

## 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, March 19, 2019, 3:00 p.m. at the Beatrice Campus, Jackson Hall Conference Room, 4771 West Scott Road, Beatrice, Nebraska.

### **ROLL CALL:**

#### **Present:**

Nancy Seim, Lincoln  
Robert Feit, Lincoln  
Kathy Boellstorff, Johnson  
Dale Kruse, Beatrice  
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  
Addison Schramm, Beatrice Campus Student Representative

#### **Absent:**

None

#### **Others Attending:**

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

#### **Registered Visitors:**

Stu Osterthun, SCC Area  
Dennis Headrick, SCC Area  
Robin Moore, SCC Area  
Bob Redler, SCC Area  
Rebecca Carr, SCC Area  
Bev Cummins, SCC Lincoln  
Bob Morgan, SCC Beatrice  
Bruce Tangeman, SCC Area  
Jose J. Soto, SCC Area

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 Tuesday, March 12, 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.

- 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 February 19, 2019 Regular Board Meeting & Minutes of February 14, 2019 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

Mr. Schluckebier moved approval of the consent agenda. 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>
Schluckebier		
Ottmann		
Garver		
Kruse*		
Price	<b><i>Motion Carried</i></b>	
Weissinger*		
Feit*		
Boellstorff*		
Yates		
Hammons		
Seim		

\*Upon being called for their vote, the Board members 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.***

Robert Feit	V0689041
Ellen Weissinger	V0686902, V0687759, V687760, V0688825, V0689393

***With regard to the Consent Agenda items for the minutes, I abstain from the action with regard to the minutes (listed below) and vote to approve all other Consent Agenda items.***

Dale Kruse – February 14, 2019 & February 19, 2019  
Kathy Boellstorff - February 19, 2019

## FINANCIAL REPORT

Dr. Illich reviewed the financial report for the period through February 28, 2019. He also reviewed the investment accounts.

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

<b>Revenue:</b>	<b>Variance:</b>	
Local Taxes	(\$1,761,739)	
Tuition	(\$922,349)	
Other	\$148,457	
<b>Total Revenues</b>	<b>(\$2,535,631)</b>	<b>-4.37%</b>
<b>Expenses</b>		
Personal Services	(\$4,454,720)	
Operating	\$428,257	
Travel	(\$130,143)	
Equipment	\$120,862	
<b>Total Expenses</b>	<b>(\$4,035,744)</b>	<b>-6.7%</b>
<b>Net Position</b>	<b>\$1,500,113</b>	

## FINANCIAL REPORT (continued)

The budget report ending February 28, 2019 showed:

Percentage of Budget year	67%
Percentage of Budget spent	62.5%
Percentage of Board budget spent	54.2%

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

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		
Feit		
Ottmann		
Yates		
Price	<b><u>MOTION CARRIED</u></b>	
Weissinger		
Boellstorff		
Hammons		
Schluckebier		
Kruse		
Seim		

## BOARD MEMBER REPORTS

Chairperson Seim stated she testified at the LB 27 hearing.

Mr. Ottmann reported that he attended the celebration of life for Rosemary Machacek, a former employee.

## BOARD TEAM REPORTS

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

**Finance & Facilities.** Ms. Boellstorff stated the team met prior to the Board meeting. She provided a handout of the facilities project status. She also reported that there will be groundbreaking at Beatrice for the general classroom building in near future.

Mr. Morgan reviewed the heating/ HVAC system in the Kennedy Center (500 wing).

Also reviewed was the Dunlap Center, Weathercraft Company is roofing the building. It is hoped to have the roofing project completed by end of April.

On March 29 a naming ceremony will be held for the Diesel Tech Facility.

Ms. Cummins reported that Phase 5 roof project at 8800 O Street will begin April 1. This is the roof on the T-section and library.

Furniture for the Beatrice and Milford residential buildings will be voted on later in the meeting.

Ms. Boellstorff indicated that she was re-elected chair of the Finance & Facilities Team.

**HR/Equity Team.** Dr. Kruse stated that they reviewed a draft policy update. An update was given on negotiation. They are hoping to bring back a contract to the April meeting.

Dr. Kruse was elected chair of the committee.

**TCA.** Mr. Ottmann stated the TCA Joint Board will meet in May, and it will have a new member from Lincoln Public Schools.

**NCCA.** Mr. Feit stated that the NCCA Board will meet in May.

**ACCT.** Mr. Feit reminded Board members of the ACCT conference in October.

## **PRESIDENT'S REPORT**

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

- Reviewed briefly a fire safety review.
- Gave testimony on LB 386, which would restrict the fund reserve.
- Ms. Cummins gave testimony on LB 702, which is a GAP assistance bill, to expand scholarships
- A presentation on the Quality Initiative will be given at the Higher Learning Commission (HLC) conference in Chicago April 5 on how we approached our initiative.
- New logo roll out on each of the campuses next week
- Working on the budget for 2019-20
- Working on a new strategic plan process. Currently in the fourth year of the current one.
- He and Katy Novak will be going to every county in the SCC area to have listening sessions, starting this week and over the next month. It was requested that Board members be sent

the schedule so that they can attend if possible. Dr. Illich stated the schedule is out on the web.

## **FACULTY ASSOCIATION REPORT**

Bob Redler reported:

- TCA students in the Education and Early Childhood education pathways competed in the Education Rising State Competition February 27. TCA placed 33 of 42 students, with at least one student placing in every category. The students who placed in first place will compete in June in Dallas.
- Adele Phillips of the Surveying Program won the National Society of Professional Surveyors, Young Surveyors Network Resume Contest. She will receive a scholarship and an all-expense paid trip to the NSPS spring meeting in Arlington, Virginia.

## **STUDENT ACTIVITIES REPORT**

Addison Schramm will receive her Associate degree at the end of the spring quarter in Academic Transfer. She will then start the LPN program.

Ms. Schramm stated that she is the Vice President of the Student Senate and of the PTK.

She indicated she is from Omaha. She chose to come to SCC to play volleyball and indicated that she has loved it here.

## **PUBLIC COMMENT**

There was no public comment.

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

## **PRACTICAL NURSING PRESENTATION**

**Presenters:** Kristin Ruiz and Ashley Fritz

**Presentation:**

Kristin Ruiz and Ashley Fritz discussed the Practical Nursing Program, changes in scope of practice, and engaged the Board in an example of a case study activity utilized in the Practical Nursing Program. They also briefly discussed the changes in the admission process and plans for the future.

Ms. Fritz discussed the change in admissions to break down barriers. There are 30 students accepted on each campus. Admissions criteria include: a high school diploma / GED, placement scores, and must be an active nurse aide on the registry. The admission process is open for 1 ½ months. Then they review all applications and award points. Each applicant must also write a success plan. They felt that the success plan gives applicants a buy-in, and it also helps them become acquainted with resources at the Success Center.

Ms. Ruiz discussed the nursing shortage in Nebraska. In 2018 total nursing shortage was: 4062. The LPN shortage was 1235.

Clinical site availability limits expansion of the program. The Nebraska State Board of Nursing is working to address how to expand clinical placements.

They are exploring an increase in enrollment by looking at classes at the Milford Campus and other learning centers. They will add an online option to the full-time track.

There were 68 people who applied for admission into the program. There were 30 accepted. Of those in the LPN program, 99 to 100% of them say they have plans to go on in advancing nursing but only 70% of them actually do.

## **2018 GRADUATE REPORT**

Rebecca Carr, Office of Institutional Research, gave a presentation on the 2018 Graduate Report. This document includes graduation and placement data for each of career/technical and academic transfer programs. This report also includes information on average annual salary by program and names of specific companies that employ SCC graduates.

Ms. Carr reported that there were 1492 graduates. Of these graduates, 94% are employed or continued their education (1403 had known employment and 1011 were employed in their field of study and 302 of them continued their education). There were 81% employed of the career / technical graduates: 90% in field of study, 87% in Nebraska, and 68% in SCC area.

Of those continuing their education, 85% were staying in Nebraska and 89% were continuing their education at UNL.

\*Chairperson Seim declared the Board in recess at 4:05 p.m.

\*Chairperson Seim declared the Board in recess at 4:20 p.m.

## COLLEGE CATALOG CHANGES

Proposed catalog changes were reviewed. These requested changes are for the 2019-20 College catalog. The catalog changes will be brought back for approval next month.

Mr. Morgan reviewed the new programs. Dr. Headrick thanked Mr. Morgan for his work on program development and for sharing responsibilities with the catalog.

Dr. Headrick discussed the logical extensions.

## 2019-20 TUITION GRANTS & WAIVERS

Ms. Jorgens reviewed the proposed 2019-20 tuition grants and waivers. These will be brought back for approval next month.

## 2019-2020 BOARD MEETING SCHEDULE

Last month the Board reviewed the proposed 2019-20 Board meeting schedule. A copy is attached for your review and approval.

Ms. Boellstorff moved to adopt the proposed 2019-20 Board meeting schedule. Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

**FOR (11):**

Boellstorff  
Schluckebier  
Hammons  
Yates  
Feit  
Weissinger  
Price  
Garver  
Ottmann  
Kruse  
Seim

**AGAINST (0)**

**ABSENT (0)**



## FURNISHINGS, FINISHES AND FIXTURES FOR MILFORD AND BEATRICE STUDENT HOUSING PROJECTS

Discuss, consider and take all necessary action with regard to approving, authorizing and ratifying furniture and appliance purchases for the SCC Beatrice and Milford residential hall projects.

Mr. Ottmann moved that the Board of Governors of the Southeast Community College Area should and does hereby authorize, approve and ratify furniture and appliance purchases for the SCC Beatrice and Milford residential hall projects in total aggregate contract amounts not to exceed \$800,000.00 to be paid from the SCC capital improvement fund, and further hereby delegates authority to and authorizes and directs the SCC President, or his designee, to utilize negotiated contracts and purchasing policies and procedures of the college to procure and install the required furniture and appliances for these projects. Seconded by Mr. Feit.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

**FOR (11):**

Ottmann  
Feit  
Garver  
Boellstorff  
Hammons  
Schluckebier  
Kruse  
Weissinger  
Price  
Yates  
Seim

**AGAINST (0)**

**ABSENT (0)**

**Motion Carried**

## LEGAL COUNSEL REPORT

Rex Schultze provided the Board with information in the Emergency Management Act, and the option available to certain political subdivisions that have suffered either physical or operational damage to seek a proclamation from the county Emergency Management Director in the event of a disaster, emergency, or civil defense emergency allowing the local government to make emergency expenditures, enter into contracts, and incur obligations for emergency management purposes regardless of existing statutory limitations and requirements pertaining to appropriation, budgeting, levies, or the manner of entering into contracts.

## **TIME AND PLACE FOR APRIL MEETING**

Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, April 16, 2019, at 3 p.m., at the Lincoln Campus.

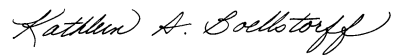
## **GOOD OF THE ORDER AND PUBLIC COMMENT**

Dr. Illich announced that the PTK awards reception / luncheon is scheduled for April 23.

Chairperson Seim reported that a process is underway for Board members to use SCC email addresses.

## **ADJOURNMENT**

Chairperson Seim adjourned the meeting at 4:37 p.m.



Kathy Boellstorff  
Secretary