



Chairperson Kathy Boellstorff called the special meeting of the Southeast Community College Board of Governors to order at 11:30 a.m. on Thursday, March 4, 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 was 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 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  
Edward Price, Lincoln  
Neal Stenberg, Lincoln  
Arlyn Uhrmacher, Lincoln  
Ellen Weissinger, Lincoln, via Zoom  
Kristin Yates, Lincoln  
Linda Hartman, Faculty Representative

**Absent:**

Dale Kruse, Beatrice  
Edward Price, Lincoln (arrived at 11:41 a.m.)

**Also Attending:**

Paul Illich, President  
Derek Aldridge, Legal Counsel  
Amy Bassen, SCC Continuing Education

**Also Present in Person or via Zoom/Conference Call:**

Stacey Barnard-Dorn  
Richard Blessen, via Zoom  
Bev Cummins  
Aaron Epps, via Zoom  
Shawna Herwick, via Zoom  
Amy Jorgens, via Zoom  
Doug Kennedy, via Zoom  
Cinda Konken, via Zoom  
Ed Koster, via Zoom  
Cindy Meyer, via Zoom  
Joel Michaelis, via Zoom  
Robin Moore, via Zoom  
Bob Morgan, via Zoom

Katy Novak  
Stu Osterthun, via Zoom  
Luke Pawlowski  
Jose Soto, via Zoom  
Terry Stutzman  
Bruce Tangeman, via Zoom

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 Wednesday, February 24, 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 was reserved for Public Comment, item seven. 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.

- 1) Approval of Agenda as Presented or Amended
- 2) Approval of Minutes of January 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 and/or Resignations of Instructional Staff
- 6) Ratify Appointment of Board Teams

Seconded by Mr. Byers.

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

**FOR (9):**

Garver  
 Byers  
 Yates  
 Stenberg  
 Seim  
 Hammons  
 Uhrmacher  
 Weissinger\*  
 Boellstorff

**AGAINST (0)****ABSENT (2)**

Kruse  
 Price

**Motion Carried**

\*Ms. 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 V0760242 and V0760243, and vote to approve all other bills and claims and all other Consent Agenda items.

**FINANCIAL REPORT**

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

**Financial Summary through January 31, 2021**

General Fund	Budget <u>20-21</u>	Year to Date through January 31, 2021			
		<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>% Variance</u>
<b><u>Revenues:</u></b>					
State aid	28,534,342	14,267,171	14,267,171	-	--
Local taxes	45,672,299	20,423,337	21,003,221	579,884	2.84%
Tuition	18,354,203	15,784,615	14,221,807	(1,562,808)	-9.90%
Other	1,043,792	608,879	273,663	(335,216)	-55.05%
<b>Total Revenues</b>	<b>93,604,636</b>	<b>51,084,002</b>	<b>49,765,862</b>	<b>(1,318,140)</b>	<b>-2.58%</b>
<b><u>Expenses</u></b>					
Personal services	76,249,549	44,478,903	40,042,759	(4,436,144)	-10.0%
Operating	15,006,420	8,686,661	8,624,143	(62,518)	-0.7%
Travel	121,498	70,874	20,370	(50,504)	-71.3%
Equipment	2,227,169	1,718,379	3,101,591	1,383,212	80.5%
<b>Total Expenses</b>	<b>93,604,636</b>	<b>54,954,817</b>	<b>51,788,863</b>	<b>(3,165,954)</b>	<b>-5.8%</b>
<b>Net Position</b>	<b>-</b>	<b>(3,870,815)</b>	<b>(2,023,001)</b>	<b>1,847,814</b>	

The budget report ending January 31, 2021 showed:

Percentage of Budget year	58.3%
Percentage of Budget spent	55.3%
Percentage of Board budget spent	27.8%

Mr. Garver moved acceptance of the financial report. Seconded by Ms. Weissinger.

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

**FOR (10):**

Garver  
Weissinger  
Seim  
Stenberg  
Byers  
Hammons  
Yates  
Uhrmacher  
Price  
Boellstorff

**AGAINST (0)**

**ABSENT (1)**

Kruse

**Motion Carried**

**PRESIDENT'S REPORT**

Dr. Paul Illich reported on the following:

- 1) Dr. Illich indicated he is pleased overall with the Spring 2021 enrollment considering the COVID-19 circumstances. He indicated enrollment numbers for the Spring 2021 term appear to be down 3.8%. He also indicated that a detailed report is being created. There was an increase in numbers in some areas of the College that may be elevated due to coding changes. (i.e. Some Arts and Sciences classes coding was changed to Health Sciences.)
- 2) A new location has been identified for the Nebraska City Learning Center.
- 3) The second round of Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds have been received. Dr. Illich indicated it may be possible to designate funds for facility improvements including, but not limited to; space renovation to allow distancing and ventilation updates due to COVID-19.
- 4) Dr. Illich reported he has met with Senators about bill LB60. 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>
- 5) COVID-19 vaccination planning continues. Dr. Illich indicated we may receive very short notice when the vaccines become available.

- 6) The Higher Learning Commission (HLC) Year 2 Action Agreement report will be included on the March 16, 2021 agenda.

Dr. Illich asked for questions, there were none.

#### **PUBLIC COMMENT**

There was no public comment.

#### **Administrative Presentation/Board Review**

##### **NEBRASKA CITY LEARNING CENTER**

Dr. Illich and Cinda Konken, Dean of Extended Learning, provided a presentation on a new location for the Nebraska City Learning Center facility. Dr. Illich discussed the rationale for the College's Learning Center Initiative and shared enrollment and related information.

Cinda discussed the details associated with the new Nebraska City learning center location.

Cindy Meyer, the Nebraska City Learning Center Coordinator, answered questions and provided detailed information about the operation of the Nebraska City Learning Center.

Board members shared positive comments regarding the importance of providing service throughout the SCC service area and the potential growth possible in acquiring a new property in Nebraska City.

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

##### **PRESIDENT'S GOALS FOR 2021**

The Board reviewed the President's Goals for 2021 as presented last month.

Ms. Seim moved to adopt the President's Goals for 2021. Seconded by Mr. Uhrmacher.

Chairperson Boellstorff asked for discussion. There was discussion regarding Goal #1 relating to strengthening working relationships and the importance of the Southeast Nebraska Career Academy Partnership (SENCAP).

Roll call vote follows:

<b>FOR (10):</b>	<b>AGAINST (0)</b>	<b>ABSENT (1)</b>
Seim		Kruse
Uhrmacher		

Hammons  
Byers  
Weissinger  
Yates  
Stenberg  
Price  
Garver  
Boellstorff

**Motion Carried**

**NEW CERTIFICATE AWARDS**

Dr. Joel Michaelis, Vice President of Instruction, and Bob Morgan, Vice President of Program Development and Beatrice Campus Director, presented four new certificate programs and one new diploma program to the Board last month. The certificate programs are as follows: Certificate of Automotive Technology & Light Repair, Certificate Construction Processes, Certificate Residential Designing and Estimating, and Certificate Design and Estimating. The diploma program is in Heating, Ventilation, Air Conditioning & Refrigeration Technology. These new programs represent a small part of a larger strategy to address the College’s 2020-24 Strategic Plan Objective 1.3 to “increase enrollment in career and technical programs based on student and employer demand.”

Ms. Seim moved to adopt the New Certificate Awards. Seconded by Mr. Hammons.

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

<b>FOR (10):</b>	<b>AGAINST (0)</b>	<b>ABSENT (1)</b>
Seim		Kruse
Hammons		
Garver		
Uhrmacher		
Price		
Stenberg		
Byers		
Yates		
Weissinger		
Boellstorff		

**Motion Carried**

**PURCHASE OF PROPERTY IN NEBRASKA CITY**

MOTION: That the Board of Governors of the Southeast Community College Area should and does hereby:

APPROVE the real estate Property Purchase and Sale Agreement (“Purchase Agreement”) by and between Otoe County School District 66-0111, a/k/a Nebraska City Public Schools, as Seller, and Southeast Community College Area, as Buyer, for the purchase by the College of the real estate, building, and certain personal property and equipment therein located at 1406 Central Avenue, Nebraska City, Otoe County, Nebraska, the terms of such purchase being as more particularly described in the Purchase Agreement in the form on file with official records of the College or with such changes as are deemed necessary and in the best interest of the College and approved by the President; and,

AUTHORIZE the President of the College to (1) sign and deliver the Purchase Agreement on behalf of the College, (2) sign and deliver any development plans, development agreements, subdivision agreements, interlocal agreements, documents, or other agreements called for in such Purchase Agreement for and on behalf of the College, (3) retain any necessary professionals for assistance, (4) pay the purchase price, development costs, and all other related costs and expenses, and (5) to take all other action necessary to close the purchase and conveyance transaction and to carry such Agreement into effect.

Mr. Garver moved to approve the Purchase of Property in Nebraska City. Seconded by Mr. Uhrmacher.

Chairperson Boellstorff asked for discussion. General positive comments as to finding existing usable space in Nebraska City were expressed by Board members.

Roll call vote follows:

<b>FOR (10):</b>	<b>AGAINST (0)</b>	<b>ABSENT (1)</b>
Garver		Kruse
Uhrmacher		
Seim		
Price		
Weissinger		
Hammons		
Stenberg		
Byers		
Yates		
Boellstorff		

**Motion Carried**

## **LEGAL COUNSEL REPORT**

No report.

## **TIME AND PLACE FOR MARCH MEETING**

Chairperson Boellstorff reported the next regular Board meeting is scheduled for Tuesday, March 16, at 3:00 p.m., at the Jack J. Huck Continuing Education Center.

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

There was none.

## **ADJOURNMENT**

Chairperson Boellstorff adjourned the meeting at 12:26 p.m.

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

Nancy A. Seim  
Secretary

**SOUTHEAST COMMUNITY COLLEGE  
Personnel Changes**

**February 8, 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>
Ernst, Aaron	Public Safety Officer – HR/ProfDev/Safety	N11		X				2/01/21	Expanded
Kroll Sarah	Public Safety Officer – HR/ProfDev/Safety	N11		X				2/22/21	Replaces Juan Palacios
Morgan, Kelly	Assistant Director, Continuing Education – Instruction	P02				X		4/08/21	Resignation
Oblender, Nicholas	Administrative Assistant I Financial Aid – Student Affairs	N08			X		X	2/17/21	Reassignment Replaces Cindy Mayfield
Saltzman, Adam	Help Desk Technician – Technology	N16			X			2/15/21	Replaces Brent Belicki
Snyder, Nathan	Information Systems Technology – Technology	N17		X				2/01/21	Expanded

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

**SOUTHEAST COMMUNITY COLLEGE  
Personnel Changes**

**February 8, 2021**

<b>Personnel Report: Staff (Faculty)</b>								
<b>ACTION TAKEN</b>								
<b>NAME</b>	<b>ASSIGNMENT</b>	<b>SALARY</b>	<b>AD</b>	<b>RP</b>	<b>RS</b>	<b>TR</b>	<b>EFFECTIVE DATE</b>	<b>COMMENT</b>
Goracke, Amy	Instructor, Surgical Technology – Health Sciences Division			X			3/08/21	Replaces Sharon Rehn

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

<b>Board Report</b>	<b>SOUTHEAST COMMUNITY COLLEGE</b>		
	<b>Approved Position Requisitions</b>		
<b>Application Deadline Date</b>	<b>Job Title</b>	<b>Justification</b>	<b>Status as of 2/08/21</b>
7/16/2020	Project Coordinator	Replacement	To Team
10/15/2020	Instructor, Occupational Therapist Assistant	Expanded	To Team
10/27/2020	Assistant Director, Adult Education	Expanded	To Team
12/15/2020	Admissions Outreach Specialist	Replacement	To Team
12/15/2020	Admission Technician	Replacement	To Team
1/3/2021	Instructor, Energy Generation Operations	Replacement	Recommendation
1/29/2021	Enterprise Systems Specialist (FTT)	Replacement	To Team
1/20/2021	Learning Center Coordinator	Replacement	To Team
1/21/2021	Residence Life Manager	Replacement	To Team
1/21/2021	Instructor, Human Services	Replacement	To Team
1/25/2021	Maintenance Worker II - Painter	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	To Team
2/11/2021	Operations Assistant	Replacement	
2/17/2021	Outcomes Assessment Coordinator	Expanded	
2/22/2021	SENCAP Administrative Director	Replacement	
2/22/2021	Admissions Representative FTT	Replacement	
2/22/2021	Administrative Assistant I Registration and Records	Replacement	