

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 January 21, 2020, at 2:00 p.m. at the York Learning Center, Holthus Convention Center, 3130 Holen Avenue, York, Nebraska.

ROLL CALL:

Present:

Nancy Seim, Lincoln
Kathy Boellstorff, Johnson
Dale Kruse, Beatrice
James Garver, Lincoln
Keith Hammons, Weeping Water
Lynn Schluckebier, Seward
Ellen Weissinger, Lincoln
Kristin Yates, Lincoln
Linda Hartman, Faculty Representative

Absent:

Robert Feit, Lincoln (excused absence)
Edward Price, Lincoln

Others Attending:

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

Registered Visitors:

Stu Osterthun, SCC Area
Bruce Tangeman, SCC Area
Ed Koster, SCC Milford
Bob Morgan, SCC Beatrice
Robin Moore, SCC Area
Dennis Headrick, SCC Area
Shawna Herwick, SCC Area
Keith Muller, visitor
Bev Cummins, SCC Lincoln

Chairperson Seim stated that Bob Feit had an excused absence.

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 Monday, January 13, 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, #12. 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.

REORGANIZATION OF BOARD OF GOVERNORS

Election of Officers for 2020

Chairperson

Chairperson Seim handed out the list of Board members' interest in officer positions.

Dr. Illich took over the nominating process for Chairperson. He asked for nominations for Chairperson.

Dr. Kruse nominated Nancy Seim for Chairperson.

Mr. Schluckebier moved that nominations cease and that a unanimous ballot be cast for Ms. Seim for Chairperson. Seconded by Dr. Weissinger.

Dr. Illich asked for discussion. There was none.

Roll call vote follows:

FOR (8):

Schluckebier
Weissinger
Garver
Kruse
Boellstorff
Yates
Hammons
Seim

AGAINST (0)

ABSENT (2)

Feit
Price

MOTION CARRIED

REORGANIZATION OF BOARD OF GOVERNORS (continued)

Vice Chairperson

Chairperson Seim then asked for nominations for Vice Chair.

Dr. Kruse nominated Kathy Boellstorff, Jim Garver, Keith Hammons, and Kristin Yates.

Mr. Garver moved that the rest of the officer positions be elected by secret ballot. Seconded by Dr. Weissinger.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):

Garver
Weissinger
Yates
Boellstorff
Hammons
Schluckebier
Kruse
Seim

AGAINST (0)

ABSENT (2)

Feit
Price

MOTION CARRIED

A ballot vote was taken for the Vice Chairperson. Legal Counsel Rex Schultze counted the ballots. He stated that the majority of votes were for Kathy Boellstorff.

Secretary

Dr. Kruse nominated Kristin Yates and Keith Hammons for secretary.

A ballot vote was taken for the Secretary. Legal Counsel Rex Schultze counted the ballots. He stated that the majority of votes were for Keith Hammons.

Treasurer

Ms. Boellstorff nominated Jim Garver and Dale Kruse for treasurer.

A ballot vote was taken for Treasurer. Legal Counsel Rex Schultze counted the ballots. He stated that it was a tie.

A second ballot vote was taken. Legal Counsel Rex Schultze counted the ballots. He stated that it was a tie again.

A third ballot vote was taken. Legal Counsel Rex Schultze counted the ballots. He stated that it was a tie again.

REORGANIZATION OF BOARD OF GOVERNORS (continued)

Dr. Kruse withdrew his name and Jim Garver was declared treasurer.

Officers for 2020 are:

Chairperson – Nancy Seim
Vice Chairperson – Kathy Boellstorff
Secretary – Keith Hammons
Treasurer – Jim Garver

2) Team Membership Solicitation

Chairperson Seim handed around a team membership sign-up sheet. She requested that the sign-up sheet be returned by the end of the meeting.

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 December 17, 2019 Regular Board Meeting & December 27, 2019 Executive Team Minutes
 - 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) Approval of Beatrice Campus Custom Farming Agreement as attached.
(no changes have been made to agreement for the past couple of years)
Approval of the Beatrice Campus custom farming agreement with the SCC Foundation.
 - 7) Adoption of the 2020-21 College budget calendar.

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

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):

Weissinger*
Schluckebier
Hammons
Yates
Boellstorff
Garver*
Kruse
Seim

AGAINST (0)

ABSENT (2)

Feit
Price

MOTION CARRIED

*After voting, 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.

Jim Garver

V0720730

Ellen Weissinger

V0719951, V0720269, V0720572
V0721040, V0721041

FINANCIAL REPORT

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

Budgeted Revenue/Actual Revenue & Budgeted Expenses/Actual Expenses

Revenue:	Variance:	
Local Taxes	\$815,839	
Tuition	-\$1,393,157	
Other	-\$11,576	
Total Revenues	-\$588,894	-1.42%
Expenses		
Personal Services	-\$5,329,326	
Operating	\$1,299,450	
Travel	-\$120,122	
Equipment	\$896,539	
Total Expenses	-\$3,253,459	-7.0%
Net Position	\$2,664,565	

FINANCIAL REPORT (continued)

The budget report ending December 31, 2019 showed:

Percentage of Budget year	50%
Percentage of Budget spent	46.5%
Percentage of Board budget spent	30.6%

Dr. Kruse moved acceptance of the financial report. Seconded by Mr. Garver.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):

Kruse
Garver
Boellstorff
Hammons
Schluckebier
Yates
Weissinger
Seim

AGAINST (0)

ABSENT (2)

Feit
Price

MOTION CARRIED

BOARD MEMBER REPORTS

Board members reported attendance at the following:

Falls City Edge Banquet: Mr. Hammons, Dr. Illich, Ms. Boellstorff. The SCC Board was presented with a plaque, naming SCC Investor of the Year.

Graduation was attended, and participated in, by: Lynn Schluckebier, Dale Kruse, Ellen Weissinger, Kristin Yates, and Nancy Seim.

BOARD TEAM REPORTS

Executive. Chairperson Seim stated the team met and set the agenda. They reviewed and chose four candidates to interview to fill the At Large vacancy.

Chairperson Seim indicated that at the next Board meeting they will determine where the Board meetings are held. She asked Board members to let her know whether they still want to go to visit Learning Centers for a couple Board meetings a year.

HR/Equity. Dr. Kruse stated that they met prior to the meeting and the Board of Governors Policy is on the agenda for approval later in this meeting.

Finance & Facilities. Ms. Boellstorff handed out the construction progress chart and reviewed it. She reported that the Grand Opening / ribbon cutting of the Diesel Technology Center will be held on February 19 at 3:00 p.m.

Ms. Boellstorff stated that action will be taken later in the meeting to approve the construction management at risk for the proposed construction of the student and academic service additions/renovations at 8800 O Street.

TCA – Dr. Weissinger reported she attended the quarterly meeting of The Career Academy (TCA) with Dr. Illich. There will be upcoming changes of personnel at TCA.

NCCA. Mr. Schluckebier reported that the NCCA Board will hold their first quarterly meeting Friday to review bills that have been introduced and to determine their support of each.

PRESIDENT'S REPORT

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

- Dr. Illich stated that the College took ownership of the Diesel Technology Building on January 10.
- The extension of the Strategic Plan for 2020-2024 is on the agenda for approval. Dr. Illich stated that Shawna Herwick has done an outstanding job in working with the College community in getting this accomplished.
- Dr. Headrick will retire in March. A national search has been started. To date 28 applications have been received. Dr. Illich congratulated Dr. Headrick on his upcoming retirement.
- The College is in the middle of its branding campaign as reported to the Board several months ago.
- NCCA Board will meet this Friday.
- Legislative Day is February 24. More details will follow.
- On Thursday (January 23) the Coordinating Commission will consider approval of the proposed Program Statement on Student Affairs that the SCC Board approved a couple of months ago.
- At the Falls City Edge banquet, SCC received many compliments. They are thankful for what SCC has done.
- Dr. Illich and Shawna Herwick wrote an article titled, “Promoting Engagement in Strategic Planning” for the Society of College and Universities’ Journal, Planning in Higher Education. The article describes how a change of organizational climate through SCC’s Strategic Plan (9.6) set the stage for the conversion to FAST goals—and improved engagement in and ownership of strategic and departmental planning.
- Enrollment is up this semester.

- The College is submitting a grant to Rotary Club 14 to add a healing and discovery garden to the Health Sciences building area.

FACULTY ASSOCIATION REPORT

There was no report.

STUDENT ACTIVITIES REPORT

There was no report.

PUBLIC COMMENT

There was no public comment.

Administrative Presentation/Board Review

PRESIDENT'S GOALS FOR 2020

Dr. Illich handed out his goals for 2020. New goals are outlined.

Chairperson Seim stated that a work session will be held in November on the President's goals.

GRADUATION CALENDAR/SIGN-UP

Graduation dates were not available. Sign-up will be held in February.

*Chairperson Seim declared the Board in recess at 3:00 p.m.

*Chairperson Seim declared the Board in regular session at 3:20 p.m.

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

CM@R FOR PROPOSED CONSTRUCTION OF THE STUDENT & ACADEMIC SERVICE ADDITIONS AND RENOVATION TO MAIN CAMPUS AT 8800 O STREET, LINCOLN

Discuss, consider and take all necessary action with regard to (1) the selection and ratification of the Construction Management at Risk (CM@R) method of construction delivery for the proposed construction of the Student and Academic Services additions

and renovations to the main campus building at 8800 O Street on the Lincoln, Nebraska campus of the College under the Political Subdivisions Construction Alternatives Act, Neb. Rev. Stat. §§ 13-2901, (the "Act"); and, (2) the delegation to the President of the College all actions of the Board of Governors required by, and in conformance with, the Act.

Ms. Boellstorff moved that the Board of Governors of this College should, and does hereby:

1. Select and ratify the construction delivery method of "Construction Management at Risk" under the provisions of the Nebraska Political Subdivisions Construction Alternatives Act, Neb. Rev. Stat. §§ 13-2901, et. seq. (the "Act") for Southeast Community College for the proposed construction of the Student and Academic Services additions and renovations to the main campus building at 8800 O Street on the Lincoln, Nebraska campus of the College (hereinafter referred to as "the Project"), and,
2. Directs and delegates to the President of the College all authority to initiate and carry out all actions necessary to comply with the requirements of the Act, including but not limited to the issuance of a Request for Letters of Interest and Qualifications and Proposals for the position of Construction Management at Risk for the Project or Projects, the appointment of the Selection Committee to evaluate the proposals received from firms in response to the Request for Letters of Interest and Qualifications and Proposals for the position of Construction Management at Risk for the Project or Projects, and, to rank the submitting firms and make recommendations to the Board of Governors regarding the selection of the construction manager or managers for the Projects, collectively or individually.

Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):

Boellstorff
Schluckebier
Hammons
Yates
Weissinger
Garver
Kruse
Seim

AGAINST (0)

ABSENT (2)

Price
Feit

MOTION CARRIED

COLLEGE POLICY ON BOARD OF GOVERNORS SECTION

Dr. Kruse reviewed changes to the Board of Governors policy section. The HR Team met prior to this meeting and discussed the changes. The Team supports approval of Section A as presented for approval.

Dr. Kruse moved to approve the revisions to Section "A" of the Southeast Community College Policy as set forth in the copy of such Section "A" provisions 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 revised policies with such provisions to be effective February 1, 2020. Seconded by Dr. Weissinger.

Chairperson Seim asked for discussion.

Ms. Boellstorff moved to amend the motion, to exclude the term “gender identity” from the policy. The amendment died for lack of a second.

Roll call vote follows on original motion:

FOR (7):

Kruse
Weissinger
Yates
Garver
Hammons
Schluckebier
Seim

AGAINST (1)

Boellstorff

ABSENT (2)

Price
Feit

MOTION CARRIED

2020-2024 STRATEGIC PLAN

Dr. Illich indicated that the final draft of the 2020-2024 Strategic Plan was presented for Board review last month. Feedback from the Board was incorporated into this document. It is now ready for approval. A copy is included in the support information.

Mr. Garver moved to approve the 2020-2024 Strategic Plan as presented. Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (8):

Garver
Schluckebier
Hammons
Yates
Boellstorff
Weissinger
Kruse
Seim

AGAINST (0)

ABSENT (2)

Price
Feit

MOTION CARRIED

TIME AND PLACE FOR FEBRUARY MEETING

Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, February 18, at 3 p.m., at the Continuing Ed Center.

GOOD OF THE ORDER AND PUBLIC COMMENT

Chairperson Seim reminded Board members:

- Review their Board materials before the Board meeting.
- Grand Opening/Ribbon-cutting for Diesel Technology Center February 19
- Review Board meeting schedule and offer feedback
- Review the President's Goals
- Return Team membership sign up form

ADJOURNMENT

Chairperson Seim adjourned the meeting at 3:36 p.m.



Keith Hammons
Secretary

**SOUTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS
January 21, 2020
2:00 p.m.
York Learning Center
Holthus Convention Center
3130 Holen Avenue
York, Nebraska**

REGULAR MEETING AGENDA – 2:00 P.M.

- | | |
|---|-----------|
| 1. Meeting Called to Order | 2:00 p.m. |
| 2. Roll Call | 2:05 |
| 3. Public Meeting Law Compliance Statement | 2:06 |
| 4. Reorganization of Board of Governors | |
| a) Election of Officers for 2020 | 2:07 |
| b) Team membership solicitation | |
| 5. Consent Agenda | 2:20 |
| 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 December 21, 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) Beatrice Campus Custom Farming Agreement | |
| 7) 2020-21 Budget Calendar | |
| 6. Financial Report | 2:25 |
| 7. Board Member Reports | 2:35 |
| 8. Board Team Reports | 2:40 |
| 9. President's Report | 2:50 |
| 10. Faculty Association Report | 3:05 |
| 11. Student Activities Report | 3:10 |
| 12. Public Comment | 3:15 |
| 13. Administrative Presentation/Board Review | |
| a. President's Goals for 2020 | 3:20 |
| b. Graduation Calendar/Sign-up | 3:25 |
| BREAK | |
| 14. DISCUSS, CONSIDER AND TAKE ALL NECESSARY ACTION WITH REGARD TO: | |
| a. CM@R for Proposed Construction of the Student & Academic Service Additions and Renovation to Main Campus at 8800 O Street, Lincoln | 3:45 |
| b. College Policy on Board of Governors Section | 3:50 |
| c. 2020-2024 Strategic Plan | 4:00 |
| 15. Time and Place for February Meeting | 4:10 |
| 16. Good of the Order and Public Comment | 4:15 |
| 17. Adjournment | 4:20 |

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

January 10, 2020

Personnel Report: Staff (Non-Faculty)									
ACTION TAKEN									
NAME	ASSIGNMENT	RANK		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Meierdierks, Jamie	SharePoint Developer - Technology	N18			X			1/13/20	Replaces Tarik Houti
Meyers, Alyssa	Administrative Assistant II, Health Sciences Division	N10			X		X	1/2/20	Replaces Rose Lange Internal Transfer
Molsen, Elizabeth	Residence Life Manager – Student Affairs	P03				X		4/2/20	Resignation
Richards, Dean	Maintenance Worker II – Physical Plant	N15			X			1/13/20	Replaces Larry Peterson
Thaut, Cristina	Director, Adult Education – Arts & Sciences Division	P01			X			2/03/20	Replaces Diane Vesely Robb (transfer)

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

January 10, 2020

Personnel Report: Staff (Faculty)

ACTION TAKEN

NAME	ASSIGNMENT		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Freeman, Calvin	Instructor Social Science/Head Men's Golf Coach – Arts & Science Division			X			1/6/20	Replaces Bill Campbell
Kohnke, Candace	Instructor Food Service/Dietary Manager – Community Services Division				X		1/31/20	Resignation
Nimic, Dana	Instructor, Math – Arts & Sciences Division						1/6/20	Temporary Reduction In Contract – 1.0 FTE to .75 FTE
Slafter, Jeffery	Instructor, John Deere AgTech – Transportation				X		1/17/20	Resignation

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer