

MINUTES OF NOVEMBER 11-12, 1998 MEETING

A regular meeting of the Board of Trustees of the Nebraska State College System was convened at Wayne State College, City of Wayne, County of Wayne, State of Nebraska, on Wednesday, November 11, 1998.

In compliance with the provisions of Neb. Rev. Stat. Section 84-1411, printed notice of this meeting was mailed to each member of the Board of Trustees and was posted in the Office of the Secretary of the Board. In addition, copies of such notice were sent to the Associated Press, Lincoln Journal Star, and Omaha World-Herald on November 2, 1998. We, each of us, hereby acknowledge due and sufficient service to the above, the foregoing notice of the time and place and object of said meeting, and agree to meet in said meeting at the time and place presented.

Board Members attending:

Dr. Alfred Gigstad, Nebraska City
Ms. Frances Grimes, Grand Island
Mr. Rick Kolkman, North Platte (Wednesday only)
Ms. Sheryl Lindau, Wayne
Ms. Lee-Ellen Matzke, Sidney
Mr. Jeff Renner, Bellevue (Thursday only)
Dr. Doug Christensen, Lincoln

Student Board Members participating:

Ms. Angela Hunke, Chadron State College
Mr. John Funkhouser, Peru State College

Student Board Member absent:

Ms. Deanna Badura, Wayne State College (resigned effective 10/5/98)

System Office Staff participating:

Dr. Carrol Krause, Executive Director
Dr. Donna Nelson, Associate Executive Director for Fiscal and Facilities Management (Thursday only)
Dr. Larry Schultz, Associate Executive Director for Academic Affairs & Legal Services

Others attending:

Dr. Thomas Krepel, Interim President, Chadron State College
Dr. Joyce Hardy, Interim Senior Vice President for Academic Affairs, Chadron State College
Mr. Ed Hoffman, Vice President for Administration and Finance, Chadron State College
Dr. Richard Flynn, Interim President, Peru State College
Dr. Jerome Martin, Interim Vice President for Academic Affairs, Peru State College
Dr. Susan Udey, Vice President for Administration and Finance, Peru State College
Dr. Ken Halsey, Interim President, Wayne State College
Dr. Jo Taylor, Vice President for Academic Affairs, Wayne State College
Mr. Robert McCue, Associate Vice President for Academic Affairs, Wayne State College
Mr. Andy Soll, Vice President for Administration and Finance, Wayne State College
Ms. Phyllis Conner, Vice President for Development, Executive Director of Wayne State Foundation
Ms. Connie Keck, Director of Bureau for Community and Economic Development, Wayne State College
Mr. Mark Stubbs, Director of College Relations, Wayne State College
Ms. Jena Janovy, Omaha World-Herald

WEDNESDAY, NOVEMBER 11--CALL TO ORDER

The meeting was called to order at 12:15 p.m. A roll call was taken: Christensen, Gigstad, Grimes, Kolkman, Lindau, Matzke; Funkhouser and Hunke were present. Renner was absent.

EXECUTIVE SESSION

Ms. Matzke moved and Dr. Christensen seconded a motion to go into executive session at 12:15 p.m. for the purpose of interviewing a presidential candidate for Chadron State College. Christensen, Gigstad, Grimes, Kolkman, Lindau, Matzke; Funkhouser and Hunke voted aye. Motion carried.

Ms. Matzke moved and Dr. Christensen seconded a motion to go out of executive session at 1:55 p.m. and reconvene Thursday, November 12. Christensen, Gigstad, Grimes, Kolkman, Lindau, Matzke; Funkhouser and Hunke voted aye. Motion carried.

THURSDAY, NOVEMBER 12--CALL TO ORDER

The meeting was called to order at 8:35 a.m. A roll call was taken: Christensen, Gigstad, Grimes, Lindau, Matzke, and Renner were present. Kolkman was absent.

EXECUTIVE SESSION

Dr. Christensen moved and Ms. Matzke seconded a motion to go into executive session at 8:35 a.m. for the purpose of discussing personnel and labor relations issues. Christensen, Gigstad, Grimes, Lindau, Matzke, and Renner voted aye. Motion carried.

Ms. Lindau moved and Mr. Renner seconded a motion to go out of executive session at 9:45 a.m. and reconvene in Public Session. Christensen, Gigstad, Grimes, Lindau, Matzke, and Renner voted aye. Motion carried.

PUBLIC SESSION

Dr. Gigstad, Vice-Chair, called the public session to order at 9:48 a.m.

APPROVAL OF THE AGENDA

Ms. Grimes moved and Dr. Christensen seconded a motion to approve the agenda with the addition of item 6 under the Academic Affairs Subcommittee: Development of a Presidential Search Committee for Peru State College. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Hunke and Funkhouser voted aye. Motion carried.

PUBLIC COMMENTS

None

APPROVAL OF MINUTES FROM THE SEPTEMBER 24-25, 1998 MEETING

Ms. Lindau moved and Ms. Grimes seconded a motion to approve the minutes of the September 24-25 meeting. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Hunke and Funkhouser voted aye. Motion carried.

NEW BUSINESS -- CONSENT AGENDA

Personnel Recommendations (attached to official minutes)

Grant Applications

Chadron State College--Tiyospaye Center for Indian Studies

Funding Source: FIPSE Comprehensive Program

Amount Requested: \$268,120

Funding Period: 9/1/99 - 8/30/02

Grant includes Indirect Cost Funds for the College=s use: \$4,500 for office space rental (\$1,500 per year)

Grant will fund **2.0 FTE new positions**

This grant application will provide funding to establish an American Indian Center (Tiyospaye), which will increase educational attainment of Lakota students by providing cultural and social support within the framework of an extended family.

Chadron State College--Applications of GIS and GPS to Integrated Curricula...Science...

Funding Source: D.D. Eisenhower Professional Development Program

Amount Requested: \$52,339.88

Funding Period: 2/99 -6/00

Grant will require **State Matching Funds**: \$6,751.91 for summer school salary for teachers

Grant will require **In-Kind Funds**: \$838.40 for telephone, copies and mailings

There are restrictions imposed by regulation on claiming indirect costs

This grant application will provide funding for summer institute for 70 pre-service and in-service educators. Emphasis on integration of science and social studies and technology with state standards in education.

Chadron State College--Student-College-Community Partnership of Service Program

Funding Source: Nebraska Consortium for Service Learning in Higher Education

Amount Requested: \$13,328

Funding Period: 11/98 - 9/99

Grant includes **Indirect Cost Funds** for the College=s use; there are restrictions imposed by regulation on claiming indirect costs.

Grant will require **State Matching Funds**: \$1,331 for salaries; \$1,320 for consortium representative; \$1,000 for leadership conference; and \$800 for travel.

Grant will fund **0.5 FTE new positions**

This grant application will provide funding for the development of a service-learning program on campus; provide funding for service-learning component of student leadership conference; and provide funding for student subgrants.

Wayne State College--Nebraska Writing Project-Rural Institutes

Funding Source: CCPE-Eisenhower Professional Development Program

Amount Requested: \$40,212

Funding Period: 2/1/99-9/30/01

Grant will require **State Matching Funds**: \$15,842 over two years for telephones, travel, copying, promotion and for summer session appointments for faculty conducting institutes.

Grant will require **In-Kind Funds**: professional staff time in administering and directing the project. Some of this

support will come from staff at UNL

Grant will fund 0.10 FTE new positions

This grant application will provide funding for a two-year period to continue a Northeast Nebraska extension for the Nebraska Writing Project through Wayne State College, centered in summer institutes held each of the two years. In addition, the project will continue through year-long writing support groups for teachers.

Grant Awards

Peru State College--Statewide Coordination and Improvement of Nebraska's Vocational Teacher Education Programs

Funding Source: Perkins Act 1990 (Federal)

Amount Requested: \$3,600

Amount Awarded: \$3,600

Funding Period: 7/1/98-6/30/99

This grant award will provide funding for improvement of vocational education teacher education programs.

Wayne State College--Statewide Coordination and Improvement of Nebraska Teacher Education Programs

Funding Source: Carl D. Perkins Vocational and Applied Technology Education Act of 1990

Amount Requested: \$11,700

Amount Awarded: \$11,700

Funding Period: 7/1/98 -6/30/99

Grant will fund 0.25 FTE new positions

This grant award will providing funding for continued improvement in vocational teacher education. Funding will provide for a graduate assistant, professional development activities and consultant services.

Contracts

Peru State College

Location on Campus: Campus

Contracted Work: One-time mowing for Oak Bowl, AD Majors, Practice Field/Backstop Bank

Contract Amount: \$600 + \$300 (not to exceed \$900)

Fund Source: Cash Funds

Contractor: Phil's Lawn Service of Peru, NE

Location on Campus: Heating Plant Building

Contracted Work: Physical Plant foundation stabilization

Contract Amount: \$7,500

Fund Source: LB 309 Funds--80% and Cash Funds--20%

Contractor: Geotechnical Services, Inc of Omaha, NE

Location on Campus: Heating Plant

Contracted Work: Physical Plant foundation concrete repair

Contract Amount: \$8,333

Fund Source: LB 309 Funds--80% and Cash Funds--20%

Contractor: General Excavating of Lincoln, NE

Wayne State College

Location on Campus: Connell Hall

Contracted Work: Energy Management System Components

Contract Amount: \$49,251

Fund Source: State Building Fund (General Fund)

Contractor: Johnson Controls Inc of Sioux Falls, SD

Location on Campus: Studio Arts Building

Contracted Work: provide and install 15 HP Air Compressor with Dryer

Contract Amount: \$3,818

Fund Source: Cash Funds

Contractor: Johnson Controls Inc of Sioux Falls, SD

Change Orders

Wayne State College

Location on Campus: ADA Improvements--Various buildings

No. & Description: #1--reroute electrical conduit; field finish doors in lieu of factory finish

Change Order Amount: \$867

Fund Source: LB 309 Funds, LB 1108 Funds

Contractor: Otte Construction Company of Wayne, NE

Location on Campus: Rice Auditorium Parking Lot

No. & Description: #1--adjust contract for actual quantities and for testing allowance

Change Order Amount: deduct \$21.88
Fund Source: Contingency Maintenance Funds
Contractor: Steve Harris Construction Inc of Homer, NE

Location on Campus: Parking Lot 10
No. & Description: #1--adjust contract for actual quantities and for testing allowance
Change Order Amount: \$273.34
Fund Source: Contingency Maintenance Funds
Contractor: Steve Harris Construction Inc of Homer, NE

LB309 Allocations

Chadron State College

Acceptance of additional \$490,120 for Phase II-Renovation of Burkhiser Technology Complex

Allocation Date: 11/25/97

Allocation Amount: \$490,120

College Contribution: \$225,511

Allocation Date: 10/2/98

Allocation Amount: \$490,120

College Contribution: \$225,511

Total Project Cost: \$1,431,262

Acceptance of \$12,750 for Library cooling tower replacement

Allocation Date 10/1/98

Allocation Amount: \$12,750

College Contribution: \$2,250

Total Project Cost: \$15,000

Acceptance of \$18,700 for Math/Science building cooling tower replacement

Allocation Date: 10/1/98

Allocation Amount: \$18,700

College Contribution: \$3,300

Total Project Cost: \$22,000

Peru State College

Acceptance of additional \$4,000 for stabilization of the Physical Plant South Wall

Allocation Date: 7/6/98

Allocation Amount: \$9,600

College Contribution: \$2,400

Allocation Date: 9/14/98

Allocation Amount: \$4,000

Total Project Cost: \$16,000

Retrieval of \$6,216.20 for replacement of two circulating pumps at the Administration Building. Pumps were installed by Peru State College. Project complete.

Allocation Date: 8/1/94

Allocation Amount: \$8,100.00

Project Cost: \$1,883.80

Total Amount Retrieved: \$6,216.20

Acceptance of additional \$6,400 for Fine Arts Building roof repair. Peru State College is providing 20% of the funding.

Allocation Date: 5/4/98

Allocation Amount: \$ 5,600

Allocation Date: 9/29/98

Allocation Amount: \$6,400

Total Project Cost: \$12,000

Acceptance of additional \$150 for Theater/Auditorium roof repair. Peru State College is providing 20% of the funding.

Allocation Date: 5/4/98

Allocation Amount: \$800

Allocation Date: 9/29/98

Allocation Amount: \$150

Total Project Cost: \$950

Acceptance of \$2,800 for Heating Plant installation of new check valves. Peru State College is providing 20% of the funding.

Allocation Date: 9/10/98

Allocation Amount: \$2,800
College Contribution: \$700
Total Project Cost: \$3,500

Acceptance of \$18,000 for replacement of campus existing exit/emergency lights
Allocation Date: 10/1/98
Allocation Amount: \$18,000
College Contribution: \$18,000
Total Project Cost: \$36,000

Capital Constructions Reports (attached to official minutes)
Campus Physical Plant Reports (attached to official minutes)
Reallocation of Contingency Maintenance Funds

Chadron State College to reallocate \$12,097.07 in unspent funds remaining from Item #1, Kent Hall bathroom renovations in Contingency Maintenance resolution dated April 4, 1997 to initiating planning for improvements to the southeast parking lot.

Ms. Matzke moved and Dr. Christensen seconded a motion to approve the Consent Agenda. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

SUBCOMMITTEE AGENDA

Academic Affairs, Student Life & Personnel Subcommittee
Lee-Ellen Matzke, Chair

1997-98 Quantitative Academic Reports

A summary report listing the number of graduates on average for the past five years by department and major and the average number of student credit hours produced by full-time equivalent faculty assigned by department at each campus was shared with Board members.

Policy Manual Revision, Policy 3400: Tuition Remission

Ms. Matzke moved and Ms. Lindau seconded a motion to give second-round approval of Policy 3400: Tuition Remission to add the Phi Theta Kappa Community College Transfer Scholarship. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

By-Laws Revision

Ms. Matzke moved and Ms. Lindau seconded a motion to give first-round approval of Article III--Membership to clarify that should a student trustee no longer be enrolled as a student at their College, the Governor may be asked to appoint a replacement representative. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

Board of Trustees= 1998 Scholarship Report

A summary report was shared with Board members regarding the number of 1998 Board of Trustee Scholarships offered to entering freshmen and the actual number in effect for each academic class.

Chadron State College, Presidential Vacancy

Ms. Matzke moved and Dr. Christensen seconded a motion to approve the appointment of Dr. Thomas Krepel as the President of Chadron State College and as a Professor of Education effective November 12, 1998 with the 1998-99 annual salary rate of \$115,000 plus a housing allowance of \$14,000. This appointment includes a contract extended until June 30, 2000. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

Peru State College, Presidential Search Committee

Dr. Christensen moved and Ms. Matzke seconded a motion to direct the Executive Director to constitute a search committee and outline a search process and timetable for the Presidency of Peru State College and present those recommendations at the December Board meeting. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

Business Affairs Subcommittee--Budget
Jeff Renner, Chair

1997-98 Operating Budget Audit Reports

Mr. Renner moved and Ms. Matzke seconded a motion to receive the Operations Audit Reports for the three State Colleges for the year ended June 30, 1998 and approve the responses to the Auditor's Comments and Recommendations. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye.

Motion carried.

Wayne State College, Administrative Computer Replacement

Mr. Renner moved and Ms. Grimes seconded a motion to authorize Wayne State College to proceed with a financing arrangement through the Master Lease Program for replacement of administrative computer equipment, and approve the purchase of the proposed administrative computing system at a cost not to exceed \$95,000, subject to receipt of sealed bids and approval of financing. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

Business Affairs Subcommittee--Physical Plant

Fran Grimes, Chair

Policy Manual Revisions

Ms. Grimes moved and Mr. Renner seconded a motion to give first-round approval of the following:

Policy 8020: Naming of Facilities to insert procedures for naming sections of a facility, such as a room or open area within a building;

Policy 8061: Capital Construction; NEEDS Statements to increase the cost of construction projects for which Program Statements are to be prepared;

Policy 8062: Capital Construction; Program Statements to increase the cost of construction projects for which Program Statements are to be prepared.

Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

Year 2000 Technology Plans

In response to a request made by the Board in September, each of the Colleges developed reports on their plans to address the year 2000 computer issues. The areas addressed include information systems (software and hardware), physical plant/building controls and state agencies and vendors. These reports were shared with the Board.

Contracts

Ms. Grimes moved and Mr. Renner seconded a motion to defer action on the Wayne State College Rice Auditorium roof replacement contract. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

Wayne State College, Student Center Room Naming

Ms. Grimes moved and Ms. Lindau seconded a motion to approve the request by Wayne State College to designate the Student Center area currently called the Nebraska Room as the AHarold and Mae Frey Conference Center. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

Business Affairs Subcommittee--Revenue Bond

Jeff Renner, Committee Member

1997-98 Revenue Bond Audit Reports

Mr. Renner moved and Ms. Grimes seconded a motion to accept the 1997-98 Revenue Bond Operating Budget Audit Reports, prepared by KPMG Peat Marwick, and approve the responses to the Auditors Comments and Recommendations as submitted by Chadron State College and Wayne State College. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

Policy Manual Revision

Mr. Renner moved and Ms. Grimes seconded a motion to give first-round approval of Policy 9006: Revenue Bonds; Use of Surplus Funds to provide a time line for completion of Contingency Maintenance projects using Surplus Funds. Christensen, Gigstad, Grimes, Lindau, Matzke and Renner; Funkhouser and Hunke voted aye. Motion carried.

Coordinating Commission Draft Report on Peru State College Study

Dr. Krause explained that three options have been discussed by the Coordinating Commission as a result of the consultant's study of Peru State College. These include: to continue operating Peru State College in its present location with the possible strengthening of higher education learning centers at up to three locations in southeast Nebraska (possibly Nebraska City, Beatrice and Falls City); to replace the campus at a different location; and to creation of a number of higher education learning centers throughout southeast Nebraska to be serviced by a multiple of institutions, including Community Colleges, private institutions, the University and Wayne and Chadron State Colleges, effectively closing Peru State College.

A video-conference hearing is scheduled for November 13, at which time Dr. Krause plans to address the difference in estimated costs of a replacement campus provided by the CCPE's consultant versus the estimated costs provided by the Board of Trustees by Schemmer and Associates earlier this year.

Given the current political and economic climates, Dr. Krause indicated that it was probably in the best interest of the Board and Peru State College to support the first option proposed by the Coordinating Commission, with two caveats:

the State must make a strong investment in enhancing the facilities that are currently on the Peru State College campus making that campus up-to-date and viable especially in the science area, safety of the dormitories, and attractiveness of the campus; and the Coordinating Commission must look at expanding the opportunities that Peru State College has to offer by reinstating associate degree programs (i.e., computer information systems, criminal justice, early childhood education, and small business management).

Dr. Christensen expressed concern about a four-year institution offering associate degree programs that are already offered at the Community Colleges.

Dr. Gigstad stated that the Peru State College study has been timely, not only for the future of the college, but for the future of southeast Nebraska given the building of the new beltway from Lincoln to Interstate 29, and the addition of the new prison and poultry plant in the area. The trend of decreasing population in the area should begin to reverse itself and Peru State College needs to be prepared to meet the educational demands.

Dr. Christensen asked what the State Colleges are gaining and losing by trying to become far more multi-purpose than is possibly necessary. He expressed concern about creating a competitive environment that will not serve higher education well.

Dr. Christensen moved and Mr. Renner seconded a motion stating the position of the Board of Trustees regarding the future of Peru State College as follows:

The Board:

- reaffirms our clear position on the need for a four-year, degree-granting institution of higher education in Southeast Nebraska;
- reaffirms the value we place on the importance of the local community and its support and provision of services essential to a quality environment for our State Colleges; and
- affirms that we recognize the political and financial issues inherent in locating a college campus to a new site.

Therefore, we the Board support proposals that:

(1) provide sustainable resources for a well-maintained core campus at the present site;

(2) provide resources to initiate and sustain multiple learning centers throughout the service region; and

(3) provide resources sufficient to support and sustain quality degree programs and associate level programs appropriate to the mission of the College.

INFORMATION ITEMS

Student Trustee Reports

Ms. Hunke, student trustee from Chadron, reported that the recent Student Senate election results were questioned. Reported violations were reviewed, with five of the six violations occurring after the election so the results were not affected. Student Senate is also looking into organizing some leadership conferences. She also acknowledged a lack of communication between on- and off-campus students that the Student Senate will be addressing.

Mr. Funkhouser, student trustee from Peru, reported that computer access to dorm rooms is being upgraded. He is still waiting on a clarification of what the publication fees can be used for. He also expressed concern that the Dean of Student Affairs is not in attendance at the Board meetings, and why the title has been downgraded from a Vice President. Dr. Flynn responded that on the Peru State College campus there is currently an Interim Dean of Student Affairs, who answers directly to the President. Dr. Krause pointed out that whether the position title is that of Dean or Vice President, what is important is that the position reports directly to the President. Addressing the question of use of the publication fee, Dr. Krause will work with Mr. Funkhouser to determine what the exact issue is regarding use of the fees.

Executive Director=s Report

Dr. Krause reported that the December 11 video-conference meeting is being moved to December 3 in Lincoln for a couple of reasons. The Midwest Higher Education Compact will be meeting in Lincoln on December 4 and 5. In addition, the Presidents and Board members of higher education institutions will be receiving an invitation to a joint meeting of the Appropriations and Education Committees of the Legislature on December 3 to discuss higher education issues prior to the next Legislative Session.

Presidents= Reports

Dr. Halsey reported that Wayne State College has submitted a recommendation to the Governor to appoint a new

student trustee to replace Deanna Badura, who is in France teaching English to 7-12 grade students. Faculty Senate is reviewing part-time faculty pay; over 420 students have visited the campus on three Apreview days;@ and the diversity plan is progressing and task force meetings are being held. Several Wayne State staff members attended Dr. Don Mash=s inauguration in Wisconsin recently. Dr. Halsey also mentioned several meetings he has attended and which have been held on the Wayne State College campus during the past month.

Dr. Flynn reported that a joint program between Peru State College, the Nebraska Department of Corrections and the US Department of Education has received an Award of Excellence by the American Correctional Association for the Nebraska Life-Skills Program, a program to reduce the propensity to relapse into a previous condition or mode of behavior. Over 650 Nebraska inmates and 120 Peru State College students have been involved in this program since its inception in 1993. The Outreach Committee have continued to visit area Chambers of Commerce in the area. There is a feeling of relief that Senators Wehrbein and Vrtiska have issued a joint statement regarding the need for a four-year residential institution in southeast Nebraska. The Peru State Foundation has voted to begin the process to hire an Executive Director and to fund some second year scholarships. Dr. Flynn has met with Dr. Jack Huck of Southeast Community College, and Dr. Martin has visited the Beatrice campus, in an effort to discuss ideas about further collaboration and articulation between Peru State College and Southeast Community College.

Dr. Krepel reported that Chadron State College is preparing an enrollment management plan and continues to work on the diversity plan. The Miller Hall project is progressing, as well as the Burkhiser project planning. The Alumni Association and Foundation Board are both using the institution=s five-year plan to align their activities with the goals and plans of the college.

Dr. Gigstad announced that Rick Kolkman would plan to attend the Chadron commencement and Sheryl Lindau will attend the Wayne commencement. He also thanked Wayne State College for their hospitality in hosting the Board meeting, as well as Ms. Lindau=s hospitality.

ADJOURNMENT -- The meeting was adjourned at 11:30 a.m.