

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, October 20, 2020, at the Continuing Education Center, Auditorium, 301 S. 68th Street, Lincoln, Nebraska, with an additional video/telephone conference location in the same building – Room 301 – as a preventative measure to avoid possible COVID 19 exposure/infection.

ROLL CALL:

Present:

Nancy Seim, Lincoln
Kathy Boellstorff, Johnson
Keith Hammons, Weeping Water
Tim Cervený, Wilber
Robert Feit, Lincoln
Dale Kruse, Beatrice
Edward Price, Lincoln
Lynn Schluckebier, Seward
Linda Hartman, Faculty Representative
Isabella Kendle, Lincoln Campus Student Representative

Absent:

Jim Garver, Lincoln
Ellen Weissinger, Lincoln (arrived 3:02 p.m. – Room 301)
Kristin Yates, Lincoln (arrived 3:02 p.m. – Room 301)

Also Attending:

Paul Illich, President
Rex Schultze, Legal Counsel
Lynda Heiden, SCC Area (on Zoom)

Also on Zoom/Conference Call:

Bob Morgan
Jose Soto
Stu Osterthun
Bev Cummins
Katy Novak
Edward Koster
Amy Jorgens
Shawna Herwick
Bruce Tangeman
Doug Kennedy
Joel Michaelis
Robin Moore
Terry Stutzman

Chairperson Seim welcomed everyone to the meeting. She stated that Mr. Garver and Ms. Hartman each had an excused absence.

PUBLIC MEETING LAW COMPLIANCE STATEMENT

Chairperson Seim stated the public meeting notice had been published in the Lincoln Journal Star on Monday, October 12, 2020, 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 September 15, 2020, Special Meeting (Budget Hearing) & 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**

Mr. Feit moved approval of the Consent Agenda as presented. Seconded by Mr. Cerveny.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (10):

Feit
Cervený
Kruse
Price
Boellstorff
Schluckebier
Hammons
Yates
Weissinger
Seim

AGAINST (0)

ABSENT (1)

Garver

MOTION CARRIED

FINANCIAL REPORT

Dr. Illich reviewed the financial report for the period through September 30, 2020. He also reviewed the investment accounts.

Budgeted Revenue/Actual Revenue & Budgeted Expenses/Actual Expenses

Revenue:

Local Taxes	\$14,421,509
Tuition	7,607,465
Other	73,175
Total Revenues	\$24,955,583

Expenses

Personal Services	\$17,766,968
Operating	3,634,517
Travel	4,085
Equipment	162,893
Total Expenses	\$21,568,463
Net Position	\$3,387,120

The budget report ending September 30, 2020 showed:

Percentage of Budget year	25%
Percentage of Budget spent	23%
Percentage of Board budget spent	9.6%

Ms. Boellstorff moved acceptance of the financial report as outlined. Seconded by Mr. Schluckeier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (10):

Boellstorff
Schluckebier
Hammons
Kruse
Feit
Cerveny
Yates
Price
Weissinger
Seim

AGAINST (0)

ABSENT (1)

Garver

MOTION CARRIED

BOARD MEMBER REPORTS

There were no Board Reports.

BOARD TEAM REPORTS

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

Chairperson Seim stated that a work session will be held on the evaluation of Dr. Illich. It will be held the week after Thanksgiving.

Finance & Facilities. Ms. Boellstorff stated the team met prior to the Board meeting. The Facilities Progress report was handed out.

Furniture is being moved into the two new buildings: Health Sciences in Lincoln and the Academic Excellence Center in Beatrice. Classes will be held in these buildings in January.

The ribbon cutting is scheduled for Tuesday, November 10 at 10 a.m. for the Health Sciences building. The ribbon cutting for the Academic Excellence Center will be held on November 17, at 1 p.m., in Beatrice with the Board meeting following.

The residence hall in Milford has the outside enclosed, and so with colder weather approaching work will progress as they will be able to work inside.

The Lincoln Campus Student Support space design / development is in process with Boyd Jones. The GMP will be in January / February.

TCA. Dr. Weissinger reported on the recent Joint Board meeting of The Career Academy, on October 13. Enrollment is 590, which was the same as last year. They are moving towards having students using the SCC application. Work is taking place to “knit” the SCC and LPS calendars together

Cinda Konken will draft procedures for the upcoming search for the new director of TCA.

NCCA. Dr. Kruse stated that the NCCA Board met recently. They renewed Greg Adams’ contract. The 2021 annual meeting will be in Scottsbluff. On Monday, February 22, Legislative Day will be held for the community colleges at the Capitol.

A question was asked if Zoom would be available for the 2021 annual meeting. Dr. Kruse indicated that is unknown at this point.

ACCT. The ACCT is accepting applications for the replacement of Noah Brown, who recently retired. Also this year they will emphasize rural community colleges.

PRESIDENT’S REPORT

Nebraska Public Power District representative, Gary Thompson, was introduced.

This is the 29th year that NPPD has sponsored fundraising for the Nebraska Community Colleges, through the Nebraska Open. In total they have raised approximately \$1.7 million for the Nebraska community college foundations; with over \$340,000 going to SCC for scholarships. (All of these scholarship funds are a result of the tournament, from the sponsors, with Wells Fargo as the title sponsor.) This year they raised \$50,000 for five community colleges.

Nebraska Public Power District representative, Gary Thompson, presented scholarship awards from the proceeds of the annual Wells Fargo Nebraska Open golf tournament for community college scholarships to Dr. Illich, three checks, each for \$3,333, or a total of \$10,000 for the three campuses.

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

- Closing on the purchase of the 33 acres adjacent to the campus should take place in November.
- An additional light is being installed on the Lincoln Campus to provide needed illumination.
- An Administrative retreat was held recently to discuss facilities phases.

- Financing the remaining facilities projects will be discussed during a Board work session, dealing with risk mitigation and long-term financing.
- Faculty have been working hard during this semester to keep classes going and keep exposure low to COVID 19
- Dr. Illich recently gave testimony on LR 389 – how community colleges can address the skilled labor shortage

FACULTY ASSOCIATION REPORT

There was no report.

STUDENT ACTIVITIES REPORT

Isabella Kendle reported on the Lincoln Campus Student Senate activities. She indicated they had to change the ways they did things. She also indicated that there is low participation in the activities.

Ms. Kendle reported that she initially started in academic transfer, but is now in the Human Services Program. Her goal is to become a mental health practitioner;

PUBLIC COMMENT

There was no public comment.

Administrative Presentation/Board Review

ACCESS / EQUITY / DIVERSITY OFFICE REPORT

Mr. Soto reviewed the 2019-20 Profile of Services to Students with Disabilities / Diversity Education report. He pointed out the work happens on each of the campuses, and he gave the individuals the credit in the footnote.

Mr. Soto reviewed the executive summary. Mr. Soto reported that for 2019-20 there were 453 students with disabilities who had registered for accommodations. There are all kinds of limitations but the most people who need accommodations are those with a learning disability and mental health disabilities.

In compliance with Title IX, support to pregnant and parenting students began in 2017-18. Twenty students were served in 2019-20 compared to nine in 2018-19, a 122% increase.

Each year the largest amount spent has been spent on sign interpreters. The amount spent on sign interpreters for 2019-2020 was \$65,072. The total spent on interpreters 2004-05 through 2019-20 was \$1,669,382. The average spent annually has been \$104,336.sign. Typically the sign interpreters have been hired for in person interpreting; however this year there has been some remote needs, which also provided some challenges.

Mr. Soto reviewed the Diversity Education requirements of 3 hours of diversity activities in each fiscal year.

INSTRUCTIONAL PRESENTATION

SCC's Vice President of Instruction, Dr. Joel Michaelis, reviewed some of his current focuses, shared some of his activities related to relationship building, stacked credentialing, academic partnerships and articulation, and the development of an Academic Master Plan.

*Chairperson Seim declared the Board in recess at 4:11 p.m.

*Chairperson Seim declared the Board in regular session at 4:35 p.m.

COVID UPDATE AND CASE MANAGEMENT PROCESSES

Dr. Illich provided an update on COVID-related safety and control protocols. Bev Cummins reported on the role of case managers in contact tracing. She reported that there are 20 case managers, and they were trained with the Johns Hopkins contract tracing process. The case managers do the contact training in addition to their busy roles.

PROPOSED ADDITION OF DIPLOMA AWARD FOR AUTOMOTIVE TECHNOLOGY

Bob Morgan presented information on the addition of a diploma award in the Automotive Technology Program. This will be brought back for approval next month.

Discuss, consider and take all necessary action with regard to:

(No items for action)

LEGAL COUNSEL REPORT

TIME AND PLACE FOR NOVEMBER MEETING

Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, November 17, at the Beatrice Campus, at 3:00 p.m.

GOOD OF THE ORDER AND PUBLIC COMMENT

Chairperson Seim reminded Board Members to review the Board book before each meeting. If anyone has any questions or concerns email Chairperson Seim or another member of the Executive Team. Ribbon cutting is scheduled for Tuesday, November 10 at 10 a.m. for the Health Sciences building. The ribbon cutting for the Beatrice Campus Academic Excellence Center Building is scheduled for November 17 in Beatrice with the Board meeting following pending technology availability.

There will be a work session after Thanksgiving.

Dr. Kruse encouraged Board members to consider donating to the Board of Governors Scholarship Fund.

ADJOURNMENT

Chairperson Seim adjourned the meeting at 4:52 p.m.



Keith Hammons
Secretary

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

October 13, 2020

Personnel Report: Staff (Non-Faculty)									
ACTION TAKEN									
NAME	ASSIGNMENT	RANK		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Garcia, Carlos	Financial Aid Analyst – Student Affairs	P03			X		X	10/05/20	Internal Transfer Replaces Linda Butcher
Haddow, Patty	Registration Technician - Student Affairs	N10				X		11/06/20	Retirement
Hoggins, Kendall	Maintenance Worker II – Physical Plant	N15			X			9/28/20	Replaces Clark Rediger
Latona, Erin	Associate Dean Business/CIT/Trades Divisions	A05			X		X	10/19/20	Reassignment Replaces Todd Roth

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

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

October 13, 2020

Personnel Report: Staff (Faculty)

		ACTION TAKEN						
NAME	ASSIGNMENT		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Caudill, Erin	Instructor, Culinary Hospitality Program – Community Services Division				X		12/31/20	Retirement
Nickel, Dan	Instructor, Computer Information Technology – Const/EL/CIT/Mfg Division			X		X	01/04/21	Reassignment Replaces Laurie Kilzer
Nimic, Dana	Instructor, Mathematics – Arts & Sciences Division				X		12/31/20	Retirement
Stutzman, Roxanne	Instructor, Computer Information Technology – Const/EL/CIT/Mfg Division				X		12/31/20	Retirement

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

**Tuesday, October 20, 2020
Southeast Community College
Auditorium - 2nd Floor**

**And with Viewing and Listening Location
By Video Conference Call in Room 301**

**Continuing Education Center
301 South 68th Street, Lincoln, Nebraska**

REGULAR MEETING AGENDA – 3:00 P.M.

- | | |
|---|-----------|
| 1. Meeting Called to Order | 3:00 p.m. |
| 2. Roll Call | 3:05 |
| 3. Public Meeting Law Compliance Statement | 3:06 |
| 4. Consent Agenda | |
| a. Action Item - Review Agenda; Move Action Items to Regular Agenda and/or Approve Consent Agenda Items | |
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| 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 | 3:13 |
| 7. Board Team Reports | 3:17 |
| 8. President's Report | 3:25 |
| 9. Faculty Association Report | 3:30 |
| 10. Student Activities Report | 3:35 |
| 11. Public Comment | 3:40 |
| 12. Administrative Presentation/Board Review | |
| a) Access/Equity/Diversity Office Report | 3:45 |
| b) Instructional Presentation | 3:55 |
| BREAK | |
| c) COVID Update and Case Management Processes | 4:15 |
| d) Proposed Addition of Diploma Award for Automotive Technology | 4:25 |
| 13. DISCUSS, CONSIDER AND TAKE ALL NECESSARY ACTION WITH REGARD TO:
(None) | |
| 14. Legal Counsel Report (Executive/closed session possible) | 4:30 |
| 15. Time and Place for November Meeting | 4:35 |
| 16. Good of the Order and Public Comment | 4:40 |
| 17. Adjournment | 4:45 |

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.

