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## Nebraska Indian Community College

Office of the President

Macy Campus

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### MISSION

"The Nebraska Indian Community College provides quality higher education and lifelong educational opportunities for Umo<sup>n</sup>ho<sup>n</sup> (Omaha), Isanti (Santee Dakota) and all learners."

Board of Directors Meeting

Minutes

March 16, 2024

10:00 A.M.

South Sioux City Campus

NOTE: 11:00 AM There will be a tour of the FL Smith Building.

1. Call to Order at 10:07 A.M.

2. Invocation by Mike Oltrogge.

3. Roll Call

Members Present: Diane LaPointe; Danielle LaPointe; Mary Lou Mitchell; Cheryl Kitto; Linda Robinson; Deanna Parker;

Members Excused/Absent:

Others Present: Michael Oltrogge; Noelle Carrillo; Troy Munhofen

4. Approval of the Agenda

**Motion to approve the agenda items as presented made by Danielle LaPointe. Second by Linda Robinson. Motion carried.**

5. Review of previous actions:

Review and approve the minutes from February 2, 2024, and the proxy resolutions from February 23, 2024.

**Motion to approve the minutes with corrections from February 2, 2024, made by Cheryl Kitto. Second by Danielle LaPointe. Motion carried.**

**Motion to approve the resolutions 20240223.1 and 20240223.2 made by Danielle LaPointe. Second by Deanna Parker. Motion carried.**

6. President's Report with reports to the President

- a. Academics Report
- b. Business Office Report
- c. Student Services Report
- d. Technology Report
- e. Human Resources Report
- f. Workforce Development Report
- g. Institutional Research Report

Reports and discussion.

7. Business Office/Finance Report

Review of the financial statements.

## 8. Old Business

### a. President's Evaluation discussion.

Upon several meetings, it was discovered that the President's Job Description needs to be updated. Once the Job Description is updated an evaluation tool will be developed from the Job Description. An example process could be a written report provided to the Board for review when they complete the formal evaluation using the tool as a group, and then the Board Chair and the President discuss the results. Greg Bass, our new HR will be creating some drafts for review.

### b. BOD Retreat Location and Agenda

**Dates:** July 24-28, 2024

**Location:** Kansas City

This item was placed on hold pending the discussion of the board from the information from Katherine Campbell however due to no response we will move forward.

#### **Participants**

**Board Members:** Diane LaPointe, Danielle LaPointe, Cheryl Kitto, Linda Robinson, Mary Lou McCauley, Deanna Parker

**College Staff:** Michael Oltrogge, Noelle Carillo, Kristine Sudbeck, Greg Bass III, Shona Campbell, and a governance trainer, possibly Carlton Edwards or Wynema Morris.

#### **Board of Directors Retreat Agenda**

July 24 - Travel to Kansas City

July 25 - Fiduciary Trust/Financial Statement Training - 2 hours

July 26 - HLC processes - 2 hours; Governance training  
(including bylaws and things.

July 27 - Board meeting - 2 hours; President Eval - 3 hours

July 28 - Travel Home

What other training do you want?

Do you have a trainer in mind?

What other staff do you want to present?

What other activities do you want to help build the team?

Who will we be feeding at the meetings?

c. Telework Policy

**Motion for President Oltrogge to direct all NICC administrators, program directors, and staff to return to work at their assigned campus office or office space. This motion is effective immediately. Due to the College's lack of office space at our locations certain positions will be temporarily excluded, however, when campus office space becomes available these positions will be expected to transition from remote work to an assigned campus office. Full time faculty and department chairs are expected to maintain a visible presence on campus. The APEX Accelerator group and adjunct faculty who do not otherwise work for NICC are excluded from this return-to-work directive. Motion made by Cheryl Kitto. Second by Deanna Parker. Motion carried.**

d. FL Smith Building Purchase Discussion and

Recommendation

**Motion to proceed with the purchase of the FL Smith Building for \$710,000 from general fund reserves, pending any additional findings from the inspections made by Cheryl Kitto. Second by Deanna Parker. Motion carried.**

A more in-depth plan will be completed within six months of the facility acquisition, however preliminary reports suggest that the college should move our offices to that building and update our current location with additional space for classroom and lab space.

9. New Business

a. Policy changes to Business Office Policies

Several changes need to be made to the Business Office Policy manual. Some of these items include check signing/purchase authorization, the purchasing policy, the Gift Acceptance Committee, etc. These changes should be ready for review at the BOD Retreat.

b. Discussion on Food at BOD meetings

c. Extensions

d. Santee Community Building

e. NICC student Outcome Rates 2018-2023

f. Pawnee Nation College

The college will begin moving towards dissolving the MOU with Pawnee Nation College.

10. Public/Visitor Comments

11. Executive Session

**Motion to enter executive session at 1:10 p.m. made by Cheryl Kitto. Second made by Linda Robinson.**

**Motion to exit executive session at 1:29 p.m. made by Linda Robinson. Second made by Deanna8Parker.**

12. Set the date of the next meeting.

**Motion to have the next board meeting on Friday, May 17th, 2024, at 5:30 PM at the South Sioux City campus made by Mary Lou McCauley. Second by Danielle LaPointe. Motion carried.**

13. Adjournment

**Motion to adjourn at 1:38 P.M. made by Mary Lou McCauley. Second by Danielle LaPointe. Motion carried.**