

**METROPOLITAN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
MEETING MINUTES
AUGUST 23, 2022**

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
Erin Feichtinger
Adam Gotschall, arrived 6:35 p.m.
Phillip Klein
Linda McDermitt, Secretary
Maureen Monahan, Assistant Secretary
Angela Monegain
Zach Reinhardt, Vice Chair
Fred Uhe, Chair
Joe Baker, Ex Officio Faculty
Bre Hounsoughbin, Ex Officio Student

MEMBERS ABSENT

Steve Grabowski, Treasurer
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 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 August 12, 2022, and on the Omaha World-Herald website Omaha.com from August 12-18, 2022.*
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 Items 3a — Ex Officio Board Members' Reports

Student Ex Officio Representative Report

Hounsoughbin shared highlights from her report in the Board material. Wilma Hjellum, Director of Financial Aid and Veteran Services, recently spoke about various financial aid topics at the Student Advisory Council (SAC) meeting. Phi Theta Kappa (PTK) membership numbers have increased this year and the chapter is close to receiving the REACH Award. Phi Theta Kappa officers have begun work on the College Project and the Honors in Action (HIA) Project.

Feichtinger congratulated Phi Theta Kappa on their increased memberships. She asked Hounsoughbin to explain what PTK Edge is, as it was mentioned in the written report. Hounsoughbin explained that PTK Edge programs are professional preparation training opportunities that help students transition from an academic program to a career field, prepare students to transfer to a four-year institution, or help students enter the workforce. Feichtinger asked for a couple examples of previous HIA projects. Hounsoughbin answered that last year they did the HIA project on human trafficking in Nebraska, and this year they will look at the benefits of unstructured play versus structured play for children's development. Uhe asked what the REACH award is. Hounsoughbin explained the REACH award is when a chapter reaches 15% more memberships than in previous years.

Faculty Ex Officio Representative Report

Baker presented on student success and the impact MCC is making with students, particularly with the auto collision program. Baker highlighted two of his students who have graduated from the auto collision program. Baker provided information on each student's background as they came into the program at different life stages and with different levels of auto knowledge and experience. The auto collision industry has three different compensation packages: hourly employees, which is where most students start out and make \$15-20 per hour; salaried employees are typically a trainer or management position; and commission-based employees, which Baker spoke about

more in-depth. Baker explained how the industry determines the approximate time to repair a car part or car panel which is known as *book time*. Autobody shops look at the listed book time on the operation to determine the estimated cost and repair time. Employees strive to beat the book time while completing quality work because an employee will make more per commissioned hour. MCC's automotive program teaches refinishing, in addition to automotive collision. Duncan Aviation recently hired three recent MCC graduates at \$30 per hour, which is a testament to the skills and trades MCC can teach, in large part because of MCC's facilities and equipment. Baker shared average incomes of various positions in the field.

MCC auto collision students earn a higher starting wage than students coming out of tech school because of what MCC's program is able to do with the equipment and facilities. Baker added that one in three auto collision technicians is earning \$70,000 plus. Baker said, "When we talk about student success and how we measure if we are doing the right thing, we just need to talk about these students' lives and what's happening to them." Baker went back to the students he introduced at the beginning and explained what skills and trades they learned at MCC, the positions they are currently in, and pointed out the impacts MCC had on these students also impacted their families, communities, and small businesses.

The local industry is behind MCC's facility. Baker thanked the Board for the support they have given for the equipment and the facility. He also thanked the board for everything they do for them as faculty members and the impact they make on the students and their families. This fall the auto collision program will have a cohort of twelve students who will go through an apprenticeship-like program where students will be partnered with a local shop and spend one quarter on campus and one quarter at work working alongside a mentor. The program has begun to see industry sponsorship for tuition as eleven of the twelve students this fall will have their tuition 100% sponsored by a local shop. MCC's tuition rates make these sponsorships affordable for the shops.

Feichtinger thanked Baker for articulating what it means for the community college to have an impact and to fulfill our mission to students and the community. Feichtinger praised the faculty and staff who have been involved in establishing the industry sponsorships. Baker thanked the faculty and staff who were instrumental in working with the industry partners to make sure MCC is meeting their needs for trained technicians. Ashby thanked Baker for sharing these success stories and industry salaries. McDermitt asked where Baker sees the program long-term. Baker responded that MCC has the facility to do unimaginable things. He sees the long-term success being the apprenticeship program in the trades, MCC partnering even more with local industries, and working with high school students and getting them involved at a younger age. Uhe inquired about the capacity of the program and if businesses are sponsoring multiple students. Baker stated that this fall two shops are sponsoring multiple students and the other shops are sponsoring one student. This fall the program will start with a cohort of twelve students, and the goal is to start next fall with another cohort of twelve students, so twenty-four students will be going through the program. The preferred student-teacher ratio is twelve students per cohort for shop safety. Uhe asked Baker to let the

Board know how they can help spread the word. Gottschall asked if there is collaboration between the college and businesses and if this method can be used in other disciplines. Baker shared that Crash Champions has acquired some shops in the four-county area and are looking at sending students from outside the four-county and outside the state to MCC for training.

Agenda 3b — Chair of the Board's Report

Uhe commented that MCC has done well promoting free dual enrollment tuition, which provides a great start for a lot of families.

Agenda 3c — Board Members' Reports

Gottschall shared a conversation he recently had with a community member about the dual enrollment program and other support programs MCC has. The community member thanked MCC for stepping up on the dual enrollment free tuition.

Agenda 3d — Presidents' Report

Dr. Neena Nizar, Project Coordinator, and Sue Raftery, Project Coordinator, provided an update on the implementation of Academic Focus Areas (AFAs), part of the Path Forward initiative that will help MCC contribute to the educational attainment goal recently passed by the Nebraska Legislature. Academic Focus Areas are meant to communicate educational pathways and group similar career fields under wide umbrellas. The seven academic focus areas are business, community and human services, transfer, creative arts and design, health professions, skilled trades and technical sciences, and information technology. Using this framework, students may learn what occupations are under each broad category and have opportunities to network with faculty, students, and employers in a career field. Nizar stated that students are more likely to complete a degree in a timely manner if they choose a program and develop an academic plan early, so they have a clear map of the courses needed and have support and guidance to keep them moving forward on the path. Nizar identified new academic supports that will be in place this fall for students, including easier systems to select educational goals, success teams for each AFA with navigators and advisors, career exploration for undecided students, resources in Canvas (learning management system), experiential learning opportunities, and dedicated scholarships.

Schmailzl acknowledged Raftery, who will be retiring. He thanked her for her years of service at MCC and the instrumental work she has done in various roles.

Schmailzl provided an update on the DO Space located at 72nd and Dodge Streets. MCC programs will be discontinued as of September 30, and MCC's last day at the DO space will be October 31. The DO Space was a great experiment and a lot of great things have come out of this space, now it is time to move on to other things.

Renovations in Building 10 on Fort Omaha Campus have encountered delays due to supply chain issues and a roof issue. The soft opening for the Digital Express will begin in mid-fall.

Every two years the University system, state colleges, and community colleges submit a Biennium Budget request for two-year State Appropriations. The community colleges are requesting 3.5% for state aid plus an additional 1% for dual enrollment. The additional 1% is an important request as ARPA funds are scheduled to run out in three years. The request for funds must be submitted to the State Budget Administration by the end of August.

The Kiewit Luminarium is scheduled to open next year and will be a museum and showcase for STEM fields. MCC will play an integral part to support the Maker Space, provide educational training, create learning experiences, and help create interactive exhibits and programming.

Agenda 3e — Regular Reports

No comments. No questions were asked.

Agenda Item 4 — Consent Agenda Items

Items remaining on the consent agenda are 6a, 6b, 6c, 6d, 6f, 6g, 6h, 6i, 6j, 6k, 6l

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

Removed from the consent agenda was agenda item 6e.

Agenda Item 6 — Action Agenda

Agenda Item 6a — Consideration of Approval of Minutes of July 26, 2022, Board of Governors' Meeting, Board Doc. 7884

Agenda Item 6b — Consideration of Resolution Approving Personnel Appointments and Separations, Board Doc. 7885

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>Contract Period</i>	<i>Contract Salary</i>
Academic Advisor	Sara Kochera	09/01/2022-06/30/2023	\$41,236.51
Accounting Instructor	Daniel Prentice	08/29/2022-05/26/2023	\$64,446.00
Adult Education Program Facilitator	Kelsee Rodabaugh	09/06/2022-06/30/2023	\$42,635.22
Alumni and Annual Giving Coordinator	Marisa Lopez	09/06/2022-06/30/2023	\$40,995.98

Director, Career Experiences	Mervin Vasser	09/06/2022-06/30/2023	\$57,394.80
Electrical Technology Instructor	Paul Sutherland	08/29/2022-05/26/2023	\$71,076.00
Instructional Designer	Jessica Del Monaco	09/19/2022-06/30/2023	\$50,268.05
Product Manager for ITAT	John Piper	09/19/2022-06/30/2023	\$61,264.25
Student Wellness Coordinator	Llani Main	09/12/2022-06/30/2023	\$41,034.00
Workforce Training Coordinator	Robert Epps	09/06/2022-06/30/2023	\$50,835.70

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

Name	Position	Effective Date
Chief Information Officer	Charles Lynch	08/31/2022
Coordinator of Facilities Operations	Saoirse Comstock	08/10/2022
Dual Enrollment Navigator	Magda Batiz Salazar	08/05/2022
Facilities Management Interior Design Project Coordinator	Megan Esch	09/02/2022
Manager of Business Development, Training and Outreach	Dawn Nizzi	08/05/2022
Re-entry LIFE Employment	Marjori Voorvart	09/02/2022
Success Navigator	Anna Somers	08/29/2022
UX/UI Developer	Gabriel Kang	08/15/2022

Agenda Item 6c — Consideration of Resolution Amending Board of Governors' Policy 70203 (Vacancies, Applications, Selection Procedure), Second Reading, Board Doc. 7886

BE IT RESOLVED by this Board of Governors of the Metropolitan Community College Area that it hereby amends Board Policy 70203 as is shown below (deletions stricken through and additions underlined):

70203 Vacancies, Applications, Selection Procedures

Open classified positions may be advertised internally and externally when needed. External advertising will be conducted in a manner intended to reach a diverse pool of qualified candidates.

The President is authorized to permit the transfer of employees to open positions without advertising internally or externally.

Each applicant must submit an application for consideration. To be eligible for employment, the applicant must meet the minimum qualifications established for the position.

Employees are not permitted to report to individuals with whom they are related or have close relationships. See College Procedures Memorandum (PM) VI-11 for the definitions of "Familial Relationship" and "Close Relationship", and associated procedures to be followed when employees are related or in close relationships.

The most qualified candidate will fill positions. Selection shall be based on applicant knowledge, skills, abilities, previous experience, and any other factors deemed relevant under the circumstances. All job offers are contingent upon successful background and reference checks.

Human Resources will monitor all aspects of the selection process to ensure all College processes are followed and compliance requirements are met.

(Rev. / /).

70203 Vacancies, Applications, Selection Procedures

~~All vacancies for classified positions shall be advertised appropriately within the College, and outside advertising sources also shall be used to publicize such vacancies when appropriate. The advertising shall occur in a manner that reaches out to attract diverse, qualified candidates. (Amended 12/17/96) Recruitment efforts will be made to reach out to attract diverse, qualified candidates.~~

~~The President is authorized to permit the transfer of employees to open positions without advertising outside the College. (Amended 11/24/87; 12/17/96)~~

~~Every person seeking employment as a classified employee with the College must submit an application on the appropriate form and be available for an interview. To be eligible for employment, the applicant must meet such minimum qualifications established prior to the advertisement of the position.~~

~~A person recommended for employment or reassignment to a classified position shall not be related to the supervisor of the position. A related person as used in this policy shall mean only the employee's father, mother, then current spouse, child, step-child, brother, sister, or any other relative living in the household of the supervisor.~~

~~The most suitably qualified candidates will fill positions after an appropriate search and/or inquiry. Selection shall be based upon the merits of the candidates, ability to do the job and previous work performance as they relate to the particular position. Prior to the selection, a review shall be made of such things as an employee's work history, educational background and aptitudes.~~

~~The Office of Human Resources shall process all applications for the employment of classified staff, arrange screening interviews, and otherwise monitor the selection procedures that have been approved by the College and which are consistent with the Affirmative Action Compliance Program, the Managing Diversity Plan of the College, and applicable legal requirements.~~

~~The Office of Personnel and Employee Relations is responsible for insuring that all forms and documents, which are required of new classified employees, be executed. Unless otherwise approved by the resident, such forms and documents shall be received before employment is authorized.~~

Agenda 6d — Consideration of Resolution Amending Board of Governors' Policy 70204 (Files and Confidentiality of Records), Second Reading, Board Doc. 7887

BE IT RESOLVED by this Board of Governors of the Metropolitan Community College Area that it hereby amends Board Policy 70204 as is shown below (deletions stricken through and additions underlined):

70204 Files and Confidentiality of Records

The College shall will establish a n-official personnel file for each employee that consists of all required pre-employment data and documents.~~material. The file will be maintained with ongoing employment documents deemed necessary.~~ Classified employees shall provide the Office of Personnel and Employee Relations with all pertinent data and materials as may be required by the President for maintaining a complete and current personnel file.

Confidentiality of the official personnel files shall will be maintained at all times, with access limited to only those individuals determined to have a legitimate need for access. ~~with a need-to-know. the individual employee, his or her supervisors, administrators having employee evaluation responsibilities, the staff in the Office of Personnel and Employee Relations, the President and his designees and the Board and its designees.~~ Requests for information from one's own personnel file, other than employment information permitted by law to be released, shall will not be released, ~~not be honored without written permission from the employee.,~~ except pursuant to court subpoena or other action authorizing its release.

The President is authorized to establish procedures consistent with this policy for the placement, use, and retrieval of documents in the personnel files. Such procedures are to be consistent with any applicable rights to privacy laws.

(Rev. __/__/__)

Agenda 6f — Consideration of Resolution Amending Board of Governors' Policy 60601 (Separate Statement of Policy Regarding MTCCEA), First Reading, Board Doc. 7889

BE IT RESOLVED by this Board of Governors of the Metropolitan Community College Area that it hereby amends Board Policy 60601 as is shown below (deletions stricken through and additions underlined):

60601 Separate Statement of Policy Regarding MTCCEA

The Metropolitan ~~Technical~~ Community College Education Association (MTCCEA) is the exclusive collective bargaining agent for matters affecting full-time advisors, counselors and faculty instructors; ~~vocational evaluators, counselors, special needs counselors, and career awareness leaders.~~

The MTCCEA is the subject of a separate Statement of Policy adopted and from time to time amended by the Board as a result of negotiations with the MTCCEA. To the extent that specific provisions of a separate negotiated Statement of Policy with the MTCCEA shall be in conflict with the general Board policies regarding any employee included in the MTCCEA, the specific provisions of the separate negotiated Statement of Policy shall govern.

(Amended __/__/__)

Agenda Item 6g — Consideration of Resolution Amending the 2022-23 Academic Calendar, Board Doc. 7890

WHEREAS, per board policy 40402 (Academic Annual Calendar and Course Offerings Schedule) the Board of Governors shall approve an annual calendar designating the length of academic terms; and,

WHEREAS, the Board approved the 2022-23 academic calendar prior to Juneteenth being declared a federal holiday on June 17th, 2021; and,

WHEREAS, the College's Academic Council, as well as College administration, has recommended amending the calendar to include Juneteenth as a College holiday on which the College is closed; and,

WHEREAS, inclusion of the Juneteenth holiday will not result in any loss of faculty workdays or instructional days for students;

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby authorizes the College to amend the 2022-23 Academic calendar to include the annual Juneteenth holiday, on June 19th, as a College holiday on which the College shall be closed, as noted in Board Document No. 7890a; and,

BE IT FURTHER RESOLVED that if the holiday falls on a Saturday or Sunday the College shall be closed in observance on the immediately following Monday.

Agenda Item 6h — Consideration of Resolution Establishing the College's Academic Calendar for 2023-24, Board Doc. 7891

WHEREAS, per board policy 40402 (Academic Annual Calendar and Course Offerings Schedule) the Board of Governors shall approve an annual calendar designating the length of academic terms; and,

WHEREAS, the College's Academic Council, as well as College administration, has unanimously recommended the calendar under consideration; and,

WHEREAS, the calendar under consideration includes the required number of faculty work days and instructional days.

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby authorizes the College to establish the 2023-24 Academic Calendar; same being identified as Board Document No. 7891a.

Agenda Item 6i — Consideration of Resolution Accepting Bid for Construction of Fire Science Training Tower, Board Doc. 7892

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby accepts the bid for construction of a training tower to aid in training fire science students and for use in providing continuing training for local first responders, and authorizes the President to negotiate, sign, and implement an agreement for construction with Jahnke & Sons Construction, Inc., in an amount not to exceed \$356,033.00, plus associated fees, as the President, in consultation with College legal counsel, may deem appropriate and in the best interests of the College.

Agenda Item 6j — Consideration of Resolution Approving the Eighth Amendment to Extend Co-Location License Agreement at Scott Data Center for Three Years, Board Doc. 7893

WHEREAS, the College has recognized a need for reliable data center equipment space with adequate security, professional staff, redundant power, and cooling equipment to meet the College's data storage needs; and,

WHEREAS, the College has utilized the Scott Data Center in Omaha to meet most of its data storage needs, with great satisfaction, since 2012; and,

WHEREAS, administration recommends that this Board approve extending the College's Lease Agreement with the Scott Data Center for three years, until 2025.

NOW THEREFORE BE IT RESOLVED that this Board of Governors hereby authorizes the President to enter into an agreement for the continuation of leasing data center space at the Scott Data Center in an annual estimated amount of \$165,753.96 for a three-year term, with the College having the option to extend the service term in one-year increments, 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.

Agenda Item 6k — Consideration of Resolution Amending the Proposed MCCA Board of Governors' Budget for 2022-23, Board Doc. 7894

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 2022-23 as follows:

	Amended	Difference
Proposed	Proposed	Increase/
Budget	Budget	(Decrease)

Agenda Item 6l — Consideration of Resolution Appointing College Representatives to Speak with Sun Life Financial About College Property, Board Doc. 7895

WHEREAS, the College Business Office has learned that the College may have uncashed dividend checks from, and stock ownership in, Sun Life Financial; and,

WHEREAS, in order for the College to investigate and recover the College property administration must first provide a certified copy of a resolution from this Board designating one or more individuals as being authorized to represent the College with Sun Life Financial; and,

WHEREAS, administration recommends that this Board appoint the College Business Officer (Brenda Schumacher) and College Legal Counsel (James Thibodeau) as authorized individuals to represent the College with Sun Life Financial.

NOW THEREFORE BE IT RESOLVED that this Board appoints the College Business Officer (Brenda Schumacher) and College Legal Counsel (James Thibodeau) as authorized individuals to represent the College with Sun Life Financial.

MOTION: Reinhardt moved to approve the Consent Agenda without Agenda Item 6e; Monahan seconded the motion.

Erin Feichtinger, yes
Adam Gotschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes
Angela Monegain, no
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes

Motion failed. The "no" vote determines that all the agenda resolutions must be voted on individually.

Agenda Item 6a — Consideration of Approval of Minutes of July 26, 2022, Board of Governors' Meeting, Board Doc. 7884

MOTION: Reinhardt moved to approve Agenda Item 6a; Monahan seconded the motion.

Adam Gotschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes
Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes

Motion carried.

Agenda Item 6b — Consideration of Resolution Approving Personnel Appointments and Separations, Board Doc. 7885

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>Contract Period</i>	<i>Contract Salary</i>
Academic Advisor	Sara Kochera	09/01/2022-06/30/2023	\$41,236.51
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Program Facilitator			
Alumni and Annual	Marisa Lopez	09/06/2022-06/30/2023	\$40,995.98
Giving Coordinator			
Director, Career Experiences	Mervin Vasser	09/06/2022-06/30/2023	\$57,394.80
Electrical Technology Instructor	Paul Sutherland	08/29/2022-05/26/2023	\$71,076.00
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Product Manager for ITAT	John Piper	09/19/2022-06/30/2023	\$61,264.25
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Workforce Training Coordinator	Robert Epps	09/06/2022-06/30/2023	\$50,835.70

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

<i>Name</i>	<i>Position</i>	<i>Effective Date</i>
Chief Information Officer	Charles Lynch	08/31/2022
Coordinator of Facilities Operations	Saoirse Comstock	08/10/2022
Dual Enrollment Navigator	Magda Batiz Salazar	08/05/2022
Facilities Management Interior Design	Megan Esch	09/02/2022
Project Coordinator		
Manager of Business Development,	Dawn Nizzi	08/05/2022
Training and Outreach		
Re-entry LIFE Employment	Marjori Voorvart	09/02/2022
Success Navigator	Anna Somers	08/29/2022
UX/UI Developer	Gabriel Kang	08/15/2022

MOTION: Reinhardt moved to approve Agenda Item 6b; Monahan seconded the motion.

Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes
Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes
Adam Gotschall, yes

Motion carried.

Agenda Item 6c — Consideration of Resolution Amending Board of Governors' Policy 70203 (Vacancies, Applications, Selection Procedure), Second Reading, Board Doc. 7886

BE IT RESOLVED by this Board of Governors of the Metropolitan Community College Area that it hereby amends Board Policy 70203 as is shown below (deletions stricken through and additions underlined):

70203 Vacancies, Applications, Selection Procedures

Open classified positions may be advertised internally and externally when needed. External advertising will be conducted in a manner intended to reach a diverse pool of qualified candidates.

The President is authorized to permit the transfer of employees to open positions without advertising internally or externally.

Each applicant must submit an application for consideration. To be eligible for employment, the applicant must meet the minimum qualifications established for the position.

Employees are not permitted to report to individuals with whom they are related or have close relationships. See College Procedures Memorandum (PM) VI-11 for the definitions of "Familial Relationship" and "Close Relationship", and associated procedures to be followed when employees are related or in close relationships.

The most qualified candidate will fill positions. Selection shall be based on applicant knowledge, skills, abilities, previous experience, and any other factors deemed relevant under the circumstances. All job offers are contingent upon successful background and reference checks.

Human Resources will monitor all aspects of the selection process to ensure all College processes are followed and compliance requirements are met.

(Rev. / /).

70203 Vacancies, Applications, Selection Procedures

All vacancies for classified positions shall be advertised appropriately within the College, and outside advertising sources also shall be used to publicize such vacancies when appropriate. The advertising

~~shall occur in a manner that reaches out to attract diverse, qualified candidates. (Amended 12/17/96)
Recruitment efforts will be made to reach out to attract diverse, qualified candidates.~~

~~The President is authorized to permit the transfer of employees to open positions without advertising outside the College. (Amended 11/24/87; 12/17/96)~~

~~Every person seeking employment as a classified employee with the College must submit an application on the appropriate form and be available for an interview. To be eligible for employment, the applicant must meet such minimum qualifications established prior to the advertisement of the position.~~

~~A person recommended for employment or reassignment to a classified position shall not be related to the supervisor of the position. A related person as used in this policy shall mean only the employee's father, mother, then current spouse, child, step-child, brother, sister, or any other relative living in the household of the supervisor.~~

~~The most suitably qualified candidates will fill positions after an appropriate search and/or inquiry. Selection shall be based upon the merits of the candidates, ability to do the job and previous work performance as they relate to the particular position. Prior to the selection, a review shall be made of such things as an employee's work history, educational background and aptitudes.~~

~~The Office of Human Resources shall process all applications for the employment of classified staff, arrange screening interviews, and otherwise monitor the selection procedures that have been approved by the College and which are consistent with the Affirmative Action Compliance Program, the Managing Diversity Plan of the College, and applicable legal requirements.~~

~~The Office of Personnel and Employee Relations is responsible for insuring that all forms and documents, which are required of new classified employees, be executed. Unless otherwise approved by the President, such forms and documents shall be received before employment is authorized.~~

MOTION: Monahan moved to approve Agenda Item 6c; Reinhardt seconded the motion.

Linda McDermitt, yes
Maureen Monahan, yes
Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes
Adam Gotschall, yes
Phillip Klein, yes

Motion carried.

Agenda 6d — Consideration of Resolution Amending Board of Governors' Policy 70204 (Files and Confidentiality of Records), Second Reading, Board Doc. 7887

BE IT RESOLVED by this Board of Governors of the Metropolitan Community College Area that it hereby amends Board Policy 70204 as is shown below (deletions stricken through and additions underlined):

70204 Files and Confidentiality of Records

The College ~~shall will~~ establish a ~~n-official~~ personnel file for each employee ~~that consists of all required pre-employment data and documents.~~ material. The file will be maintained with ongoing employment documents deemed necessary. ~~Classified employees shall provide the Office of Personnel and Employee Relations with all pertinent data and materials as may be required by the President for maintaining a complete and current personnel file.~~

Confidentiality of ~~the official~~ personnel files ~~shall will~~ be maintained at all times, with access limited to only those individuals determined to have a legitimate need for access. ~~with a need to know, the individual employee, his or her supervisors, administrators having employee evaluation responsibilities, the staff in the Office of Personnel and Employee Relations, the President and his designees and the Board and its designees.~~ Requests for information from one's own personnel file, other than employment information permitted by law to be released, ~~shall will not be released, not be honored without written permission from the employee,~~ except pursuant to court subpoena or other action authorizing its release.

The President is authorized to establish procedures consistent with this policy for the placement, use, and retrieval of documents in the personnel files. Such procedures are to be consistent with any applicable rights to privacy laws.

(Rev. / /)

MOTION: Monahan moved to approve Agenda Item 6d; Gottschall seconded the motion.

Maureen Monahan, yes
Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes
Adam Gottschall, yes
Phillip Klein, yes
Linda McDermitt, yes

Motion carried.

Agenda 6e — Consideration of Resolution Amending Board of Governors' Policy 50303 (Board of Governors' Scholarships), Board Doc 7888

BE IT RESOLVED by this Board of Governors of the Metropolitan Community College Area that it hereby amends Board Policy 50303 as is shown below (deletions stricken through and additions underlined):

50303 Board of Governors' Scholarships

The Board establishes a Board of Governors' Scholarship program that provides financial support to Nebraska residents scholarships to public and private high schools in the State of Nebraska. ~~Scholarships will also be available to individuals~~ who have the equivalent of a high school diploma.

Each Board of Governors' Scholarship will have a quarterly value of full-time tuition and mandatory fees. Any course specific fees will be the responsibility of the recipient. ~~Each scholarship shall be for a maximum value of eight academic quarters of enrollment. The recipient must enroll in a minimum of six (6) credit hours per quarter and remain in good academic standing to retain the scholarship.~~

The President is authorized to establish guidelines for administering the scholarship program.

(Adopted 12/26/78; Amended 5/28/96; 5/26/15: / /)

MOTION: Monahan moved to adopt Agenda Item 6e; Reinhardt seconded the motion.

Reinhardt proposed an amendment to the language on line 36 changing “course-specific fees” to “course-specific educational expenses”. The reason for this wording change is to differentiate between board-authorized fees and other educational expenses such as certification costs and textbooks that are specific to courses and fees is more general.

Monahan asked for clarification on the definition of fees and asked if changing the word fees to educational expenses will make any difference. Schmailzl responded that it will help because in scholarships and legislative things it is for educational expenses not fees. The Board sets the fees at the College. This language cleans up nicely so if a donor wants to pay for educational expenses there are expenses they can pay for.

If approved, the resolution with the amended language will be brought back to the Board next month for final approval.

MOTION: Gottschall motioned to approve the amendment; Monahan seconded the motion.

Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes
Adam Gotschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes

Motion carried.

MOTION: Reinhardt moved to approve Agenda Item 6e as amended; Monahan seconded the motion.

Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes
Adam Gotschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes

Angela Monegain, yes

Motion carried.

Agenda 6f — Consideration of Resolution Amending Board of Governors' Policy 60601 (Separate Statement of Policy Regarding MTCCEA), First Reading, Board Doc. 7889

BE IT RESOLVED by this Board of Governors of the Metropolitan Community College Area that it hereby amends Board Policy 60601 as is shown below (deletions stricken through and additions underlined):

60601 Separate Statement of Policy Regarding MTCCEA

The Metropolitan ~~Technical~~ Community College Education Association (MTCCEA) is the exclusive collective bargaining agent for matters affecting full-time advisors, counselors and faculty instructors; ~~vocational evaluators, counselors, special needs counselors, and career awareness leaders.~~

The MTCCEA is the subject of a separate Statement of Policy adopted and from time to time amended by the Board as a result of negotiations with the MTCCEA. To the extent that specific provisions of a separate negotiated Statement of Policy with the MTCCEA shall be in conflict with the general Board policies regarding any employee included in the MTCCEA, the specific provisions of the separate negotiated Statement of Policy shall govern.

(Amended / /)

MOTION: Monahan moved to approve Agenda Item 6f; Reinhardt seconded the motion.

Fred Uhe, yes

Brad Ashby, yes

Erin Feichtinger, yes

Adam Gotschall, yes

Phillip Klein, yes

Linda McDermitt, yes

Maureen Monahan, yes

Angela Monegain, yes

Zach Reinhardt, yes

Motion carried.

Agenda Item 6g — Consideration of Resolution Amending the 2022-23 Academic Calendar, Board Doc. 7890

WHEREAS, per board policy 40402 (Academic Annual Calendar and Course Offerings Schedule) the Board of Governors shall approve an annual calendar designating the length of academic terms; and,

WHEREAS, the Board approved the 2022-23 academic calendar prior to Juneteenth being declared a federal holiday on June 17th, 2021; and,

WHEREAS, the College's Academic Council, as well as College administration, has recommended amending the calendar to include Juneteenth as a College holiday on which the College is closed; and,

WHEREAS, inclusion of the Juneteenth holiday will not result in any loss of faculty workdays or instructional days for students;

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby authorizes the College to amend the 2022-23 Academic calendar to include the annual Juneteenth holiday, on June 19th, as a College holiday on which the College shall be closed, as noted in Board Document No. 7890a; and,

BE IT FURTHER RESOLVED that if the holiday falls on a Saturday or Sunday the College shall be closed in observance on the immediately following Monday.

MOTION: Reinhardt moved to approve Agenda Item 6g; Monahan seconded the motion.

Brad Ashby, yes
Erin Feichtinger, yes
Adam Gotschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes
Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes

Motion carried.

Agenda Item 6h — Consideration of Resolution Establishing the College's Academic Calendar for 2023-24, Board Doc. 7891

WHEREAS, per board policy 40402 (Academic Annual Calendar and Course Offerings Schedule) the Board of Governors shall approve an annual calendar designating the length of academic terms; and,

WHEREAS, the College's Academic Council, as well as College administration, has unanimously recommended the calendar under consideration; and,

WHEREAS, the calendar under consideration includes the required number of faculty work days and instructional days.

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby authorizes the College to establish the 2023-24 Academic Calendar; same being identified as Board Document No. 7891a.

MOTION: Monahan moved to approve Agenda Item 6h; Reinhardt seconded the motion.

Erin Feichtinger, yes
Adam Gotschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes
Angela Monegain, yes

Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes

Motion carried.

Agenda Item 6i — Consideration of Resolution Accepting Bid for Construction of Fire Science Training Tower, Board Doc. 7892

***BE IT RESOLVED**, that the Board of Governors of the Metropolitan Community College Area hereby accepts the bid for construction of a training tower to aid in training fire science students and for use in providing continuing training for local first responders, and authorizes the President to negotiate, sign, and implement an agreement for construction with Jahnke & Sons Construction, Inc., in an amount not to exceed \$356,033.00, plus associated fees, as the President, in consultation with College legal counsel, may deem appropriate and in the best interests of the College.*

MOTION: Monahan moved to approve Agenda Item 6i; Gottschall seconded the motion.

Adam Gottschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes
Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes

Motion carried.

Agenda Item 6j — Consideration of Resolution Approving the Eighth Amendment to Extend Co-Location License Agreement at Scott Data Center for Three Years, Board Doc. 7893

***WHEREAS**, the College has recognized a need for reliable data center equipment space with adequate security, professional staff, redundant power, and cooling equipment to meet the College's data storage needs; and,*

***WHEREAS**, the College has utilized the Scott Data Center in Omaha to meet most of its data storage needs, with great satisfaction, since 2012; and,*

***WHEREAS**, administration recommends that this Board approve extending the College's Lease Agreement with the Scott Data Center for three years, until 2025.*

***NOW THEREFORE BE IT RESOLVED** that this Board of Governors hereby authorizes the President to enter into an agreement for the continuation of leasing data center space at the Scott Data Center in an annual estimated amount of \$165,753.96 for a three-year term, with the College having the option to extend the service term in one-year increments, 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: Monahan moved to approve Agenda Item 6j; Gottschall seconded the motion.

Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes
Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes
Adam Gotschall, yes

Motion carried.

Agenda Item 6k — Consideration of Resolution Amending the Proposed MCCA Board of Governors' Budget for 2022-23, Board Doc. 7894

***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 2022-23 as follows:*

	Amended	Difference
Proposed	Proposed	Increase/
Budget	Budget	(Decrease)

MOTION: Monahan moved to approve Agenda Item 6k (with no amendments); Reinhardt seconded the motion.

Linda McDermitt, yes
Maureen Monahan, yes
Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes
Adam Gotschall, yes
Phillip Klein, yes

Motion carried.

Agenda Item 6l — Consideration of Resolution Appointing College Representatives to Speak with Sun Life Financial About College Property, Board Doc. 7895

***WHEREAS,** the College Business Office has learned that the College may have uncashed dividend checks from, and stock ownership in, Sun Life Financial; and,*

WHEREAS, in order for the College to investigate and recover the College property administration must first provide a certified copy of a resolution from this Board designating one or more individuals as being authorized to represent the College with Sun Life Financial; and,

WHEREAS, administration recommends that this Board appoint the College Business Officer (Brenda Schumacher) and College Legal Counsel (James Thibodeau) as authorized individuals to represent the College with Sun Life Financial.

NOW THEREFORE BE IT RESOLVED that this Board appoints the College Business Officer (Brenda Schumacher) and College Legal Counsel (James Thibodeau) as authorized individuals to represent the College with Sun Life Financial.

MOTION: Reinhardt moved to approve Agenda Item 6I; Gottschall seconded the motion.

Maureen Monahan, yes
Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes
Adam Gottschall, yes
Phillip Klein, yes
Linda McDermitt, yes

Motion carried.

Agenda Item 7—Adjournment

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

Angela Monegain, yes
Zach Reinhardt, yes
Fred Uhe, yes
Brad Ashby, yes
Erin Feichtinger, yes
Adam Gottschall, yes
Phillip Klein, yes
Linda McDermitt, yes
Maureen Monahan, yes

Motion carried. The meeting was adjourned at 7:22 p.m.



Linda McDermitt, Secretary, Board of Governors



Date



Omaha World-Herald

Date: August 12, 2022

Affidavit of Publication

METROPOLITAN COMMUNITY COLLEGE
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NOTICE OF MEETING

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 23, 2022, at the Fort Omaha Campus, 32nd & Sorenson Parkway in the Mule Barn, Building #21, Board Room #112, 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 2022-23, 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.

Fred Uhe
Chair, Board of Governors
ZNEZ

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 MEETING Notice was published in said newspapers on the following dates:

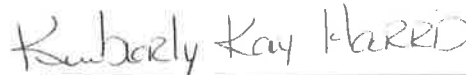
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Billing Representative

Sworn to and subscribed before me this Friday, August 12, 2022



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City of Richmond
My Commission expires

Kimberly Kay Harris
NOTARY PUBLIC
Commonwealth of Virginia
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Commission Exp. Jan. 31, 2025

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