

**NEBRASKA COMMUNITY COLLEGE ASSOCIATION
BOARD OF DIRECTORS
Fourth Quarter Meeting Minutes
November 5, 2013**

1. PUBLIC MEETING NOTICE

All NCCA Board of Directors, Area Presidents, and the general public having been duly notified the fourth quarter meeting of the NCCA Board of Directors was held November 5, 2013, at North Platte Community College – North Campus. President Miller state the public meeting notice was published in the Lincoln Journal Star and the North Platte Telegraph on October 25, 2013. He also stated that the rules for the Nebraska Public Meeting Laws were available for public viewing. The public meeting notices are attached to these minutes.

2. ATTENDANCE

Directors Present:

President Kent Miller – Mid-Plains
Treasurer Steve Anderson – Northeast
Robert Feit – Southeast
Lynne Klempke for Merlyn Gramberg – Western Nebraska
Ernie Mehl – Mid-Plains
Shirley Petsche – Northeast
Lynn Schluckebier – Southeast

Directors Absent:

Vice President Tom Perkins – Western Nebraska
Secretary Sandra Borden – Central
Diane Keller – Central

Also present: Elizabeth Benjamin and Ryan Purdy – Mid-Plains, Larry Poessnecker and Dr. Michael Chipps – Northeast, Dr. Jack Huck – Southeast, and David Groshans and Dr. Todd Holcomb – Western Nebraska.

3. CALL TO ORDER AND QUORUM DETERMINATION

President Miller called the meeting to order at 11:02 a.m. and asked for roll call and quorum determination. Present and responding were seven board members representing their respective area governing boards. It was determined that a quorum was present.

4. APPROVAL OF AGENDA

President Miller asked for any additions or changes to the agenda. There were none.

MOTION BY ROBERT FEIT AND SECOND BY LYNN SCHLUCKEBIER that the NCCA Board of Directors approve the meeting agenda as presented.

President Miller asked for any objections or discussion. There was none.

A roll call vote was taken.

Voting Aye: Anderson, Feit, Klempke, Mehl, Miller, Petsche, Schluckebier

Voting Nay: None

Absent: Borden, Keller, Perkins

RESULT: Motion carried seven (7) ayes, no nays, and three (3) absent.

5. APPROVAL OF MINUTES

President Miller asked for any corrections or changes to the August 5, 2013, meeting minutes. There were none.

MOTION BY LYNN SCHLUCKEBIER AND SECOND BY ROBERT FEIT that the NCCA Board of Directors approve the August 5, 2013, meeting minutes as presented.

President Miller asked for any discussion. There was none.

A roll call vote was taken.

Voting Aye: Anderson, Feit, Klempke, Mehl, Miller, Petsche, Schluckebier

Voting Nay: None

Absent: Borden, Keller, Perkins

RESULT: Motion carried seven (7) ayes, no nays, and three (3) absent.

6. TEAM 2/BUDGET & PERSONNEL COMMITTEE

President Miller stated that the evaluation results were included in the board packet for review.

MOTION BY ERNIE MEHL AND SECOND BY STEVE ANDERSON that the NCCA Board of Directors extend the Executive Director's contract by one year.

President Miller asked for any discussion or comment. There was none.

A roll call vote was taken.

Voting Aye: Anderson, Feit, Klempke, Mehl, Miller, Petsche, Schluckebier

Voting Nay: None

Absent: Borden, Keller, Perkins

RESULT: Motion carried seven (7) ayes, no nays, and three (3) absent.

7. BYLAW & POLICY COMMITTEE

Baack stated that references to public meeting laws needed to be taken out of the Association's bylaws due to changes made during the Legislative session but will stay in the Association policies. The Board will vote on this proposed bylaw and policy change at this time. The Board has the authority to make policy changes without approval from the area boards but the bylaw change will need to be approved by each member board. Baack will email the proposed bylaw changes and motion to each area to be included on their next meeting agenda.

MOTION BY ROBERT FEIT AND SECOND BY SHIRLEY PETSCHKE that the NCCA Board of Directors approve the proposed policy change and forward the proposed bylaw change to each individual member board.

President Miller asked for any further discussion. There was none.

A roll call vote was taken.

Voting Aye: Anderson, Feit, Klempke, Mehl, Miller, Petsche, Schluckebier

Voting Nay: None

Absent: Borden, Keller, Perkins

RESULT: Motion carried seven (7) ayes, no nays, and three (3) absent.

8. DISCUSSION AND APPROVAL OF BOARD MEMBER EVALUATION RESULTS

President Miller stated that the results were included in the board packet for review prior to the board meeting. He then stated that he felt that the instrument worked well and that it should continue for another year.

MOTION BY STEVE ANDERSON AND SECOND BY ROBERT FEIT that the NCCA Board of Directors approve the results of the 2012-2013 board evaluation.

President Miller asked for any further comment. Baack stated that he had spoken to Perkins prior to the board meeting regarding the results and they both found nothing alarming in the results. Perkins did make the recommendation to Baack that the instrument only be completed once every two years. Petsche recommended that the instrument could be completed every other year unless a new board member(s) are assigned to the Board. Feit asked that the Executive Team review the instrument to make any changes or additions and also to discuss what can be done with the information received from the instrument. President Miller stated that the Executive Team will review the board evaluation instrument as well as the Executive Director's evaluation instrument in the next few months. He continued to state that since both will be getting reviewed, it would be best if the board member evaluation is completed again this year with the possibility of completion every two years to be discussed after that time.

A roll call vote was taken.

Voting Aye: Anderson, Feit, Klempke, Mehl, Miller, Petsche, Schluckebier

Voting Nay: None

Absent: Borden, Keller, Perkins

RESULT: Motion carried seven (7) ayes, no nays, and three (3) absent.

9. NCCA BOARD PLAN/FOCUS FOR 2014

President Miller stated that he had sent an email out to the Board prior to the meeting regarding this issue. One item included in the email was the possibility of developing a pilot program in Nebraska for implementing a potential technology to improve student support systems targeting instruction. This would be something that is forwarded to the CEO's as the Board is not educators. President Miller stated that this can be carried over until the next meeting. Feit stated that discussion would begin first before any action is taken and asked that the CEO's give the Board their feelings on this after they have some discussion on this at one of their meetings.

President Miller asked if any other Board member had any suggestions. None were given at this time. This will continue as an agenda item.

10. UPDATED COMMITTEE ASSIGNMENTS

President Miller stated that the committee assignments will be as follows:

Legislative Committee

Ernie Mehl, Chair
Remaining NCCA Board Members

Team 2/Budget & Personnel Committee

Steve Anderson, Chair
Sandra Borden
Robert Feit
Tom Perkins
Kent Miller

Bylaw & Policy Review Committee

Merlyn Gramberg
Diane Keller, Chair
Ernie Mehl
Shirley Petsche
Lynn Schluckebier

Education & Seminars

Robert Feit
Lynn Schluckebier
Dr. Jack Huck
Merlyn Gramberg, Western

Nebraska Educational Telecommunications Commission

Dennis Baack

11. COUNCIL OF CHIEF EXECUTIVE OFFICERS REPORT

Dr. Holcomb stated that work is ongoing with the Coordinating Commission regarding the Audit Guidelines. The CEO's had also met with the University of Nebraska system and some valuable discussion was had.

12. TREASURER'S REPORT

Anderson reviewed the report with the Board and asked for any questions. There were none.

13. EXECUTIVE DIRECTOR'S REPORT

Baack stated that he has a listing of all the boards he sits on and will distribute it at the January meeting. It was suggested that he email it to the Board.

14. ACCT STATE COORDINATOR REPORT

Davies had nothing new to report. President Miller did inform the Board that he was elected to the ACCT Board and thanked Feit for his assistance in Miller's election.

President Miller stated that he had included in his previously mentioned email the suggestion that every area board would make their own federal delegation appointments during NLS. After hearing from some Board members, it was decided that the NCCA office will continue to arrange the meetings and they will be attended as a group.

President Miller then stated that he had a conversation with members of the North Dakota system. They have one board for all of higher education and are interested in creating a system similar to Nebraska's community colleges. President Miller referred them to Dr. Chipps for more discussion, information, and visit to Norfolk perhaps. He also stated that Colorado is not a member of ACCT and made the suggestion that representatives from Nebraska actively try to get them to join. President Miller asked that anyone who knows members of administration in Colorado, particularly Western, to contact them on behalf of ACCT and keep President Miller and Feit informed.

15. AREA BOARD REPORT

There were no reports given.

16. COMMENTS & CONCERNS OF GOVERNING BOARD MEMBERS

There being no further business, the meeting adjourned at 11:50 a.m.

Kent Miller, President

Sandra Borden, Secretary