posted on the Northeast Community College website, and published in the [Norfolk Daily News](#) on Saturday, March 8, 2025.
- **APPROVE** [Minutes](#) of the February 13, 2025 meeting.
- **SECOND READING** and **APPROVAL** of **REVISIONS** to:
  - [GP-03](#), Board Planning Cycle and Agenda Control.

 [Board of Governors Meeting-February 13, 2025 Minutes.pdf](#)

 [GP-03 Board Planning Cycle and Agenda Control-Draft-Changes.pdf](#)

 [Consent Agenda - March 13, 2025](#)

#### **Motion:**

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

#### 5. BOARD EDUCATION AND INFORMATION

##### 5.1. Educational Services Report

##### 5.1.1. Plumbing Technology program review (Guests: Bonnie Henkel)

[Plumbing program comprehensive review](#)

 [Plumbing Technology Comprehensive Program Review Report.pdf](#)

 [Plumbing Technology PPT.pdf](#)

The Plumbing Technology program began in 2016 and did not have a dedicated full-time faculty member until the 2021-2022 academic year. With consistency in the classroom and labs, along with participating in recruitment events and cultivating local industry partners, enrollment has moved in a positive direction and now requires the start of a waitlist with capacity being met.

Nicole Sedlacek arrived at 11:30 a.m.

While the program has averaged less than the required graduates and FTE generation requirements, there is evidence that current and future

enrollment is trending in a promising direction. The 2024-2025 academic year has the highest enrollment since the program began. Industry demands show a projected growth of eight percent in Nebraska between 2020-2030, demonstrating the growing need for the continuation of the program.

Data and charts within the Plumbing Technology Program Comprehensive Program/Discipline Review document were reviewed, providing a basis for recommendation for board action.

5.1.2. Student-built homes (Guests: Brad Ranslem, John Liewer)

Student-built homes; [House #120033](#) South and [House #120034](#) Middle South

[Student-built homes flyers](#)

 [Board Resolution Student House #120033 South.pdf](#)

 [Board Resolution Student House #120034 Middle South.pdf](#)

 [Student Built Homes Posters.pdf](#)

Two student-designed and built homes will be sold by public auction on Saturday, June 7, 2025, at 10:00 a.m. Open houses are scheduled to be held from 7:00-9:00 p.m. on May 27 and May 29.

Both homes offer two bedroom, two full bath, and one 3/4 bath, coffered and vaulted ceilings, granite kitchen countertops, cellulose insulation, pre-painted LP smart siding, and asphalt shingles. The houses meet or exceed all local and state building codes. All electrical conveniences are installed in accordance with national electric and FHA code; circuits tested and connected to a 200 amp breaker panel.

Suggestion was provided that consideration should be given to future student-built homes having all 36" doors to provide handicap accessibility and widening staircases to 48".

At 12:09 p.m., Vice-Chairperson Ellis declared the meeting recessed for lunch. As part of the Ownership Linkage Committee activities, the Applied Technology Dean and Associate Dean, along with the Plumbing

Technology instructor joined the Board of Governors and administration for lunch.

Vice-Chairperson Ellis declared the Board in session at 12:52 p.m.

Julie Robinson arrived at 12:53 p.m.

## 5.2. Administrative Services Report

Dovetailing on this morning's discussion regarding the Plumbing program, Scott Gray presented a drawing of the Weller building with the proposed location for the Plumbing program.

### 5.2.1. Monthly Financial Report and Paid Bills

[Monthly Financial Report](#)-February 2025

[Paid Bills Report](#)-February 2025

 [Monthly Financial Reprt-February 28, 2025.pdf](#)

 [Paid Bills February 2025.pdf](#)

Mr. Gray noted the increase in the government appropriations line, which is the bulk of Northeast's revenue.

Within the paid bills report, we are beginning to see line items that are related to work being done in preparation for moving into the Maclay Building, e.g. access controls, technology related items, etc.

## 6. PRESIDENT'S REPORT

### 6.1. Monitoring Report(s) (Presenters: Leah Barrett)

[EL-07, Compensation and Benefits](#)

 [EL-07, Compensation and Benefits.pdf](#)

Northeast Community College strives to provide equitable compensation, consistent treatment, attraction, and retention of talent and is evidenced by no unresolved grievance or negative press. Collective bargaining agreements align with the Board of Governors' parameters. Northeast also remains in compliance with federal and state laws.

Board members commented on the completeness of the monitoring report, including sufficient evidence.

The Board of Governors assessed the monitoring report, EL-07, Compensation and Benefits, and determined that there is evidence of compliance with a reasonable interpretation.

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

[President's Monthly Update 03.2025  
Cardinal Vision Report](#)

 [Cardinal Vision Report.pdf](#)

 [President's Monthly Update 03.2025.pdf](#)

Dr. Barrett provided an update on C2A3 activities and staff, reviewed professional engagement opportunities she has been involved in during the past month, and provided an updated on 2025 legislative priorities.

6.3. NCCA Report (Presenters: Nicole Sedlacek, Pat Wojcik)

[Appropriations Committee](#)

 [Appropriations Committee.pdf](#)

NCCA Legislative Day at the Capitol was held on February 26th and attended by Dr. Barrett, Dirk Petersen, Pat Wojcik, Dr. Tracy Kruse, and three students. Board members noted that senators are supportive of Northeast Community College and they were proud how well the students represented Northeast Community College and the student body.

7. 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.

## 8. COMMITTEE REPORTS

### 8.1. Ownership Linkage Committee (Presenters: Del Ames)

[Ownership Linkage Notes](#) -February 27, 2025

 [Ownership Linkage Committee Notes-February 27.pdf](#)

The Ownership Linkage Committee met via Zoom on February 27th to prepare for the upcoming meeting with constituents in O'Neill on April 10th. Constituents will be updated on what Northeast Community College is doing and will be asked for input as we prepare to update the strategic plan.

### 8.2. Governance Committee (Presenters: Dirk Petersen)

[Governance Committee Notes](#) -February 24, 2025

 [Board Governance Committee Meeting - February 24, 2025 Minutes.pdf](#)

- The Governance Committee met via Zoom on February 24, 2025.
- Content review was conducted on:
  - GP-11, Investment in Governance. The Governance Committee reviewed and discussed policy content, with no suggestions for revision.
  - EL-05, Financial Conditions and Activities. The Governance Committee reviewed and discussed the policy content, with no suggestions for revision.
  - EL-10, Land Development. The Governance Committee reviewed and discussed the policy content and there were no suggestions for revision. The Committee will conduct further review of EL-10, Land Development and EL-11, Construction, to determine if there is an opportunity to combine the two policies.
  - EL-11, Construction. A revision to Item #1 of the policy is proposed and will be considered for FIRST READING in April.
  - E-00, Global Ends. The Governance Committee recommends moving forward with the revisions as suggested by Dr. Barrett, with the exception of using the term 'students' as opposed to 'learners'. Revisions to this policy are being considered for FIRST READING today.
  - GP-10, Board Code of Conduct. Minor revisions are suggested to this policy. The Governance Committee deems that the information in GP-10, along with GP-15, Handling Operational Complaints, sufficiently addresses conduct.

- GP-15, Handling Operational Complaints. The Governance Committee recommended putting a hold on the review of this policy until its next scheduled content review.
- The Governance Committee conducted a self-evaluation of GP-11, Investment in Governance.

#### 8.2.1. FIRST READING

**FIRST READING of REVISIONS** to [E-00](#), Global Ends. Minor revision is recommended.

 [E-00 Global Ends-Gov Comm Proposed Changes.pdf](#)

#### 9. 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.

#### 10. ITEMS FOR DECISION

##### 10.1. Monthly Financial Report

**APPROVE** the [Monthly Financial Report](#) for February 28, 2025.

 [Monthly Financial Reprt-February 28, 2025.pdf](#)

 [Monthly Financial Report](#)

##### **Motion:**

Motion moved by Julie Robinson and motion seconded by Dirk Petersen. Voting Yes: Ames, Anderson, Davies, Ellis, Petersen, Robinson, Sedlacek, Wojcik. Voting No: Nelson. Absent: Scherer, Sibbel. MOTION CARRIED.

##### 10.2. Paid Bills Report

**APPROVE** the February 2025 [Paid Bills Report](#). Board members who received reimbursement during the month abstain from voting on those items only:

- Davies, Diane - \$56.00
- Anderson, Steve - \$1,105.34
- Scherer, Jeff - \$100.80
- Sedlacek Nicole - \$221.20

- Wojcik, Pat - \$201.60

 [Paid Bills February 2025.pdf](#)

 [Paid Bills](#)

**Motion:**

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

10.3. Program Review

Continuation of the [Plumbing Technology program](#) at Northeast Community College for submission to and consideration by the Nebraska Coordinating Commission for Postsecondary Education (CCPE).

 [Plumbing Technology program](#)

**Motion:**

Board members commended Dr. Barrett and the administration for their continued focus on utilization of space across the campus.

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

10.4. Resolutions authoring the sale of student-built homes

Nicole Sedlacek departed the meeting at 3:01 p.m.

Resolutions authorizing the sale of student-built homes; House [#120033 South](#) and [House #120034](#) Middle South.

 [Board Resolution Student House #120033 South.pdf](#)

 [Board Resolution Student House #120034 Middle South.pdf](#)

 [Resolutions authorizing the sale of student-built homes](#)

**Motion:**

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

11. OTHER

Other announcements and birthdays for the month.



Vice-Chairperson Ellis acknowledged staff members observing birthdays during the month of March.

12. Meeting Self-Evaluation

Board members reviewed, discussed, and completed the meeting self-evaluation for the March 13, 2025 meeting.

13. ADJOURNMENT

At 3:16 p.m., there being no further business to discuss, it was **UNANIMOUSLY PASSED BY VOICE VOTE** to **ADJOURN** the meeting.