



Chairperson Neal Stenberg called the regular meeting of the Southeast Community College Board of Governors to order at 6:09 p.m. on Tuesday, September 26, 2023, at the Milford Campus, 600 State Street, Welsh Center, Milford, NE.

ROLL CALL:

Present:

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

Absent:

None

Chairperson Stenberg welcomed everyone to the meeting.

PUBLIC MEETING LAW COMPLIANCE STATEMENT

Chairperson Stenberg stated the public meeting notice had been published in the Lincoln Journal Star on Monday, September 18, 2023, as well as posted on the bulletin board in the Area Office and on the website. He stated that the meeting is conducted according to the principles of the revised *Robert's Rules of Order*.

Chairperson Stenberg indicated that supplementary materials were available for the public, along with a copy of the Open Meetings Law. He stated there would be two opportunities for public comment; comment on agenda items 1 through 10, and comment on the 2023-2024 Property Tax Requests and Tax Levy, agenda item 12b. To testify during either time, it would be necessary for any member of the public wishing to testify to sign in. He also stated individuals would be allowed a maximum of five minutes to speak per opportunity to comment and that written testimony will also be accepted for the public record.

Dr. Yates left at 6:12 p.m.

CONSENT AGENDA

Ms. Boellstorff motioned to amend the consent agenda item 1. Seconded by Dr. McCormick.

- 1) Approval of Agenda as Amended
 - a. Agenda item 12a: Board Policies Review: A-7 to A-11, and A-25 was postponed until October meeting
 - b. Agenda item 13a: Board Policies Approval: A-1 to A-6 was postponed until October meeting

Chairperson Stenberg asked for discussion. There was none.

Roll call vote follows:

<u>FOR (10):</u>	<u>AGAINST (0)</u>	<u>ABSENT (1):</u>
Boellstorff		
McCormick		
Byers		
Gunther		
Seim		
Uhrmacher		
Herrington		Yates
Sherwood		
Haskell		
Stenberg		

Motion Carried

CONSENT AGENDA

Ms. Boellstorff moved approval of the consent agenda. Seconded by Mr. Uhrmacher.

- 1) Approval of Agenda as Amended
 - a. Agenda item 12a was postponed until October meeting.
 - b. Agenda item 13a was postponed until October meeting.
- 2) Approval of Minutes of August 22, 2023, 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 2023-2024 Quarter 1)

Chairperson Stenberg asked for discussion. There was none.

Roll call vote follows:

FOR (10):

AGAINST (0)

ABSENT (1):

Boellstorff
Uhrmacher
Gunther
Byers
McCormick
Seim
Sherwood
Haskell
Herrington
Stenberg

Yates

Motion Carried

Neal Stenberg:

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

- V0857987

FINANCIAL REPORT

Financial Summary through August 31, 2023

General Fund	Budget 23-24	Year to Date through August 31, 2023			
		Budget	Actual	Variance	% Variance
Revenues:					
State aid	30,296,422	-	-	-	--
Local taxes	67,254,043	8,666,245	9,057,849	391,604	4.52%
Tuition	16,252,964	8,614,071	9,005,820	391,749	4.55%
Other	497,293	82,882	466,532	383,650	462.89%
Total Revenues	114,300,722	17,363,198	18,530,201	1,167,003	6.72%
Expenses					
Personal services	85,042,985	14,173,831	12,833,039	(1,340,792)	-9.5%
Operating	26,575,620	4,429,272	3,807,401	(621,871)	-14.0%
Travel	699,355	116,560	32,690	(83,870)	-72.0%
Equipment	1,982,762	125,375	678,288	552,913	441.0%
Total Expenses	114,300,722	18,845,038	17,351,418	(1,493,620)	-7.9%
Net Position	-	(1,481,840)	1,178,783	2,660,623	

Dr. Illich reviewed the financial report for the period through August 31, 2023. He also reviewed the investment accounts.

The budget report ending August 31, 2023 showed:

Percentage of Budget year: 16.7%

Percentage of Budget spent: 17%
Percentage of Board budget spent: 8.9%

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

Chairperson Stenberg asked for discussion. There was none.

Roll call vote follows:

<u>FOR (10):</u>	<u>AGAINST (0)</u>	<u>ABSENT (1):</u>
Boellstorff		
Haskell		
McCormick		Yates
Byers		
Seim		
Uhrmacher		
Herrington		
Gunther		
Sherwood		
Stenberg		

Motion Carried

BOARD MEMBER REPORTS

Mr. Uhrmacher mentioned attending a luncheon for Kiwanis Club. He mentioned that during the luncheon the speaker presented on the history on Southeast Community College.

Ms. Hartman mentioned attending American South Buffet and it was amazing. She mentioned October 5 at 4:30 pm it's the Global Education Fundraiser.

BOARD TEAM REPORTS

Executive. Chairperson Stenberg stated the Executive Team met September 6, and set the meeting agenda.

Equity and Human Resources. Mr. Stenberg stated the team met prior to the Board meeting to review policy A-7 to A-11 was going to be presented today but will be up for approval in October.

Finance & Facilities. Ms. Boellstorff stated the team did not meet prior to the Board meeting.

Planning. Dr. Sherwood stated October 2 the Board Evaluation will be distributed electronically.

NCCA Representative. Mr. Byers mentioned they will be meeting Monday, October 2.

TCA Joint Board. Mr. Uhrmacher stated the TCA Joint Board will meet next week. He also mentioned the Career Fair will be October 12.

PRESIDENT'S REPORT

Dr. Illich did not report.

FACULTY ASSOCIATION REPORT

Teresa Hruza, Area President for the Faculty Association, was not in attendance.

STUDENT ACTIVITIES REPORT

Josiah Harvey, studying in the Energy Generations Operations Program. He mentioned he was able to assist students with their luggage's as they moved in to their dorms. He mentioned attending a suicide prevention which provided awareness and how to detect signs. He also mentioned that in October they will be having a food drive.

PUBLIC COMMENT

Chairperson Stenberg asked for public comment. There was none.

ADMINISTRATIVE PRESENTATION/BOARD REVIEW

12a. Board Policies Review: A-7 to A-11, and A-25

Postponed until October Board of Governors Meeting.

12b. 2023-2024 Property Tax Request/Tax Levy Hearing and Public Comment

Chairperson Stenberg convened the 2023-2024 tax levy hearing at 6:34 p.m.

Amy Jorgens, Vice President Administrative Services, indicated that the information provided is identical to that in the budget information. She briefly reviewed the summary and indicated that the Board would be asked to approve the Levy Resolution later in the meeting.

Dr. Illich and Ms. Jorgens reviewed the property tax levy remains at 9.37 cents/\$100, unchanged from last year (general fund at 7.37 cents and capital at 2 cents).

Ms. Stenberg asked for public comment.

Carter Thiele, Liba, mentioned that he was caught off guard on the expressions the board faced to decide on the college budget. He mentioned supporting the levy at the current rate and he also thanked the board and Ms. Jorgens for the decisions that were made.

Chairperson Stenberg closed the tax request/tax levy hearing and public hearing closed at 6:37 p.m.

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

13a. Board Policies Approval: A-1 to A-6

Postponed until October Board of Governors Meeting.

13b. Authorize Project for Construction of Welding Lab Facility on Beatrice Campus

This project consists of a proposed new welding lab facility on the Beatrice Campus. This new facility will be located adjacent to Agriculture Hall and generally will consist of an approximately 4,500 square foot facility, with 20 multi-process welding bays. This new, dedicated welding training space will also have the flexibility to host day/evening/weekend courses in basic-to-advanced, reskill/upskill welding and fabrication, with the added option to confer welding certifications for local business and industry through the College's Accredited Test Facility. Design plans and specifications for this project have been fully developed. The College plans to or has bid this project for construction consistent with college procedures.

Ms. Boellstorff motioned to approve the welding lab facility project on the Beatrice Campus, to authorize and award a construction contract to the lowest responsible bidder, as determined by the College President, to be the general contractor, for the construction of the new welding lab facility, to authorize and approve construction contracts with such general contractor and other subcontractors for ancillary work in an amount not to exceed \$2,388,000, and to authorize, direct and delegate authority to the College President, or designee, to negotiate, sign, execute and deliver such construction contracts, and any documents or agreements called for in such construction contracts, for and on behalf of the College, to sign and approve any contract amendments, modifications, and change orders, and to retain any necessary professionals for assistance, to pay the contract amount and expenses and all transaction costs, change order increases, and expenses related to the project to be performed and completed, and to pay for any contingencies or related construction matters with a contingency amount not to exceed \$237,000, and to take or cause to be taken all other action necessary or appropriate to complete any requirements or obligations under the construction contracts. Seconded by Mr. Gunther.

Chairperson Stenberg asked for discussion. There was none.

Roll call vote follows:

FOR (10):	AGAINST (0)	ABSENT (1)
Boellstorff		
Gunther		
Seim		
Byers		Yates
Uhrmacher		

Herrington
McCormick
Haskell
Sherwood
Stenberg

Motion Carried

13c. 2023-2024 Property Tax Request and Levy Resolution

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the Board of Governors of Southeast Community College Area passes by a majority vote a resolution or ordinance setting the tax request; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning the property tax request;

NOW, THEREFORE, the Board of Governors of Southeast Community College Area, resolves that:

- 1) The total 2023-2024 property tax request is \$74,137,692 that includes the following separate funds:
 - a) General Fund: The 2023-2024 property tax request for the General Fund is \$58,313,211.
 - b) Capital Improvement Fund: The 2023-2024 property tax request for the Capital Improvement Fund is \$15,824,481.
- 2) The total assessed value of property differs from last year's total assessed value by 14.77% that includes the following separate levy valuations:
 - a) General Fund: The total assessed value of property for the general fund levy differs from last year's total assessed value by 14.77%.
 - b) Capital Improvement Fund: The total assessed value of property for the capital improvement fund levy differs from last year's total assessed value by 14.77%.
- 3) The total tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property would be \$.08164 per \$100 of assessed value that includes the following separate levies:
 - a) General Fund: The general fund levy tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property, would be \$.06421 per \$100 of assessed value.
 - b) Capital Improvement Fund: The capital improvement fund levy tax rate which

would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property, would be \$.01743 per \$100 of assessed value.

- 4) The Southeast Community College Area proposes to adopt a property tax request that will cause its tax rate to be \$.09370 per \$100 of assessed value.
 - a) General Fund Levy: The Southeast Community College Area proposes to adopt a General Fund property tax request that will cause its tax rate to be \$.07370 per \$100 of assessed value
 - b) Capital Improvement Fund Levy: The Southeast Community College Area proposes to adopt a Capital Improvement Fund Levy property tax request that will cause its tax rate to be \$.02000 per \$100 of assessed value.
- 5) Based on the proposed property tax request and changes in other revenue, the total operating budget of Southeast Community College Area was decreased from last year by 1.5932%.
 - a) General Fund: The Southeast Community College Area proposes to adopt a General Fund total operating budget that is increased from last year by 7.72440%
 - b) Capital Improvement Fund: The Southeast Community College Area proposes to adopt a Capital Improvement Fund total budget that is decreased from last year by 0.60600%
 - c) Other Funds: The Southeast Community College Area proposes to adopt a budget other than General and Capital Improvement Fund that is decreased from last year by 6.04602%

This resolution further does hereby authorize and direct the Secretary of the Southeast Community College Area Board of Governors to certify these property tax requests and resulting levies to the Boards of Equalization and County Clerks of Cass, Fillmore, Gage, Jefferson, Johnson, Lancaster, Nemaha, Otoe, Pawnee, Richardson, Saline, Saunders, Seward, Thayer, and York Counties, on or before October 15, 2023.

Mr. Uhrmacher moved to approve and adopt the 2023-2024 property tax request and levy resolution as enclosed and to authorize Chairperson Stenberg to sign the resolution. Seconded by Mr. Gunther.

Chairperson Stenberg asked for discussion.

Board members discussed transparency and understandability of the process.

Roll call vote follows:

FOR (9):	AGAINST (1)	ABSENT (1)
Uhrmacher		
Gunther		Yates
Sherwood		
McCormick	Boellstorff	
Haskell		
Seim		
Byers		
Herrington		
Stenberg		

The above Resolution having been consented to and approved by a majority of the members of the Board of Governors of this College was declared as passed and adopted by the presiding officer of the Board of Governors at a duly held and lawfully convened meeting in full compliance with the Nebraska Open Meetings Law.

LEGAL COUNSEL REPORT

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

TIME AND PLACE FOR OCTOBER MEETING

Chairperson Stenberg stated the next regular Board meeting is scheduled for October 17, 2023, at the Lincoln Campus, rooms 206 & 208 at 3:00 p.m.

GOOD OF THE ORDER

Ms. Haskell mentioned attending College Nights.

Mr. Uhrmacher mentioned that the board is very conservative and considerate.

Dr. McCormick mentioned that Mr. Byers, Dr. Illich, and herself were working on the ACCT Conference presentation.

ADJOURNMENT

Chairperson Stenberg adjourned the meeting at 6:51 p.m.

James Sherwood



Secretary



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Beatrice Campus 4771 W. Scott Rd. Beatrice, NE 68310-7042 402-228-3468/800-233-5027 FAX: 402-228-8935
Lincoln Campus 8800 O St. Lincoln, NE 68520-1299 402-471-3333/800-642-4075 FAX: 402-437-2402
Milford Campus 600 State St. Milford, NE 68405-8498 402-761-2131/800-933-7223 FAX: 402-761-2324

Learning Centers In Falls City, Hebron, Nebraska City, Plattsmouth, Wahoo, and York
Deaf TDD 402-437-2702

www.southeast.edu

SOUTHEAST COMMUNITY COLLEGE BOARD OF GOVERNORS REGULAR MEETING

Tuesday, September 26, 2023

Southeast Community College
Milford Campus
600 State Street, Milford, Nebraska
Welsh Center

REGULAR MEETING AGENDA - 3:45 p.m. or as Soon as the Budget Hearing is Concluded

1. Meeting Called to Order 3:45 p.m.

**ALL OF THE FOLLOWING TIMES ARE SUBJECT TO ADJUSTMENT BASED UPON THE
LENGTH OF THE BUDGET HEARING AND ACTION THEREON.**

2. Roll Call 3:48
3. Public Meeting Law Compliance Statement 3:50
4. Consent Agenda 3:52
 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 August 22, 2023, 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 2023-2024 Quarter 1)
5. Financial Report 3:57
6. Board Member Reports 4:07
7. Board Team Reports 4:12
8. President's Report 4:17
9. Faculty Association Report 4:27
10. Student Activities Report 4:32
11. Public Comment 4:37
12. Administrative Presentation/Board Review
 a) Board Policies Review: A-7 to A-11, and A-25 4:42

BREAK

- b) 2023-2024 Property Tax request/Tax Levy hearing & public comment 5:12
- 13. DISCUSS, CONSIDER AND TAKE ALL NECESSARY ACTION WITH REGARD TO:**
 - a) Board Policies Approval: A-1 to A-6 5:42
 - b) Authorize Project for Construction of Welding Lab Facility on Beatrice Campus 5:47
 - c) 2023-2024 Property Tax Request and Levy Resolution 5:52
- 14. Legal Counsel Report 5:57
- 15. Time and Place for October Meeting 6:02
- 16. Good of the Order 6:04
- 17. Adjournment 6:05

NOTE: 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.

*** Proof of Publication ***

State of Indiana)
Lake County) SS.

SOUTHEAST COMMUNITY COLLEGE-LINCOLN

301 S 68TH ST PLACE Floor 5
LINCOLN, NE 68510

ORDER NUMBER 1181790

The undersigned, being first duly sworn, deposes and says that she/he is a Clerk of the Lincoln Journal Star, legal newspaper printed, published and having a general circulation in the County of Lancaster 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 statutes 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.

Clerk of the Lincoln Journal Star

Signature

Date

9/19/23

NOTICE OF THE MEETING
OF THE BOARD OF GOVERNORS
OF THE SOUTHEAST COMMUNITY COLLEGE AREA September 26, 2023 3:30 P.M. or as soon as the annual Budget Hearing for the 2023-2024 fiscal year is concluded. Location: Milford Campus Welsh Center 600 State Street, Milford, Nebraska
Notice is hereby given that the regular meeting of the Board of Governors of the Southeast Community College Area, will be held at 3:30 p.m. or as soon as the annual Budget Hearing for the 2023-2024 fiscal year is concluded on September 26, 2023, at the Southeast Community College Milford Campus - Welsh Center, or other location therein, 600 State Street, Milford, NE. The agenda for the meeting, kept continuously current, is available for public inspection during regular business hours at the Jack J. Huck Continuing Education Center, 301 South 68th Street Place, Lincoln, Nebraska.
THE BOARD OF GOVERNORS OF THE SOUTHEAST COMMUNITY COLLEGE AREA
1181603 9/19 ZNEZ

Section: Class Legals
Category: 0099 LEGALS
PUBLISHED ON: 09/19/2023

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Subscribed in my presence and sworn to before me on

September 19, 20 23

Christina Palma Notary Public



**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

September 20, 2023

Personnel Report: Staff (Non-Faculty)									
ACTION TAKEN									
NAME	ASSIGNMENT	RANK	SALARY	AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
Spitser, Elizabeth (Betsy)	College Advisor	P2					X	9/1/2023	Transferring
Roth, Alyssa	Administrative Assistant I – Admissions	N8			X			9/5/2023	Replacing
Eberle, Thomas	Custodian II	N12			X			9/5/2023	Replacing
Mendoza, Jesse	Help Desk Technician	N16				X		9/14/2023	Resignation
Ahmed, Newel	Administrative Assistant I	N8			X		X	9/11/2023	Transfer to Replace
Triplette, Tessa	Residence Life Manager, Beatrice	P3			X		X	9/18/2023	Transfer to Replace
Baber, Jade	Executive Chef – Course Restaurant	P1			X			9/11/2023	Replacing
Nennemann, Samuel	Purchasing manager – Culinary/Hospitality/TCA	P2			X			9/11/2023	Replacing

AD=Addition

RP=Replacement

RS=Resignation

TR=Transfer

**SOUTHEAST COMMUNITY COLLEGE
Personnel Changes**

September 20, 2023

Personnel Report: Staff (Faculty)

ACTION TAKEN								
NAME	ASSIGNMENT	SALARY	AD	RP	RS	TR	EFFECTIVE DATE	COMMENT
O'Sullivan, Caitlin	Instructor, Associate Degree Nursing				X		9/22/2023	Resignation
Grummert, Kerri	Instructor, Associate Degree Nursing				X		8/31/2023	Resignation
Williams-Lamb, Kimberly	Instructor, Front of House/Dining Management				X		12/19/2023	Resignation

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 8/17/2023
Open Until Filled	Instructor, Practical Nursing - Beatrice and Milford (FT)	Replacement	
Open Until Filled	Instructor, Practical Nursing - Falls City (FT)	Replacement	
Open Until Filled	Instructor, Associate Degree Nursing	Replacement	
Open Until Filled	Weekend Overnight Public Safety Officer (PT)	Replacement	
Open Until Filled	Kitchen Assistant - Child Development Center (PT)	Replacement	
Open Until Filled	Aide - Child Development Center (PT)	Replacement	
Open Until Filled	Custodian, Floor Care (PT)	Replacement	To Team
Open Until Filled	Assessment Team Member, Adult Education (PTT)	Replacement	
6/29/2023	Instructor, Diesel Ag Equipment Service Technology	Replacement	To Team
7/25/2023	College Advisor - Beatrice (PT)	Replacement	To Team
7/31/2023	College Advising Specialist - Learn to Dream Program (FT)	Replacement	To Team
8/1/2023	Instructor, Computer Information Technology	Replacement	To Team
8/13/2023	Custodian I (FT)	Replacement	To Team
8/13/2023	Testing Center Specialist (PT)	Replacement	To Team
8/16/2023	Instructor, Long Term Care Administration Program (FT)	Replacement	To Team
8/23/2023	Mental Health Counselor - Counseling Assistance Program for Students (CAPS) (PT)	Replacement	To Team
8/30/2023	Project Tutor, Upward Bound - Fairbury (PTT)	Replacement	To Team
9/4/2023	Account Clerk I (FT)	Replacement	To Team
9/4/2023	Human Resources Coordinator (FT)	Replacement	To Team
9/12/2023	Administrative Assistant I (PT)	Replacement	To Team
9/12/2023	College Advisor (PT)	Replacement	To Team
9/17/2023	Project Tutor, Upward Bound - Beatrice (PTT)	Replacement	
9/21/2023	Testing Center Specialist (PT)	Replacement	
9/24/2023	Custodian - Multiple Positions Available (PT)	Replacement	
9/27/2023	Custodian II (FT)	Replacement	
9/28/2023	Custodian I (FTT)	Replacement	
10/3/2023	Residence Life Manager (FT)	New	
10/8/2023	Administrative Assistant II, SCC Educational Foundation (FT)	Replacement	