

# MINUTES OF NOVEMBER 12-13, 2001 MEETING

A regular meeting of the Board of Trustees of the Nebraska State College System was held at Wayne State College on Monday and Tuesday, November 12 and 13, 2001.

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. 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 present:

Doug Christensen, Lincoln  
Richard Halbert, Falls City  
Willa Kosman, Scottsbluff  
Steve Lewis, Lexington  
Sheryl Lindau, Wayne  
Jeff Renner, Bellevue  
Larry Teahon, Chadron

## Student Board Members present:

Jennifer Chleboun, Wayne State College  
Tammie Mundil, Peru State College  
Katie Watt, Chadron State College

## NSC Staff, present:

Stan Carpenter, Executive Director  
Larry Schultz, Associate Executive Director for Academic Affairs & Legal Services  
Jean Dale, Associate Executive Director for Administration & Finance  
Sheri Irwin, Public Relations Director  
Lynne Olson, Administrative Assistant  
Thomas Krepel, President, Chadron 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  
Rex Cogdill, Dean of Students, Chadron State College  
Cyd Janssen, Director, Media and Public Relations, Chadron State College  
Jerome Martin, Vice President for Academic Affairs, Peru State College  
Linda Jacobsen, Vice President for Administration and Finance, Peru State College  
Ted Harshbarger, Vice President for Student Services and Enrollment Management, Peru State College  
Kent Propst, Vice President for College Advancement and Institutional Relations, Peru State College  
David Fuller, Vice President for Academic Affairs, Wayne State College  
Carolyn Murphy, Vice President for Administration and Finance, Wayne State College  
Curt Frye, Vice President and Dean of Students, Wayne State College  
Judy Johnson, Director of College Relations & Interim Vice President for Development, Executive Director/Wayne State Foundation, Wayne State College  
Steve Alston, Dean, School of Natural and Social Sciences, Wayne State College  
Vaughn Benson, Dean, School of Business and Technology, Wayne State College  
Timothy Anderson, Professor of Business, Chadron State College  
Gerald Conway, Associate Professor, Business, Wayne State College  
Cheryl Waddington, Assistant Professor, Business, Wayne State College  
Lisa Coble, Wayne Stater Editor, Wayne State College

## **November 12**

The Academic and Personnel Committee and the Fiscal and Facilities Committee met separately to discuss agenda items. No action was taken. The committee meetings adjourned at 12:15 p.m.

Dr. Deborah Whitt, Professor of Communication Arts, Wayne State College was presented the 2001 Teaching Excellence Award during lunch.

The Fiscal and Facilities Committee reconvened at 1:30 p.m. to continue discussions of its agenda items.

The Board of Trustees and the Executive Director met with members of the Faculty Senate, support and professional staff employees and members of the Student Senate throughout the afternoon.

**CALL TO ORDER—BUSINESS MEETING**

Board Chair Renner called the business meeting to order at 9:00 a.m.

**Approval of Meeting Agenda**

The meeting agenda for November 13, 2001 was approved as presented.

**Approval of minutes**

Minutes of the September 11 meeting were unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

**ITEMS FOR DISCUSSION AND ACTION**

**Academic and Personnel Committee**

Personnel Recommendations

A motion to approve the personnel recommendations submitted by the colleges, with the following change, was unanimously adopted. Wayne State—Mimi Moore dates of contract to 8/13/01 – 8/3/02 rather than 8/13/01 – 8/3/01. (Copies are attached to the official minutes.) Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

Proposed Policy Revision; Policy 3401 Final Approval

A motion to amend Policy 3401, to expand the Non-Resident Scholars program to students from all states in the U.S. not to limit it to states contiguous to Nebraska and to change the required cumulative SAT score to 1130 to make it consistent with the ACT score, was unanimously adopted.

**Fiscal and Facilities Committee**

Grant Applications and Awards

A motion to approve the following grant applications and awards as submitted by the colleges was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

Chadron Application

- The Mari Sandoz High Plains Heritage Center Trail (Nebraska Department of Roads)-- \$264,000
- Nebraska Partnership for Quality Teacher Education (Nebraska Department of Education) --\$64,726

Wayne Application

- Wayne State Quality Teacher Education Project (Nebraska Department of Education) -- \$64,475

Chadron Award

- Biomedical Research Infrastructure Network (National Institutes of Health, via University of Nebraska Medical Center) -- \$128,880

Peru Award

- Preparing Tomorrow's Teachers in Technology (Nebraska Department of Education) -- \$33,290

Wayne Award

- Student Support Services (S.T.R.I.D.E.) (U.S. Department of Education) -- \$272,577

## Contracts and Change Orders

A motion to approve the following contracts and change order submitted by the colleges was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

### Chadron State College Change Order

- Maintenance Services Building (add fleet canopy)--\$31,144

### Peru State College Contracts

- TJ Majors Building (upgrade HVAC system) --\$205,745

### Wayne State College Contracts

- Ramsey Theatre (theatre equipment and rigging)--\$177,500
- Ramsey Theatre (sound reinforcement)--\$96,710

## LB 309 Allocations and Retrievals

A motion to approve the allocation and retrieval of LB 309 funding was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

### Chadron State College

- Allocation of \$17,000 for Armstrong Gymnasium structural investigation
- Allocation of \$41,650 for Nelson Physical Activity Center fire alarm system
- Allocation of \$114,750 for Math/Science fire sprinkler system

### Peru State College

- Allocation of \$51,000 for AV Larson roof replacement
- Allocation of \$3,248 for water distribution system study
- Allocation of \$205,486 for TJ Majors HVAC system upgrade
- Allocation of \$2,635 for emergency steam and condensate line repair
- Retrieval of \$12,750 for TJ Majors HVAC system design
- Retrieval of \$6,354.28 for heat plant feedwater pump replacement

### Wayne State College

- Retrieval of \$8,259.87 for campus fire alarm study

## Participation in Master Lease Program – Chadron State College

A motion to approve Chadron State College's participation in the Master Lease Program was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

## Deficit Requests

A motion that, in light of the fiscal circumstances in which the state finds itself, yet recognizing the importance of the deficit requests listed below, the Executive Director is authorized to submit all, some, or none of the requests to the

2002 regular session of the Nebraska Legislature he determines is in the best interests of the Nebraska State Colleges was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

<b>NSC Deficit Requests</b>			
		FY02	FY03
CSC	Utilities	58,000	58,000
	Insurance	23,834	23,834
	Campus Security	41,096	37,596
	Sandoz Center operating costs	27,300	27,300
Chadron Subtotal		150,230	146,730
PSC	Utilities	113,832	158,226
	Insurance	8,700	9,570
	Campus Security	60,428	30,428
	Emergency power generator	350,000	0
Peru Subtotal		532,960	198,224
WSC	Utilities	0	0
	Insurance	31,883	31,883
	Campus security	43,656	33,656
Wayne Subtotal		75,539	65,539
SO	Property Insurance - System-wide	60,000	60,000
System Office Subtotal		60,000	60,000
<b>SYSTEM TOTAL</b>		<b>818,729</b>	<b>470,493</b>

Special Session Budget Actions and Redistribution

A motion to approve the redistribution of funds after the special session budget cuts was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

**Special Session Budget Cuts and Recommended FY02 Distribution**

	<b>CSC</b>	<b>PSC</b>	<b>WSC</b>	<b>SO</b>	<b>Total</b>
FY2001-02 GF Distribution at 6/19/01	12,754,215	6,966,020	15,315,220	900,181	35,935,636
% of GF Approp.	35.49%	19.38%	42.62%	2.50%	100.00%
Adjustment for changes in					
LB1100 depreciation payments	1,380	(37,710)			
Revised Gen Fund Distribution	12,755,595	6,928,310	15,315,220	900,181	35,899,306
Revised % of GF	35.53%	19.30%	42.66%	2.51%	100.00%
1% Cut distributed according to revised Gen. Fund distribution	(127,685)	(69,353)	(153,307)	(9,011)	(359,356)
LB1100 adjustments as required by actual costs, dates of completion	1,380	(37,710)			(36,330)
Amt reduced for LB1100 adjustments per LB1					(34,878)
Excess of actual LB1100 adjustments less amt reduced					1,452
Excess distributed proportionally	516	280	619	37	1,452
Pre-LB1 Appropriation	12,754,215	6,966,020	15,315,220	900,181	35,935,636
Across-the-Bd 1% cuts	(127,685)	(69,353)	(153,307)	(9,011)	(359,356)
LB1100 adjustments	1,380	(37,710)			(36,330)
Excess distributed proportionally	516	280	619	36	1,452
Revised GF Final Distribution based on LB 1 Spec. Session	12,628,426	6,859,237	15,162,532	891,207	35,541,402

FY 2002-03 Gen Fund Appropriation					
before Special Session Cuts					39,217,545
1% Reduction					(392,175)
LB1100 adjustments as required by					
actual costs, dates of completion					(22,893)
Amt reduced for LB1100					
adjustments per LB 1					(21,748)
Excess of actual LB1100 adjust-					
ments less amt reduced					1,145

Pre-LB1 GF Appropriation					39,217,545
Across-the-Bd 1% cuts					(392,175)
LB1100 adjustments					(22,893)
Excess					1,145
Revised FY2002-03 GFApprop					38,803,622
Total operating reductions					
FY02			\$394,234		
FY03			\$413,923		

Resolution Authorizing Wayne State College and Peru State College to Temporarily Use Operating Funds for Capital Projects

A motion to approve a resolution authorizing Wayne State College and Peru State College to temporarily use operating funds for capital projects until bond proceeds are available was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

Campus Facilities Master Plan – Chadron State College

A motion to approve the campus facilities master plan for Chadron State College as developed by Bahr Vermeer and

Haecker Architects was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

#### Memorial Hall Substantial Completion Committee

A motion to appoint the following substantial completion committee for Memorial Hall – Chadron State College was unanimously adopted.

Ed Hoffman, Vice President for Administration, CSC  
Joyce Hardy, Senior Vice President for Academic and Student Affairs, CSC  
Tom Krepel, President, CSC  
Don Green, Dean, School of Liberal Arts  
Blair Brennan, Coordinator of Physical Facilities  
Dana Fuller, Fuller Construction  
Jean Dale, Assoc. Exec. Director, Administration & Finance, System Office  
Bruce Donelson, Director, Facilities Management & Planning, System Office  
Larry Teahon, Board member  
Willa Kosman, Board member  
Steve Lewis, Board member, Fiscal and Facilities Committee Chair  
Steve Hotovy, Representative of the State Building Division  
Dan Worth, Bahr Vermeer and Haecker

#### Increase Technology Fee – Peru State College

A motion to approve Peru State College's change in the technology fee from a flat fee to one based on a per credit hour fee of \$2.50 per credit hour was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

#### Executive Director Authority to Approve and Sign General Construction Contract for Peru State College Library/ARC Capital Construction Project

A motion to grant the Executive Director the authority to approve and sign a general construction contract for the Peru State College Library/ARC Capital Construction Project was unanimously adopted. The date for the bid opening was changed to December 11, 2001. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

#### Executive Director Authority to Negotiate Purchase Agreement for Power Plant from Energy Systems Company—Wayne State College

A motion to authorize the Executive Director to negotiate a purchase and sales Agreement with Energy Systems Company to buy its power plant and associated assets at Wayne State College if approved by the Governor was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

#### Executive Director Authority to Approve Contract Amendment with Leo A. Daly for Energy Plant at Wayne State College

A motion to grant the Executive Director the authority to approve a contract amendment with Leo A. Daly for the energy plant project at Wayne State College was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

#### Executive Director Authority to Approve Contract for Wayne State College Broadcast Studio Renovation

A motion to grant the Executive Director the authority to approve a contract for the Wayne State College broadcast studio renovation was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

#### Wayne State College "1% for Art" Project

A motion to approve the Wayne State College "1% for Art" project was unanimously adopted.

#### Operating Audit Reports

A motion to accept the operations audit reports for the colleges for the year ended June 30, 2001 and approve the responses to the auditor's comments and recommendations was unanimously adopted. Trustee Lewis congratulated the colleges on their successful audits and recognized the business office staff for their extra effort during the audit process.

## Revenue Bond Operating Budget Audit Reports

A motion to accept the 2000-2001 revenue bond operating budget audit reports as submitted for each of the state colleges by KPMG Peat Marwick was unanimously adopted.

## Master Bond Resolution

A motion to authorize bond counsel Lauren Wismer to prepare a master bond resolution to provide for system bonding for capital projects was unanimously adopted. Voting aye: Christensen, Halbert, Kosman, Lewis, Lindau, Renner, and Teahon. Voting nay: None. Student Opinion aye: Chleboun, Mundil, and Watt.

## **ITEMS FOR INFORMATION AND DISCUSSION**

### **Academic and Personnel**

#### Personnel Actions

Personnel actions not requiring Board approval were reported for information. (Copies are attached to the official minutes.)

#### Athletic Gender Equity Plans

Each of the colleges reported on their plans to reach compliance with Title IX requirements. (Copies are attached to the official minutes.)

#### Quantitative Academic Reports

The annual Quantitative Academic Report provided Board members with a status of all undergraduate and graduate programs. The report identified the number of graduates on average for the past five years by major, and the average number of student credit hours provided by full-time equivalent faculty assigned by department. (Copies are attached to the official minutes.)

#### College Diversity Plans

Each of the colleges provided an executive summary on their activities related to campus diversity. (Copies are attached to the official minutes.)

#### Board of Trustees Scholarship Acceptance Report

Each of the colleges reported the number of Board of Trustees Scholarships offered to entering freshmen, and the actual number in effect for each academic class (freshmen, sophomore, junior and senior). (Copies are attached to the official minutes.)

#### Off-Campus and Early Entry Course Offerings Report

Board members were provided a summary of off-campus and early-entry courses offered during 2000-01. Over 950 courses were offered at 108 locations throughout the state to over 10,100 students. (Copies are attached to the official minutes.)

#### Endowment for Teaching Excellence

The Board discussed the need to raise additional dollars for the Board of Trustees Teacher Excellence Award fund. The fund has been reduced because of the declining investment market. Trustee Kosman asked each Board member to consider making a contribution to the fund.

### **Fiscal and Facilities**

#### Grant Applications and Awards

The following grant applications and awards were presented to the Board for information.

##### Chadron Application

- Storybook Ball (Nebraska Consortium for Service Learning)--\$365.17

##### Peru State College Application



· Trails and Tales IV: Forts and Fables Tour and Institute (Eisenhower Professional Development Program)--\$19,950

#### Peru State College Awards

· Nebraska Partnership for Quality Teacher Education (Nebraska Department of Education)--\$15,881.05

· Trails and Tales IV: Forts and Fables Tour and Institute (Nebraska Humanities Council)--\$13,150

#### Wayne State College Applications

· Advanced Research Methods (Corporation for National Service/Nebraska Consortium for Service Learning)--\$1,500

· Advanced Research Methods SSC419 (Corporation for National Service/Nebraska Consortium for Service Learning)---\$2,200

· Advanced Topics in Corporate Communication CAN 453/553 (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· Biology 325: Ecology (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· Business Education Methods and Materials EDU 409 (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· Catalyst Technology and Teacher Education (Nebraska PT3 Catalyst Project(Title III of Elementary/Secondary Act Program))--\$17,630

· EDU 409 Social Sciences Content Methods and Materials (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· Environmental Concerns BIO 104 (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· Interviewing Skills CSL 342 (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· Music 309 Teaching Instrumental Music (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· PED 379 Wellness Practicum I (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· Photojournalism CAN 389 (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· Project Teachers Improving Mathematics Education (TIME) (Eisenhower Professional Development Program)--\$18,610

· Social Problems SOC 200 (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· Strategic Communications (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200

· "Where in the World is Wayne" International Education Week (National Council on Economic Education)--\$1,500

## Wayne State College Awards

- EDU 367/567 Human Relations (Corporation for National Service/Nebraska Consortium for Service Learning)--\$2,200
- Embracing Our Past, Present, and Future by Connecting to Each Other (National Endowment for the Arts)--\$10,000
- Wayne State College Service Learning Program (Corporation for National Service/Nebraska Consortium for Service Learning)--\$10,000

## Contract and Change Orders

The following contracts and change orders were presented to the Board for information.

### Peru Contracts

- Eliza Morgan Hall (program statement for renovation) -- \$29,920
- AV Larson (painting in middle bay) -- \$2,835
- AV Larson (replace partial roof)--\$55,141
- Eliza Morgan Hall (asbestos and lead paint survey)--\$3,200
- Old Gym/Library (drainage study)--\$4,500

### Wayne Contracts

- Pile Hall (bat trapping, removal and prevention) -- \$3,272
- Berry Hall (bat trapping, removal and prevention) -- \$1,800
- Hahn Administration (remove carpet, floor tile and mastic) -- \$1,500

### Wayne Change Order

- Ramsey Theatre (remove and replace additional paving, elevator modifications) -- \$14,637
- Ramsey Theatre (revise/relocate forced main sewer line)--\$16,873
- Ramsey Theatre (revise/relocate steam line)--\$19,992
- 

## Physical Plant Status Reports

Physical plant status reports from each state college not requiring Board approval were reported for information. (Copies are attached to the official minutes.)

## Capital Construction Progress Reports

The following capital construction progress reports not requiring Board approval were reported for information. (Copies are attached to the official minutes.)

### Chadron State College

- Memorial Hall Renovation – Interim report
- Burkhiser Technology Complex Renovation – Interim report

- Miller Hall Renovation and Conversion – Interim report
- Maintenance Services Building – Initial report

#### Peru State College

- Campus Services Building Renovation – Interim report
- Hoyt Science Building Renovation – Interim report
- Centennial Complex Renovation – Interim report
- Library/Old Gym Renovation – Initial report

#### Wayne State College

- Studio Arts Building Renovation – Interim report
- Connell Hall Renovation – Interim report
- Terrace Hall Renovation – Interim report
- Ramsey Theatre Renovation/Addition – Interim report

### **MISCELLANEOUS INFORMATION ITEMS**

#### Executive Director's Report

Executive Director Carpenter thanked Trustee Lindau and her husband Jim for hosting a reception in their home November 12 and thanked Wayne State College for dinner and the "All About Students" program.

Mr. Carpenter informed all that Bruce Donnelson, Facilities Management and Planning Director, was undergoing surgery to remove a growth on his pituitary gland and that all of our well wishes went out to Bruce.

Executive Director Carpenter reminded all that the System Office would be moving back to the 11<sup>th</sup> Floor of the Capitol November 19. The office would not have phone service November 19 however, the office could be reached by calling the cell phone. E-mail would be unavailable from November 16 through November 20. He asked everyone to continue to use the following address: PO Box 94605, Lincoln, NE 68509.

#### Presidents' Reports

Chadron State President Krepel announced that the grand opening of the Mari Sandoz Hall was held September 2. He further announced that several construction projects were in process at Chadron. Dr. Krepel noted that Chadron would be hosting the regional football playoffs Saturday, November 17 at noon.

Peru State Vice President for Academic Affairs, Jerry Martin reported that Peru received full accreditation after the recent Higher Learning Commission visit. The Higher Learning Commission will return for a focused visit in three years to review student assessment processes, off-campus programs, use of adjuncts and the teacher education program. A copy of the report will be shared with the Board when it is available.

Wayne State President Stearns reported the progress Wayne is making on the Academic Quality Improvement Program process. Six to seven priorities were identified as the initiatives the college would focus on during the 2001-02 academic year. She further noted that Wayne State College is committed to making progress on gender equity and diversity on the campus.

#### Student Trustees' Reports

Student Trustee Watt reported that students from Chadron State had written several letters to legislators regarding the budget cut discussions at the last Board meeting.

Student Trustee Mundil reported that to her pleasure Peru State received full accreditation after the Higher Learning Commission visit. She further reported she had attended a Higher Education Student Rally on the steps of the Capitol.

Student Trustee Chleboun reported that she had attended an "etiquette dinner" on November 7 and the Wayne State

volleyball team had won conference and would be going to the finals.

### Next Meeting

The next regularly scheduled meeting of the NSC Board of Trustees will be held in Lincoln on February 11-12, 2002.

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

### **STRATEGIC PLANNING SESSION**

The Board members and the Strategic Planning Task Force met and discussed the draft mission statement and components for the vision statement.

### **EXECUTIVE SESSION**

Board members convened in Executive Session at 2:30 p.m. to discuss the Executive Director's evaluation. No action was taken.