



Chairperson Arlyn Uhrmacher called the work session and regular meeting of the Southeast Community College Board of Governors to order at 12:32p.m. on Tuesday, February 25, 2025, at the Lincoln Campus, 8800 O Street, Lincoln, NE

#### **SWEARING IN OF RE-ELECTED BOARD MEMBERS**

Ms. Kathy Boellstorff was sworn in.

#### **ROLL CALL:**

##### **Present:**

Kathy Boellstorff, Johnson  
Chuck Byers, McCool Junction  
Brandon Gunther, Hickman  
Vicki Haskell, Fairbury  
Joann Herrington, Lincoln  
James Sherwood, Lincoln  
Neal Stenberg, Lincoln  
Kristin Yates, Lincoln  
Linda Hartman, Faculty Representative  
Arlyn Uhrmacher, Lincoln

##### **Absent:**

Nancy A. Seim, Lincoln  
Carina McCormick, Lincoln

Chairperson Uhrmacher welcomed everyone to the meeting.

#### **PUBLIC MEETING LAW COMPLIANCE STATEMENT**

Chairperson Uhrmacher stated the public meeting notice had been published in the Lincoln Journal Star on Friday, February 21, 2025, as well as posted on the Lincoln Campus Administrative Suite and on the website. He indicated that the meeting is conducted according to the principles of the revised ***Robert's Rules of Order***.

Chairperson Uhrmacher 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, item number 13. 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.

#### **TOPICS FOR DISCUSSION**

## **2025-2029 Strategic Plan**

Shawna Herwick, Administrative Director Accreditation, Institutional Assessment, and Planning, and Kat Kreikemeier, Administrative Director Admissions and Career Services, discussed the third strategic plan for Southeast Community College.

Ms. Kreikemeier stated she was part of the process that last 18 months in creating the strategic plan for SCC. She discussed SCC's environmental scan which included internal and external data trends such as:

- Enrollment
- Climate
- Public image
- Facilities
- Finances
- Technology
- Student success
- and more

She also mentioned that part of the process was conducting community listening session themes, received employee feedback about future needs that included

- Facilities and infrastructure
- Professional development
- Training
- Wellness initiatives
- Enrollment and recruitment
- Program development and curriculum

She stated that they also received student desired changes for SCC such as

- Dining and food services
- Student engagement and inclusivity activities,
- Technology and resources.

Ms. Kreikemeier stated that SCC's strategic planning process had been driven by a collaborative review of data informed opportunities for improvement.

Dr. Sherwood asked what had the last two weeks done to the planning? Dr. Illich mentioned that as they start to talk about themes that it was an important goal area to an agile college. He mentioned that they had to figure out how to launch their first strategic plan in the history of the college and how to build facilities for the first time. He stated that they have provided a life-changing benefit of higher education and the agility goal was those kinds of things

**Dr. McCormick arrived at 12:55 p.m.**

Ms. Herwick mentioned that SCC's board and planning team maintained an active involvement in the strategic plan development.

- Beginning in Spring 2024, Planning Team provided monthly updates to the full Board during Team Reports.

- Recommended data-informed recommendations based on environmental scanning themes to legislative partners in July 2024.
- Board members attended all community listening sessions in August and September 2024.
- Board meeting in November 2024 included Strategic Planning Team report of environmental scan findings of the listening sessions and some examples of emerging plan themes.
- Remaining steps
  - Board to finalize the new strategic plan
  - Input on theme recommendations from Administrative Team
  - Review draft mission, vision, values, strategic goals, and objectives
  - Respond to and adapt plan as needed
  - Approve final plan
  - Support implementation of the 2025-2029 Strategic Plan
- Proposed elements of the 2025-2029 Strategic Plan
  - Board approval:
    - .. Mission
    - .. Vision
    - .. Values
    - .. Strategic goals and objectives
  - Implementation and evaluation:
    - .. Key Performance Indicators (KPIs) and identified metrics
    - .. Annual strategic planning progress report
    - .. Mission Action Plan (MAP) goals
- Each proposed strategic goal objective and goal is based on multiple sources of data
  - Comprehensive environmental data scan
  - Internal listening sessions
  - Administrative team presentations
  - 12 community listening sessions
- SCC's new Strategic Plan positions the College for continued growth and innovation.
- Proposed Strategic Plan Goal Themes
  - Academic Excellence and Workforce Readiness
  - Student Well-Being, Engagement, and Success
  - Enrollment Growth and Student Access
  - Employee Excellence
  - Integrated Marketing, Strategic Communication, and Brand Engagement
  - Financial Strength and Resource Development
  - Future-Ready Facilities and Infrastructure
  - Institutional Agility and Innovation
  - Organizational Excellence
- Proposed Objective themes
  - Academic Excellence and Workforce Readiness
  - Student Well-Being, Engagement, and Success
  - Enrollment Growth and Student Access
  - Employee Excellence
  - Integrated Marketing, Strategic Communication, and Brand Engagement

- Financial Strength and Resource Development
- Future-Ready Facilities and Infrastructure
- Institutional Agility and Innovation
- Organizational Culture
- Strategic Plan Next Steps
  - Board review list of themes
  - Provide feedback or questions to Board Chair by March 7
  - Blanca, Executive Assistant will email the new plan draft by March 14
  - Board input on plan draft during March Board meeting
  - Strategic Plan approval at the March or April 2025 Board of Governors meeting

Ms. Hartman asked if goal 9.6 would continue to be 9.6? Dr. Illich mentioned that goal 9.6 would continue to be 9.6.

Mr. Stenberg asked if at some point more specific strategic plan with respect to improvements and infrastructure would be in the terms of the content? Dr. Illich stated that they will have a basic objective and then more specific strategies. He mentioned that those are kept separate from the institutional strategic plan and those come in the form of a divisional and departmental strategy. He also mentioned that they are getting really close and have been meeting regularly to launch three projects with more details to come.

Mr. Byers asked how do you make sure those matrixes are coming up in the facilities master plan and how do we get there? Dr. Illich mentioned that it is coming and it was part of the strategic plan. He stated that the master plan was also separate.

**Chairperson Uhrmacher declared the Board in recess at 1:38 p.m.**

**Chairperson Uhrmacher declared the Board in regular session at 1:44 p.m.**

## **Board Education – Survey Results**

Chairperson Uhrmacher discussed the MAP goal 3 that the planning team was going to do. He mentioned that the planning team task with facilitating the action or strategies associated with MAP goal 3 and provided the timeline describing the board's current progress on MAP goal 3

- July-August 2024: Evaluated board structures for 14 other community colleges
  - Information gathered were what teams the board was apart of for those community colleges and peer groups
- September-November 2024: SCC board teams responded to the following questions for each team
  - Results were provided
    - .. Purpose
    - .. What strategic objectives does this team support?
    - .. How does the team organize its work?
    - .. What is working well with the team structure?

- .. What current opportunities for improvement exists for the team?
  - .. Do you think the team has adequate time to conduct its work?
- December-January 2025: The planning team shared copies of the board team purpose documents and requested board members to reflect on the following questions
  - What questions of clarification do you have after reviewing the Board team exercise documents?
  - What are the main functions of the Board teams?
  - What are current strengths of the teams?
  - What if any gaps do you notice in the teams?
  - What might some of the recommendations be for further discussion on the teams?
  - How does this exercise help address areas of improvement identified as part of the last Board satisfaction survey and Board Retreat in January?

Ms. Boellstorff stated that the finance and facilities team did talk about finance. She mentioned that the board needs to be kept more update date on the finances of the college. She stated that the board was well informed compared to other community colleges.

Mr. Stenberg asked if board should be more involved with the teams when it comes to making decisions?

Dr. Sherwood asked if 25 minutes enough time for teams to get the information they need?

Chairperson Uhrmacher asked what does the board want from the teams and that is a question that has not been answered.

Chairperson Uhrmacher discussed the Board retreat agenda that will be held on March 6, 2025 at 9:00 a.m. at the Wilderness Ridge, Big Horn Banquet room.

## **Enrollment**

Dr. Illich and Mike Pegram, Associate Vice President reported on enrollment growth for Spring 2025 at SCC.

- Enrollment
  - Census date count = 10, 605
  - 9,505 in spring 2024
  - 12% estimated increase
  - Enrollment by gender
    - 12% female
    - 10% male
  - Enrollment by ethnicity/race
    - 18% Minority
    - 10% Non-minority
  - Enrollment by course load
    - 11% part-time

- 12% full-time
- Enrollment by division
- Enrollment by state
  - 95% from Nebraska in Spring 2025
  - 12% increase in in-state enrollment

Mr. Pegram mentioned individual tours on all campuses and large campus event participants such as discovery days, career days, and group tours that bring in a large number of students to the campus.

### **Policy and Procedure Discussion**

Bruce Tangeman, Vice President Human Resources, and Jen Olive, Administrative Director Human Resources, discussed the policy and procedures software for SCC.

Ms. Olive reported on:

- New software DocTract
  - .. Streamlined process: streamlining the process by controlling the number of individuals involved in the final writing of policy versions
  - .. Improved communication: Dedicated personnel for review, proactive communication strategies, assessing which policies and procedures are missing
  - .. Comprehensive Evaluation: Better evaluation of gaps in the current process, and addressing challenges
- Provided a brief overview of what the software would look like
- Implement software with the project team
- Train staff and board members
- Begin review of Section D

Ms. Boellstorff asked what was the time frame to get started on using the new software?

Mr. Tangeman mentioned that human resources is currently working with the software and are getting used to it before opening it up to everyone.

Ms. Hartman asked when the public site is open will it be all at once? Ms. Olive mentioned that all policies and procedures that were approved would be uploaded all at once.

**Chairperson Uhrmacher declared the Board in recess at 2:51 p.m.**

**Chairperson Uhrmacher declared the Board in regular session at 3:01 p.m.**

### **CONSENT AGENDA**

Dr. Sherwood moved approval of the consent agenda. Seconded by Mr. Stenberg.

- 1) Approval of Agenda as Presented

- 2) Approval of Minutes of December 12, 2023, Regular Board Meeting, January 10, 2024, and January 11, 2024 Board Retreats
- 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
- 6) Ratify Appointment of Board Teams

Chairperson Uhrmacher asked for discussion. There were no discussions.

Roll call vote follows:

**FOR (10):**

Sherwood  
Stenberg  
Boellstorff  
Byers  
Gunther  
Yates  
Herrington  
McCormick  
Haskell  
Uhrmacher

**AGAINST (0)**

**ABSENT (1):**

Seim

**Motion Carried**

Ms. Boellstorff:

Mr. President, with regard to the Consent Agenda item, I declare abstain from the action with regard to the minutes and vote to approve all other bills and claims and all other Consent Agenda items.

Ms. Haskell:

Mr. President, with regard to the Consent Agenda item for Bills and Claims, I declare a conflict of interest and abstain from the action with regard to the following voucher number V0902676 and vote to approve all other bills and claims and all other Consent Agenda items.

**FINANCIAL REPORT**

### Modified Cash Basis Financial Summary through January 31, 2025

| General Fund      |             | Budget<br>24-25 | Year to Date through January 31, 2025 |             |          |            |
|-------------------|-------------|-----------------|---------------------------------------|-------------|----------|------------|
|                   |             |                 | Budget                                | Actual      | Variance | % Variance |
| Revenues:         |             |                 |                                       |             |          |            |
| State aid         | 30,702,844  | 15,351,422      | 15,351,422                            | -           | --       |            |
| CCFF              | 63,199,019  | 31,599,510      | 31,599,510                            | -           | --       |            |
| Tuition           | 16,947,158  | 15,421,914      | 16,382,922                            | 961,008     | 6.23%    |            |
| Other             | 1,309,158   | 763,676         | 1,703,385                             | 939,709     | 123.05%  |            |
| Total Revenues    | 112,158,179 | 63,136,522      | 65,037,239                            | 1,900,717   | 3.01%    |            |
| Expenses          |             |                 |                                       |             |          |            |
| Personal services | 89,727,123  | 52,340,822      | 46,636,265                            | (5,704,557) | -10.9%   |            |
| Operating         | 20,299,999  | 11,841,666      | 13,094,505                            | 1,252,839   | 10.6%    |            |
| Travel            | 565,780     | 330,039         | 174,452                               | (155,587)   | -47.1%   |            |
| Equipment         | 1,565,277   | 1,046,528       | 2,814,207                             | 1,767,679   | 168.9%   |            |
| Total Expenses    | 112,158,179 | 65,559,055      | 62,719,429                            | (2,839,626) | -4.3%    |            |
| Net Position      | -           | (2,422,533)     | 2,317,810                             | 4,740,343   |          |            |

Dr. Illich reviewed the financial report for the period through January 31, 2025. He also reviewed the investment accounts.

The budget report ending January 31, 2025 showed:

|                                   |       |
|-----------------------------------|-------|
| Percentage of Budget year:        | 58.3% |
| Percentage of Budget spent:       | 55.9% |
| Percentage of Board budget spent: | 42.0% |

Ms. Boellstorff moved acceptance of the financial report. Seconded by Ms. Herrington.

**Chairperson Uhrmacher asked for discussion.** There was none.

Roll call vote follows:

**FOR (10):**

Boellstorff  
Herrington  
Yates  
Sherwood  
McCormick  
Haskell  
Gunther  
Byers  
Stenberg  
Uhrmacher

**AGAINST (0)**

**ABSENT (1):**

Seim

**Motion Carried**



## **BOARD MEMBER REPORTS**

Mr. Byers mentioned attending another Bob Ross class.

Ms. Boellstorff attended Cindy Meyer's retirement in Nebraska City learning center.

Mr. Stenberg attended the men's and women's wrestling. He stated that the women's wrestling team were amazing and one of the best collegiate wrestlers. He mentioned that both the men and women's wrestling's team won.

Mr. Gunther attended the men and women's wrestling in Beatrice. He stated that it was impressive to watch.

Ms. Hartman mentioned the ACCT newsletter had an article regarding mental health that she shared with faculty members.

Mr. Uhrmacher mentioned that he met with Dr. Sherwood regarding the President's evaluation and attended the ACCT Legislative Summit in Washington D.C. He provided the board with 2025 Community College Federal Legislative priorities.

## **BOARD TEAM REPORTS**

**Executive.** Chairperson Uhrmacher stated the Executive Team met On February 3, 2025 and set the agenda and timeline for President Illich's evaluation.

**Equity and Human Resources.** Dr. McCormick stated the HR Equity team did not meet prior to the Board meeting.

**Finance & Facilities.** Ms. Boellstorff stated the Finance & Facilities team did not meet prior to the Board meeting but discussed the dot to dot and mentioned that there was nothing new to report.

**Planning Team.** Mr. Uhrmacher stated there was nothing new to report.

**NCCA Representative.** Mr. Byers stated NCCA did meet on January 31, 2025. He mentioned that Legislative Day is on February 26, 2025. Dr. Illich mentioned that packets along with Senator information would be distributed to board members.

**The Career Academy Joint Board.** Chairperson Uhrmacher stated the team did not meet. Their next meeting is on March 4, 2025 at 9:30 a.m. in room 200.

## **PRESIDENT'S REPORT**

Dr. Illich reported on:

- LB 306 remove 85-1543 reference
  - Included changes in CCPE facilities threshold
- LB 417 Promise Act
- LB 50 Nameplate for renewable energy generation facilities
  - CCFF model removed community colleges from being eligible
  - SCC is in support of the bill
  - Dr. Joel Michaelis attended on behalf of SCC
- LB 173 Dual Credit
  - Senator Prokop
  - Hearing on February 27, 2025
  - Sapphire Guzman will be giving testimony at the hearing
- LB 11 NSWERS
  - Rick Blessen attended on behalf of SCC
- Legislative Day
  - February 26, 2025
  - Meeting with Senators and deliver informational packets
  - NCCA meeting at 9:30 a.m. at the Capitol
- Dental Hygiene
  - Two dentists gave testimony
  - Program got approved
- Title 6
  - Department of Education gave two weeks from January 28 to be in compliance
  - Robert Sanford is the lead individual
  - An injunction was filed on Thursday
  - Mr. Sanford mentioned that he is working closely with Vice Presidents to see if there are any concerns where they may not be in compliance. He also mentioned that he has been in contact with legal counsel.
- New Vice President of Campus Operation
  - Reassigning Dr. Cummins duties
  - AVPs would report to this new position
  - Job postings for Lincoln and Beatrice AVP positions
  - Still searching for CIO position
  - AVP for Milford Jon Kisby
- Water Quality & Wastewater Treatment Operator Certificate
  - Logical extension
  - Approval needed
- Organizational Chart
  - Some duties would be moving around
- Milford Campus
  - Purchasing several lots adjacent to Milford Campus
  - Construction of student house project
  - One house is almost done and ready to sell
- Faculty Association
  - Two-year contract

- Total Compensation around 5%
  - Board approval needed
- University Planning
  - Reached out to Ms. Herwick to discuss
  - Publication was approved

## **FACULTY ASSOCIATION REPORT**

Ms. Hartman provided a brief report on faculty association. She mentioned they have been busy with tax preparation. She mentioned that there have been 14 Graduation Applications for Business Certificates for the Prison Education Program students.

## **STUDENT ACTIVITIES REPORT**

Sydney Koll, Lincoln Student Senate President, reported on events that occurred at Southeast Community College during welcome week and stated that the number of attendees were not as high as previous years. Ms. Koll mentioned having a blood drive and had 31 donors donate. She also mentioned a new activity student senate is doing for cancer awareness. She stated they had 37 cards given out to cancer patients at Bryan Hospital. Ms. Koll mentioned that a new organization was approved for student senate and it was a Math Club. She is anticipating a good outcome for the new club. She mentioned some upcoming events that they are working on and that was to coordinate with other clubs for an outreach event and dance.

Ms. Koll mentioned that had Trio Day which was hosted here at SCC Lincoln campus on February 22. She stated that students were able to speak about their Trio stories and concluded with making treats for the animals at the Beatrice Humane Society.

Ms. Boellstorff asked Ms. Koll what brought her to SCC and what does she want to be when she grew up? Ms. Koll mentioned that she took some time off from UNL and felt like she was falling through the cracks. She stated that she picked SCC because it was a smaller campus and that made it easier to navigate. After SCC Ms. Koll wants to focus on Math and earth stuff.

Ms. Herrington asked how they can get involved in the native community? Ms. Koll mentioned reaching out to the Indian center for resources.

## **PUBLIC COMMENT**

**Chairperson Uhrmacher asked for public comment.** There was none.

## **ADMINISTRATIVE PRESENTATION/BOARD REVIEW**

### **Entrepreneurship (4.4-4.5)**

Amy Jurgens, Director Entrepreneurship Center, reported on the following:

- Introduction of the team
- Mission statement
- Founded in 2006
- Services
  - Focus suites membership and focus coaching
  - Online focus coaching-funded through NETForce Grant
  - Do Business for real book club
  - Community outreach-ECHO collective and the Bay High School
- Focus Suites Experience
  - Coaching
  - Focus for real marketing
  - Focus socials
  - Learning opportunities
  - Suite rentals
    - Initial 3-year leases
    - Either party can terminate at any time
    - Optional lease extensions with approval
    - Rent starts at \$10 per square feet, increase \$2.50 each year
- Community Services
  - Coaching
    - Focus coaching
    - Community Coaching
    - Coaching assistance
  - Current Focus Suites Members
  - Past Focus Suites Members
- Selected success stories
  - Maly Marketing
  - Money smarts
  - Pig patrol
  - Home care partners of Nebraska
  - Stratum productions
  - Natty's B's Bar and Grill
- Statistics
  - First business moved in Feb 1, 2007
  - 11 busniesses have participated in the focous suites
  - Over 115 businesses have participated in focus coaching

## **2025-2026 Tuition and Fees (8.6)**

Dr. Illich discussed the potential tuition and fee rates for 2025-2026:

- Schedule of Credit and reimburseable credit hours and dollars
- Tuition for Nebraska residents
- 2025-2026 Proposed Tuition rates for Nebraska and Non-Nebraska Residents

- Scenario 1 an increase of \$ 1 tuition and \$2 fees
- Scenario 2 an increase of \$1 tuition and \$1 fees
- Scenario 3 no change in tuition and \$2 increase in fees
- Feedback was scenario 2, waiting on Milford campus.
- FTE & REU Enrollment summary
- Nebraska Community College Historical tuition and fees

Dr. McCormick asked how would they know how much was needed? Dr. Illich stated they make their best judgement and take into consideration many factors when an increase in tuition and fees are needed.

Dr. Yates asked to see a financial aid report to see how it impacts students if they increase? Dr. Illich mentioned that they will get a report.

### **2025-2026 Room and Board Rates (8.6)**

Dr. Cummins discussed the 2025-2026 Room and Board Rates and reported on:

- The number of occupants per campus
  - Spring 68% total
  - Fall 75% total
- Summary of residence hall facilities and related financing
- 2025-2026 budget assumption
- 2025-2026 budget assumption by location
- Budget fiscal 2025-2026
- 2025-2026 proposed room and board charges
- Fiscal 2025-2026 proposed SCC average of room and board rates by location

Mr. Uhrmacher asked why meals were cheaper in Milford? Dr. Cummins stated meals are not offered on the weekends.

Ms. Boellstorff asked if that wouldn't be a concern for students that stay on campus not to have meals on the weekends? Dr. Cummins mentioned that most students leave on the weekend, and that she would get the exact number of the students that stay.

### **2023-2024 Financial & FTE/REU Audit Presentation (8.1-8.7)**

The completed 2023-2024 financial audit was presented by Robin Moore, Administrative Director, and Kerry Gustafsson, Auditor from Dana F. Cole and Company, reported on:

- Statements of net position
  - Balances
  - Property taxes
  - Capitol Assets
  - Liabilities
  - Accounts payable
- Income Statement

- Total operating revenues
- Total operating expenses
- Non-operating revenues
- Other revenues
- Notes to Financial Statements
- Schedules of General Fund Revenues Budgetary Basis
- Schedules of Expenditures of Federal Awards
- Independent Auditor's report in internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with Government auditing standards.

Ms. Boellstorff asked if the government auditing was going to change? Ms. Gustafsson stated that they are not auditing for fraud.

#### **FTE/REU Audit**

The completed 2023-2024 FTE/REU audit reports were presented by Robin Moore, Administrative Director of Institutional Effectiveness & Research and the representing auditor from Dana F. Cole and Company. The audit reports included summary letters regarding the audit and internal controls. Ms. Moore reported on:

- FTE/REU have both increased
- Reimbursable FTE Equivalent Student and Reimbursable Educational Units
- FTE Equivalent Student Enrollment
- Reconciliation of Reimbursable FTE equivalent Student Enrollment and General Fund Tuition
- Dual credit
- Allocation of the 1.0 REU Factor Courses
  - Academic transfer
  - Academic support
  - Undeclared

Ms. Gustafsson report on compliance and other matters and the purpose of the report.

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

##### **2023-2024 Financial Audit**

The 2023-2024 Financial Audit were reviewed earlier in the meeting.

Mr. Byers moved to accept the 2023-2024 Financial Audit. Seconded by Dr. McCormick.

**Chairperson Uhrmacher asked for discussion.** There was none.

Roll call vote follows:

**FOR (10):**

**AGAINST (0)**

**ABSENT (1)**

Byers  
McCormick  
Stenberg  
Boellstorff  
Yates  
Sherwood  
Herrington  
Haskell  
Gunther  
Uhrmacher

Seim

**Motion Carried**

**2023-2024 FTE/REU Audit**

The 2023-2024 FTE/REU Audit were reviewed earlier in the meeting.

Dr. Sherwood moved to accept the 2023-2024 FTE/REU Audit Report. Seconded by Ms. Haskell.

**Chairperson Uhrmacher asked for discussion.** There was none.

Roll call vote follows:

**FOR (10):**

**AGAINST (0)**

**ABSENT (1)**

Sherwood  
Haskell  
Herrington  
Gunther  
Stenberg  
Boellstorff  
McCormick  
Byers  
Yates  
Uhrmacher

Seim

**Motion Carried**

**LEGAL COUNSEL REPORT**

There were no report.

**TIME AND PLACE FOR MARCH MEETING**

Chairperson Uhrmacher stated the next regular Board meeting is scheduled for March 18, 2025, on the Beatrice Campus at 3:00 p.m.

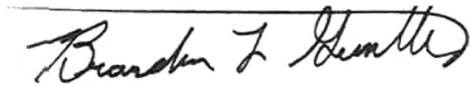
## **GOOD OF THE ORDER**

Chairperson Uhrmacher mentioned that the Board Retreat is scheduled for Thursday, March 6, 2025 at 9:00 a.m. at Wilderness Ridge.

## **ADJOURNMENT**

Chairperson Uhrmacher adjourned the meeting at 5:03 p.m.

Brandon Gunther

A handwritten signature in black ink, reading "Brandon F. Gunther". The signature is written in a cursive style with a horizontal line above it.

Secretary



**SOUTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS****Tuesday, February 25, 2025**Southeast Community College  
Lincoln Campus  
8800 O Street, Lincoln, Nebraska  
Rooms 224 & 226**REGULAR MEETING AGENDA – 12:30 P.M.**

- |   |            |
|---|------------|
| 1. Meeting Called to Order  | 12:30 p.m. |
| 2. Swearing In of Re-Elected Board Member   | 12:33      |
| 3. Roll Call  | 12:36      |
| 4. Public Meeting Law Compliance Statement  | 12:38      |
| 5. Topics for Discussion:   |            |
| a. 2025-2029 Strategic Plan (1-9)   | 12:40      |
| b. Board Education – Survey Results (1-9)   | 1:40       |
| c. Enrollment (1)   | 2:10       |
| d. Policy and Procedure Discussion (9.2)  | 2:20       |
| <b>BREAK</b>  | 2:40       |
| 6. Consent Agenda   | 2:50       |
| a. Action Item - Review Agenda; Move Action Items to Regular Agenda and/or Approve Consent Agenda Items |            |
| 1) Approval of Agenda as Presented  |            |
| 2) Approval of Minutes of January 28, 2025, 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                              |            |
| 6) Ratify Appointment of Board Teams  |            |
| 7. Financial Report   | 2:53       |
| 8. Board Member Reports   | 3:03       |
| 9. Board Team Reports   | 3:13       |
| 10. President's Report  | 3:23       |
| 11. Faculty Association Report  | 3:38       |
| 12. Student Activities Report   | 3:43       |
| 13. Public Comment  | 3:48       |
| 14. Administrative Presentation/Board Review  |            |
| a. Entrepreneurship - Amy Jurgens (4.4-4.5)   | 3:53       |
| <b>BREAK</b>  | 4:08       |
| b. 2025-2026 Tuition and Fees (8.6)   | 4:18       |
| c. 2025-2026 Room and Board Rates (8.6)   | 4:33       |

- d. 2023-2024 Financial & FTE/REU Audit Presentation (8.1-8.7) 4:48
- 15. **DISCUSS, CONSIDER AND TAKE ALL NECESSARY ACTION WITH REGARD TO:**
- a. 2023-2024 Financial Audit 5:03
- b. 2023-2024 FTE/REU Audit 5:08
- 16. Legal Counsel Report 5:13
- 17. Time and Place for March Meeting 5:15
- 18. Good of the Order 5:17
- 19. Adjournment 5:20

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.

See Proof on Next Page

**The Lincoln Journal Star**  
**PO Box 81609**  
**(402) 473-7448**

State of New Jersey, County of Burlington, ss:

Hannah Ward, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of The Lincoln Journal Star, a legal newspaper printed, published and having a general circulation in the County of Lancaster as that 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 statute 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.

**PUBLICATION DATES:**

Feb. 21, 2025

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**NOTICE NAME:** February BOG Mtg Rescheduled

**Publication Fee:** \$24.87

(Signed) Hannah Ward

**VERIFICATION**

State of New Jersey  
County of Burlington

**LIZA ORTIZ**  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
My Commission Expires November 27, 2028

Subscribed in my presence and sworn to before me on this: 02/21/2025

Liza Ortiz

Notary Public

Notarized remotely online using communication technology via Proof.

**NOTICE OF THE MEETING OF THE  
BOARD OF GOVERNORS OF THE  
SOUTHEAST COMMUNITY COLLEGE  
AREA**

February 25, 2025 12:30 P.M.

Location: Southeast Community College - Lincoln Campus  
Rooms 224 & 226  
8800 "O" Street, Lincoln, NE

Notice is hereby given that the work session and regular meeting of the Board of Governors of the Southeast Community College Area, will be held at 12:30 p.m. on February 25, 2025, in the Southeast Community College Area - Lincoln Campus, 8800 "O" Street, Lincoln, NE -rooms 224 & 226. The agenda for the meeting, kept continuously current, is available for public inspection during regular business hours at the Southeast Community College - Lincoln Campus, 8800 "O" Street, Lincoln, Nebraska.

THE BOARD OF GOVERNORS OF THE SOUTHEAST COMMUNITY  
COLLEGE AREA  
COL-NE-1003841 2/21 ZNEZ

# SOUTHEAST COMMUNITY COLLEGE

## Personnel Changes

**February 18, 2025**

### Personnel Report: Staff (Non-Faculty)

| ACTION TAKEN           |  |      |        |    |    |    |    |    |                |         |
|------------------------|--|------|--------|----|----|----|----|----|----------------|---------|
| NAME                   | ASSIGNMENT                               | RANK | SALARY | AD | RP | RS | RT | TR | EFFECTIVE DATE | COMMENT |
| Himmelberg, Marguerite | Executive Director Workforce Development | A2   |        |    |    |    | X  |    | 06/16/2025     |         |
| Kahler, Bryan          | Custodian II                             | N12  |        |    |    |    | X  |    | 05/09/2025     |         |
| McVey, Robert          | Custodian I                              | N8   |        |    | X  |    |    |    | 03/03/2025     |         |
| Nelson, Kiley          | Maintenance Worker II – Grounds          | N15  |        |    | X  |    |    |    | 03/03/2025     |         |
| Puro, Stephanie        | Assistant Farm Manager                   | N13  |        |    | X  |    |    |    | 03/03/2025     |         |
| Stutzman, Jolene       | HR Benefit & Compensation Analyst        | N14  |        |    |    |    | X  |    | 05/09/2025     |         |
| Stutzman, Terry        | Information Systems Technician           | N17  |        |    |    |    | X  |    | 04/03/2025     |         |
| Vu, Ann                | Administrative Assistant I – Admissions  | N8   |        |    | X  |    |    |    | 02/03/2025     |         |

AD=Addition

RP=Replacement

RS=Resignation

RT=Retirement

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE**  
**Approved Position Requisitions**

| <b>Application Deadline Date</b> | <b>Job Title</b>   | <b>Justification</b> | <b>Status as of 02/13/2025</b> |
|----------------------------------|--|----------------------|--------------------------------|
| 9/18/2024                        | Admissions Counselor (FT)  | Replacement          | To Team                        |
| 10/7/2024                        | Information Systems Business Analyst (FT)                          | Replacement          | To Team                        |
| 11/14/2024                       | SENCAP Coordinator (PT)  | Replacement          | To Team                        |
| 12/1/2024                        | College Advisor/Athletic Coach (FT)                                | New                  | To Team                        |
| 1/1/2025                         | Account Clerk III (FT)   | Replacement          | To Team                        |
| 1/1/2025                         | Instructor, Nondestructive Testing Technology (FT)                 | Replacement          | To Team                        |
| 1/2/2025                         | Admissions Counselor & Testing Coordinator (FT)                    | Replacement          | To Team                        |
| 1/5/2025                         | Admissions Representative (FT)                                     | Replacement          |                                |
| 1/12/2025                        | Administrative Assistant I - Adult Education (PT)                  | Replacement          | To Team                        |
| 1/12/2025                        | Administrative Assistant I - Arts and Sciences (PT)                | Replacement          |                                |
| 1/15/2025                        | Residence Life Coordinator (FT)                                    | Replacement          | To Team                        |
| 1/16/2025                        | Custodian I (FT)   | Replacement          |                                |
| 1/20/2025                        | Associate Director, Financial Aid (UPWARD) (FT)                    | New                  | To Team                        |
| 1/20/2025                        | Community Education Coordinator (PT)                               | New                  | To Team                        |
| 1/23/2025                        | Associate Dean, Health Sciences (FT)                               | Replacement          |                                |
| 1/23/2025                        | Instructor, Design and Drafting Technology (FT)                    | Replacement          | To Team                        |
| 1/26/2025                        | Administrative Assistant I - Student Affairs (PT)                  | Replacement          |                                |
| 1/26/2025                        | Information Systems Technician (FT)                                | Replacement          | To Team                        |
| 1/27/2025                        | Career Readiness Navigator - UPWARD Prison Education Program - FTT | New                  | To Team                        |
| 1/27/2025                        | Career Readiness Navigator - UPWARD Prison Education Program - PTT | New                  | To Team                        |
| 1/28/2025                        | SENCAP Faculty Liaison (PT)  | Replacement          | To Team                        |
| 2/5/2025                         | Mental Health Counselor (CAPS) (PT)                                | Replacement          | To Team                        |
| 2/18/2025                        | HR Benefits Specialist   | Replacement          |                                |
| 2/19/2025                        | Campus Store Clerk (PT)  | Replacement          |                                |
| 2/23/2025                        | Instructor, English (FT)   | Replacement          |                                |
| 3/2/2025                         | Instructor, Nutrition (FT)   | New Expanded         |                                |
| 3/2/2025                         | Instructor, Psychology (FT)  | Replacement          |                                |
| 3/2/2025                         | Instructor, Emergency Medical Services/Paramedic (FT)              | Replacement          |                                |
| 3/2/2025                         | Instructor, Nursing (FT)   | Replacement          |                                |
| 3/2/2025                         | Instructor, Associate Degree Nursing (FT)                          | Replacement          |                                |
| 3/2/2025                         | Instructor, Communication Studies (FT)                             | Replacement          |                                |
| Open Until Filled                | Aide - Child Development Center (PT)                               | Replacement          |                                |
| Open Until Filled                | Assessment Team Member, Adult Education (PTT)                      | Replacement          |                                |
| Open Until Filled                | Chief Information Officer (FT)                                     | Replacement          | To Team                        |
| Open Until Filled                | Coffee Shop Barista (PT)   | New                  |                                |
| Open Until Filled                | Custodian (PT)   | New                  |                                |
| Open Until Filled                | Group Supervisor, Child Development Center (FT)                    | Replacement          | To Team                        |
| Open Until Filled                | Head Women's Basketball Coach (PTT)                                | Replacement          | To Team                        |
| Open Until Filled                | Head Women's Soccer Coach (PTT)                                    | Replacement          | To Team                        |
| Open Until Filled                | Instructor, Electrical & Electromechanical Technology              | Replacement          |                                |
| Open Until Filled                | Instructor, Diesel Ag Equipment Service Technology                 | Replacement          |                                |

**SOUTHEAST COMMUNITY COLLEGE**  
**Approved Position Requisitions**

|                                  |   |                      |                                   |
|----------------------------------|---|----------------------|-----------------------------------|
|                                  |   |                      |                                   |
|                                  |   |                      |                                   |
| <b>Application Deadline Date</b> | <b>Job Title</b>  | <b>Justification</b> | <b>Status as of<br/>2/13/2025</b> |
| Open Until Filled                | Instructor, Land Surveying & Civil Engineering Tech (FT)  | Replacement          |                                   |
| Open Until Filled                | Instructor, Practical Nursing - Beatrice and Milford (FT) | Replacement          |                                   |
| Open Until Filled                | Instructor, Practical Nursing (FT)                        | Replacement          |                                   |
| Open Until Filled                | Interdisciplinary Center Coordinator (FT)                 | Replacement          |                                   |
| Open Until Filled                | Kitchen Assistant - Child Development Center (PT)         | Replacement          | To Team                           |
| Open Until Filled                | Maintenance Worker I (PT)                                 | Replacement          |                                   |
| Open Until Filled                | Maintenance Worker II - Electrician (FT)                  | Replacement          |                                   |
| Open Until Filled                | Payroll & Benefits Specialist                             | Replacement          | To Team                           |
| Open Until Filled                | Prison Education Program Tutor (PTT)                      | New                  | To Team                           |
| Open Until Filled                | Public Safety Officer (PT)                                | New                  |                                   |
| Open Until Filled                | Residence Life Coordinator (FT)                           | Replacement          | To Team                           |
| Open Until Filled                | Restaurant Servier (PT)                                   | Replacement          |                                   |
| Open Until Filled                | STEM Learning Assistant/Peer Mentor (PTT)                 | Replacement          | To Team                           |
| Open Until Filled                | Assistant Director, Residence Life (FT)                   | Replacement          |                                   |