



BOARD OF GOVERNORS

NORTHEAST COMMUNITY COLLEGE AREA

**MINUTES of REGULAR MEETING
Thursday, April 15, 2004**

9465

The Northeast Board of Governors met for its regular session Board Meeting on Thursday, April 15, 2004. Notice of the Regular Meeting was published in the *Norfolk Daily News* on Friday, April 9, 2004. Chairperson Steve Anderson declared the meeting convened at 12:17 p.m., in Suite E of the Lifelong Learning Center, with a quorum present.

AREA BOARD

Steven M. Anderson, Chairperson	Present
Kenneth J. Echtenkamp, Vice-Chairperson	Present
Jack Warrick, Secretary	Present
Betty Curry.....	Present
Keith Harvey	Present
Nanci Lingenfelter	Present
J. Paul McIntosh.....	Present
Don Oelsligle	Absent
Larry Poessnecker.....	Present
Clarence Schmitt.....	Present
John Winkleblack.....	Present

OTHERS PRESENT

- Dr. Bill Path, President
- Steve Schram, Vice President of Administrative Services
- Larry Godel, Vice President of Educational Services
- Dr. Karen Severson, Vice President of Student Services
- Mary Honke, Executive Director of Institutional Advancement
- Diane Reikofski, Board Recording Secretary
- Margy Ehrenfried, Director of Human Resources
- Dr. Bill Giddings, Grand Island
- Janelle Gerharter, Media Relations Coordinator
- Stacy Wemhoff, *Norfolk Daily News*
- Susan Risinger, WJAG/KEXL
- Jose Camarillo, KHWK/Hawk TV
- John Skogstoe, KHWK/Hawk TV
- Dr. Dennis Brandt, Director of Assessment and Institutional Research
- Maureen Baker, Dean of Enrollment Management
- Lyle Kathol, Dean of Applied Technology
- Cara Snider, Student Government Association

Connie Sixta, P/M Association president
Dan Frohberg, Faculty Association president
Russ Bowker, Faculty Association
Tammy Day, Advisor/Recruiter
Les Richmond, Classified Staff Association vice-president

9466

Ken Echtenkamp MOVED to enter into executive session until business is discussed and to recess the Regular Meeting until 3:00 p.m.

Jack Warrick SECONDED the motion.

Voting Yes: Anderson, Curry, Echtenkamp, Harvey, Lingenfelter, McIntosh, Poessnecker, Schmitt, Warrick, and Winkleblack

Voting No: None

Absent: Oelsligle

MOTION CARRIED

9467

At 1:31 p.m., the executive session was recessed and was followed by the Educational Services Committee Meeting in Suite C of the Lifelong Learning Center.

9468

Chairperson Steve Anderson reconvened the Regular Meeting at 3:01 p.m. in Suite E of the Lifelong Learning Center.

9469

Keith Harvey MOVED to adopt the Agenda of the April 15, 2004 meeting as distributed.

Betty Curry SECONDED the motion.

Voting Yes: Anderson, Curry, Echtenkamp, Harvey, Lingenfelter, McIntosh, Poessnecker, Schmitt, Warrick, and Winkleblack

Voting No: None

Absent: Oelsligle

MOTION CARRIED

9470

Chairperson Anderson advised that any member of the staff or guests at the meeting wishing to comment on any item being discussed would be recognized by getting his attention.

9471

Nanci Lingenfelter MOVED and Clarence Schmitt SECONDED the motion to approve the Minutes of the meetings of March 11, 2004 as follows:

1. Regular Meeting
2. Policies and Procedures Committee Meeting
3. Legislative Committee Meeting
4. Educational Services Committee Meeting
5. Finance Committee Meeting
6. Facilities Committee Meeting
7. Human Resources Committee Meeting

Voting Yes: Curry, Echtenkamp, Harvey, Lingenfelter, McIntosh, Poessnecker, Schmitt, Warrick, Winkleblack, and Anderson

Voting No: None

Absent: Oelsligle

MOTION CARRIED

9472

Staff members and other guests to the meeting, as identified in the meeting attendance, were introduced.

Cara Snider, Student Government Association (SGA) vice president, announced that the time capsule will be buried on April 20 at 5:00 p.m. She reported that the SGA is currently surveying students around campus about security topics. A report will be provided after the information is compiled.

Elections for SGA sophomore members are underway. A retreat for new members is scheduled to be held on May 1.

Dr. Karen Severson announced that for the tenth consecutive year, NECC's women's basketball coach, Matt Svehla, has been named the NCCAC Coach of the Year.

Molly Eikmeier and Valarie Morfeld, Northeast's All-Nebraska Academic Team members, were honored at a recognition ceremony in Lincoln on April 7.

Dr. Severson provided copies of the "Diversity: An Integral Part of Northeast Community College," a report from the International/Intercultural Education Sub-Committee. The 2003 Graduate Employment Report was also distributed for review.

Discover Northeast was held on March 28. Discover Northeast Day provides an open invitation for visitors to campus. Dr. Severson reported that 133 new visitors were on campus on March 28

and 83% of the 133 visitors who completed questionnaires were anticipating graduation in 2004 or 2005.

Larry Godel announced the many happenings within the Educational Services Division. A Motorcycle Rider Training course will be offered July 9-11, July 22-24, and August 27-29. Each participant will need a valid learner's permit or driver's license to participate. The Diesel Technology Program placed first, second, and third in the Diesel Technology Challenge. This test is part of the Vocational Industrial Clubs of America (VICA) competition held annually for secondary and post-secondary institutions throughout the state. Northeast won the first place traveling trophy.

The Automotive Technology Program completed the National Automotive Technician Education Foundation (NATEF) certification process and obtained an additional five year accreditation, effective April 2004.

The Diesel and Technology instructors made a recruitment trip to Omaha Public Schools (OPS). The visit initiated a request by OPS to link Northeast to the OPS Website.

The Home and Garden Show drew 3,800 participants and 85 vendors this year.

Tyco/Kendall donated a complete Adept Robot to the Electromechanical Program. This robot is valued at \$4,000 and will be used for programming projects and other exercises.

More than 40 interested individuals attended a career night to learn about the college's new program in Health Information Management Services. This program is a joint degree offering between Northeast and Central Community College.

Northeast hosted more than 30 high school students on campus for a Computer Programming Contest on April 14, 2004. On April 28th, the college version of the Computer Contest will be held on campus.

Ms. Sue Sydow has been recognized as the National Business Association Secondary Business Teacher of the Year. Sue is an adjunct instructor of Northeast and resides in West Point.

Criminal Justice students had a rare opportunity to be involved in a crime scene investigation as they helped search a landfill in Jackson, NE for the body of an infant born in early February. Fifteen students, accompanied by instructor, Matt McCarthy, volunteered to participate in the search on March 26 following a request from the Nebraska State Patrol. Union County law enforcement officers were on hand to brief the students as to procedures and precautions. The experience was both mentally and physically, but the students conducted themselves in a professional manner.

The Criminal Justice Department, along with the Nebraska Jail Standards and the Nebraska Correctional Association, sponsored the String Training Conference at the Lifelong Learning Center. The conference included a special track that focused specifically on topics of interest to Criminal Justice students.

The Music Department performance groups departed on April 14 for their annual tours to high schools in Nebraska, Iowa, South Dakota, and Missouri for the next two weeks. The groups will perform a total of 37 shows.

Northeast Community College will host its annual High School Scholastic Contest on April 26, 2004. 1,360 students representing 42 area Class C and Class D high schools will participate in this event. In addition, 115 students representing 23 area Class C and Class D high schools will participate in the college’s second annual Quiz Bowl.

9473

The Education Report for April was introduced by Mary Honke and was provided by Dr. Dennis Brandt, who provided an overview of the Northeast Community College 2003 Needs Assessment Survey.

9474

There was no NCCA Report. J. Paul McIntosh stated that NETV programming is in progress and details will be provided when the schedule is established.

9475

Steve Schram, Vice President of Administrative Services, presented the Monthly Financial Report after which Clarence Schmitt MOVED and John Winkleblack SECONDED the motion to acknowledge and approve the Monthly Financial Report for March 31, 2004 and the claims paid in March 2004 as follows:

General Fund	\$ 943,738.76
<i>Investments for this fund</i>	\$ 500,000.00
Auxiliary Fund	\$ 633,801.84
Restricted Fund.....	\$ 61,580.37
Loan Fund.....	\$ 500.00
Building Fund Cap’t.....	\$ 10,975.95
Building Fund ADA	\$ 71.80
Building Fund Restr.	\$ 304,211.08
Building Fund Debt Retir.	\$ 33,714.70
Agency Fund	\$ 9,359.48
Payroll Fund	\$ 722,202.17
TOTAL CLAIMS PAID	\$2,720,156.15
TOTAL INVESTMENTS	\$ 500,000.00
TOTAL EXPENDITURES	\$3,220,156.15

Voting Yes: Echtenkamp, Harvey, Lingenfelter, McIntosh, Poessnecker, Schmitt, Warrick, Winkleblack, Anderson, and Curry

Voting No: None

Absent: Oelsligle

MOTION CARRIED

9476

Margy Ehrenfried, Director of Human Resources, presented reports and personnel actions after which Nanci Lingenfelter MOVED and Jack Warrick SECONDED the motion to:

1. Ratify the report of Full Time Faculty Overload and Adjunct Faculty Assignments for April 15, 2004;
2. Ratify the report of New Part-Time Employees for the Month of March 2004;
3. Ratify the employment of Jennifer J. Happold as Human Resources Administrative Assistant, effective April 1, 2004, at a salary of \$9.90 per hour for the remainder of the 2003-2004 fiscal year and for the 2004-2005 fiscal year;
4. Ratify the employment Ms. Angela L. Shaffer as Business, Economics, and Computer instructor, effective August 11, 2004, at a salary of \$30,500 per annum (based on a 175-day contract) for the 2004-2005 academic year;
5. Approve the administration's request to appoint a Dean of Continuing Education and Distance Learning as soon as the selection process is complete with ratification to follow at the next meeting of the Board of Governors;
6. Accept the resignation of Stacie McCarville as Facilities Coordinator/Executive Assistant in the Continuing Education/Distance Learning Division;
7. Ratify the transfer of Stacie L. McCarville to Institutional Advancement Executive Assistant, effective May 1, 2004, at a salary of \$10.60 per hour for the remainder of the 2003-2004 fiscal year and for the 2004-2005 fiscal year; and
8. Ratify the resignation of Katherine A. Rutenbeck, effective June 30, 2004.

Voting Yes: Harvey, Lingenfelter, McIntosh, Poessnecker, Schmitt, Warrick, Winkleblack, Anderson, Curry, and Echtenkamp

Voting No: None

Absent: Oelsligle

MOTION CARRIED

9477

Nanci Lingenfelter, Chairperson of the Policies and Procedures Committee, MOVED to approve:

1. Revisions to Code 5022.a, Residency Guidelines and Procedures; and
2. The Northeast Community College Lunch Bunch Constitution.

Ken Echtenkamp SECONDED the motion.

Voting Yes: Lingenfelter, McIntosh, Poessnecker, Schmitt, Warrick, Winkleblack, Anderson, Curry, Echtenkamp, and Harvey

Voting No: None

Absent: Oelsgle

MOTION CARRIED

9478

Mrs. Lingenfelter advised that the FIRST READING was had of Code 6030, Interactive Distance Learning, and Code 6030.a, Interactive Distance Learning Procedures.

9479

Jack Warrick, Chairperson of the Facilities Committee, MOVED and Clarence Schmitt SECONDED the motion to approve the Resolutions authorizing the sale of House #424 and House #425.

Voting Yes: McIntosh, Poessnecker, Schmitt, Warrick, Winkleblack, Anderson, Curry, Echtenkamp, Harvey, and Lingenfelter

Voting No: None

Absent: Oelsgle

MOTION CARRIED

9480

Jack Warrick, Chairperson of the Facilities Committee, MOVED to approve Change Order #2 in the amount of \$58,342.00 for the dormitory addition project.

Betty Curry SECONDED the motion.

Voting Yes: Poessnecker, Schmitt, Warrick, Winkleblack, Anderson, Curry, Echtenkamp, Harvey, Lingenfelter, and McIntosh

Voting No: None

Absent: Oelsgle

MOTION CARRIED

9481

Jack Warrick, Chairperson of the Facilities Committee, MOVED to approve the communications site option and land lease agreement with Alltel Communications, Inc.

Keith Harvey SECONDED the motion.

Voting Yes: Schmitt, Warrick, Winkleblack, Anderson, Curry, Echtenkamp, Harvey, Lingenfelter, and McIntosh, and Poesnecker

Voting No: None

Absent: Oelsligle

MOTION CARRIED

9482

In other business, Chairperson Anderson extended birthday wished to staff and board members observing birthdays during the month of April.

Chairperson Anderson stated that the Information Sharing Session with the Faculty Association will begin at 4:15 p.m. today.

Margy Ehrenfried advised that the Recognition and Retirement Reception will be held on May 13, 2004, from 10:00 – 11:30 a.m., in the Student Center Cafeteria.

Reminders were provided that the May Board of Governors' Meeting will be held at 7:00 p.m. Graduation is scheduled to be held on May 15, 2004 at 10:30 a.m.

9483

At 4:00 p.m., it was UNANIMOUSLY PASSED BY VOICE VOTE to adjourn the meeting.

Prepared by Diane Reikofski, Recording Secretary.

Jack Warrick, Secretary
Northeast Board of Governors

Steve Anderson, Chairperson
Northeast Board of Governors