



Chairperson Neal Stenberg called the regular meeting of the Southeast Community College Board of Governors to order at 2:30 p.m. on Tuesday, July 19, 2022, at the Beatrice Campus, 4771 W. Scott Road, Beatrice, NE.

ROLL CALL:

Present:

Nancy A. Seim, Lincoln
Dale Kruse, Beatrice
Keith Hammons, Weeping Water
Arlyn Uhrmacher, Lincoln
Chuck Byers, McCool Junction
James Sherwood, Lincoln
Kathy Boellstorff, Johnson
Ellen Weissinger, Lincoln
Kristin Yates, Lincoln
Richard LeBlanc, Lincoln
Neal Stenberg, Lincoln

Absent:

Linda Hartman, Faculty Representative

PUBLIC MEETING LAW COMPLIANCE STATEMENT

Chairperson Stenberg stated the public meeting notice had been published in the Lincoln Journal Star on Monday, July 11, 2022, as well as posted on the bulletin board in the Area Office and on the website. He indicated that the meeting is conducted according to the principles of the revised *Robert's Rules of Order*.

Chairperson Stenberg stated 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 7. 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

Ms. Boellstorff moved approval of the consent agenda. Seconded by Dr. Weissinger.

- 1) Approval of Agenda as Presented or Amended
- 2) Approval of Minutes of June 21, 2022, Regular Meeting
- 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 Stenberg asked for discussion. There was none.

Roll call vote follows:

FOR (11):

Boellstorff
Weissinger
Seim
Byers
Hammons
Yates
Uhrmacher
LeBlanc
Kruse
Sherwood
Stenberg

AGAINST (0)

ABSENT (0):

Motion Carried

Ms. Boellstorff:

Mister President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0823098 and vote to approve all other bills and claims and all other Consent Agenda items.

Mr. Byers:

Mister President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0822796 and vote to approve all other bills and claims and all other Consent Agenda items.

Mr. Hammons:

Mister President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0823103 and vote to approve all other bills and claims and all other Consent Agenda items.

Ms. Seim:

Mister President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0823300 and vote to approve all other bills and claims and all other Consent Agenda items.

Mr. Sherwood:

Mister President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0823301 and vote to approve all other bills and claims and all other Consent Agenda items.

Mr. Uhrmacher:

Mister President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0821197 and vote to approve all other bills and claims and all other Consent Agenda items.

Ms. Weissinger:

Mister President, with regard to the Consent Agenda item for Bills and Claims, out of an abundance of caution, I abstain from the action with regard to voucher number V0823457 and vote to approve all other bills and claims and all other Consent Agenda items.

Chairperson Stenberg:

With regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0822788 and vote to approve all other bills and claims and all other Consent Agenda items.

TOPICS FOR DISCUSSION

Chairperson Stenberg stated this development opportunity was planned by the Board Planning Team. Procedure A-6b, items 6 and 7, state board member general duties include participation in professional board member development at local, state and national levels and to be responsive to the public on College-related topics.

Derek Aldridge, Legal Counsel, presented information related to:

- A. Open Meetings Law
- B. Freedom of Information Act (FOIA)
- C. Family Educational Rights and Privacy Act (FERPA)

Mr. Aldridge distributed hardcopy outlines of the Nebraska Open Meetings Act and Outline of Nebraska Public Records Statutes, downloaded from the Nebraska Attorney General website, to the members of the board.

Robin Moore, Administrative Director, Institutional Effectiveness & Research, presented information about how FERPA applies to SCC students and student information management.

Chairperson Stenberg declared the Board in recess at 4:17 p.m.

Chairperson Stenberg declared the Board in session at 4:31 p.m.

FINANCIAL REPORT

Financial Summary through June 30, 2022 Unaudited & Before Final Adjusting Journal Entries

General Fund	Budget 21-22	Year to Date through June 30, 2022			
		Budget	Actual	Variance	% Variance
Revenues:					
State aid	29,186,711	29,186,711	29,186,711	-	--
Local taxes	48,653,946	48,653,946	48,018,456	(635,490)	-1.31%
Tuition	15,965,050	15,965,050	15,720,316	(244,734)	-1.53%
Other	600,000	600,000	554,585	(45,415)	-7.57%
Total Revenues	94,405,707	94,405,707	93,480,068	(925,639)	-0.98%
Expenses					
Personal services	77,185,524	77,185,524	69,270,737	(7,914,787)	-10.3%
Operating	15,358,519	15,358,519	16,740,260	1,381,741	9.0%
Travel	331,295	331,295	168,081	(163,214)	-49.3%
Equipment	1,530,369	1,530,369	3,658,394	2,128,025	139.1%
Total Expenses	94,405,707	94,405,707	89,837,472	(4,568,235)	-4.8%
Net Position	-	-	3,642,596	3,642,596	

Amy Jorgens, Vice President for Administrative Services, reviewed the financial report for the period through June 30, 2022. She indicated the summary is unaudited and before final adjusting journal entries. She also reviewed the investment accounts.

The budget report ending June 30, 2022 showed:

Percentage of Budget year: 100%
 Percentage of Budget spent: 95.2%
 Percentage of Board budget spent: 66.7%

Mr. Uhrmacher moved acceptance of the financial report. Seconded by Mr. LeBlanc.

Chairperson Stenberg asked for discussion. There was none.

Roll call vote follows:

FOR (11):

Uhrmacher
 LeBlanc
 Yates
 Sherwood
 Boellstorff
 Kruse
 Seim
 Hammons
 Byers
 Weissinger
 Stenberg

AGAINST (0)

ABSENT (0):

Motion Carried

PUBLIC COMMENT

Chairperson Stenberg asked for public comment. There was none.

ADMINISTRATIVE PRESENTATION/BOARD REVIEW

New/Revised College Policies: Shawna Herwick

Shawna Herwick, Administrative Director, Accreditation, Institutional Assessment, and Planning, provided hardcopy documents; Academic Program Development Policy & Procedure Brief, Strategic Plan: Mission, Vision, Values, and Goals, and Substantive Change Policies and Procedures Brief, to the members of the board. Ms. Herwick presented an overview of the following proposed new college policies:

- **A-23**: Strategic Plan: Mission, Vision, Values, and Goals
- **B-5**: Additional Locations
- **C-10**: Prior Learning Assessment
- **C-11**: Consortial/Contractual Arrangements
- **C-12**: Changes to Existing Programs
- **C-13**: Academic Program Development

Construction Manager at Risk Agreement for Lincoln Campus IT Tower Project

At its September 14, 2021, regular meeting, the Board of Governors approved the construction manager at risk construction delivery method for next phase campus facility projects, including proposed new IT Tower and possible Science Tower facilities on the Lincoln Campus. The Board of Governors also authorized and directed the College President, and College staff, to issue a request for proposals, appoint a selection committee to evaluate and rank submitted proposals, and to take other action allowed by law, including negotiating a construction management at risk contract with the highest ranked proposer. The College has completed the RFP process pursuant to state law and has selected The Weitz Company as the top ranked construction manager at risk for the IT Tower Project on the SCC Lincoln Campus. College administration recommends approving the negotiated construction manager at risk agreement.

Bev Cummins, Vice President Program Development, Lincoln Campus Executive Director, gave an update on this project.

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

Policies C-8, Credit Hour and Program Length Policy and C-9, Tuition and Fee Policy

Dr. Kruse moved to approve new policies C-8, Credit Hour and Program Length Policy, and C-9, Tuition and Fee Policy, as Southeast Community College Policy as set forth in the copy of such Policy C-8 and C-9 provisions on file with official College records and presented at this meeting, which are incorporated into this motion in their entirety by this reference;

and, hereby direct the College Administration to place such policy with such provisions to be effective immediately. Seconded by Ms. Seim.

Chairperson Stenberg asked for discussion. There was none.

Roll call vote follows:

FOR (11):	AGAINST (0)	ABSENT (0)
Kruse		
Seim		
LeBlanc		
Uhrmacher		
Boellstorff		
Byers		
Yates		
Sherwood		
Weissinger		
Hammons		
Stenberg		

Motion Carried

Policies A-3, Election/Oversight and A-3a, Filling Vacancies on the Board of Governors

Dr. Sherwood moved to approve revised Policy A-3, Election/Oversight, and new Policy A-3a, Filling Vacancies on the Board of Governors, as Southeast Community College Policy as set forth in the copy of such Policy A-3 and A-3a provisions on file with official College records and presented at this meeting, which are incorporated into this motion in their entirety by this reference; and, hereby direct the College Administration to place such policy with such provisions to be effective immediately. Seconded by Mr. Uhrmacher.

Chairperson Stenberg asked for discussion. Discussion followed related to these proposed policies being drafted by the Board Planning Team, the process for revisions to Board Policies, and content of Policy A-3.

Ms. Boellstorff motioned to postpone consideration of policies A-3, Election/Oversight and A-3a, Filling Vacancies on the Board of Governors, so they can be referred to the Board Equity and Human Resources Team for review. Seconded by Mr. Hammons.

Roll call vote follows:

FOR (4):	AGAINST (7)	ABSENT (0)
Boellstorff	Weissinger	
Hammons	Uhrmacher	
Seim	LeBlanc	
Kruse	Byers	
	Sherwood	

AGAINST (CONT.)

Yates
Stenberg

Motion Failed

The Board then returned to voting on the original motion made prior to discussion.

Dr. Sherwood moved to approve revised Policy A-3, Election/Oversight, and new Policy A-3a, Filling Vacancies on the Board of Governors, as Southeast Community College Policy as set forth in the copy of such Policy A-3 and A-3a provisions on file with official College records and presented at this meeting, which are incorporated into this motion in their entirety by this reference; and, hereby direct the College Administration to place such policy with such provisions to be effective immediately. Seconded by Mr. Uhrmacher.

Chairperson Stenberg asked for further discussion. There was none.

Roll call vote follows:

FOR (10):	AGAINST (1)	ABSENT (0)
Sherwood	Boellstorff	
Uhrmacher		
Byers		
Weissinger		
Kruse		
Seim		
Hammons		
Yates		
LeBlanc		
Stenberg		

Motion Carried

The Career Academy First Amended and Restated Interlocal Agreement

Board Members discussed agreement, questions were directed to Mr. Aldridge.

Dr. Weissinger moved to postpone voting on this agreement until the August meeting. Seconded by Mr. LeBlanc.

Chairperson Stenberg asked for further discussion. There was none.

Roll call vote follows:

FOR (11):	AGAINST (0)	ABSENT (0)
Sherwood		
Hammons		

FOR (CONT.)

Byers
Weissinger
Kruse
Boellstorff
Uhrmacher
Seim
Yates
LeBlanc
Stenberg

Motion Carried

TIME AND PLACE FOR AUGUST MEETING

Chairperson Stenberg stated the next Board regular meeting is scheduled for August 23, 2022, 3:00 p.m., at the Learning Center at Plattsmouth.

GOOD OF THE ORDER AND PUBLIC COMMENT

There was none.

ADJOURNMENT

Chairperson Stenberg adjourned the meeting at 5:51 p.m.

Keith Hammons

A handwritten signature in black ink that reads "Keith Hammons". The signature is written in a cursive style with a large initial 'K' and a long, sweeping underline.

Secretary

**SOUTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

Tuesday, July 19, 2022

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

REGULAR MEETING AGENDA – 2:30 P.M.

- | | |
|---------------------------------------------------------------------------------------------------------|-----------|
| 1. Meeting Called to Order | 2:30 p.m. |
| 2. Roll Call | 2:33 |
| 3. Public Meeting Law Compliance Statement | 2:35 |
| 4. Consent Agenda | 2:37 |
| 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 21, 2022, 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/Resignations/Terminations of Instructional Staff | |
| 5. Topics for Discussion | 2:42 |
| a. Open Meetings Law | |
| b. FOIA | |
| c. FERPA | |
| Break | |
| 6. Financial Report | 4:30 |
| 7. Public Comment | 4:40 |
| 8. Administrative Presentation/Board Review | |
| a. New/Revised College Policies: Shawna Herwick | 4:45 |
| b. Construction Manager at Risk Agreement for Lincoln Campus IT Tower Project | 5:05 |
| 9. DISCUSS, CONSIDER AND TAKE ALL NECESSARY ACTION WITH REGARD TO: | |
| a. Policies C-8, Credit Hour and Program Length Policy and C-9, Tuition and Fee Policy | 5:15 |
| b. Policies A-3, Election/Oversight and A-3a, Filling Vacancies on the Board of Governors | 5:20 |
| c. The Career Academy First Amended and Restated Interlocal Agreement | 5:25 |
| 10. Time and Place for August Meeting | 5:30 |
| 11. Good of the Order and Public Comment | 5:32 |
| 12. Adjournment | 5:35 |



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

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.

NOTICE OF THE MEETING
OF THE BOARD OF GOVERNORS
OF THE SOUTHEAST COMMUNITY
COLLEGE AREA July 19, 2022
2:30 P.M. Location: Beatrice Campus
Academic Excellence Center –
Room 134 4771 West Scott Road,
Beatrice, Nebraska
Notice is hereby given that the
regular meeting of the Board of
Governors of the Southeast Community
College Area, will be held at
2:30 p.m. on July 19, 2022, at the
Southeast Community College Beatrice
Campus, Academic Excellence
Center, room 134, or other location
therein, 4771 West Scott Road,
Beatrice, NE. The agenda for the
meeting, kept continuously current,
is available for public inspection
during regular business hours at the
Jack J. Huck Continuing Education
Center, 301 South 68th Street
Place, Lincoln, Nebraska.
THE BOARD OF GOVERNORS OF
THE SOUTHEAST COMMUNITY
COLLEGE AREA
1089624 7:11 ZNEZ

SOUTHEAST COMMUNITY COLLEGE-LINCOLN

301 S 68TH ST PLACE Floor 5
LINCOLN, NE 68510

ORDER NUMBER 1089624

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 and that said newspaper is the legal newspaper under the statutes of the State of Nebraska.

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

Clerk of the Lincoln Journal Star

Signature *Mary White* Date *7/12/22*

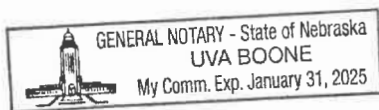
Section: Class Legals
Category: 0099 LEGALS
PUBLISHED ON: 07/11/2022

TOTAL AD COST: 15.83

FILED ON: 7/12/2022

Subscribed in my presence and sworn to before me on

July 13, 20 *22*
UVA Boone Notary Public



**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

July 15, 2022

Personnel Report: Staff (Non-Faculty)									
NAME	ASSIGNMENT	RANK		ACTION TAKEN				EFFECTIVE DATE	COMMENT
				AD	RP	RS	TR		
Anderson, Betsy	College Advisor – Beatrice	P02				X		9/26/22	Resignation
Chapek, Mackenzie	College Advisor - Milford	P02					X	7/18/22	Replaces: Steinhour, Elizabeth
Everhart, Carmen	Custodian I – Physical Plant - Beatrice	N05			X			7/5/22	Replaces: Johnsen, Gelnda
DeLong, Marcie	From: A.R. Specialist Business Office To: Director of Student Accounts	From: N13 To: P01						8/1/22	Reclassification
Diehl, Connor	Administrative Assistant I – Campus Staff - Beatrice	N08			X			8/01/22	Replaces: Hajek, Donnetta
Gurney, Jill	HR Information Systems Specialist – Human Resources	N13				X		9/16/22	Retirement
Kreikemeier, Rachel	Career Services Specialist - Beatrice					X		8/19/22	Resignation
Jensen, Kristin	Student Affairs Technician – Student Enrollment - Beatrice	N10			X			7/11/22	Replaces: Engelhard, Regina
Morris, Kristine	Administrative Assistant I – Arts & Sciences Division	N08			X			5/10/22	Replaces: Loos, MarLeigha
Mueller, Kurt	Administrative Director Advising – Student Support - Lincoln	A05			X			7/5/22	Replaces: Domina, Vicki
Riley, Eric	Maintenance Worker II – Physical Plant	N15			X				Replaces: Landkamer, Eric
Vacant (Previously held by Jung, Jennifer)	From: Operations Coordinator To: Operations/Special Projects Coordinator	From: P02 To: P01							Reclassification
Vacant (Previously held by Gurney, Jill)	From: HR Information Systems Specialist To: HR Analyst	From: N13 To: N14							Reclassification

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

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

July 15, 2022

Personnel Report: Staff (Faculty)

ACTION TAKEN								
NAME	ASSIGNMENT	SALARY	AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Ahrens, Jill	Instructor, Business – Milford			X			8/09/22	Replaces: Raile, Kerry
Compton, Tonia	Instructor, History – Arts & Sciences Division			X			8/09/22	Replaces: Wooten, Joel
Kinnett, Katie	Instructor, Associate Degree Nursing - Lincoln				X		7/31/22	Resignation
Mabon, Keith	Instructor, Criminal Justice – Beatrice				X		7/31/22	Resignation
Meyer, Katie	Instructor, Social Science – Beatrice			X			8/09/22	Replaces: Young, Tom
Siems, Jamie	Instructor, Practical Nursing – Beatrice			X			8/09/22	Replaces: Rohr, Jennie
Walker, Dalene	Instructor, Associate Degree Nursing - Lincoln				X		7/31/22	Retirement
Weber, Diane	Instructor, Biological Sciences – Arts & Sciences Division				X		12/31/22	Retirement

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

Board Report	SOUTHEAST COMMUNITY COLLEGE		
	Approved Position Requisitions		
Application Deadline Date	Job Title	Justification	Status as of 07/15/2022
7/27/2022	Project Coordinator - FTT	Expanded	Accepting Applications
7/27/2022	Academic Coach - FT	Replacement	Accepting Applications
7/27/2022	Admissions Representative	Replacement	Accepting Applications
7/26/2022	Administrative Assistant I - Registration and Records - PT	Replacement	Accepting Applications
7/26/2022	Admissions Representative - FT	Replacement	Accepting Applications
7/25/2022	Administrative Assistant I - PT - Milford	Replacement	Accepting Applications
7/25/2022	Assistant Director, Traffic Safety & Licensing - FT	Expanded	Accepting Applications
7/25/2022	Instructor, Associate Degree Nursing	Replacement	Accepting Applications
7/21/2022	Instructor, Programming	Replacement	Accepting Applications
7/21/2022	Administrative Assistant I, Financial Aid	Replacement	Accepting Applications
7/21/2022	Associate Director of Registration and Records - Beatrice	Replacement	Accepting Applications
7/20/2022	Administrative Assistant I – Admissions (evenings) - FT	Replacement	Accepting Applications
7/19/2022	Instructor, Welding Technology - FT	Replacement	Accepting Applications
7/19/2022	Instructor, Deere Construction & Forestry Equipment Tech - FT	Replacement	Accepting Applications
7/15/2022	Instructor, Graphic Design/Media Arts Program - FT	Replacement	To Team
7/13/2022	Wellness Coordinator/Developmental Baseball Coach - FT	Expanded	To Team
7/13/2022	Accountant	Expanded	To Team
7/7/2022	Instructor, Precision Machining and Automation Technology - FTT	Replacement	To Team
7/5/2022	Administrative Assistant I – Admissions	Replacement	To Team
7/5/2022	Administrative Assistant I, Financial Aid	Replacement	To Team
6/29/2022	Operations/Special Projects Coordinator - Student Success	Replacement	Recommendation
6/24/2022	Instructor, Automotive Technology - 2 positions	Replacement	Recommendation
6/24/2022	Instructor, Agriculture Management & Production	Replacement	To Team
6/24/2022	Instructor, Livestock Management & Production	Replacement	To Team
6/15/2022	Instructor, Business - Lincoln	Replacement	To Team
6/1/2022	Information Systems Technician	Replacement	Recommendation
5/13/2022	Maintenance Worker II - Plumbing	Replacement	Recommendation
4/6/2022	Instructor, Mathematics	Replacement	To Team