

**METROPOLITAN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
MEETING MINUTES
JULY 25, 2023**

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

Chair Uhe asked Julie Lanxon to call the roll:

MEMBERS PRESENT

Brad Ashby, Vice Chair
Kristen DuPree
Adam Gotschall, Secretary
Phillip Klein
Theresa Love-Hug
Linda McDermitt, Assistant Secretary
Maureen Monahan, Treasurer
Zach Reinhardt
Fred Uhe, Chair
Tammy Wright
Zach Pechacek, Faculty Ex Officio
Conrad Cusick, Student Ex Officio

MEMBER ABSENT

Ron Hug

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 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 14, 2023, and on the Omaha World-Herald website Omaha.com from July 14-20, 2023.*
- 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

No public comments.

Agenda Item 3 — Report Agenda

Agenda Item 3a — Ex Officio Board Members' Report

Student ex officio representative, Conrad Cusick, highlighted the activities of several student organizations and clubs this month. Gotschall asked where the College stands with supporting events on opposite sides of the political spectrum. Administration answered that MCC is all inclusive and there are policies. Schmailzl suggested the administration do a thorough review of the policies and report back to the Board.

Faculty ex officio representative, Zach Pechacek, showed a video created by two MCC digital cinema competitors that highlighted MCC's experience at and student testimonials from the SkillsUSA national competition. Pechacek stated that 19 students finished in the top 15. McDermitt congratulated the group on their success. Dupree commended the team on a great video and asked if it will be used for promotional purposes. Pechacek stated the video will be shared with advisors. Pechacek thanked the Board for their continued support.

Agenda 3b — Chair of the Board's Report

Uhe had nothing to report this month.

Agenda 3c— Board Members' Reports

DuPree highlighted MCC's community engagement as her kids have participated in several College for Kids classes this summer.

Agenda 3d — President's Report

Path Forward: Career Experiences at MCC

Chris Swanson, Associate Vice President for Pathway Support Systems, shared an overview of how the new Pathway Support Systems department supports early Path Forward initiatives geared towards building career identity. Pathway Support Systems includes the scholarship office, and teams focused on career experiences, college success and career readiness. Their goal is to create activities within each of the seven academic focus areas to help students connect meaningfully with their chosen career

fields. Swanson shared about the PathFinder Scholarship, which has been created to encourage undecided and still-deciding students to enroll in Exploratory Studies 1000 (EXPL 1000) by covering tuition for EXPL 1000 and a subsequent “light your fire” course. Swanson added that he and several Board members will be presenting about the PathFinder Scholarship at the upcoming Association of Community College Trustees (ACCT) Leadership Congress in October.

Reinhardt asked how success is measured in the career experiences implementation. Swanson stated success will be measured by the number of activities, number of students participating in activities, and looking at Path Forward key performance indicators (KPIs) related to retention and completion. Reinhardt asked what amount is available for PathFinder Scholarships and if the demand for the scholarship is being met. Swanson stated the PathFinder Scholarship is funded by the student aid budget, and they have been able to stay within budget and meet demand without turning students away. He added the scholarship has attracted the attention of several private donors. Reinhardt commented that he looks forward to seeing the outcomes data. Wright asked if the scholarship is only for trades programs or for other aspects of higher education. Swanson commented that EXPL 1000 is a course that can be taken by any MCC student. Uhe asked Swanson if he sees other capacity issues on the horizon. Swanson stated any opportunity for early exposure to careers should be explored and capacity has not been reached, especially the capacity of exposing the community to everything offered at MCC.

Introduce Nate Barry, Vice President for Strategic Operations and Initiatives

Schmailzl introduced Nate Barry as the Vice President for Strategic Operations and Initiatives. Barry will oversee facilities, guide construction and programming across the college, and serve as the point person for business-education partnerships.

Agenda 3e — Regular Reports

No comments or questions.

Agenda 3f — Quarterly Reports

No comments or questions.

Agenda 3g — July Budget Discussions 2023-24

Elizabeth Zlikovac, Business Intelligence Analyst, presented the proposed 2023-24 budget to the Board and touched on several highlights. Uhe clarified that the Board is accepting the budget in this evening’s action and will not approve the budget until the September meeting. Uhe encouraged Board members to send questions to him and President Schmailzl. The Board had no questions.

Agenda Item 4 — Consent Agenda Items

Items remaining on the consent agenda are 6a, 6b, 6c, 6e, 6f, 6g, 6h, 6i

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

Agenda item 6d was removed from the consent agenda.

Agenda Item 6 — Action Agenda

Agenda Item 6a — Consideration of Approval of Minutes of June 27, 2023, Board of Governors Meeting, Board Doc. 7956

Agenda Item 6b — Consideration of Resolution Approving Personnel Appointments, Board Doc. 7957

***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:*

<i>Position</i>	<i>Name</i>	<i>Start Date</i>	<i>Annual Salary</i>
<i>Biology Instructor</i>	<i>Alaina Buchanan</i>	<i>08/28/2023</i>	<i>\$ 79,832.00</i>
<i>Design, Interactivity and Media Arts (DIMA) Instructor</i>	<i>Jordan Scribner</i>	<i>08/28/2023</i>	<i>\$ 62,479.00</i>
<i>Director of Financial Aid and Military Veteran Services</i>	<i>Sadie Newman</i>	<i>07/31/2023</i>	<i>\$ 80,000.00</i>
<i>Director of Student Support Services / TRIO</i>	<i>Juan Izaguirre</i>	<i>08/14/2023</i>	<i>\$ 80,000.00</i>
<i>Hospitality Manager</i>	<i>Derek Peterson</i>	<i>08/01/2023</i>	<i>\$ 58,500.00</i>
<i>Institutional Effectiveness Research Analyst</i>	<i>Douglas Cady</i>	<i>08/07/2023</i>	<i>\$ 67,000.00</i>
<i>Medical Assisting Instructor</i>	<i>Lacey Attebery</i>	<i>08/28/2023</i>	<i>\$ 79,772.00</i>
<i>Network Engineer</i>	<i>Thomas Gustafson</i>	<i>09/05/2023</i>	<i>\$ 70,000.00</i>
<i>Welding Instructor</i>	<i>Michael Hipp</i>	<i>08/28/2023</i>	<i>\$ 81,512.00</i>

***Biology Instructor** – The biology instructor will teach with excellence a full range of biology coursework. This position participates collaboratively in curriculum review and development, outcomes assessment, advisory council activities, projects, and other department and college activities. (Alaina Buchanan)*

***Design, Interactivity and Media Arts (DIMA) Instructor** – The DIMA instructor will teach with excellence Raster and Vector design courses. This position participates collaboratively in curriculum review and development, outcomes assessment, advisory council activities, projects, and other department or college activities. (Jordan Scribner)*

***Director of Financial Aid and Military Veteran Services** – The Director of Financial aid and Military Veteran Services oversees the administration of federal, state, and institutional funds in accordance with federal and state compliance guidelines and institutional policies and procedures. This position executes the daily administrative and organizational functions of the Financial Aid Office and Military Veteran Services. (Sadie Newman)*

Director of Student Support Services/TRIO – The Director of Student Support Services/TRIO provides program leadership and coordinates student services components of student support services and TRIO programs. (Juan Izaguirre)

Hospitality Manager – The hospitality manager is an extraordinarily customer-focused food and beverage leader. This position directs all aspects of guest-centered operations by leading people, managing processes, and assuring compliance throughout the Institute for the Culinary Arts. The manager has oversight of alcohol service in the licensed premise and is responsible for the supervision of assigned staff. (Derek Peterson)

Institutional Effectiveness Research Analyst – The research analyst plans, organizes, develops, and analyzes institutional research studies that support the college. This position produces various accurate reports for internal college departments, the state, federal, and other external reporting processes. (Douglas Cady)

Medical Assisting Instructor – The medical assisting instructor will teach with excellence a full range of medical assisting coursework. This position participates collaboratively in curriculum review and development, outcomes assessment, advisory council activities, projects, and other department or college activities. (Lacey Attebery)

Network Engineer – The network engineer monitors, maintains, tunes, designs, and documents the college's LAN and WAN infrastructures, video, data network devices, PBX systems, and call accounting systems. This position works closely with other members of the division and members of the college community to ensure network technology devices are functional and properly maintained. (Thomas Gustafson)

Welding Instructor – The welding instructor will teach with excellence a full range of welding coursework such as oxy-acetylene, gas metal arc, shielded metal arc (including pipe), gas tungsten arc (steel, stainless and aluminum), and fabrication. The instructor will collaboratively participate in curriculum review and development, outcomes assessment, advisory council activities, projects, and other department or college activities. (Michael Hipp)

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 2023-24, Board Doc. 7958

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. 7958a as the MCCA Board of Governors' Proposed Budget Statement 2023-24, for the fiscal year beginning July 1, 2023, and ending June 30, 2024. 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 2023-24, Board Document No. 7958a, 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 the joint public hearing on behalf of MCCA, together with a Board Member designated by the Board Chair, pursuant to Neb.Rev.Stat. §77-1633 of the Property Tax Request Act.

Agenda Item 6e — Consideration of Resolution Approving the Purchase of Subscription Services and Success Plan from Workday, Inc., as the College's New ERP/SIS, and Approving an Agreement with AVAAP for Third-Party Implementation, Board Doc. 7960

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby accepts the bid of Workday, Inc., for the College Modernization Initiative, and authorizes the President to negotiate, sign and implement such agreements as are necessary or expedient for the purchase of a new Enterprise Resource Planning/Student Information System (ERP/SIS) from Workday Inc., in the estimated amount of \$9,379,000, and implementation with Avapp integration partner, in an estimated amount of \$5,996,050, for a total estimated combined amount of \$15,375,050, plus associated fees, for a term of seven (7) years, as the President, in consultation with College legal counsel, may deem appropriate and in the best interests of the College.

Agenda Item 6f — Consideration of Resolution Approving General Pay Increases and the Pay Rate Schedule for Regular Exempt and Non-Exempt Non-Bargaining Unit Employees, Board Doc. 7961

BE IT RESOLVED, that the Board of Governors hereby approves the following actions with pay rate adjustments effective July 1, 2023:

1. For all regular exempt and non-exempt non-bargaining unit employees who have served in their current position or a comparable position at the College during the fiscal year July 1, 2022, through June 30, 2023, provide 4.22% total package increase (salary and benefits), which results in a pay increase of 3.89% for fiscal year 2023-24.
2. For all regular exempt and non-exempt non-bargaining unit employees who have served in their current position or a comparable position at the College for less than a full year during the period July 1, 2022, through June 30, 2023, provide a pay increase for fiscal year 2023-24 as follows: 3.29% plus a prorated portion of the remaining .60% allocated for pay increases.
3. Evaluate and adjust the pay rates of those individuals who have assumed additional or lesser responsibilities and/or whose pay rate is inconsistent with internal equity. Any such pay rate adjustments shall be made retroactive to the effective date established at the time the position is reviewed or the change in assignment occurred.
4. For all regular exempt and non-exempt non-bargaining unit positions, increase the midpoints for Job Groups A through L by 3.29%, and adjust the pay ranges accordingly in the Metropolitan Community College Pay Rate Schedule for 2023-24.
5. Evaluate and adjust any new hires, transfers, promotions, and position reclassifications that occurred during the fiscal year that began July 1, 2023, to ensure that placement and pay rates are in compliance with the Pay Rate Schedule for 2023-24.

BE IT FURTHER RESOLVED, that the Board of Governors hereby approves and adopts the Metropolitan Community College Pay Rate Schedule for 2023-24 for Non-Bargaining Unit Positions setting forth the pay grades (job groups) and the pay ranges for such pay grades (job groups) to be implemented for the fiscal year beginning July 1, 2023.

Agenda Item 6g — Consideration of Resolution Accepting the Bid for Custodial Services for Applied Technology Center, Institute for the Culinary Arts, and Center for Advanced Manufacturing, Board Doc. 7962

***BE IT RESOLVED**, that the Board of Governors of the Metropolitan Community College Area hereby accepts the bid for custodial services for Applied Technology Center (ATC), Institute for the Culinary Arts (ICA), and Center for Advanced Manufacturing (CAM) and authorizes the President to negotiate, sign, and implement such three (3)-year agreement with BMI Janitorial Group, in an estimated amount of \$327,808.00, as the President in consultation with College legal counsel, may deem appropriate and in the best interests of the College.*

Agenda Item 6h — Consideration of Resolution Approving the Contractor for Partial Replacement of the Mahoney Building Roof on the South Omaha Campus, Board Doc. 7963

***BE IT RESOLVED**, that the Board of Governors of the Metropolitan Community College Area hereby awards a contract for partial replacement of the Mahoney Building roof on the South Omaha Campus, and authorizes the President to negotiate, sign and implement such agreement with Garland/DBS, Inc., in an amount not to exceed \$2,350,509, plus associated fees, as the College President, in consultation with College legal counsel, may deem appropriate and in the best interests of the College.*

Agenda Item 6i — Consideration of Resolution Approving 2023-25 Collective Bargaining Agreement with the Metropolitan Community College Education Association Academic Advisors, Counselors, and Faculty, Board Doc. 7964

***WHEREAS**, the most recent Collective Bargaining Agreement (CBA) between the College and the Metropolitan Community College Education Association Academic Advisors, Counselors, and Faculty (ACF) expired at the end of the fiscal year, June 30, 2023, with the academic year ending August 17, 2023; and,*

***WHEREAS**, the College and the Union have agreed to terms and conditions of a renewal of said CBA effective for the fiscal years July 1, 2023, through June 30, 2024, and July 1, 2024, through June 30, 2025, and associated academic years; and,*

***WHEREAS**, the College administration believes that approval of the CBA is in the best interest of the College and recommends that this Board approve renewal of said Agreement.*

***NOW, THEREFORE, BE IT RESOLVED** that this Board hereby approves the proposed Collective Bargaining Agreement, Board Document No. 7964a, and authorizes the President to execute said Agreement, 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: Reinhardt moved to approve the consent agenda without agenda item 6d. DuPree seconded the motion.

Kristen Dupree, yes
Adam Gotschall, yes
Phillip Klein, yes
Theresa Love-Hug, yes
Linda McDermitt, yes
Maureen Monahan, yes

Zach Reinhardt, yes
Fred Uhe, yes
Tammy Wright, yes
Brad Ashby, abstain

Uhe stated agenda item 6d. was withdrawn as no changes have been made since the Board last approved this resolution in November 2022.

Motion carried.

Agenda Item 6d. — Consideration of Resolution Approving Appointment of the College's Representative Directors of the La Vista/Metropolitan Community College Condominium Owners Association, Inc., Board Doc. 7959

***WHEREAS**, the Declaration and Master Deed of La Vista Metropolitan Community College Condominium Property Regime, dated December 29, 1997 ("Declaration"), mandated the creation of the La Vista/Metropolitan Community College Condominium Owners Association, Inc. ("Association") for the purpose of administering the Condominium Property Regime, and maintaining the common areas under the Declaration; and,*

***WHEREAS**, the Association is governed by a Board of Directors selected pursuant to Article VII, § 7.3(b) of the Declaration, as amended, which provides that the Owner of each unit is entitled to elect three Directors to serve on the Association Board of Directors; and,*

***WHEREAS**, the College desires to exercise its right to elect three Directors to represent it on the Association Board of Directors.*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Governors of the Metropolitan Community College Area hereby elects the following as Directors of the Association:*

*Patrick Boyle, Director of Student Recruitment
Kathryn Nelson, Director of Administrative Services
Scott Kardell, Associate Vice President for Facilities Operations*

***BE IT FURTHER RESOLVED**, that the individuals named in the foregoing resolution are authorized and directed to attend the annual meeting of the Association and cast such votes and take such other action as is necessary or appropriate to elect said individuals as officers of the Association on behalf of the College.*

MOTION: Reinhardt moved to approve withdrawing agenda item 6d. DuPree seconded the motion.

Adam Gotschall, yes
Phillip Klein, yes
Theresa Love-Hug, yes
Linda McDermitt, yes
Maureen Monahan, yes
Zach Reinhardt, yes
Fred Uhe, yes
Tammy Wright, yes

Brad Ashby, yes
Kristen Dupree, yes

Motion carried.

Agenda Item 7 — Adjournment

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

Phillip Klein, yes
Theresa Love-Hug, yes
Linda McDermitt, yes
Maureen Monahan, yes
Zach Reinhardt, yes
Fred Uhe, yes
Tammy Wright, yes
Brad Ashby, yes
Kristen Dupree, yes
Adam Gotschall, yes

Motion carried. The meeting was adjourned at 7:17 p.m.

Adam Gotschall, 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)

Julie Lanxon, 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 on Tuesday, July 25, 2023, 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.

Fred Uhe
Chair, Board of Governors

PUBLISH on Friday, July 14, 2023

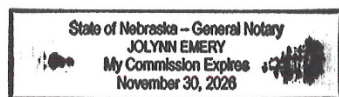
to be published in *Omaha World-Herald* on **July 14, 2023**; and that the order to said newspaper was made by electronic transmission on **July 12, 2023**.

1. **That on *July 12*, 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.

Julie Lanxon

SUBSCRIBED AND SWORN TO before me this **13th** day of **July**, 2023



Jolynn Emery
Notary Public



AFFIDAVIT

State of Florida, County of Charlotte, ss:

I, Bailee Liston, 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:

14 Jul 2023

NOTICE NAME: 07 25 23 Board meeting notice

PUBLICATION FEE: \$39.10

Bailee Liston

(Signed) _____

VERIFICATION

State of Florida
County of Charlotte

Subscribed in my presence and sworn to before me on this: 07/14/2023

Rachael Mary Schultz

Notary Public

Notarized online using audio-video communication

NOTICE OF MEETING

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Fred Uhe
Chair, Board of Governors
2023, (7) 14 - Fridays, ZNEZ

