

NEBRASKA COMMUNITY COLLEGE ASSOCIATION
BOARD OF DIRECTORS
4th Quarter Meeting Minutes
December 11, 2006

1. PUBLIC MEETING NOTICE

All NCCA Board of Directors, Area Presidents, and the general public having been duly notified the fourth quarterly meeting of the NCCA Board of Directors was held December 11, 2006, at Central Community College's Kearney Center in Kearney. President Harvey stated the public meeting notice was published in the Lincoln Journal Star and Kearney Hub and the rules for the Nebraska Public Meeting Law are available for public viewing. The public meeting notices are attached to these minutes.

2. ATTENDANCE

Directors Present:

President Keith Harvey – Northeast
Vice President Jane Hornung – Mid-Plains
Secretary Lynn Schluckebier – Southeast
Treasurer Merlyn Gramberg – Western Nebraska
Robert Feit – Southeast
Harold McClure – Central
David Newell – Metropolitan
Don Oelsigle – Northeast
Tom Perkins – Western Nebraska
Tim Potter – Metropolitan
William Schneider – Central
Roger Wilson – Mid-Plains

Staff Present:

Dennis Baack – Executive Director
Melanie Williams – Administrative Assistant

Also present were: Dr. LaVern Franzen – Central, Dr. Jody McDowell and Randy Schmailzl – Metropolitan, Dr. Michael Chipps – Mid-Plains, Larry Poessnecker – Northeast, Dr. Jack Huck – Southeast, Dr. Eileen Ely and Jill McFarland, Western Nebraska, and Tom Vickers – Legislative Consultant.

3. CALL TO ORDER AND QUORUM DETERMINATION

President Harvey called the meeting to order at 9:04 a.m. and asked for roll call and quorum determination. Present and responding were twelve board members representing their respective area governing boards. It was determined that a quorum was present.

4. APPROVAL OF AGENDA

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

MOTION BY DAVID NEWELL AND SECOND BY MERLYN GRAMBERG that the NCCA Board of Directors approves the meeting agenda.

A roll call vote was taken.

Voting Aye: Feit, Gramberg, Harvey, Hornung, McClure, Newell, Oelsligle, Perkins, Potter, Schluckebier, Schneider, Wilson

Voting Nay: None

RESULT: Motion carried twelve (12) ayes and no nays.

5. APPROVAL OF MINUTES

President Harvey asked for any corrections to the August 8, 2006, meeting minutes. There were none.

MOTION BY DAVID NEWELL AND SECOND BY LYNN SCHLUCKEBIER that the NCCA Board of Directors approves the August 8, 2006, meeting minutes as presented.

A roll call vote was taken.

Voting Aye: Feit, Gramberg, Harvey, Hornung, McClure, Newell, Oelsligle, Perkins, Potter, Schluckebier, Schneider, Wilson

Voting Nay: None

RESULT: Motion carried twelve (12) ayes and no nays.

6. TEAM 1 / LEGISLATIVE COMMITTEE

A. 2007 NCCA Legislative Agenda

Dr. Franzen stated that the CEO Council had worked extensively the past eleven months looking at the funding formula. In the early months of the process, an in depth analysis was done on the formula to determine what it should include and to then make changes based upon that analysis. After approximately six months, a new formula evolved but a unanimous agreement could not be reached among the CEO Council. Dr. Franzen continued to state that this was then brought to the NCCA Board at the August board meeting and the board at that time directed them to bring in outside mediators, Arthur Perlstein and David Hubbard. The mediators assisted them in

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narrowing their focus and attempting to reach a unanimous agreement. Dr. Franzen then stated that one principle the CEO Council tried to keep in mind is that the community college system in Nebraska has done quite well over the last 35 years and that the issue which is being dealt with right now cannot bog the system down.

Dr. Franzen stated that one of the issues which is at the bottom of all this is an infusion of approximately one-half million dollars to Western three years ago. Because of that infusion and coupled with double digit growth in enrollment for Western, it caused the formula and funding to the community colleges to be out of line. In regard to Western, their total budget was not in line with the other community colleges especially Mid-Plains and the FTE reimbursement amount had spread over the last few years. Dr. Franzen distributed a spreadsheet which deals with the amount of state funding based on the current funding formula and property tax amounts. The projected amount of state funding for June 30, 2007, is approximately \$68.5 million dollars. With full funding for June 30, 2008, that amount must increase to \$93 million dollars or by approximately \$25 million dollars to get the system to the 40 percent level. By working with the \$93 million dollar number, the CEO's began to work with Western in trying to get their budget and FTE amount more in line with the other areas in particularly with Mid-Plains. According to the calculations, it was estimated that Western might have a budget that is 4 million dollars more than where they should be because of the additional \$500,000 and their growth. At the last CEO meeting, they settled on \$2.25 million dollars because it seemed to be reasonable based upon their calculations. Dr. Franzen continued to state that the decision was not a unanimous agreement on the adjustment or the dollar amount but it did seem to be a reasonable amount that the five affirming Presidents could agree upon. Therefore, the CEO Council is recommending to the NCCA Board with a 5 – 1 vote is that the formula adjustment be a reduction to Western in the amount of \$2.25 million dollars.

MOTION BY TOM PERKINS AND SECOND BY MERLYN GRAMBERG that WNCC release \$1.6 million dollars to the community colleges of Nebraska and that once the transaction is complete, discussion will end of WNCC's role in this matter, from the formula, and the equitable distribution of Nebraska tax dollars.

Perkins then stated that the Board of Governors at Western recognizes that it has a responsibility to make sure that there is equitable distribution of Nebraska tax dollars to community colleges. Early on their board discussed this and proposed giving up funds to Mid-Plains, a college Western knows has had a difficult struggle. However, when it is proposed that Western give up \$3 million dollars, the board believed that the intent was not a matter of equity but rather punitive in nature. It is Western's position that \$1.6 million dollars is equitable based upon their analysis and to give up more than that would produce irreparable harm to their area. Perkins continued to state that if the NCCA Board does not accept Western's offer and move forward with the \$2.25 million dollar adjustment the CEO's have recommended, Western will have no choice but to support Senators Loudon and Fisher in their proposal to study to possibility of moving the community colleges into the state system of higher education. Western will also

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support the Governor's effort to reorganize the system if it includes placing the community colleges in the state system. Perkins then stated that Western had come to this conclusion after a review of the CEO proposal and with the belief that they would be no worse off in the state system. They recognize that should this happen the following may occur: community college boards would be dissolved, community college may be turned over to the state, community college CEO's and personnel would become state employees, and further discussion of this nature would be put to rest. In addition to any action that happens in the future whether obtaining a consultant to help with the funding formula or working with a legislative study committee, Western will strongly recommend that they will only work with the NCCA Board of Directors. Perkins stated that the remaining board members may discuss this motion amongst themselves but the Western representatives will not discuss the matter any further.

Potter stated that he could remember not too long ago that there were accusations directed towards Metro having the desire to break up the association and of making threats. There was criticism aimed at Metro for appearing to take events like this and we are now hearing it from Western. Potter went on to state that he had hoped because of the mediation that the association would be able to get past this and apparently we are not. He then pointed out that during this entire process, Metro did not ever talk about supporting legislation which would put the community colleges under state control and is disappointed to hear that kind of language coming from Western.

Oelsligle asked Baack if when presenting our recommendation to the Legislature, is it better to present a split decision or inform them that a consensus could not be reached and they must resolve it. Baack replied that he believes we are better off with a recommendation even if it is not a consensus. Baack then stated that his role of executive director will change somewhat because he must present both sides, the majority and the minority. His primary push must be for the majority but he still must inform the Senators that there is a minority and the rationale behind their opinion. McClure asked if the numbers presented on the spreadsheet were based on full funding. Baack replied that the idea of shifting funds from Western to the other areas is based on the Legislature funding to their 40 percent level.

Feit stated that he knew Western did not want to discuss the matter but he asked for a clarification. If the remaining areas do not support Western's proposal, then Western will work against the wishes of the entire association. Perkins replied in the affirmative.

Newell stated that he has always known that it was about the money and does not want to make light of it because money is important but that issue will be the most telling to the Legislature. He then stated that the Western proposal is no more logical in his mind than the president's proposal but what really needs to be done is to look down the road at how we reimburse for education provided. It is his belief that vocational education is under funded and any state aid proposal that comes from the Legislature should fund vocational education higher than any other program. This is just an interim

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step and the dollar amount isn't that important but the Legislature will care primarily about what's the right, fair, and just way to provide state aid long term. It has to be based on some rationale, transparent, logical, understandable system. The association could approach the Legislature and sell them on the notion of shifting some dollars around in the short term but would be unable to do it for the long term. Newell continued to state that this is all arbitrary and has nothing to do with education and that is what the Legislature will care about, how we fund for the education provided. So the amount of money being discussed is not that important if it's just a one year thing. What is important in Newell's opinion is Perkins' resolution which states that Western will only go so far and no further. It is not only wrong, and inappropriate, but it won't work.

Dr. Franzen stated that this proposal is a temporary fix and it is the CEO Council's intent to continue to work towards an equitable formula distribution.

Hornung asked how the principles previously established by the CEO's had changed since the presentation of the new formula and the proposal before the board now. Baack replied that he does not believe they veered from the established principles in the proposal before the board today. A new formula was conceived which put more emphasis on vocational education. Baack continued to state that this proposal is a temporary fix and the CEO's will continue to develop a formula which every area can agree upon. The formula must emphasize vocational education because that is the niche the community colleges can fulfill that the state colleges and the university cannot. Baack then reiterated that if the community colleges can get more money from the Legislature in the formula, the better off every area would be. However, if we are not united before the Legislature, the possibility is there for them to decide not to give us any new money until they feel we are speaking with one voice again.

Dr. Huck stated that the principles which were discussed at the previous board meeting were important back in 1998 when the current formula was developed, they are important today, and they will be important in the future. In his view, the difference between the proposal which was previously presented and the proposal presented today, is the vehicle used to get to those principles. What had been done at the last meeting was that a new vehicle was created to those principles. In getting to the conclusion being considered today, they relied on the previous formula which has been in place for many years. Dr. Huck then stated that it doesn't make one necessarily better or worse, it's just two different ways of dealing with the issue. We all know that our area of expertise is vocational education and the 1998 formula does have a reward system for vocational education in the way of REU's. The formula just created also rewarded vocational education in a different way. It took a percentage of the money and set a pool which was then designated to be spent in the direction of vocational education. Both formulas paid attention to the principle but executes it in a different way. Dr. Huck continued to state that if the board went down the list of principles, they would be able to find in each vehicle a way that those principles are dealt with.

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Wilson stated that a statement was made that irreparable damage would be done to Western while Mid-Plains is fighting for survival. He then asked if someone could talk about the irreparable damage which would happen to Western. Dr. Ely replied that they have programs in place that they had started and they've come back and looked at the numbers. It is easy for the remaining areas to agree to the \$2.25 million dollar reduction but Western feels that by taking that money, they would be set backwards instead of moving forward and being progressive. That is one reason why Western recognized that Mid-Plains needed help and as a system, Western would give the adjustment they received to Mid-Plains to assist them in their current financial difficulties. Dr. Ely went on to explain that if they took a \$2.25 million dollar reduction it would cut into their faculty and dip into their programs.

MOTION BY JANE HORNUNG AND SECOND BY ROGER WILSON for the NCCA Board of Directors to adjourn for fifteen minutes.

A roll call vote was taken on the motion to adjourn for fifteen minutes.

Voting Aye: Gramberg, Harvey, Hornung, Oelsigle, Perkins, Schluckebier, Wilson

Voting Nay: Feit, McClure, Newell, Potter

Abstain: Schneider

RESULT: Motion carried seven (7) ayes, four (4) nays, and one (1) abstains.

President Harvey adjourned the meeting for fifteen minutes at 9:44 a.m.

President Harvey reconvened the meeting at 9:58 a.m.

Dr. Franzen explained how the CEO's came up with the \$2.25 million dollar recommendation. Referring to the handout which was distributed earlier at the board meeting, he pointed out that almost \$3 million dollars was added to Western's reserves in 2006. Almost \$1.5 million dollars was under spent in the 2006 budget and somewhere between \$500,000 and \$750,000 was spent on facilities on a one time basis, and the combination of those two items is how they came up with the \$2.25 million dollar recommendation.

McFarland gave a brief explanation as to how they under spent their budget for 2006.

Potter called the question.

A roll call vote was taken to call the question.

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Voting Aye: Feit, Gramberg, Harvey, Hornung, McClure, Oelsigle, Perkins, Potter, Schluckebier, Schneider, Wilson

Voting Nay: None

Pass: Newell

RESULT: Motion carried eleven (11) ayes, no nays, and one (1) pass.

A roll call vote was taken on the prior motion for WNCC to release \$1.6 million dollars to the community colleges of Nebraska and that once the transaction is complete, discussion will end of WNCC's role in this matter, from the formula, and the equitable distribution of Nebraska tax dollars.

Voting Aye: Gramberg, Perkins

Voting Nay: Feit, Harvey, Hornung, McClure, Newell, Oelsigle, Potter, Schluckebier, Schneider, Wilson

RESULT: Motion failed two (2) ayes and ten (10) nays.

MOTION BY ROBERT FEIT AND SECOND BY LYNN SCHLUCKEBIER that the NCCA Board of Directors agrees to a \$2.25 million dollar reduction for Western Nebraska Community College per the CEO recommendation.

McClure asked if this is based on full funding of the state aid distribution formula. Baack replied in the affirmative.

Baack stated that he has been Executive Director for fourteen years and he has been through one other formula fight which was just as bloody. It is disheartening to him that it has come down to fighting and intimidation within the organization and it is a sad state of affairs that it got to that point. He continued to state that the Legislature is going to know what has happened this past year and that is going to be very difficult for this organization for a long time. He wishes that an in-between number could have been agreed upon by the CEO's but everyone has to look at the entire situation historically. As changes have been made throughout the years to the formula, a number of those adjustments were in Western's favor and in order to help, other areas were forced to tax their taxpayers at a higher level than they needed to if those adjustments hadn't been made. In those years adjustments were made to help Western, Northeast also benefited. Baack continued to state that not every area was happy with the decisions being made but everyone came together as an organization and supported the changes. He has looked at the current numbers and for the association to be at odds over a difference of \$650,000 and full funding is \$94 million dollars, it doesn't make much sense. He then stated that if this money shift would do irreparable harm to any college, he believes that the CEO's would not have presented

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this recommendation to the board. If we present this to the Legislature and one area is speaking in support of state control over the distribution of \$650,000, there seems to be a discord so deep he does not know if anyone can resolve it.

Gramberg stated that back when Western was given those additional dollars, they were able to move to the point that they were able to bring in a higher FTE. The concern about \$1.6 million dollars or \$2.25 million dollars, in Western's minds the \$1.6 million dollars are the true dollars. They believe that the difference between the two numbers is punitive in nature, that's it taking an inflated issue and trying to make them stick \$2.25 million dollars rather than the \$1.6 million dollars. After reviewing this, the Western board is definitely against the higher dollar amount and there is no other way for them to feel after going over all the figures and numbers. Gramberg continued to state that the real issue is working with students and constituents in the areas and one of the big looming issues in western Nebraska is rural economic development. It's time for us to take our heads out of the sand and move forward. He then stated that he apologizes for the position the Western board has taken but he does agree with them that it is punitive and should not be taken in that light.

Dr. Huck stated that he has always been a strong supporter of the state system as well as the smaller institutions and has always pledged that he would not support any solution which was harmful to Western and he believes that this recommendation is not harmful. The presidents have also taken the position of revisiting the issue regularly and if it is proven not to be true, they will rectify it. The CEO's have agreed that had they known what would have occurred with Western's enrollment (and they did do all the right things), the adjustment probably wouldn't have been made. He then stated that he is terribly distressed by the lack of sharing which is occurring due to the threats and intimidation that was heard earlier. The larger colleges have sent millions of dollars a year to the smaller colleges in the state. Under this proposal, millions of dollars will continue to be subsidized to the smaller colleges but it does right an inappropriate adjustment that was made. It is not the intention of the CEO's that this is in any way punitive and if for some reason it does harm Western that was not anticipated, they have pledged to revisit the topic regularly to make sure that that does not happen.

Baack stated that the problem which is occurring was created by ourselves because we did not monitor it close enough. The dollars should have been taken out immediately because Western's growth took care of their need. He then pointed out that a precedent was being set by this action of adjusting anyone's base. For example, Northeast is currently adding to their base and if they have significant growth, we could ask them to give that portion back. Mistakes were made but somehow we have to get the formula right and with all the analysis that has been done, he believes we have done that without being punitive.

Gramberg stated that a portion of this goes back to a deeper issue which dates back to February and that is the trust amongst the areas has been eroded.

Newell stated that the Supreme Court has recognized on other reimbursement issues that speaks about a freezing of circumstances. The base that is being discussed is a frozen base and it's based on factors which are no longer measurable. So in his opinion, the formula is unconstitutional and should be taken to the courts to argue that. He continued to state that the system needs to draft a formula that is easy to follow, transparent, and understood by policy makers, legislators, and educators.

A roll call vote was taken.

Voting Aye: Feit, Harvey, Hornung, McClure, Newell, Oelsigle, Potter, Schluckebier, Schneider, Wilson

Voting Nay: Gramberg, Perkins

RESULT: Motion carried ten (10) ayes and two (2) nays.

Baack asked the board to take a formal position on the Senator Fischer legislative bill referring to a state takeover of the community college system.

MOTION BY TIM POTTER AND SECOND BY DON OELSLIBLE that the NCCA Board of Directors authorizes the Executive Director to oppose any legislative bill which refers to the state takeover of the community college system.

A roll call vote was taken.

Voting Aye: Feit, Harvey, Hornung, McClure, Newell, Oelsigle, Potter, Schluckebier, Schneider, Wilson

Voting Nay: None

Abstain: Gramberg, Perkins

RESULT: Motion carried ten (10) ayes, no nays, and two (2) abstain.

7. TEAM 2/BUDGET & PERSONNEL COMMITTEE

A. Executive Director's Goals

Schluckebier stated that everyone received a copy of the Executive Director's performance evaluation in their board packets and asked for any comments regarding the evaluation. Feit replied that he believes the results need to be issued in two separate reports, one for the board and one for the CEO's. Even though he values the opinions of the CEO's, the board employs Baack. The CEO evaluation can be used as advice but it should not be used in the direct evaluation. Schluckebier stated that when compiling the results, he received requests to show the difference between the two sets

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of evaluations but it would not be difficult to issue two separate reports. Baack stated that two separate reports will be issued from now on.

Newell stated that it's obvious that Baack works for the board but one issue that has annoyed him is the tendency for Baack to rely too much on the CEO council and not enough direct communication with the board. During the 2006 legislative session, an interim study was introduced that Metro thought should have gone to the Revenue Committee but Baack and Vickers lobbied to get the study transferred to the Education Committee. Newell continued to state that he was surprised to learn that they were involved in that transfer. The board or at least the legislative committee should know what Baack and Vickers are doing over at the Legislature because that is their area of responsibility. Perkins asked Newell if the board submitted that proposal to the Legislature for the interim study. Newell replied in the negative. He continued to state that the board did discuss the overall question of the formula but in terms of the legislative proposal, it was not discussed at all. Perkins stated that Metro independently submitted it to the Legislature. Newell replied that they did talk to their legislators about the need to study the overall formula which the board did agree with. Perkins asked if the board approved that particular study. Newell replied in the negative. Potter stated that regardless of whether it was approved by the board, if Baack is contacting Senators on matters which relate to the community colleges communication with the board would be appropriate. Perkins stated that shouldn't we anticipate a community college area who contacts their senator to then contact the remaining community college areas when it is a matter which will have an effect on the whole system. Feit stated that communication is a two-way street, Baack needs to communicate with the board but the board also needs to communicate with Baack. If a board member contacts a state senator and it affects community colleges, a short report should be sent to Baack who can then forward it to the remaining board members. What is being discussed is what Baack can do for the board but what is not being discussed is what the board can do for Baack. If the board decides to require this of Baack, the board needs to agree to do the same thing.

Newell stated that the entire board knew that Metro was going to propose an interim study and that they went to Baack and showed him the proposal. A majority of board disagreed with Newell on this point. Newell then stated that he was told by Jim Grotrian, Metro's lobbyist, that he had brought the proposal to Baack prior to it being introduced. Baack stated that he did not see it until after it was introduced. Feit stated that this matter is in the past and the board needs to move forward.

Schluckebier stated that Team 2 had a conference call to go over the six goals proposed prior to the call. A seventh goal was received after the conference call and was not reviewed by the committee. President Harvey clarified that on goal 6, which he proposed, does not need to be a massive, detailed report of everything Baack says and does. It would be an outline of the bills he is lobbying, the position being taken, and the current status. Schluckebier asked Baack if he had already been doing something to

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that affect. Baack replied that he had not been sending anything to the board and did not object to doing it.

Schluckebier stated that the committee approved the six goals during the conference call. Potter stated that he proposed goal 7 after reviewing the original six goals he regarded them more as activities rather than goals. He then reviewed what was included in the goal and the corresponding tasks. President Harvey stated that it is hard for a third party to reestablish trust. Trust can never be reestablished if everyone is wondering what someone else is doing and it must be done as an association not by individuals. Oelsligle pointed out that goal 6 asked for a biweekly legislative report from Baack while goal 7 asked for a weekly report. President Harvey replied that how much legislation is being lobbied will dictate how often a report will need to be made. Baack wanted clarification from Potter in regard to the amount of reporting he was referring to. Potter replied a summarized report would be acceptable. Feit suggested that instead of calling each board member quarterly, that it be changed to contacting each board member so that it would include email.

MOTION BY TIM POTTER AND SECOND BY LYNN SCHLUCKEBIER that the NCCA Board of Directors approves the goals as amended.

Baack stated that reestablishing trust will take more than him to do. He cannot reestablish trust between two areas that don't trust each other; it will take work on their part.

Potter submitted a friendly amendment to change goal 7 to 'Work toward reestablishing trust among the NCCA areas'.

Schluckebier withdrew his second on the motion because he would like to have only the first six goals. In his opinion, goal 7 is third party and Baack cannot do that. Potter replied that the Executive Director is the only one to have a statewide perspective and that is why he believes the burden does fall on Baack to try to work towards reestablishing trust.

NEWELL SECONDED THE MOTION.

Gramberg called for the question.

A roll call vote was taken on the motion.

Voting Aye: Feit, Harvey, Hornung, McClure, Newell, Oelsligle, Potter, Schluckebier, Schneider

Voting Nay: Gramberg, Perkins, Wilson

RESULT: Motion carried nine (9) ayes and three (3) nays.

B. Executive Directors Contract Extension

Schluckebier stated that Team 2 recommends extending the Executive Directors contract by one year.

MOTION BY LYNN SCHLUCKEBIER AND SECOND BY DAVID NEWELL that the NCCA Board of Directors approves extending the Executive Directors contract by one year.

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

A roll call vote was taken.

Voting Aye: Feit, Gramberg, Harvey, Hornung, McClure, Newell, Oelsigle, Perkins, Potter, Schluckebier, Schneider, Wilson

Voting Nay: None

RESULT: Motion carried twelve (12) ayes and no nays.

8. DATES & SITES FOR 2007 QUARTERLY MEETINGS

Discussion was had regarding changing the meeting dates to Saturday instead of Tuesday or possibly having two video conferences in 2007. After more discussion, the 2007 meeting schedule was determined to be as follows:

First Quarter – March 7, 2007 – Lincoln
Second Quarter – May 8, 2007 – Video Conference
Third Quarter – August 11, 2007 – Milford
Fourth Quarter – November 13, 2007 – Video Conference

The 2007 NCCA Board of Directors meeting schedule was approved by consensus.

9. BYLAW & POLICY COMMITTEE

Gramberg stated that the proposed changes to policies 3020 and 7300 were distributed previously at the third quarter meeting. The proposed changes are highlighted and underlined and are as follows:

3020. NCCA BOARD RESPONSIBILITY FOR CONFLICT RESOLUTION

The NCCA board shall be responsible for conflict resolution when areas find themselves in the minority and feel that an issue or principle is strong enough to require

open opposition to stated association policy. Before an issue rises to the Board level, the Executive Director shall use his or her best efforts to resolve the conflict through discussion among and between the areas in conflict. If the Executive Director is unable to resolve the conflict, the NCCA board shall ask individual area boards to receive representatives from the NCCA to attempt to resolve the conflict. If necessary, the NCCA and the affected areas shall identify an objective third party as a mediator, and abide by that party's decision. In cases where third party mediation is necessary, the decision shall be regarded as binding on both the NCCA and the areas involved.
(Adopted August 10, 1991)

7300. NCCA EXECUTIVE DIRECTOR (Revised August 9, 2005)

A. LEADERSHIP AND PUBLIC RELATIONS

1. Has an in-depth understanding of the philosophy and operation of the comprehensive community college and its place in higher education in the educational community of today
2. Accepts and promotes the philosophy that a leader's primary function is to serve as a facilitator
3. Is highly motivated and professional
4. Works well with all constituencies within and outside the higher education arena

B. ADMINISTRATION

1. Acts as chief administrative officer
2. Initiates and manages board functions and policies
3. Employs, supervises, and evaluates staff
1. Assures that all information, publications, and reports are professional, well-documented, and timely
2. Prepares various reports to the Coordinating Commission, legislature, governor's office, and state agencies
3. Annually updates enrollment and financial historical records of the system
4. Association and System Strategic Planning: Monitors implementation of current association/system strategic plan and prepares quarterly reports
5. Reviews NCCA bylaws and policies at least annually or as circumstances require. Identifies possible changes for Bylaw & Policy Review Committee as circumstances arise
6. Monitors association expenditures on a monthly basis and signs all checks

C. PLANNING

1. Recommends association goals and objectives and strategic planning
2. Recommends basic policies and programs to achieve goals and objectives and evaluates effectiveness of goals and objectives

3. Recommends the association budget for upcoming year

D. LEGISLATIVE RELATIONS

1. Understands community college funding issues, including state aid distribution formula and major policy issues at the local, state, and national levels
2. Facilitates the consensus development process in deciding upon a legislative agenda and assists the individual areas to better understand it
3. Analyzes proposed legislation and develops timely and appropriate responses
4. Prepares the annual community college state aid budget request documents, including rationale and collection and analysis of data used to support request
5. Prepares position papers, support documents, reports and other publications in support of lobbying activities
6. Monitors legislation affecting community college throughout legislative session and prepares legislative newsletters for governing board members and administrators
7. Acts as liaison with legislature and governor and develops an effective working relationship with other key state government officials
8. Monitors federal legislation affecting the community colleges

E. AREA/STATE COORDINATION

1. Maintains contact and communication with all area boards and administrators
2. Facilitates a cooperative relationship among the six areas
3. In the case of a conflict between areas, proactively seeks to resolve the conflict prior to it reaching the NCCA Board for resolution.
4. Serves as community college representative on various councils, committees, boards, and taskforces.
5. Maintains close relationship with Coordinating Commission for Postsecondary Education and other sectors of education to develop better communication and common objectives
6. Identifies and coordinates opportunities for increased statewide program coordination

MOTION BY TIM POTTER AND SECOND BY DAVID NEWELL that the NCCA Board of Directors approves the proposed changes to Policy 3020 and 7300.

Potter stated that he feels the changes will help strengthen Baack's hand in terms of dealing with conflicts in the future and take the initiative to dealing with problems earlier.

More discussion was then had regarding the proposed changes.

Perkins called the question.

A roll call vote was taken on the motion.

Voting Aye: Feit, Gramberg, Harvey, Hornung, McClure, Newell, Oelsligle, Perkins, Potter, Schluckebier, Schneider, Wilson

Voting Nay: None

RESULT: Motion carried twelve (12) ayes and no nays.

10. REVISED COMMITTEE ASSIGNMENTS

President Harvey stated that the revised committee assignments are as follows:

2006 NCCA COMMITTEE ROSTER

Effective December 11, 2006

Team 1 – Legislative Committee

Robert Feit, Chair
Harold McClure
David Newell
Don Oelsligle
Tom Perkins
Roger Wilson

Education & Seminars

Jane Hornung
Roger Wilson
Dr. Michael Chipps
Don Oelsligle, Northeast

Team 2 – Budget & Personnel

Merlyn Gramberg – Chair
Keith Harvey
Jane Hornung
Tim Potter
Lynn Schluckebier
William Schneider

Nebraska Council for Public Higher Education

Tim Potter
Keith Harvey

Bylaw & Policy Review Committee

Merlyn Gramberg
Don Oelsligle
Tim Potter, Chair
Lynn Schluckebier
William Schneider
Roger Wilson

Nebraska Educational Telecommunications Commission

Dennis Miller Jr.

11. COUNCIL OF CHIEF EXECUTIVE OFFICERS REPORT

Dr. Franzen stated that he stated everything earlier in the meeting and had nothing further to report.

12. NCCA ANNUAL MEETING & LEGISLATIVE SEMINAR

Baack stated that Mid-Plains is the host institution this year with the theme being 'Fundraising, Friendraising, and Capital Campaigns'. Dr. Chipps then stated that this year's speakers will be Dr. George Boggs, President and Chief Executive Officer of the American Association of Community Colleges and Dr. Ed Coulter, Chancellor of Arkansas State University Mountain Home.

13. TREASURER'S REPORT

Gramberg asked for any questions or comments regarding the treasurer's report. There were none.

14. EXECUTIVE DIRECTOR'S REPORT

A. Update on Area Dues Ratification

Baack stated that the association office has received all of the area dues payments for 2007.

B. Area Board Visits

Baack stated that he has attended a board meeting at each area and each visit went extremely well.

Baack also stated that he is currently trying to get a meeting with the Governor to discuss funding and other topics relevant to the community colleges. Gramberg asked if the NCCA President should be included in the meeting with the Governor. Baack replied in the affirmative and will contact President Harvey when a date has been set. Baack then stated that a luncheon has been arranged for January 4 between the CEO's and the new Senators.

15. NETV REPORT

Baack stated that a written report was submitted by our NETV representative Dennis Miller of Western and it is included in the board packet. He then stated that Miller suggested using the NET building in Lincoln for a board meeting and Baack agreed that would be a good idea.

16. ACCT STATE CHAIR REPORT

Feit stated that a written report was included in the board packet and had nothing further to report. Baack then stated that Perkins was reelected to the ACCT board.

17. COMMENTS & CONCERNS OF GOVERNING BOARD MEMBERS

Nothing further was stated.

18. ANNOUNCEMENTS

- A. National Legislative Seminar – February 12-14, 2007 – Washington, D.C.
- B. NCCA Annual Meeting & Legislative Seminar – March 6-7, 2007 – Embassy Suites – Lincoln
- C. AACC Annual Convention – April 14-17, 2007 – Tampa, FL
- D. National Legislative Seminar – February 11-13, 2008 – Washington, D.C.
- E. AACC Annual Convention – April 5-8, 2008 – Philadelphia, PA
- F. National Legislative Seminar – February 9-11, 2009 – Washington, D.C.

There being no further business, the meeting was adjourned at 11:45 a.m.

Keith Harvey, President

Lynn Schluckebier, Secretary