



Chairperson Kathy Boellstorff called the regular meeting of the Southeast Community College Board of Governors to order at 2:00 p.m. on Tuesday, June 15, 2021, at the Learning Center at Falls City, 3200 Bill Schock Boulevard, Falls City, Nebraska.

ROLL CALL:

Present:

Nancy A. Seim, Lincoln
Keith Hammons, Weeping Water
James Garver, Lincoln
Neal Stenberg, Lincoln
Arlyn Uhrmacher, Lincoln
Dale Kruse, Beatrice
Chuck Byers, McCool Junction
Kristin Yates, Lincoln
Ellen Weissinger, Lincoln
Linda Hartman, Faculty Representative
Kathy Boellstorff, Johnson

Absent:

Edward Price, Lincoln (Excused)

Also Attending:

Paul Illich, Area Office
Derek Aldridge, Legal Counsel
Amy Bassen, Area Office

Registered Visitors:

Terry Stutzman
Luke Pawlowski
Amy Jorgens
Joel Michaelis
Bruce Tangeman
Al Brunkow
Holly Carr
Cinda Konken
Katie Sewell
Joel Michaelis
Doug Kennedy

Also attending via Zoom/Conference Call:

Stu Osterthun
Jose Soto
Robin Moore
Ed Koster

Bev Cummins
Shawna Herwick
Katy Novak
Rick Blessen
Jill Wightman
Braeden Perkins

Chairperson Boellstorff welcomed everyone to the meeting.

PUBLIC MEETING LAW COMPLIANCE STATEMENT

Chairperson Boellstorff stated the public meeting notice had been published in the Lincoln Journal Star on Monday, June 7, 2021, as well as posted on the bulletin board in the Area Office and on the website. She indicated that the meeting is conducted according to the principles of the revised *Robert's Rules of Order*.

Chairperson Boellstorff 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 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

Mr. Garver moved approval of the consent agenda. Seconded by Mr. Stenberg.

- 1) Approval of Agenda as Presented or Amended
- 2) Approval of Minutes of May 18, 2021, 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) Approval of Board Participation Report: Hospitalization, Medical, Surgical, Accident, Sickness, or Term Life Coverage (LB256 Compliance Report for Fiscal Year 2020-2021 Quarter 4)

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (10):

Garver
Stenberg
Weissinger
Yates
Byers
Hammons
Kruse

AGAINST (0)

ABSENT (1):

Price

Uhrmacher
Boellstorff

Motion Carried

Chairperson Boellstorff stated:

With regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0775973 and vote to approve all other bills and claims and all other Consent Agenda items.

Mr. Byers stated:

Madame President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0775974 and vote to approve all other bills and claims and all other Consent Agenda items.

Mr. Hammons stated:

Madame President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0775976 and vote to approve all other bills and claims and all other Consent Agenda items.

Ms. Seim stated:

Madame President, with regard to the Consent Agenda item for Bills and Claims, I abstain from the action with regard to voucher number V0775954 and vote to approve all other bills and claims and all other Consent Agenda items.

Dr. Weissinger stated:

Madame President, with regard to the Consent Agenda item for Bills and Claims, out of an abundance of caution, I abstain from the action with regard to voucher number V0774519 and vote to approve all other bills and claims and all other Consent Agenda items.

FINANCIAL REPORT

Financial Summary through May 31, 2021

General Fund	Budget 20-21	Year to Date through May 31, 2021			
		Budget	Actual	Variance	% Variance
Revenues:					
State aid	28,534,342	25,680,908	25,680,908	-	--
Local taxes	45,672,299	42,996,097	43,792,175	796,078	1.85%
Tuition	18,354,203	17,987,119	15,762,852	(2,224,267)	-12.37%
Other	1,043,792	956,809	437,219	(519,590)	-54.30%
Total Revenues	93,604,636	87,620,933	85,673,154	(1,947,779)	-2.22%
Expenses					
Personal services	76,249,549	69,895,419	63,015,460	(6,879,959)	-9.8%
Operating	15,006,420	13,650,470	15,123,707	1,473,237	10.8%
Travel	121,498	111,373	35,203	(76,170)	-68.4%
Equipment	2,227,169	1,851,682	2,634,444	782,762	42.3%
Total Expenses	93,604,636	85,508,944	80,808,814	(4,700,130)	-5.5%
Net Position	-	2,111,989	4,864,340	2,752,351	

Dr. Illich reviewed the financial report for the period through May 31, 2021. He also reviewed the investment accounts.

The budget report ending May 31, 2021 showed:

Percentage of Budget year:	91.7%
Percentage of Budget spent:	86.3%
Percentage of Board budget spent:	44.2%

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

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (10):

Kruse
Uhrmacher
Seim
Stenberg
Byers
Hammons
Yates
Weissinger
Garver
Boellstorff

AGAINST (0)

ABSENT (1):

Price

Motion Carried

BOARD MEMBER REPORTS

Board members reported attendance at the following:

Mr. Uhrmacher, Mr. Stenberg, and Chairperson Boellstorff reported attending the Upward Bound awards ceremony.

Mr. Byers and Ms. Seim reported attending the ACCT regional quarterly meeting remotely, via Zoom.

Mr. Stenberg, Chairperson Boellstorff, and Ms. Hartman reported attending the retirement party for Bob Morgan, Vice President of Program Development, Beatrice, at the Beatrice Campus.

Chairperson Boellstorff and Ms. Seim reported attending the memorial service of former Board Member Ruth Johnson.

BOARD TEAM REPORTS

Executive. Chairperson Boellstorff stated the Executive Team met prior to the Board meeting and set the agenda.

Equity and Human Resources. Dr. Kruse stated the HR Equity Team met prior to the Board meeting. He indicated that the team discussed the 2021-22 Employee Classification System and Professional Association agreement.

Finance & Facilities. Ms. Seim indicated the team met prior to the Board meeting and provided an overview of the status of the projects included on the Facilities Project Status chart.

- **Beatrice Classroom Building and Lincoln Health Sciences Building:** Punch List items are being completed.
- **Health Sciences Building, Lincoln:** Punch List items are being completed.
- **Milford Campus:**
 - **Residence Hall:** Landscaping at Meadow Hall continues. Furniture is delayed. Planning to be open early in August.
 - Nebraska Hall renovations are being planned.
 - Request for Quote for Trades building is out.
- **Agriculture Facility:** Selection of design services is complete. Facility design meetings now focusing on Deans and Program Chairs.
- **Student and Academic Support Project:** Project is underway in demolition phase. Boyd Jones is working hard to complete this phase before Fall semester starts. Working hard on getting materials.
- **Welding Facility – Lincoln Campus:** Beginning planning of facility design.
- **STEM Facility:** Request for Quote will be going out for this facility in Lincoln.
- **Learning Center at Nebraska City:** Learning Center has moved to the new location.

Planning Team. Dr. Weissinger stated that the planning team had met virtually since last Board meeting. She indicated the team discussed enrollment data, 2021-22 budget, and submitted questions to Dr. Illich related to budget to help frame upcoming work session.

NCCA Representative. Dr. Kruse indicated that he attended the NCCA Board meeting. Applications for the Executive Director position are due June 30.

The Career Academy Joint Board. Dr. Weissinger reported that a special meeting was held May 27, for new Director of TCA. She indicated that Joshua Jones is the new Director.

PRESIDENT'S REPORT

Dr. Illich reported on the following:

- Purchase agreement signed for additional property adjacent to Milford Campus
- Potential use of HEERF Act funding for more compartmentalization of Lincoln Campus is being reviewed
- Initial interviews were held for Vice President of Program Development, Beatrice Campus. Second interviews will be in July.

- Learning Center at Nebraska City has completed move to new location. Katy Novak indicated there will be an open house event prior to the August Board meeting at this location.
- Planning Team sent questions to help create framework for upcoming June 21, work session
- Continued work on database system, discovering things to maximize abilities to be successful

FACULTY ASSOCIATION REPORT

Ms. Hartman indicated there was no report but noted Summer classes are running with high enrollment.

STUDENT ACTIVITIES REPORT

Braeden Perkins, incoming Lincoln Student Senate President, introduced himself and shared activities from this year at the Lincoln campus, including:

- Relaxation activities during mid-terms/finals, Spring Break safety, blood drives, National Rubber Ducky Day, jewelry making, pool tournaments, video game tournaments, free pop and popcorn incentives.

Board members asked Braden questions about his continued education, career path, and reason for choosing SCC. Chairperson Boellstorff thanked him for reporting and for speaking at the Student and Academic Support Project groundbreaking ceremony.

PUBLIC COMMENT

There was none.

ADMINISTRATIVE PRESENTATION/BOARD REVIEW

Instructional Presentation: Holly Carr, Learning Center at Falls City (4.4)

Learning Center at Falls City Coordinator, Holly Carr, presented about the center, its growth and development since opening in September 2019, and discussed the opportunities for “Paths to Possible”. Ms. Carr indicated there are eight fully equipped welding bays, that the community supports the space by way of donation and student enrollment, and that SCC is providing expanded career paths and skills to local residents while supporting local economy.

Ms. Carr also reported that the health sciences space is state of the art, giving students in-depth healthcare experience. The VALT system, connects to the Health Sciences building in Lincoln and high-definition mannequins. A SCC LPN graduate shared their story and expressed they would not have been able to complete the program if it were not offered at this center. They also expressed a community need for an RN Program in the area.

Review of Preliminary 2021-22 Budget (Goals 1-9)

A preliminary 2021-22 Budget was presented for review. Dr. Illich provided an overview of the 2021-22 general fund budget. The budget included the continuation budget and expanded budget requests.

Amy Jorgens, Vice President Administrative Services/Resource Development, and Dr. Illich, reminded the Board that the continuation budget allows the college to operate into the new fiscal year and indicated that the balanced budget is brought to the Board for vote in September.

Ms. Jorgens and Dr. Illich discussed relevant comparison trend data including State Aid, property valuation, property tax levy rates, and tuition and fee rates. Potential capital improvement projects were also be discussed. They indicated that there will be no change in general fund levy, it will remain at 7.37 cents.

Ms. Jorgens indicated that the expanded positions requests will be revised to achieve strategic objectives. Dr. Illich noted the importance of the college prioritizing all expanded requests collectively.

Board Members asked questions and made comments related to; property valuation, budget amount, and expanded requests.

BREAK: 3:15 - 3:30 p.m.

Executive Session

Mr. Byers motioned that the Board go into closed session for the purpose of a strategy session with respect to negotiating terms and conditions of the College President's employment contract, which is necessary to prevent needless injury to the reputation of the College President and no public hearing has been requested by the College President and which is necessary for the protection of the public interest to avoid compromising or damaging the College President's relationships with staff and/or his effectiveness as the College President. Mr. Uhrmacher seconded the motion.

Chairperson Boellstorff asked for discussion. There was none.

Chairperson Boellstorff reread the motion and a vote was taken.

Roll call vote follows:

FOR (10):

Byers
Uhrmacher
Weissinger
Kruse
Stenberg
Seim

AGAINST (0)

ABSENT (1):

Price

Hammons
Yates
Garver
Boellstorff

Motion Carried

Attending: Boellstorff, Garver, Seim, Byers, Hammons, Stenberg, Uhrmacher, Weissinger, Yates, Kruse, Derek Aldridge.

Chairperson Boellstorff declared the Board in Executive Session at 3:32 p.m.

Mr. Uhrmacher moved to come out of executive session at 3:39 p.m. Seconded by Mr. Hammons.

Chairperson Boellstorff asked for discussion. There was none.

Roll call vote follows:

FOR (10):	AGAINST (0)	ABSENT (1)
Uhrmacher		Price
Hammons		
Weissinger		
Seim		
Kruse		
Byers		
Garver		
Yates		
Stenberg		
Boellstorff		

Motion Carried

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

13a. 2021-22 Preliminary Budget: General Guidance

Motion 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 2021-22 fiscal year budget, as shown below, until the 2021-22 fiscal year budget is approved by the Board of Governors in September 2021.

Mr. Uhrmacher moved to approve the 2021-22 Preliminary Budget: General Guidance. Seconded by Mr. Stenberg.

Chairperson Boellstorff asked for discussion. There was none.

Chairperson Boellstorff reread the motion and a vote was taken.

Roll call vote follows:

FOR (10):	AGAINST (0)	ABSENT (1)
Uhrmacher		Price
Stenberg		
Byers		
Hammons		
Seim		
Garver		
Weissinger		
Yates		
Kruse		
Bellstorff		

Motion Carried

13b. Employee Classification System

Motion to approve the 2021-22 Employee Classification System.

Dr. Kruse moved to approve the 2021-22 Employee Classification System. Seconded by Ms. Seim.

Chairperson Boellstorff asked for discussion. There was none.

Chairperson Boellstorff reread the motion and a vote was taken.

Roll call vote follows:

FOR (10):	AGAINST (0)	ABSENT (1)
Kruse		Price
Seim		
Hammons		
Uhrmacher		
Byers		
Garver		
Stenberg		
Weissinger		
Yates		
Boellstorff		

Motion Carried

13c. 2021-22 Salary List

Motion to approve the 2021-22 salaries as presented.

Mr. Garver moved to approve the 2021-22 Preliminary Budget: General Guidance. Seconded by Dr. Kruse.

Chairperson Boellstorff asked for discussion. There was none.

Chairperson Boellstorff reread the motion and a vote was taken.

Roll call vote follows:

FOR (10):	AGAINST (0)	ABSENT (1)
Garver		Price
Kruse		
Yates		
Byers		
Seim		
Stenberg		
Uhrmacher		
Weissinger		
Hammons		
Boellstorff		

Motion Carried

13d. President's Contract

Motion 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, 2021 and ending June 30, 2026, 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.

Dr. Weissinger moved to approve the President's Contract. Seconded by Mr. Byers.

Chairperson Boellstorff asked for discussion. There was none.

Chairperson Boellstorff reread the motion and a vote was taken.

Roll call vote follows:

FOR (10):	AGAINST (0)	ABSENT (1)
Weissinger		Price
Byers		
Uhrmacher		
Hammons		
Yates		
Kruse		

Seim
Garver
Stenberg
Boellstorff

Motion Carried

LEGAL COUNSEL REPORT

Derek Aldridge, Legal Counsel, indicated there was no report.

TIME AND PLACE FOR JULY MEETING

Chairperson Boellstorff stated that the next regular Board meeting is scheduled for July 20, 2021, at the Beatrice Campus at 3:00 p.m., in the Academic Excellence Center, room 134. The August 24, 2021 meeting will be held at the Learning Center at Nebraska City at 3:00 p.m.

GOOD OF THE ORDER AND PUBLIC COMMENT

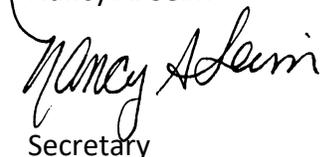
Ms. Boellstorff reminded Board Members:

- A work session is scheduled for Monday, June 21, at the Jack J. Huck Continuing Education Center, rooms 303 & 304 at 12:00 p.m. Lunch will be in the lobby at 11:30 a.m.
- Review OnBoard and SCC email. Expense reports should be submitted before June 30.

ADJOURNMENT

Chairperson Boellstorff adjourned the meeting at 3:50 p.m.

Nancy A. Seim



Secretary

**SOUTHEAST COMMUNITY COLLEGE
BOARD OF GOVERNORS**

Tuesday, June 15, 2021

Southeast Community College
Learning Center at Falls City
3200 Bill Schock Boulevard, Falls City, Nebraska
Room 109

REGULAR MEETING AGENDA – 2:00 P.M.

- | | |
|--|-----------|
| 1. Meeting Called to Order | 2:00 p.m. |
| 2. Roll Call | 2:03 |
| 3. Public Meeting Law Compliance Statement | 2:06 |
| 4. Consent Agenda | 2:08 |
| 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 May 18, 2021, 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) Approval of Board Participation Report: Hospitalization, Medical, Surgical, Accident, Sickness, or Term life Coverage (LB256 Compliance Report for Fiscal Year 2020-2021 Quarter 4) | |
| 5. Financial Report | 2:11 |
| 6. Board Member Reports | 2:20 |
| 7. Board Team Reports | 2:25 |
| 8. President's Report | 2:35 |
| 9. Faculty Association Report | 2:50 |
| 10. Student Activities Report | 2:55 |
| 11. Public Comment | 3:00 |
| 12. Administrative Presentation/Board Review | |
| a. Instructional Presentation: Holly Carr, Learning Center at Falls City (4.4) | 3:05 |
| b. 2021-22 Preliminary Budget: General Guidance (Goals 1 – 9) | 3:20 |
| BREAK | |
| c. Executive Session | 3:50 |
| 13. DISCUSS, CONSIDER AND TAKE ALL NECESSARY ACTION WITH REGARD TO: | |
| a. 2021-22 Preliminary Budget: General Guidance | 4:00 |
| b. 2021-22 Employee Classification System | 4:05 |

c. 2021-22 Salary List	4:10
d. President's Contract	4:15
14. Legal Counsel Report (Executive/Closed Session Possible)	4:20
15. Time and Place for July Meeting	4:22
16. Good of the Order and Public Comment	4:24
17. Adjournment	4:30

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.

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

June 4, 2021

Personnel Report: Staff (Non-Faculty)									
ACTION TAKEN									
NAME	ASSIGNMENT	RANK		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Goldsmith, Lori	Administrative Assistant I – Continuing Education Division	N08				X		6/24/21	Retirement
Stark, Brian	Senior Administrative Director, SENCAP & DC Advantage – Extended Learning Division	A05			X			7/06/21	Replaces Randy Nelson

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

SOUTHEAST COMMUNITY COLLEGE
Personnel Changes

June 4, 2021

Personnel Report: Staff (Faculty)

		ACTION TAKEN						
NAME	ASSIGNMENT		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Ayite, Eric	Instructor, Business – Business Division			X			8/10/21	Reassignment Replaces Stan Peters
Chipman, Todd	Instructor, Business – Business Division			X			8/10/21	Reassignment Replaces Bonnie Malcolm
Durham, Mary	Instructor, Biological Sciences – Arts & Sciences Division			X			8/10/21	Replaces Misty Wehling
Hoffman, Heather	Instructor, English – Arts & Sciences Division			X			8/10/21	Replaces Patti Burris
Jordening, Jonah	Instructor, Business – Business Division			X			8/10/21	Reassignment Replaces Eric Ayite
Kuebler, Michael	Instructor, Professional Truck Driver Training – Transportation Division				X		7/31/21	Resignation
Loudon, Anne	Instructor, Business – Business Division			X			8/10/21	Reassignment Replaces Todd Chipman
McCormick, Jason	Instructor, English – Arts & Sciences Division			X			8/10/21	Replaces Lindsay Wortmann
Price, Carson	Instructor, Mathematics – Arts & Sciences Division			X			8/10/21	Replaces John Stephenson
Putney, Erin	Instructor, Practical Nursing – Health Sciences Division				X		7/31/21	Resignation
Timoney, Alison	Instructor, Developmental Math – Arts & Sciences Division			X			8/10/21	Replaces Debbie Schmeeckle

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

Board Report	SOUTHEAST COMMUNITY COLLEGE		
	Approved Position Requisitions		
Application Deadline Date	Job Title	Justification	Status as of 6/04/21
1/29/2021	Enterprise Systems Specialist (FTT)	Replacement	To Team
Open Until Filled	Learning Center Coordinator	Replacement	To Team
5/3/2021	Instructor, Occupational Therapist Assistant	Expanded	To Team
5/6/2021	Instructor, Chef	Replacement	To Team
5/6/2021	Instructor, Nutrition	Replacement	To Team
5/6/2021	Instructor, Computer Information Technology	Replacement	To Team
5/17/2021	Human Resources Coordinator	Replacement	To Team
5/24/2021	Vice President of Program Development/Campus Director - Beatrice Athletic Administrator	Replacement	To Team
Open Until Filled	Assistant Residence Life Manager	Replacement	To Team
6/1/2021	Administrative Assistant II, Arts & Sciences Division	Replacement	To Team
6/1/2021	Instructor, Business	Replacement	To Team
6/7/2021	Instructor, Long Term Care Administration	Replacement	
6/7/2021	Instructor, Mathematics	Replacement	
6/16/2021	Maintenance Worker II - HVAC and Controls Technician	Replacement	