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

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

**MEMBERS PRESENT**
Erin Feichtinger, Assistant Secretary, via Zoom Meeting
Roger Garcia, via Zoom Meeting at 6:34 pm
Steve Grabowski, Treasurer, via Zoom Meeting
Ron Hug, via Zoom Meeting
Phillip Klein, via Zoom Meeting
Linda McDermitt, Secretary, via Zoom Meeting
Maureen Monahan, Chair, via Zoom Meeting
Angela Monegain, via Zoom Meeting
Dave Pantos, Vice Chair, via Zoom Meeting
Fred Uhe, via Zoom Meeting

**MEMBERS ABSENT**
Michael Young
Joy Schulz, Ex Officio Faculty
Gloria Chavez, Ex Officio Student

Also Present: Randy Schmailzl, College President, via Zoom Meeting

Chair Monahan called for a motion to excuse Garcia and Young.

**MOTION:** Grabowski moved to excuse Garcia and Young; Pantos seconded the motion.

Grabowski, yes
Hug, yes
Klein, yes
McDermitt, yes
Monahan, yes
Monegain, yes
Pantos, yes
Uhe, yes
Feichtinger, yes

Motion carried.
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 on the MCC website as noted in Agenda Item 1d. A copy was made available for public inspection on the MCC Board of Governors webpages.

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, to the effect that notice of this meeting was published in that newspaper on April 17, 2020; and

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 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 1f—Statement Regarding Access to Meeting via Zoom Online Conferencing Service / State of Nebraska Executive Order No. 20-03

Monahan made the following announcement:

I would also like to announce that pursuant to Executive Order No. 20-03 issued by the Governor of Nebraska on March 17, 2020 which provided a limited waiver of certain requirements of the Nebraska Open Meetings Act (a copy of such Executive Order is attached to these minutes) and in order to comply with government orders restricting public gatherings to not more than ten (10) persons in response to the COVID-19 situation, notice has been given that this meeting of the Board of Governors of the Metropolitan Community College Area is being made accessible to members of the Board, College administration, the general public, and members of the media via Zoom online conferencing service. Instructions for accessing the meeting via Zoom online conferencing service were included in the Meeting Agenda, were posted on the College website, and were posted on the entry of the building where the Board usually meets.

Agenda Item 2—Public Comments—Via Zoom

There were no public comments.

Agenda Item 3—Report Agenda
Agenda Item 3a—Ex Officio Board Members’ Reports

- Student Ex Officio Report

  The student ex officio report was provided in the printed materials.

- Faculty Ex Officio Report

  There was no faculty ex officio report.

Agenda Item 3b—Chair of the Board’s Report

Monahan commented that the COVID-19 situation has been unique and has presented a tremendous learning opportunity in her first few months as Board chair. She has been amazed by the students, staff, and faculty, who shifted quickly and adapted to keep the MCC mission moving. She appreciates the opportunity to be informed regularly by President Schmailzl and noted her pride in being a part of the Board.

Agenda Item 3c—Board Members’ Reports

No Board members reported.

Agenda Item 3d—President’s Report

Schmailzl began his report by thanking the Board for putting the College in a position through policy, to allow us to continue running the College during such challenging times. There was a day when these kinds of challenges would have been difficult to get through. He drew attention to the items on his report, in order:

- CARES Act Retirement Plan Impact

  The section of the federal CARES Act dealing with retirement plans allows early withdrawals under emergency circumstances, but the current MCC Board Policy does not allow early withdrawals. Schmailzl noted he offered this information in case any Board members receive questions.

- Applied Technology Center Pavement Rehabilitation

  The College anticipates there will not be high enrollment in the truck driving program this summer, due to the COVID-19 situation. This provides an opportune time to make much-needed pavement rehabilitation at the ATC. He noted he expects to have a Resolution accepting a bid for the work, for Board approval, in May.

- South Omaha Parking Lot
The SOC parking lot project continues in pending status due to cancelled City Council meetings. The College plans to move forward, securing bids for the parking lot, contingent on the purchase closing.

- **Ashton Building – IT Express**

  The Ashton Building is a 3,000 square-foot lease opportunity immediately across from The Mastercraft. The College has been offered the opportunity to move the MCC Code School to the Ashton Building, and also be the exclusive educational provider for the cutting edge IT vendors who will be located in the building. The Workforce Innovation Team (WID) will staff MCC’s space in the building, adding no new staff at this time. Administration expects to bring more information back to the Board within the next 60 days.

- **Yates Property**

  A local group has asked the College to participate in community education at the former Yates Elementary School building. This project is in its early stages. Once complete, it would serve as a nice location (32nd and Davenport) for non-credit classes, most likely including GED and English as a Second Language classes.

- **Legislative / Federal Update**

  Schmailzl commented that he does not expect the legislature to reconvene until July, after revenue is confirmed. Pre-COVID-19, we were in good shape legislatively, but he is not making any predictions about where things will land.

  Hug inquired about the return of students to MCC campuses and asked about expectations for staff and students in regards to wearing masks and temperature checks. Schmailzl replied that those decisions have not yet been made and all options are being considered in the decision making process. Hug suggested it might be good to require students to wear their photo IDs if wearing face masks. Hug further stated he would support everyone wearing masks while on campus.

  Monegain stated she has reviewed the TestNebraska website.

**Agenda Item 3e—Regular Monthly Reports—Randy Schmailzl**

There were no questions or comments.

**Agenda Item 3f—Quarterly Reports—Randy Schmailzl**

There were no questions or comments.

**Agenda Item 3g—MCC Foundation Annual Report—Dr. Jackie Almquist, Executive Director of the MCC Foundation**
Dr. Almquist referenced the annual report of the MCC Foundation as provided via a link in the Board materials. She thanked the Board for their advocacy and reviewed revenues and financial supports provided through grants and scholarships. She noted the summary of the 2020 goals and invited questions.

McDermitt thanked Almquist for the work she has done over the last few years. Almquist noted it is a team effort.

Agenda Item 3h. COVID-19 Update / Discussion—Randy Schmailzl

Schmailzl referenced the report in the Board material where he provided a non-exhaustive list of the many decisions and actions that have been taken to address the COVID-19 situation since the last Board meeting. He noted he is extremely proud of the staff and their diligence. Schmailzl invited Board members to ask questions to get information they need. He stated the College doesn’t do a lot of press releases, since decisions are internally oriented. Hosting the local Nebraska Unemployment Insurance office at MCC, during the deep clean of their regular facility, was one demonstration of the MCC commitment to the community.

Feichtinger asked that administration keep in mind that there are students struggling to make ends meet, asking for sensitivity to everyone’s new reality. Dr. Almquist commented that the College has a series of emergency funding opportunities that allow the College to offer students a $250 emergency grant distribution, followed by other student supports including laptop loans and hot spots. In the last two weeks alone, College administration has used $373,000 to assist students with needs related to the COVID-situation.

Uhe asked about the timetable for returning to campus and structural safety considerations. Schmailzl said while registration is open for summer classes, Administration is reviewing options for having staff back on campus, and when students will be able to return to campus. There are some labs related to the Trades classes that require skills demonstrations and that is one of the considerations Administration is reviewing. The coming weeks will be defining moments.

Pantos, asked if senior administrators have contingency succession plans, should one of them become ill. Schmailzl noted that we have a Health Advisory Committee to help with decisions and contingencies for different functions should anyone be unable to execute their duties.

Klein asked if there are any students who are older, who may be more at risk of COVID-19. Schmailzl stated the College would help them in any way possible. The goal is for all students to be successful.

Agenda Item 4—Consent Agenda Items

Items remaining on the consent agenda are 6a, 6b, 6c, 6d, 6e, 6f, 6g, 6h, 6i, 6j, and 6k.
Agenda Item 5—Items Removed from Consent Agenda (If Any)

No items were removed from the Consent Agenda.

Agenda Item 6—Action Agenda

Agenda Item 6a—Consideration of Approval of Minutes of March 24, 2020 Board of Governors’ Meeting, Board Doc. 7637

Agenda Item 6b—Consideration of Resolution Approving Personnel Appointments and Separations, Board Doc. 7638

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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Contract Period</th>
<th>Contract Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jon Hiles</td>
<td>Enterprise Application Architect</td>
<td>05/04/20-06/30/20</td>
<td>$12,022.92</td>
</tr>
<tr>
<td></td>
<td></td>
<td>07/01/20-06/30/21</td>
<td>$75,000.00</td>
</tr>
<tr>
<td>Brian Kress</td>
<td>SSS/TRIO First Year Coach</td>
<td>05/01/20-06/30/20</td>
<td>$7,230.45</td>
</tr>
<tr>
<td></td>
<td></td>
<td>07/01/20-08/31/20</td>
<td>$7,426.76</td>
</tr>
<tr>
<td>Marilyn Sims</td>
<td>Project Coordinator</td>
<td>05/01/20-06/30/20</td>
<td>$7,966.61</td>
</tr>
<tr>
<td></td>
<td></td>
<td>07/01/20-06/30/21</td>
<td>$48,542.00</td>
</tr>
<tr>
<td>Yolanda Robinson</td>
<td>Director of the Contact Center</td>
<td>05/16/20-06/30/20</td>
<td>$7,961.92</td>
</tr>
<tr>
<td></td>
<td></td>
<td>07/01/20-06/30/21</td>
<td>$65,186.92</td>
</tr>
<tr>
<td>Shilpa Vanaparti</td>
<td>Business Process Analyst</td>
<td>05/04/20-06/30/20</td>
<td>$11,141.34</td>
</tr>
<tr>
<td></td>
<td></td>
<td>07/01/20-06/30/21</td>
<td>$69,500.00</td>
</tr>
<tr>
<td>Kristine Vejvoda</td>
<td>Product Manager, IT Application Technologies</td>
<td>05/04/20-06/30/20</td>
<td>$10,820.46</td>
</tr>
<tr>
<td></td>
<td></td>
<td>07/01/20-06/30/21</td>
<td>$67,500.00</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Danielle Boutcher</td>
<td>EMS / OFD Liaison</td>
<td>04/08/20</td>
</tr>
<tr>
<td>Richard Jaeckel</td>
<td>Business Instructor</td>
<td>05/22/20</td>
</tr>
<tr>
<td>Kevin Lawler</td>
<td>Producing Artist Director, Great Plains Theatre Conference</td>
<td>06/30/20</td>
</tr>
<tr>
<td>Richard Rummel</td>
<td>Associate Director, Financial Aid Systems &amp; Processing</td>
<td>04/10/20</td>
</tr>
</tbody>
</table>

Agenda Item 6c—Consideration of Resolution Approving Reappointment of Exempt (Administrative/Professional) Staff for 2020-21, Board Doc. 7630b

BE IT RESOLVED, that Board Doc. No. 7630bb entitled, "Reappointment of Administrative / Professional Staff for 2020-21" be, and hereby is, officially adopted by the Board of Governors; and
BE IT FURTHER RESOLVED, that a report will be provided to the Board of Governors at their May 2020 meeting indicating those professional employees who have submitted written notification of their intent to separate from College employment.

Agenda Item 6d—Consideration of Resolution Approving Reappointment of Faculty for 2020-21, Board Doc. 7631b

BE IT RESOLVED, that Board Doc. No. 7631bb entitled, "Reappointment of Faculty for 2020-21" be, and hereby is, officially adopted by the Board of Governors; and

BE IT FURTHER RESOLVED, that a report will be provided to the Board of Governors at their May 2020 meeting indicating those professional employees who have not signed and returned their 2020-21 Notice of Appointment.

Agenda Item 6e—Consideration of Resolution Approving Reappointment of Academic Advisors, Board Doc. 7632b

BE IT RESOLVED, that Board Doc. No. 7632bb entitled, "Reappointment of Academic Advisors and Counselors for 2020-21" be, and hereby is, officially adopted by the Board of Governors; and

BE IT FURTHER RESOLVED, that a report will be provided to the Board of Governors at their May 2020 meeting indicating those professional employees who have not signed and returned their 2020-21 Notice of Appointment.

Agenda Item 6f—Consideration of Resolution Approving the Renewals of Microsoft Campus Agreement, Student and Campus Desktop with Enterprise Client Access License, Office 365, and Azure Cloud Services, Board Doc. 7639

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby approves the renewals of Microsoft Campus Agreement, Student and Campus Desktop with Enterprise Client Access License, Office 365, and Azure Cloud services in the estimated amount of $335,000 utilizing consortium contract pricing with such modifications, changes, and amendments, as the President, in consultation with the College legal counsel, may deem appropriate and in the best interests of the College.

Agenda Item 6g—Consideration of Resolution Approving the Purchase and Installation of Furniture in Building 34 on the Fort Omaha Campus, Board Doc. 7640

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby approves the purchase and installation of furniture in building 34 on the Fort Omaha Campus in the estimated amount of $120,000 utilizing consortium contract pricing with such modifications, changes, and amendments, as the President, in consultation with the College legal counsel, may deem appropriate and in the best interests of the College.

Agenda Item 6h—Consideration of Resolution Accepting the Bids for Welding Equipment and Supplies for the Center for Advanced Manufacturing on the South Omaha Campus, Board Doc. 7641

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby accepts the bids for welding equipment and supplies for the Center for Advanced Manufacturing (CAM) on the South Omaha Campus and authorizes the President to negotiate, sign and implement
such agreements with Praxair, Matheson, and Air Gas, in an estimated total amount of $316,914.18, as the President in consultation with College legal counsel may deem appropriate and in the best interests of the College.

Agenda Item 6i—Consideration of Resolution Accepting the Additional Cost Associated with the South Omaha Campus Automotive Training Center Site Package, Board Doc. 7642

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby accepts the additional cost associated with the South Omaha Campus Automotive Training Center site package with Ronco Construction Company, Inc., in the amount of $60,280 to finish this phase of the project.

Agenda Item 6j—Consideration of Resolution Approving the Purchase of Multi-Factor Authentication Software, Board Doc. 7643

BE IT RESOLVED, that the Board of Governors of the Metropolitan Community College Area hereby approves the purchase of Multi-Factor Authentication software from Choice Solutions for an estimated cost of $130,000 utilizing General Services Administration contract pricing with such modifications, changes, and amendments, as the President in consultation with the College legal counsel, may deem appropriate and in the best interests of the College.

Agenda Item 6k—Consideration of Resolution Accepting a Federal Grant in the Amount of $5,767,395 Pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Board Doc. 7644

WHEREAS, the coronavirus pandemic has caused considerable disruption to almost every industry and the delivery of goods and services worldwide; and,

WHEREAS, the coronavirus pandemic has caused the College to drastically change its mode of course delivery, to exclude any in person, on campus classes, and rely upon alternative methods of content delivery and student evaluation; and,

WHEREAS, this disruption has resulted in great financial losses to both the College and many of its students; and,

WHEREAS, the U.S. Congress passed, and the President signed into law, the Coronavirus Aid, Relief, And Economic Security (CARES) Act which provides relief to institutions of higher education and their students to help ease the costs and other burdens thrust upon them by the coronavirus; and,

WHEREAS, the College has been awarded $5,767,395 in grant funds under the Act, of which at least one-half must be used to make emergency financial grants to students, and up to one-half of which may be used by the College to cover costs incurred by the College associated with significant changes to the delivery of instruction due to the coronavirus; and,

WHEREAS, pursuant to Board of Governors Policy 30102 (Authority of the President to Submit Grant Proposals to Outside Agencies), since the grant exceeds $100,000 this Board must approve the grant before the President may accept it on the College’s behalf.

NOW THEREFORE BE IT RESOLVED by this Board that it approves the federal grant to the College under the CARES Act in the amount of $5,767,395, and authorizes the College President to accept it on the College’s behalf.
**MOTION:** Grabowski moved to approve the Consent Agenda; Hug seconded the motion.

Hug, yes  
Klein, yes  
McDermitt, yes  
Monahan, yes  
Monegain, yes  
Pantos, yes  
Uhe, yes  
Feichtinger, yes  
Garcia, yes  
Grabowski, yes

Motion carried.

**Agenda Item 7—Adjournment**

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

Klein, yes  
McDermitt, yes  
Monahan, yes  
Monegain, yes  
Pantos, yes  
Uhe, yes  
Feichtinger, yes  
Garcia, yes  
Grabowski, yes  
Hug, yes

Motion carried. The meeting was adjourned at 7:06 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  )
COUNTY OF DOUGLAS  ) SS

Pauline Laughlin, 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 hold a virtual meeting electronically as permitted by Governor Ricketts’ Executive Order No. 20-03, with this meeting to be held on Tuesday, April 28, 2020, commencing at 6:30 o’clock P.M. Because this meeting will be held electronically and no quorum of the public body will be physically present together, there will be no public in-person attendance. Members of the public and media may attend the meeting electronically by calling 312-626-6799; Meeting ID: 755 563 997.

An agenda for such meeting, kept continually current, is available for public inspection at the principal office of said Board of Governors, 30th & Fort Streets, Building #30, Omaha, Nebraska by making prior arrangements for public inspection by calling 531-622-2415.

Maureen Monahan
Chair, Board of Governors

to be published in Omaha World-Herald on April 17, 2020; and that the order to said newspaper was made by electronic transmission on April 14, 2020.

1. That on April 14, 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.

SUBSCRIBED AND SWORN TO before me this 15th day of April, 2020

[Signature]
Pauline R. Laughlin
Notary Public

[Notary Seal]
<table>
<thead>
<tr>
<th>Date</th>
<th>Category</th>
<th>Description</th>
<th>Ad Size</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/23/2020</td>
<td>Legal Notices</td>
<td>NOTICE OF MEETING Notice is hereby given that</td>
<td>1 x 0 L</td>
<td>232.95</td>
</tr>
</tbody>
</table>

**NOTICE OF MEETING**

Notice is hereby given that the Board of Governors of the Metropolitan Community College Area will hold a virtual meeting electronically as permitted by Governor Ricketts' Executive Order No. 20-03, with this meeting to be held on Tuesday, April 28, 2020, commencing at 6:30 o'clock P.M. Because this meeting will be held virtually, a quorum of the public body will be physically present together, there will be no public in-person attendance. Members of the public and media may attend the meeting electronically by calling 312-626-6799; Meeting ID: 755 963 997.

An agenda for such meeting, kept continually current, is available for public inspection at the principal office of said Board of Governors, 30th & Fort Streets, Building #30, Omaha, Nebraska, by making prior arrangements for public inspection by calling 531-622-2415.

Maureen Monahan
Chair, Board of Governors

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:

04/17/2020

The First insertion being given ... 04/17/2020

Newspaper reference: 0000135227

Billing Representative

Sworn to and subscribed before me this Friday, April 17, 2020

Kimberly B. Harris
Notary Public

State of Virginia
City of Richmond

My Commission expires

THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU
EXECUTIVE ORDER NO. 20—03
CORONA VIRUS – PUBLIC MEETINGS REQUIREMENT LIMITED WAIVER

WHEREAS, In order to provide flexibility to assist in meeting the emergency conditions and subsequent impacts brought on from COVID-19, a state of emergency was declared in Nebraska on March 13, 2020; and

WHEREAS, the State of Nebraska is committed to providing seamless government operations to the people of Nebraska throughout the state of emergency; and

WHEREAS, state and local governmental boards, commissions and other public bodies must comply with the Open Meetings Act so that citizens may exercise their democratic privilege of participating in meeting of public bodies; and

WHEREAS, for public health purposes, meetings and gatherings have now been limited to no more than 50 people and may be further limited if the presence of COVID-19 warrants;

NOW THEREFORE, I, Pete Ricketts, Governor of the State of Nebraska, by virtue of the authority vested in me by the Constitution and laws of Nebraska, hereby issue this limited waiver of certain requirements of the Nebraska Open Meetings Act.

Pursuant to this declaration, I hereby order the following:

1. This executive order applies to all governing bodies as defined in Neb. Rev. Stat. §84-1409 (1) and to all public meetings as defined in Neb. Rev. Stat. § 84-1409 (2).

2. All governing bodies may meet by videoconference or by telephone conferencing or by conferencing by other electronic communication so long as there is made available at such meeting access to members of the public and to members of the media.
3. The advanced publicized notice and the agenda requirements for meetings that are set forth in Neb. Rev. Stat. §84-1411 and the remaining provisions of Nebraska’s Open Meeting Act shall continue to be complied with by all governing bodies and are not waived by this executive order.

4. This waiver shall apply to all public governing body meetings that occur from today through May 31, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Nebraska to be affixed on this 17th day of March, 2020.

ATTEST:

Pete Ricketts, Governor

Robert B. Evnen, Secretary of State