

**METROPOLITAN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
OFFICIAL MEETING MINUTES
July 23, 2024**

Italicized text is not part of the original conversation.

A meeting of the Board of Governors of the Metropolitan Community College Area was called to order at 6:30 p.m.

Chair Monahan asked Julie Lanxon to call the roll:

MEMBERS PRESENT

Brad Ashby
Kristen DuPree, Treasurer
Adam Gotschall, Secretary
Phillip Klein
Linda McDermitt, Assistant Secretary
Maureen Monahan, Chair
Zach Reinhardt
Fred Uhe, Vice Chair
Tammy Wright
Eldaide Zulu, Student Ex Officio
Zach Pechacek, Faculty Ex Officio

MEMBERS ABSENT

Martha Bruckner
Theresa Love-Hug

Also Present: Randy Schmailzl, College President

Agenda Item 1 — Preliminaries

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 had been 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 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, to the effect*

that notice of this meeting was published in that newspaper on July 12, 2024, and on the Omaha World-Herald website Omaha.com from July 12-18, 2024.

2. Affidavit of College employee Julie Lanxon, to the effect that a copy of the published Notice of Meeting was transmitted to each member of the Board of Governors in a manner 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 ordered that the affidavits be attached to the minutes of the meeting and made a part of the official proceedings of the Board of Governors.

Agenda Item 2 — Public Comments

There were no public comments.

Agenda Item 3 — Report Agenda

Agenda Item 3a — Ex Officio Board Members' Report

Student Ex Officio Representative Report

Zulu highlighted Student Advisory Council activities from her written report.

Faculty Ex Officio Representative Report

Pechacek introduced Andrew Henrichs, construction technology instructor, who presented on the annual construction capstone project through which MCC students design and construct an affordable home. MCC has recently partnered with Holy Name Housing to improve north Omaha neighborhoods with affordable housing options. Henrichs stated the capstone house serves as the students' classroom as it provides hands-on experience for several academic programs. Academic program areas collaborating on the project include architectural design technology, construction and building science, electrical technology, and plumbing technology. On average, a house can be built in nine months by approximately 200 students. Instructors integrate the newest and best construction methods into the curriculum and incorporate project management practices. The current house will be moved from Fort Omaha Campus to the north Omaha lot in mid-August. Henrichs invited the Board members to tour a house building site. Henrichs responded to Board members' questions. Several Board members expressed their appreciation for the collaboration across departments and remarked on how the project demonstrates MCC's impact on affordable housing.

Agenda 3b — Chair of the Board’s Report

Monahan shared that MCC’s outreach efforts are having an effect as she has noticed an increased interest in MCC from individuals in the community.

Agenda 3c — Board Members’ Reports

No Board member reports this month.

Agenda 3d — President’s Report

Path Forward: Student Onboarding Improvements

Kyran Connor, executive director of South Omaha Campus, and Julie Ashley, director of tutoring and academic support, provided an update on improvements for student onboarding. New Student Orientation now has students participate in online modules and an in-person portion. The online portion is flexible and customized to the student. The in-person portion is aligned with the academic focus areas. Connor and Ashley answered Board members’ questions.

Student Support Update

Maria Vazquez, vice president for student affairs, and Llani Main, student wellness coordinator, updated the Board members on student support services available to any MCC student. Main highlighted the salad giveaway initiative, which includes a multi-department collaboration and leads to relationship building with students. Board members had several questions answered and expressed how they enjoyed seeing the cross-departmental collaboration and appreciated the work staff and student workers have done with this initiative.

Elkhorn Valley Campus Update

Stan Horrell, director of campus planning and sustainability, stated the City of Omaha Planning Board passed MCC’s zoning recommendation for the Elkhorn Valley Campus on July 3. When the Planning Board and MCC’s consultants have finalized some additional information, the zoning recommendation will go to the Omaha City Council for a final reading.

Sarpy County Campus Update

Horrell shared with the Board a diagram of the Sarpy County Campus lots that is currently before the Papillion Planning Board. To ready this property for the upcoming changes, the streets need to be outlined, the lots to be developed need to be defined, the exact acreage known, and more. The Papillion Planning Board had some recommendations and unanimously agreed to move the plan forward to the Papillion City Council. The engineering firm is working for MCC on responses to the Planning Board’s recommendations for final approval. The recommendation will then be forwarded to the Papillion City Council to begin the review of the preliminary platting and zoning change requests. MCC is on target to have the first of two readings at Papillion City Council’s August meeting. Horrell stated there are two steps to the platting -

preliminary platting, which is happening now, and final platting, which includes subdivision agreements. After the final platting approval, the lots and roads will be surveyed and recorded as legal property, and then work can begin on the property. A grading package is scheduled to be sent out soon. The Board will approve the grading contractor at a future meeting. The roads package will be sent out after the grading is complete.

Board-approved Licenses Design Professionals List

The College puts out a request for licensed design professionals every five years, which enables the Board to pre-approve a set of professionals for the College administration to select from when projects under a specified dollar amount arise. The current list is scheduled to be updated in 2026; however, the administration would like to update this list now due to the type of interim work needed for the Sarpy County Campus and to figure out budget-related matters as the College continues to grow.

Board members did not have questions for Horrell.

Agenda 3e — Regular Reports

No questions were asked. No comments were made.

Agenda 3f — Quarterly Reports

No questions were asked. No comments were made.

Agenda 3g — Crook House Assessment Report

Scott Kardell, associate vice president of facilities operations, provided the Board members with some history and background information about the Crook House before sharing an assessment of the current state of the exterior and interior. Uhe asked about the next steps. Schmailzl answered that he would like to get the Douglas County Historical Society Board, Douglas County Board, and MCC together to review and discuss the assessment report, budget, and expectations for each entity and then to write an agreement. The agreement will lay out what MCC will be accountable for, what is expected from the partners, and what each party's financial commitment is. Kardell's next step is to prioritize the repairs, identifying what needs to be done first. He stated the first step is to work on the exterior and then work towards the inside. Schmailzl mentioned this is a great project to work on with community partners and the State Historical Society, including potential grants and business collaborations.

Agenda 3h — July Budget Discussion 2024-25

Schmailzl reviewed the general fund budgeted revenue sources as the will college shift from the general fund property tax levy to the state-appropriated Community College Future Fund this upcoming fiscal year. Schmailzl congratulated the Board for taking a risk with the plan to shift from the general fund property tax levy to the state-

appropriated Community College Future Fund. Board members did not have questions or comments.

Agenda 3i — Year One Modernization Update

Bob Goeman, chief information officer, updated the Board on year one of the modernization initiative. He shared several things that have been learned and what is being done as result of what was learn. The timeline for the human resources/payroll and financial transition was ambitious, so their timeline for going live has been extended. The Board will receive resolutions next month for vendor contract extensions. Board members did not have questions or comments.

Agenda Item 4 — Consent Agenda Items

Items remaining on the consent agenda are 6a, 6b, 6c, 6d, 6e

Agenda Item 5 — Items Removed from Consent Agenda (if any)

No items were removed from the consent agenda.

Agenda Item 6 — Action Agenda

Agenda Item 6a — Consideration of Approval of Minutes of June 25, 2024, Board of Governors Meeting, Board Doc. 8042

Agenda Item 6b — Consideration of Resolution Approving Personnel Appointments, Board Doc. 8043

***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 and/or ratified by the Board of Governors:*

<u>Position</u>	<u>Name</u>	<u>Start Date</u>	<u>Annual Salary</u>
<i>Assistant Director of Student Financial Services</i>	<i>Trista Farrens</i>	<i>07/29/2024</i>	<i>\$ 70,000.00</i>
<i>Automotive Technology Instructor</i>	<i>Travis Taylor</i>	<i>08/26/2024</i>	<i>\$ 86,435.00</i>
<i>Business & Outreach Coordinator (Career Forward)</i>	<i>Angela Jarecki</i>	<i>07/29/2024</i>	<i>\$ 52,500.00</i>
<i>Continuing Education Coordinator II (STEM)</i>	<i>Jaena Wenninghoff</i>	<i>07/29/2024</i>	<i>\$ 53,500.00</i>
<i>Dean of Transfer</i>	<i>Catherine Brunkhorst</i>	<i>08/01/2024</i>	<i>\$129,000.00</i>

Assistant Director of Student Financial Services – The assistant director manages all phases of student financial services operations, including policy and procedure development. This position is responsible for the documentation of department procedures and for training and supervision of designated staff. The assistant director cultivates external relationships with students and agencies and assists with customer service matters. (Trista Farrens)

Automotive Technology Instructor – The instructor teaches a full range of automotive coursework. This position participates in curriculum review and development, outcomes assessment, advisory council activities, projects, and other department or college activities. (Travis Taylor)

Business & Outreach Coordinator (Career Forward) – The coordinator acts as an entry point for business, industry, and community resources to strategize pathways for clients and incumbent workers to upskill and reskill for promotional opportunities. This position creates marketing, geared towards target markets and utilizes social media platforms to market programs. The coordinator collaborates with internal and external partners to coordinate strategic outreach and identify prospective partnership opportunities. This position manages and executes contracts and memorandums of understanding to ensure service delivery is being met internally and externally. The coordinator conducts hiring events for students as they complete training programs. (Angela Jarecki)

Continuing Education Coordinator II (STEM) – The coordinator works to develop and implement relevant continuing education programs focused on STEM/STEAM programming. This position is responsible for quality control, proofing of promotional material, understanding market segments, social media campaigns, and ensuring courses are in keeping with established policies. (Jaena Wenninghoff)

Dean of Transfer – The dean provides the strategic and visionary direction for all credit-bearing degree and certificate programs in specific academic focus areas. This position directs assigned reports to set policy, recruit and retain quality faculty, make budgetary decisions for the areas, and assure student success. The dean facilitates the review of existing programs, strengthens transfer relationships between MCC and partner institutions, and develops robust learning outcomes assessment initiatives. (Catherine Brunkhorst)

Agenda Item 6c — Consideration of Resolution Accepting and Approving the President’s Proposed Budget as the Metropolitan Community College Area Board of Governors’ Proposed Budget and Plan to Administer the Budget for Fiscal Year 2024-25, Board Doc. 8044

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area (MCCA), pursuant to Nebraska statutes, including, but not limited to, Neb.Rev.Stat. §13-504, hereby accepts for review and consideration, and hereby approves, Board Document No. 8044a as the MCCA Board of Governors’ Proposed Budget Statement

2024-25, for the fiscal year beginning July 1, 2024, and ending June 30, 2025. The Board of Governors and the College will make said Proposed Budget Statement available to the public prior to publication of notice of hearing on the Proposed Budget Statement and at the hearing, along with other information pursuant to Neb.Rev.Stat. §13-506, as amended, and said Proposed Budget Statement shall be subject to the public hearing(s) to be held, amendments by the Board to reflect any changes in county property valuations, and further consideration and possible amendment by the Board prior to and in preparation for final approval; and

BE IT FURTHER RESOLVED, that the Board accepts for review and consideration, and hereby approves the Plan to Administer the Budget for 2024-25, Board Document No. 8044a, subject to approval of the Proposed Budget Statement by the Board, and the Board directs that the Plan shall be subsequently deemed to have been amended to conform with the Proposed Budget Statement and any amendments thereto finally approved by the Board of Governors; and,

BE IT FURTHER RESOLVED, that the President and/or General Counsel of MCCA shall be the designated representative(s) to attend any public hearings or meetings on behalf of MCCA, together with a Board Member designated by the Board Chair, if required by applicable State Statutes.

Agenda Item 6d — Consideration of Resolution Approving the Biotechnology Academic Program, Board Doc. 8045

WHEREAS, Metropolitan Community College's (MCC) mission to deliver relevant, student-centered education to a diverse community of learners results in academic programming that leads to gainful employment in high-wage, high-skill, and high-demand jobs in the College's four-county service area, and/or seamless transfer to a four-year college or university; and,

WHEREAS, based on feedback from industry advisors for Biotechnology technicians, which are expected to be in high demand in both the near and long term; and,

WHEREAS, MCC students and the service area would benefit from the creation of a biotechnology program, and the College has existing lab and classroom expansion space at Elkhorn Valley Campus to house such a program.

NOW THEREFORE BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby approves the program proposal for a Biotechnology Associate of Science degree program described in the document entitled "Metropolitan Community College Biotechnology Program Proposal", identified as Board Document No. 8045a, and directs the College President and administration to take such actions as may be advisable or necessary to gain approval of adding the program to the College Catalog.

Agenda Item 6e — Consideration of Resolution Approving Extension of Lease Agreement for MakerSpace, Board Doc. 8046

BE IT RESOLVED BY THIS BOARD that it hereby approves the proposed one-year extension of the College's lease for approximately 7,200 total square feet space at the Makerspace, 1411 North 11th Street, Suites 2 and 3B, for an additional term of one year for \$4,635.00 per month, totaling \$55,620 for the 12 month extension, beginning on July 1, 2024, and running through June 30, 2025, and authorizes the President to execute the 7th Amendment to the lease between the College and Future Forward, LLC, to effectuate the extension with such modifications, changes, and amendments as the President, in consultation with College legal counsel, may deem appropriate and in the best interests of the College.

MOTION: Uhe moved to approve the consent agenda; Reinhardt seconded the motion.

Kristen DuPree, yes
Adam Gotschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes
Zach Reinhardt, yes
Fred Uhe, yes
Tammy Wright, yes
Brad Ashby, yes

Motion carried.

Agenda Item 7 — Adjournment

MOTION: Reinhardt moved to adjourn the meeting; Gotschall seconded the motion.

Adam Gotschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes
Zach Reinhardt, yes
Fred Uhe, yes
Tammy Wright, yes
Brad Ashby, yes
Kristen DuPree, yes

Motion carried. The meeting was adjourned at 7:58 p.m.

Adam Gotschall, Secretary, Board of Governors

Date



AFFIDAVIT

State of Pennsylvania, County of Lancaster, ss:

I, Hayden Lipsky, being of lawful age, being duly sworn upon oath, hereby depose and say that I am agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Omaha World Herald, a legal daily newspaper printed and published in the county of Douglas and State of Nebraska, and of general circulation in the Counties of Douglas, and Sarpy and State of Nebraska, and that the attached printed notice was published in said newspaper on the dates stated below and that said newspaper is a legal newspaper under the statutes of the State of Nebraska.

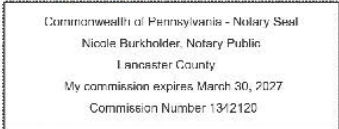
PUBLICATION DATES:
Jul. 12, 2024

NOTICE NAME: 07 23 24 BOG meeting notice

PUBLICATION FEE: \$39.60

(Signed) Hayden Lipsky

VERIFICATION
State of Pennsylvania
County of Lancaster



Subscribed in my presence and sworn to before me on this: 07/12/2024

Nicole Burkholder
Notary Public

Notarized remotely online using communication technology via Proof.

NOTICE OF MEETING

Notice is hereby given that the Board of Governors of the Metropolitan Community College Area will meet on Tuesday, July 23, 2024, commencing at 6:30 o'clock P.M. at the Fort Omaha Campus, 32nd & Sorensen Parkway, in the Mule Barn, Building 21, Room 112, Omaha, Douglas County, Nebraska, which meeting will be open to the public. An agenda for such meeting, kept continually current, is 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.

Maureen Monahan
Chair, Board of Governors
2024, (7) 12 - Fridays, ZNEZ