Chairperson Kathy Boellstorff called the regular meeting of the Southeast Community College Board of Governors to order at 3:00 p.m. on Tuesday, July 20, 2021, at the Beatrice Campus, Academic Excellence Center, 4771 West Scott Road, Beatrice, NE.

ROLL CALL:

Present:

Nancy A. Seim, Lincoln
Keith Hammons, Weeping Water
James Garver, Lincoln
Neal Stenberg, Lincoln
Arlyn Uhrmacher, Lincoln
Dale Kruse, Beatrice
Chuck Byers, McCool Junction
Kristin Yates, Lincoln
Ellen Weissinger, Lincoln
Linda Hartman, Faculty Representative (via Zoom)
Kathy Boellstorff, Johnson

Absent:

None

Also Attending:

Paul Illich, Area Office
Derek Aldridge, Legal Counsel
Amy Bassen, Area Office

Registered Visitors:

Terry Stutzman
Luke Pawlowski
Amy Jorgens
Joel Michaelis
Bev Cummins
Ed Koster
Toni Landenberger
Vicki Domina
Shawna Herwick
Shelley Stoltenberg
Haley Weakland
David Kamran

Also attending via Zoom/Conference Call:

Bruce Tangeman
Jose Soto
Robin Moore

Katy Novak
Rick Blessen
Jill Wightman
Kylee Rasmussen

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 Monday, July 12, 2021, as well as posted on the bulletin board in the Area Office and on 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 is reserved for Public Comment, item number 11. 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

Dr. Kruse moved approval of the consent agenda. Seconded by Ms. Seim.

1) Approval of Agenda as Presented or Amended
2) Approval of Minutes of June 15, 2021, Regular Board Meeting Minutes & Minutes of June 21, 2021, Special Meeting & 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 / Resignations / Terminations of Instructional Staff

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (10):	**AGAINST (0)**	**ABSENT (0):**
Kruse		
Seim		
Stenberg		
Byers		
Hammons		
Yates		
Uhrmacher		
Weissinger		
Garver		

Boellstorff

Motion Carried

Mr. Garver stated:
Madame President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher numbers V0776909, V0776910, and V0776911 and vote to approve all other bills and claims and all other Consent Agenda items.

Mr. Stenberg stated:
Madame President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0776310 and vote to approve all other bills and claims and all other Consent Agenda items.

FINANCIAL REPORT

Financial Summary through June 30, 2021 Unaudited Before YE Adjustments

General Fund	Budget 20-21	Year to Date through June 30, 2021 Budget	Actual	Variance	% Variance
Revenues:					
State aid	28,534,342	28,534,342	28,534,342	-	--
Local taxes	45,672,299	45,672,299	45,936,851	264,552	0.58%
Tuition	18,354,203	18,354,203	15,702,076	(2,652,127)	-14.45%
Other	1,043,792	1,043,792	512,453	(531,339)	-50.90%
Total Revenues	**93,604,636**	**93,604,636**	**90,685,722**	**(2,918,914)**	**-3.12%**
Expenses					
Personal services	76,249,549	76,249,549	69,216,556	(7,032,993)	-9.2%
Operating	15,006,420	15,006,420	15,644,282	637,862	4.3%
Travel	121,498	121,498	44,004	(77,494)	-63.8%
Equipment	2,227,169	2,227,169	2,270,748	43,579	2.0%
Total Expenses	**93,604,636**	**93,604,636**	**87,175,590**	**(6,429,046)**	**-6.9%**
Net Position	-	-	**3,510,132**	**3,510,132**	

Dr. Illich reviewed the financial report for the period through June 30, 2021. He also reviewed the investment accounts.

The budget report ending June 30, 2021 showed:

Percentage of Budget year:	100%
Percentage of Budget spent:	93.1%
Percentage of Board budget spent:	49.4%

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

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (10):	**AGAINST (0)**	**ABSENT (0):**
Byers		
Garver		
Yates		
Stenberg		

Kruse
Seim
Hammons
Uhrmacher
Weissinger
Boellstorff

Motion Carried

BOARD MEMBER REPORTS

No reports.

BOARD TEAM REPORTS

Executive. Chairperson Boellstorff stated the Executive Team met prior to the Board meeting and set the agenda. Ms. Boellstorff reminded board members that The Association of Community College Trustees (ACCT) Leadership Congress is scheduled October 13-16, 2021, in San Diego, California.

Equity and Human Resources. Dr. Kruse stated the HR Equity Team did not meet.

Finance & Facilities. Ms. Seim indicated the team met prior to the Board meeting. Ms. Seim provided an overview of the status of the projects included on the Facilities Project Status chart and upcoming projects.

- **Beatrice Classroom Building:** Punch List items are being completed.
- **Lincoln Health Sciences Building:** Punch List items are being completed.
- **Milford Campus:**
    - **Residence Hall:** Appliances have been installed. Site Work and Punch list items are being completed.
    - **Nebraska Hall**: Renovations are being planned. Cornhusker Hall demolition needed before Nebraska Hall project begins.
- **Agriculture Facility:** Selection of design services is complete.
- **Student and Academic Support Project:** Project is in demolition phase.
- **STEM Facility**: Beginning Faculty input meetings.
- **Student Housing in Lincoln**: Dormitory discussion has begun.

Planning Team. Dr. Weissinger stated that the planning team did not meet.

NCCA Representative. Dr. Kruse indicated that the Executive Search Committee met, interviews for new Executive Director will be conducted in August.

The Career Academy Joint Board. Dr. Weissinger reported that the new Executive Director, Joshua Jones, has focus on recruiting students and increasing linking students to college.

PRESIDENT'S REPORT

Dr. Illich reported on the following:

- Planning for private giving, potential benefactors, and naming rights of new facilities.
- Potential use of HEERF Act funding for more compartmentalization of Lincoln Campus and student scholarships is being reviewed.
- Interview process for Vice President of Program Development, Beatrice Campus, is complete. Candidate will be selected.
- Communication continues with Lincoln-Lancaster County Health Department on COVID-19 guidance for Fall.
- Michelle Birkel is the new Executive Director of the Southeast Community College Educational Foundation.
- The ribbon-cutting ceremony for the new location of the Learning Center at Nebraska City is scheduled for August 24, 2021, 1:00 p.m.
- The ribbon-cutting ceremony for Meadow Hall, Milford Campus, is scheduled for August 18, 2021, at 10:00 a.m.
- SCC currently has thirty-five Academic All American students with a GPA of 3.6 or higher.
- SCC Administrative Retreat scheduled for July 26, 2021.

FACULTY ASSOCIATION REPORT

Ms. Hartman indicated there will be a full report in August of Faculty Summer activities.

STUDENT ACTIVITIES REPORT

Kylee Rasmussen, incoming Beatrice Student Senate President, introduced herself and shared activities from the year at the Beatrice campus, including:

- Free movie night, soccer games, free bowling, sand volleyball, blood drive and COVID-19 vaccination clinic, pancake feed with Program Chairs and Advisors, Kansas City Chiefs' mascot scheduled to give motivational speech.

Board members asked Kylee questions about her continued education, career path, and reason for choosing SCC.

PUBLIC COMMENT

There was none.

ADMINISTRATIVE PRESENTATION/BOARD REVIEW

Update on New Advising Model (2.1, 2.2, 2.6)
Administrative Director of Advising, Vicki Domina, provided a brief overview of the new advising model. She shared initial data related to advising and student success and persistence, and noted that the advising transformation has been tied to the Strategic Plan.

College Advisors, Shelley Stoltenberg, Haley Weakland, and David Kamran presented advising scenarios and discussed how student concerns are addressed within the new framework.

Board members made positive remarks in regard to this commitment to student success.

IT Moment (Goals 1-9)
Terry Stutzman, Information Systems Technician, provided a brief presentation on downloading a PDF within OnBoard Passageways.

BREAK: 4:17 – 4:30 p.m.

Student Concern and Complaint Policy (2.2, 2.6, 9.4)
Bev Cummins, Vice President of Student Affairs and Lincoln Campus Director, and Shawna Herwick, Administrative Director of Planning and Accreditation, provided an overview of the College's new Student Concern and Complaint Policy. The new policy and associated procedures will ensure students have a process for reporting complaints and concerns.

Ms. Herwick stated opportunity for improvement of current process was identified through a Higher Learning Commission peer review. Ms. Cummins stated implementation of new software, Maxient, will ensure a systematic complaint tracking process.

Board members asked questions. Topics included; types of complaints, addressing a report, and addressing abuse of reporting system.

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

13a. Residential Property Purchase Agreement for Purchase of the Residential Real Property Located in Milford, Nebraska
Potential Motion: Motion that the Board of Governors of the Southeast Community College Area should and does hereby approve the Residential Purchase Agreement ("Purchase Agreement") by and between Dustyn Alfredson, as Seller, and the College, as Buyer, for the purchase of the residential real property located at 319 5th Street, Milford, Seward County, 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 College President, and authorize the College President to sign and delver the Purchase Agreement, to sign and deliver any documents, or other agreements called for in such Purchase Agreement, to retain any necessary professionals for assistance, to pay the purchase price and all other related costs and expenses, and to take all other action necessary to close the purchase and conveyance transaction and to carry such Purchase Agreement into effect.

Ms. Seim moved to approve the Residential Property Purchase Agreement for Purchase of the Residential Real Property Located in Milford, Nebraska. Seconded by Mr. Uhrmacher.

Chairperson Boellstorff asked for discussion.

Ms. Seim stated the Finance and Facilities Team recommends approval.

Ed Koster Vice President Research, Planning and Technology, Milford Campus Director, addressed Board Member questions regarding property currently owned on 5th Street, and property use as short-term rental.

Chairperson Boellstorff reread the motion and a vote was taken.

Roll call vote follows:

FOR (10):	**AGAINST (0)**	**ABSENT (0)**
Seim		
Uhrmacher		
Garver		
Stenberg		
Byers		
Yates		
Weissinger		
Kruse		
Hammons		
Bellstorff	***Motion Carried***	

13b. Rev. Edward Price Resignation
Rationale: On July 12, 2021, the Reverend Edward Price submitted a letter of resignation to the Board of Governors, via email to the Board Chairperson and College President. Reverend Price was elected to represent the Third District, with his term expiring in December 2024. By state law, the Board of Governors must accept the resignation to become effective.

Motion: Motion that the resignation by the Reverend Edward Price from the Board of Governors for Southeast Community College Area be accepted effective immediately. With regret & appreciation with his many years of service on the board.

Dr. Weissinger moved to approve the Rev. Edward Price Resignation. Seconded by Mr. Byers.

Chairperson Boellstorff asked for discussion.
Mr. Hammons proposed the motion be amended to included that the resignation is accepted with regret and appreciation of many years of service on the Board. All Board Members agreed.

Chairperson Boellstorff read the amended motion as: Motion that the resignation by the Reverend Edward Price from the Board of Governors for Southeast Community College Area be accepted effective immediately with regret & appreciation for his many years of service on the Board. A vote was taken.

Roll call vote follows:

FOR (10):	**AGAINST (0)**	**ABSENT (0)**
Weissinger		
Byers		
Seim		
Hammons		
Kruse		
Uhrmacher		
Stenberg		
Garver		
Yates		
Boellstorff		

Motion Carried

LEGAL COUNSEL REPORT

Derek Aldridge, Legal Counsel, indicated the vacant District Three Board position must be filled within forty-five days.

TIME AND PLACE FOR AUGUST MEETING

Chairperson Boellstorff stated the next regular Board meeting is scheduled for August 24, 2021, at the Learning Center at Nebraska City, at 3:00 p.m., in room 104.

GOOD OF THE ORDER AND PUBLIC COMMENT

Ms. Boellstorff reminded Board Members:

- Review OnBoard and SCC email.
- Meadow Hall ribbon cutting ceremony is scheduled for August 18, Milford Campus.
- Learning Center at Nebraska City ribbon cutting ceremony is scheduled for August 24, prior to the Board Meeting.
- Notify Amy Bassen if you plan to attend the ACCT conference in October, early registration rates end August 6.

ADJOURNMENT

Chairperson Boellstorff adjourned the meeting at 4:58 p.m.

Nancy A. Seim

Nancy A Seim

Secretary

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes July 9, 2021

Personnel Report: Staff (Non-Faculty)									
				ACTION TAKEN					
NAME	**ASSIGNMENT**	**RANK**		**AD**	**RP**	**RS**	**TR**	**EFFECTIVE DATE**	**COMMENT**
Araya, Angela	ESL Coordinator – Continuing Education Division	P03				X		6/30/21	Position Eliminated
Heywood, Thomas	Custodian II – Physical Plant	N12				X		7/29/21	Resignation
Latona, Erin	Associate Dean – Instructional	A05				X		6/30/21	Resignation
Murtagh, Sarah	Human Resourses Coordinator Human Resources/Professional Development/ Safety Division	P02			X		X	7/06/21	Internal Transfer Replaces Kim Shirk
Northrop, Victoria	Learning Center Coordinator – Extended Learning Division	P03			X			7/20/21	Replaces Heather Hultgrien
Ohlsen, Rosemary	Associate Registrar – Student Affairs	P02				X		8/31/21	Resignation
Schinstock, Sabrina	Administrative Assistant I – Administrative Services	N08				X		7/22/21	Resignation
Steffens, Jayne	Associate Director Financial Aid – Student Affairs	P02				X		9/30/21	Retirement

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

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes July 9, 2021

Personnel Report: Staff (Faculty)								
			ACTION TAKEN					
NAME	**ASSIGNMENT**		**AD**	**RP**	**RS**	**TR**	**EFFECTIVE DATE**	**COMMENT**
Stark, Kyla	Instructor, Food Service Hospitality – Business and Community Services Division		X				8/10/21	Expanded

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

Board Report	SOUTHEAST COMMUNITY COLLEGE		
	Approved Position Requistions		
Application Deadline Date	**Job Title**	**Justification**	**Status as of 7/13/21**
1/29/2021	Enterprise Systems Specialist (FTT)	Replacement	To Team
5/3/2021	Instructor, Occupational Therapist Assistant	Expanded	To Team
5/6/2021	Instructor, Chef	Replacement	To Team
5/6/2021	Instructor, Computer Information Technology	Replacement	Recommendation
5/24/2021	Vice President of Program Development/Campus Director - Beatrice Athletic Administrator	Replacement	To Team
Open Until FIlled	Assistant Residence Life Manager	Replacement	To Team
6/1/2021	Administrative Assistant II, Arts & Sciences Division	Replacement	Recommendation
6/7/2021	Instructor, Long Term Care Administration	Replacement	Recommendation
6/21/2021	Instructor, Business (3)	Replacement	To Team
6/23/2021	Custodian I	Replacement	To Team
6/28/2021	Instructor, Professional Truck Driver Training Program	Replacement	To Team
6/28/2021	Instructor, Building Construction Technology	Replacement	To Team
6/30/2021	Institutional Effectiveness & Research Analyst	Replacement	To Team
6/30/2021	Instructor, Speech	Replacement	To Team
7/9/2021	Dean, Construction & Electronics Division & Communication & Information Technology Division	Replacement	To Team
7/12/2021	Associate Dean	Replacement	To Team
7/13/2021	Instructor, Emergency Medical Services/Paramedic	Replacement	To Team
7/13/2021	Instructor, Associate Degree Nursing	Replacement	To Team
7/13/2021	Instructor, Practical Nursing	Replacement	To Team
7/26/2021	Instructor, Diesel Technology - Truck	Expanded	
7/26/2021	Administrative Assistant I, Continuing Education Services (2)	Replacement	
Open Until Filled	Maintenance Worker II - HVAC and Controls Technician	Replacement	

Southeast COMMUNITY COLLEGE

Area Office	301 S. 68th St. Place	Lincoln, NE	68510-2449	402-323-3400/800-642-4075	FAX: 402-323-3420
Beatrice Campus	4771 W. Scott Rd.	Beatrice, NE	68310-7042	402-228-3468/800-233-5027	FAX: 402-228-2218
Lincoln Campus	8800 O St.	Lincoln, NE	68520-1299	402-471-3333/800-642-4075	FAX: 402-437-2402
Milford Campus	600 State St.	Milford, NE	68405-8498	402-761-2131/800-933-7223	FAX: 402-761-2324

Learning Centers in Falls City, Hebron, Nebraska City, Plattsmouth, Wahoo, and York
Deaf TDD 402-437-2702
www.southeast.edu

SOUTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS

Tuesday, July 20, 2021

Southeast Community College
Beatrice Campus
4771 West Scott Road, Beatrice, Nebraska
Academic Excellence Center – Room 134

REGULAR MEETING AGENDA – 3:00 P.M.

1.	Meeting Called to Order	3:00 p.m.
2.	Roll Call	3:03
3.	Public Meeting Law Compliance Statement	3:06
4.	Consent Agenda	3:08
	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 June 15, 2021, Regular Board Meeting & Minutes of June 21, 2021, Special Meeting & 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 / Resignations / Terminations of Instructional Staff	
5.	Financial Report	3:11
6.	Board Member Reports	3:20
7.	Board Team Reports	3:25
8.	President's Report	3:35
9.	Faculty Association Report	3:50
10.	Student Activities Report	3:55
11.	Public Comment	4:00
12.	Administrative Presentation/Board Review	
	a. Update on New Advising Model **(2.1, 2.2, 2.6)**	4:05
	b. IT Moment **(Goals 1 – 9)**	4:20
BREAK		
	c. Student Concern and Complaint Policy **(2.2, 2.6, 9.4)**	4:35
13.	**DISCUSS, CONSIDER AND TAKE ALL NECESSARY ACTION WITH REGARD TO:**	
	a. Milford Residential Property Purchase	4:45
	b. Rev. Edward Price Resignation	4:50

Southeast COMMUNITY COLLEGE

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Deaf TDD 402-437-2702
www.southeast.edu

14. Legal Counsel Report	4:55
15. Time and Place for August Meeting	5:00
16. Good of the Order and Public Comment	5:02
17. Adjournment	5:05

The Southeast Community College (SCC) Board of Governors reserves the right and is empowered to discuss, consider and take action on (a) any item listed on the Agenda, and (b) at any time during the meeting, irrespective of the time or order listed. In addition, the Open Meetings Act requires and the intention of the Board is that agenda items be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. The SCC Board of Governors releases its agenda well in advance of most meetings and desires that all interested persons are fully informed. Any interested person who has a question or needs clarification about the sufficiency of a descriptive item should contact the Office of the President.

*** Proof of Publication ***

State of Nebraska)
Lancaster County) SS.

SCC PUBLICATIONS OFFICE

301 S 68TH ST

LINCOLN NE 68510

ORDER NUMBER 992489

The undersigned, being first duly sworn, deposes and says that she/he is a Clerk of the Lincoln Journal Star, legal newspaper printed, published and having a general circulation in the County of Lancaster and State of Nebraska, and that the attached printed notice was published in said newspaper

One successive times(s) the first insertion having been on July 12, 2021 and thereafter on _____, 20____ and that said newspaper is the legal newspaper under the statues of the State of Nebraska.

Section: Class Legals

Category: 0099 LEGALS

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FILED ON: 7/12/2021

The above facts are within my personal knowledge and are further verified by my personal inspection of each notice in each of said issues.

Subscribed in my presence and sworn to before me on July 13, 2021

Notary Public

GENERAL NOTARY - State of Nebraska
UVA BOONE
My Comm. Exp. January 31, 2025

NOTICE OF MEETING
OF THE BOARD OF GOVERNORS
OF THE SOUTHEAST
COMMUNITY COLLEGE AREA
July 20, 2021 3:00 P.M.
Location: Beatrice Campus
4771 West Scott Road
Beatrice, NE

Notice is hereby given that the regular meeting of the Board of Governors of the Southeast Community College Area, will be held at 3:00 p.m. on July 20, 2021, in the Southeast Community College Area – Beatrice Campus, 4771 West Scott Road, Beatrice, NE – Academic Excellence Center - Room 134.

Reasonable arrangements will be made for the public to attend, hear, and speak at the meeting, including adequate public seating, ability of any person in attendance to record the meeting with their own equipment, and public comment. Members of the public and media may also access the meeting by video conference call by calling (402) 323-3405 and providing contact information to obtain authorization to enter the meeting, or by physically attending. At least one copy of all documents being considered will be available to the public at the meeting site.

The matters to be considered at the Board of Governors meeting are shown on an Agenda, which is kept continuously current and is available for public inspection at the office of the President of Southeast Community College located at the Southeast Community College – Jack J. Huck Continuing Education Center, 301 South 68th Street Place, Lincoln, Nebraska.

THE BOARD OF GOVERNORS OF THE SOUTHEAST COMMUNITY COLLEGE AREA
992489 1t Jul 12 ZNEZ