

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, July 16, 2019, 3:00 p.m. on at the Beatrice Campus, Jackson Hall Conference Room, 4771 West Scott Road, Beatrice, Nebraska.

ROLL CALL:

Present:

Nancy Seim, Lincoln
Kathy Boellstorff, Johnson
Dale Kruse, Beatrice
James Garver, Lincoln
Edward Price, Lincoln
Lynn Schluckebier, Seward
Ellen Weissinger, Lincoln
Kristin Yates, Lincoln
Linda Hartman, Faculty Representative

Absent:

Robert Feit, Lincoln
Keith Hammons, Weeping Water
Steve Ottmann, Dorchester (arrived at 3:42 p.m.)

Others Attending:

Paul Illich, President
Derek Aldridge, Legal Counsel
Lynda Heiden, SCC Area

Registered Visitors:

Stu Osterthun, SCC Area
Bruce Tangeman, SCC Area
Dennis Headrick, SCC Area
Ed Koster, SCC Milford
Bob Morgan, SCC Beatrice
Bev Cummins, SCC Lincoln

Chairperson Seim welcomed everyone to the meeting. She stated that Mr. Feit and Mr. Hammons had excused absences, and Mr. Ottmann would be arriving late.

PUBLIC MEETING LAW COMPLIANCE STATEMENT

Chairperson Seim stated the public meeting notice had been published in the *Lincoln Journal Star* on Monday, July 8, 2019, as well as posted on the bulletin board in the Area Office and the website.

He indicated that the meeting is conducted according to the principles of the revised *Robert's Rules of Order*.

Chairperson Seim indicated that supplementary materials were available at the entrance of the room, along with a copy of the Open Meetings Law. A specific agenda item is reserved for Public Comment, #11. To testify during this time any member of the audience may approach the Board table. In general, oral testimony by individuals is limited to five minutes. Written testimony will also be accepted for the public record.

Consent Agenda

- a. Action Item - Review Agenda; Move Action Items to Regular Agenda and/or Approve Consent Agenda Items
 - 1) Approval of Agenda as Presented or Amended
 - 2) Approval of Minutes of June 18, 2019, Regular Board Meeting & and Minutes of June 18, 2019 Work Session
 - 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) Furniture for ESQ Renovation

Approval of purchase of furniture for the remodeling of Education Square (as approved in June 2019) not to exceed \$200,000.

- 7) President's 2019-20 Contract of Employment

Ratification and approval of the corrected Contract of Employment for President Paul Illich.

Mr. Garver moved approval of the consent agenda. Seconded by Dr. Kruse.

Chairperson Seim asked for discussion. Ms. Boellstorff indicated an Open House will be held August 22 at Education Square to see the new renovations.

Roll call vote follows:

<u>FOR (8):</u>	<u>AGAINST (0)</u>	<u>ABSENT (3)</u>
Garner		Feit
Kruse		Hammons
Price		Ottmann
Weissinger*		
Boellstorff*	<u>MOTION CARRIED</u>	
Yates		
Schluckebier*		
Seim		

*Upon being called for their vote, 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.

Ellen Weissinger	V0701820, V0701867, V0701868, V0702931
Kathy Boellstorff	V0701124
Lynn Schluckebier	V0703404

FINANCIAL REPORT

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

Budgeted Revenue/Actual Revenue & Budgeted Expenses/Actual Expenses

Revenue:	Variance:	
Local Taxes	(\$828,210)	
Tuition	(\$800,631)	
Other	\$382,400	
Total Revenues	1,846,447	-1.39%
Expenses		
Personal Services	(\$6,420,136)	
Operating	\$2,006,397	
Travel	(\$142,662)	
Equipment	\$1,474,286	
Total Expenses	(\$3,082,115)	-3.4%
Net Position	\$1,835,674	

FINANCIAL REPORT (continued)

The budget report ending June 30, 2019 showed:

Percentage of Budget year	100%
Percentage of Budget spent	96.6%
Percentage of Board budget spent	74.4%

A couple of items were pointed out: Ms. Boellstorff pointed out that Nebraska's FY net receipts exceeded the certified forecast by 3.7% or \$176 million not \$100 million. Also the Federal Reserve has cut the interest rate.

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

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

<u>FOR (8):</u>	<u>AGAINST (0)</u>	<u>ABSENT (3)</u>
Garver		Feit
Schluckebier		Hammons
Kruse		Ottmann
Boellstorff		
Yates	<u>Motion Carried</u>	
Price		
Weissinger		
Seim		

BOARD MEMBER REPORTS

Board members reported attendance at the following:

BOARD TEAM REPORTS

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

Finance & Facilities. Ms. Boellstorff stated the team met prior to the Board meeting. She handed out a project status sheet.

She stated that ribbon cutting ceremonies will be held at the residence halls August 15 & 20. Details will be provided later. Fire inspection is scheduled for early August. Equipment will be installed in the Beatrice dining hall soon, and they will move to the facility August 23. The Falls City Learning Center is scheduled to be completed sometime in August. Diesel Tech facility is scheduled for be completed by January 2020.

It was requested that details on the open houses be emailed to Board members.

Planning. Chairperson Seim stated that the Planning Team had met prior to this Board meeting. She handed out copies of information she and Shawna Herwick had developed during a meeting the previous week.

PRESIDENT'S REPORT

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

- A work session is scheduled for July 30. To be discussed is the findings of safety reports and actions taken.
- P-20 initiative (2010 – LB 1071) – Dr. Illich briefly reviewed the purpose of this legislation -to establish data system, collecting information, to enter into MOUs.

*Mr. Ottmann arrived at 3:42 p.m.

FACULTY ASSOCIATION REPORT

No report from the Faculty Association.

Ms. Hartman thanked the Beatrice Campus for the pen.

STUDENT ACTIVITIES REPORT

No student activities report.

PUBLIC COMMENT

There was no public comment.

SAFETY AND SECURITY PRESENTATION

Bruce Tangeman, Vice President of Human Resources, and Mark Meints, Security and Safety Specialist/Trainer, gave a presentation on SCC's safety and security initiatives. The presentation included information on safety and security training as well as the roles of our safety and security personnel.

Mr. Tangeman pointed out that five years ago they started staffing for security and safety. Mr. Meints reviewed different training currently provided:

- Orientations: new employee, new student, resident assistant
- Annual safety requirements – compliance for full-time employees
- Professional development – safety & security team

There are safety committees for each campus and an overall committee for the Area. Training for professional development includes:

- Fire safety awareness
- Standard response protocol
- Personal safety
- Drug & alcohol trends in Lincoln
- Stop the bleed
- De-escalation
- Incident command
- First aid/CPR/AED
- Clery act
- Campus & department-based training

Safety & security initiatives 2018-2019:

- Expand staffing
- EMT/preparedness training
- Safety management plan revision
- Fire watch training/fire safety awareness
- External safety / security and fire audits: analyzing and planning based upon the recommendations
- Learning Center safety and security needs

New equipment purchased includes:

- 115 emergency quick response guides
- 29 AEDs defibrillators
- 29 stop the bleed kits
- Cameras/magnetic security door stops
- Lock down in Beatrice – Milford in progress
- Panic buttons on desktops

Safety proposals for 2019-20:

- Staffing on all primary locations
- Continue FEMA ICS (incident management)
- Initiation of continuity of operations plan (coop)
- Revision of annual safety quiz
- Campus emergency response teams

- Increased online/on demand safety training offerings
- Communication enhancements

LB 256 INSURANCE COVERAGE FOR BOARD MEMBERS

Amy Jorgens, Vice President of Administrative Services, provided an overview of the recently approved LB 256, which allows community college board members to be eligible for insurance coverage through their respective college. Additional information to be emailed. A proposal will be brought forward for approval in August.

TIME AND PLACE FOR MEETING

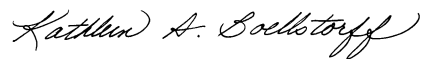
Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, August 20, at 2 p.m. at the Plattsmouth Learning Center.

GOOD OF THE ORDER AND PUBLIC COMMENT

Chairperson Seim reminded Board members of the upcoming open houses.

ADJOURNMENT

Chairperson Seim adjourned the meeting at 4:21 p.m.



Kathy Boellstorff
Secretary

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

July 10, 2019

Personnel Report: Staff (Non-Faculty)

ACTION TAKEN

NAME	ASSIGNMENT	RANK	SALARY	AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Jobman, Karie	Account Clerk III – Administrative Services	N12			X			7/29/19	Replaces Linda Creevan
Lytle, Paul	Director, Continuing Education & Workforce Development – Continuing Education Division	P01						5/28/19	Correction on Salary reported June 2019
Pham, Thuy	Account Clerk III – Administrative Services	N12				X		8/12/19	Resignation
Taft, Rhonda	Director, Continuing Education – Continuing Education Division	P01				X		9/03/19	Retirement

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

July 10, 2019

Personnel Report: Faculty

ACTION TAKEN

NAME	ASSIGNMENT	SALARY	AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Aajul, Sheri	Instructor, Mathematics – Arts & Sciences Division			X			8/01/19	Replaces Robert Moyer
Bartels, Joseph	Instructor, Machine Tool Technology – Manufacturing Division			X			8/01/19	Replaces Scott Kahler
Herwick, Caleb	Instructor, Computer Information Technology – CIT Division				X		6/12/19	Resignation
Hinerman, Alex	Instructor, Psychology – Arts & Science Division			X			8/01/19	Replaces Luann Larsen
Long, Kellie	Instructor, Associate Degree Nursing – Health Division			X			8/01/19	Replaces Carol Penrosa
Reinsch, Kenneth	Instructor, Electrical Electromechanical – Electrical Division				X		8/31/19	Retirement
Sanchez, Brenda	Instructor, Developmental English – Arts & Sciences Division			X			8/01/19	Replaces Susan Merrill

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer