METROPOLITAN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS'
MEETING MINUTES
MAY 25, 2021

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

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

Members Present:

Brad Ashby
Erin Feichtinger
Adam Gotschall
Ron Hug
Phillip Klein
Linda McDermitt, Secretary
Maureen Monahan, Chair
Zach Reinhardt, Assistant Secretary
Fred Uhe, Vice Chair
Joe Baker, Ex Officio Faculty
Brianna Ouedraogo, Ex Officio Student

Members Absent:

Steve Grabowski
Angela Monegain

Also Present: Randy Schmailzl, College President

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

The Chair announced that a copy of the Open Meetings Act, as amended by LB 83, which was approved by the Governor on April 21, 2021, is available in the rear of the room. A copy of the Open Meetings Act is made available for public Inspection.

Agenda Item 1e—Approval of Notice of Public Meeting

The Chair then reported on the Notice of Public Meeting and presented the following:

1. *Proof of Publication, pursuant to Policy 10503 of the Board of Governors, in the form of an affidavit of an employee of the Omaha World-Herald, a newspaper of general circulation within Dodge, Douglas, Sarpy, and Washington Counties, Nebraska to the effect that notice*

of this meeting was published in that new newspaper on May 14, 2021 and on the Omaha World-Herald website Omaha.com from May 14 -20, 2021.

2. *Affidavit of College employee Rita Eyerly, to the effect that a copy of the published Notice of Meeting was transmitted to each member of the Board of Governors, on May 13, 2021, 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 directed that the affidavits, along with the methods and dates of providing notice be recorded in the minutes of this meeting.

1c—Pledge of Allegiance

Monahan led the Pledge of Allegiance.

Agenda Item 2—Public Comments

There were no public comments.

Agenda Item 3—Award Presentation

Agenda Item 3a—Presentation of TEAM Awards

Monahan noted that TEAM Awards recognize a group of employees who have worked together on a unique task, activity, or project that impacts the overall mission of the College. Nominations are made by MCC staff; the President's Cabinet reviews all nominations and selects the winners. A video featuring three TEAM awards was shown. The 2021 TEAM Awards were as follows:

1. IT Virtual Workspace Team – in March of 2020, MCC administration made the decision to move all instruction from on-campus to full virtual instruction. This Team responded by quickly coordinating IT hardware, software, and audio-visual requirements to move over 350 systems to a virtual work-from-home environment in an incredibly quick five days. The Team worked with multiple departments and established a student laptop loaner program and internet hotspots for over 1,000 students in need, as well as prepared tutorials and resources for the MCC website.

   Team members are: Steve Boutin, Chad Bullis, Dan Brickman, Seth Curtis, Jared Dressman, Tom Galus, Craig LaFarr, Sharyn Leigh, Lonnie Lentsch, Adrian Lewandowski, Chad Lynch, Greg Nelson, Sherry Packett, and Denise Starr.

Monahan thanked the team for their dedication and amazing amount of work so that MCC could continue the mission to deliver relevant education.

2. Do School Team – In response to the pandemic, Continuing Education re-purposed its North Express and Do Space Learning Center into Community Learning Hubs with safe, sanitary space for over 50 community K-12 students. This service was provided tuition-free for families who lacked resources, such as connectivity or quiet environments. The video featured two principals who shared how this space made a difference for their students and thanked MCC for stepping up.

   Team Members are: Jeff Brown, Daphne Cook, Leena Datuin, Gary Girard, Stacey Ocander, Raymone Sazone, and Beth Shepherd.

Monahan thanked this team by noting MCC has community as their middle name and this effort showed how MCC embraces community.

3. COVID-19 Response Team – this team dedicated themselves to making sure MCC campuses were safe for everyone. They spent endless hours marking over 617 separate areas of the College for social distancing. They purchased and delivered cleaning products, snacks, and water for check-in situations and other areas, all while maintaining their full-time duties.

   Team Members are: Jacqueline Armstrong, John Denne, David Golda, George Katusin, Fred McMains, Stacy Ocander, and Alan Shirk.

Monahan stated that this team was responsible for making the difference by keeping staff and faculty safe throughout MCC. She referenced her experience in taping off the space in the Mule Barn for Board meetings. She thanked all the teams again, noting the efficient and thoughtful responses made by MCC administration as the pandemic happened and continued.

Agenda Item 4—Report Agenda

Agenda Item 4a—Ex Officio Board Members' Reports

- **Student Ex Officio Report**

  Monahan called on Ouedraogo to report. Ouedraogo reviewed her written report, highlighting the participation of MCC students in the MCC Spring Student Leadership Series. She said her favorite part was the interaction with other students.

  Ouedraogo referenced the virtual meeting of MCC's Beta Pi Beta Chapter of the International Phi Theta Kappa (PTK) honor society and the annual induction ceremony. There were 340 new PTK members at MCC in 2020 with 140 students joining in 2021.

  Feichtinger asked about qualifications to join the honor society. Ouedraogo said students must have a 3.5 grade point average and take a minimum 12 credit hours.

Faculty Ex Officio Report

Monahan called on Baker to report. Baker gave an overview of the virtual Nebraska SkillsUSA competition, highlighting the faculty who served as advisors and went the extra mile to assist students who wanted to compete in the unusual pandemic environment. MCC students participated in welding, electrical construction wiring, digital cinema production, and collision damage appraisal events.

In Nebraska, five community colleges participated this year. MCC students earned a total of 20 medals, more than any other College. Medals included 13 gold, 6 silver, and 1 bronze.

Nineteen MCC students plan to participate in the virtual National Leadership and Skills Conference Competitions in June 2021. There will be some local hands-on elements for select competitions.

Gottschall asked where the competition is held when in-person and about the equipment used. Baker noted there is a bid process and the location is expected to be Grand Island for the next few years. Baker explained that hand-held equipment is usually taken by the individual students. Large equipment is most often industry-standard equipment. MCC is proud that our students train on industry-standard equipment, so students who compete are familiar with the equipment provided.

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

Monahan remarked on the in-person graduation ceremony for 2020 and 2021 graduates. She noted how excited the graduates were and how safely the two ceremonies were managed on May 14.

Agenda Item 4c—Board Members' Reports

McDermitt echoed Monahan's comments on graduation and the safety precautions.

Agenda Item 4d—President's Report

Schmailzl reviewed his written report.

- **Legislative Update**

  The session is moving toward a recess, after which they will return to finalize pending census-related matters. LB529 did not pass, but LB528 safeguarded MCC's GAP program for non-credit students. The $3 million dollars are in place through the 2023-24 school year.

  Administration and legal will be reviewing other bills regarding Open Meetings and other notifications concerning transparency with budgets for political subdivisions.

- **COVID Relief Fund**

  Schmailzl reviewed the federal COVID relief legislation, which provides extra funding for student aid and institutional recovery. The state of Nebraska will receive over $1 billion in COVID relief. MCC's first federal allocation is fully expended and administration is working on dispersing the second round of funding. A portion of these dollars will be allocated to the cost-free courses for high school students this summer. As of this date, the program has over 800 registrants with a donor covering their supplies and equipment. The College expects 1,100-1,200 high school-aged students by summer's end.

  An administrative team is reviewing federal guidelines for the second round of funding and have developed five categories for dispersing the remaining funds. These are: 1) educational innovations, 2) technology and virtual presence, 3) workforce training, 4) summer programs for K-adult learners, and 5) holistic student retention services. These categories have been designed to engage or re-engage students on the path to completion and post-pandemic recovery.

Agenda Item 4e—Regular Reports—Randy Schmailzl

Schmailzl noted the College administration is working with Metropolitan Utilities District for an easement for a new water line at Elkhorn Valley Campus and the bill for the water leak discovered at the Fort Omaha Campus.

Agenda Item 4f—Annual Sustainability Report – Sally Hopley, Coordinator of Sustainability Practices

Hopley presented an overview of the creation and outcomes of the MCC 2021-26 Sustainability Master Plan. The Plan supports the Board Policy on Environmental Sustainability, builds on previous successes, organizes and prioritizes MCC's sustainability efforts, and aligns with the highest levels of sustainability guidance.

She shared the process which included an engagement survey, setting a vision, goal setting and strategic direction, and a plan for implementation.

The engagement survey revealed that employees believe it is important for MCC to take active steps to be more sustainable.

Sustainability Goals that will guide sustainability work in the coming years include:

1. Academic goals – increase sustainability learning in the classroom
2. Campus engagement – increase sustainability outreach and activities for employees and students
3. Diversity and equity – increase support for underrepresented students and employees in diversity and inclusion training

4. Energy efficiency and greenhouse gases – improve energy efficiency and reduce greenhouse gases
5. Grounds – develop and use a plan for sustainable landscaping practices
6. Transportation goals – will be reviewed in the fall of 2021
7. Waste and recycling – increase the recycling rate to 30%

Hopley explained that MCC uses measurements set forth by the Sustainability Tracking, Assessment, and Rating System (STARS) used for higher education, to guide and track our progress.

Feichtinger asked how sustainability looks in the classroom. Hopley shared an example from a geography class, where the importance of resources would be discussed and ecosystem services might be covered in a business course. In regards to trades programs, Hopley referenced the collaborative effort with the MCC and the University of Nebraska Omaha in building a sustainable tiny house.

Agenda Item 5—Consent Agenda Items

Items remaining on the consent agenda are 7a, 7b, 7c, 7d, 7e, 7h, and 7i

Agenda Item 6—Items Removed from the Consent Agenda

Agenda Items 7f and 7g were moved from the Consent Agenda.

Agenda Item 7—Action Agenda

Agenda Item 7a—Consideration of Minutes of April 24, 2021 Board of Governors' Workshop, Board Doc. 7742

Agenda Item 7b—Consideration of Minutes of April 27, 2021 Board of Governors' Meeting, Board Doc. 7743

Agenda Item 7c—Consideration of Resolution Approving Personnel Appointments and Separations, Board Doc. 7744

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:*

Name	*Position*	*Contract Period*	*Contract Salary*
Mary Ball	*Information Technology Instructor*	*06/02/2021-08/18/2021*	*$20,046.95*
		08/30/2021-08/17/2022	*$86,794.00*
Tommy Brandt	*Welding Technology Instructor*	*06/02/2021-08/18/2021*	*$18,565.80*
		08/30/2021-08/17/2022	*$80,431.00*
Gloria Harwell	*Manager of Business Development, Training & Development*	*06/01/2021-06/30/2021*	*$ 5,057.58*
		07/01/2021-06/30/2022	*$60,000.00*

Michael Kuebler	*Truck Driving CDL-A Instructor*	*06/02/2021-08/18/2021*	*$18,667.55*
		08/30/2021-08/17/2022	*$80,860.00*
Elizabeth Perez	*Disability Support Services Counselor*	*06/21/2021-06/30/2021*	*$ 2,131.80*
		07/01/2021-06/30/2022	*$71,515.00*
Kimberley Rhen	*Disability Support Services Counselor*	*06/07/2021-06/30/2021*	*$ 5,098.14*
		07/01/2021-06/30/2022	*$75,905.00*
Robert Ulfers	*Automotive Collision Technology Instructor*	*06/02/2021-08/18/2021*	*$19,661.95*
		08/30/2021-08/17/2022	*$85,055.00*

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

Name	*Position*	*Effective Date*
Donald Holst	*Disability Support Services Counselor*	*05/26/2021*
Sarah Larsen	*Manager of Adult Education*	*06/30/2021*
Janet Mar	*Culinary Arts Instructor*	*08/18/2021*
Angela McGraw	*Assistant Director of Secondary Partnerships*	*06/06/2021*
Del Stallwood	*Biology Instructor*	*08/18/2021*
Todd Templeton	*Biology Instructor*	*05/27/2021*
Gisele Tlusty	*Nursing Instructor*	*05/27/2021*

Agenda Item 7d—Consideration of Resolution Approving the Health and Dental Insurance Plans and the Maximum College Premium Contribution for Full-Time Regular Non-Bargaining Unit Employee and Those Bargaining Unit Employees Covered Under the College' Designated Health and Dental Plans for the 2021-22 Plan Year, Board Doc. 7745

BE IT RESOLVED*, that for the 2021-22 insurance plan year, the Board of Governors approves the continuation of Educator's Health Alliance (EHA) Blue Cross/Blue Shield of Nebraska as the College's designated health plan. As a result of the EHA premium rates remaining unchanged for the 2021-22 plan year, the Board sets the College's designated health plan maximum contribution at 100% of the premium cost for employee only coverage, and 80% of the premium cost for the other multi-party plans for full-time employees enrolled in the plan. This does not include the ACF bargaining unit. The ACF health and dental insurance plan, and College contributions, are detailed in its collective bargaining agreement (CBA) that was approved by this Board in April, 2021.*

- *$ 9,036.48 (or 100%) of the premium cost – employee only*
- *$ 13,373.76 (or 80%) of the premium cost – employee plus child(ren)*
- *$ 15,181.06 (or 80%) of the premium cost – employee plus spouse*
- *$ 20,384.64 (or 80%) of the premium cost – employee, spouse, & child(ren)*

BE IT FURTHER RESOLVED*, that the College President is hereby authorized and directed to extend the College's designated health plan, with the terms described above, to the collective bargaining groups that are currently covered by the designated College plan.*

BE IT FURTHER RESOLVED*, that the College health and dental contributions herein approved will be implemented September 1, 2021, the beginning of the Blue Cross/Blue Shield of Nebraska plan year.*

Agenda Item 7e—Consideration of Resolution Approving Program Review Reports for 2021-21, Board Doc. 7746

BE IT RESOLVED, *that the Board of Governors of the Metropolitan Community College Area hereby approves the program review reports for the following programs:*

- *Computer Technology General Transfer IT*
- *Information Technology AAS concentrations*
- *Versatilist IT AAS degree*
- *Health Data Information Management*
- *Health Information Management Systems*
- *Health Information Technology Professional*
- *Horticulture and Land Systems Management*
- *Manufacturing, Power, and Process Operations*
- *Workforce Innovations—Prototype Design*

The program reviews are described in the document entitled "Metropolitan Community College, May 2021, Program Review Overview," which document is identified as Board Document No. 7746a.

Agenda Item 7h—Consideration of Resolution Approving the Purchase of Two Air Handlers for Building 10 Remodel at the Fort Omaha Campus, Board Doc. 7749

BE IT RESOLVED*, that the Board of Governors of the Metropolitan Community College Area hereby authorizes the College President to purchase two Daikin air handlers for the Building 10 remodel at the Fort Omaha Campus, at a total cost of $160,123, using consortium contract pricing.*

Agenda Item 7i—Consideration of Resolution Approving the Purchase of Three-Year Contract for Adobe Software, Board Doc. 7750

BE IT RESOLVED*, that the Board of Governors of the Metropolitan Community College Area hereby approves the purchase of Adobe software for a period of three years, commencing July 1, 2021, through June 30, 2024, using consortium contract pricing in an annual amount of $102,061.50, as the President in consultation with College legal counsel may deem appropriate and in the best interests of the College.*

MOTION: Uhe moved to approve the Consent Agenda without Agenda Items 7f and 7g; Reinhardt seconded the motion.

Feichtinger, yes
Gotschall, yes
Hug, yes
Klein, yes
McDermitt, yes
Monahan, yes
Reinhardt, yes
Uhe, yes
Ashby, *was not called and did not respond*

Motion carried.

Agenda Item 7f—Consideration of Resolution Approving Actions Relating to the 2021 Redistricting Process for the Metropolitan Community College Area, Board Doc. 7747

***WHEREAS**, the Board of Governors is required by law to establish new election districts for The Metropolitan Community College Area after release of the 2020 federal census data to the states and after the passage and approval of the legislative bill providing for reestablishing the legislative districts;*

***WHEREAS**, it is anticipated that the 2020 federal census data will not be released to the states until approximately August or September 2021; and,*

***WHEREAS**, in order to be prepared to complete the redistricting process for The Metropolitan Community College Area in a timely manner after the release of the 2020 federal census data to the states, the Board of Governors desires to (a) authorize the President of the College to enter into a contract with the Metropolitan Area Planning Agency ("MAPA") for the provision of services by MAPA to the Board of Governors to assist the Board with the process of drawing new election districts for The Metropolitan Community College Area, and (b) adopt criteria for the Board to follow in drawing new election districts for The Metropolitan Community College Area.*

***NOW, THEREFORE, BE IT RESOLVED** by the Board of Governors of The Metropolitan Community College Area, as follows:*

1. *The President of the College is hereby authorized, for and on behalf of the Board of Governors, to enter into a contract with the Metropolitan Area Planning Agency ("MAPA") for the provision of services to the Board of Governors for assistance with the process of drawing new election districts, as legally required, for The Metropolitan Community College Area.*

2. *The Board of Governors hereby approve the following criteria to be followed in drawing new election districts for The Metropolitan Community College Area after the release of the 2020 federal census data to the states:*

    i. *The five districts should be "as nearly equal in population "as is practicable" and "substantially equal in population as determined by the most recent decennial census." The population deviation among the new districts should be 5% or less.*

    ii. *As nearly as possible, precinct lines created by the election commissioner(s)/county clerk(s) must be followed.*

    iii. *Current Board members' residences should be within those Board members' redrawn districts if at all possible.*

    iv. *Representation of minorities on the Board should not be negatively impacted unnecessarily.*

    v. *County lines should be followed whenever feasible.*

    vi. *The cities of Bellevue, Papillion, La Vista, Gretna and Springfield should be retained together in the Sarpy County district if at all possible.*

MOTION: Hug moved to approve Agenda Item 7f; McDermitt seconded the motion.

Monahan noted that the guidelines in the resolution may be amended, if desired, at a later date. Uhe asked if MAPA was aware that MCC wanted to work with them, noting concern about the shortened timeline, due to the Census numbers being delayed. Schmailzl stated he and Dave Hohman, Legal Counsel to the Board, have discussed the contract with MAPA and they are prepared to sign it.

Uhe noted that once the census numbers are final, there may be a reason to revisit the criteria.

Schmailzl stated the Board will have the opportunity review the district maps that MAPA presents. Hohman confirmed that the Nebraska Legislature has passed the timelines for redistricting.

Roll call for Agenda Item 7f:

Gotschall, yes
Hug, yes
Klein, yes
McDermitt, yes
Monahan, yes
Reinhardt, yes
Uhe, yes
Ashby, yes
Feichtinger, yes

Motion carried.

Agenda Item 7g—Consideration of Resolution Accepting the Bid for La Vista Public Library / Metropolitan Community College Sarpy Center Roof Replacement, Board Doc. 7748

> ***BE IT RESOLVED,*** *that the Board of Governors of the Metropolitan Community College Area hereby accepts the bid from Boone Brothers Roofing for the La Vista Public Library/Metropolitan Community College Sarpy Center roof replacement, and authorizes the President to negotiate, sign and implement such agreement with Boone Brothers Roofing, in an amount not to exceed $318,090 plus associated fees, 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 Agenda Item 7g; Monahan seconded the motion.

Gotschall asked about the selection process, specifically about Boone Brothers Roofing. Schmailzl noted that they installed the current roof, kept up on warranty repair, and have provided satisfactory work. Gotschall also asked about the wide discrepancy between the bids.

Schmailzl explained the College uses a closed bid process to get good prices and responsible bidding. He noted that contractors for this bid had to have approval to do Firestone warranty work to be approved for this particular roofing bid. A 5%, 10%, or 15% contingency is typically built into these bids, to allow for possible change orders.

Roll call for Agenda Item 7g:

Hug, yes
Klein, yes
McDermitt, yes
Monahan, yes
Reinhardt, yes
Uhe, yes
Ashby, yes
Feichtinger, yes
Gotschall, yes

Motion carried.

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

Klein, yes
McDermitt, yes
Monahan, yes
Reinhardt, yes
Uhe, yes
Ashby, yes
Feichtinger, yes
Gotschall, yes
Hug, yes

Motion carried. The meeting was adjourned at 7:36 p.m.

Linda McDermitt, Secretary, Board of Governors Date

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

STATE OF NEBRASKA)
) SS
COUNTY OF DOUGLAS)

Rita Eyerly, 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 MEETING

Notice is hereby given that the Board of Governors of the Metropolitan Community College Area will meet on Tuesday, May 25, 2021, commencing at 6:30 o'clock P.M. at the Fort Omaha Campus, 32nd & Sorensen Parkway, in the Institute for the Culinary Arts, Building #22, Room #201, 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. To make arrangements for public inspection call 531-622-2415.

Maureen Monahan
Chair, Board of Governors

PUBLISH on Friday, May 14, 2021

to be published in *Omaha World-Herald* on *May 14, 2021*; and that the order to said newspaper was made by electronic transmission on *May 12, 2021.*

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

Further affiant sayeth not.

Rita Eyerly

SUBSCRIBED AND SWORN TO before me this 14th day of May, 2021

PAULINE R. LAUGHLIN
State of Nebraska-General Notary
My Commission Expires
October 22, 2022

Pauline R. Laughlin
Notary Public

Omaha World-Herald

Affidavit of Publication

Date: May 14, 2021

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

Date	Category	Description	Ad Size	Total Cost
05/20/2021	Legal Notices	NOTICE OF MEETING Notice is hereby given that t	1 x 0 L	188.36

NOTICE OF MEETING

Notice is hereby given that the Board of Governors of the Metropolitan Community College Area will meet on Tuesday, May 25, 2021, commencing at 6:30 o'clock P.M. at the Fort Omaha Campus, 32nd & Sorensen Parkway, in the Institute for the Culinary Arts, Building #22, Room #201, 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. To make arrangements for public inspection call 531-622-2415.

Maureen Monahan
Chair, Board of Governors
ZNEZ

Publisher of the World Herald

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

05/14/2021

The First insertion being given ... 05/14/2021

Newspaper reference: 0000231535

Billing Representative

Sworn to and subscribed before me this Friday, May 14, 2021

Kimberly Kay Harris

Notary Public

Kimberly Kay Harris
NOTARY PUBLIC
Commonwealth of Virginia
Reg. No. 356753
Commission Exp. Jan. 31, 2025

State of Virginia
City of Richmond
My Commission expires _____

THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU