

**METROPOLITAN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
MEETING MINUTES
AUGUST 25, 2020**

A meeting of the Board of Governors of the Metropolitan Community College Area was called to order at 6:34 p.m.

Chair Monahan asked Rita Eyerly, Recording Secretary to the Board, to call the roll:

MEMBERS PRESENT

Erin Feichtinger, Assistant Secretary
Roger Garcia
Steve Grabowski, Treasurer
Ron Hug
Phillip Klein
Linda McDermitt, Secretary
Maureen Monahan, Chair
Angela Monegain
Dave Pantos
Fred Uhe
Michael Young
Joy Schulz, Ex Officio Faculty

MEMBERS ABSENT

Gloria Chavez, Ex Officio Student

Also Present: Randy Schmailzl, College President

Agenda Item 1d—Announcement of Posted Location of Open Meetings Act

Following the Pledge of Allegiance, the Chair reported that a copy of the Nebraska Open Meetings Act was posted in the rear of the room.

Agenda Item 1e—Recording of Notice of Public Meeting

The Chair then reported on the recording of the Notice of Public Meeting and stated she had the following:

1. *Proof of Publication, pursuant to Policy 10503 of the Board of Governors, in the form of an affidavit of an employee of the Omaha World-Herald, a newspaper of general circulation within Dodge, Douglas, Sarpy, and Washington Counties, Nebraska to the effect that notice of this meeting was published in that newspaper on August 14, 2020 and on the Omaha World-Herald website Omaha.com from August 14 – August 20, 2020.*

2. *Affidavit of College employee Rita Eyerly, to the effect that a copy of the published Notice of Meeting was transmitted to each member of the Board of Governors via email on August 13, 2020 as specified by Policy 10503 of the Board of Governors.*

The notice of the meeting stated that an agenda for this meeting, kept continually current, was available for public inspection at the principal office of the Board of Governors, Building No. 30, 30th and Fort Streets, Omaha, Nebraska, by making prior arrangements by calling 531-622-2415.

Without objection, the Chair of the Board directed that the affidavits, along with the methods and dates of providing notice be recorded in the minutes of this meeting.

Agenda Item 2—Public Comments

There were no public comments.

Agenda Item 3—Budget Action Agenda Item

Agenda Item 3a—Consideration of Resolution Approving an Additional 1% Restricted Fund Authority and Carryforward to Future Years, Board Doc. 7671

MOTION: Pantos moved to approve the Resolution; Young seconded the motion.

Monahan noted that this item is for the Board of Governors to consider approving an additional 1% restricted funds authority and carryforward to future years and requires the affirmative votes of at least nine Board members (75% of the full Board of Governors).

Schmailzl called Gordon Jensen, Coordinator of Budget and Projects, to explain this item.

Jensen noted the purpose of annually asking for an additional 1% of budget authority carryover, is to increase the State lid on property tax and state aid, giving future Boards the most authority to make revenue decisions and receive state aid increases.

Young inquired about the tax levy lid, clarifying MCC is at 9.5 cents per \$100 and the maximum is 11.25 cents per 100. Jensen noted that the 1% restricted funds authority is a separate lid.

Vote on the Resolution to approve an additional 1% restricted funds authority and carryforward to future years:

Garcia, yes
Grabowski, yes
Hug, yes
Klein, yes
McDermitt, yes
Monahan, yes

Monegain, yes
Pantos, yes
Uhe, yes
Young, yes
Feichtinger, yes

Motion carried.

Agenda Item 4—Report Agenda

Agenda Item 4a—Ex Officio Board Members' Reports

- **Faculty Ex Officio Report**

Monahan called on Schulz who commented on the successful summer quarter and noted that faculty are finding Canvas, the new Learning Management System, to have good features for instruction and is expected to enhance student learning. Training in Canvas has been ongoing.

Schulz introduced Dr. Lori Lothringer, Dean of Business, and Dr. Tammy Madsen, Workplace Skills Instructor, who provided updates on the MCC Business Division. They reviewed the documents provided in the Board meeting material, highlighting developments in curriculum and programs, credentials, and careers. The MCC Business division is comprised of Accounting, Business Administration, Legal Studies, and the Applied Finance Institute, representing approximately 130 courses.

During a curriculum review process, courses in high-interest areas were identified and reviewed to establish academic pathways that will lead to preparation and credentialing in employment opportunities for MCC students. Madsen noted specific programs of study will lead to Career Certificates and path to an Associates degree that is portable to a number of 4-year area institutions. An effort to link courses and programs with external professional credentials has been successful and continues to be developed. She referenced the new Human Resources Specialist Career Certificate as an example of this approach.

Lothringer referenced the Business Division advisory boards and relationships with business and organizations who provide invaluable input regarding these pathways and programs. She highlighted the effort to find quality textbooks at the lowest cost and anticipates a large savings to students in the coming years. She also shared the focus of the Business Division in the coming year, and thanked the administration for their support.

Feichtinger commended the Business Division on their efforts, particularly in researching the needs and partnerships within the community. In response to her question on the reduction of costs of textbooks, Lothringer shared one example of a required \$85 textbook for Financial Literacy that was made available through an

open source for free. She noted the diligent research and work by one faculty member to find the textbook.

Young echoed Feichtinger's comments and asked if there was a K-12 target in the Omaha area. Lothringer noted the Division works with MCC staff and a variety of Omaha area high schools to assist students in exploring career options and earn career certificates before they leave high school.

Madsen added that the Business Division is currently working with North End Teleservices to help juniors and seniors begin curriculum with North End, and potentially be eligible for an internship with North End Teleservices.

Agenda Item 4b— Board Members' Reports

Feichtinger noted she plans to work with the Board Chair and College administration to introduce a resolution to systematically reduce textbook costs, due to the rising cost of textbooks.

Hug stated that textbook costs have been reviewed over the years. Schmailzl noted that textbooks modes and availability have changed in recent years. He clarified that Feichtinger would like to include tools and equipment in the exploration.

Garcia expressed his appreciation to the administration and the Board for their willingness to host the COVID-19 testing site at the South Omaha Campus, in spite of the current construction.

Pantos acknowledged the Public Pulse comments by Fred Uhe, printed in the *Omaha World-Herald*, regarding the Google Impact Challenge award of \$175,000 to the MCC Re-entry program.

Agenda Item 4c—Chair of the Board's Report

Monahan noted the variety of ways MCC has been able to step-up and assist the community, from the COVID-19 testing at South Omaha Campus to the Department of Labor's use of a Fort Omaha Campus building for unemployment services during the pandemic. She thanked administration for their willingness to support the community.

Agenda Item 4d—President's Report

Schmailzl reviewed the report in the Board material:

- **State / Federal Legislation Update**

The success in the Nebraska Legislature was that the budget made it through to approval by the Governor, with no cuts to community college state aid appropriations. The budget included a new line item funding dual enrollment to

community colleges, which will help with the discounted tuition for college-ready high school students.

The CARES Act funding from the State of Nebraska has enabled over 1,200 students to participate in a MCC workforce training, to date.

The College is advocating for the use of Federal CARES Act dollars for capital for systems for airflow updates. Schmailzl noted he plans to bring a report next month.

- **COVID-19 Update**

The summer term ended successfully and the College is on course to open for blended, online, and remote classes on September 8. The labs held in buildings are marked with lines and arrows to allow for social distancing. As the fall quarter progresses, administration will review plans for the winter quarter.

Schmailzl thanked the Board for their support in allowing the COVID-19 testing station at the SOC.

Agenda Item 4e—Regular Reports—Randy Schmailzl

Schmailzl noted while the water bill has gone up, the utility bills have decreased due to the fewer number of staff in buildings.

Agenda Item 5—Consent Agenda Items

Items on the consent agenda are 7a, 7b, 7c, 7d, and 7e.

Agenda Item 6—Items Removed from Consent Agenda (If Any)

There were no items removed from the Consent Agenda.

Agenda Item 7—Action Agenda

Agenda Item 7a—Consideration of Approval of Minutes of July 28, 2020 Board of Governors' Meeting, Board Doc. 7672

Agenda Item 7b— Consideration of Resolution Approving and Ratifying all Actions Taken by the Metropolitan Community College Area Board of Governors as Identified in the Minutes of the Meetings Held on March 24, 2020, April 28, 2020, May 19, 2020, and June 23, 2020 Pursuant to Governor Ricketts' Executive Orders No 20-03 and 20-24 and the Meeting Held on and July 28, 2020 Pursuant to the Nebraska Open Meetings Act, Board Doc. 7673

***NOW THEREFORE BE IT RESOLVED** that the Board of Governors of the Metropolitan Community College Area hereby ratifies and approves all actions taken by the Board at its meetings held by electronic telecommunication methods on March 24, 2020, April 28, 2020, May 19, 2020 and June 23, 2020 pursuant to Governor Ricketts' Executive Orders No. 20-03*

and 20-24 and the meeting held on July 28, 2020 pursuant to the Nebraska Open Meetings Act, as reflected in the minutes of such meetings, which minutes are identified in the records of the Board as Board Documents numbered 7637, 7645, 7652, 7666, and 7672 and which minutes are hereby re-approved and re-adopted by the Board as the official minutes of such meetings and as reflecting official actions of the Board (copies of Executive Orders No. 20-03 and 20-24 are attached).

Agenda Item 7c—Consideration of Resolution Approving Personnel Appointments and Separations, Board Doc. 7674

WHEREAS, Per board policy (60205) the Board of Governors shall have final approval of all full-time contracts for administrative, support and faculty personnel.

NOW THEREFORE BE IT RESOLVED that the following appointments and employment contracts be approved by the Board of Governors:

<u>Name</u>	<u>Position</u>	<u>Contract Period</u>	<u>Contract Salary</u>
Deborah Gaspard	Business Administration Instructor	08/31/20-05/27/21	\$66,125.00
Goeffrey Horejs	Electrical Mechanical Technology Instructor	08/31/20-11/25/20	\$29,352.66
Amy Recker	Executive Director of the MCC Foundation	09/01/20-06/30/21	\$74,828.10
Melanie Shaw	Medical Assisting Instructor	08/31/20-08/18/21	\$75,659.00

BE IT FURTHER RESOLVED that the following separations be acknowledged and accepted by the Board of Governors:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Paul Custer	Emergency Management Instructor	08/08/20
Carol Gottuso	Business Administration Instructor	05/22/20
Sally Swanger	Coordinator for Academic Affairs	11/30/20
Shawna Tate	Student Resource Specialist	08/06/20

Agenda Item 7d—Consideration of Resolution Amending the Proposed MCCA Board of Governors’ Budget for 2020-21, Board Doc. 7675

BE IT RESOLVED, that in consideration of information and further discussion since the proposed budget was first prepared by the administration and approved by the Board of Governors of Metropolitan Community College Area, that the Board of Governors amends the proposed MCCA Board of Governors’ Budget for 2020-21 as follows:

<u>Proposed Budget</u>	<u>Amended Proposed Budget</u>	<u>Difference Increase/ (Decrease)</u>

Agenda Item 7e—Consideration of Resolution Approving Leases of Trucks and Trailers for Commercial Drivers’ License Program, Board Doc. 7676

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby approves the leases of trucks and trailers for Commercial Drivers’ License (CDL) Program for a 2 year period in an estimated total amount of \$473,392.56, as the President in consultation with College legal counsel may deem appropriate and in the best interests of the College.

MOTION: Grabowski moved to approve the Consent Agenda; Hug seconded the motion.

Grabowski, yes
Hug, yes
Klein, yes
McDermitt, yes
Monahan, yes
Monegain, yes
Pantos, yes
Uhe, yes
Young, *not in the room*
Feichtinger, yes
Garcia, yes

Motion carried.

Agenda Item 7—Adjournment

MOTION: Hug moved to adjourn the meeting; Pantos seconded the motion.

Hug, yes
Klein, yes
McDermitt, yes
Monahan, yes
Monegain, yes
Pantos, yes
Uhe, yes
Young, *not in the room*
Feichtinger, yes
Garcia, yes
Grabowski, yes

Motion carried. The meeting was adjourned at 7:12 p.m.

Linda McDermitt, Secretary, Board of Governors

Date

**AFFIDAVIT OF TRANSMISSION OF NOTICE OF
MEETING OF BOARD OF GOVERNORS OF
METROPOLITAN COMMUNITY COLLEGE AREA**

STATE OF NEBRASKA)
) SS
COUNTY OF DOUGLAS)

Pauline Laughlin, being first duly sworn upon oath deposes and states as follows:

- 1. That pursuant to direction received from the Chair of the Board of Governors of the Metropolitan Community College Area, I caused the following Notice to wit:**

NOTICE OF MEETINGS

Notice is hereby given that the Board of Governors of the Metropolitan Community College Area will meet for special and regular meetings on Tuesday, August 25, 2020, at the Fort Omaha Campus, 32nd & Sorensen Parkway, in the Institute for the Culinary Arts, Building #22, Room #201, Omaha, Douglas County, Nebraska, with the special meeting commencing at 6:15 o'clock P.M. for the purpose of holding a public hearing on the proposed budget statement of the Metropolitan Community College Area for fiscal year 2020-21, and the regular meeting commencing at 6:30 o'clock P.M. or promptly thereafter following adjournment of the special meeting, which meetings will be open to the public. Agendas for such meetings, kept continually current, are readily available for public inspection at the principal office of said Board of Governors, 30th & Fort Streets, Building #30, Omaha, Nebraska, during normal business hours. To make arrangements for public inspection call 531-622-2415.

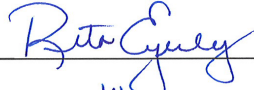
Maureen Monahan
Chair, Board of Governors

PUBLISH on Friday, August 14, 2020

to be published in *Omaha World-Herald* on **August 14, 2020**; and that the order to said newspaper was made by electronic transmission on **August 12, 2020**.

- 1. That on August 13 a copy of such Notice was addressed and sent by e-mail or, if so requested, by personal delivery to each member of the Board of Governors.**

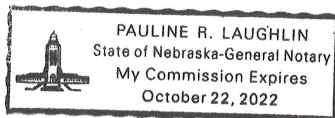
Further affiant sayeth not.



SUBSCRIBED AND SWORN TO before me this 14th day of August, 2020



Notary Public





Omaha World-Herald

Date: August 14, 2020

Affidavit of Publication

METROPOLITAN COMMUNITY COLLEGE
ACCOUNTS PAYABLE
PO BOX 3777
OMAHA, NE 68103-0777

Date	Category	Description	Ad Size	Total Cost
08/20/2020	Legal Notices	NOTICE OF MEETINGS Notice is hereby given tha	1 x 0 L	245.69

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Maureen Monahan
Chair, Board of Governors

Publisher of the World Herald

I, (the undersigned) an authorized representative of the World Herald, a daily newspaper published in Omaha, Douglas County, Nebraska; do certify that the annexed notice NOTICE OF MEETINGS Notic was published in said newspapers on the following dates:

08/14/2020

The First insertion being given ... 08/14/2020

Newspaper reference: 0000165877

Billing Representative

Sworn to and subscribed before me this Friday, August 14, 2020

Notary Public

Kimberly B. Harris
NOTARY PUBLIC
Commonwealth of Virginia
Notary Registration Number 356753
Commission Expires January 31, 2021

State of Virginia
City of Richmond
My Commission expires _____