

**METROPOLITAN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS
OFFICIAL MEETING MINUTES
August 27, 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 6:29 p.m.

Chair Monahan asked Julie Lanxon to call the roll:

MEMBERS PRESENT

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

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 August 16, 2024, and on the Omaha World-Herald website Omaha.com from August 16-22, 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 shared a couple campus activities several Student Advisory Council members were involved with this past month. She recognized Abdulmalik Abakar, who was recently named a 2024 Coca-Cola Leaders of Promise Scholar. He will be recognized at the annual fall PTK Induction and Student Leader Conference. One activity several Student Council members participated in was a video discussion about student life, which Bruckner commented was delightful and informative.

Faculty Ex Officio Representative Report

Pechacek provided a brief overview of the 2024 SkillsUSA National Competition held in June in Atlanta, Georgia. Pechacek invited the three gold medal winners to share about their competition experiences. Their advisors were in attendance. Joseph Lytle competed in collision damage appraisal and was advised by Joe Baker. Wyatt Zeleny competed in plumbing and was advised by Andy Queen. Callan Scholz competed in power equipment technology and was advised by Terry Kuebler. Board members congratulated the students on their successes.

Agenda 3b — Chair of the Board's Report

Monahan shared about attending the recent ribbon cutting for Fremont High School Career and Technical Education (CTE) Center. She mentioned the community's excitement and this is a reminder of how MCC helps to enhance communities.

Agenda 3c — Board Members' Reports

McDermitt shared that she attended Board's tour of the Fremont High School CTE Center and how the Center is an amazing opportunity. She commented on Fremont's rebuilding and how the Center is the right next step for them.

Uhe shared that he recently represented Sarpy Tourism at the 6 Regions, One Nebraska – Metro Region meeting. The goal for this initiative is to identify issues facing Nebraska and to grow the state, and has a 3-year commitment from the State. Uhe commented that the Metro Region meeting was a good session. Uhe congratulated the 3 students and their advisors on the SkillsUSA National gold medals.

Bruckner also commented on the Board's tour of Fremont's CTE Center and seeing the pride people have for it. She congratulated the staff and others for the many years of work that has led to this moment.

Agenda 3d — President's Report

Modernization Update

Bob Goeman, Chief Information Officer, recapped last month's modernization update report. An extension to the timeline is needed because of the time and resources needed to accomplish this initiative successfully. A resolution is on the action agenda tonight for the Board's consideration. Board members had no questions.

Licensed Design Professionals

Stan Horrell, Director of Campus Planning and Sustainability, updated the Board on the status of the request for qualifications to broaden the list of pre-approved licensed design professionals. The submission window closed on Monday. The Board will discuss the list at the next Board meeting. Reinhardt asked about the review process. Schmailzl stated that MCC will use the ranking system and process that is used for all submissions.

Horrell shared that MCC received approval for the preliminary plating for Sarpy County Campus. The next step is to move into the subdivision agreements with legal counsel.

Fort Omaha Campus Building 7

Schmailzl stated that demolition of building 7 on the Fort Campus began last week. He shared demolition pictures. Wright asked what will replace building 7. Schmailzl stated that two freight farms will be placed on the part of the property. Kay Friesen, Vice President of Operations, stated the ground needs to be filled in and then leveled before the freight farms will be added. Board members had no questions.

Legislative Special Session Update

Schmailzl updated the Board on the final actions of the legislative special session. LB 34 passed and set in motion property tax relief. This is the start of the state's work on property tax relief. Schmailzl stated that MCC had nothing to do with this special session or the property tax relief package. Board members had no questions.

Agenda 3e — Regular Reports

No questions were asked. No comments were made.

Agenda 3f — Discussion of 2024-25 Budget

Schmailzl gave an overview of the general fund revenue and expenditures, capital fund revenue, and changes in property tax funds from 2023-24 to 2024-25. He stated that MCC will not attend this year's joint public hearing. He is looking at the one percent carryover as extra authority may be needed if the amount to be received from the Community College Future Fund is less than what is due.

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.

Uhe asked if the Board does not make any amendments to agenda item 6d. does the Board vote on the resolution or does it get removed from agenda. Dave Hohman, Legal Counsel to the Board, answered that historically if the Board does nothing, they approve the resolution and there is no amendment included in the actual resolution. The Board has full authority to amend the budget at the September Board meeting before final approval of the proposed budget.

Agenda Item 6 — Action Agenda

Agenda Item 6a — Consideration of Approval of Minutes of June 23, 2024, Board of Governors Meeting, Board Doc. 8047

Agenda Item 6b — Consideration of Resolution Approving Personnel Appointments, Board Doc. 8048

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>
Academic Advisor	Jake Zagozda	09/01/2024	\$54,017.00
Accounting Instructor	Rita Kleeman	08/26/2024	\$94,609.47

Associate Dean of Creative Arts & Design	Kally Malcom-Bjorklund	09/03/2024	\$90,000.00
Benefits & Compensation Analyst	Laura Davis	09/03/2024	\$65,000.00
Career Experience Coordinator	Ashley Salguero	09/03/2024	\$53,000.00
Culinary Arts Instructor	Benjamin Keeler	08/26/2024	\$91,686.00
Executive Chef	Amanda Sheeler	09/03/2024	\$70,000.00
Human Services Instructor	Chandra Petersen	08/26/2024	\$92,637.00
Instructional Designer	Christine Monson	09/01/2024	\$72,000.00
Medical Assisting Instructor	Jeannine Nagel	08/26/2024	\$71,129.00

Academic Advisor – The Academic Advisor engages students regarding career and academic interests toward developing a plan to realize their educational, career, and life goals. This position facilitates student understanding of degree and certificate requirements for academic transfer, vocational, and technical programs and to facilitate student success. (Jake Zagozda)

Accounting Instructor – The Instructor teaches a full range of accounting coursework with excellence and serves as an ambassador for the College at community outreach events. This position participates collaboratively in curriculum review and development, outcomes assessment, advisory council activities, projects, and other department or College activities. (Rita Kleeman)

Associate Dean of Creative Arts & Design – In collaboration with the Vice President for Academic Affairs, the Associate Dean is the instructional leader for the assigned academic focus areas of the College. This position supervises full-time and adjunct faculty, providing leadership in development and implementation of interdisciplinary activities. The Associate Dean refines and develops strong communication mechanisms within the academic area and across the college and throughout the community. (Kally Malcom-Bjorklund)

Benefits & Compensation Analyst – The Analyst manages and administers employee benefits and compensation programs within the organization. This position processes and monitors progress of employee leave requests such as FMLA, long term disability, worker’s compensation, and leave without pay. The Analyst collects and analyzes compensation data to identify trends. (Laura Davis)

Career Experience Coordinator – The Coordinator provides leadership and student-centered oversight of the assigned College’s academic focus areas. This position designs and delivers career-related activities to reach all student groups served by the College. The coordinator partners across the College to host career engagement activities. This position supports student outreach, employer engagement, and employment opportunities for students. (Ashley Salguero)

Culinary Arts Instructor – The Instructor teaches a full range of culinary coursework and serves as an ambassador for the College at community outreach events. This position participates collaboratively in curriculum review and development, outcomes

assessment, advisory council activities, projects, and other department or College activities. (Benjamin Keeler)

Executive Chef – The Executive Chef is a craftsperson of the highest order and the culinary leader of the Institute for the Culinary Arts (ICA). This position supervises all aspects of back-of-house operations. The Executive Chef engages with other members of educational and operational leadership. This position integrates the values of the ICA into their daily work. (Amanda Sheeler)

Human Services Instructor – The Instructor teaches a full range of human services coursework and serves as an ambassador for the College at community outreach events. This position participates collaboratively in curriculum review and development, practicum placements in the community, outcomes assessment, advisory council activities, projects, and other department or College activities. (Chandra Petersen)

Instructional Designer – The Instructional Designer works with a wide range of professionals and subject matter experts to design effective, efficient, and appealing instructional approaches. This position works with outside entities to design and build curriculum using a variety of learning tools. (Christine Monson)

Medical Assisting Instructor – The Instructor teaches a full range of medical assisting coursework and serves as an ambassador for the College at community outreach events. This position participates collaboratively in curriculum review and development, practicum placements in the community, outcomes assessment, advisory council activities, projects, and other department or College activities. (Jeannine Nagel)

Agenda Item 6c — Consideration of Resolution Accepting the Resignation of the Recording Secretary of the Board and Making an Appointment to Fill Such Vacancy, Board Doc. 8049

WHEREAS, Julie Lanxon has submitted her resignation as the Recording Secretary of the Metropolitan Community College Area Board of Governors with an effective date of September 13, 2024, and the Board of Directors determines that it is appropriate to accept such resignation.

BE IT RESOLVED, that the resignation of Julie Lanxon as the Recording Secretary of the Metropolitan Community College Area Board of Governors with an effective date of September 13, 2024 is hereby accepted.

BE IT FURTHER RESOLVED, that Rita Eyerly be, and she hereby is, appointed to the position of Recording Secretary of the Metropolitan Community College Area Board of Governors on an interim basis, to serve in such position at the absolute and unqualified discretion of the Board, provided, however, that her sole and only duties as Recording Secretary shall be to assist the Secretary or the Assistant Secretary, as the case may be, in the taking of minutes of meetings of the Board, and to perform such other duties as may be assigned to her by the President of the College; and provided further, that

the President of the College is hereby authorized and directed to name a temporary replacement to serve as the Recording Secretary if the Recording Secretary named above is absent.

BE IT FURTHER RESOLVED, that a copy of this Resolution be certified by the Secretary or Assistant Secretary of the Board and placed on file at the Office of the Board; and

BE IT FURTHER RESOLVED, that copies of this Resolution and Order be certified by the Secretary or Assistant Secretary of the Board to the Secretary of State of Nebraska and to the County Clerks and Treasurers of Dodge, Douglas, Sarpy, and Washington Counties in Nebraska, and to the Banks of Record.

Agenda Item 6d — Consideration of Resolution Amending the Proposed Metropolitan Community College Area Board of Governors’ Budget for 2024-25, Board Doc. 8050

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 2024-25 as follows:

<u>Proposed Budget</u>	<u>Amended Proposed Budget</u>	<u>Difference Increase/ (Decrease)</u>
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Agenda Item 6e — Consideration of Resolution Approving Avaap Contract Extension, Board Doc. 8051

WHEREAS, In July 2023, the College entered into a three-year Agreement with Avaap, Inc., the implementation partner of Workday, the College’s new Enterprise Resource Planning/Student Information System (ERP/SIS) platform, for installation and implementation of Workday, and migration of data from the College’s current ERP/SIS provider Ellucian/Colleague to the new platform; and,

WHEREAS, The installation and implementation of Workday, and migration of data from the College’s current ERP/SIS provider Ellucian/Colleague, is more complex and is taking more time and effort than was originally anticipated by the parties; and,

WHEREAS, Avaap and College IT staff have determined that due to the complexity of the installation and implementation of Workday, and migration of data from the College’s current platform, the three-year implementation agreement with Avaap approved in July 2023, for \$5,996,050, should be extended for one additional year, until fall 2027, with an increase in the cost to the College of \$3,144,000 for additional time and materials (\$1,529,000 for platform deployment and \$1,615,000 for student

deployment), and a ten percent (10%) contingency of \$314,400, for a total of \$3,458,400.

NOW THEREFORE BE IT RESOLVED by this Board that it approves an extension of the College's contract with Avaap, Inc., for installation and implementation of Workday, and migration of data from the College's current ERP/SIS provider Ellucian/Colleague, for an additional one (1) year, until fall, 2027, for the estimated increased cost of \$3,144,000 for additional time and materials (\$1,529,000 for platform deployment and \$1,615,000 for student deployment), and a ten percent (10%) contingency of \$314,400, for a total of \$3,458,400; and,

BE IT FURTHER RESOLVED BY THIS BOARD that it authorizes the College President to negotiate, sign, and implement such agreements as are necessary to extend the Agreement with Avaap, Inc., for one additional year, with such changes and amendments as the President, in consultation with College legal counsel, may deem appropriate and in the best interest of the College.

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

Martha Bruckner, yes
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, yes

Motion carried.

Monahan called a point of personal privilege before adjournment. She announced that this Board meeting was the last one for Julie Lanxon, recording secretary of the Board of Governors. Board members took a moment to express their appreciation and wish Julie well.

Agenda Item 7 — Adjournment

MOTION: Reinhardt moved to adjourn the meeting; Gotschall 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, present
Brad Ashby, yes
Martha Bruckner, 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 for special and regular meetings on Tuesday, August 27, 2024, 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 P.M. for the purpose of holding a public hearing on the proposed budget statement of the Metropolitan Community College Area for fiscal year 2024-25, and the regular meeting commencing at 6:30 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.

Maureen Monahan
Chair, Board of Governors

PUBLISH on Friday, August 16, 2024

to be published in *Omaha World-Herald* on August 16, 2024; and that the order to said newspaper was made by electronic transmission on August 13, 2024.

- 2. That on August 15, 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 15th day of August, 2024

State of Nebraska – General Notary
JOLYNN EMERY
My Commission Expires
November 30, 2026

Jolynn Emery
Notary Public



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:
Aug. 16, 2024

NOTICE NAME: 08 27 24 BOG meeting notice

PUBLICATION FEE: \$45.00

(Signed) Hayden Lipsky

VERIFICATION
State of Pennsylvania
County of Lancaster

Commonwealth of Pennsylvania Notary Seal
Nicole Burkholder, Notary Public
Lancaster County
My commission expires March 30, 2027
Commission Number 1342120

Subscribed in my presence and sworn to before me on this: 08/16/2024

Nicole Burkholder
Notary Public

Notarized remotely online using communication technology via Proof.

NOTICE OF MEETING

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Maureen Monahan
Chair, Board of Governors
2024, (8) 16 - Fridays, ZNEZ