Chairperson Kathy Boellstorff called the regular meeting of the Southeast Community College Board of Governors to order at 3:00 p.m. on Tuesday, November 16, 2021, at the Beatrice Campus, 4771 West Scott Road, Beatrice, NE.

ROLL CALL:

Present:

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

Absent:

None

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, November 8, 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, item number 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 Dr. Sherwood.

1) Approval of Agenda as Presented or Amended
2) Approval of Minutes of October 19, 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) Nebraska Community College Insurance Trust Membership Renewal

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0):**
Kruse		
Sherwood		
Seim		
Stenberg		
Byers		
Hammons		
Yates		
Uhrmacher		
Weissinger		
Garver		
Boellstorff		

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 V0789192 and vote to approve all other bills and claims and all other Consent Agenda items.

Mr. Stenberg stated:
Madame President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0787956 and vote to approve all other bills and claims and all other Consent Agenda items.

Dr. Weissinger:
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 V0787976 and V0788355 and vote to approve all other bills and claims and all other Consent Agenda items.

FINANCIAL REPORT

Financial Summary through October 31, 2021

General Fund	Budget 21-22	Year to Date through October 31, 2021 Budget	Actual	Variance	% Variance
Revenues:					
State aid	29,186,711	5,837,342	5,837,342	-	--
Local taxes	48,653,946	16,001,924	15,643,633	(358,291)	-2.24%
Tuition	15,965,050	9,259,729	9,192,339	(67,390)	-0.73%
Other	600,000	200,000	112,201	(87,799)	-43.90%
Total Revenues	**94,405,707**	**31,298,995**	**30,785,515**	**(513,480)**	**-1.64%**
Expenses					
Personal services	77,185,524	25,728,508	23,199,318	(2,529,190)	-9.8%
Operating	15,358,519	5,119,505	5,134,224	14,719	0.3%
Travel	331,295	110,432	36,167	(74,265)	-67.2%
Equipment	1,530,369	705,393	1,525,909	820,516	116.3%
Total Expenses	**94,405,707**	**31,663,838**	**29,895,618**	**(1,768,220)**	**-5.6%**
Net Position	-	**(364,843)**	**889,897**	**1,254,740**	

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

The budget report ending October 31, 2021 showed:

Percentage of Budget year:	33.3%
Percentage of Budget spent:	31.7%
Percentage of Board budget spent:	18.3%

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

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0):**
Byers		
Stenberg		
Yates		
Sherwood		
Garver		
Kruse		
Seim		
Hammons		
Byers		
Uhrmacher		
Weissinger		
Boellstorff		

Motion Carried

BOARD MEMBER REPORTS

Dr. Sherwood reported touring the Beatrice Campus with Vice President of Program Development, Brett Bright.

Dr. Kruse reminded Board Members of the SCC Board of Governors Scholarship and encouraged members to contribute.

BOARD TEAM REPORTS

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

Equity and Human Resources. Dr. Kruse indicated the team did not meet.

Finance & Facilities. Ms. Seim indicated the team met prior to the Board meeting. She provided an overview of the status of projects included on the Facilities Project Status chart and upcoming projects.

- **Beatrice Campus**
  - **Classroom Building:** Punch List items are being completed.
  - **Agricultural Career Center:** Design services have been selected.
  - **Jackson & Adams Halls:** Demolition contract is an agenda action item, team recommends approval.
- **Lincoln Campus**
  - **Health Sciences Building:** Punch List items are being completed.
  - **Student and Academic Support Project:** Concrete in middle of building being poured. Site work continues.
  - **Student Housing**: Dormitory discussion has begun. Design Services have been selected. Board approved financing in October.
  - **Welding Technology Center:** Design services have been selected.
  - **IT/STEM Center**: Beginning Faculty input meetings. Program statement being worked on needs to be submitted. Design services have been selected.
  - Ms. Seim noted that exact locations on campus for the Welding and IT/STEM centers, and the Student Housing facility are being determined.
- **Milford Campus:**
  - **Nebraska Hall**: Renovations are being planned.
  - **Cornhusker Hall**: Demolition contract has been signed.
  - **Residential Property Purchase:** Negotiation has begun for an additional property purchase.
  - **Building Construction Technology Center:** Planning has begun. Design services have been selected.
- **Learning Center at York:** Seeking new location.

Planning Team. Dr. Weissinger stated the Planning Team met prior to the Board meeting. She indicated the first draft of the redistricting project was received from gWorks and that the initial model does all the team had wanted it to do, in broad strokes. Model is even in

population distribution (+/-1%), character of districts is unchanged, as are Board Seats. She also indicated the team has a meeting scheduled November 30, with SCC Institutional Research and gWorks. Board members will be sent detailed maps prior to December 14, Board work session.

NCCA Representative. Mr. Hammons welcomed NCCA representatives to the meeting.

The Career Academy Joint Board. Dr. Weissinger stated the team did not meet.

PRESIDENT'S REPORT

Dr. Illich reported on the following:

- Creating President's Evaluation report
- Navigated Executive Order for vaccination mandate with Perry Law. SCC determined exempt from vaccination mandate as order currently stands. College continues to encourage faculty, staff, and students to be vaccinated.
- Funding of Projects
    - Notified by City of Lincoln of award amount of ARPA funds from request for inquiry of Workforce Development Grant. Award will support construction of IT space.
    - State level ARPA funds - $150 million will be requested through the bill process for all six colleges to split equally. Awarded funds can be used for infrastructure projects.
- Strategic planning week was recently celebrated
- Preparing for 2022-2023 accreditation site visit

FACULTY ASSOCIATION REPORT

Bob Redler reported federal mandates on CDL training are changing in 2022, creating an enrollment expansion opportunity for the College, plan to address training needs will be presented to the Curriculum Team.

Mr. Redler also reported Linda Hartman was awarded the Nebraska Entrepreneurship Educator of the Year award at the Nebraska Entrepreneurship Best Practices Summit.

STUDENT ACTIVITIES REPORT

Beatrice Student Senate Vice President, Karla Nichols, introduced herself and shared activities that have occurred and are planned at the Beatrice campus for Fall, including:

- Blood drive, "Smash Out Smoking" pinata, movie nights, food drive, pancake feed, dorm doors decoration competition, cookie decorating, donut party, helping support agriculture club.

PUBLIC COMMENT

Chairperson Boellstorff asked for public comment. There was none.

ADMINISTRATIVE PRESENTATION/BOARD REVIEW

NCCA Update and Dues (9.4)

Retiring Executive Director of NCCA, Greg Adams and new Executive Director, Courtney Wittstruck, provided an update on NCCA.

Mr. Adams noted the importance of the community college system in Nebraska and the need to continue to build relationships with Senators. He also discussed the bill being drafted for state ARPA funds being requested for the six colleges. He indicated that the NCCA is considered by some to be the central office of the of the Nebraska community colleges.

Ms. Wittstruck introduced herself and provided information on her educational background and previous work in manufacturing. She noted the importance of community colleges in skilled trade education and economic development.

Chairperson Boellstorff reminded the Board that the invoice for NCCA dues for 2022 has been received in the amount of $64,006.33. Dues for 2021 were $61,070.87.

INSTRUCTIONAL PRESENTATION: TRACY NIDAY & MISTY WEHLING, NEW BIOTECHNOLOGY PROGRAM (4.4, 4.7)

Co-chairs, Tracy Niday & Misty Wehling, presented a brief overview of the importance and development of the new Biotechnology Program that began with Fall term. They presented information on grants received, education path options, industry partners, and job opportunities for students. They indicated this is the only community college Biotechnology program in Nebraska.

2022-23 TUITION AND FEES (8.3, 8.5)

Amy Jorgens, Vice President of Administrative Services, discussed potential tuition and fee rates for 2022-23. Administration recommends no increase in tuition rate (resident: $102, non-resident: $123), no increase to student activities fee ($3), and a $3 increase to the student facilities fee (from $9 to $12).

Bev Cummins, Vice President of Student Services, indicated she had met with student groups at each campus and noted their support of continued improvement to SCC facilities.

2022-23 ROOM AND BOARD RATES (7.6)

Ms. Jorgens discussed potential room and board rates for 2022-2023 and reviewed detailed information on room and board rates for the Milford and Beatrice campuses. She indicated the meal plan rate is able to remain the same with Great Western Dining's sliding scale, the more meals provided, the lower the cost of each meal. Administration recommends meal plan rates remain the same and room rates increase by 2%. Due to outstanding bonds and

the contract, the College must have net revenues available for Debt Service of not less than 110% of the Debt Service Requirements for each fiscal year.

Chairperson Boellstorff declared the Board in recess at 4:45 p.m.
Chairperson Boellstorff declared the Board in session at 5:14 p.m.

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

13a. NCCA DUES FOR 2022

Dr. Kruse moved to authorize payment of NCCA membership dues in the amount of $64,006.33 for the period of January 1 – December 31, 2022. Seconded by Mr. Byers.

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0)**
Kruse		
Byers		
Garver		
Uhrmacher		
Stenberg		
Yates		
Sherwood		
Weissinger		
Seim		
Hammons		
Boellstorff		

13b. AUTHORIZE CONSTRUCTION CONTRACT FOR DEMOLITION OF JACKSON HALL AND OF ADAMS HALL ON THE BEATRICE CAMPUS

Ms. Seim moved to select Helping Hands Enterprise Renovation Services LLC, as the lowest responsible bidder, for the demolition of Jackson and Adams Halls on the SCC Beatrice Campus, and to authorize and approve a construction contract with such contractor and to authorize, direct and delegate authority to the President of the College, or designee, to negotiate, sign, execute and deliver such construction contract, and any documents or agreements called for in such construction contract, for and on behalf of the College, to sign and approve any contract amendments, modifications, and change orders, and to retain any necessary professionals for assistance, to pay the contract amount and expenses and all transaction costs, change order increases, and expenses related to the demolition project to be performed and completed, and to take or cause to be taken all other action necessary or appropriate to complete any requirements or obligations under the construction contract.

Seconded by Dr. Weissinger.

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0)**
Seim		
Weissinger		
Hammons		
Kruse		
Uhrmacher		
Stenberg		
Garver		
Byers		
Sherwood		
Yates		
Boellstorff		

Motion Carried

LEGAL COUNSEL REPORT

Derek Aldridge, Legal Counsel, indicated there was no report.

TIME AND PLACE FOR DECEMBER MEETING

Chairperson Boellstorff stated the next regular Board meeting is scheduled for December 14, 2021, at the Jack J. Huck Continuing Education Center, rooms 303 & 304 at 3:00 p.m.

She also stated that a work session is scheduled for the same day 9:00 a.m. – 2:00 p.m. at same location on December 14. Topics will include redistricting and Dr. Illich's evaluation results.

GOOD OF THE ORDER AND PUBLIC COMMENT

Ms. Boellstorff reminded Board Members:

- Review OnBoard and SCC email
- Let Amy B know if want to attend HLC or Community College National Summit
- Plan to attend Fall semester commence; December 16, 6:30 p.m., Pinnacle Bank Arena in Lincoln

ADJOURNMENT

Chairperson Boellstorff adjourned the meeting at 5:20 p.m.

Nancy A. Seim

Nancy A Seim

Secretary

Southeast COMMUNITY COLLEGE

Area Office	301 S. 68th St. Place	Lincoln, NE	68510-2449	402-323-3400/800-642-4075	FAX: 402-323-3420
Beatrice Campus	4771 W. Scott Rd.	Beatrice, NE	68310-7042	402-228-3468/800-233-5027	FAX: 402-228-2218
Lincoln Campus	8800 O St.	Lincoln, NE	68520-1299	402-471-3333/800-642-4075	FAX: 402-437-2402
Milford Campus	600 State St.	Milford, NE	68405-8498	402-761-2131/800-933-7223	FAX: 402-761-2324

Learning Centers in Falls City, Hebron, Nebraska City, Plattsmouth, Wahoo, and York
Deaf TDD 402-437-2702
www.southeast.edu

SOUTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS

Tuesday, November 16, 2021

Southeast Community College
Beatrice Campus – Academic Excellence Center
4771 West Scott Road, Beatrice, Nebraska
Room 134

REGULAR MEETING AGENDA – 3:00 P.M.

1. Meeting Called to Order 3:00 p.m.
2. Roll Call 3:03
3. Public Meeting Law Compliance Statement 3:05
4. Consent Agenda 3:07
   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 October 19, 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) Nebraska Community College Insurance Trust Membership Renewal
5. Financial Report 3:12
6. Board Member Reports 3:22
7. Board Team Reports 3:27
8. President's Report 3:32
9. Faculty Association Report 3:47
10. Student Activities Report 3:50
11. Public Comment 3:55
12. Administrative Presentation/Board Review
    a. NCCA Update and Dues **(9.4)** 4:00
    b. Instructional Presentation: Tracy Niday & Misty Wehling, New Biotechnology Program **(4.4, 4.7)** 4:15
    c. 2022-23 Tuition and Fees **(8.3, 8.5)** 4:30
    d. 2022-23 Room and Board Rates **(7.6)** 4:45

Break 5:00

13. **DISCUSS, CONSIDER AND TAKE ALL NECESSARY ACTION WITH REGARD TO:**
    a. NCCA Dues for 2022 5:40

Southeast COMMUNITY COLLEGE

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Deaf TDD 402-437-2702
www.southeast.edu

b. Authorize Construction Contract for Demolition of Jackson Hall and of Adams Hall on the Beatrice Campus 5:45

14. Legal Counsel Report 5:50
15. Time and Place for November Meeting 5:52
16. Good of the Order and Public Comment 5:55
17. Adjournment 5:57

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.

*** 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 1027684

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 November 8, 2021 and thereafter on

_____, 20_____ and that said newspaper is the legal newspaper under the statues of the State of Nebraska.

Megan Sommer

Section: Class Legals
Category: 0099 LEGALS
PUBLISHED ON: 11/08/2021

TOTAL AD COST: 27.13
FILED ON: 11/9/2021

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

Nov 9, 2021

U A Boone Notary Public

GENERAL NOTARY - State of Nebraska
UVA BOONE
My Comm. Exp. January 31, 2025

NOTICE OF THE MEETING
OF THE BOARD OF GOVERNORS
OF THE SOUTHEAST
COMMUNITY COLLEGE AREA
November 16, 2021 3:00 P.M.
Location: Beatrice Campus 4771
West Scott Road, Beatrice, 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 November 16, 2021, in the Southeast Community College Area – Beatrice Campus, 4771 West Scott Road, Beatrice, NE – Academic Excellence Center - Room 134. Reasonable arrangements will be made for the public to attend, hear, and speak at the meeting, including adequate public seating, ability of any person in attendance to record the meeting with their own equipment, and public comment. Members of the public and media may also access the meeting by video conference call by calling (402) 323-3405 and providing contact information to obtain authorization to enter the meeting, or by physically attending. At least one copy of all documents being considered will be available to the public at the meeting site. 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 – Jack J. Huck Continuing Education Center, 301 South 68th Street Place, Lincoln, Nebraska.

THE BOARD OF GOVERNORS OF
THE SOUTHEAST COMMUNITY
COLLEGE AREA
1027684 1t Nov 8 ZNEZ

Board Report	SOUTHEAST COMMUNITY COLLEGE		
	Approved Position Requistions		
Application Deadline Date	**Job Title**	**Justification**	**Status as of 11/09/21**
Open Until FIlled	Assistant Residence Life Manager	Replacement	To Team
Open Until Filled	Maintenance Worker II - HVAC and Controls Technician	Replacement	
9/30/2021	Administrative Assistant I - Admissions	Replacement	Recommendation
10/4/2021	Administrative Assistant I, Admissions/Advising	Expanded	Recommendation
10/20/2021	Network Systems Technician	Replacement	To Team
10/20/2021	Administrative Director, SENCAP & DC Advantage	Replacement	To Team
10/21/2021	Instructor Sociology - Beatrice & Lincoln	Replacement	To Team
10/21/2021	Instructor Speech Communication Beatrice & Lincoln	Replacement	To Team
10/24/2021	Associate Director of Registration and Records Milford	Replacement	To Team
10/24/2021	Associate Director of Registration and Records Beatrice	Replacement	To Team
10/28/2021	Instructor, Business	Replacement	To Team
11/3/2021	Accommodations Resource Office Advisor	Expanded	To Team
11/8/2021	Instructor, Welding	Replacement	To Team
11/12/2021	Administrative Assistant I - Registration & Records	Replacement	
11/15/2021	Instructor, Associate Degree Nursing	Replacement	
11/15/2021	Institutional Effectiveness and Research Analyst	Expanded	
11/16/2021	Instructor, Diesel Ag Equipment Service Technology	Replacement	
11/18/2021	Financial Aid Technician	Replacement	
11/18/2021	Administrative Director of Title IX & Institutional Compliance	Replacement	
Open Until Filled	Instructor, Emergency Medical Services/Paramedic	Replacement	

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes November 9, 2021

Personnel Report: Staff (Non-Faculty)									
				ACTION TAKEN					
NAME	ASSIGNMENT	RANK		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Brinkman, Shannon	Director Transitions & Tutoring – Arts & Sciences Division	A07			X			11/15/21	Replaces Geriann Rada
Cowell, Allison	Human Resources Coordinator – Human Resources, Professional Development & Safety Division	P02			X			11/15/21	Replaces Sarah Murtagh
Domina, Victoria	Administrative Director of Advising – Student Affairs Division	A05				X		02/14/22	Resignation
Engelhard, Regina	Student Affairs Technician – Student Affairs Division	N10			X			11/15/21	Replaces Kelly Harms Reclassification
Kamran, David	College Advisor – Student Affairs Division	P02		X				11/15/21	Expanded - PT to FT
Kastl, Brad	Custodian I – Physical Plant	N05			X			11/15/21	Replaces Mohammed Al-Asadi
Loos, MarLeigha	Administrative Assistant I – Arts & Sciences Division	N08			X			11/15/21	Replaces Delray Rowell
Meinberg, Vanessa	AHEC Program Coordinator FTT – Administrative Services	P02		X				11/01/21	Expanded/Grant

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

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes November 9, 2021

Personnel Report: Staff (Non-Faculty)									
				ACTION TAKEN					
NAME	**ASSIGNMENT**	**RANK**		**AD**	**RP**	**RS**	**TR**	**EFFECTIVE DATE**	**COMMENT**
Rinne, Lauren	Associate Director Financial Aid – Student Affairs Division	P02			X		X	10/25/21	Replaces Jayne Steffens
Roth, Todd	Associate Dean – Transportation, Welding & Agriculture Division	A05				X		1/07/22	Resignation
Schwisow, Bruce	Maintenance Worker II – Physical Plant	N15				X		10/29/21	Retirement
Squires, Daniel	Custodian I – Physical Plant	N05			X			11/15/21	Replaces Ken Fox

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

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes November 9, 2021

Personnel Report: Staff (Faculty)								
			ACTION TAKEN					
NAME	**ASSIGNMENT**		**AD**	**RP**	**RS**	**TR**	**EFFECTIVE DATE**	**COMMENT**
Christensen, Mark	Instructor, GM ASEP – Transportation Division				X		12/21/21	Retirement
Gar-El, Rachel	Instructor, Math – Arts & Sciences Division				X		12/21/21	Resignation
Gowan, Christine	Instructor, Practical Nursing – Health Sciences Division			X			1/03/22	Replaces Rachel Van Dyke
Jacobsen, Mark	Instructor, Automotive – Transportation Division				X		12/21/21	Retirement
Jewell, Jeanine	Instructor, English – Arts & Sciences Division				X		12/21/21	Retirement

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