



Chairperson Kathy Boellstorff called the regular meeting of the Southeast Community College Board of Governors to order at 3:00 p.m. on Tuesday, April 20, 2021, at the Jack J. Huck Continuing Education Center Auditorium, 301 South 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 Jack J. Huck Continuing Education Center, Room 301, 301 South 68<sup>th</sup> Street Place, Lincoln, Nebraska.

**ROLL CALL:**

**Present:**

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

**Absent:**

None

**Also Attending:**

Paul Illich, Area Office  
Derek Aldridge, Legal Counsel  
Amy Bassen, Area Office

**Registered Visitors:**

Stu Osterthun  
Katy Novak  
Bob Redler  
Terry Stutzman

**Also attending via Zoom/Conference Call:**

Robin Moore  
Jose Soto  
Ed Koster  
Doug Kennedy  
Amy Jorgens

Bob Morgan  
Al Brunkow  
Bev Cummins  
Rick Blessen  
Bev Cummins  
Shawna Herwick  
Aaron Epps  
Joel Michaelis  
Bruce Tangeman  
Kaitlyn Lorenzen  
Melissa Loos  
Colton Lee  
Connie Russell  
Rebecca Carr  
Heather Waite  
Shelly Tolle

Chairperson Boellstorff welcomed everyone to the meeting.

#### **PUBLIC MEETING LAW COMPLIANCE STATEMENT**

Chairperson Boellstorff stated the public meeting notice had been published in the Lincoln Journal Star on Monday, April 12, 2021, as well as posted on the bulletin board in the Area Office and on the website.

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

Chairperson Boellstorff 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, #11. 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.

#### **CONSENT AGENDA**

Dr. Kruse moved approval of the consent agenda. Seconded by Mr. Byers.

- 1) Approval of Agenda as Presented or Amended
- 2) Approval of Minutes of March 16, 2021, 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 / Resignations / Terminations of Instructional Staff
- 6) New Certificate Awards (Electrical Apprentice Certificate and Intro to Design Software)

**SOUTHEAST COMMUNITY COLLEGE  
Personnel Changes**

**April 12, 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>
Bassen, Amy	Operations Assistant – President Staff	N13			X		X	4/12/21	Replaces Lynda Heiden
Lockhart, Darren	Maintenance Worker II – Grounds – Physical Plant	N15			X			4/05/21	Replaces John Spellman
Morgan, Robert	Vice President of Program Development/Beatrice Campus Director – President Staff	A01				X		8/16/21	Retirement
Pasho, Glenn	Dean, Const/Elec/Comm/IT Division – Instructional	A03				X		8/02/21	Retirement
Schmale, Rodney	Maintenance Worker II – Carpenter – Physical Plant	N15			X		X	4/01/21	Replaces Wes Oden
Smith, Jackie	Associate Director of Registration & Records – Student Affairs	P02			X			4/19/21	Replaces Donna Havener
Stotts, Amy	Assistant Director Adult Education – Arts & Sciences Division	P02		X				4/19/21	Expanded
Wightman, Jill	Outcomes Assessment Coordinator – President Staff	P01		X				4/19/21	Expanded

AD=Addition      RP=Replacement      RS=Resignation      TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE  
Personnel Changes**

**April 12, 2021**

**Personnel Report: Staff (Faculty)**

		ACTION TAKEN						
NAME	ASSIGNMENT		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Bettinger, Linda	Instructor, Computer Information Technology – Const/EL/Comm/IT Division				X		7/31/21	Retirement
Bossung, Donald	Instructor, Computer Information Technology – Const/EL/Comm/IT Division				X		7/31/21	Retirement
Eckart, Andrew	Instructor, Paramedic – Health Sciences Division				X		7/31/21	Resignation
Green, Travis	Instructor, Culinary/Hospitality – Business & Community Services Division			X		X	8/10/21	Reassignment Replaces Maybell Galusha
Kingsley, Tricia	Instructor, Human Services – Health Sciences Division			X			8/10/21	Replaces Mel Stutzman
Kohn, Rick	Instructor, Business Law – Business & Community Services Division				X		7/31/21	Retirement
Kowalski, Rose	Instructor, Business – Business & Community Services Division				X		7/31/21	Retirement
Nash, Kimberly	Instructor, ADN/LPN – Health Sciences Division				X		7/31/21	Resignation
Schmeeckle, Debbie	Instructor, Math – Arts & Sciences Division			X		X	8/10/21	Reassignment Replaces Dana Nimic
Stephenson, John	Instructor, Math – Arts & Sciences Division				X		7/31/21	Retirement

AD=Addition      RP=Replacement      RS=Resignation      TR=Transfer

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 (#)</u></b>
Kruse		
Byers		
Seim		
Stenberg		
Hammons		
Yates		
Uhrmacher		
Weissinger		
Garver		
Price		
Boellstorff		

**Motion Carried**

**FINANCIAL REPORT**

**Financial Summary through March 31, 2021**

General Fund	Budget 20-21	Year to Date through March 31, 2021			
		Budget	Actual	Variance	% Variance
<b><u>Revenues:</u></b>					
State aid	28,534,342	19,974,039	19,974,039	-	--
Local taxes	45,672,299	25,255,969	25,483,455	227,486	0.90%
Tuition	18,354,203	17,069,409	15,140,339	(1,929,070)	-11.30%
Other	1,043,792	782,844	343,860	(438,984)	-56.08%
<b>Total Revenues</b>	<b>93,604,636</b>	<b>63,082,261</b>	<b>60,941,693</b>	<b>(2,140,568)</b>	<b>-3.39%</b>
<b><u>Expenses</u></b>					
Personal services	76,249,549	57,187,163	51,540,258	(5,646,905)	-9.9%
Operating	15,006,420	11,168,565	11,097,047	(71,518)	-0.6%
Travel	121,498	91,125	26,270	(64,855)	-71.2%
Equipment	2,227,169	1,827,156	2,591,054	763,898	41.8%
<b>Total Expenses</b>	<b>93,604,636</b>	<b>70,274,009</b>	<b>65,254,629</b>	<b>(5,019,380)</b>	<b>-7.1%</b>
<b>Net Position</b>	<b>-</b>	<b>(7,191,748)</b>	<b>(4,312,936)</b>	<b>2,878,812</b>	

Dr. Illich reviewed the financial report for the period through March 31, 2021. He also reviewed the investment accounts.

The budget report ending March 31, 2021 showed:

Percentage of Budget year	75%
Percentage of Budget spent	69.7%
Percentage of Board budget spent	35.9%

Ms. Seim moved acceptance of the financial report. Seconded by Mr. Uhrmacher.

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

**FOR (11):**

**AGAINST (0)**

**ABSENT (0)**

Seim  
Uhrmacher  
Yates  
Garver  
Stenberg  
Kruse  
Hammons  
Price  
Byers  
Weissinger  
Boellstorff

**Motion Carried**

**BOARD MEMBER REPORTS**

Board members reported attendance at the following:

**Higher Learning Commission Annual Conference**

Board members attended sessions of the Higher Learning Commission (HLC) Annual Conference, remotely, April 6-9. Mr. Uhrmacher, Mr. Garver, Ms. Seim, Ms. Hartman, and Ms. Boellstorff, briefly highlighted notable information from the sessions they attended. Presentations by Southeast Community College were commended.

Ms. Boellstorff thanked Shawna Herwick for organizing the HLC Conference Accreditation Celebration. This allowed an onsite viewing opportunity at the Beatrice Campus on April 7. She also reminded the Board those who registered for the conference have 30 days to access recordings of all sessions.

**BOARD TEAM REPORTS**

**Career Academy Joint Board.** Dr. Weissinger reported that the Career Academy Joint Board met April 13. Interview finalists for the Career Academy Director are being identified. Interviews will be held April 29. Dr. Weissinger shared that a survey of high school Juniors, currently attending The Career Academy (TCA), indicated an 85% satisfaction rate. The majority of respondents that indicated they would not reenroll as Seniors noted scheduling conflicts as the reason. TCA is working to provide a yearlong schedule to high school counselors for reference.

**Executive.** Chairperson Boellstorff stated the Executive Team met prior to the board meeting and set the agenda.

**HR Equity.** Dr. Kruse stated the HR Equity Team met prior to the board meeting. Compensation and benefits are being evaluated for Faculty and Staff. These will be brought to the board in June for approval.

**NCCA Representative.** Dr. Kruse stated that he shares the reports from Greg Adams with the Board. He provided hard copies of legislative rosters to all board members.

Dr. Illich added that ACCT will have preliminary population estimates available next month. Planning Committee will need to meet to discuss next steps in redistricting. Redistricting occurs every ten years.

**Finance & Facilities.** Chairperson Boellstorff indicated the team met prior to the board meeting. Ms. Seim is the new chairperson on this team. Ms. Seim provided an overview of the status of the projects included on the Facilities Project Status chart.

- **Beatrice Classroom Building and Lincoln Health Sciences Building:** Punch List items are being completed.
- **Milford Campus Residence Hall:** Landscaping continues. Furniture for the residence hall should arrive early in June. Planning to be open early in August.
- **Agriculture Facility:** Selection of design services is complete.
- **Student and Academic Support Project:** Fencing has been erected, project has started.

## **PRESIDENT'S REPORT**

Dr. Illich reported on the following:

- State Census data will be available at the end of August. District lines will be sent to colleges by November 1. LB285 may be amended to change deadlines. All SCC 2010 redistricting documentation has been located. Redistricting parameters will be known when meeting with the Planning Team. A Board workshop will be scheduled after the Planning Team meets.
- Ground Breaking Ceremony for the Student and Academic Support project on Lincoln Campus is scheduled for April 28 at 3:00 p.m.
- LB644 would add an additional public meeting prior to the Budget Hearing.
- HLC conducted a location visit to the IBEW Electrical Apprentice Program in Lincoln and York. Dr. Illich met with the reviewer at York, they were pleased. Approval was given to continue.
- Bob Morgan had previously announced retirement, this position will be filled. Amy Bassen was introduced as Operations Assistant in the Area Office.
- Spring 2021 Commencement Ceremony will be held May 5 at 6:30 p.m. at Pinnacle Bank Arena. This will be the first time all SCC campuses graduate together. Last year's graduates have been invited to attend. There will be approximately 500 graduates, Lincoln typically graduates 250-300. It is estimated that 3000 people will

be in attendance. The entire arena will be used to allow for adequate spacing. Governor Ricketts will be giving the commencement address.

- Funding from the second round of the CARES Act has been dispersed as recommended. More information on the third round is pending.
- Dr. Illich attended the SCC GED graduation ceremony April 19 at the Continuing Education Center. Twelve graduates attended along with many family and friends.

### **FACULTY ASSOCIATION REPORT**

Bob Redler reported that the end of Spring Semester is in 3 weeks. Many opinions have been given by Faculty on classes held live, Zoom, and live/Zoom combined. Faculty are glad to be able to see students as much as they can and look forward to Fall Semester.

Chairperson Bellstorff added that the Early Childhood Education Program received reaccreditation by the National Association for the Education of Young Children (NAEYC). SCC is the only two-year college in Nebraska with this accreditation.

### **STUDENT ACTIVITIES REPORT**

Kaitlyn Lorenzen, Beatrice Campus Student Senate Officer, introduced herself and shared the many activities happening at the Beatrice Campus, including:

- Pink Out - Cancer Awareness bowling activity
- Spring Break Olympic activities
- Finals week activities
- Intramural activities
- Success tips for the semester
- CAPS tips for healthy sleep habits
- Sand volleyball tournament before Spring finals
- Outdoor Olympics

Dr. Illich asked for her opinion as to why Fall enrollment is up over one thousand from what it was at this time last year. Ms. Lorenzen shared that students are impressed by the new facilities and many are interested in exploring Academic Transfer over going directly to four year colleges.

### **PUBLIC COMMENT**

There was no public comment.

### **COMMUNITY COLLEGE MONTH RESOLUTION AND SCC STUDENT PANEL**

The Community College Month Proclamation was read aloud by Chairperson Bellstorff then signed by she and Ms. Seim.

Bev Cummins gave brief introduction of the student panel then allowed them to introduce themselves. Board members asked the students where they are from, programs they enrolled in and why, and asked why they chose SCC.



- Melissa Loos; Lincoln Campus, from Lincoln, NE, Academic Transfer, chose SCC because of Early Childhood Education program.
- Colton Lee; Milford Campus, from Rockport, MO, Energy Generation Program with Nuclear focus, chose SCC because it is one of only three colleges that students can graduate students as certified nuclear.
- Kaitlyn Lorenzen; Beatrice Campus, from Omaha, NE, Academic Transfer seeking Associate Degree in Science, chose SCC to play volleyball, brother attended SCC playing baseball.

## **ADMINISTRATIVE PRESENTATION/BOARD REVIEW**

### **Division Presentation – Cyber Security (7.5, 7.7)**

Edward Koster, Vice President for Research, Planning, and Technology, provided a presentation on the College’s various cybersecurity strategies and practices.

Board members complimented the presentation and thanked Ed for presenting this complex information in a way that is understandable.

Dr. Illich emphasized importance of Goal 9.6 in helping SCC with cyber security strategies.

### **ACCT Dues**

Dr. Illich reported that Fiscal Year 2022 Association of Community College Trustees (ACCT) dues will be \$6,476, which represents a slight increase from the Fiscal Year 2021 dues of \$6,287.

This will be voted on at the May 18 Board meeting.

### **IT Moment**

Terry Stutzman, Information Systems Technician, provided a brief presentation on how to check for software updates on the College-issued laptop computers.

### **BREAK: 4:27-4:40 p.m.**

### **2020 Graduate Report (1.3, 3.2, 9.4, 9.5)**

Associate Director of Institutional Research, Rebecca Carr, and Career Services Specialists; Shelly Tolle (Milford), Connie Russell (Beatrice), and Heather Waite (Lincoln), presented findings from the 2020 Graduate Report, information on how the data is gathered, and how the information is used.

This annual report includes graduate data related to success and placement rates. Despite the pandemic, several key statistics remained consistent with previous results from previous graduate reports. The Graduate Report is one of the College’s recruiting tools for potential students deciding whether to attend SCC. It includes starting salary data for all of

SCC’s career/technical programs and the names of the hundreds of companies that hire SCC graduates. The report is assembled with the support of Career Services, IR, and Community Relations staff. Much of the information is self-reported by graduates via a graduate information form. The 2020 report shows 91% of graduates staying in Nebraska.

Dr. Illich thanked them for the report and added that he and the Board members use this report when talking to Senators. This also used as an information tool for those considering private donations.

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

**14a. 2021-22 Tuition Grants and Waivers (1.6, 8.2, 8.6)**

As presented at the March 16, 2021, Board of Governors Regular Meeting, a Presidential Scholarship Excellence Award has been added for 2021-2022. This is an Ambassador Scholarship Program which will identify high achieving students from each campus and will be a full tuition/scholar learning type scholarship. Approximately ten students will be identified for this award.

Summary of the Proposed Tuition Grants and Waivers for Fiscal Year 2021-2022

Total Grants & Scholarships	\$2,759,508
Total Faculty Tuition Reimbursement & Waiver	\$ 140,666
Total Other Tuition Reimbursement & Waiver	<u>\$ 170,000</u>
Total Tuition Reimbursement & Waiver Expenditures	\$ 310,666

**Total Grants & Scholarships/Tuition Reimbursement & Waivers      \$3,070,174**

Dr. Weissinger moved to approve the 2021-2022 Tuition Grants and Waivers as presented at the March 16, 2021 meeting. Seconded by Mr. Uhrmacher.

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

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

**Motion Carried**

**14b. College Catalog Changes and New Award for 2021-22**

As presented by Dr. Joel Michaelis at the March 16, 2021, Board of Governors Meeting, the 2021-2022 College Catalog Updates included the removal of the requirement of a general education course for certificate programs, updating the name of General Education Learning Outcome #1 from Oral Communications to Speech Communication, and the approval stage for certificates and the diploma program previously approved by the Board.

Dr. Illich indicated certificates that already have an Associate Degree will not be presented. They will move directly to the consent agenda since the Board has already approved all of the classes for that certificate. If there is a certificate with a new class(es), it will be presented first.

Dr. Kruse moved to approve the College Catalog Changes and New Award for 2021-2022. Seconded by Ms. Seim.

**Chairperson Boellstorff asked for discussion.** There was none.

Roll call vote follows:

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

**Motion Carried**

**14c. HVAC Replacement – Milford (7.1, 7.5)**

Motion to approve replacement of HVAC Penthouse Unit 1 and Air Handling Unit 6 for the Eicher Technical Center, Milford Campus, including fire suppression installation in the south section of the building for a total project costs of \$333,900.

Mr. Byers moved to approve agenda item 14b. Seconded by Mr. Stenberg.

**Chairperson Boellstorff asked for discussion.** There was none.

Roll call vote follows:

**FOR (11):**

**AGAINST (0)**

**ABSENT (0)**

Byers  
Stenberg  
Hammons  
Uhrmacher  
Kruse  
Weissinger  
Yates  
Price  
Garver  
Seim  
Boellstorff

**Motion Carried**

**LEGAL COUNSEL REPORT**

Derek Aldridge, Legal Counsel, indicated there was no formal report. Nebraska Governor Executive Order No. 20-36 expires April 30. Unless this is extended, all Board of Governors meetings will return to being conducted in person. Plan to meet in person for May meeting. Other people and employees attending via Zoom will be allowed to help limit congestion.

Mr. Aldridge noted that LB83 was submitted to Governor Ricketts on April 15.

**TIME AND PLACE FOR MAY MEETING**

Chairperson Boellstorff stated the next regular Board meeting is scheduled for May 18, 2021, at 3:00 p.m. at the Milford Campus. The June 15 meeting is scheduled at the Learning Center at Falls City at 2:00 p.m.

**GOOD OF THE ORDER AND PUBLIC COMMENT**

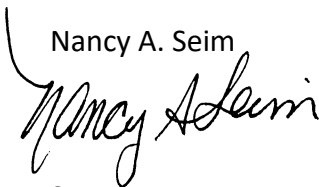
Ms. Boellstorff reminded Board Members:

- Check SCC Email and use college-issued laptops throughout the month
- Perform software updates as presented by Terry Stutzman
- Student and Academic Support Project Ground Breaking, April 28, 3:00 p.m.

**ADJOURNMENT**

Chairperson Boellstorff adjourned the meeting at 5:06 p.m.

Nancy A. Seim



Secretary

**SOUTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**Tuesday, April 20, 2021**

**Southeast Community College  
Jack J. Huck Continuing Education Center  
301 South 68<sup>th</sup> Street Place, Lincoln, Nebraska  
2<sup>nd</sup> Floor - Auditorium**

**And with Viewing and Listening Location  
By Video Conference Call in Room 301**

**REGULAR MEETING AGENDA – 3:00 P.M.**

- |   |           |
|---|-----------|
| 1. Meeting Called to Order  | 3:00 p.m. |
| 2. Roll Call  | 3:02      |
| 3. Public Meeting Law Compliance Statement  | 3:05      |
| 4. Consent Agenda   | 3:06      |
| a. Action Item - Review Agenda; Move Action Items to Regular Agenda and/or Approve Consent Agenda Items |           |
| 1) Approval of Agenda as Presented or Amended   |           |
| 2) Approval of Minutes of March 16, 2021, 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 / Resignations / Terminations of Instructional Staff                              |           |
| 6) New Certificate Awards (Electrical Apprentice Certificate and Intro to Design Software)              |           |
| 5. Financial Report   | 3:20      |
| 6. Board Member Reports   | 3:25      |
| 7. Board Team Reports   | 3:30      |
| 8. President's Report   | 3:35      |
| 9. Faculty Association Report   | 3:50      |
| 10. Student Activities Report   | 3:55      |
| 11. Public Comment  | 4:05      |
| 12. Community College Month Resolution and SCC Student Panel  | 4:10      |
| 13. Administrative Presentation/Board Review  |           |
| a. Division Presentation – CyberSecurity <b>(7.5, 7.7)</b>  | 4:20      |
| b. ACCT Dues  | 4:35      |
| c. IT Moment  | 4:40      |
| BREAK   |           |
| d. 2020 Graduate Report <b>(1.3, 3.2, 9.4, 9.5)</b>   | 4:50      |

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

- |  |      |
|--|------|
| a. 2021-22 Tuition Grants and Waivers <b>(1.6, 8.2, 8.6)</b> | 5:00 |
| b. 2021-22 College Catalog Changes and New Award for 2021-22 | 5:05 |
| c. HVAC Replacement – Milford <b>(7.1, 7.5)</b>              | 5:10 |
| 15. Legal Counsel Report (Executive/closed session possible) | 5:15 |
| 16. Time and Place for May Meeting                           | 5:18 |
| 17. Good of the Order and Public Comment                     | 5:21 |
| 18. Adjournment  | 5:25 |

The Southeast Community College (SCC) Board of Governors reserves the right and is empowered to discuss, consider and take action on (a) any item listed on the Agenda, and (b) at any time during the meeting, irrespective of the time or order listed. In addition, the Open Meetings Act requires and the intention of the Board is that agenda items be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. The SCC Board of Governors releases its agenda well in advance of most meetings and desires that all interested persons are fully informed. Any interested person who has a question or needs clarification about the sufficiency of a descriptive item should contact the Office of the President.

