

## SOUTHEAST COMMUNITY COLLEGE

Chairperson Nancy Seim called the regular meeting of the Southeast Community College Board of Governors to order at 3:00 p.m. on Tuesday, June 18, 2019, at the Continuing Education Center, Rooms 303/304, 301 S. 68<sup>th</sup> St, Lincoln, Nebraska.

### **ROLL CALL:**

#### **Present:**

Nancy Seim, Lincoln  
Dale Kruse, Beatrice  
Robert Feit, Lincoln  
Kathy Boellstorff, Johnson  
James Garver, Lincoln  
Keith Hammons, Weeping Water  
Steve Ottmann, Dorchester  
Edward Price, Lincoln  
Lynn Schluckebier, Seward  
Ellen Weissinger, Lincoln  
Kristin Yates, Lincoln  
Linda Hartman, Faculty Representative  
Nicole Daharsh, Lincoln Campus Student Representative

#### **Absent:**

None

#### **Others Attending:**

Paul Illich, President  
Rex Schultze, Legal Counsel  
Lynda Heiden, SCC Area

#### **Registered Visitors:**

Jose J. Soto, SCC Area  
Stu Osterthun, SCC Area  
Robin Moore, SCC Area  
Bruce Tangeman, SCC Area  
Katy Novak, SCC Area  
Stefanie Zahourek, SCC Area  
Bruce Exstrom, SCC Area  
Dennis Headrick, SCC Area  
Ed Koster, SCC Milford  
Bob Morgan, SCC Beatrice  
Bev Cummins, SCC Lincoln

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, June 10, 2019, 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 at the entrance of the room, 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 table. 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.

- 1) Approval of Agenda as Presented or Amended
- 2) Approval of Minutes of May 21, 2019 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) Approval of Bid to Remodel Beatrice Bookstore

Approval of bid for Beatrice Bookstore not to exceed \$125,000.

- 7) Approval of Bid to Remodel the Entry Space at Education Square

Approval of Bid to remodel the Education Square Entry Space not to exceed \$300,000.

- 8) Approval of Administrators' Organizational Chart for 2019-20

Seconded by Mr. Feit.

Chairperson Seim added Brian Torrence resignation effective August 31, 2019.

Ms. Boellstorff briefly reviewed Consent Items 6 & 7 since the Facilities Team did not meet.

Roll call vote follows:

<b><u>FOR (11):</u></b>	<b><u>AGAINST (0)</u></b>	<b><u>ABSENT (0)</u></b>
Kruse		
Feit		
Boellstorff		
Yates		
Schluckebier	<b><i><u>Motion Carried</u></i></b>	
Hammons		
Weissinger*		
Price		
Garver		
Ottmann		
Seim		

\*Upon being called for the vote, the Board member listed below stated:

\*With regard to the Consent Agenda items for Bills and Claims, I abstain from the action with regard to the voucher number (listed below) and vote to approve all other bills and claims and all other Consent Agenda items.

Ms. Weissinger: V0698216, V0698455, V0699658, V0700105, and V0700682

## FINANCIAL REPORT

Dr. Illich reviewed the financial report for the period through May 31, 2019. He also reviewed the investment accounts.

### ***Budgeted Revenue/Actual Revenue & Budgeted Expenses/Actual Expenses***

<b>Revenue:</b>	<b>Variance:</b>	
Local Taxes	(\$386,238)	
Tuition	(\$808,500)	
Other	\$205,291	
<b>Total Revenues</b>	<b>(\$989,447)</b>	<b>-1.17%</b>
<b>Expenses</b>		
Personal Services	(\$5,958,749)	
Operating	\$1,610,065	
Travel	(\$135,315)	
Equipment	\$1,237,572	
<b>Total Expenses</b>	<b>(\$3,246,427)</b>	<b>-3.9%</b>
<b>Net Position</b>	<b>\$2,256,980</b>	

## FINANCIAL REPORT (continued)

The budget report ending May 31, 2019 showed:

Percentage of Budget year	92%
Percentage of Budget spent	88%
Percentage of Board budget spent	70%

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

Chairperson Seim 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>
Garver		
Schluckebier		
Kruse		
Hammons		
Boellstorff	<b><u>Motion Carried</u></b>	
Feit		
Ottmann		
Yates		
Price		
Weissinger		
Seim		

## BOARD MEMBER REPORTS

Board members reported attendance at the following:

### **Graduation – Lincoln**

Nancy Seim  
Jim Garver  
Ellen Weissinger

### **Graduation – Milford**

*(noted that veterans graduating were recognized)*

Bob Feit  
Steve Ottmann

### **Graduation – Beatrice**

*(noted the PTK Outstanding Faculty Award went to Rebecca Burt)*

Keith Hammons  
Kathy Boellstorff

## **BOARD TEAM REPORTS**

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

**Finance & Facilities.** Ms. Boellstorff indicated that the Board member of the team were not able to meet, but a progress report was provided.

**HR/Equity.** Dr. Kruse indicated the team met and there are items for approval later in the meeting.

**ACCT.** Mr. Feit reminded Board members if they plan to attend the ACCT conference in October to be sure to get registered and make hotel reservations.

## **PRESIDENT'S REPORT**

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

- Rotary Club presentation
- 15 county community forums
- Budget work session July 30
- Monitoring enrollment under semester calendar

## **FACULTY ASSOCIATION REPORT**

Linda Hartman reported in the absence of Bob Redler. She indicated the Faculty Association Executive Team has done strategic planning recently.

## **STUDENT ACTIVITIES REPORT**

Nicole Daharsh, Lincoln Campus student representative, stated she was recently elected president of the Lincoln Student Senate. She reported that recent activities included FunFest (attended by 260), sexual assault awareness, recycling event, relaxation day (attended by 131), and had the therapy dogs available at the end of quarter.

Ms. Daharsh thanked the Board for being so welcoming when she first attended a meeting.

## **PUBLIC COMMENT**

There was no public comment.

**Administrative Presentation/Board Review**

**PRESENTATION ON CONVERSION TO NEW COURSE MANAGEMENT SYSTEM**

Bruce Exstrom, Dean – Instruction Assessment, and Stefanie Zahourek, Associate Dean – Virtual Learning, conducted a presentation on the College’s conversion to course management system, CANVAS. The steps involved in the conversion process were presented and some of the key features of the new system were highlighted.

In switching to a new course management system, initially they had an evaluation using a market scan of 23 peer institutions, vendor visits in the winter of 2018, with a final decision in the spring of 2018 to go to CANVAS. They ran a pilot project the fall of 2018. College-wide training has been taking place this past winter. Full implementation will be this fall with the transitioning to semesters.

**2019-20 PRELIMINARY BUDGET: GENERAL GUIDANCE**

Dr. Illich gave an overview of the 2019-20 general fund budget including three potential budget scenarios. Budget assumptions, expanded projects, and capital projects were also discussed. *(See last page of minutes – page 14 – for the budget scenarios.)*

Ms. Jorgens provided a handout on valuations.

Dr. Illich pointed out Scenario #2 is the administration’s recommendation in order to accomplish their goals.

**EXECUTIVE SESSION**

Ms. Boellstorff moved to go into closed session for the purposes of discussion of strategy with respect to negotiations of the terms and conditions of employment contract between the College and the College President, Dr. Paul Illich, and for the protection of the public interest. Seconded by Mr. Schluckebier.

Roll call vote follows:

<b><u>FOR (11):</u></b>	<b><u>AGAINST (0)</u></b>	<b><u>ABSENT (0)</u></b>
Boellstorff		
Schluckebier		
Yates		
Hammons		
Feit		
Weissinger		
Price		
Garver		
Ottmann		
Kruse		
Seim		
	<b><i><u>Motion Carried</u></i></b>	

Chair Seim declared the Board in executive session at 4:23 p.m.

Attending: Seim, Boellstorff, Schluckebier, Yates, Weissinger, Price, Garver, Ottmann, Kruse, Hammons, Kruse, Feit, Schultze.

Ms. Boellstorff moved to come out of executive session at 4:50 p.m. Seconded by Mr. Hammons.

Chairperson Seim 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>
Boellstorff		
Hammons		
Schluckebier		
Kruse		
Garver		
Feit		
Ottmann		
Yates		
Price		
Weissinger		
Seim		

**Motion Carried**

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

### **PRESIDENT'S CONTRACT**

Dr. Kruse moved that the Board of Governors of this College should and does hereby appoint and employ Dr. Paul Illich (College President) as the College President for the Southeast Community College area for a term beginning July 1, 2019 and ending June 30, 2022, unless continued or extended by mutual agreement of the College President and the Board of Governors, under the terms of the Contract of Employment with College President (Contract) attached hereto as Exhibit 1, which contract should be and the same is hereby accepted and approved in its entirety, and that the President and Secretary, or other Board members of this College, should be and are hereby authorized to sign, execute, and deliver the Contract pursuant to its terms and to put its provisions into effect. Seconded by Mr. Ottmann.

Chairperson Seim 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>
Kruse		
Ottmann		
Garver		
Price		
Weissinger	<b><i><u>Motion Carried</u></i></b>	
Feit		
Boellstorff		
Yates		
Schluckebier		
Hammons		
Seim		

## **2019-20 PRELIMINARY BUDGET: GENERAL GUIDANCE**

*(See last page of minutes – page 14 – for the budget scenarios.)*

Dr. Weissinger moved that the Board of Governors of this College should and does hereby approve and authorize the President of the College, and his designees, to make any and all required or necessary expenditures for and on behalf of the College consistent with the pending 2019-20 fiscal year budget guidance report until the 2019-20 fiscal year budget is approved by the Board of Governors. Seconded by Mr. Schluckebier.

Chairperson Seim 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>
Schluckebier		
Kruse		
Hammons		
Boellstorff		
Garver	<b><i><u>Motion Carried</u></i></b>	
Feit		
Ottmann		
Yates		
Price		
Weissinger		
Seim		



Dr. Weissinger moved to amend the previous motion to approve and authorize the President of the College, and his designees, to make all required and/or necessary expenditures for and on behalf of the College consistent with Scenario No. 1 regarding the pending 2019-2020 fiscal year budget guidance report until the 2019-2020 fiscal year budget is approved by the Board of Governors. Seconded by Dr. Yates.

Mr. Feit questioned where cuts would be made. Dr. Weissinger expressed concern with the property tax issue and emphasized the expertise of Dr. Illich in coming up with solutions.

There was a question if something different could be passed in September. It was indicated that was possible. Dr. Illich indicated that direction is needed for July 1. If Scenario #1 is passed, then he would have to proceed as going with #1. In August authorization for publishing budget will be needed.

Roll call vote follows:

**FOR (3):**

Weissinger  
Yates  
Price

**Motion Failed**

**AGAINST (8):**

Schluckebier  
Hammons  
Kruse  
Ottmann  
Garver  
Feit  
Boellstorff  
Seim

**ABSENT (0)**

Dr. Kruse moved to approve and authorize the President of the College, and his designees, to make all required and/or necessary expenditures for and on behalf of the College consistent with Scenario No. 2 regarding the pending 2019-2020 fiscal year budget guidance report until the 2019-2020 fiscal year budget is approved by the Board of Governors. Seconded by Mr. Feit.

**FOR (8):**

Kruse  
Feit  
Garver  
Boellstorff  
Hammons  
Schluckebier  
Ottmann  
Seim

**AGAINST (2):**

Weissinger  
Yates

**ABSTAINED (1):**

Price

**ABSENT (0)**

**Motion Carried**

## 2019-20 Employee Classification System

Ms. Jorgens handed out information on the 2019-20 Employee Classification System, which reflects compensation adjustments. She indicated it is 3.4% total compensation increase.

Mr. Garver moved to approve the 2019-20 Employee Classification System. Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. It was pointed out that hourly and yearly salaries should be differentiated better.

Roll call vote follows:

**FOR (11):**

Garver  
Schluckebier  
Hammons  
Yates  
Boellstorff  
Feit  
Weissinger  
Price  
Ottmann  
Kruse  
Seim

**AGAINST (0)**

**ABSENT (0)**

**Motion Carried**

## PROFESSIONAL ASSOCIATION CONTRACT

A new agreement with the Professional Association has been negotiated. Mr. Tangeman indicated they had been negotiating since last fall. The agreement has been approved by their membership.

Mr. Feit moved that the Board of Governors of this Southeast Community College should and does hereby approve the Negotiated Agreement between the College and the Southeast Community College Professional Association for the 2019-2020 and 2020-2021 contract years (Negotiated Agreement), a copy of which has been placed on file in the records of the College, and further hereby authorizes the President of the College to sign, execute and deliver the Negotiated Agreement, and to take all other action necessary to carry such contract into effect. Seconded by Mr. Hammons.

Chairperson Seim 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>
Feit		
Hammons		
Schluckebier		
Kruse		
Boellstorff	<b><i><u>Motion Carried</u></i></b>	
Garver		
Ottmann		
Yates		
Price		
Weissinger		
Seim		

## **2019-20 SALARY LIST**

The salary list was handed out. With the approval of the Classification System and agreements in place with the Faculty Association and Professional Association, salaries were ready to be approved.

Mr. Garver moved to approve the 2019-20 salaries as presented. Seconded by Mr. Ottmann.

Chairperson Seim 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>
Garver		
Ottmann		
Kruse		
Price		
Weissinger	<b><i><u>Motion Carried</u></i></b>	
Feit		
Boellstorff		
Yates		
Schluckebier		
Hammons		
Seim		

## SUPPLEMENTAL ROOM AND BOARD RATES

On the Milford Campus the current housing contracts are exceeding capacity of the new Prairie Hall and Pioneer Halls, therefore Cornhusker Hall will need to be used this August. Currently there are 282 housing contracts which means there are potentially 70 students to house in Cornhusker Hall.

When the room and board rates were approved for 2019-20, Cornhusker Hall rates were not submitted. Since there is now a need to use Cornhusker Hall, the following rates are proposed:

Hall/room	Fall/Spring Semester		Summer Terms		
	Full 16-week cost	Co-op 8-week cost	10-week	5-week	3-week
Prairie/Homestead single	\$3,998	\$1,999	\$2,494	\$1,247	\$748
Prairie/Homestead double	\$3,858	\$1,929	\$2,406	\$1,203	\$722
Washington, Roosevelt, Eisenhower double	\$3,998	\$1,999	\$2,494	\$1,247	\$748
Pioneer double	\$3,107	\$1,554	X	X	X
Cornhusker single	\$2,898	\$1,449	X	X	X
Cornhusker double	\$2,758	\$1,379	X	X	X

Mr. Ottmann moved to approve room and board rates for Cornhusker Hall for 2019-20 and additional supplemental rates to those already approved. Seconded by Mr. Garver.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

**FOR (11):**

Ottmann  
Garver  
Feit  
Yates  
Price  
Weissinger  
Boellstorff  
Hammons  
Schluckebier  
Kruse  
Seim

**AGAINST (0)**

**ABSENT (0)**

**Motion Carried**

## **TIME AND PLACE FOR JULY MEETING**

Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, July 16, at 3 p.m., at the Beatrice Campus.

July 30 a work session will be held in Lincoln.

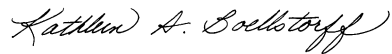
## **GOOD OF THE ORDER AND PUBLIC COMMENT**

Chairperson Seim thanked everyone for their patience.

With the fiscal year ending, expense items should be submitted.

## **ADJOURNMENT**

Chairperson Seim adjourned the meeting at 5:41 p.m.



Kathy Boellstorff  
Secretary

**Southeast Community College**  
**2019-20 General Fund Budget Revenue & Expense Summary at June 18, 2019**

**General Fund Assumptions 2019-20**

	Budget <u>2018-2019</u>	Scenario 1 @ 7.07 <u>2019-2020</u>	Scenario 2 @ 7.37 <u>2019-2020</u>	Scenario 3 @ 7.57 <u>2019-2020</u>
State Aid Increase/(Decrease)	Actual	2.0%	2.0%	2.0%
Property Valuation % Change	2.3%	4.0%	4.0%	4.0%
Enrollment Change	-4.0%	-3%	-3%	-3%

**General Fund Levy**

	Budget <u>2018-2019</u>	Scenario 1 @ 7.07 <u>2019-2020</u>	Scenario 2 @ 7.37 <u>2019-2020</u>	Scenario 3 @ 7.57 <u>2019-2020</u>
General Fund	\$ 7.07	\$ 7.07	\$ 7.37	\$ 7.57

**2018-2019 General Fund Budget Summary**

	Budget <u>2018-2019</u>	Scenario 1 @ 7.07 <u>2019-2020</u>	Scenario 2 @ 7.37 <u>2019-2020</u>	Scenario 3 @ 7.57 <u>2019-2020</u>
<u>Revenues Continuation</u>				
State Aid	\$ 27,372,774	\$ 27,920,229	\$ 27,920,229	\$ 27,920,229
Taxes	41,585,413	43,248,829	45,083,999	46,307,445
Tuition	20,213,634	19,363,164	19,363,164	19,363,164
Other	682,753	600,000	600,000	600,000
Expanded	-	48,960	48,960	48,960
Total Revenues Continuation	89,854,574	91,181,182	93,016,352	94,239,798
<u>Expenditures Continuation</u>				
Salary & Benefits	\$ 74,009,487	\$ 74,746,050	\$ 74,746,050	\$ 74,746,050
Salary & Benefits Faculty Agr 19-20		1,821,897	1,821,897	1,821,897
Operating	13,436,799	14,088,564	14,088,564	14,088,564
Travel	401,153	409,579	409,579	409,579
Equipment	2,007,135	2,373,867	2,373,867	2,373,867
	89,854,574	93,439,957	93,439,957	93,439,957
<u>Expanded Expenditures</u>				
Total Expanded Budget		848,960	848,960	848,960
<b>Total Expenditures</b>	<b>\$ 89,854,574</b>	<b>\$ 94,288,917</b>	<b>\$ 94,288,917</b>	<b>\$ 94,288,917</b>
Net Increase/(Decrease)	\$ -	\$ (3,107,735)	\$ (1,272,565)	\$ (49,119)

**SOUTHEAST COMMUNITY COLLEGE  
Personnel Changes**

**June 12, 2019**

**Personnel Report: Staff (Non-Faculty)**

**ACTION TAKEN**

<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>
Bruna, Diane	Food Service Coordinator - Cafeteria	N02				X		6/30/19	Reduction in Force
Hudson, Chelsey	Admissions Advisor – Student Affairs	P02				X		8/12/19	Resignation
Houti, Tarik	Sharepoint Developer - Technology	N18				X		6/12/19	Resignation
Kisby, Joanna	Account Clerk II – Administrative Services	N09			X		X	6/24/19	Replaces Gayle Richards
Koch, Robbie	Student Retention Specialist – Student Affairs	P02				X		6/13/19	Resignation
Latona, Erin	Associate Dean – Instructional	A05			X			7/01/19	Replaces John Glenn
Lytle, Paul	Director, Continuing Education & Workforce Development – Continuing Education	P01			X		X	5/28/19	Internal Transfer Replaces Marguerite Himmelberg
McLeod, Rachael	Administrative Director for Resource Development – Administrative Services	A06					X	4/01/19	Reclassification
White, Brice	Residence Life Manager – Student Services	P03				X		6/13/19	Termination
Zuhlke, Sharon	Food Service Coordinator - Cafeteria	N02				X		6/30/19	Reduction in Force

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE  
Personnel Changes**

**June 12, 2019**

**Personnel Report: Faculty**

**ACTION TAKEN**

<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>
Baer, Brody	FT Instructor, Welding – Transportation, Welding & Agriculture					X	6/12/19	Change in Status FTT to FT
Bravo, Marco	Instructor, Spanish .75 – Arts & Sciences Division				X		6/12/19	Resignation
Stephen, Bruce	Instructor, Science – Arts & Sciences Division				X		6/12/19	Retirement
Zentner, Catrina	Instructor, LPN/Nursing Assistant – Health		X				8/01/19	Expanded

**\*Verbally presented to the Board and approved. This was not part of the original Personnel Changes submitted for approval.**

Torrence, Brian	Safety/Security Coordinator – Human Resources Division	P01	\$53,348/yr			X		8//31/19	Resignation
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AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer



## **SOUTHEAST COMMUNITY COLLEGE**

Chairperson Nancy Seim called the work session of the Southeast Community College Board of Governors to order at 11:30 a.m. on Tuesday, June 18, 2019, at the Continuing Education Center, Rooms 303/304, 301 S. 68<sup>th</sup> St, Lincoln, Nebraska.

### **ROLL CALL:**

#### **Present:**

Nancy Seim, Lincoln  
Dale Kruse, Beatrice  
Robert Feit, Lincoln  
Kathy Boellstorff, Johnson  
James Garver, Lincoln  
Keith Hammons, Weeping Water  
Steve Ottmann, Dorchester  
Edward Price, Lincoln  
Lynn Schluckebier, Seward  
Ellen Weissinger, Lincoln  
Kristin Yates, Lincoln  
Linda Hartman, Faculty Representative

#### **Absent:**

None

#### **Others Attending:**

Paul Illich, President  
Rex Schultze, Legal Counsel  
Lynda Heiden, SCC Area

#### **Registered Visitors:**

Jose J. Soto, SCC Area

## **PUBLIC MEETING LAW COMPLIANCE STATEMENT**

Chairperson Seim stated the public meeting notice had been published in the Lincoln Journal Star on Monday, June 10, 2019, as well as posted on the bulletin board in the Area Office and the website.

### **Topics for discussion:**

## **STRATEGIC PLANNING SUMMARY**

Shawna Herwick and Jill Wightman led the work session on the strategic planning process. Handouts were provided on the 2015-2019 Strategic Goals

Ms. Herwick reviewed the strategic planning process. Parts of this process have included: environmental scan; 15-county forums; SCC internal forums; Strategic Planning Team work; revised goals, objectives, and missions statement; internal feedback; Board approval and adoption; and development of 2020-2021 Mission Action Plans (MAP).

Ms. Herwick also pointed out some of the strategic achievements, which included the new learning centers and conversion to a semester calendar.

Jill Wightman presented data. Some of the items she reviewed:

- overall enrollment – undergraduate and Continuing Education enrollment
- dual enrollment – The Career Academy and SENCAP
- graduation and transfer rates
- comparative staffing

Ms. Wightman reviewed the SCC mission statement survey, external trends (national trends project decline in traditional college-age population; and SCC area not as negatively affected as other regions), adult learners and online “mega-universities,” and national dual enrollment trends.

Ms. Herwick asked Board members to fill out a brief questionnaire on progress over the last four years, improvement needs, and top priorities over next five years. These items were then briefly discussed.

\*A break was taken at 12:38 p.m.

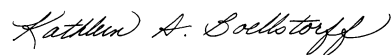
\*The Board returned to the work session at 12:45 p.m.

## **MISSION ACTION PLAN**

Ms. Herwick then led the Board members through activities.

## **ADJOURNMENT**

Chairperson Seim adjourned the work session at 2:40 p.m.



Kathy Boellstorff  
Secretary