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, June 16, 2020, via Zoom/telephone conference call. Notice was given in accordance with law that due to the COVID 19 virus pandemic and issues related thereto and for the protection of the public interest, this meeting would be held by telephone conference call. A public site was provided for anyone wanting to attend in person - located at the Continuing Education Center, Room 301, 301 S. 68th Street Place, Lincoln, Nebraska.

ROLL CALL:

Present:

Nancy Seim, Lincoln
Kathy Boellstorff, Johnson
Keith Hammons, Weeping Water
James Garver, Lincoln
Tim Cerveny, Wilber
Robert Feit, Lincoln
Dale Kruse, Beatrice
Edward Price, Lincoln
Lynn Schluckebier, Seward
Ellen Weissinger, Lincoln
Kristin Yates, Lincoln
Linda Hartman, Faculty Representative

Absent:

None

Also Attending:

Paul Illich, President
Rex Schultze, Legal Counsel
Stacey Barnard-Dorn, SCC Area

Also on Zoom/Conference Call:

Robert Morgan
Doug Kennedy
Jose Soto
Bruce Tangeman
Ed Koster
Bev Cummins
Katy Novak
Stu Osterthun
Terry Stutzman
Al Brunkow
Bruce Exstrom
Aaron Epps
Amy Jorgens
Robin Moore
Derek Aldridge

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 Tuesday, June 9, 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 for the public, 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. 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.

1) Approval of Agenda as Presented or Amended
2) Approval of Minutes of May 19, 2020 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

Seconded by Mr. Cerveny.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0)**
Kruse		
Cerveny		
Garver		
Price		
Weissinger		
Feit		
Boellstorff		
Yates		
Schluckebier		
Hammons		
Seim		

MOTION CARRIED

FINANCIAL REPORT

Dr. Illich reviewed the financial report for the period through May 31, 2020. He also reviewed the investment accounts.

Budgeted Revenue/Actual Revenue & Budgeted Expenses/Actual Expenses

Revenue:	Variance:	
Local Taxes	($858,501)	
Tuition	($2,450,589)	
Other	$27,725	
Total Revenues	($3,281,365)	-3.76%
Expenses		
Personal Services	($9,804,663)	
Operating	$1,278,439	
Travel	($265,046)	
Equipment	$1,797,155	
Total Expenses	($6,994,115)	-8.2%
Net Position	$3,712,750	

The budget report ending May 31, 2020 showed:

Percentage of Budget year	92%
Percentage of Budget spent	84%
Percentage of Board budget spent	51%

Adjustments from quarter to semester calendar do not show in this report. Two other adjustments that need to be accounted for.

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

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0)**
Garver		
Schluckebier		
Kruse		
Hammons		
Boellstorff		
Feit		
Cerveny		
Yates		
Price		
Weissinger		
Seim		***MOTION CARRIED***

BOARD MEMBER REPORTS

There were no reports.

BOARD TEAM REPORTS

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

Finance & Facilities. Ms. Boellstorff indicated that the team met prior to the meeting and there is an agenda item later in the meeting regarding a land purchase.

The Facilities Project Status as of 6/8/2020 was sent by email prior to the Board of Governor's meeting.

HR/Equity. Dr. Kruse indicated the team met, and there are items for approval later in the meeting.

Dr. Kruse indicated that Greg Adams has recommended freezing the NCCA salaries for the 2020-2021 year due to unforeseen circumstances in relation to COVID-19. The NCCA Board will be voting on the recommendation in August.

Dr. Kruse also reported that Greg Adams indicated that operations are slowly returning to normal after damage done during the recent demonstrations.

PRESIDENT'S REPORT

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

- Dr. Illich reported on the Board of Governors' workshop held the morning of June 16. The workshop provided an opportunity to present detailed information on the budget development for the 2020-2021 year.

- Dr. Illich reported that SCC will open to the public on July 1 and on-site services will be available to students with approximately 70% of employees returning on-site. All current state and local health recommendations in planning Phase II and Phase III Return to Operations will be followed.

- The current plan is to return to full on-site operations on August 10 following directed state and local health measures. Plans will be in place to pivot to remote services if the need arises.

- A document outlining general guidance for each of the phases of returning to operations is currently being developed.

- Governor Ricketts will launch a Workforce Retraining Initiative to help unemployed and underemployed Nebraskans acquire new or improved skillsets. SCC grant writers have met and will submit SCC's application before the June 24 application deadline. Dr. Illich indicated that approximately $3.2 million will be allocated to Southeast Community College and approximately $500,000 can be used for operational costs.

- Detailed information can be found at: https://getnebraskagrowing.nebraska.gov/workforce-retraining-initiative/

- Dr. Illich indicated that SCC is approaching $1 million awarded in CARES ACT student scholarships with approximately $1 million remaining.

- Dr. Illich and Dr. Ted Carter, UNL President, had the opportunity to meet, and Dr. Illich indicated that Dr. Carter is very supportive of Southeast Community College and interested in creating 2+2 with SCC.

- A survey will be sent to students regarding their educational plans for the fall semester. Applications are increasing, and students have been notified that SCC will return to full operations beginning in the fall semester. All courses will be offered in the format as indicated on the class schedule, and a plan is in place to pivot to remote learning if the need arises.

- There were three finalists for the Vice President of Instruction position, but two candidates withdrew. On-site, face-to-face and remote interviews were conducted with the final candidate. Dr. Illich has received many positive comments regarding the candidate. Human Resources is in the process of background and reference checks before a recommendation will be made.

FACULTY ASSOCIATION REPORT

Linda Hartman reported that Beatrice Campus Phi Beta Lambda (PBL) student organization has three students who have been selected as finalists and will be attending the virtual national conference.

Ms. Hartman reported that a number of faculty have taken the summer session off and others are teaching as adjuncts during the summer term. She indicated they have encouraged faculty to take some time off during the summer before the fall semester.

Ms. Hartman also had the opportunity to meet the Vice President of Instruction in-person and he was very personable and showed a great interest of having a presence on the campuses.

STUDENT ACTIVITIES REPORT

There was no report.

PUBLIC COMMENT

There was no public comment.

Administrative Presentation/Board Review

2020-21 PRELIMINARY BUDGET: GENERAL GUIDANCE

Dr. Illich gave an overview of the 2020-21 general fund budget.

EXECUTVE SESSION

The Board concurred that it would not be necessary to adjourn to Executive Session.

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

2020-21 PRELIMINARY BUDGET: GENERAL GUIDANCE

Dr. Kruse moved that the Board of Governors of this College should and does hereby approve and authorize the President of the College, and his designees, to make any and all required or necessary expenditures for and on behalf of the College consistent with the preliminary 2020-21 fiscal year budget, as shown below, until the 2020-21 fiscal year budget is approved by the Board of Governors in September 2020.

Prelminary Budget 2020-2021		
Total Restricted (Self-Supporting) & Other Facility Project Financing Budget	$	131,703,000
Total Capital Improvement Fund Budget		54,736,461
Total General Fund Budget		96,100,202
Total Preliminary Budget 2020-2021	$	282,539,663

Seconded by Mr. Feit.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0)**
Kruse		
Feit		
Schluckebier		
Garver		
Yates		
Hammons		
Ms. Boellstorff		
Weissinger		
Price		
Cerveny		
Seim		***MOTION CARRIED***

2020-21 Employee Classification System

The 2020-21 Employee Classification System reflects compensation adjustments.

Dr. Kruse moved to approve the 2020-21 Employee Classification System as presented and set forth in the records of the College. Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion.

Dr. Kruse expressed the Board's support for College employees.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0)**
Kruse		
Schluckebier		
Garver		
Weissinger		
Yates		
Price		
Hammons		

Boellstorff
Feit
Cerveny
Seim ***MOTION CARRIED***

2020-21 SALARY LIST

Dr. Kruse moved to approve the 2020-21 salaries as presented and as set forth in the records of the College. Seconded by Mr. Cerveny.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0)**
Dr. Kruse		
Cerveny		
Schluckebier		
Hammons		
Boellstorff		
Garver		
Feit		
Yates		
Price		
Weissinger		
Seim		***MOTION CARRIED***

PRESIDENT'S CONTRACT

Dr. Wessinger moved that the Board of Governors of this College should and does hereby appoint and employ Dr. Paul Illich (College President) as the College President for the Southeast Community College area for a term beginning July 1, 2020 and ending June 30, 2025, unless continued or extended by mutual agreement of the College President and the Board of Governors, under the terms of the Contract of Employment with College President (Contract) attached hereto as Exhibit 1, which contract should be and the same is hereby accepted and approved in its entirety, and that the President and Secretary, or other Board members of this College, should be and are hereby authorized to sign, execute, and deliver the Contract pursuant to its terms and to put its provisions into effect.

Seconded by Ms. Boellstorff.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (11):	**AGAINST (0)**	**ABSENT (0)**
Weissinger		
Boellstorff		
Kruse		
Yates		
Schluckebier		
Hammons		
Price		
Garver		
Feit		
Cerveny		
Seim		***MOTION CARRIED***

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LAND PURCHASE AGREEMENT

Real Estate Purchase – Waterford Estates property

Discuss, consider and take all necessary action with regard to the proposed real estate Property Purchase and Sale Agreement for the purchase by the College of approximately 34.53 acres of real estate generally located in part of Outlot B, Waterford Estates 21st Addition, Lincoln, Lancaster County, Nebraska.

Ms. Boellstorff moved that the Board of Governors of the Southeast Community College Area should and does hereby:

APPROVE the real estate Property Purchase and Sale Agreement ("Purchase Agreement") by and between Waterford Estates, LLC, as Seller, and Southeast Community College Area, as Buyer, for the purchase by the College of approximately 34.53 acres of real estate generally located in part of Outlot B, Waterford Estates 21st Addition, Lincoln, Lancaster County, Nebraska, the terms of such purchase being as more particularly described in the Purchase Agreement 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 President; and,

AUTHORIZE the President of the College to (1) sign and deliver the Purchase Agreement on behalf of the College, (2) sign and deliver any development plans, development agreements, subdivision agreements, interlocal agreements, documents, or other agreements called for in such Purchase Agreement for and on behalf of the College, (3) retain any necessary professionals for assistance, (4) pay the purchase price, development costs, and all other related costs and expenses, and (5) to take all other action necessary to close the purchase and conveyance transaction and to carry such Agreement into effect.

Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion.

Ms. Boellstorff inquired about adding the purchase price in the motion. Mr. Aldridge from Perry Law firm indicated the purchase price does not include the price for SCC's share of roadway improvements which is not yet fixed.

Roll call vote follows:

FOR (10):	**AGAINST (1)**	**ABSENT (0)**
Boellstorff	Price	
Schluckebier		
Cerveny		
Yates		
Weissinger		
Kruse		
Feit		
Garver		
Hammons		
Seim		***MOTION CARRIED***

TIME AND PLACE FOR JULY MEETING

Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, July 21, at 3 p.m. A determination will be made at a later date if the location will be a Zoom meeting or at the scheduled location of the Beatrice campus.

GOOD OF THE ORDER AND PUBLIC COMMENT

Amy Jorgens reported revenue bonds series 2020 sold with a true interest cost of 2.75% and an all inclusive cost of 2.87%.

ADJOURNMENT

Chairperson Seim adjourned the meeting at 4:04 p.m.

Keith Hammons
Secretary

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes June 8, 2020

Personnel Report: Staff (Non-Faculty)									
				ACTION TAKEN					
NAME	**ASSIGNMENT**	**RANK**		**AD**	**RP**	**RS**	**TR**	**EFFECTIVE DATE**	**COMMENT**
Jungbluth, Beth	Custodian II – Physical Plant	N12				X		9/04/20	Retirement
Ham, Myron	Custodian II – Physical Plant	N12				X		7/31/20	Retirement
Mayfield, Cindy	Administrative Assistant – Career Advising – Student Affairs	N08			X			7/15/20	Reassignment Replaces Nancy Danley
Nelson, Randy	Senior Administrative Director SENCAP– Instructional Division	A05				X		8/03/20	Retirement
Roth, Todd	Associated Dean – Instructional Division	A05			X			9/09/20	Reassignment to Milford Campus - Replaces Kenton Baughman
Wobig, Sally	Administrative Assistant II – Instructional Division	N10						5/05/20	Long Term Disability per College Policy E-3i(5)(6)

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

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes June 8, 2020

Personnel Report: Staff (Faculty)								
			ACTION TAKEN					
NAME	**ASSIGNMENT**		**AD**	**RP**	**RS**	**TR**	**EFFECTIVE DATE**	**COMMENT**
Maddox, Matthew	Instructor, Spanish – Arts & Sciences Division				X		7/31/20	Resignation
Tracy, Barb	Instructor, Developmental - Arts & Sciences Division				X		7/31/20	Resignation
Vavra, Elaine	Instructor, Manufacturing/Engineering - Construction, Electronics, CIT & Manufacturing Division				X		7/31/20	Retirement

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