

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 22, 2019, at the Continuing Education Center, Room 304, 301 South 68 Street Place, Lincoln, Nebraska.

ROLL CALL:

Present:

Nancy Seim, Lincoln
Robert Feit, Lincoln
Kathy Boellstorff, Johnson
Dale Kruse, Beatrice
Keith Hammons, Weeping Water
Steve Ottmann, Dorchester
Edward Price, Lincoln
Lynn Schluckebier, Seward
Ellen Weissinger, Lincoln
Kristin Yates, Lincoln
Linda Hartman, Faculty Representative
Nicole Daharsh, Lincoln Campus Student Representative

Absent:

James Garver, Lincoln

Others Attending:

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

Registered Visitors:

Stu Osterthun, SCC Area
Bob Morgan, SCC Beatrice
Jose J. Soto, SCC Area
Bruce Tangeman, SCC Area
Bev Cummins, SCC Lincoln
Robin Moore, SCC Area
Katy Novak, SCC Area

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 Thursday, October 17, 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 September 17, 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) New Program Proposal – Associate of Science Degree in Health Sciences

Approval of the new program proposal of an Associate of Science Degree in Health Sciences and approval to submit to the Coordinating Commission of Postsecondary Education.

Mr. Feit moved approval of the consent agenda. Seconded Dr. Kruse.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

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

Dr. Weissinger	V0707996 & V0712011
Ms. Seim	V0708887

FINANCIAL REPORT

Dr. Illich reviewed the financial report for the period through September 30, 2019. He also reviewed the investment accounts.

Budgeted Revenue/Actual Revenue & Budgeted Expenses/Actual Expenses

Revenue:	Variance:	
Local Taxes	\$467,142	
Tuition	(\$1,109,598)	
Other	\$16,921	
Total Revenues	(\$625,535)	-2.5%
Expenses		
Personal Services	(\$2,870,964)	
Operating	\$1,223,595	
Travel	(\$92,070)	
Equipment	\$12,213	
Total Expenses	(\$1,727,226)	-7.5%
Net Position	\$1,101,691	

FINANCIAL REPORT (continued)

The budget report ending September 30, 2019 showed:

Percentage of Budget year	25%
Percentage of Budget spent	22.8%
Percentage of Board budget spent	11.2%

Mr. Ottmann 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>
Ottmann		Garver
Schluckebier		
Kruse		
Hammons		
Boellstorff	<i><u>Motion Carried</u></i>	
Feit		
Yates		
Price		
Weissinger		
Seim		

BOARD MEMBER REPORTS

Board members reported attendance at the following:

ACCT Conference – San Francisco

Ms. Seim
Mr. Feit
Dr. Kruse
Mr. Garver

Falls City Learning Center

Ribbon Cutting

Mr. Schluckebier
Ms. Boellstorff
Mr. Hammons
Mr. Ottmann
Mr. Garver
Mr. Feit
Past Board member Don Reiman

ACCT reports included: Some of the sessions attended were on the following topics: CEO evaluations, completion rates, student success, board's role, build trust, work and learn, hackers (how a college lost \$1 million in 60 seconds), cybersecurity, natural disasters, five practices of exemplary leadership, etc., "Jump Start Your Life Program" for contractors in dire need of entry level technicians, First Amendment issues and Title IX.

Mr. Feit reported that he "passed the torch" to R. J. Savely from Western Community College as ACCT State Coordinator.

Mr. Feit announced that the registration is open now for the 2020 ACCT National Legislative Seminar in Washington, DC.

Ms. Hartman stated she attended a "No More Quarters" celebration on Lincoln Campus where they turned in quarters for the campus food pantry.

Dr. Weissinger stated that she attended the inauguration of Nebraska Wesleyan's new president. She also attended an organization where she presented five minutes of incredible SCC items from a report.

BOARD TEAM REPORTS

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

Finance & Facilities. Ms. Boellstorff handed out information on facilities. She suggested that progress on the campuses can be monitored through the webcam. Work is taking place to obtain financing for a second residential living quarters building on the Milford campus.

Work continues on the Beatrice Campus master plan for parking.

Planning continues for healing gardens on the Lincoln Campus. They are starting to work on key card access for the Lincoln Campus. Ms. Cummins showed pictures of the refreshed space at Education Square. Key card access is now required at Education Square.

HR/Equity. Dr. Kruse stated that the HR Equity Team met, and they reviewed revised policies that will be brought to the Board in November.

TCA. Mr. Ottmann reported that The Career Academy Joint Board met recently. With the semester starting, it has been taking 15 minutes for students to get access to O Street.

PRESIDENT'S REPORT

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

- Showed webcam of Health Sciences building
- Reviewed the progress of the Diesel Technology building
- ACCT – attended conference in San Francisco – attended sessions on First Amendment rights/ Title IX
- A study on traffic/ parking / exiting the campus is taking place due to heavy departures at noon.
- Highlighted a good attendance at the ribbon-cutting for the Falls City Learning Center
- Dr. Illich was appointed to a task force to develop resiliency to climate change
- Reviewed the Annual Profile dated 10-2019
- Strategic planning – many objectives are not completed and new ones are being tweaked. He is scheduling a work session prior to the regular November meeting at 12:30 p.m. to review the draft.
- November 3 / 4 is the NCCA annual seminar. The evening of November 3 is the awards ceremony and dinner and followed by group meetings the next day. The theme is promoting student success.
- No More Quarters celebration was held on each campus recently. It also raised funds for the campus Food Pantry. Lincoln raised \$135, Milford \$105, and Beatrice \$105.

FACULTY ASSOCIATION REPORT

*No report. Faculty on fall break.

STUDENT ACTIVITIES REPORT

Nicole Daharsh, president of the Lincoln Campus Student Senate, reported that they had asked a few students their thoughts on the change to semester calendar. Comments were:

Things were a lot more stretched out; has time to eat and finish homework; hard transitioning but once a person gets used to it, it is better; parking was rocky at beginning of semester but within few weeks problems were resolved.

Events held or upcoming include: Zoo night, suicide prevention event, breast cancer awareness, and domestic violence awareness.

PUBLIC COMMENT

There was no public comment.

Administrative Presentation/Board Review

NPPD CHECK PRESENTATION (1.4, 2.3)

Nebraska Public Power District representatives, Gary Thompson and Mary Harding, and Wells Fargo Senior Vice President Monica Balters, were introduced.

Ms. Harding stated she represents the NPPD Milford and Lincoln districts. She also indicated she was a former SCC Board member several years ago. Ms. Harding reported on the recent Nebraska Open Golf Tournament, which is the 28th year for the tournament. In total they have raised approximately \$1.6 million for the Nebraska community college foundations; with about \$330,000 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.)

Ms. Harding stated that the Nebraska economy is stronger and healthier because of the 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 Student Representative Nicole Daharsh and the campus directors, three checks, each for \$5,550, or a total of \$16,650 for the three campuses.

HUMAN SERVICES PROGRAM PRESENTATION (1.2, 4.1, 4.3)

- NAME/TITLE OF PRESENTER:
 - Michelle Hawco, Program Director, Human Services
- SHORT DESCRIPTION OF PRESENTATION
"Human Services- Helping People Help Themselves"

Michelle Hawco, Program Director of Human Services, presented an overview of the Human Services field. She reported that most terms there are 175 students in the program. Agencies that hire the students upon graduation are those agencies that deal with poverty, drug and alcohol abuse, such as Community Action, Fresh Start, and St. Monica's, etc. She pointed out that it is extremely important that students are able to be resilient and are able to help their clients to believe in themselves.

Some jobs that are available upon graduation are case managers, volunteer coordinators or grant administrators. Some work as paraprofessionals in local schools, some have returned to the Panhandle to work as drug and alcohol counselors, Blue Valley in Beatrice, agencies in Seward, and some attend additional classes at one of the Learning Centers.

Ms. Hawco indicated she went through the program in the 1990's. This gave her success for 20 years before she went back to get her bachelor's degree. Ms. Hawco also expressed appreciation in having a new Health Sciences building.

*Chairperson Seim declared the Board in recess 4:04 p.m.

*Chairperson Seim declared the Board in regular session at 4:19 p.m.

MARKETING / BRANDING CAMPAIGN UPDATE (1.1, 1.2, 1.6, 1.9)

Stu Osterthun, Administrative Director of Public Information and Marketing, gave an update on the College's New Student Recruiting Campaign. SCC will be launching the test phase of the new campaign over the next couple of months before the formal launch in January 2020. He provided details on various aspects of the branding/recruiting campaign.

He indicated they will build on the current momentum and felt it was appropriate to remain partners with Firespring to help with the new student recruitment campaign.

- The Campaign: Choose You! Your Choice
- Objective: increase the number of new students contacting our admissions team by targeting the 15-county area
- Primary target: Centennial generation born 1997 and later, high school students seeking four-year degree, focus on trade career, people ages 18 to 24
- Media plan goal: deliver messages with high frequency to raise awareness of the innovative changes at SCC and generate leads by driving traffic to the landing pages through a mix of media channels impactful for the primary audience
 - Radio spots (on air/streaming)
 - Digital banner ads
 - Digital billboard
 - Landing pages – 3
 - Main page
 - Campaign retargeting page
 - Thank you page
 - Videos: pre-roll and social media
 - Google ads

Campaign metrics: Goal 1300 to 3000 form submissions. Firespring is targeting 2100 form submissions as a win; if number is projecting closer to 1300 as the campaign progresses, they will adjust.

October 14 was the Beta launch. January 1 will be the main campaign launch. The end of May 2020 the campaign ends.

The next steps are:

- Print ads
- Direct mail
- Landing page on **choose scc.com** and redirect from your path to **possible.com**

Mr. Osterthun stated quite a bit of work has been done already, but there is a lot more to be done.

ACCESS / EQUITY / DIVERSITY OFFICE REPORT (5.1, 9.6)

Mr. Soto reviewed the 2018-19 Profile of Services to Students with Disabilities / Diversity Education report. He pointed out on page 3, in the footnote, 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 2018-19 there were 443 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. Extra time is granted for testing or alternative testing locations are granted. Sometimes note takers are provided. This accommodation is relatively inexpensive.

The cost of accommodations for 2018-19 was \$94,000. This was the first year that the only expenditure for accommodations was for providing sign language interpreting service. The cost for each year is dependent on the number of people who need sign interpreters.

The Career Academy presents challenges as the students are considered high school students as well as college students. There are different federal rules for high school and postsecondary education.

Challenges faced in a disability world are digital access to our websites, The Hub, and online classes.

Mr. Soto reviewed the Diversity Education requirements of 3 hours of diversity activities in each fiscal year. He stated that SCC's diversity requirement reflects a level of commitment beyond any other college or university.

Mr. Soto commended the Board for their policy of requiring all employees to have some level of diversity education. He indicated his office provides a lot of opportunities for employees to be involved in diversity activities.

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

(no items for action)

LEGAL COUNSEL REPORT

Mr. Schultze stated that the diversity education policy provides great protection and encourage students to attend diversity activities. As regulations come out on Title IX, his office will be doing some policy work for the College.

TIME AND PLACE FOR NOVEMBER MEETING

Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, November 19, 2019, at the Beatrice Campus, at 3 p.m. A work session will be held prior to the regular meeting, at 12:30 p.m., on updating the draft strategic plan for 2020 – 2024.

GOOD OF THE ORDER AND PUBLIC COMMENT

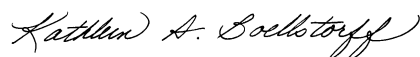
Chairperson Seim reminded Board members of the NCCA conference, November 3 & 4.

Dr. Kruse handed out scholarship information on the Board of Governors Scholarship. He encouraged Board member to provide leadership, by donating to this scholarship. This scholarship is handled through the SCC Educational Foundation.

Mr. Koster reported that last week at Manufacturing Day, Elmer Wessel donated an engineer track system invention he is working on. It is hoped that students will invent attachments to us. Mr. Schultze stated that he is moving forward on a trademark for it.

ADJOURNMENT

Chairperson Seim adjourned the meeting at 5:12 p.m.



Kathy Boellstorff
Secretary

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

October 10, 2019

Personnel Report: Staff (Non-Faculty)

NAME	ASSIGNMENT	RANK	SALARY	AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Alder, Tatje	Assistant Manager – Food Services – Campus Staff	P03				X		8/31/19	Position Eliminated
Johnson-Culver, Lindsey	Associate Registrar	P02				X		10/11/19	Resignation
Decker, Rosella	Administrative Assistant	N08				X		2/03/20	Retirement
Garcia, Sonia	Public Safety Officer	N11					X	10/1/19	PT to FT Reclassification
Kastens, Roxanne	Accountant	A07				X		10/18/19	Resignation
Peterson, Larry	Maintenance Worker II	N15				X		11/11/19	Retirement

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

October 10, 2019

Personnel Report: Faculty

ACTION TAKEN

NAME	ASSIGNMENT	SALARY	AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Neuwerth, Barb	Instructor, Business				X		12/20/19	Retirement
Tiedeman, Terri	Instructor, Business				X		12/20/19	Retirement

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer