

MINUTES OF SEPTEMBER 21-22, 2000 MEETING

THURSDAY, SEPTEMBER 21, 2000

Regular meetings of the Academic and Personnel, and Fiscal and Facilities Committees of the NSC Board of Trustees were held at Chadron State College on Thursday, September 21, 2000.

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 presidents of the state colleges, Associated Press, and selected Nebraska newspapers. 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:

Alfred Gigstad, Nebraska City
Willa Kosman, Scottsbluff
Steve Lewis, Lexington
Sheryl Lindau, Wayne
Jeff Renner, Bellevue

Student Board Members present:

Tom Ward, Chadron State College
Sheryl Ehmke, Peru State College
Jennifer Chleboun, Wayne State College

NSC Office Staff participating:

Stan Carpenter, Executive Director
Larry Schultz, Associate Executive Director for Academic Affairs & Legal Services
Jean Dale, Associate Executive Director for Administration & Finance
Bruce Donelson, Facilities Management and Planning Director
Sheri Irwin, Public Relations Director
Kim Rauscher, Administrative Assistant to the Executive Director

Others attending:

Thomas Krepel, President, Chadron State College
Ben Johnson, President, Peru State College
Sheila Stearns, President, Wayne State College
Joyce Hardy, Senior Vice President for Academic Affairs, Chadron State College
Ed Hoffman, Vice President for Administration, Chadron State College
Dale Grant, Comptroller, Chadron State College
Francis Moul, Vice President of Institutional Relations & Exec. Director of Chadron State Foundation
Jerome Martin, Vice President for Academic Affairs, Peru State College
Linda Jacobsen, Vice President for Administration and Finance, Peru State College
David Fuller, Vice President for Academic Affairs, Wayne State College
Carolyn Murphy, Vice President for Administration & Finance, Wayne State College
Curt Frye, Vice President and Dean of Students, Wayne State College
Bruce Cutshall, NSC Lobbyist

CALL TO ORDER

Board Chair Renner called the Committee meetings to order at 2:00 p.m. following a briefing on Student Financial Aid Issues and a tour of the Administration Building.

ACADEMIC AND PERSONNEL COMMITTEE

Personnel Recommendations

Board members reviewed the personnel recommendations submitted by the colleges. The Academic and Personnel Committee unanimously recommended approval of the personnel recommendations to the full Board.

Chadron State College, Distinguished Service Award and Honorary Doctorates

Recommendations for the Distinguished Service Award and Honorary Doctorate Degrees were discussed during Executive Session.

Wayne State College, Academic Quality Improvement Project (AQIP) Application

President Stearns gave a summary of the Academic Quality Improvement Project (AQIP), an alternative route to accreditation, involving approximately 100 pilot schools. Wayne State wants to apply to the North Central Association of Schools and Colleges to participate in this project. The Academic and Personnel Committee unanimously recommended authorization of the Wayne State College application to participate in the AQIP and pursue this alternative route of accreditation to the full Board.

Lease Agreement Between Peru State College and Brook Valley IV Joint Venture

President Johnson presented information on a proposed lease agreement between Peru State College and Brook Valley IV Joint Venture that would result in 5,000 square feet of extended learning space in LaVista, Nebraska. The property is adjacent to the current location at Educational Service Unit #3. By leasing this new space, Peru State College will realize a significant reduction in its costs and provide the program with needed space for expansion. The Academic and Personnel Committee unanimously recommended approval of the lease agreement to the full Board.

Collective Bargaining Update

Associate Executive Director Schultz reported that negotiations with the SCEA, NSCPA and NAPE have commenced. Proposals for changes in the existing contracts are expected in the next few weeks.

Personnel Actions for Information

Personnel actions not requiring Board approval were reported by the colleges.

Summer 2000 Enrollment Reports

The colleges submitted Summer 2000 enrollment reports.

Summer 2000 Instructional Load Reports

Summer 2000 instructional load reports were submitted by the colleges.

FISCAL AND FACILITIES COMMITTEE

Capital Construction Board Initiatives

Associate Executive Director Dale explained the need for the Board to adopt formal initiatives for capital construction projects based on the budget request priorities. Following are the proposed initiative statements:

The Board of Trustees of the Nebraska State Colleges is committed to:

- I. Upgrading classroom and library facilities to meet accreditation standards and Legislative and Coordinating Commission directives, along with enhancing program quality and access. (This would fit the Old Gym/Library, the Chadron Administration, and the Intramural Athletic Field projects.)
- II. Protecting the investment in facilities and grounds at the State Colleges through careful upkeep and responsible, orderly planning. (This would fit the Power Plant, Paving, Planning, Asbestos Inventory, and Digital Control projects.)

The Fiscal and Facilities Committee unanimously recommended adoption of the Board of Trustees initiatives for capital construction projects to the full Board.

Grant Applications

Grant applications submitted by the colleges were reviewed. The Fiscal and Facilities Committee unanimously recommended approval to the full Board.

Write-Off of Uncollectible Accounts

Requests to write-off specific uncollectible student accounts at each of the colleges were reviewed. The Fiscal and Facilities Committee unanimously recommended approval to the full Board.

Contracts

Physical plant contracts submitted by Chadron and Wayne were reviewed. The Fiscal and Facilities Committee unanimously recommended approval to the full Board.

Change Orders

Physical plant change orders submitted by Peru and Wayne were reviewed. The Fiscal and Facilities Committee unanimously recommended approval to the full Board.

LB 309 Funding

Acceptance of additional LB309 funding for the Chadron steam condensate line repair was reviewed. The Fiscal and Facilities Committee unanimously recommended approval to the full Board.

Asbestos Inventory Needs Statement

One of the capital construction requests previously approved by the Board was a system-wide asbestos inventory/survey. A proposed needs statement for the project was discussed. The Fiscal and Facilities Committee unanimously recommended approval to the full Board.

Mari Sandoz High Plains Heritage Center Covenant

A proposed covenant between Chadron State College and the State Historical Preservation Office regarding the Mari Sandoz high Plains Heritage Center was discussed. The Fiscal and Facilities Committee unanimously recommended approval to the full Board.

Peru State College, Water Project Substantial Completion

A substantial completion designation for the Peru State College water project was discussed. The Fiscal and Facilities Committee unanimously recommended ratification of the designation to the full Board.

Mari Sandoz Design Development Documents

Presentation of the Mari Sandoz design development documents was scheduled to take place during the Board meeting on September 22.

New Building Openings Budget Requests

The Board was informed that the following new building openings requests have been provided to the Coordinating Commission per their request:

STATE COLLEGE SYSTEM
New Building Openings Request

	FY02	FY03
Chadron		
Sandoz		10,868
Memorial Hall		40,000
Maintenance Bldg.		7,000
Peru		
Hoyt Science	64,700	64,700
Campus Srvcs.	13,300	13,300
Wayne		
Studio Arts	47,500	47,500
Memorial Stadium	16,251	19,500
Ramsey Renov.	13,250	26,500
Connell Hall	39,500	39,500
System wide Total	194,501	268,868

These items were included in the September 15 submission to the Governor and the Legislature. They constitute an addition to the budget request amount approved by the Board at the June 29-30, 2000 meeting.

Modification Budgets

The Board was informed that a requirement of the September 15 budget submittal is a submission called the "Modification Budget." The rationale is to assume that we would only receive 95% of our existing budget. Working with the Presidents and Vice Presidents for Administration and Finance, a system wide priorities list was developed to indicate what the NSC felt was most important to be funded.

Priority 1 Health insurance request

Priority 2 Reductions made from existing base to get from 100% to 95% of General Fund

Priority 3 Continuation requests items (5% operations increase, instructional technology renewal, tuition remissions)

Priority 4 New Building Opening requests

Priority 5 LB1100 depreciation costs

Priority 6 Budget Adjustment requests (Areas of Emphasis)

Grant Applications not requiring Board action

The following grant applications were reported to the Board.

Peru State College:

Nebraska PT3 Catalyst Grant (\$16,390—US Department of Education)

This grant would require in-kind funds of \$10,273.

Wayne State College:

Nebraska PT3 Catalyst Project (\$11,190—US Department of Education)

This grant would require state matching funds and in-kind funds.

Peru State College Centennial Complex Substantial Completion Update

The Board was informed that the Peru's Centennial Complex project was given a conditional substantial completion designation on August 16 for the purpose of occupancy. The contractor estimates that the remaining work will be complete by September 22, 2000.

Wayne State College Power Plant Update

The Board was informed that Wayne State is moving forward with plans for a deficit request to construct a new energy plant to provide steam and chilled water to the college. The College and Executive Director's staffs continue to review the recently completed Alvine study and funding options, including a partnership with the local hospital, which is also served by the existing plant.

Wayne State College Terrace Hall Follow-up

Board members were informed that the fire detection system has been re-wired in Terrace Hall at Wayne State and the Fire Marshall has approved temporary occupancy. Only a few minor items remain to be completed before a certificate of occupancy is granted. Students were displaced for approximately one week, and the contractor has been notified of the college's intent to invoke the penalty clause of the contract.

Physical Plant Status Reports

The colleges provided physical plant status reports to the Board for information.

Contracts not requiring Board action

The following physical plant contracts were reported to the Board for information.

Chadron State College:

Math and Science Building fire alarm system (\$60,000—LB309 and cash funds—Protex Central, Inc.)

Reta King Library fire alarm system (\$45,000—LB 309 and cash funds—Protex Central, Inc.)

Campus central reporting station/fire alarm system (\$29,500—LB309 and cash funds—Protex Central, Inc.)

Armstrong Gymnasium fire alarm system (\$30,000—LB309 and cash funds—Protex Central, Inc.)

West Court #21 and #22 remodel (\$9,565—cash funds—Jimerson Construction)

Peru State College:

T.J Majors third floor wall repairs and painting (\$6,645—cash funds—Coplen Construction)

Centennial Complex asbestos tile removal (\$1,350—revenue bond funds—McGill Associates)

Wayne State College:

Fine Arts, Education, Library, Carhart, and Humanities buildings elevator modifications (\$27,525—LB309 and cash funds—Millar Elevator)

Change Orders not requiring Board action

The following change orders were reported to the Board.

Chadron State College:

Heating Plant steam line replacement (\$4,756—cash funds—Wyo-Dak Plumbing and Heating, Inc.)

Peru State College:

Campus Services Building (\$3,300—LB1100 funds—McGill Associates)

Campus Services Building (\$15,545—LB1100 funds—Rogge-Davis)

Hoyt Science Building (\$3,040—LB878 funds—Triple S Construction)

AD Majors Building (\$1,420—LB878 funds—Triple S Construction)

Auditorium Building (\$1,000—LB878 funds—Triple S Construction)

Campus (\$2,700—LB878 funds—Triple S Construction)

Campus (\$1,250—LB878 funds—Triple S Construction)

Campus (\$4,772—LB878 funds—Triple S Construction)

Lobbyist Contract

Executive Director Carpenter asked the Board to consider re-appointing Bruce Cutshall to serve as NSC Lobbyist during 2001 for a fee of \$23,000. This appointment would continue Mr. Cutshall's service for the NSC that began in 1991. The Academic and Personnel Committee unanimously recommended approval of the appointment to the full

Board.

ADJOURNMENT

The Committee meetings were adjourned at 3:20 p.m. so that Board members could meet with representatives of the Faculty Senate, Professional Staff Senate and Student Senate.

FRIDAY, SEPTEMBER 22, 2000

A regular meeting of the NSC Board of Trustees was held at Chadron State College on Friday, September 22, 2000.

Board Members attending:

Alfred Gigstad, Nebraska City
Willa Kosman, Scottsbluff
Steve Lewis, Lexington
Sheryl Lindau, Wayne
Jeff Renner, Bellevue

Student Board Members present:

Tom Ward, Chadron State College
Sheryl Ehmke, Peru State College (via telephone)
Jennifer Chleboun, Wayne State College

NSC Office Staff participating:

Stan Carpenter, Executive Director
Larry Schultz, Associate Executive Director for Academic Affairs & Legal Services
Jean Dale, Associate Executive Director for Administration & Finance
Bruce Donelson, Facilities Management and Planning Director
Sheri Irwin, Public Relations Director
Kim Rauscher, Administrative Assistant to the Executive Director

Others attending:

Thomas Krepel, President, Chadron State College
Ben Johnson, President, Peru State College
Sheila Stearns, President, Wayne State College
Joyce Hardy, Senior Vice President for Academic Affairs, Chadron State College
Ed Hoffman, Vice President for Administration, Chadron State College
Francis Moul, Vice President of Institutional Relations & Exec. Director of the Chadron State Foundation
Dale Grant, Comptroller, Chadron State College
Jolene Hersch, Director of Human Resources, Chadron State College
Cari Absalon, Human Resources, Chadron State College
Kristal Kuhnle, Human Resources, Chadron State College
Con Marshall, Director of Information Services, Chadron State College
Don Green, Dean, Liberal Arts, Chadron State College
Jerome Martin, Vice President for Academic Affairs, Peru State College
Linda Jacobsen, Vice President for Administration and Finance, Peru State College
Eulanda Cade, Director of Personnel, Peru State College
David Fuller, Vice President for Academic Affairs, Wayne State College
Carolyn Murphy, Vice President for Administration & Finance, Wayne State College
Curt Frye, Vice President and Dean of Students, Wayne State College
Dwayne (Derby) Johnson, Director of Administrative Services, Wayne State College
Steve Weber, Bahr Vermeer & Haecker Architects
Dennis Coudriet, Bahr Vermeer & Haecker Architects
Farrah Eleson, Chadron Eagle Newspaper
John Axtell, KQSK Radio

CALL TO ORDER

Chair Renner called the meeting to order at 9:25 a.m.

EXECUTIVE SESSION

The Board voted unanimously to go into Executive Session for the purpose of discussing Chadron's requests of Honorary Degrees and Distinguished Service Award. No action was taken.

PUBLIC SESSION

The Public Session convened at 9:50 a.m.

APPROVAL OF THE AGENDA

The meeting agenda was unanimously approved.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING

The minutes of the August 11 meeting were unanimously approved.

ITEMS FOR DISCUSSION AND ACTION

Academic and Personnel Committee

Personnel Recommendations

A motion to approve the personnel recommendations submitted by the State Colleges was unanimously approved.

Distinguished Service Award and Honorary Doctorate Degrees

A motion to approve Distinguished Service Award and Honorary Doctorate Degrees submitted by Chadron State College was unanimously approved.

Academic Quality Improvement Project

A motion to authorize Wayne State College to submit an application to participate in the Academic Quality Improvement Project (AQIP) and, if approved by the North Central Association of Schools and Colleges, pursue this alternative route of accreditation was unanimously approved.

Lease Agreement with Brook Valley IV Joint Venture

A motion to approve the Lease Agreement between Peru State College and Brook Valley IV Joint Venture was unanimously approved. This contract is for the lease of 5,000 square feet of rental space located at 7011 South 109th Street in LaVista, Nebraska.

Fiscal and Facilities Committee

Capital Construction Board Initiatives

A motion to adopt the following Board of Trustees Initiatives for Capital Construction Projects was unanimously approved:

The Board of Trustees of the Nebraska State Colleges is committed to:

- I. Upgrading classroom and library facilities to meet accreditation standards and Legislative and Coordinating Commission directives, along with enhancing program quality and access.
- II. Protecting the investment in facilities and grounds at the State Colleges through careful upkeep and responsible, orderly planning.

Grant Applications

A motion to approve the following grant applications as submitted by the State Colleges was unanimously approved.

Chadron State College

The Mari Sandoz High Plains heritage Center Project (\$336,000—Nebr. Environmental Trust Fund)

Peru State College

Student Support Services (\$293,571—Department of Education, Title IV)

Wayne State College

Rural Nebraska Biotechnology Education (\$26,022—National Science Foundation)

Write-Off of Uncollectible Accounts

A motion to approve the following requests to write-off specific uncollectible student accounts as submitted by the State Colleges was unanimously approved:

Chadron State College

Cash Fund Accounts \$ 6,691.74

Revenue Bond Accounts 9,928.12

TOTAL \$16,619.86

Peru State College

Cash Fund Accounts \$16,727.72

Other Fund Accounts 370.78

Revenue Bond Accounts 4,653.87

TOTAL \$21,752.37

Wayne State College

Cash Fund Accounts \$13,834.14

Revenue Bond Accounts 4,035.87

TOTAL \$17,870.01

Contracts

A motion to approve the following contracts submitted by the State Colleges was unanimously approved:

Chadron State College

Reta King Library carpet removal and replacement (\$101,575—cash funds—Morford's Decorating)
Math and Science Building chiller replacement (\$105,994—LB309 and cash funds—Snell Services)

Wayne State College

Sewage ejector replacement near Rice Auditorium (\$54,326—LB309 and cash funds—Midlands Mechanical, Inc.)

Change Orders

A motion to approve the following change orders submitted by the State Colleges was unanimously approved:

Peru State College

Hoyt Science Building (\$27,392 to underpin the foundation—LB 1138 funds—Rogge Davis Construction)

Wayne State College

Terrace Hall (\$31,000 to upgrade fire alarm—revenue bond surplus funds—Sioux Contractors, Inc.)

LB 309 Allocations

A motion to approve the following acceptance of LB 309 allocations was unanimously approved:

Chadron State College:

Acceptance of an additional \$11,000 for campus steam condensate line repair

Asbestos Inventory Needs Statement

A motion to approve the following asbestos inventory needs statement was unanimously approved.

Project Description

The Nebraska State Colleges (NSC), including Chadron State College, Peru State College, and Wayne State College, recognize the need to identify and complete a comprehensive inventory of existing asbestos containing materials (ACM) within state-owned buildings and supporting utility infrastructure under the oversight of the Nebraska State College Board of Trustees.

This project will provide for the following activity:

1. Review existing materials in buildings constructed prior to 1970.
2. Sample suspect materials in accordance with the Nebraska Department of Health and Human Services requirements.
3. Develop an asbestos management plan based on each building inventory finding. Management of ACM may include, but is not limited to, abatement, encapsulation, and "in-place" management.

Project Justification

Supporting Data

1. The intent of this proposal is to identify ACM for the purpose of abatement, encapsulation, or in-place management. ACM that is left unidentified and disturbed could result in adverse or inappropriate respiratory health risks for NSC personnel and/or students.
2. Existing deficiencies in ACM management are apparent system-wide. This is evident by incomplete program documents that do not adequately anticipate ACM management costs at the onset of project planning. The Colleges have been asked by the Board of Trustees to incorporate ACM management dollars into future projects. The Colleges will have difficulty anticipating realistic ACM management costs without conducting a properly administered inventory and testing of suspect material. This project will identify ACM and develop recommendations for future maintenance and renovation projects.
3. This project is consistent with identified master plan intent of each College relative to provision of a safe educational and work experience.

Project Budget and Proposed Funding Source

1. Cost estimates

- a) Cost per square foot per building – \$ 0.058 for 863,446 square feet (242,144 at Chadron, 192,070 at Peru, and 429,232 at Wayne)
- b) Total cost of \$50,000
- c) Funding Source - State General Fund

Future Funding Requirements

1. Operational budgets may be impacted if the asbestos inventory identifies materials with immediate remediation needs.
2. Other costs may be associated if future remediation is determined to be appropriate.

Time Line for Project

1. Funding is requested for the 2001-03 biennial budget.
2. Project to commence after appropriation is awarded

Mari Sandoz High Plains Heritage Center Covenant

A motion to approve the Mari Sandoz High Plains Heritage Center Covenant as prepared by Russell Harford, Attorney-at-Law was unanimously approved. As a requirement of receiving the \$450,000 grant from the National Park Service for the Sandoz project, Chadron is required to submit a Preservation Easement approved by the Board. In essence, it simply says that public accessibility to the facility will be guaranteed and the building will be maintained in such a way as to preserve those elements that made it eligible for being listed in the National Register of Historical Places.

Peru State College Water Project Substantial Completion

A motion to ratify the recommendation to accept the Peru State College water project as substantially complete was unanimously approved.

Lobbyist Contract

A motion to approve the appointment of Bruce Cutshall to serve as Lobbyist during 2001 for the Nebraska State College System at a fee of \$23,000 was unanimously approved. Board members asked that the College Foundations support this decision.

ITEMS FOR INFORMATION AND DISCUSSION

Mari Sandoz High Plains Heritage Center Design/Development Documents

Representatives from Bahr Vermeer and Haecker Architects gave a short presentation on the design development for the Sandoz project.

MISCELLANEOUS ITEMS

Executive Director's Report

Executive Director Carpenter stated that comments are encouraged from Board members regarding the Coordinating Commission proposed revisions to the Comprehensive Plan for Postsecondary Education. Further discussion of the proposed changes will take place at the November Board meeting. He also reported that NSC office staff are reviewing the current Policy and Procedural Manual with the intent of separating policies from procedures.

Presidents' Reports

Wayne President Stearns highlighted two items from her written report. The Northeast Nebraska Teacher Academy, a cooperative effort between Wayne State College, 13 area school districts, and Educational Service Unit #1, is helping to alleviate the substitute teacher shortage in northeast Nebraska. The Academy will provide training for WSC education majors to serve as substitute teachers in participating schools. Second, Wayne State celebrated its ninetieth birthday on September 19 with an open house and reception in the student center atrium. Special guests were Dr. and Mrs. Lyle Seymour and Mrs. Minnie Rice. Dr. Seymour was president of Wayne State College from 1973 to 1982. Mrs. Rice, 98, is the widow of the late Dr. John D. Rice, Wayne State College president from 1951 to 1956. President Stearns concluded by reading some remarks by Paul Theobald, Dean of Education.

Peru President Johnson reported that the college is concentrating its efforts on preparation for three upcoming accreditation visits. He also reported on the success of several Peru sports teams: both the volleyball and football teams are currently ranked in the NAIA top 25 (9th and 25th respectively). In addition, the volleyball team posted a cumulative 3.64 grade point average during the 1999-2000 season, the third-highest GPA of any collegiate squad in the country from junior colleges through major colleges.

Chadron President Krepel highlighted two items from his written report. Chadron State College was given national recognition recently in the 2001 edition of the Newsweek-Kaplan publication entitled How to Get Into College. Chadron's recognition was based upon a national survey of high school counselors who were asked to identify colleges and universities that offer the most individual academic attention, the best career services, the best value for the money, and other factors. As a result of that survey, Chadron was designated a "hidden treasure," which is defined as, "terrific schools that aren't as well known as they should be." Second, President Krepel reported that the Chadron State Foundation has committed up to \$40,000 to provide matching funds for participation in the Nebraska Minority Scholarship Program. Participation by the NSC institutions in the Minority Scholarship Program became available for the first time via the passage of Legislative Bill 1379 in the 2000 session of the Nebraska Legislature. Finally, President Krepel announced the new Chadron State College logo that incorporates the letters CSC and the college name resting on a pillar with an eagle soaring above it. A Chadron alumnus currently residing in Georgia designed the

new logo.

Student Trustees' Reports

Wayne Student Trustee Chleboun reported that the campus computer network has been expanded to now include 420 resident rooms. She also reported on Parents Day and upcoming Homecoming activities.

Chadron Student Trustee Ward reported that the Chadron Chamber of Commerce sponsored an "Uptown on Campus" event. He also reported on Homecoming and Family Day activities.

Next Meeting

The next regularly scheduled meeting of the NSC Board of Trustees will be held at Wayne State College on November 1-2, 2000.

ADJOURNMENT -- The meeting was adjourned at 10:50 a.m.