

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, March 19, 2019, 3:00 p.m. at the Beatrice Campus, Jackson Hall Conference Room, 4771 West Scott Road, Beatrice, Nebraska.

ROLL CALL:

Present:

Nancy Seim, Lincoln
Robert Feit, Lincoln
Kathy Boellstorff, Johnson
Dale Kruse, Beatrice
James Garver, Lincoln
Keith Hammons, Weeping Water
Steve Ottmann, Dorchester
Edward Price, Lincoln
Lynn Schluckebier, Seward
Ellen Weissinger, Lincoln
Kristin Yates, Lincoln
Linda Hartman, Faculty Representative
Addison Schramm, Beatrice Campus Student Representative

Absent:

None

Others Attending:

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

Registered Visitors:

Stu Osterthun, SCC Area
Dennis Headrick, SCC Area
Robin Moore, SCC Area
Bob Redler, SCC Area
Rebecca Carr, SCC Area
Bev Cummins, SCC Lincoln
Bob Morgan, SCC Beatrice
Bruce Tangeman, SCC Area
Jose J. Soto, SCC Area

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, March 12, 2019, as well as posted on the bulletin board in the Area Office and the website.

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

Chairperson Seim indicated that supplementary materials were available at the entrance of the room, along with a copy of the Open Meetings Law. A specific agenda item is reserved for Public Comment, #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.

- 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 February 19, 2019 Regular Board Meeting & Minutes of February 14, 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

Mr. Schluckebier moved approval of the consent agenda. Seconded by Mr. Ottmann.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

<u>FOR (11):</u>	<u>AGAINST (0)</u>	<u>ABSENT (0)</u>
Schluckebier		
Ottmann		
Garver		
Kruse*		
Price	<i>Motion Carried</i>	
Weissinger*		
Feit*		
Boellstorff*		
Yates		
Hammons		
Seim		

*Upon being called for their vote, the Board members 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.

Robert Feit	V0689041
Ellen Weissinger	V0686902, V0687759, V687760, V0688825, V0689393

With regard to the Consent Agenda items for the minutes, I abstain from the action with regard to the minutes (listed below) and vote to approve all other Consent Agenda items.

Dale Kruse – February 14, 2019 & February 19, 2019
Kathy Boellstorff - February 19, 2019

FINANCIAL REPORT

Dr. Illich reviewed the financial report for the period through February 28, 2019. He also reviewed the investment accounts.

Budgeted Revenue/Actual Revenue & Budgeted Expenses/Actual Expenses

Revenue:	Variance:	
Local Taxes	(\$1,761,739)	
Tuition	(\$922,349)	
Other	\$148,457	
Total Revenues	(\$2,535,631)	-4.37%
Expenses		
Personal Services	(\$4,454,720)	
Operating	\$428,257	
Travel	(\$130,143)	
Equipment	\$120,862	
Total Expenses	(\$4,035,744)	-6.7%
Net Position	\$1,500,113	

FINANCIAL REPORT (continued)

The budget report ending February 28, 2019 showed:

Percentage of Budget year	67%
Percentage of Budget spent	62.5%
Percentage of Board budget spent	54.2%

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

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

<u>FOR (11):</u>	<u>AGAINST (0)</u>	<u>ABSENT (0)</u>
Garver		
Feit		
Ottmann		
Yates		
Price	<u>MOTION CARRIED</u>	
Weissinger		
Boellstorff		
Hammons		
Schluckebier		
Kruse		
Seim		

BOARD MEMBER REPORTS

Chairperson Seim stated she testified at the LB 27 hearing.

Mr. Ottmann reported that he attended the celebration of life for Rosemary Machacek, a former employee.

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 provided a handout of the facilities project status. She also reported that there will be groundbreaking at Beatrice for the general classroom building in near future.

Mr. Morgan reviewed the heating/ HVAC system in the Kennedy Center (500 wing).

Also reviewed was the Dunlap Center, Weathercraft Company is roofing the building. It is hoped to have the roofing project completed by end of April.

On March 29 a naming ceremony will be held for the Diesel Tech Facility.

Ms. Cummins reported that Phase 5 roof project at 8800 O Street will begin April 1. This is the roof on the T-section and library.

Furniture for the Beatrice and Milford residential buildings will be voted on later in the meeting.

Ms. Boellstorff indicated that she was re-elected chair of the Finance & Facilities Team.

HR/Equity Team. Dr. Kruse stated that they reviewed a draft policy update. An update was given on negotiation. They are hoping to bring back a contract to the April meeting.

Dr. Kruse was elected chair of the committee.

TCA. Mr. Ottmann stated the TCA Joint Board will meet in May, and it will have a new member from Lincoln Public Schools.

NCCA. Mr. Feit stated that the NCCA Board will meet in May.

ACCT. Mr. Feit reminded Board members of the ACCT conference in October.

PRESIDENT'S REPORT

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

- Reviewed briefly a fire safety review.
- Gave testimony on LB 386, which would restrict the fund reserve.
- Ms. Cummins gave testimony on LB 702, which is a GAP assistance bill, to expand scholarships
- A presentation on the Quality Initiative will be given at the Higher Learning Commission (HLC) conference in Chicago April 5 on how we approached our initiative.
- New logo roll out on each of the campuses next week
- Working on the budget for 2019-20
- Working on a new strategic plan process. Currently in the fourth year of the current one.
- He and Katy Novak will be going to every county in the SCC area to have listening sessions, starting this week and over the next month. It was requested that Board members be sent

the schedule so that they can attend if possible. Dr. Illich stated the schedule is out on the web.

FACULTY ASSOCIATION REPORT

Bob Redler reported:

- TCA students in the Education and Early Childhood education pathways competed in the Education Rising State Competition February 27. TCA placed 33 of 42 students, with at least one student placing in every category. The students who placed in first place will compete in June in Dallas.
- Adele Phillips of the Surveying Program won the National Society of Professional Surveyors, Young Surveyors Network Resume Contest. She will receive a scholarship and an all-expense paid trip to the NSPS spring meeting in Arlington, Virginia.

STUDENT ACTIVITIES REPORT

Addison Schramm will receive her Associate degree at the end of the spring quarter in Academic Transfer. She will then start the LPN program.

Ms. Schramm stated that she is the Vice President of the Student Senate and of the PTK.

She indicated she is from Omaha. She chose to come to SCC to play volleyball and indicated that she has loved it here.

PUBLIC COMMENT

There was no public comment.

Administrative Presentation/Board Review

PRACTICAL NURSING PRESENTATION

Presenters: Kristin Ruiz and Ashley Fritz

Presentation:

Kristin Ruiz and Ashley Fritz discussed the Practical Nursing Program, changes in scope of practice, and engaged the Board in an example of a case study activity utilized in the Practical Nursing Program. They also briefly discussed the changes in the admission process and plans for the future.

Ms. Fritz discussed the change in admissions to break down barriers. There are 30 students accepted on each campus. Admissions criteria include: a high school diploma / GED, placement scores, and must be an active nurse aide on the registry. The admission process is open for 1 ½ months. Then they review all applications and award points. Each applicant must also write a success plan. They felt that the success plan gives applicants a buy-in, and it also helps them become acquainted with resources at the Success Center.

Ms. Ruiz discussed the nursing shortage in Nebraska. In 2018 total nursing shortage was: 4062. The LPN shortage was 1235.

Clinical site availability limits expansion of the program. The Nebraska State Board of Nursing is working to address how to expand clinical placements.

They are exploring an increase in enrollment by looking at classes at the Milford Campus and other learning centers. They will add an online option to the full-time track.

There were 68 people who applied for admission into the program. There were 30 accepted. Of those in the LPN program, 99 to 100% of them say they have plans to go on in advancing nursing but only 70% of them actually do.

2018 GRADUATE REPORT

Rebecca Carr, Office of Institutional Research, gave a presentation on the 2018 Graduate Report. This document includes graduation and placement data for each of career/technical and academic transfer programs. This report also includes information on average annual salary by program and names of specific companies that employ SCC graduates.

Ms. Carr reported that there were 1492 graduates. Of these graduates, 94% are employed or continued their education (1403 had known employment and 1011 were employed in their field of study and 302 of them continued their education). There were 81% employed of the career / technical graduates: 90% in field of study, 87% in Nebraska, and 68% in SCC area.

Of those continuing their education, 85% were staying in Nebraska and 89% were continuing their education at UNL.

*Chairperson Seim declared the Board in recess at 4:05 p.m.

*Chairperson Seim declared the Board in recess at 4:20 p.m.

COLLEGE CATALOG CHANGES

Proposed catalog changes were reviewed. These requested changes are for the 2019-20 College catalog. The catalog changes will be brought back for approval next month.

Mr. Morgan reviewed the new programs. Dr. Headrick thanked Mr. Morgan for his work on program development and for sharing responsibilities with the catalog.

Dr. Headrick discussed the logical extensions.

2019-20 TUITION GRANTS & WAIVERS

Ms. Jorgens reviewed the proposed 2019-20 tuition grants and waivers. These will be brought back for approval next month.

2019-2020 BOARD MEETING SCHEDULE

Last month the Board reviewed the proposed 2019-20 Board meeting schedule. A copy is attached for your review and approval.

Ms. Boellstorff moved to adopt the proposed 2019-20 Board meeting schedule. Seconded by Mr. Schluckebier.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (11):

Boellstorff
Schluckebier
Hammons
Yates
Feit
Weissinger
Price
Garver
Ottmann
Kruse
Seim

AGAINST (0)

ABSENT (0)

FURNISHINGS, FINISHES AND FIXTURES FOR MILFORD AND BEATRICE STUDENT HOUSING PROJECTS

Discuss, consider and take all necessary action with regard to approving, authorizing and ratifying furniture and appliance purchases for the SCC Beatrice and Milford residential hall projects.

Mr. Ottmann moved that the Board of Governors of the Southeast Community College Area should and does hereby authorize, approve and ratify furniture and appliance purchases for the SCC Beatrice and Milford residential hall projects in total aggregate contract amounts not to exceed \$800,000.00 to be paid from the SCC capital improvement fund, and further hereby delegates authority to and authorizes and directs the SCC President, or his designee, to utilize negotiated contracts and purchasing policies and procedures of the college to procure and install the required furniture and appliances for these projects. Seconded by Mr. Feit.

Chairperson Seim asked for discussion. There was none.

Roll call vote follows:

FOR (11):

Ottmann
Feit
Garver
Boellstorff
Hammons
Schluckebier
Kruse
Weissinger
Price
Yates
Seim

AGAINST (0)

ABSENT (0)

Motion Carried

LEGAL COUNSEL REPORT

Rex Schultze provided the Board with information in the Emergency Management Act, and the option available to certain political subdivisions that have suffered either physical or operational damage to seek a proclamation from the county Emergency Management Director in the event of a disaster, emergency, or civil defense emergency allowing the local government to make emergency expenditures, enter into contracts, and incur obligations for emergency management purposes regardless of existing statutory limitations and requirements pertaining to appropriation, budgeting, levies, or the manner of entering into contracts.

TIME AND PLACE FOR APRIL MEETING

Chairperson Seim reported that the next regular Board meeting is scheduled for Tuesday, April 16, 2019, at 3 p.m., at the Lincoln Campus.

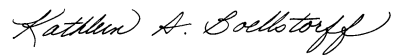
GOOD OF THE ORDER AND PUBLIC COMMENT

Dr. Illich announced that the PTK awards reception / luncheon is scheduled for April 23.

Chairperson Seim reported that a process is underway for Board members to use SCC email addresses.

ADJOURNMENT

Chairperson Seim adjourned the meeting at 4:37 p.m.



Kathy Boellstorff
Secretary

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

March 12, 2019

Personnel Report: Staff (Non-Faculty)									
ACTION TAKEN									
NAME	ASSIGNMENT	RANK		AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Dickinson, Joel	Admissions Representative – Student Affairs	P2				X		5/01/19	Resignation
Hoke, Margaret	Administrative Assistant I – Business Division	N8			X		X	3/04/19	Internal Transfer to Replace Stacy Belina
Martin, Donna	Custodian I – Physical Plant	N5			X			2/18/19	Replaces Gary Hartshorn
May, Erin	Administrative Director, Career Academic & K-12 Connections - Instruction	A6		X			X	4/01/19	Reclassification & Reorganization
Rowell, Delray	Administrative Assistant I – Arts & Sciences Division	N8			X			3/04/19	Replaces Donna Osterhoudt
Weyers, Linda	Accounting Analyst – Administrative Services	N15		X			X	4/01/19	Reclassification
White, Brice	Residence Life Manager – Student Affairs	P3			X			3/25/19	Replaces Lacey Jurgens

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer