



Chairperson Kathy Boellstorff called the regular meeting of the Southeast Community College Board of Governors to order at 3:00 p.m. on Tuesday, March 16, 2021, at the Continuing Education Center Auditorium, 301 S. 68th 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. 68th Street Place, Lincoln, Nebraska.

ROLL CALL:

Present:

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

Absent:

Ed Price, Lincoln
Dale Kruse, Beatrice

Also Attending:

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

Also on Zoom/Conference Call:

Robin Moore, via Zoom
Terry Stutzman
Katy Novak, via Zoom
Stu Osterthun, via Zoom
Ed Koster, via Zoom
Doug Kennedy, via Zoom
Rick Blessen, via Zoom
Bob Morgan, via Zoom
Jose Soto, via Zoom
Bev Cummins, via Zoom
Bruce Tangeman, via Zoom
Jill Wightman, via Zoom
Dan Dolezal, via Zoom
Joel Michaelis, via Zoom
Todd Moeller, via Zoom
Channing Holm, via Zoom
Aaron Epps, via Zoom
Erin Trofholz, via Zoom
Tom Bordenkircher, via Zoom
Sara Pegram, via Zoom
Rebecca Carr, via Zoom
Shawna Herwick
Al Brunkow

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, March 8, 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 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

Mr. Garver moved approval of the consent agenda. Seconded by Mr. Hammons.

- 1) Approval of Agenda as Presented or Amended
- 2) Approval of Minutes of March 4, 2021 Special Board Meeting and Work Session
- 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) Approval of Board Participation Report:
Hospitalization, Medical, Surgical, Accident, Sickness, or Term Life Coverage
(LB256 Compliance Report for Fiscal Year 2020-2021 Quarter 3)

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (9):

Garver
Hammons
Seim
Stenberg
Byers*
Yates
Uhrmacher
Weissinger*
Boellstorff

AGAINST (0)

ABSENT (2)

Kruse
Price

Motion Carried

*Mr. Byers stated:

Madame President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0760740 and vote to approve all other bills and claims and all other Consent Agenda items.

*Dr. Weissinger stated:

Madame President, 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 V0760748, V0763460, and V0764891, and vote to approve all other bills and claims and all other Consent Agenda items.

FINANCIAL REPORT

Financial Summary through February 28, 2021

General Fund	Budget 20-21	Year to Date through February 28, 2021			
		Budget	Actual	Variance	% Variance
Revenues:					
State aid	28,534,342	17,120,605	17,120,605	-	--
Local taxes	45,672,299	24,036,328	24,129,281	92,953	0.39%
Tuition	18,354,203	16,518,783	14,099,819	(2,418,964)	-14.64%
Other	1,043,792	695,861	312,468	(383,393)	-55.10%
Total Revenues	93,604,636	58,371,577	55,662,173	(2,709,404)	-4.64%
Expenses					
Personal services	76,249,549	50,833,033	45,766,087	(5,066,946)	-10.0%
Operating	15,006,420	9,927,614	9,700,547	(227,067)	-2.3%
Travel	121,498	81,000	20,291	(60,709)	-74.9%
Equipment	2,227,169	1,770,674	2,353,147	582,473	32.9%
Total Expenses	93,604,636	62,612,321	57,840,072	(4,772,249)	-7.6%
Net Position	-	(4,240,744)	(2,177,899)	2,062,845	

Dr. Illich reviewed the financial report for the period through February 28, 2021. He also reviewed the investment accounts.

The budget report ending February 28, 2021 showed:

Percentage of Budget year	67%
Percentage of Budget spent	61.8%
Percentage of Board budget spent	32%

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

Chairperson Boellstorff asked for discussion.

Mr. Garver asked Dr. Illich if he had received information regarding additional COVID Federal Aid. Dr. Illich indicated he would present information on the additional aid in his President's report.

Roll call vote follows:

<u>FOR (9):</u>	<u>AGAINST (0)</u>	<u>ABSENT (2)</u>
Byers		Kruse
Garver		Price
Weissinger		
Stenberg		
Yates		
Hammons		
Seim		
Uhrmacher		
Boellstorff		

Motion Carried

BOARD MEMBER REPORTS

Board members reported attendance at the following:

Chairperson Boellstorff stated she and Ms. Seim conducted a virtual visit with Butler County Community regarding College Governance

BOARD TEAM REPORTS

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

Career Academy Joint Board. Dr. Weissinger reported the Career Academy Joint Board met in February and approved the position description and the national search process for a new Director. SCC Representatives serving on the interview team include: Dr. Michaelis, Bev Cummins and Cinda Konken in addition to their LPS counterparts. The interview team will make recommendations to Dr. Illich and Dr. Joel.

Dr. Weissinger also reported on enrollment and retention rates for the 2020-2021 academic year, new recruiting efforts and new initiatives to expand direct engagement between TCA and SCC students.

NCCA: Chairperson Boellstorff reminded Board members to read the Legislative updates Dr. Kruse has provided. She also indicated she has requested a legislative roster which will provide names, committees and other valuable information.

Finance & Facilities. Chairperson Boellstorff indicated the team met prior to the meeting. Ms. Boellstorff provided an overview of the status of the projects included on the Facilities Project Status chart.

- ***Milford Campus Residence Hall:*** Ms. Boellstorff indicated the construction of this facility has gone very smoothly. Furniture for the residence hall should arrive in late May or early June.
- ***Agriculture Facility:*** Representatives will be visiting different sites to see their Ag facilities and design.
- ***Student and Academic Support Project:*** Staff have been moved to alternate spaces in preparation for construction to begin. A resolution is included as an action item - Agenda item 13b regarding this particular project.
- ***The Eicher Technical Center:*** This facility is located at the Milford campus and updating of the HVAC system and Fire Suppression system is needed. More information on this request will be presented at the April Board Meeting.

PRESIDENT'S REPORT

Dr. Illich reported on the following:

- The Nebraska City Learning Center purchase is in the completion phase.
- The Guaranteed Maximum Price for the Student and Academic Support Project is Action Item 13b on the Board agenda today.
- A third round of CARES ACT Funding to SCC, in the approximate amount of \$8 million for student scholarships and \$8 million for institutional expenses, will be available. SCC representatives are reviewing the terms and conditions to determine how funds can be utilized.
- The preliminary report for Spring 2021 enrollment indicates a decrease of approximately 3.8%. Dr. Illich is overall pleased with enrollment considering the COVID circumstances. A detailed report will be provided when all data is collected and enrollment changes due to new coding is completed.
- Dr. Illich provided an overview on the following Legislative Bills:
 - LB60 - Change provisions related to community college levies
 - LB408 - Adopt the Property Tax Request Act
 - LB83 - Change the Open Meetings Act to provide for virtual conferencing
 - LB529 - Change provisions for the distribution of lottery funds used for education, transfer powers and duties, create new acts and funds, and change education provisions

<https://nebraskalegislature.gov/bills/>

- The Spring 2021 graduation ceremony will be held May 5, 2021 at 6:30 p.m. at the Pinnacle Bank Arena. A team is working on all details for the ceremony to ensure all safety protocols will be followed. Dr. Illich encouraged all Board Members to attend the ceremony. Board members will be seated in the VIP section to limit the number of people on the stage and the floor.

FACULTY ASSOCIATION REPORT

No report

STUDENT ACTIVITIES REPORT

Channing Holm, Beatrice Campus Student Senate President, introduced herself and shared the many activities happening at the Beatrice Campus, including but not limited to:

- Suicide, Alcohol, Sexual Assault and Cancer Awareness day activities
- Random Acts of Kindness Week
- Free Bowling Night
- Spring Break Olympic Activities
- Finals week activities
- Intramural activities

PUBLIC COMMENT

There was no public comment.

Administrative Presentation/Board Review

Year 2 HLC Action Agreement Report

Dr. Tom Bordenkircher, Higher Learning Commission Vice President for Accreditation Relations, provided an overview of the role of HLC, SCC's history with HLC, and an update on the HLC Action Agreement.

Dr. Bordenkircher discussed SCC's current accreditation status including the Year 2 Action Agreement findings that address several improvement opportunities identified during SCC's 2017 Assurance Review. Dr. Illich and Dr. Bordenkircher reported on the progress in the areas of facilities, policies and procedures, program length, assessment of student learning, and strategic planning. Dr. Bordenkircher was complimentary of SCC's Strategic Plan and how clear SCC's direction is.

Dr. Bordenkircher overviewed a few areas to address in Year 3 as part of HLC's new Criteria for Accreditation:

- Co-Curricular learning – Dr. Bordenkircher indicated this is an area to pay attention to over the next year.
- Civic Engagement – Dr. Illich will be working with the SCC staff and the Board to define what this means for SCC.
- Shared Governance – Dr. Bordenkircher stressed the importance for Board members to understand what shared governance is, be able to talk about it with accreditation visitors and provide evidence that it exists in SCC.

Dr. Bordenkircher concluded the presentation thanking Dr. Illich, the Board, and Shawna Herwick for creating a proactive partnership that has allowed SCC to make a wonderful transformation and improve SCC that will position us positively ahead of the 10-year comprehensive evaluation in 2023.

INSTRUCTIONAL DIVISION PRESENTATION

Steve Bors, Director of the SCC Entrepreneurship Center & Focus Suites, gave a terrific presentation and overview of the SCC Entrepreneurship Center & Focus Suites and discussed some of the successful businesses, services offered, different packages offered and support provided for tenants and virtual members. He invited the Board Members to join a Perk up Thursday Event. Follow the link below for more information on the Entrepreneurship Center and the Virtual Perk Up Thursday Coffee Schedule.

<https://www.southeast.edu/entrepreneurship/>

IR DATA REPORT

Rebecca Carr and Sara Pegram presented information on the role Institutional Research had in the gathering, compiling, and reporting data related to COVID and the designing of the SCC Dashboard. They shared the process used to collect the many pieces of information that were necessary to make informed decisions regarding many aspects related to returning to face-to-face classes and ensuring that when staff and students returned on-site social distancing and other Directed Health Measures could be maintained.

Dr. Illich stated the IR staff was crucial for SCC to manage and move forward with strategic objectives while managing a crisis. He also thanked the Board for their support in creating a very sophisticated structure that allowed us to manage the crisis effectively.

Chairperson Boellstorff thanked the entire IR staff for their time and effort that went into this project.

IT MINUTE

Terry Stutzman, Information Systems Technician, provided a brief presentation related to changing audio and video settings in Zoom.

2021-2022 CATALOG CHANGES

Dr. Joel Michaelis provided the 2021-2022 College Catalog Updates which 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.

2021-2022 TUITION GRANTS & WAIVERS

Amy Jorgens provided an overview of the 2020-2021 tuition grants and waivers. She indicated there was a variance of approximately \$518,000 from what was available to what was awarded.

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

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

13a. 2021-2022 BOARD MEETING SCHEDULE

Dr. Weissinger moved to adopt the 2021-2022 Board Meeting Schedule as presented.
Seconded by Mr. Stenberg.

Chairperson Boellstorff asked for discussion.

It is noted the schedule may be altered for COVID-related issues.

Roll call vote follows:

FOR (9):	AGAINST (0)	ABSENT (2)
Weissinger		Kruse
Stenberg		Price
Yates		
Garver		
Seim		
Hammons		
Byers		
Uhrmacher		
Weissinger		
Boellstorff		

Motion Carried

13b. Guaranteed Maximum Price Amendment to the Construction Manager at Risk Agreement for the Student and Academic Support Renovation/Addition Project.

Mr. Uhrmacher moved to adopt agenda item 13B and the Resolution.
Seconded by Mr. Byers.

**RESOLUTION
AGENDA ITEM 13b**

BE IT RESOLVED by Southeast Community College Area, a community college under the laws and statutes of the State of Nebraska, at this regular meeting of its Board of Governors (“College”), that the Guaranteed Maximum Price Amendment to the Construction Manager at Risk Agreement by and between the College and Boyd Jones Construction Company as the construction manager dated March 30, 2020, for the new Student and Academic Support Renovation/Addition Project to the Lincoln Campus, setting forth on Exhibit A the Guaranteed Maximum Price in the amount of Twenty Three Million, Six Hundred Twenty-Seven Thousand, Eight Hundred Forty-One and No/100ths Dollars (\$23,627,841.00), in the form on file with official College records or as presented at this meeting, and with such changes as are deemed necessary and in the best interest of the College and approved by the College President, should be and is hereby authorized and approved.

BE IT FURTHER RESOLVED that the College President, or other designee for the College, should be and is hereby delegated the authority and is authorized and directed to sign, execute, and deliver such Guaranteed Maximum Price Amendment for and on behalf of the College, and is further hereby delegated the authority and is authorized and directed to execute and deliver any necessary change orders, construction change directives, or other documents for construction of the Project for and on behalf of the College, to pay construction costs and expenses for the Project, and to take or cause to be taken all other action necessary or appropriate to develop and construct the Project, and to carry the Agreement and GMP Amendment into effect.

Chairperson Boellstorff asked for discussion.

Ms. Boellstorff stated the 2nd reading of the resolution will be dispensed of as long all Board members understand the motion and resolution. The resolution is available for all visitors to view and is included in the Board packet. The resolution will be included in the minutes.

Mr. Aldridge indicated the language in the resolution is important and implements what is trying to be accomplished.

Aaron Epps provided a brief summary of the construction bidding process.

Dr. Illich answered questions about the possibility of using CARES Funds for this project and reiterated that the terms and conditions of these funds are being reviewed.

Roll call vote follows:

FOR (9):	AGAINST (0)	ABSENT (2)
Byers		Kruse
Uhrmacher		Price
Garver		
Stenberg		
Yates		
Weissingner		
Seim		
Hammons		
Boellstorff		

Motion Carried

LEGAL COUNSEL REPORT

No report

TIME AND PLACE FOR MARCH MEETING

Chairperson Boellstorff stated the next regular Board meeting is scheduled for Tuesday, April 20, at 2:00 p.m. at the Falls City Learning Center. The location is dependent on Directed Health Measures in effect during this time.

GOOD OF THE ORDER AND PUBLIC COMMENT

Ms. Boellstorff reminded Board Members to:

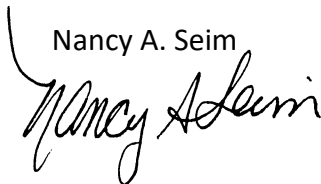
- Review Board Packet Information
- Check SCC Email
- The HLC Virtual Learning Conference is scheduled for April 5-9
 - <https://www.hlcommission.org/Programs-Events/conference-program.html>
- April is Community College Month
- The ACCT Leadership Congress will be held October 13-16 in San Diego.
 - <https://www.congress.acct.org/>

Mr. Garver asked that the Commander of Nightwatch E-4Bs be contacted to determine if there are possible educational opportunities for their staff while they are temporarily located in Lincoln. Mr. Garver provided Dr. Michaelis with some contact information.

ADJOURNMENT

Chairperson Boellstorff adjourned the meeting at 5:43 pm

Nancy A. Seim



Secretary

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

March 8, 2021

Personnel Report: Staff (Non-Faculty)

ACTION TAKEN

NAME	ASSIGNMENT	RANK	AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Bors, Steve	Director, Entrepreneurship Center Continuing Education Division	P01			X		7/14/21	Retirement
Campbell, Richard	Custodian I – Physical Plant	N05			X		2/26/21	Resignation
Clarke, Lydia	Residence Life Manager – Student Affairs	P03		X		X	3/01/21	Internal Transfer Replaces Mai Vy
Griggs, Misty	Operations Coordinator-Campus/IT – Technology	P02		X		X	3/08/21	Internal Transfer Reclassification Replaces Cassie Kruse
Heathcock, Emily	Admissions Outreach Specialist Student Affairs	P02		X			3/15/21	Replaces Jamie Keller
Derickson, Carrie	Admissions Technician – Student Affairs	N15		X			3/08/21	Replaces Haley Weakland
Helter, John	Maintenance Worker II – Painter Physical Plant	N15		X			3/01/21	Replaces Mike Wood
Van Andel, Marcia	Administrative Assistant I – Student Affairs	N08			X		5/31/21	Retirement

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

March 8, 2021

Personnel Report: Staff (Faculty)

ACTION TAKEN								
NAME	ASSIGNMENT		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Breidenstine, Lester	Diesel Ag Instructor – Ag/Trans/Welding Division				X		7/31/21	Retirement
Galusha Maybell	Instructor, Culinary/Hospitality – Business & Community Services Division				X		7/31/21	Retirement
Hartwell, Fran	Instructor, Long Term Care Administration – Business & Community Services Division				X		7/31/21	Retirement
Klinginsmith, Shane	Instructor, Energy Generation Operations – Const/Elec/Comm/IT Division			X			3/01/21	Replaces Mark Fowler
Stock, Andrew	Instructor, Political Science – Arts & Science Division			X			8/16/21	Replaces Jan Arnold

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

Board Report	SOUTHEAST COMMUNITY COLLEGE		
	Approved Position Requisitions		
Application Deadline Date	Job Title	Justification	Status as of 3/08/21
7/16/2020	Project Coordinator	Replacement	To Team
10/15/2020	Instructor, Occupational Therapist Assistant	Expanded	To Team
1/4/2021	Assistant Director, Adult Education	Expanded	Recommendation
1/29/2021	Enterprise Systems Specialist (FTT)	Replacement	To Team
1/21/2021	Instructor, Human Services	Replacement	To Team
2/2/2021	Associate Director of Registration & Records	Replacement	To Team
2/6/2021	Maintenance Worker II - Carpenter	Replacement	To Team
2/6/2021	Maintenance Worker II - Grounds	Replacement	Recommendation
2/17/2021	Outcomes Assessment Coordinator	Expanded	To Team
2/22/2021	SENCAP Administrative Director	Replacement	To Team
2/22/2021	Admissions Representative FTT	Replacement	To Team
2/22/2021	Administrative Assistant I Registration and Records	Replacement	To Team
2/25/2021	Operations Assistant	Replacement	To Team
3/15/2021	Administrative Assistant II, Arts & Sciences Division	Replacement	
3/17/2021	Instructor, Biological Sciences	Replacement	
3/17/2021	Learning Center Coordinator	Replacement	
3/18/2021	Instructor English (2 positions)	Replacement	
3/19/2021	Instructor, Mathematics	Replacement	