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, February 19, 2019, at the Continuing Education Center, Room 304, 301 South 68 Street Place, Lincoln, Nebraska.

ROLL CALL:

Present:

Nancy Seim, Lincoln
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
Kera Bohaty, Lincoln Campus Student Representative
Nicole Daharash, Lincoln Campus Student Representative

Absent:

Robert Feit, Lincoln
Kathy Boellstorff, Johnson
Dale Kruse, Beatrice

Others Attending:

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

Registered Visitors:

Stu Osterthun, SCC Area
Ed J. Koster, SCC Milford
Robin Moore, SCC Area
Bob Morgan, SCC Beatrice
Bruce Tangeman, SCC Area
Bev Cummins, SCC Lincoln
Jose J. Soto, SCC Area
Dennis Headrick, SCC Area
Blake Simpson, SCC Area

Chairperson Seim indicated that there were three excused absences due to illness.

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, February 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.

CONSENT AGENDA

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 January 15, 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) Ratify Appointment of Teams
   7) Entity Authorization for Bank Signatories

Mr. Garver moved approval of the consent agenda. Seconded by Dr. Weissinger.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):	**AGAINST (0)**	**ABSENT (3)**
Garver		Boellstorff
Weissinger		Feit
Yates		Kruse
Schluckebier*		
Hammons	***Motion Carried***	
Price		
Ottmann*		
Seim		

*Upon being called for their 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.

Lynn Schluckebier	V0681490
Steve Ottmann	V0681485

FINANCIAL REPORT

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

Budgeted Revenue/Actual Revenue & Budgeted Expenses/Actual Expenses

Revenue:	**Variance:**	
Local Taxes	($1,062,393)	
Tuition	($488,626)	
Other	-	
Total Revenues	**($1,551,019)**	**-3.09%**
Expenses		
Personal Services	($3,913,373)	
Operating	472, 920	
Travel	(120,508)	
Equipment	343,445	
Total Expenses	**($3,217,516)**	**-6.1%**
Net Position	**$1,666,497**	

The budget report ending January 31, 2019 showed:

Percentage of Budget year	58%
Percentage of Budget spent	55.1%
Percentage of Board budget spent	44.9%

Ms. Jorgens pointed out that property tax collections are behind due to the fact that a new bond for new Treasurer Dale Kruse needed to be applied for and sent to the county treasurers before they could submit their monthly collections to the College.

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

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):	**AGAINST (0)**	**ABSENT (3)**
Schluckebier		Boellstorff
Garver		Feit
Ottmann		Kruse
Yates		
Price	***Motion Carried***	
Weissinger		
Hammons		
Seim		

BOARD MEMBER REPORTS

Board members reported attendance at the following:

> Legislative Day, February 7, was attended by: Mr. Ottmann, Mr. Schluckebier, Chairperson Seim, Dr. Weissinger, Mr. Hammons, Rev. Price, Ms. Boellstorff, Mr. Feit, and Dr. Kruse. Faculty Representative Linda Hartman stated she also attended as well as Jill Wightman.

BOARD TEAM REPORTS

Executive. Chairperson Seim stated the team met and set the agenda. Chairperson Seim handed around a sheet for Board members to sign up to attend graduation. She indicated that with fewer graduations in a year that they want to involve more Board members in each graduation.

NCCA. Mr. Schluckebier stated the NCCA Board met January 25. He handed out a listing of bills that will affect the community colleges. The listing also indicates if the bill is supported or opposed by the NCCA. Mr. Adams sends out a written report every Thursday on what is going on in the Legislature. Board members requested that this information be sent to them also. Dr. Illich indicated he would do so.

ACCT. In the absence of Mr. Feit, Chairperson Seim handed out the tentative schedule for the ACCT conference in October.

TCA. Mr. Ottmann stated that the Joint Board of The Career Academy met the week before.

Finance & Facilities. Mr. Ottmann reported on the Team meeting held prior to the meeting. Topics discussed will be reported later in the meeting.

PRESIDENT'S REPORT

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

- He and nine board members attended the Legislative Day.
- The February 14 work session went very well, and it was a great opportunity to present information on the facilities in greater detail to the Board.
- Groundbreaking ceremony for the diesel tech building at Milford was postponed until March 29.
- The Health Sciences groundbreaking will be held in the near future.
- Qualitative Initiative is going very well. They've identified committees and faculty to help launch it.
- Dr. Illich will provide testimony on LB 386 on February 22. This bill deals with limiting fund reserves. LB 27 will allows the community colleges to decide how to use their levy.
- Work will begin soon on a new strategic plan and will take place over the next 1 ½ years.
- Dr. Illich introduced Katy Novak, who has been hired to be his special project coordinator and also to Aaron Epps, Rick Blessen, and Amy Jorgens.
- March 29 the new SCC logo / branding will be rolled out.
- In March a proposal will be brought to the Board to make Dental Assisting an AAS degree.
- Mr. Soto introduced the new Title IX Coordinator Blake Simpson.
- Meetings attended: Blueprint Nebraska, Administrative Team, CEOs Advisory Team, Greater Workforce Development; Lincoln Campus speech contest; rotary events, etc.

FACULTY ASSOCIATION REPORT

In the absence of Bob Redler, Linda Hartman reported on what she had done:

- updated the faculty on the Board meeting / work session
- provided copies of Board minutes and NCCA update and profile
- also provided to faculty communications about negotiations, with the advice to keep perspective and to be grateful for what they have, and to be patient.
- Attended Legislative Day

STUDENT ACTIVITIES REPORT

Kera Bohaty, Student Senate President, and Nicole Daharash, Student Senate Vice President, provided the student activities report for the Lincoln Campus.

A blood drive was held recently, with 50 people donating blood. Other activities include: We All Need A Hand for Mental Awareness Day, Healthy Food, and a Family Feud Fest.

The Student Senate will be starting the process to have a cocurricular transcript available at all locations. They had six additional senators attend the Senate meetings this quarter. The new logo has had a great response from students.

PUBLIC COMMENT

There was no public comment.

SUPPORT INFORMATION

Administrative Presentation/Board Review

ARTS AND SCIENCES/PSYCHOLOGY (THERAPY DOGS) PRESENTATION

Presenters: Dr. Katherine Zupancic and Nicole Trevena-Flores, M.A.
Title of Presentation: Therapy Dogs take the Bite out of Finals Week Stress

Dr. Zupancic reported that a pilot project for therapy dogs at Southeast Community College (SCC) during finals week was approved and implemented fall quarter of 2013. The pilot project was a success and since the beginning of this project, the Therapy-Dogs-for-Finals-Week event has been held each quarter for the past six years.

Some of the benefits of this project has been:

- empowered students through innovation and inclusion
- provided students an engaged learning experience
- immersion into data collection strategies
- embraces collaboration within the organization and local community
- stress relief during finals week

The initial satisfaction survey dealt with how satisfied were students with the approachability of the therapy dogs. There were 90 students surveyed: 52 extremely satisfied, 15 very satisfied, 15 satisfied, 7 somewhat satisfied, and 1 unsatisfied. Of the 90 students surveyed, 87 indicated they would like the dogs back.

Ms. Nicole Trevena-Flores reported that this project was presented at the 2016 League for Innovation for Community Colleges. For the presentation the students help create the survey for data collection, took photos and helped to create the PowerPoint slides.

Dr. Zupancic indicated that the dogs that are used for this service are free. The organization that sponsors these dogs is the Healing Heart Therapy Dogs, which is a volunteer service. Dr. Zupancic thanked them for all they have done and introduced them.

Ms. Bohaty stated that the students look forward to having the dogs on campus during finals week.

2019-2020 BOARD MEETING SCHEDULE

Chairperson Seim stated that the 2019-20 Board meeting schedule has a few things different than last year. The proposed meeting schedule is responsive to the statutory budget requirements and ACCT meeting schedule. As a result the October meeting has been moved to fourth Tuesday of the month due to the ACCT scheduled meeting.

In August the meeting will be held at the Plattsmouth Learning Center, and the January meeting will be held at the York Learning Center.

If there are any concerns contact Chairperson Seim or an Executive Team member.

SUICIDE PREVENTION GRANT UPDATE

Stacy Riley, Dean of Students; Kevin Forch, Director of Student Success; and Kalika Jantzen, Director of the Counseling Assistance Program for Students, presented the progress on the Substance Abuse and Mental Health Services Administration – Garrett Lee Smith Suicide Prevention Grant.

A major focus of the Grant Project has been creating a network of supportive services for students who are experiencing emotional distress, which may lead to suicidal ideation and suicide attempts. Grant leaders trained employees and students on the QPR (Question, Persuade, Refer) method as part of the network of supportive services.

The grant was applied for in September 2017. The goal has been to build an infrastructure necessary to accomplish the original goals and objectives of the SCC care team and provide gatekeeper training to faculty, staff, and students.

Ninety-two percent of healthcare professionals have found QPR relevant to their work.

The objective of the federal grant is to train 1,010 students, faculty and staff in QPR. Currently there are 214 trainees. They have developed partnerships with local health care agencies.

Their goal is to reach 1050 students during a three-year-term. There have been 441 students who have participated in different activities. Their goal is to be visible and have easy access for faculty to report concerns.

*Chairperson Seim declared the Board in recess at 4:15 p.m.
*Chairperson Seim declared the Board in regular session at 4:28 p.m.

TABLEAU SERVER AND DATA ACCESS

Rebecca Carr, Office of Institutional Research, provided an overview of a new data access tool, Tableau Server. This system allows the Office of Institutional Research to provide interactive dashboards and reports to support decision making at the departmental, divisional, and institutional level. The College continues to expand its data infrastructure to support SCC's mission and strategic goals.

Ms. Carr reviewed the limitations of Tableau Desktop:

- cannot guarantee security of data
- emailed or shared on the Hub
- cannot determine whether the reports are used
- process of updating data with a new term/year is cumbersome

and she reviewed the advantages of Tableau Server:

- ensures security of underlying data
- reports are shared in a single location
- can see which reports are being used by which people
- process of updating data with a new term/year is easy and some can happen automatically

Ms. Robin Moore reviewed the uses of Tableau Server and advantages allowing them to review daily the opportunities to add classes as needed.

Discuss, Consider and Take All Necessary Action with Regard to:

GMP DIESEL TECHNOLOGY FACILITY

Mr. Schultze reviewed the Guaranteed Maximum Price for the Diesel Technology facility. He indicated it is the result of negotiations with the company. This will be the maximum cost and will likely cost less.

Mr. Ottmann moved that the Board of Governors of the Southeast Community College Area should and does hereby authorize and approve the amendment to the construction manager at risk contract effective November 20, 2018, between SCC and Boyd Jones Construction Company for the new Diesel Technology Building project on the SCC Milford Campus setting forth on Exhibit A the Guaranteed Maximum Price Agreement (GMP Agreement), including the 16 Division spreadsheet incorporated by reference therein, in the sum of Eleven Million Four Hundred Fifty-five thousand six hundred three DOLLARS ($11,455,603.00), in the form attached to this Motion and on file with official SCC records and as presented at this meeting or with such changes as are deemed necessary and in the best interest of SCC and approved by the SCC President, and further hereby delegates authority to and authorizes and directs the SCC President, or his designee, to sign, execute and deliver the GMP Agreement, and to take all other action necessary to carry such GMP Agreement into effect. Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):	**AGAINST (0)**	**ABSENT (3)**
Ottmann		Boellstorff
Schluckebier		Feit
Hammons		Kruse
Yates		
Weissinger		
Price		
Garver		
Seim		

PRESIDENT'S GOALS FOR 2019

The Board reviewed the President's Goals last month.

Mr. Garver moved to approve the President's Goals for 2019. Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):	**AGAINST (0)**	**ABSENT (3)**
Garver		Boellstorff
Schluckebier		Feit
Hammons		Kruse
Ottmann		
Yates		
Price		
Weissinger		
Seim		

NAMING RIGHT/GIFT AGREEMENT – DIESEL TECHNOLOGY FACILITY

Mr. Garver moved that the Board of Governors of the Southeast Community College Area should and does hereby authorize and approve:

(1) The naming rights and gift agreement between Southeast Community College and Acklie Charitable Foundation for the Diesel Technology Building on the SCC Milford Campus ("the Donation Agreement"), in the form attached to this Motion and on file with official SCC records and as presented at this meeting;

(2) The acceptance of the gift from the Acklie Charitable Foundation;

(3) The recognition of the gift of the Acklie Charitable Foundation" by naming the new Diesel Technology Building on the SCC Milford Campus the "Crete Carrier Diesel Technology and Welding Center" for the useful life of the building in accordance with the College's Naming Right/Gifting Policy; and,

(4) The delegation to the SCC President, or his designee, the authority to sign, execute and deliver the Donation Agreement, and to take all other action necessary to carry such agreement into effect.

Seconded by Mr. Ottmann.

Appreciation was expressed for this wonderful gift.

Chairperson Seim asked for further discussion. There was none.

Roll call vote follows:

FOR (7):	**AGAINST (0)**	**ABSENT (3)**
Garver		Boellstorff
Ottmann		Feit
Weissinger	**ABSTAINED (1):**	Kruse
Yates	Price	
Schluckebier		
Hammons		
Seim		

SCHEMATIC DESIGN CONTRACT

Mr. Schultze stated this relates to the presentation Ms. Cummins gave at the work session February 14. This project will need to go through the Coordinating Commission, with a program statement and approval.

Dr. Weissinger moved that the Board of Governors of the Southeast Community College Area should and does hereby authorize and approve the architect agreement between Southeast Community College and Alley Poyner Macchietto Architecture, P.C., for the design of certain student services additions and renovations to the SCC Lincoln Campus, in the form attached to this Motion and on file with official SCC records and as presented at this meeting or with such changes as are deemed necessary and in the best interest of SCC and approved by the SCC President, and, further hereby delegates authority to and authorizes and directs the SCC President, or his designee, to sign, execute and deliver the agreement, and any other documents or agreements call for in such architect agreement or determined to be in the best interest of SCC, to pay the contract sum, fees and expenses called for in the architect agreement and all transaction costs and expenses as provided in the agreement, to retain and pay any other consultants or other necessary professionals for assistance in the project, to negotiate any subsequent amendments or addendums to the agreement, and to take or cause to be taken all other action necessary or appropriate to carry the agreement and the project into effect. Seconded by Mr. Ottmann.

FOR (8):	**AGAINST (0)**	**ABSENT (3)**
Weissinger		Boellstorff
Ottmann		Feit
Yates		Kruse
Price		
Schluckebier		
Hammons		
Garver		
Seim		

APPROVAL, AUTHORIZATION AND RATIFICATION OF VEHICLE ACCESS AND UTILITY INSTALLATION PROJECTS FOR LINCOLN, BEATRICE AND MILFORD CAMPUSES

Mr. Schultze stated that the following motion is to handle infrastructure needs that may be needed, and this will provide for those unknown, but needed improvements.

Mr. Ottmann moved that the Board of Governors of the Southeast Community College Area should and does hereby authorize and approve:

(1) Proceeding with capital improvement projects for the construction of vehicle access and utility installation during the 2018-19 fiscal year at the SCC Beatrice, Lincoln, and Milford campuses with funding of a portion of such improvements to be paid in part from SCC 2018-19 Capital Improvement Fund in an amount not to exceed $2,000,000.00, and (2) Directs the SCC President, or his designee, to take all actions necessary to procure design professionals and construction contractors for such projects according to law and Board of Governors policy.

Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):	AGAINST (0)	ABSENT (3)
Ottmann		Boellstorff
Schluckebier		Feit
Hammons		Kruse
Yates		
Weissinger		
Price		
Garver		
Seim		

TIME AND PLACE FOR MARCH MEETING

Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, March 19, at 3 p.m., at the Beatrice Campus.

GOOD OF THE ORDER AND PUBLIC COMMENT

Chairperson Seim thanked Board members for attending Legislative Day February 7 and the work session on February 14.

Chairperson Seim also reminded members to review the Board Book information before meetings, and if they have any questions about agenda items before the meeting, to please call or email a member of the Executive Team.

ADJOURNMENT

Chairperson Seim adjourned the meeting at 5:10 a.m.

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes

February 8, 2019

Personnel Report: Staff (Non-Faculty)

			ACTION TAKEN						
NAME	**ASSIGNMENT**	**RANK**		**AD**	**RP**	**RS**	**TR**	**EFFECTIVE DATE**	**COMMENT**
Blender, Marcia	Administrative Assistant II – Instruction	N10				X		2/15/19	Retirement
Coleman, Rex	Information Systems Tech – Technology	N17				X		3/18/19	Retirement
Dickinson, Lindsay	Library Resource Center – Technology	N13			X			2/04/19	Replaces Janalee Petsch
Domina, Vicki	Administrative Director of Advising – Student Affairs	A5		X			X	3/01/19	Internal Transfer
Gustafson, Carol	Assistant Director – Continuing Education Division	P2				X		5/08/19	Retirement
Hernandez-Reyes, Leslie	Account Clerk III – Administrative Services	N12				X		2/08/19	Resignation
Himmelberg, Marguerite	Senior Director – Workforce Development – Continuing Education Division	A7			X		X	2/18/19	Internal Transfer Reclassified position Replaces Connie Collin

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

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes

February 8, 2019

Personnel Report: Staff (Non-Faculty)									
				ACTION TAKEN					
NAME	**ASSIGNMENT**	**RANK**		**AD**	**RP**	**RS**	**TR**	**EFFECTIVE DATE**	**COMMENT**
Johnsen, Chad	Information Systems Tech – Technology	N17			X			3/18/19	Replaces Rex Coleman
Kisby, Joanna	Assistant Residence Life Manager – Student Affairs	N6						1/02/19	Reclassification from N2 – N6 (support)
Molsen, Elizabeth	Residence Life Manager – Student Affairs	P3						1/2/19	Reclassification from N9 – P3 (support to professional)
Triplett, Tessa	Assistant Residence Life Manager – Student Affairs	N6						1/2/19	Reclassification from N2 – N6 (support)
Walsh, Jeanette	Director – Continuing Education Division	P1				X		5/31/19	Retirement

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

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes

February 8, 2019

Personnel Report: Faculty

			ACTION TAKEN					
NAME	**ASSIGNMENT**		**AD**	**RP**	**RS**	**TR**	**EFFECTIVE DATE**	**COMMENT**
Hermsen, Karen	Program Chair/Instructor, Office Professional – Business Division				X		6/12/19	Retirement
Penrosa, Carol	Instructor, Associate Degree Nursing – Health Sciences				X		6/12/19	Retirement
Tumeh, Ahmad	Instructor, Medical Lab Technology – Health Sciences Division			X			2/25/19	Replaces Kasey Edwardson

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