

BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 7015

Contracts; Limitations, Exemptions

Page 1 of 2

BOARD POLICY

The Board is responsible for all contracts. No contract may commit funds for a future fiscal year, unless specific funding has been identified in a Legislative appropriation bill or an appropriate escape clause has been inserted in the contract.

No contract, purchase agreement or lease/purchase agreement, that requires Board approval, shall be signed or finalized in any form until the Board has authorized the College to enter into such an understanding.

Contracts, Memorandums of Understandings, or Agreements establishing collaborative, educational partnerships between the Colleges and external entities must be approved in advance by the Board and signed by the Chancellor.

All contracts for capital construction projects must follow the criteria stipulated in Policies 8063 through 8068.

All contracts related to revenue bond facilities will be in accordance with the indentures, statutes, and related Board policies.

Certain contracts do not require review and approval by the Board. An exempt contract shall be defined as any of the following;

1. Any contract with individual students for room and board or deferred payment programs.
2. Any student internship, practicum or workforce training grant agreements.
3. Any community service and service learning contracts.
4. Any Northeast Nebraska Teacher Academy agreements (NENTA.)
5. Any articulation agreements to determine course equivalencies in accordance with Board Policies.
6. Any bus chartering contracts.
7. Any contract for the purchase of food and consumable food service items used in the regular course of business operations.
8. Any contract for the purchase of supplies and commodities used in the regular course of business operations.
9. Any contract for the purchase of installation services or movable equipment where the total cost does not exceed one hundred thousand dollars (\$100,000).
10. Any contract for the purchase of utilities, gasoline, oil, or diesel fuel used in the regular course of business operations.

BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 7015

Contracts; Limitations, Exemptions

Page 2 of 2

-
11. Any contract dealing with the sale of College personal property, if Board Policy 7014 is followed. Any sale of real property, where the sale price does not exceed twenty four thousand dollars (\$24,000).
 12. Any granting of a lease or rental agreement to an external party, if the annual proceeds are less than twenty four thousand dollars (\$24,000) in accordance with Board Policy 8028.
 13. Any contract relating to the staging or performance of any cultural, artistic, musical, scholarly, recreational, or intercollegiate athletic event (at home or away).
 14. Any contract for the purchase of material to be added to the collection of any College library.
 15. Any contract that does not exceed twenty four thousand dollars (\$24,000), whereby a College will provide services to an external party, including, but not limited to, instruction, consulting, planning, technical assistance or program development courses. (For contracts to receive services, refer to Board Policy 7016.)

All exempt contracts shall be signed by the President or his/her designated Vice President. A list of the exempt contracts over fifty thousand dollars (\$50,000), authorized and signed by the College, shall be provided to the Board of Trustees in the proper format.

Legal Reference: RRS 85-304
RRS 85-411

Board of Trustees; Powers; Enumerated
Campus buildings and facilities; Board; Powers

Policy Adopted: 7/22/83
Policy Revised: 3/11/94
Policy Revised: 6/15/95
Policy Revised: 4/13/07
Policy Revised: 11/4/11