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 Rita Eyerly, Recording Secretary to the Board, to call the roll:

**MEMBERS PRESENT**
Erin Feichtinger, Assistant Secretary
Roger Garcia
Steve Grabowski, Treasurer
Ron Hug
Phillip Klein
Linda McDermitt, Secretary
Maureen Monahan, Chair
Dave Pantos, Vice Chair
Fred Uhe
Michael Young, *via Zoom per Nebraska Executive Order 20-34*
Joy Schulz, Ex Officio Faculty
Gloria Chavez, Ex Officio Student

**MEMBERS ABSENT**
Angela Monegain

**Also Present:** Randy Schmailzl, College President

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

Following the Pledge of Allegiance, the Chair reported that a copy of the Nebraska Open Meetings Act had been posted in the rear of the room.

**Agenda Item 1e—Recording of Notice of Public Meeting**

The Chair then reported on the recoding 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 November 6, 2020, and on the Omaha World-Herald website Omaha.com from November 6 - 12, 2020.*
2. Affidavit of College employee Rita Eyert, 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.

MOTION: Grabowski moved to excuse Monegain; McDermitt seconded the motion.

Garcia, yes
Grabowski, yes
Hug, yes
Klein, yes
McDermitt, yes
Monahan, yes
Pantos, yes
Uhe, yes
Young, yes, via Zoom
Feichtinger, yes

Motion carried.

Agenda Item 2—Public Comments

There were no public comments.

Agenda Item 3—Report Agenda

Agenda Item 3a—Ex Officio Board Members’ Reports

• Student Ex Officio Report

Chavez shared a heartfelt thank you to the Board for the opportunity to serve as an ex officio member. She thanked Dr. Schulz for her support. Chavez completes her time at MCC this quarter and will transfer to the University of Nebraska Omaha, to earn a degree in biology as she works toward her career goal of becoming a physician.

She referenced the recent Student Advisory Council (SAC) meeting where she met with new SAC members to share her experience on SAC.

Monahan thanked Chavez for her dedication through the challenges of 2020. Feichtinger encouraged her to continue using her voice as she continues her academic work.
• Faculty Ex Officio Report

Schulz thanked the Board for the opportunity to serve as the faculty ex officio representative, and expressed her admiration for their voluntary service. She noted the dedication of administration and thanked them for caring deeply about the College and for listening to staff and faculty.

She shared comments on the value of the liberal arts programs at the College to encourage critical thinking and prepare students for their future in careers or as they transfer to four-year colleges or find a trade. She noted her pride in working for MCC in preparing students to be capable and resilient.

Schulz noted that the incoming faculty ex officio representative, Joe Baker, Auto Collision Technology Instructor, will bring a trades perspective.

Monahan, Pantos and Feichtinger thanked Schulz for her time and perspective.

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

• Recognition of Out-going Student Ex Officio Member

Monahan thanked Chavez for her time on the Board and read the wording on the plaque presented to her, noting her service from December 2019 – November 2020.

• Recognition of Out-going Faculty Ex Officio Member

Monahan thanked Schulz for the reports over the months and read the wording on the plaque presented to her, noting her service from December 2018 – November 2020.

Monahan stated the Board will meet the newly elected ex officio members at the December Board meeting.

Board members expressed their thanks to both ex officio members with a round of applause.

Agenda Item 3c—Board Members’ Reports

McDermitt recommended Board members tour the South Omaha Campus (SOC) buildings currently under construction, to see the progress first-hand.

Agenda Item 3d—President’s Report

• COVID-19 Update
Schmailzl referenced the written report in the Board material and commended faculty and staff for adjusting their work over the past months. As the College moves into winter quarter, the educational delivery modalities will remain as they are. Administration is hopeful that spring quarter will allow more face-to-face instruction.

Schmailzl noted his pride in students who have taken current COVID-19 related mandates seriously. He referenced the TestNebraska sites at SOC and Fort Omaha Campus, which have been well-received by the community and thanked the Board for their support in making MCC campuses available for the community.

He mentioned the new College contact tracing system and mask mandates as important approaches to maintaining safety for all of MCC.

- **Dental Assisting – Dr. Tom McDonnell, Vice President for Academic Affairs**

Schmailzl introduced the topic noting Dental Assisting has not been offered since the retirement of the program director, due in part to the lack of enrollment.

McDonnell noted that each spring, catalog revisions are submitted for approval. Due to low enrollments in Dental Assisting over recent years, the administration and program faculty reviewed the status of this program, taking into consideration student, and employer demand. They discovered that dentists in Nebraska are not required to hire certified dental assistants any longer, but may train them on the job; thus, the diminished demand for the program. MCC does not plan to recertify the accreditation for dental assisting. He explained the current instructor is able and willing to migrate to the Health Information Management Systems program or another area.

Hug suggested an abbreviated non-credit program to provide basic training and give students a competitive edge. A discussion ensued. Current job postings for dental assistants require a high school diploma. Hug suggested a non-credit program could serve students who have a GED. McDonnell noted he is open to reviewing the options for a non-credit and/or a certificate program. The program has been a one-year certificate, not an associate degree.

Discussion points included:

- Are jobs available? Yes.
- Dentist offices want employees immediately with on-the-job training offered in the office.
- Enrollment was 10 students in 2018-19.
- The program occupies about 3,000 square feet of space at the SOC.
- Is there a way to demonstrate the value of a certification to dentists?
- There are other MCC programs with short-term certificates which are both required and desired.
• There is one dentist who advises the Dental Assisting program, as a requirement of the accreditation.
• According to national labor statistics, this could be a growth field due to the aging population.
• Has MCC ever considered legislation for situations like these?
• What has MCC allocated to fund the program? The primary expense is instructors and consumables.

Schmailzl reported that legislative action was taken on the Pharmacy Technician program, requiring certification, which is now offered as a non-credit program. He also agreed with McDonnell that the College would consider the non-credit certificate and look at legislative action to require certification.

● Purchase and Installation of Furniture for the Automotive Training Center

Schmailzl reported that multiple bids will be utilized to provide furnishings for the Automotive Training Center classrooms. The resolution will be on the December agenda for approval by the Board.

● Construction Update—Stan Horrell, Director of Campus Planning & Sustainability

Horrell invited Board members to request tours of newer facilities and thanked the greater Omaha donor community for their help and support. He summarized past construction projects including the Fort Omaha Campus and the new MCC police building, all completed on budget and on-time. He moved to projects currently underway, including the new Automotive Training Center on the SOC, which is approximately the size of the Elkhorn Valley Campus building. He showed a photo of the 200 new parking stalls and a mandatory storm water retention pond included in the SOC project.

Horrell remarked on a project in design phase that will develop a location for the MCC Code School and other IT training in the historic Ashton Millwork Commons building currently being renovated.

Agenda Item 3e—Regular Monthly Reports—Randy Schmailzl

Schmailzl called attention to the general fund budget, noting that the fiscal year is 33% complete and the budget is at 32% of revenue projections, and by carefully monitoring, expenses are currently at 29%. He thanked Dave Koebel, Vice President for Administrative Services, and Gordon Jensen, Coordinator of Budget Projects, for their budget management expertise and thanked the Board for the budget support.

Agenda Item 3f—Report on Nebraska Community College Insurance Trust—Dave Koebel, Vice President for Administrative Services

Koebel gave the annual report of the Nebraska Community College Insurance Trust,
(NCCIT), noting NCCIT is used by all six Nebraska community colleges and provides comprehensive coverage. Nebraska Risk Management Association (NRMA) manages the administration and claims management, accounting, and trust insurance administration.

Koebel stated property insurance coverage increased substantially this year.

This year the six Nebraska Community Colleges received a rebate of approximately $600,000.

Agenda Item 3g—Report on COVID-19 Virus Mitigation Plan for College Heating Ventilation and Air Conditioning Systems—Bernie Sedlacek, Director, Facilities Management

Sedlacek updated the Board on the HVAC virus mitigation plan. The primary source of funding will be the CARES Act funds received from Douglas County for MCC locations within Douglas County. Five competitive bids were received for phases 1 and 2. Partial installations are already completed at EVC and FOC. The total package will come in just under $1 million, and will be purchased and installed prior to the County’s December 31, 2020, deadline.

Agenda Item 4—Consent Agenda Items

Items remaining on the consent agenda are 6a, 6b, 6c

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 October 27, 2020 Board of Governors’ Meeting, Board Doc. 7699

Agenda Item 6b—Consideration of Resolution Approving Personnel Appointments and Separations, Board Doc. 7700

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>Jeff Blatchford</td>
<td>Advanced Manufacturing Instructor</td>
<td>12/01/20-08/18/21</td>
<td>$59,416.70</td>
</tr>
<tr>
<td>Kayla Gillian</td>
<td>Concurrent Enrollment Navigator</td>
<td>01/04/21-06/30/21</td>
<td>$26,727.68</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>Geoffrey Horejs</td>
<td>Electrical Mechanical Technology Instructor</td>
<td>11/25/20</td>
</tr>
<tr>
<td>Patricia Smith</td>
<td>English Instructor</td>
<td>11/25/20</td>
</tr>
</tbody>
</table>

Agenda Item 6c—Consideration of Resolution Approving Academic Advisor, Counselor, and Faculty Promotions, Board Doc. 7701

BE IT RESOLVED that the Board of Governors of the Metropolitan Community College Area approves the promotions of the following academic advisor, counselor, and faculty members to be effective retroactive to the first day of his or her 2020-21 contract:

<table>
<thead>
<tr>
<th>ACADEMIC ADVISOR</th>
<th>CURRENT GROUP &amp; LEVEL</th>
<th>PROMOTED TO LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amy Holtmeier</td>
<td>Group III Level I</td>
<td>Level II-C</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COUNSELOR</th>
<th>CURRENT GROUP &amp; LEVEL</th>
<th>PROMOTED TO LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lisa Fleming Haile</td>
<td>Group II Level I</td>
<td>Level II-C</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FACULTY</th>
<th>CURRENT GROUP &amp; LEVEL</th>
<th>PROMOTED TO LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Victoria Alapo</td>
<td>Group I Level III-C</td>
<td>Level IV-C</td>
</tr>
<tr>
<td>Victoria Badura</td>
<td>Group I Level III-A</td>
<td>Level IV-B</td>
</tr>
<tr>
<td>Laura Chambers</td>
<td>Group I Level II-B</td>
<td>Level III-B</td>
</tr>
<tr>
<td>William Gentleman</td>
<td>Group III Level I</td>
<td>Level II-C</td>
</tr>
<tr>
<td>Robert Hocking</td>
<td>Group III Level II-D</td>
<td>Level III-D</td>
</tr>
<tr>
<td>Andrea Iaccheri</td>
<td>Group I Level I</td>
<td>Level II-A</td>
</tr>
<tr>
<td>Laurie Mazur</td>
<td>Group III Level II-D</td>
<td>Level III-D</td>
</tr>
<tr>
<td>Michael Miller</td>
<td>Group II Level I</td>
<td>Level II-A</td>
</tr>
<tr>
<td>Asante Moody</td>
<td>Group I Level I</td>
<td>Level II-B</td>
</tr>
<tr>
<td>Zachary Pechacek</td>
<td>Group III Level I</td>
<td>Level II-D</td>
</tr>
<tr>
<td>Chris Pitschmann</td>
<td>Group III Level I</td>
<td>Level II-D</td>
</tr>
<tr>
<td>Melissa Tayles</td>
<td>Group I Level I</td>
<td>Level II-C</td>
</tr>
<tr>
<td>Kristine Vacha</td>
<td>Group II Level I</td>
<td>Level II-C</td>
</tr>
<tr>
<td>Martin Vaughan</td>
<td>Group III Level II-C</td>
<td>Level III-D</td>
</tr>
<tr>
<td>Dustin Waderich</td>
<td>Group I Level I</td>
<td>Level II-C</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED that the Board of Governors commends these individuals for their continued professional development while employed at the College.

MOTION: Grabowski moved to approve the Consent Agenda; Pantos seconded the motion.

Grabowski, yes
Hug, not in the room
Klein, yes
McDermitt, yes
Monahan, yes
Pantos, yes
Uhe, yes
Young, yes (via Zoom)
Feichtinger, yes
Garcia, yes

Motion carried.

**Agenda Item 7—Adjournment**

**MOTION:** Pantos moved to adjourn the meeting; Feichtinger seconded the motion.

Hug, *Not in the room*
Klein, yes
McDermitt, yes
Monahan, yes
Pantos, yes
Uhe, yes
Young, yes *(via Zoom)*
Feichtinger, yes
Garcia, yes
Grabowski, yes

Motion carried. The meeting was adjourned at 7:30 p.m.

Linda McDermitt, Secretary, Board of Governors
AFIDAVIT OF TRANSMISSION OF NOTICE OF MEETING OF BOARD OF GOVERNORS OF METROPOLITAN COMMUNITY COLLEGE AREA

STATE OF NEBRASKA )
 ) SS
COUNTY OF DOUGLAS )

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 meet on Tuesday, November 17, 2020, 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, November 6, 2020

to be published in Omaha World-Herald on November 6, 2020; and that the order to said newspaper was made by electronic transmission on November 4, 2020.

1. That on November 4, 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 4th day of November, 2020

[Signature]

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

Notary Public
**NOTICE OF MEETING**

Notice is hereby given that the Board of Governors of the Metropolitan Community College Area will meet on Tuesday, November 17, 2020, 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

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**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:

11/06/2020

The First insertion being given ... 11/06/2020

Newspaper reference: 0000188841

Billing Representative

Sworn to and subscribed before me this Friday, November 6, 2020

Notary Public

State of Virginia  
City of Richmond  
My Commission expires

---

**Affidavit of Publication**

<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>11/12/2020</td>
<td>Legal Notices</td>
<td>NOTICE OF MEETING Notice is hereby given that</td>
<td>1 x 0 L</td>
<td>181.99</td>
</tr>
</tbody>
</table>
STATE OF NEBRASKA
OFFICE OF THE GOVERNOR
LINCOLN
EXECUTIVE ORDER No. 20-34
CORONAVIRUS – PUBLIC MEETINGS REQUIREMENT LIMITED WAIVER FOR ALTERNATIVE PARTICIPATION FOR ELECTED OFFICIALS

WHEREAS, a state of emergency was declared in Nebraska on March 13, 2020, to control the spread of the coronavirus known as COVID-19;

WHEREAS, recommendations to slow the spread of this disease include social distancing and avoiding large public gatherings;

WHEREAS, state and local governmental boards, commissions and other public bodies must comply with the Open Meetings Act to provide Nebraskans the opportunity to exercise their democratic privilege of participating in meetings of public bodies; and

WHEREAS, the requirement to isolate or quarantine is immediate and can prevent attendance at public meetings preventing a quorum of elected officials attending.

WHEREAS, continued participation by elected officials that have been ordered to isolate or quarantine by the local public health agency is beneficial to ensure continued government operations and continued representation of constituents.

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 public bodies as defined in Neb. Rev. Stat. §84-1409(1) that are elected and to public meetings as defined in Neb. Rev. Stat. §84-1409(2).

2. Elected officials who have been ordered to quarantine or isolate by the local public health agency due to exposure to COVID-19, in conformance with guidance from the Nebraska Department of Health and Human Services, may fully participate, vote, and be counted as part of a quorum in meetings when attending by videoconference or by telephonic conferencing or by conferencing by other electronic communication without having the meeting site where that elected official is located open to the public as required in §84-
1411 so long as the public body has at least one physical location that provides access to members of the public and to members of the media.

3. For any videoconference location, telephonic conference location, or a conference location held by other electronic communication that is used solely for an elected official ordered to quarantine or isolate the following requirements are hereby waived:

   b. Neb. Rev. Stat. §84-1411(3)(c) that requires a telephone conference meeting sites must be in a public building.
   c. Neb. Rev. Stat. §84-1411(2)(c) and Neb. Rev. Stat. §84-1411(3)(e) which require the public body to provide at least one copy of all documents being considered to the public.
   d. Neb. Rev. Stat. §84-1411(3)(g) which requires that a telephone conference call can last no more than five hours.

4. For purposes of §84-1413(2), votes by videoconference or by telephonic conferencing or by conferencing by other electronic communication shall be recorded in the minutes. Such minutes shall reflect the method of voting if the individual is not physically present.

5. Public meetings of an elected public body where one or more elected officials participate by videoconference, telephone conference, or conference by other electronic communication solely due to orders to isolate or quarantine shall not be subject to the one-half limitation contained in §84-1411(2)(e)(i) or §84-1411(3)(h).

6. 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 Meetings Act shall continue to be complied with by all public bodies and are not waived by this executive order.

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

IN WITNESS THEREOF, I have hereunto set my hand and caused the Great Seal of the State of Nebraska to be affixed on this 30th day of October, 2020.

ATTEST:

[Signature]

Pete Ricketts, Governor

Robert B. Evnen, Secretary of State