



Chairperson Nancy Seim called the regular meeting of the Southeast Community College Board of Governors to order at 3:00 p.m. on Tuesday, January 19, 2021, at the Continuing Education Center Auditorium, 301 S. 68<sup>th</sup> Street Place, Lincoln, Nebraska and via remote videoconferencing/telephone conference call. This meeting is being conducted in person and by remote videoconferencing in accordance with Nebraska Governor Executive Order No. 20-36. A public site was provided for anyone wanting to attend in person - located at the Continuing Education Center, Room 301, 301 S. 68<sup>th</sup> Street Place, Lincoln, Nebraska.

**ROLL CALL:**

**Present:**

Nancy Seim, Lincoln  
Kathy Boellstorff, Johnson  
Keith Hammons, Weeping Water  
James Garver, Lincoln  
Neal Stenberg, Lincoln  
Arlyn Uhrmacher, Lincoln  
Dale Kruse, Beatrice  
Edward Price, Lincoln  
Chuck Byers, McCool Junction  
Ellen Weissinger, Lincoln, via Zoom  
Kristin Yates, Lincoln, via Zoom  
Linda Hartman, Faculty Representative

**Absent:**

None

**Also Attending:**

Paul Illich, President  
Derek Aldridge, Legal Counsel, via Zoom  
Stacey Barnard-Dorn, SCC Area

**Also on Zoom/Conference Call:**

Robin Moore  
Joel Michaelis  
Terry Stutzman  
Stu Osterthun  
Jose Soto  
Bev Cummins  
Bob Morgan  
Bruce Tangeman  
Isabella Kendle  
Ed Koster  
Doug Kennedy  
Kathie Uhrmacher  
Bob Redler  
Amy Jorgens  
Katy Novak  
Shawna Herwick  
Amy Bassen

Chairperson Seim welcomed everyone to the meeting.

**PUBLIC MEETING LAW COMPLIANCE STATEMENT**

Chairperson Seim stated the public meeting notice had been published in the Lincoln Journal Star on Monday, January 11, 2021, as well as posted on the bulletin board in the Area Office and the website.

She indicated that the meeting is conducted according to the principles of the revised ***Robert's Rules of Order***.

Chairperson Seim indicated that supplementary materials were available for the public, along with a copy of the Open Meetings Law. A specific agenda item is reserved for Public Comment, #13. To testify during this time any member of the audience may approach the Board. In general, oral testimony by individuals is limited to five minutes. Written testimony will also be accepted for the public record.

**SWEARING IN OF NEWLY ELECTED BOARD MEMBERS**

Three new and three incumbent members of the Board of Governors were sworn in by Derek Aldridge, Legal Counsel. The three new members included Chuck Byers, Arlyn Uhrmacher and Neal Stenberg. Incumbent members were Kathy Boellstorff, Edward Price and Kristin Yates.

**REORGANIZATION OF BOARD OF GOVERNORS**

**Election of Officers for 2021**

***Chairperson***

Chairperson Seim asked for nominations for Chairperson.

Dr. Kruse nominated Ms. Boellstorff for Chairperson. Seconded by Dr. Weissinger.

Chairperson Seim asked for additional nominations. There were none.

Roll call vote follows:

<b><u>FOR (11):</u></b>	<b><u>AGAINST (0)</u></b>	<b><u>ABSENT (0)</u></b>
Kruse		
Weissinger		
Boellstorff		
Stenberg		
Byers		
Hammons		
Yates		
Uhrmacher		
Garver		
Price		
Seim		

**Motion Carried**

***Vice Chairperson***

Chairperson Boellstorff thanked Ms. Seim for her service as Chairperson to the Board, recognizing the challenges during the year due to COVID.

Chairperson Boellstorff asked for nominations for Vice Chairperson.

Dr. Yates nominated Mr. Garver

Ms. Seim nominated Mr. Hammons

Dr. Weissinger nominated Dr. Yates

Chairperson Boellstorff asked for additional nominations. There were none.

Chairperson Boellstorff closed the nominations and an electronic secret ballot was conducted and the results sent to Derek Aldridge, Legal Counsel.

Mr. Aldridge counted the ballots. The majority of votes were for Mr. Garver.

### ***Secretary***

Chairperson Boellstorff asked for nominations for Secretary.

Dr. Kruse nominated Ms. Seim

Mr. Garver nominated Dr. Yates

Chairperson Boellstorff asked for additional nominations. There were none.

Chairperson Boellstorff closed the nominations and an electronic secret ballot was conducted and the results sent to Derek Aldridge, Legal Counsel.

Mr. Aldridge counted the ballots. The majority of votes were for Ms. Seim.

### ***Treasurer***

Chairperson Boellstorff asked for nominations for Treasurer

Ms. Seim nominated Dr. Kruse

Mr. Garver nominated Dr. Yates

Chairperson Boellstorff asked for additional nominations. There were none.

Chairperson Boellstorff closed the nominations and an electronic secret ballot vote was conducted and the results sent to Derek Aldridge, Legal Counsel.

Mr. Aldridge counted the ballots. The majority of votes were for Dr. Kruse.

### ***Officers for 2021:***

Chairperson: Kathy Boellstorff

Vice Chairperson – Jim Garver

Secretary – Nancy Seim

Treasurer – Dale Kruse

## **2) Team Membership Solicitation**

Chairperson Boellstorff distributed a team membership sign-up sheet. She requested the sign-up sheet be returned by the end of the meeting and asked Dr. Weissinger and Dr. Yates to return their forms via email.

**Consent Agenda**

Ms. Seim moved approval of the consent agenda.

- 1) Approval of Agenda as Presented or Amended
- 2) Approval of Minutes of December, 15, 2020 Regular Board Meeting
- 3) Approval and Ratification of Bills and Claims
- 4) Approval of Personnel Changes for College Administrative and Support Personnel
- 5) Approval of Hiring and/or Resignations of Instructional Staff
- 6) Beatrice Campus Custom Farming Agreement

Seconded by Mr. Stenberg

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

<b><u>FOR (11):</u></b>	<b><u>AGAINST (0)</u></b>	<b><u>ABSENT (0)</u></b>
Seim		
Stenberg		
Garver		
Uhrmacher		
Price		
Byers		
Yates		
Weissinger*		
Kruse		
Hammons		
Boellstorff		

**Motion Carried**

\*Dr. Weissinger stated:

With regard to the Consent Agenda item for Bills and Claims, out of an abundance of caution, I abstain from the action with regard to voucher numbers V0757421, V0757422, and V0758050, and vote to approve all other bills and claims and all other Consent Agenda items.

## FINANCIAL REPORT

Dr. Illich reviewed the financial report for the period through December 31, 2020. He also reviewed the investment accounts.

Financial Summary through December 31, 2020						
		Approved	Year to Date through December 31, 2020			
General Fund		Budget				
		20-21	Budget	Actual	Variance	% Variance
<b>Revenues:</b>						
	State aid	28,534,342	11,413,737	11,413,737	-	--
	Local taxes	45,672,299	16,151,645	16,445,825	294,180	1.82%
	Tuition	18,354,203	13,765,652	13,169,978	(595,674)	-4.33%
	Other	1,043,792	521,896	188,540	(333,356)	-63.87%
<b>Total Revenues</b>		<b>93,604,636</b>	<b>41,852,930</b>	<b>41,218,081</b>	<b>(634,849)</b>	<b>-1.52%</b>
<b>Expenses</b>						
	Personal services	76,249,549	38,124,776	34,766,848	(3,357,928)	-8.8%
	Operating	15,006,420	7,445,711	7,318,876	(126,835)	-1.7%
	Travel	121,498	60,749	16,786	(43,963)	-72.4%
	Equipment	2,227,169	1,550,697	2,737,228	1,186,531	76.5%
<b>Total Expenses</b>		<b>93,604,636</b>	<b>47,181,933</b>	<b>44,839,738</b>	<b>(2,342,195)</b>	<b>-5.0%</b>
<b>Net Position</b>		<b>-</b>	<b>(5,329,003)</b>	<b>(3,621,657)</b>	<b>1,707,346</b>	

The budget report ending December 31, 2020 showed:

Percentage of Budget year	50%
Percentage of Budget spent	47.9%
Percentage of Board budget spent	23.8%

Mr. Garver moved acceptance of the financial report. Seconded by Mr. Hammons

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

**FOR (11):**

Garver  
Hammons  
Price  
Weissinger  
Kruse  
Uhrmacher  
Stenberg  
Byers  
Yates  
Seim  
Boellstorff

**AGAINST (0)**

**ABSENT (0)**

**Motion Carried**

**BOARD MEMBER REPORTS**

Board members reported attendance at the following:

Ms. Seim reported an orientation for the three new Board members was conducted.

**BOARD TEAM REPORTS**

**Executive.** Chairperson Boellstorff stated the team met and set the agenda.

**Finance & Facilities.** Ms. Boellstorff indicated that the team met prior to the meeting.

The Facilities Project Status as of 1/11/2021 is included in the support information.

Chairperson Boellstorff reported on the following:

**The Academic Excellence Center and Agricultural Hall – Beatrice Campus**

The March 16, 2021 Board of Governors’ meeting is scheduled to be held at the Beatrice Campus. An Open House on March 16, 2021 from 12:00-2:00 p.m. is being considered, dependent on the COVID protocols in place at that time.

**Health Sciences Building**

This building is in the punch list stage of completion.

**Residence Hall - Milford**

Work is being done both to the inside and outside of the building and great progress is being made.

### Beatrice Campus Agriculture Facility

This project is in the fundraising stage. Consideration is being given to a team of individuals traveling to tour facilities. This will be dependent on COVID protocols in place.

### Student and Academic Support Project

This project is in the drawing and Guaranteed Maximum Price (GMP) finalizing stages.

### York Learning Center and Nebraska Learning Center

Nebraska City: The move to a different facility in Nebraska City is promising.

York: New locations for the York Learning Center are being explored.

### **NCCA Executive Board Report**

Dr. Kruse reported the NCCA Executive Board met on January 4.

- Legislative Day scheduled for February 22 will not take place due to COVID.
- Greg Adams was asked for NCCA's support of two different bills. The Executive Board was in consensus to support these bills and will present the information to the full Board on January 22.
  - Changes to the Open Meetings Law
  - Protection for health care workers against liability claims for COVID related illnesses

The ACCT Conference will be held virtually this year.

Dr. Kruse reported there were approximately 70 applications for the NCCA Executive Director position. The tentative timeline to fill the position is October, 2021.

### **PRESIDENT'S REPORT**

Dr. Illich reported on and/or handed out information on the following:

Dr. Illich thanked Ms. Seim for her service as Board Chairperson and welcomed the three new Board members.

- 1) Dr. Illich reported an Administrative Team retreat was held. The main agenda item was to review completed, current and future facility projects which are all designed to pursue the current facility master plan. Dr. Illich will work with Chairperson Boellstorff to schedule a work session in February or March to discuss the projects and provide the opportunity for Board members to ask questions and provide input on facility projects.
- 2) Dr. Illich indicated he is pleased overall with Spring 2021 enrollment considering the COVID circumstances. He indicated that initial enrollment numbers for the Spring 2021 term appear to be 3-4% down



- 3) Dr. Illich reported the close out report for the 2015-2019 strategic plan has been completed and is available for the Board review. He highlighted some of the information provided in the report which includes but is not limited to: goals associated with the 2015-2019 plan, strategic achievements and metric results. He also noted some accomplishments which include the conversion to a new learning management system, implementation of the Quality Initiative, expansion of training on virtual technologies, completion of multiple facilities projects, CARES Act fund distribution, launching the first Fall semester and launching the 2020-2024 strategic plan. He noted the importance of the objectives associated with the nine goals and that the objectives have a direct correlation on how resources are directed.

He reviewed the student performance report and provided an overview of the student success metrics. This data was used to make decisions for the Fall semester.

Dr. Illich reported that LB60 has been introduced. The bill would remove the General Fund and Capital fund levy distinction, thus giving community colleges greater flexibility for their budgeting needs. <https://nebraskalegislature.gov/FloorDocs/107/PDF/SI/LB60.pdf>

#### **FACULTY ASSOCIATION REPORT**

Mr. Redler thanked all existing and new Board members for serving SCC.

Mr. Redler reported the Horticulture Program was able to purchase \$120,000 worth of irrigation for \$20,000 from TORO and Precision Machining received \$30,000 in donations from the YG1 Tool Company. He thanked these industries and Metal Quest for their continued support of Southeast Community College.

#### **STUDENT ACTIVITIES REPORT**

Isabella Kendle, Lincoln Campus Student Senate President, introduced herself and shared that she came to SCC on a Learn to Dream Scholarship and is grateful for the opportunities that scholarship provided her. She is now a student in the Human Services with a graduation date of May 2021.

##### Student Activities include:

- Pop and Popcorn event with 159 students participating
- Rubber Ducky Day with approximately 90 students participating
- Blood Drive currently being held
- Upcoming events include a Resource Fair which will promote Student Organizations and information on the other opportunities available for student involvement.

#### **PUBLIC COMMENT**

There was no public comment.

## **Administrative Presentation/Board Review**

### Administrative Team Introductions:

Dr. Illich stated he is very fortunate to have such an incredible team who have responded well to expectations and are positive and informative leaders of the College.

Each Administrative Team member introduced themselves and provided a brief bio of their roles at SCC.

### **President's Goals for 2021**

Dr. Illich reviewed his goals for 2021. He indicated the goals are similar to last year. New goals and revisions are the direct result from his Board evaluation.

New goals for 2021 are highlighted, goals to be emphasized during this year are underlined and the strategic objective associated with goals has been added. He emphasized the importance of the strategic plan when setting goals.

### **New Certificate Programs**

Mr. Morgan and Dr. Michaelis presented information to the Board on new certificate programs and a new diploma program being proposed. These new opportunities will provide stackable credentials offering existing program courses, and allow students the option to enter the workforce prior to earning an A.A.S. if they choose to do so.

This will provide an opportunity to serve a student population that we may not always reach and provide multiple entry and exit points for students.

These credentials are logical extensions of current programs and will need the Coordinating Commission, the Higher Learning Commission and Department of Education approval, which may take approximately 2-4 months.

Dr. Illich stated this will provide a great opportunity for students and provide appropriate program length, affordable education and is in line with the SCC open access mission.

### **IT Minute**

Terry Stutzman stated all Board members have an established SCC Email and SCC laptop. The SCC email is the preferred email and the SCC laptop is the preferred device to use to communicate and access information for college-related business. He encouraged the Board members to use it as often as possible to become familiar with the device.

He shared the method to access the Board of Governors' group email. Dr. Weissinger asked Mr. Aldridge if there are limitations when emailing the entire Board. Mr. Aldridge referred to the Open Meetings Act and indicated that email dialogue back and forth between the entire Board should be avoided.

**COVID Management Plan**

Dr. Illich and Ms. Cummins reported that SCC is following the same safety and control protocols used for the Fall 2020 semester and according to the Directed Health Measures. Faculty are prepared to pivot to remote learning and plans are in place for students who may need to be isolated or quarantined.

Southeast Community will be in Phase IB – Tier 2 vaccination plan. There is no specific timeline but when doses become available we will work quickly to provide vaccines as designated.

A survey was conducted of SCC Employees with approximately 1,000 people completing the survey. 83% indicated they will participate in or are currently in the vaccination process.

Part-time case managers for contact tracing have been hired and should be on board at the beginning of February.

**DISCUSS, CONSIDER AND TAKE ALL NECESSARY ACTION WITH REGARD TO:**

**2021-2022 Budget Calendar**

Mr. Hammons moved to adopt the 2021-2022 College budget calendar. Seconded by Mr. Garver

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

<b>FOR (11):</b>	<b>AGAINST (0)</b>	<b>ABSENT (0)</b>
Hammons		
Garver		
Uhrmacher		
Byers		
Kruse		
Weissinger		
Yates		
Stenberg		
Price		
Seim		
Boellstorff		

**Motion Carried**

### **TIME AND PLACE FOR FEBRUARY MEETING**

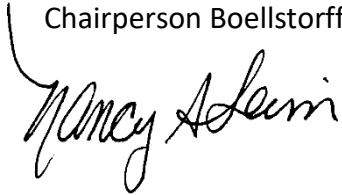
Chairperson Boellstorff reported the next regular Board meeting is scheduled for Tuesday, February 16, at 3 p.m. A determination will be made at a later date if the location will be a Zoom meeting or at the scheduled location of the Jack J. Huck Continuing Education Center.

### **GOOD OF THE ORDER AND PUBLIC COMMENT**

There was none

### **ADJOURNMENT**

Chairperson Boellstorff adjourned the meeting at 5:18 pm

A handwritten signature in black ink that reads "Nancy Seim". The signature is written in a cursive style with a large initial "N" and a long, sweeping underline.

Nancy Seim  
Secretary

\*\*\* Proof of Publication \*\*\*

State of Nebraska )  
Lancaster County ) SS.

SOUTHEAST COMMUNITY COLLEGE-LINCOLN

301 S 68TH ST PLACE Floor 5  
LINCOLN, NE 68510

ORDER NUMBER 957810

The undersigned, being first duly sworn, deposes and says that she/he is a Clerk of the Lincoln Journal Star, legal newspaper printed, published and having a general circulation in the County of Lancaster and State of Nebraska, and that the attached printed notice was published in said newspaper

one successive times(s) the first insertion having been on January 11, 2021 and thereafter on \_\_\_\_\_, 20\_\_\_\_ and that said newspaper is the legal newspaper under the statues of the State of Nebraska.



Section: Class Legals  
Category: 0099 LEGALS  
PUBLISHED ON: 01/11/2021

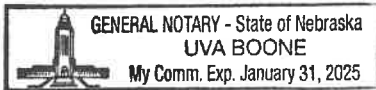
TOTAL AD COST: 45.79  
FILED ON: 1/28/2021

The above facts are within my personal knowledge and are further verified by my personal inspection of each notice in each of said issues.

Subscribed in my presence and sworn to before me on

Jan 28, 2021  
[Signature] Notary Public

**NOTICE OF THE MEETING OF THE BOARD OF GOVERNORS OF THE SOUTHEAST COMMUNITY COLLEGE AREA** January 19, 2021 3:00 P.M. Location: Continuing Education Center - Auditorium 301 South 68th Street Place, Lincoln, NE  
Notice is hereby given that the regular meeting of the Board of Governors of the Southeast Community College Area, will be held at 3:00 p.m. on the 19th day of January, 2021, in the Southeast Community College Area - Jack Huck Continuing Education Center, 301 South 68th Street Place, Lincoln, NE - Auditorium.  
Notice is further hereby given that this meeting is being conducted in person and by remote videoconferencing in accordance with Nebraska Governor Executive Order No. 20-36 due to the COVID 19 virus pandemic and issues related thereto and for the protection of the public interest.  
The video/telephone conference location accessible to the public at which some Board of Governors of the Southeast Community College Area will be present is the Southeast Community College - Continuing Education Center, 301 South 68th Street, Lincoln, Nebraska - Auditorium or other location therein; check at front desk, for exact room to be assigned. Other members of the Board of Governors may be attending the meeting from remote locations other than the video/telephone conference call site as a preventative measure to avoid possible COVID 19 exposure/infection of those board members.  
Reasonable arrangements will be made for the public to attend, hear, and speak at the meeting, including seating, recordation by audio recording devices, and public comment. Members of the public and media may also access the meeting by video conference call by calling (402) 323-3400 and providing contact information to obtain authorization to enter the meeting, or by physically attending. The possible video/telephone conference location at which some members of the Board of Governors may be present during the meeting is the same location identified above.  
At least one copy of all documents being considered will be available to the public at each of the sites of the telephone conference call.  
The matters to be considered at the Board of Governors meeting are shown on an Agenda, which is kept continuously current and is available for public inspection at the office of the President of Southeast Community College located at the Southeast Community College - Continuing Education Center, 301 South 68th Street, Lincoln, Nebraska.  
**THE BOARD OF GOVERNORS OF THE SOUTHEAST COMMUNITY COLLEGE AREA**  
957810 11 Jan 11 ZNEZ



Notice is hereby given that the regular meeting of the Board of Governors of the Southeast Community College Area, will be held at 3:00 p.m. on the 19th day of January, 2021, in the Southeast Community College Area - Jack Huck Continuing Education Center, 301 South 68th Street Place, Lincoln, NE - Auditorium. Notice is further hereby given that this meeting is being conducted in person and by remote videoconferencing in accordance with Nebraska Governor Executive Order No. 20-36 due to the COVID 19 virus pandemic and issues related thereto and for the protection of the public interest. The video/telephone conference location accessible to the public at which some Board of Governors of the Southeast Community College Area will be present is the Southeast Community College – Continuing Education Center, 301 South 68th Street, Lincoln, Nebraska – Auditorium or other location therein; check at front desk, for exact room to be assigned. Other members of the Board of Governors may be attending the meeting from remote locations other than the video/telephone conference call site as a preventative measure to avoid possible COVID 19 exposure/infection of those board members.

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**SOUTHEAST COMMUNITY COLLEGE  
Personnel Changes**

**January 11, 2021**

<b>Personnel Report: Staff (Non-Faculty)</b>								
<b>ACTION TAKEN</b>								
<b>NAME</b>	<b>ASSIGNMENT</b>	<b>RANK</b>	<b>AD</b>	<b>RP</b>	<b>RS</b>	<b>TR</b>	<b>EFFECTIVE DATE</b>	<b>COMMENT</b>
Callahan, Danielle	Custodian I – Physical Plant	N05		X			1/04/21	Replaces Donna Otte
Harms, Kelly	Student Affairs Technician – Student Affairs	N10		X		X	1/04/21	Replaces Amber Moody/Reclassified
Hart, Sharon	Registration Technician – Student Affairs	N10		X			1/11/21	Replaces Patty Haddow
Hultgrien, Heather	Learning Center Coordinator – Extended Learning Division	P03			X		1/08/21	Resignation
Mai, Vy	Residence Life Manager – Student Affairs	P03			X		1/08/21	Resignation
Regan, Tom	Custodian II – Physical Plant	N12		X			1/11/21	Replaces Beth Jungbluth
Spellman, John	Maintenance Worker II – Physical Plant	N15			X		2/06/21	Retirement

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE  
Personnel Changes**

**January 11, 2021**

**Personnel Report:  
Staff (Faculty)**

ACTION TAKEN							
NAME	ASSIGNMENT	AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Chipman, Todd	Instructor, Business – Business Division		X			1/04/21	Replaces Terri Tiedeman
Crowe, David	Instructor, John Deere Tech – Ag/Trans/Welding Division		X			2/01/21	Replaces Jeff Slafter
Hansen, Jody	Instructor, Nursing Assistant – Health Sciences Division		X			1/04/21	Replaces Kasey Edwardson

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer