

SOUTHEAST COMMUNITY COLLEGE

Chairperson Seim called the regular meeting of the Southeast Community College Board of Governors to order at 3:00 p.m. on Tuesday, March 20, 2018, at the Beatrice Campus, Jackson Hall Conference Room, 4771 West Scott Road, Beatrice, Nebraska.

ROLL CALL:

Present:

Nancy Seim, Lincoln
James Garver, Lincoln
Kathy Boellstorff, Johnson
Terrence Kubicek, Lincoln
Dale Kruse, Beatrice
Steve Ottmann, Dorchester
Edward Price, Lincoln
Donald Reiman, Virginia
Lynn Schluckebier, Seward
Kristina Yates, Lincoln
Addison Schramer, Beatrice Campus Student Representative

Absent:

Robert Feit, Lincoln
Pat Galitz, Faculty Representative

Others Attending:

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

Registered Visitors:

Stu Osterthun, SCC Area
Dennis Headrick, SCC Area
Bruce Tangeman, SCC Area
Bob Morgan, SCC Beatrice
Ed Koster, SCC Milford
Robin Moore, SCC Area
Jose J. Soto, SCC Area
Aaron Epps, SCC Area
Rick Blessen, SCC Area
Bob Redler, Faculty Association
Toni Landenberg, SCC Beatrice
Jessica Young, SCC Beatrice

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, March 12, 2018, 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

The following items were on the consent agenda:

- 1) Approval of Agenda as Presented or Amended
- 2) Approval of Minutes of February 20, 2018 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

Dr. Kruse moved approval of the consent agenda. Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

<u>FOR (10):</u>	<u>AGAINST (0)</u>	<u>ABSENT (1)</u>
Kruse		Feit
Schluckebier		
Reiman		
Yates		
Boellstorff	<u>Motion Carried</u>	
Kubicek		
Price		
Garver		
Ottmann		
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.

Ms. Boellstorff	V0644233/Chk. No. 021720
Rev. Price	V0643965/Chk. No. 021724
Mr. Garver	V0644251/Chk. No. 021722

FINANCIAL REPORT

Dr. Illich reviewed the financial report for the period through February 28, 2018. He also reviewed the investment accounts.

Budgeted Revenue/Actual Revenue & Budgeted Expenses/Actual Expenses

Revenue:	Variance:	
Local Taxes	\$213,965	
Tuition	(430,323)	
Other	173,711	
Total Revenues	(\$42,647)	(.08)%
Expenses		
Personal Services	(\$4,620,934)	
Operating	150,209	
Travel	(116,603)	
Equipment		
Total Expenses	(\$4,587,328)	-7.7%
Net Position	\$4,544,681	

FINANCIAL REPORT (continued)

The budget report ending February 28, 2018, showed:

Percentage of Budget year	67%
Percentage of Budget spent	61.7%
Percentage of Board budget spent	58.4%

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

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

<u>FOR (10):</u>	<u>AGAINST (0)</u>	<u>ABSENT (1)</u>
Garver		Feit
Schluckebier		
Reiman		
Boellstorff		
Ottmann	<i>Motion Carried</i>	
Yates		
Price		
Kubicek		
Kruse		
Seim		

BOARD MEMBER REPORTS

None.

BOARD TEAM REPORTS

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

Finance & Facilities. Ms. Boellstorff stated that the Facilities Team had met prior to the regular Board meeting. Additional items covered included a HVAC unit at the Beatrice Campus, new roofing for Kennedy Center, air handling systems at CEC and the Lincoln Campus at 8800 O Street, Milford Campus Dunlap Center Renovations, and an all campus Security Camera Summary.

A handout of the Phase I projects was provided to the Board members.

PRESIDENT'S REPORT

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

- Review of tuition proposals to be voted on later in the meeting

- Project status chart
- Possibilities of acquiring land at the Beatrice Business Park and a gifting of land from the Foundation
- Ribbon-cutting ceremony in Wahoo. The next Board meeting will be held April 17, at the Wahoo Learning Center. A ribbon cutting ceremony will be held at 10 am, followed by lunch at 11:30, and then the Board meeting at 12:30 p.m.
- Introduced Advancement Specialist Rick Blessen. Mr. Blessen is working on the naming rights for the new Culinary space. He is also working on a plan on how to fundraise for the different projects.
- Institutional Research Office recently held a workshop with Gray Associates.
- July 1 the College will begin charging fees for students charging with a credit card.
- A short-term payment plan is being set up through Nelnet for students borrowing money. Details are still being worked out.

FACULTY ASSOCIATION REPORT

Bob Redler read a letter from the Faculty Association on concerns that relate to the transition to semesters and the negotiation of the upcoming contract.

STUDENT ACTIVITIES REPORT

Addison Schramer, Beatrice Camp Student Representative reported on recent activities. Some of the activities include concert with admission of canned food, mental health night, intramural sports, a blood drive, pink-out basketball games, selling for Relay for Life, free movie every other week, and during Community College Week free gifts to students.

Ms. Schramer stated that she is from Omaha. She attended SCC Beatrice to play volleyball. She will graduate in December 2018, in Academic Transfer. She plans to transfer to Peru in either business or kinesiology.

PUBLIC COMMENT

There was no public comment.

Administrative Presentation/Board Review

PRECISION AGRICULTURE PRESENTATION

Annie Erichsen, Program Chair of the Precision Agriculture program, discussed the use of drones in agriculture. Some of the reasons why drones are used: to reveal crop patterns, multispectral images highlight the differences between healthy and distressed plants, to apply insecticides, close monitoring of crops can improve water use and pest management, check livestock and their grazing patterns.

Ms. Erichsen also demonstrated the use of the drone.

STUDENT PERFORMANCE AND QUALITY INITIATIVE REPORT

Rebecca Carr and Shawn Herwick discussed the Quality Initiative (QI) that is required for the Higher Learning Commissions Open Pathway accreditation process. It must address student success and represent a significant opportunity for improvement. The Institutional Research Office has conducted an exploratory study related to course performance and overall success and completion.

The results of this study has shown that a substantial number of students have difficulty during their first year. As a result these students are less likely to persist and/or earn a credential.

Ms. Carr also pointed out that as part of open pathway option, institutions are to innovate and take risks and take on a tough challenge. This will be evaluated by the genuineness of efforts, not the success of the project

*Mr. Reiman left at 5:00 p.m.

Chairperson Seim declared the Board in recess at 5:02 p.m.

Chairperson Seim declared the Board in regular session at 5:12 p.m.

STUDENT AND STAFF APPRECIATION WEEK

This will be delayed until the April meeting to be announced as Ms. Cummins was not in attendance.

COLLEGE CATALOG CHANGES

Dennis Headrick and Bob Morgan reviewed proposed catalog changes. The changes are for the 2018-19 College catalog.

New Program Name:

Agriculture Business and Management Technology Program change to **Agriculture Management and Production**

Logical Extension:

1. Livestock option within the Agriculture Business and Management Technology Program be extended to a separate program offering an AAS Degree in: **Livestock Management and Production.**
2. **AA in Business Administration** – Logical extension of the AAS Program in Business Administration with a degree for those students who wish to transfer to a four year college in Business.

New Programs:

1. Certificate in Healthcare Services 18 qtr credits - Lincoln Campus
2. Certificate in Surgical First Assistant – 29.5 qtr credits - Lincoln Campus
Starting Fall 2019
3. Diploma in Plumbing Technology – 52.5 qtr credits – Milford Campus

Award Removals:

Office Professional – removal of Certificate award

Award Additions: Laddering Awards

Energy Generation has added a certificate and diploma to ladder toward the AAS Degree

2018-19 TUITION GRANTS & WAIVERS

Ms. Jorgens reviewed the proposed 2018-19 tuition grants and waivers. These will be brought back for approval next month.

2018-2019 TUITION RATES

Tuition rate information was reviewed with the Board last month. Dr. Illich pointed out that they are recommending a \$2 increase, \$69.50 per credit hour (scenario 3).

Ms. Boellstorff moved to approve 2018-19 tuition rates as outlined in Option 3—an increase of \$2/quarter credit hour, for a total of \$69.50 for the credit hour of the support information. Seconded by Mr. Garver.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (9):

Boellstorff
Garver
Ottmann
Kruse
Price
Kubicek
Yates
Schluckebier
Seim

AGAINST (0)

Motion Carried

ABSENT (2)

Feit
Reiman

2018-2019 ROOM & BOARD RATES

Mr. Schluckebier moved to approve the 2018-2019 room and board rates as presented.
Seconded by Dr. Kruse.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

<u>FOR (9):</u>	<u>AGAINST (0)</u>	<u>ABSENT (2)</u>
Schluckebier		Feit
Kruse		Reiman
Boellstorff		
Garver		
Ottmann	<i><u>Motion Carried</u></i>	
Yates		
Price		
Kubicek		
Seim		

2018-2019 BOARD MEETING SCHEDULE

Mr. Garver moved to adopt the proposed 2018-19 Board meeting schedule.
Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

<u>FOR (9):</u>	<u>AGAINST (0)</u>	<u>ABSENT (2)</u>
Garver		Feit
Schluckebier		Reiman
Yates		
Boellstorff		
Kubicek	<i><u>Motion Carried</u></i>	
Price		
Ottmann		
Kruse		
Seim		

MILFORD CAMPUS WELSH CENTER ROOF BID

The Welsh Center Roof bid was removed from consideration last month. The project was rebid due to some clarification needed on the specifications. Approval is requested to award the bid to Connor Roofing.

Ms. Boellstorff moved to award the bid for the Welsh Center Roof to Connor Roofing in the amount of \$199,000. Seconded by Dr. Kruse.

Chairperson Seim asked for discussion. There was none.

A question was asked if there was any concern that only two bids were received. Mr. Koster indicated there was no concern.

Roll call vote follows:

FOR (9):

Boellstorff
Kruse
Schluckebier
Garver
Ottmann
Yates
Price
Kubicek
Seim

AGAINST (0)

ABSENT (2)

Feit
Reiman

Motion Carried

APPROVAL OF SELECTION COMMITTEE'S FINDINGS/ RECOMMENDATIONS AND RESOLUTION TO APPROVE CONSTRUCTION MANAGER AT RISK SELECTION AND CONTRACT

Rex Schultze briefly reviewed the process. The responsibility has been delegated to the selection committee. There were nine proposals recommended to the president.

These nine proposals were ranked, and three finalists were selected. Negotiations took place with the number one choice. The firm chosen as the best firm to do the residence halls and dining halls were chosen as one project. Sampson/Caspers was chosen as the best firm to do the residence halls and dining halls as one project. The following motion is that the contract be approved by ratify the selection and ranking of firms; approve the contract and authorize president to sign the contract. It is not a bid. It is a negotiated fee for three projects combined into one.

Mr. Schultze indicated that they do have the ability to select again to build a second dorm in Milford; it doesn't exclude them from any future projects. They would have to use the normal process and compete against others.

The following motion is to discuss, consider and take all necessary action to ratify the President’s selection of Sampson Construction Company of Lincoln, Nebraska and Caspers Construction Company of Beatrice, Nebraska, a joint venture, (Sampson/Caspers) as construction manager at risk for the construction of the Beatrice Residence Hall, Beatrice Dining Hall, and Milford Residence Hall Projects (the Projects); and, approve the contract between Southeast Community College and Sampson/Caspers for the Projects.

***MOTION TO APPROVE AGREEMENT WITH CONSTRUCTION MANAGER AT RISK
Southeast Community College
Meeting of Board of Governors, March 20, 2018***

Dr. Kruse moved that the Board of Governors of this College should and does hereby (1) ratify the President’s selection of Sampson Construction Company of Lincoln, Nebraska and Caspers Construction Company of Beatrice, Nebraska, a joint venture, (Sampson/Caspers) as construction manager at risk for the construction of the Beatrice Residence Hall, Beatrice Dining Hall, and Milford Residence Hall Projects (the Projects); and, (2) approve the contract between Southeast Community College and Sampson/Caspers for the Projects, in the form presented to the Board of Governors, a copy of which has been placed on file in the records of the College, and further hereby authorizes the Board President to sign, execute and deliver the Agreement to Sampson/Caspers, and to take all other action necessary to carry such contract into effect. Seconded by Ms. Boellstorff.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (9):

Kruse
Boellstorff
Yates
Schluckebier
Ottmann
Garver
Price
Kubicek
Seim

AGAINST (0)

Motion Carried

ABSENT (2)

Feit
Reiman

TIME AND PLACE FOR APRIL MEETING

Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, April 17, 2018, at 12:30 p.m., at the Wahoo Learning Center.

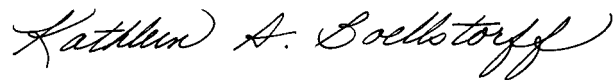
GOOD OF THE ORDER AND PUBLIC COMMENT

Mr. Redler thanked the Board for their support of all of the projects.

Ms. Boellstorff stated that it was National Ag Day. She thanked the Ag staff and faculty for their work in general, and indicated that it is exciting to see what they are doing in the classroom.

ADJOURNMENT

Chairperson Seim adjourned the meeting at 6:15 p.m.

A handwritten signature in cursive script that reads "Kathleen A. Boellstorff".

Kathy Boellstorff, Secretary

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

March 9, 2018

Personnel Report: Staff (Non-Faculty)								
ACTION TAKEN								
NAME	ASSIGNMENT		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Godoy, Austin	Assistant Residential Services Manager – Student Affairs				X		3/16/18	
Murry, Jessica	Career Counselor/Assessment – Student Affairs			X			3/12/18	Replaces Stacy Riley
Nason, Janet	Director Accounting and Finance/Business Manager				X		5/31/18	Retirement

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

March 9, 2018

Personnel Report: Faculty

ACTION TAKEN								
NAME	ASSIGNMENT		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Bravo, Marco	Instructor, Spanish (.75 FTE) – Arts and Sciences Division			X			3/27/18	Replaces Amanda Baron
Brunkow, Evan	Instructor, Physical Science/Mathematics - Arts and Sciences Division			X			3/27/18	Replaces Dolen Freeouf
Henrichs, McKenzie	Instructor, Practical Nursing – Health Sciences Division			X			3/27/18	Replaces Crystal Higgins
Jefferson, Ken	Instructor, Auto Technology – Transportation				X		3/19/18	Retirement
Vance, John	Instructor, Diesel Farm - Transportation				X		6/08/18	Resignation
Wallingford, Kym	Instructor, Early Childhood Education (.75 FTE) – Community Services			X		X	3/27/18	Replaces Deb Thomas + expanded .50 to .75

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer