



Chadron State College · Peru State College · Wayne State College

BOARD OF TRUSTEES

Meeting Notice

In compliance with the provisions of Neb. Rev. Stat. Section 84-1411, printed notice is hereby given that a meeting of the Board of Trustees of the Nebraska State Colleges will convene via video-conference at 9:00 a.m. on December 4, 2003 at the following sites:

Chadron State College Student Center
Kearney—Public Library
Lincoln—Energy Square
Wayne State College—Connell Hall

10th & Main, Scottsbluff Room
2020 1st Avenue, 2nd Floor
1111 O Street, Room 112A
1111 Main Street, Room 21

An Executive Session may or may not be held in conjunction with this Board of Trustees meeting.

This notice and accompanying agenda are being distributed to members of the Board of Trustees, the presidents of the state colleges, the Associated Press and selected Nebraska newspapers.

BOARD OF TRUSTEES MEETING

**DECEMBER 4, 2003
VIDEO-CONFERENCE
9:00 – 11:00 A.M. (CST)**

CALL TO ORDER

- 1. APPROVAL OF MEETING AGENDA**
- 2. APPROVAL OF MINUTES** from the October 30-31 meeting
- 3. PUBLIC COMMENT**

ITEMS FOR DISCUSSION AND ACTION

4. ACADEMIC AND PERSONNEL

- 4.1 Accept Report on Personnel Actions
- 4.2 Approve Additional Tuition Waivers – PSC
- 4.3 Approve New Educational Studies BS Degree - WSC

5. FISCAL AND FACILITIES

- 5.1 Accept Revenue Bond Audit Reports
- 5.2 Ratify Substantial Completion Neihardt Hall – WSC
- 5.3 Ratify Substantial Completion Rice Auditorium HVAC – WSC
- 5.4 Appoint Substantial Completion Committee for Academic Resource Center – PSC
- 5.5 Approve Use of Surplus Funds for Roof Design and Repair on Neal Hall – PSC
- 5.6 Approve Increase in Cash Fund Appropriations
- 5.7 Authorize Executive Director to Sign Contract for Network Switch – CSC
- 5.8 Authorize Executive Director to Sign Construction Contract for Bowen Hall Projects - WSC
- 5.9 Approve Proposed Changes to Board Policy 3400; Tuition Remission
- 5.10 Approve Proposed Changes to Board Policy 6022; Income; System-wide Fees; Individual Campus Fees
- 5.11 Approve Proposed Changes to Board Policy 8061; Capital Construction; NEEDS Statements
- 5.12 Approve Proposed Changes to Board Policy 8062; Capital Construction; Program Statements
- 5.13 Approve Proposed Changes to Board Policy 8064; Capital Construction; Bids
- 5.14 Approve Proposed Changes to Board Policy 8065; Capital Construction; Contracts; Approvals

- 5.15 Approve Proposed Changes to Board Policy 8066; Capital Construction; Contracts; Professional Consulting Services
- 5.16 Approve Proposed Changes to Board Policy 8068; Capital Construction; Contracts; Forms, Payments
- 5.17 Approve Proposed Changes to Board Policy 8069; Capital Construction; Inspections; Substantial Completion; Final Completion
- 5.18 Grant Applications and Awards (requiring approval)
- 5.19 LB 309 Allocations and Retrievals
- 5.20 Contracts and Change Orders
- 5.21 Reallocation of Contingency Maintenance Funds
- 5.22 Authorize Executive Director to Sign Program Statement Contract for Carhart Science - WSC
- 5.23 Authorize Executive Director to Sign Program Statement Contract for Central Campus Commons and Streetscapes - WSC

ITEMS FOR INFORMATION AND DISCUSSION

6. ACADEMIC AND PERSONNEL

- 6.1 Athletic Gender Equity Reports (2000-2005)

7. FISCAL AND FACILITIES

- 7.1 Grant Applications and Awards
- 7.2 Contracts and Change Orders
- 7.3 Physical Plant Status Reports (Jul-Sep)
- 7.4 Capital Construction Quarterly Reports (Jul-Sep)

8. MISCELLANEOUS ACTION AND INFORMATION ITEMS

- 8.1 Executive Director's Report
 - 8.1.1 CCC Committee Recommendations
- 8.2 Presidents' Reports
- 8.3 Student Trustees' Reports
- 8.4 Strategic Planning Follow-up

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees of the Nebraska State Colleges will be held February 12, 2004, at Lincoln.

**NEBRASKA STATE COLLEGE SYSTEM
BOARD OF TRUSTEES**

MINUTES OF OCTOBER 30-31, 2003 MEETING

A meeting of the Board of Trustees of the Nebraska State College System was held at Wayne State College, Wayne, Nebraska on Thursday and Friday, October 30 and 31, 2003.

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:

Richard Halbert, Falls City
Willa Kosman, Scottsbluff
Steve Lewis, Lexington—participated by phone for committee meetings
Sheryl Lindau, Wayne
Bill Roskens, Omaha

Student Board Members present:

Sara Beth Ramsey, Chadron State College
Hilary Koso, Peru State College
Rachel Arterburn, Wayne State College

NSC Staff, present:

Stan Carpenter, Executive Director
Vaughn Benson, Dean of School of Business and Technology, Wayne State College
Jeff Carstens, Interim Dean of Students and Director of Housing, Wayne State College
Jean Dale, Associate Executive Director for Administration & Finance
Bruce, Donelson, Facilities Management & Planning Director
Curt Frye, Interim President, Wayne State College
David Fuller, Vice President for Academic Affairs, Wayne State College
J. Alex Greenwood, Director of Media and Marketing Services, Peru State College
Joyce Hardy, Senior Vice President for Academic Affairs, Chadron State College
Ed Hoffman, Vice President for Administration, Chadron State College
Sheri Irwin, Public Relations Director
Linda Jacobsen, Vice President for Administration and Finance, Peru State College
Ben Johnson, President, Peru State College
Judy Johnson, Director of College Relations, Wayne State College
Thomas Krepel, President, Chadron State College
Jerome Martin, Vice President for Academic Affairs, Peru State College
Bob McCue, Dean of School of Natural and Social Sciences, Wayne State College
Carolyn Murphy, Vice President for Administration and Finance, Wayne State College
Lynne Olson, Administrative Assistant
Larry Schultz, Associate Executive Director for Academic Affairs & Legal Services

Thursday, October 30, 2003

R. Lincoln Morris, Dean of Admissions and Recruitment at Wayne State, presented information on the admissions process to the Board of Trustees at 10:00 a.m. The Board of Trustees met for an informal discussion session after the admissions presentation from 11:00 a.m. to 1:00 p.m.

The Board of Trustees and the Executive Director held an open forum beginning at 1:15 p.m. for campus and community members to share thoughts, concerns and ideas.

The Academic and Personnel Committee and the Fiscal and Facilities Committee met jointly to discuss agenda items. No action was taken. The committee meetings adjourned at 3:30 p.m.

EXECUTIVE SESSION

Motion was made by Trustee Kosman and seconded by Trustee Halbert to move into executive session at 3:25 p.m. to discuss the awarding of distinguished service awards at Chadron State. No action was taken. Motion was made by Trustee Kosman and seconded by Trustee Roskens to move out of Executive Session at 3:29 p.m.

Friday, October 31, 2003

The Board of Trustees met with members of the Wayne State College Strategic Planning Committee to discuss the new WSC Strategic Plan.

CALL TO ORDER—BUSINESS MEETING

Board Chair Lindau called the business meeting to order at 9:10 a.m.

APPROVAL OF MEETING AGENDA

The meeting agenda for October 31, 2003 was approved as amended.

APPROVAL OF MINUTES

Minutes of the September 11-12, 2003 meeting were unanimously approved.

ITEMS FOR DISCUSSION AND ACTION

Academic and Personnel Committee

Personnel Actions

A motion to accept the personnel actions submitted by the colleges was recommended by the committee to the full Board, which unanimously approved the motion. (Copies are attached to the official minutes.)

Distinguished Service Award – Chadron State

A motion to approve the distinguished service award recommendation from Chadron State College for Bob Wickersham and Sandy Scofield was recommended by the committee to the full Board, which unanimously approved the motion.

Fiscal and Facilities Committee

Design/Development Documents for Edna Work Hall/Wing

A motion to approve the design/development documents for Edna Work Hall/Wing renovation at Chadron State College was recommended by the committee to the full Board, which unanimously approved the motion.

Authorize Executive Director to Sign Edna Work Hall/Wing Construction Contract

A motion to authorize the Executive Director to sign a construction contract for the renovation of Edna Work Hall/Wing at Chadron State College was recommended by the committee to the full Board, which unanimously approved the motion.

Capital Improvement Fee Use

A motion to approve the use of \$53,925 at Chadron State College and \$35,131 at Peru State College in capital improvement fee funds for the 15% match on LB 309 projects as follows was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Halbert, Kosman, Lindau, and Roskens. Voting nay: None. Student Opinion aye: Arterburn, Koso and Ramsey.

Chadron

Tuckpoint projects	
Administration Building	24,600
Armstrong Gymnasium	8,550
Burkhiser Technology Complex	3,825
Math and Science Building	4,200
Memorial Hall	10,350
Nelson Physical Activity Center	<u>2,400</u>
	\$53,925

Peru

Boiler Replacement Project

Ratify Substantial Completion Track/Entry Plaza and Stadium Services – Wayne

A motion to ratify the substantial completion of the track/entry plaza and stadium services building at Wayne State was recommended by the committee to the full Board, which unanimously approved the motion.

Lease of Alumni House - Wayne

A motion to approve lease by Wayne State of Wayne State Foundation’s Alumni House was recommended by the committee to the full Board, which unanimously approved the motion.

Grant Applications and Awards

A motion to approve the following grant applications as submitted by the colleges was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Halbert, Kosman, Lindau, and Roskens. Voting nay: None. Student Opinion aye: Arterburn, Koso and Ramsey.

Chadron Applications

- High Plains Herbarium Database Project (Nebraska Environmental Trust Fund) -- \$290,680.74
- Wetland Education: The Development of Workshops and Website Enhancement for a Study Site Near the Rio Tempisque, Costa Rica (U.S. Geological Survey's National Wetland Research Center, Lafayette, LA) -- \$42,416.00

Wayne Application

- Teaching Teachers to Teach with Technology in Elementary and Middle School Mathematics (U.S. Department of Education No Child Left Behind Act/CCPE Improving Teacher Quality State Grants through Northeast Community College) -- \$33,379.00

LB 309 Allocations and Retrievals

A motion to approve the allocations and retrievals of LB 309 funding was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Halbert, Kosman, Lindau, and Roskens. Voting nay: None. Student Opinion aye: Arterburn, Koso, and Ramsey.

Peru State College:

Retrieval of \$2,005.00 to replace water softener in Wheeler Center

Acceptance of \$18,700.00 for FLS – wet pipe sprinkler in the Theater

Acceptance of an additional \$2,725.00 for ADA restroom modifications in Administration Building

Acceptance of an additional \$40,000.00 for boiler replacement in Physical Plant

Contracts and Change Orders

A motion to approve the following contracts and change orders submitted by Chadron and Peru State Colleges was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Halbert, Kosman, Lindau, and Roskens. Voting nay: None. Student Opinion aye: Arterburn, Koso and Ramsey.

Chadron State College Contract

- Chiller Plant – (installation of absorption chiller and campus distribution system) - \$1,328,784 corrected to include add alternates

Chadron State College Change Order

- Chiller Plant – (installation of absorption chiller and campus distribution system) -- \$20,016 deduct

Peru State College Contract

- Campus Services Building/Heat Plant – (steam system upgrade and boiler replacement) -- \$430,902

ITEMS FOR INFORMATION AND DISCUSSION

Academic and Personnel

Summer Enrollment Reports

Summer 2003 enrollment reports from each college not requiring Board approval were reported for information. (Copies are attached to the official minutes.)

Summer Instructional Load Reports

Summer 2003 instructional load reports from each college not requiring Board approval were reported for information. (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 2002-03. Over 940 courses were offered at 78 locations throughout the state to over 10,745 students. (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.)

Fiscal and Facilities

Grant Applications and Award

The following grant award was presented to the Board for information.

Wayne State College Award

- Rural Health Outreach – Targeting Lifestyle Changes (U.S. Department of Health & Human Services Health Resources & Services Administration through Goldenrod Hills Community Action, Inc.) -- \$22,800

Contracts and Change Orders

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

Chadron State College Contracts

- Edna Work Hall/Wing – (surveying) -- \$2,850
- Armstrong Gymnasium – (fire sprinkler system) -- \$66,800
- Campus – (concrete sidewalk) -- \$2,743
- Football Stadium – (concrete sidewalk at ticket booth) -- \$2,975
- Campus West Tunnel – (pipe re-insulation) -- \$33,250

Peru State College Contracts

- Theater Auditorium – (FLS sprinkler project) -- \$69,861
- Campus Services/Boiler House – (repair water line) -- \$4,000
- Campus Services Building – (installation of exhaust fan system for automotive and carpentry shops) -- \$19,117
- Administrative Building – (replace fire alarm system) -- \$31,520

Wayne State College Contracts

- Rice Auditorium – (professional services – replace wood sports floor) -- \$16,280
- Pile and Terrace Halls – (roof replacements) -- \$217,485 approved by Executive Director
- Pile and Terrace Halls – (roof removal and asbestos abatement) -- \$38,500 approved by Executive Director

Wayne State College Change Order

- Track/Entry Plaza and Stadium Services Building – (#5 remove additional track at entrance/hammer throw/metal wrap soffit/fascia) -- \$16,984.50
- Rice Auditorium – (#1 add lighting control lower level/wood frame and drywall soffits/2” control valve) -- \$6,643.50
- Rice Auditorium – (#2 provide insulation to control sound transfer between offices) -- \$996

MISCELLANEOUS INFORMATION ITEMS

Executive Director's Report

Executive Director Carpenter reported that the LR 174 committee would meet again in early November to discuss the list of cooperative efforts between the NSC and community colleges. Carpenter noted he would send a copy of the list to the Board members.

Carpenter further reported that the WSC Presidential Search/Recommendation Committees met October 29 to select the semi-finalists. The committee had also developed questions to ask each of the semi-finalists. The next meeting is scheduled for December 11. The committee will discuss the responses to the questions and select the finalists.

Executive Director Carpenter noted he would be contacting Nebraska's representatives in Washington with regard to the Higher Education Reauthorization Act.

Sheri Irwin reported the Collaboration, Connections and Consolidation Committee met recently to discuss recommendations and to indicate how the recommendations relate to the NSC strategic plan. She further reported the Admissions Directors from each of the colleges also met recently to discuss areas of possible collaboration and common issues regarding recruiting.

Presidents' Reports

Interim President Frye reported that Wayne State was participating in the American Democracy Project, the Counseling Center had received a grant from the Justice Department for a project dealing with increased awareness of violence against women, and the college was very proud of the improvements to the campus facilities. He further noted the Counseling Center staff had recently received a thank you from students at Randolph High School for the crisis counseling they had provided.

President Johnson noted Peru had met all six standards of their NCATE visit. He distributed a flyer published by UNMC that promoted Peru State's pre-professional programs. He further noted Peru reported the largest entering freshman class in the last 25 years to IPEDS on October 15. Peru recently hosted the 1st Annual Nebraska Toughest Mile race. The race was a success and greeted with great enthusiasm.

President Krepel reported Chadron was still participating in the Foundations of Excellence program, and had hosted the 4th annual conference on American Indian Education along with a conference for Professional Development for "At-Risk-Students." Krepel further noted students and staff had collected 30 boxes of items to be delivered to Chadron State students serving in Kuwait and Iraq. He read two e-mails from students praising the on-line and internet courses offered from Chadron.

Student Trustees' Reports

WSC Student Trustee Arterburn reported that homecoming festivities were a great success and the 1st Native American astronaut had recently visited WSC.

CSC Student Trustee Ramsey reported the Foundations of Excellence activities were progressing and homecoming festivities were successful.

PSC Student Trustee Koso reported the PSC had hosted the Lincoln Public Schools Upward Bound students and homecoming was a success.

Trustee Halbert asked if Dennis Baack, Executive Director of the Nebraska Community College Association, could attend the next meeting of the Board of Trustees to discuss the collaborative efforts between the state colleges and the community colleges.

Next Meeting

The next regularly scheduled meeting of the NSC Board of Trustees will be held at Lincoln, Nebraska on December 4, 2003.

ADJOURNMENT -- The meeting was adjourned at 9:50 a.m.

Respectfully submitted,

Stan Carpenter
Executive Director

Persons interested in source documents relating to the above agenda items may consult the Board Book for this meeting kept on file in the Nebraska State Colleges System Office in Lincoln.

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

ACTION: Accept Report of Personnel Actions

Board Policy 5021 states that all full-time (0.75 FTE or more) and part-time (less than .75 FTE) personnel appointments, overload assignments and summer school contract extensions be approved by the Presidents and reported to the Executive Director. The Board is asked to review and accept this report to establish a record of such action.

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR

COLLEGE: Chadron State College

MEETING DATE: December 4, 2003

4.1-2

UNIONIZED PROFESSIONAL STAFF								
(FULL-TIME/.75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Andersen, Clint	Housing; Resident Hall Director	N/A	\$20,569 FY	Revenue Bond	7/1/03 – 12/20/03	1.00	Resignation	Non-Probationary
Schmitt, Joann	Student Support Services; TRIO Counselor	N/A	\$21,108 (31,775) Grant FY	Grant	12/1/03 – 8/31/04	.92	New Appointment Replace Daman Heitz	Specific Term – Probationary

NON-UNIONIZED PROFESSIONAL STAFF								
(FULL TIME/.75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
VanderFeen, Aimee	Director, Extended Campus Sites – Scottsbluff	N/A	\$28,606 (42,500) FY	State	10/27/03 – 6/30/04	1.00	New Appointment Replace Randy Hays	Specific Term - Probationary
Schmitt, Joann	Housing; Director, Residence Life	N/A	\$35,054 FY	Revenue Bond	7/1/03 – 11/30/03	1.00	Resignation	Non-Probationary

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR

COLLEGE: Chadron State College

MEETING DATE: December 4, 2003

RANKED FACULTY								
(OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Anderson, Tim	Professional & Graduate Studies, Business & Economics	Professor	\$1,200 AY	State	6/1/03 – 9/30/03	N/A	Appointment; Online Course Development (agreed to prior to 7/1/03)	Special
Baily, Will	Arts & Sciences; Visual & Performing Arts	Assistant Professor	\$2,671 AY	State	8/25/03 – 12/19/03	.12	Appointment; Overload	Special
Benson, Gary	Professional & Graduate Studies, Business & Economics	Assistant Professor	\$1,200 AY	State	6/1/03 – 9/30/03	N/A	Appointment; Online Course Development (agreed to prior to 7/1/03)	Special
Blundell, Patricia	Professional & Graduate Studies, Education	Associate Professor	\$1,200 AY	State	6/1/03 – 9/30/03	N/A	Appointment; Online Course Development (agreed to prior to 7/1/03)	Special
Cavin, Scott	Arts & Sciences; Visual & Performing Arts	Assistant Professor	\$2,357 AY	State	8/25/03 – 12/19/03	.10	Appointment; Overload	Special
Cruzeiro, Patricia	Professional & Graduate Studies; Education	Professor	\$1,200 AY	State	6/1/03 – 9/30/03	N/A	Appointment; Online Course Development (agreed to prior to 7/1/03)	Special
Hanson, Cliff	Professional & Graduate Studies; Business & Economics	Assistant Professor	\$2,000 AY	NBDC	9/1/03 – 10/31/03	N/A	Appointment; Counseling Fees	Special
Hazen, Vince	Arts & Sciences; Visual & Performing Arts	Associate Professor	\$2,609 AY	State	8/25/03 – 12/19/03	.10	Appointment; Overload	Special
Kendrick, Roger	Arts & Sciences; Physical & Life Sciences	Instructor	\$2,100 AY	State	8/25/03 – 19/19/03	.10	Appointment; Overload	Special

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR

COLLEGE: Chadron State College

MEETING DATE: December 4, 2003

4.1-4

RANKED FACULTY								
(OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
McDaniel, Larry	Professional & Graduate Studies; Health, Physical Education & Recreation	Associate Professor	\$2,658 AY	State	8/25/03 – 12/19/03	.10	Appointment; Overload	Special
Rankin, Sam	Arts & Sciences; Social Sciences & Justice Studies	BoT Professor & President Emeritus	\$3,162 AY	State	8/25/03 – 12/19/03	.07	Appointment; Overload	Special
Reiners, John	Professional & Graduate Studies; Health, Physical Education & Recreation	Instructor	\$200 AY	State	9/1/03 – 9/30/03	N/A	Appointment; Rewrite Fee	Special
Schaefer, Sandy	Arts & Sciences; Visual & Performing Arts	Associate Professor	\$1,745 AY	State	8/25/03 – 12/19/03	.07	Appointment; Overload	Special
Schreuder, Joel	Arts & Sciences; Visual & Performing Arts	Assistant Professor	\$1,455 AY	State	8/25/03 – 12/19/03	.07	Appointment; Overload	Special
Swanke, Thomas	Professional & Graduate Studies; Business & Economics	Assistant Professor	\$1,200 AY	State	6/1/03 – 9/30/03	N/A	Appointment; Online Course Development (agreed to prior to 7/1/03)	Special
Wagh, Wendy	Professional & Graduate Studies, Business & Economics	Associate Professor	\$1,200 AY	State	6/1/03 – 9/30/03	N/A	Appointment; Online Course Development (agreed to prior to 7/1/03)	Special
Winkle, Carola	Professional & Graduate Studies; Applied Sciences	Instructor	\$1,531 AY	State	8/25/03 – 12/19/03	.08	Appointment; Overload	Special
Younglove, Geogia	Professional & Graduate Studies; Applied Sciences	Associate Professor	\$1,724 AY	State	8/25/03 – 12/19/03	.07	Appointment; Overload	Special

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR

COLLEGE: Chadron State College

MEETING DATE: December 4, 2003

NON-RANKED FACULTY								
(PART-TIME/LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Britain, Galen	Professional & Graduate Studies	N/A	\$2,025 AY	State	8/25/03 - 12/19/03	.10	Appointment	Special - Part-Time
Businga, Penny	Extended Campus Programs	N/A	\$600 AY	State	8/5/03 - 8/6/03	.03	Appointment; READ 400/500 41B	Special - Part-Time
Counce, Sharilee	Extended Campus Programs	N/A	\$3,600 AY	State	8/25/03-12/19/03	.20	Appointment; COLG 430 79A	Special - Part-Time
Dietrich, Connie	Extended Campus Programs	N/A	\$600 AY	State	9/6/03-10/4/03	.03	Appointment; EDCI 436/536 40A	Special - Part-Time
Jolovich, Ed	Professional & Graduate Studies	N/A	\$2,025 AY	State	8/25/03-12/19/03	.10	Appointment	Special - Part-Time
Kleager, Richard	Extended Campus Programs	N/A	\$1,800 AY	State	8/25/03-12/19/03	.10	Appointment; BA 432 40	Special - Part-Time
Plummer, Scott	Extended Campus Programs	N/A	\$1,800 AY	State	9/8/03 – 12/3/03	.10	Appointment; EDUC 540 79B	Special - Part-Time
Plummer, Scott	Extended Campus Programs	N/A	\$600 AY	State	9/9/03 – 11/24/03	.03	Appointment; EDUC 540 79B	Special - Part-Time
Stewart, Deborah	Professional & Graduate Studies	N/A	\$3,038 AY	State	8/25/03 – 12/19/03	.15	Appointment	Special - Part-Time
Thayer, Karen	Extended Campus Programs	N/A	\$600 AY	State	9/6/03 – 10/11/03	.07	Appointment; INS 501 51	Special - Part-Time
Thomas, Connie	Extended Campus Programs	N/A	\$600 AY	State	9/6/03 – 10/11/03	.07	Appointment; INS 501 51	Special - Part-Time

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR
COLLEGE: Chadron State College
MEETING DATE: December 4, 2003

4.1-6

NON-RANKED FACULTY								
(PART-TIME/LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Wiggins, Alma	Extended Campus Programs	N/A	\$1,800 AY	State	8/26/03 – 12/2/03	.10	Appointment; EDCI 536 64	Special - Part-Time

UNIONIZED SUPPORT STAFF								
(FULL-TIME/.75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Caparoon, Marilyn	Physical Facilities; Custodian	N/A	\$1,362.17 MO +\$74.40	State	8/1/03 – 9/30/03	1.00	Salary Adjustment; Additional Duties	Non-Probationary
Ginsbach, Harriet	Physical Facilities; Custodian	N/A	\$1,329 MO	State	11/4/03	1.00	New Appointment; Replace Galen Niehues	Probationary
Kephart, Kevin	Physical Facilities; Custodian	N/A	\$1,329 MO	Revenue Bond	11/3/03	1.00	New Appointment; Replace Darrell Roberts	Probationary
Rickenbach, Michele	Enrollment Management; Academic Records Clerk	N/A	\$1,789 MO (\$495.36)	State	11/1/03	1.00	Salary Adjustment; Leave Without Pay	Non-Probationary

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR

COLLEGE: Peru State College

MEETING DATE: December 4, 2003

NON-RANKED FACULTY (PART-TIME / LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Type of Appointment: Special -- * Part-Time
Albert, Allan	Education and Graduate Studies	N/A	\$1,500	State	10/27/03 – 12/19/03	.10 AY	Appointment; PSYC 255 02A	Special, Part-time
Glasshoff, Wanda	Education and Graduate Studies	N/A	\$1,500	State	10/27/03 – 12/19/03	.10 AY	Appointment; EDUC 326 02A	Special, Part-time

NON-UNIONIZED PROFESSIONAL STAFF (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Greenwood, Alex	Director, Marketing and Media Services	N/A	\$50,000 prorated	State	10/15/03	1.00 FY	Appointment; Replace Kent Propst	Special

UNIONIZED SUPPORT STAFF (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Williams, Arlin	Maintenance Repair Worker II	N/A	\$1,651	State	11/3/03	1.00 FY	Appointment Replace Jeff Felver	Special, Probationary

NON-UNIONIZED SUPPORT STAFF (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Meade, Joanne	Accounting Clerk II	N/A	\$8.87 HR	State	10/8/03 – 2/27/04	.50 FY	Temporary Appointment	Special, Part-time

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR**COLLEGE: Wayne State College****MEETING DATE: December 4, 2003**

4.1-8

RANKED FACULTY (FULL-TIME/.75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Zahniser, Robert	Language and Literature	Professor Emeritus	N/A	State	1/1/04	N/A	Retirement	Specific, Tenured

UNIONIZED PROFESSIONAL STAFF (FULL-TIME/.75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Hoffman, LeAnn	Assistant Director of Financial Aid	N/A	\$30,000 (prorated)	State	11/3/03 – 6/30/04	1.0	New Appointment, Replace Holly Hurlbert	Specific, Probationary

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Blankenau, Joseph	History, Politics and Geography	Associate Professor	\$2,015	Grant	8/22/03 – 12/19/03	.00	Appointment, Overload	Special

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR

COLLEGE: Wayne State College

MEETING DATE: December 4, 2003

NON-RANKED FACULTY (PART-TIME/LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Beeson, Mary Lou	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Boyer, Chad	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Carson, Tammy	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Ehrhardt, Diane	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Ellerton, Kathy	Continuing Education	Part-time	\$612.00	State	8/25/03 – 12/8/03	.033	Appointment, IDS 196/568-WO	Special, part-time
George, Rebecca	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Georgesesen, Janean	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Hansen, Mary	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Hausmann, Angela	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Heese, Tiffany	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Houchins, Pamela	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Johnson, Janice	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Liakos, Dayleen	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR

COLLEGE: Wayne State College

MEETING DATE: December 4, 2003

NON-RANKED FACULTY (PART-TIME/LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Little, Tami	Continuing Education	Part-time	\$400.00	State	11/1/03 – 12/19/03	.033	Appointment, EDU 568-W9	Special, part-time
Little, Tami	Continuing Education	Part-time	\$300.00	State	11/1/03 – 12/19/03	.033	Appointment, EDU 568-WA	Special, part-time
Little, Tami	Continuing Education	Part-time	\$644.00	State	11/1/03 – 12/19/03	.033	Appointment, EDU 568-WB	Special, part-time
Lutt, Peggy	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Macziewski, Kim	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
McIntosh, Scott	Language and Literature	Graduate Assistant	\$2,000 + 9 hrs. tuition	State	10/9/03	.125	Declined earlier appointment	Special, part-time
McQuistan, Janyce	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Pint, Judy	Educational Foundations and Leadership	Part-time	\$2,448.00	State	8/22/03 – 12/19/03	.13	Appointment	Special, part-time
Poirier, Gayle	Continuing Education	Part-time	\$380.00	State	8/25/03 – 12/8/03	.033	Appointment; IDS 496/568-W1	Special, part-time
Preston, Jean	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Rahn, Kelli	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Ruskamp, Lori	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Schram, Linda	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Schwarten, Mary Ann	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR

COLLEGE: Wayne State College

MEETING DATE: December 4, 2003

NON-RANKED FACULTY (PART-TIME/LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Sees, Donna	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Waggoner, Carol	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Wells, Diane	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time
Wiekamp, Ethan	Communication Arts	Graduate Assistant	\$2,000 + 9 hrs. tuition	State	1/12/04 – 5/8/04	.125	Appointment	Special, part-time
Woodford, Diane	Educational Foundations and Leadership	Part-time	\$306.00	State	8/22/03 – 12/19/03	.017	Appointment	Special, part-time

REPORT OF PERSONNEL ACTIONS TO THE EXECUTIVE DIRECTOR

COLLEGE: Wayne State College

MEETING DATE: December 4, 2003

UNIONIZED SUPPORT STAFF (FULL-TIME/.75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Hoffman, Lisa	Office Assistant II	N/A	\$1,209.72	State	10/6/03	1.00	Salary/Workload Adjustment; Rhonda Sebade returned from maternity leave	Non-probationary

NON-UNIONIZED SUPPORT STAFF (PART-TIME/LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Tietsort, Donna	Office Assistant I	N/A	\$1,116.72	State	8/15/03	.725	Salary Adjustment; from .25 FTE to .725 FTE	Part-time

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

ACTION: Approve the Request by Peru State College for Five Additional Athletic Awards as Provided for in Board Policy 3400

Peru State is seeking five (5) additional athletic awards as allowed by Board Policy 3400 – Tuition Remission – Athletic Awards. The policy states: “The institution may, with Board approval, increase its athletic awards up to the maximum allowed by the conference or athletic association to which each College belongs.”

Last February 13, the Board approved the addition of two new women’s sports at Peru State. Women’s cross country and women’s golf programs were initiated as a result of the Board action. At that time, no additional requests for additional waivers were submitted.

Currently PSC awards the 66 resident tuition waivers as approved previously by the Board. The NAIA and both conferences that PSC competes in allow for the following awards per sport:

Football – 24	Volleyball – 8	Women’s BB (Div. II) – 6
Softball – 10	Baseball – 12	Men’s BB (Div. II) – 6
Cross Country – 5	Golf – 5	

By NAIA and conference rules, PSC can have 76 total awards; however, the College is only requesting five (5) additional waivers at this time, which brings the total to 71 awards.

Additional rationale supporting the request for the five (5) additional waivers:

1. The additional waivers will allow for adjustments to be made in meeting gender equity and equality among the programs.
2. From a review of conference schools, PSC will still be in the lower half of the MCAC schools in terms of athletic aid awarded.
3. As PSC does not award board, books or fee waivers, and only a minimal amount for room waivers, the additional tuition waivers would help to allow the programs to remain at a competitive level.

Academic and Personnel Committee*Willa Kosman, Chair**Doug Christensen**Richard Halbert**Sara Beth Ramsey**Rachel Arterburn*

December 4, 2003

ACTION: Approve Educational Studies Degree at Wayne State College

Recommend approval of Wayne State College's proposed Educational Studies (BS) program. The proposed BS in Educational Studies program is primarily designed to accommodate the needs of students who pursue a public school teaching career, particularly in the fields of elementary and special education, and at some point during their preparation decide that this is not an appropriate goal for them. The degree will also accommodate the needs of those students who are interested in education but are not interested in serving in the traditional role as teachers in a public school setting.

A proposal is attached for the Board's consideration. The introduction of a new major requires Board and Coordinating Commission approval.

**Wayne State College
School of Education and Counseling**

**Proposal for a New Major
BS in Educational Studies**

Proposed Initiation Date: Fall 2003

I Descriptive Information

Purpose of the Program

The proposed BS in Educational Studies program is primarily designed to accommodate the needs of students who pursue a public school teaching career, particularly in the fields of elementary and special education, and at some point during their preparation decide that this is not an appropriate goal for them. The degree will also accommodate the needs of those students who are interested in education but are not interested in serving in the traditional role as teachers in a public school setting.

Like politics or economics, education is a broad area for scholarly inquiry. What is more, the public educational endeavor in this society is a massive expenditure, and one that in countless ways supports the smooth functioning of economic and political processes. The College is proposing an academic major that acknowledges the complicated and interrelated nature of education and the many roles it plays in the larger society.

Many students see careers for themselves as educators in arenas significantly different from public schools. Corporate training departments, museums, even health care fields all utilize individuals who can serve as educators. The Educational Studies major would serve as excellent preparation for these jobs.

Occasionally when students are faced with the day-to-day demands of the teaching life, i.e student teaching, they decide that their interest lies outside education. By that time, they generally have accumulated more than 125 credit hours, a clear majority of which have been directly related to the study of professional education. As such, students graduate with a bachelor's degree in their intended major, e.g. elementary education, but without qualification for certification. By offering the Educational Studies degree, the College will be able to make the degree available to those who chose to opt out late in the program.

II Review Criteria

Centrality to Role and Mission

Since its founding, Wayne State has been a major contributor to the world of public education in the state of Nebraska. The College has developed an excellent reputation for first-class professional education programs. The establishment of the educational studies major will enable the College to maintain the very highest standards in teacher education without compromising the ability of some students to acquire a bachelor's degree in 125 credit hours.

Consistency with the Comprehensive Statewide Plan

It should be stressed that the College is seeking a degree that will probably only be used by three to five students each year. In that sense, this degree is not "competing" with other programs at other state higher education institutions. Nor will it require additional resources, as the majority of those students eligible for the degree will be those who opt out late in the program.

Program of Study

The educational studies major primarily will serve the needs of those students who complete the coursework for an Elementary or Special Education major and who choose not to teach in a school setting. The requirements include the successful completion of all coursework required for these majors with the exception of student teaching. Electives (if needed) and an applied research project will be available so that students receiving this degree meet the minimum 125 credit hours for graduation.

Learning

For those students who have acquired fewer than 125 credit hours upon their withdrawal from student teaching, an applied research project will be assigned by the Director of Student Teaching. The number of credit hours required to bring the total to 125 will be assigned to the student and the parameters of the research project will be adjusted accordingly or, if it better meets the needs of the student, an elective course or courses may be taken. The applied research project will be closely monitored to ensure that it represents a quality learning experience for the students and an appropriate capstone project for an educational studies major.

Accreditation

Wayne State College is proud of its decades-long, uninterrupted NCATE accreditation. The wherewithal to confer an educational studies major for those students who do not complete student teaching will be viewed as a very positive contribution to the quality of our programs by NCATE examiners.

4.3.-4

Needs of Diverse Student Groups

The establishment of an educational studies major will serve all students alike, regardless of minority status. During the past five years Wayne has aggressively pursued minority students interested in the teaching profession. Through such activities as Teacher World and our unique Minority Outreach Program, the college has greatly increased the number of minority students pursuing teacher education. During its 2002 NCATE visit, a long-standing concern regarding the diversity of the student body was removed, making Wayne one of a few programs statewide that meet the NCATE standard in this regard. The educational studies major will enable the college to further serve this population, and all populations enrolled in its teacher education program.

Collaboration with other State Institutions

Wayne State cooperates with several other state institutions by sharing student teacher supervision responsibilities and by collaborating on the establishment of similar rules and standards regarding field experience, certification, course content, and assessment systems. The educational studies major is common nationally.

III Evidence of Need

During the last five years, not a single semester has passed without at least one or two students opting out of the teacher ed program late in the process, and during the spring 2003 semester, there were five such students. It should be borne in mind that the request to establish this major is unlike the usual request for a new major. This one is specifically targeted to a small number of students who spend years wrapped up in the study of professional education only to discover in their final semester that they do not want to handle the day-to-day demands of the profession. As a consequence, while the need does not appear “great” in terms of the way need is usually measured, it is nevertheless a “great” need for those who find themselves in this circumstance.

IV Evidence of Demand

Once again, because of the nature of this need, it is impossible to measure the “demand” for it in the usual manner. For those students who would like to receive a bachelor’s degree after four years (or more) of rigorous, focused study, the demand is great. They would much prefer the educational studies major to an academic major followed by an official caveat that says they are not eligible for teacher certification.

V Adequacy of Resources

Because of the unique nature of this request, resource questions are not pertinent. The establishment of this major would make no new resource demands on Wayne State College or the State College system.

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

ACTION: Accept the 2002-2003 Revenue Bond Audit Reports as submitted for each of the State Colleges by KPMG

Our 2002 Master Resolution calls for the Board to appoint an independent Certified Public Accountant of national reputation to audit the records of the revenue bond program annually and show the revenues, fees, and earnings credited to the program, the financial condition at the close of the fiscal year, transactions during the year, a review of the insurance carried on the facilities and other buildings, the percentage of occupancy and use of the facilities, and any other matters deemed relevant and necessary by the Accountant to make the audit informative.

KPMG has completed the audit for the period ending June 30, 2003. The information incorporates the new bonds issued in August, 2002.

The revenue bond programs are all solid. Although the NSC Master Resolution only requires debt service coverage of 110% for each of the colleges, Board policy #9005 requires that CSC and WSC maintain a minimum 125% debt service coverage and PSC a 135% debt service coverage ratio. The ratios for the years covered by the audit are shown below. Note that Peru did not make any principal payments in 2001-02, resulting in the higher ratio.

	2002-03	2001-02
Chadron State College	163%	160%
Peru State College	143%	351%
Wayne State College	154%	177%

The auditors indicate for all three colleges that the financial statements present fairly the revenues, expenditures, and changes in fund balances as required by our bond agreement. The auditors found no problems or concerns in the course of the audit.

Copies of the audit and the management letter have been provided to the Board.

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

ACTION: Ratify Substantial Completion of Neihardt Hall at Wayne State College

Board Policy #8069 requires that an inspection committee determine that the capital construction project is at the substantial completion phase. The substantial completion inspection committee held its review at Wayne State on Thursday, November 13, 2003. Committee members who attended the walk-through were:

Steve Lewis	Trustee
Sheryl Lindau	Trustee
Jean Dale	NSCS Assoc. Exec. Director, Administration & Finance
Bruce Donelson	NSCS Director, Facilities Management & Planning
Carolyn Murphy	WSC Vice President for Administration and Finance
Derby Johnson	WSC Facilities Director
Jeffrey Carstens	Interim Dean of Students and Director of Housing

Ratification of the substantial completion inspection performed by the committee is requested.

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

ACTION: Ratify Substantial Completion of Rice Auditorium HVAC Project at Wayne State College

Board Policy #8069 requires that an inspection committee determine that the capital construction project is at the substantial completion phase. The substantial completion inspection committee held its review at Wayne State on Thursday, November 13, 2003. Committee members who attended the walk-through were:

Steve Lewis	Trustee
Sheryl Lindau	Trustee
Jean Dale	NSCS Assoc. Exec. Director, Administration & Finance
Bruce Donelson	NSCS Director, Facilities Management & Planning
Steve Hotovy	DAS Building Division
Carolyn Murphy	WSC Vice President for Administration and Finance
Derby Johnson	WSC Facilities Director
Todd Barry	WSC Athletic Director
Kevin Hill	WSC Chair, Dept. of Health, Human Performance & Sport

Ratification of the substantial completion inspection performed by the committee is requested.

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

ACTION: Appoint Substantial Completion Committee for Peru State College Old Library to Become the New Academic Resource Center (ARC)

The Peru State new Academic Resource Center (ARC) will be ready for substantial completion inspection by the Board before the next regularly scheduled meeting. Board Policy 8069 requires that an inspection committee determine that the capital construction project is at the substantial completion phase.

The System Office and Peru State respectfully request that the Board of Trustees appoint a substantial completion committee to inspect and ratify substantial completion of the New Academic Resource Center. We would ask that the committee be given the authority to determine acceptance or rejection of substantial completion status on the Board's behalf. The following are recommended for the substantial completion inspection committee.

Academic Resource Center (ARC) Project
 Substantial Completion Inspection Committee

Steve Lewis	Trustee
Richard Halbert	Trustee
Jean Dale	NSCS Assoc. Exec. Director, Administration & Finance
Bruce Donelson	NSCS Director, Facilities Management & Planning
Jeffrey Pilus	The Clark Enersen Partners
Steve Hotovy	DAS Building Division
Linda Jacobsen	PSC Vice President for Administration and Finance
Paul Pate	PSC Director of Campus Services
Ted Harshbarger	PSC Director of Academic Resource Center

The System Office and College will establish a date for the committee to inspect the building.

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

**ACTION: Approve Use of Surplus Funds for Roof Design and Repair on Neal Hall at
 Peru State College**

The Neal Hall Building is currently leased to the NPPD-Cooper Nuclear Station. That lease expires on December 31, 2005. The college had planned to request funding for a new roof for Neal Hall in the next contingency maintenance request, but the condition of the roof has deteriorated to the point that it would not be advisable to wait another 6-8 months to replace the roof.

The current roof is a built-up bitumen roof (insulation and several layers of felt covered by hot asphalt with rock). The estimated cost for the roof is \$70,000. Peru has adequate flexibility within its surplus fund to support this expense. The proposed funding would provide a fully adhered, tapered, EDPM roof with a 15-year warranty.

Fiscal and Facilities Committee*Steve Lewis, Chair**Larry Teahon**Bill Roskens**Hilary Koso*

December 4, 2003

ACTION: Approve Increase in Cash Fund Appropriations

The Board of Trustees has the authority to approve an increase in cash fund spending at the colleges. To accomplish the Board's strategic initiative relating to system-wide identification, marketing, and enrollment growth, the colleges and the system office recommend that the Board authorize expenditure of additional college cash funds during fiscal year 2003-04, amounting to \$35,000 for CSC, \$19,000 for PSC, and \$46,000 for WSC.

In addition, WSC requests Board approval for a \$465,305 cash fund adjustment. This adjustment would allow the college to carry forward unencumbered balances needed to cover expenses related to athletic and music camps held over the summer and operating expenses and equipment purchases which were authorized for 2002-03 but not completed before the close of the fiscal year. The amount also includes funding for the program statements for Carhart Science and Campus Commons and some late scholarship money from the Coordinating Commission that was awarded but not recorded before the end of the fiscal year.

The total increases would be:

CSC	\$ 35,000
PSC	19,000
WSC	<u>511,305</u>
Total	\$565,305

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

ACTION: Authorize the Executive Director to Sign a Contract for the Purchase Configuration and Installation of a Network Switch at Chadron State College

Board Policy 7015 states that the Board of Trustees is responsible for all contracts and that no contract that requires Board approval may be finalized until the Board has authorized the college to enter into such an understanding. CSC is preparing planning documents for the purchase of a network switch that will control computer access and dictate when individual workstations may transmit messages within a local area network. The cost is expected to be over \$10,000. The college plans to use technology fees and tuition cash to fund the purchase. CSC is currently seeking bids for the purchase configuration and installation of the switch. Receipt of the bids and the need to sign a contract with a suitable contractor will probably not coincide with scheduled Board meetings. In order to complete this project in a timely manner, the System Office and the college request that the Board authorize the Executive Director to approve the anticipated contract.

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

ACTION: Authorize the Executive Director to Sign a Construction Contract for Elevator Replacement, Fire Alarm Upgrade and Fire Sprinkler Installation in Bowen Hall at Wayne State College

The construction documents for the Bowen Hall elevator replacement, fire alarm upgrade and fire sprinkler installation are nearing completion. We anticipate that the project will be out to bid by the end of November, thus bids will not be received in time to request approval at the December meeting. The project is planned to begin in January, 2004. In order to begin the project as soon as students have moved out of the upper floors in Bowen and complete the projects in a timely manner to minimize disruption to students, the System Office and Wayne State respectfully request that the Board of Trustees authorize the Executive Director to approve the anticipated construction contract.

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

ACTION: Approve Proposed Changes to Board Policy 3400; Tuition Remission

In order to provide the colleges more flexibility in awarding tuition waivers and update certain provisions, the Board requested a review of Policy 3400. The proposed changes would allow flexibility to use amounts that are not awarded for particular categories to be used in other areas. If additional flexibility is desired, the Executive Director could give prior written approval for other variances. A report of all remissions awarded by category is to be presented to the Board following submission of an annual report to the Executive Director.

Additional changes include the following:

- allows for the re-awarding of unused Board of Trustee Scholarships; specifies that the Board of Trustees Scholarship provides for a waiver of tuition for up to 16 credit hours per semester; and removes the requirement for students to reapply if GPA is maintained and standards are met.
- updates language concerning the purpose of the International Student Scholarships.
- updates language regarding the Rural Health Opportunities Program to reflect additional disciplines for which scholarships are now available.
- deletes language concerning the Scholarship Assistance Program and the State Scholarship Award Program. These programs, formerly administered by the Coordinating Commission, do not qualify as "remissions," since actual dollars are transferred to the colleges for the scholarships. The two scholarship programs were combined into one new program called the Nebraska State Grant in the last legislative session.
- removes the requirement for students to reapply for the Phi Theta Kappa Community College Transfer Scholarship if GPA is maintained and standards are met.

Attached is a copy of Policy 3400 with the proposed changes.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGES

POLICY: 3400 Tuition Remission

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BOARD POLICY

It is the policy of the Board that financial assistance be made available to all qualifying students. In some instances, such assistance may be provided as tuition remission and/or scholarships. The Colleges shall request funds for tuition remission as part of their biennium budget request. Remissions may be awarded up to the limits specified (if any) in each individual category below. If an individual category is not fully awarded and remission funds remain, the Colleges may reassign the remaining amounts to qualifying students in other categories. Any tuition waivers outside the enumerated categories or beyond the limits specified in this policy require the written approval of the Executive Director. By November 15 of each year, the Colleges shall provide the Executive Director with a summary of the remission funds awarded by category. The Executive Director shall provide a summary of remissions to the Board of Trustees.

Board of Trustee Scholarships

The Board of Trustees' Scholarships are awarded by each State College to students graduating from a Nebraska high school who meet the following criteria:

1. have standardized test scores of at least 25 for the ACT or 1100 composite for SAT;
2. are enrolling for the first time in a postsecondary institution;
3. provide one written reference from a high school teacher or administrator from the school of graduation;
4. such other factors which may be considered include grade point average and rank in class as appropriate.

The number of new Board of Trustee scholarships to be awarded by each college for each academic year is based on the full-time equivalent (FTE) enrollment at that college for the fall semester of the preceding academic year. Each College shall receive 20 scholarships for the first 1,000 FTE students and one additional scholarship for every 200 FTE beyond 1,000 for each academic year. The number of scholarships offered should be determined by each College based on the number of ~~new~~ scholarships available and the yield experienced in prior years. It is the intent of the Board that the full number of scholarships be awarded but not exceeded each year. The Colleges shall report to the Board by October 1st of each year the number of scholarships offered and the number actually in effect for that academic year, for each academic class (freshman, sophomore, junior, senior).

- * The scholarships are not transferable from one College to another.
- * The scholarship will be the waiver of ~~basic~~ resident tuition up to 16 credit hours per semester to a maximum of 128 hours toward an undergraduate degree.
- * All announcements and publicity will be in the name of the Board of Trustees of the Nebraska State Colleges, specifically the Chair of the Board.
- * All authority for the scholarship is the responsibility of the Board.
- * Each College president, financial aid officer and/or scholarship committee shall act as an agent of the Board in administering the program as directed by the Board.

The scholarship is renewable to the total value of the equivalent of eight semesters, up to 128 hours. The recipient may use the scholarship during the five academic years following the initial use with a one-year delay in initial use allowable with the school's permission.

Should original recipients terminate their education before using the full value of the scholarship, the balance of the scholarship's value may ~~not~~ be re-awarded.

Board of Trustee scholarships are renewable each academic year, provided the recipient maintains a 3.25 GPA and standards are met; ~~renewal must be applied for~~. The College president may approve a waiver of this requirement for extenuating circumstances in the case of a first year student only. Each college scholarship committee will review all renewal candidates and recommend action to the College President, who will report such decisions to the Board.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGES

POLICY: 3400 Tuition Remission

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The System Office of the Board shall have major responsibility for administering the program, including applications, announcements, press releases and certificates.

History: The Board of Trustees' Scholarship refers to the scholarship program established by the State of Nebraska in 1971 upon the recommendation of the Board of Trustees of the Nebraska State Colleges.

Cooperative Schools Scholarships

Each State College is authorized to award scholarships to students entering college for the first time from schools providing student teaching facilities, such scholarships to be for one-half of the tuition costs per semester for up to 16 credit hours per semester, not to exceed 128 credit hours toward undergraduate degrees. The College may authorize the cooperating school to designate one such scholarship for each three student teachers served based on recommendations by the high school principal. Criteria for the award includes academic ability (top one-half of class), service to the school and leadership qualities. Scholarships are renewable each academic year, provided the recipient maintains a 2.0 GPA.

Student Teacher Supervision Scholarships

Teachers who will be supervising the College's teacher-training students in their classrooms will receive a tuition waiver for the Student Teacher Supervision Course.

State Tuition Waiver

Each State College may award waivers to Nebraska residents based upon financial need not to exceed 2.5% of the gross resident tuition during the previous fiscal year. In most cases these waivers will supplement available federal financial assistance.

History: Established in 1967 by LB 938.

Athletic Awards

Established in 1971 by the Board and approved by the Legislature. Colleges are allocated funding equivalent to 60 FTE resident tuition waivers. The institution may, with Board approval, increase its athletic awards up to the maximum allowed by the conference or athletic association to which each College belongs. Full or partial awards to male or female athletes, residents or nonresidents, may be made at the discretion of each College within funding allocation. Student athletes receiving renewable awards must maintain the minimum GPA requirements of the conference or athletic association.

Special Activity Awards

Established in 1971 by the Board and approved by the Legislature. The awards are used to attract to the State Colleges those students who have talent in activities such as music, art, theatre, journalism, etc. Colleges are allocated funding equivalent to 10 for the first 1,000 FTE students and one for each additional 200 FTE students enrolled. Full or partial awards may be made at the discretion of each College, within funding allocations. Students receiving renewable awards must maintain a 2.5 GPA.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGES

POLICY: 3400 Tuition Remission

Page 3 of 5

War Orphans

Established by Legislature. Provides tuition waiver to children of military personnel who have died while serving with U.S. Armed Forces.

Graduate Assistant/Aide

Graduate assistantships provide a stipend established by the College and adjusted as necessary, in addition to a waiver of up to 18 hours of tuition per academic year and the immediately-following summer session, depending upon workload and term of appointment, while employed as a graduate assistant. Each College is required to report its stipend policy to the Board.

International Student Scholarships

Provide tuition waivers to qualified undergraduate students who are citizens of other countries. [The purpose is to provide exposure to the international community and bring diversity to the campus environment.](#) ~~Purpose is to provide a means to broaden the perceptions of our American students.~~ Each college is authorized to provide a total of 20 nonresident scholarships in this category. These scholarships are renewable, provided the recipient maintains a 3.0 GPA.

Staff Waivers

Established in 1977 to provide tuition waivers for one course for each term to full-time, permanent system employees. The employee must pay \$1.00 administrative charge and all fees. These waivers are offered on a space available basis to employees working toward a degree or requiring the course for professional development. (See Policy 5511)

Staff Dependent Waivers

Established in 1984 and amended later to provide 50% reduction in tuition for dependents (as defined by Federal Student Aid guidelines) of full-time, permanent System employees. Offered on space available basis only, but may be used at any Nebraska State College. (See Policy 5510)

Survivors of Deceased Employees

Provides full tuition waivers to spouse and/or children of college staff members who die while under full-time, permanent system employment. Children must have been dependent status at time of employee's death. Waivers may be used only toward undergraduate degree or to complete a graduate degree in progress. Offered on space available basis only, but may be used at any Nebraska State College.

Discretionary Waivers

Each college is authorized to award additional waivers not to exceed 4% of gross tuition. Policies and procedures for these discretionary awards shall be set by each College, approved by the President, and reported to the Board. Examples of these waivers are Native American Waivers, Senior Citizen Waivers, Presidential Scholarships, etc.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGES

POLICY: 3400 Tuition Remission

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Rural Health Opportunities Program (RHOP) Waivers

Established as a cooperative program between the University of Nebraska Medical Center (UNMC) and Chadron State and Wayne State Colleges to provide full tuition waiver for [selected students](#) students accepted to ~~dentistry or pre-medicine~~ RHOP. Selection of participants is determined by representatives of UNMC, Chadron State College and Wayne State College.

~~Scholarship Assistance Program (SAP)~~

~~The purpose of the Scholarship Assistance Program is to enhance the educational opportunities of Nebraska resident students by providing financial assistance to eligible students attending eligible postsecondary institutions. Eligible student shall mean an individual who is domiciled in Nebraska and is enrolled as a full or part time undergraduate student in an eligible postsecondary institution as defined by the Coordinating Commission for Postsecondary Education (CCPE). The Commission shall distribute funds appropriated to the Scholarship Assistance Program to eligible institutions for direct disbursement to eligible students as stated in CCPE rules and procedures.~~

~~State Scholarship Award Program (SSAP)~~

~~The purpose of the State Scholarship Award Program is to establish a financial assistance program to enable eligible students to receive education services in an eligible postsecondary institution in Nebraska and to establish the procedure for the Coordinating Commission for Postsecondary Education (CCPE) to administer the federal State Student Incentive Grant (SSIG) Program for the State of Nebraska as part of the State Scholarship Award Program. Eligible student shall mean an individual who is enrolled as a full or part time undergraduate student in an eligible program at an eligible institution; is a United States citizen or natural, is a permanent resident of the United States, is a citizen of the Marshall Islands, the federated states of Micronesia, a permanent resident of Palau, or is an eligible non-citizen in the United States as defined by the CCPE. The Commission shall distribute funds appropriated to the State Scholarship Award Program to eligible institutions for direct disbursement to eligible students as stated in CCPE rules and procedures.~~

Phi Theta Kappa Community College Transfer Scholarship

The purpose of the Phi Theta Kappa Community College Transfer Scholarship is to provide tuition waivers to graduates of community colleges who have maintained a 3.5 grade point average and who were inducted into the Phi Theta Kappa Society. The purpose of this scholarship is to encourage outstanding community college graduates to attend a Nebraska State College. These scholarships are renewable each academic year, provided the recipient maintains a 3.25 GPA at the State College [and standards are met](#); ~~renewal must be applied for~~. The scholarships are the waiver of basic tuition to a maximum of 64 credit hours toward the baccalaureate degree.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGES

POLICY: 3400 Tuition Remission

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Legal Reference: RRS 85-504 State education institutions; fees; waiver
RRS 85-980 through
RRS 85-999; and State Scholarship Award Program
RRS 85-9,101 through
RRS 85-9,102.01
Public Law 85-501 Non-Resident Fees

Policy Adopted: 1/28/77
Policy Revised: 2/7/83
Policy Revised: 10/16/86
Policy Revised: 6/5/93
Policy Revised: 9/26/97
Policy Revised: 11/12/98
Policy Revised: 4/13/00

Academic and Personnel Committee

Willa Kosman, Chair

Doug Christensen

Richard Halbert

Sara Beth Ramsey

Rachel Arterburn

December 4, 2003

**ACTION: Approve Proposed Changes to Board Policy 6022; Income; System-wide Fees;
 Individual Campus Fees**

In reviewing policies for needed changes, the Council of Business Officers noted that our fee policy did not include the Capital Improvement Fee. Policy 6022 is amended to include reference to the fee, along with the statutory provisions related to it. The Council of Presidents is in agreement with the revision.

Attached is a copy of Policy 6022 with the proposed changes.

FISCAL OPERATIONS, NEBRASKA STATE COLLEGES

POLICY: 6022 **Income; System-wide Fees;
Individual Campus Fees**

Page 1 of 3

BOARD POLICY

The Board shall fix and authorize the Colleges to collect fees from resident and nonresident students who matriculate in the State College System.

The colleges shall collect a Board-approved, per-credit hour State College Capital Improvement Fee. Revenues generated by this fee are deposited to the State College System Facility Fee Fund (Capital Improvement Fund) and may be used for paying the cost of capital improvement projects approved by the Board of Trustees for any facilities on campuses or lands owned or controlled by the Board, except that no such amounts shall be expended for capital improvement projects relating to revenue bond facilities. No expenditure may be made from the fund without prior approval of the Board of Trustees.

Board-approved, campus-based fees are to be charged for the following:

1. Admission/matriculation
2. Late registration
3. Late payment
4. Transcript
5. Degree
6. Student health
7. Placement
8. Student activity
9. Event
10. Parking permits
11. Facilities
12. Off-campus
13. Distance Learning

Description of these fees is as follows:

1. Admission/Matriculation

Every student applying for admission to any State College for the first time shall pay an admission/matriculation fee. The admission fee shall be honored for one year from the term or semester for which the student is applying. The admission/matriculation fee will not be applied to tuition and fees upon enrollment. The fee is non-refundable except in cases where the student is denied admission to the College.

2. Late Registration

A late registration fee is authorized for State College students. Each institution is granted authority to extend the registration period or waive the late registration fee under extenuating circumstances.

3. Late Payment

Authority is granted to each College to establish a late payment fee to be assessed when payments are not deposited within the schedule established by each College. The late payment fee shall be a percentage of the outstanding tuition, specific fee, room and /or board charges, and shall be charged according to the schedule adopted by each institution.

FISCAL OPERATIONS, NEBRASKA STATE COLLEGES

POLICY: 6022 **Income; System-wide Fees;
Individual Campus Fees**

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4. Transcript

Each College shall establish a fee structure for official transcripts issued at the request of a student.

5. Degree

At the time of graduation, the State Colleges are to collect a degree (graduation) fee from each graduate according to an approved schedule.

6. Student Health

A health fee shall be levied to assist in the cost of providing students with first aid and general health care while enrolled at each of the State Colleges.

7. Placement

Placement services may be provided by each State College at the request of a student. An annual fee may be charged for those students soliciting this service.

8. Student Activity

Student activity fees shall not be considered as earmarked funds in Board policy. These funds are designated for student activities which are managed by student groups. The funds shall be distributed according to an annual budget developed by the appropriate student government organization on each campus. Activities receiving support from these funds must benefit a broad based student population. The funds shall not be distributed to individuals, except in the form of wages for services performed, nor to groups or organizations that are not established by and under the direct control of student government. Each campus is authorized to establish its own student activity fee level.

9. College Events

Each State College, at its discretion, may establish a student fee to support college-sponsored events.

10. Parking Permits

Each State College may establish a motor vehicle parking fee, with the amount to be established at the discretion of the institution. The monies received from the fee will be distributed to Cash Funds and/or the revenue bond Revenue Fund, as appropriate. The funds received from revenue bond parking may be used for the development and improvement of revenue bond parking lots.

11. Facilities

Each on-campus student will pay a per-credit-hour fee to assist in paying the cost of operating and maintaining the facilities. The fee will be credited to the cash fund of the institution or the revenue bond fund as applicable.

12. Off-Campus Fee

Each State College is authorized to establish an off-campus service fee. It is anticipated that off-campus offerings will be self-supporting as far as costs for rental/lease of space and materials supplied to the students.

FISCAL OPERATIONS, NEBRASKA STATE COLLEGES

POLICY: 6022 **Income; System-wide Fees;
Individual Campus Fees**

Page 3 of 3

13. Distance-Learning Fee

Each State College is authorized to establish a distance-learning fee. The fee shall be established at up-to-150% of the resident rate for undergraduate and graduate courses. The amount of the fee may vary from campus to campus, depending upon the costs of providing credit courses by instructional technology to sites remote from the main campus.

The Board also authorizes the Colleges to fix and collect fees, fines and penalties other than those listed above. Such fees will ordinarily be for special privileges or services, materials furnished, or use of specialized equipment. Such fees will be published in the general catalogs of each College or otherwise made public.

Among such fees may be locker fee, laboratory fee, registration fee for special or readmitted students, materials fee, computer use fee, and others as may be assessed from time to time. Unless already established by law, the desired fee shall be determined at the local campus level.

Details of all the fees shall be printed and available in the business office of each campus and in the System Office. The money received from fees for state-related activities shall be paid into the accounts of the State Treasurer and held for disbursement as an institutional cash fund for the specific College remitting the funds.

Legal Reference:	RRS 85-307	State Colleges: President; Collection of fees
	RRS 85-311	State Colleges; Matriculation fees; Institutional cash fund
	RRS 85-503	State educational institutions; Fees
	RRS 85-328	State College Facility Fee Fund; created; use; investment
Policy Adopted:	1/28/77	
Policy Revised:	3/24/88	
Policy Revised:	3/11/94	
Policy Revised:	9/26/97	
Policy Revised:	4/13/00	

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

**ACTION: Approve Proposed Changes to Board Policy 8061; Capital Construction;
NEEDS Statements**

Policy 8061 deals with capital construction projects for which a needs statement may be submitted. With projects exceeding a certain level, the state requires submission of a program statement, which is more detailed and generally requires the assistance of professional architects or engineers. The cost of the project requiring the program statement is adjusted every four years by State Building Division to account for inflation. At this time, the amount is \$450,000. The language incorporated into Board Policy 8061 makes the adjustment to \$450,000 but allows for future inflationary adjustments without further action required by the Board.

A copy of Policy 8061 with the proposed changes follows.

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8061

Capital Construction; NEEDS Statements

Page 1 of 2

BOARD POLICY

A NEEDS Statement shall be prepared to support the college's initial funding request for a capital construction project. This document may be prepared by in-house staff unless the complexity of the project would require the assistance of a consultant specializing in such type of projects. It shall be submitted as documentation of the need for the specific capital construction project on that campus and shall contain specific data to assist the Board in analyzing the request.

For any project whose total project costs exceed [four hundred fifty thousand dollars \(\\$450,000\) or amount as adjusted by State Building Division for inflation](#)~~four hundred thousand dollars (\$400,000)~~, a subsequent Program Statement shall also be developed. In such cases, requests for appropriations will follow the procedures adopted by the State Building Division for Capital Construction projects:

1. Year one: request will be for planning funds
2. Year(s) two, three, etc.: requests will be for design plans and construction funds

For any project whose estimated total cost is less than [four hundred fifty thousand dollars \(\\$450,000\) or amount as adjusted by State Building Division for inflation](#)~~four hundred thousand dollars (\$400,000)~~, only a NEEDS Statement is required. Under this procedure, the initial request for funding may include the total funding required to initiate and complete the project.

The NEEDS Statement shall be comprised of the following sections:

1. **Project Description**

A narrative statement describing the project and the primary concepts and objectives to be fulfilled as a result of the capital construction request.

2. **Project Justification**

- a) Data which supports the request for funding:
 - 1) Functions/purpose(s) of the proposed program
 - 2) Current and projected user levels
 - 3) Existing physical and programmatic deficiencies
 - 4) Compliance with comprehensive capital facilities plan
- b) Space requirements
 - 1) Square footage needed for program
 - 2) Available square footage in existing facilities
 - 3) Additional space requirements for program
 - 4) Impact on existing space

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POLICY: 8061 Capital Construction; NEEDS Statements

Page 2 of 2

3. **Project Budget and Proposed Funding Source**

- a) Cost estimates
 - 1) Program planning
 - 2) Professional fees
 - 3) Construction
 - 4) Moveable equipment
 - 5) Land acquisition
 - 6) Other costs
 - 7) Total project cost per gross square feet
 - 8) Construction cost per gross square feet
 - 9) Source of cost data (MEANS cost estimate guides should be used. If variation from MEANS is used, it should be footnoted.)

- b) Funding sources
 - 1) State funds
 - 2) Cash funds
 - 3) Federal funds
 - 4) Revenue bond funds
 - 5) LB 309 funds
 - 6) Private donations
 - 7) Other sources

4. **Future Funding Requirements**

- a) Operational budget and personnel projections
- b) Other costs

5. **Time Line for Project**

- a) Funding request
- b) Start of construction
- c) Completion of construction

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

**ACTION: Approve Proposed Changes to Board Policy 8062; Capital Construction;
 Program Statements**

Policy 8062 deals with capital construction and defines the outline expected for submission of program statements. The language updating the project cost for requiring a program statement has already been changed to the current level, but wording is added to allow for the inflation adjustment without further action of the Board. The outline for a program statement was revised in a series of meetings with Building Division and the Coordinating Commission. The proposed changes incorporate the revised outline.

Attached is a copy of Policy 8062 with the proposed changes.

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8062

Capital Construction; Program Statements

Page 1 of 7

BOARD POLICY

A Program Statement shall be prepared to support the college's funding request for the design and construction of a project that is estimated to cost more than four hundred fifty thousand dollars (\$450,000) or amount as adjusted by State Building Division for inflation. This document is generally prepared by an architect/engineering firm with input from college personnel on the programmatic need for the project on that campus and shall contain specific data to assist the Board in analyzing and approving the request.

Requests for appropriations will follow the procedures adopted by the State Building Division for Capital Construction projects:

1. Year one: request will be for planning funds (Program Statement)
2. Year(s) two, three, etc.: requests will be for design plans and construction funds

The Program Statement shall be submitted to the Board for review at least two weeks prior to the request for receipt of the document. Following review by the Board, System Office staff, personnel from the Governor's Budget Office, the Legislative Fiscal Office, the State Building Division and other designated persons, the document will be considered for approval, after which time it will be submitted to the Governor's Budget Office, Building Division and Legislative Fiscal Office as support documentation for a specific capital construction funding request. No contract for the design, construction of a new facility, major modification or repair of an existing facility may be initiated unless an acceptable Program Statement has been approved by the Board.

If more than two (2) years elapse after the Program Statement is approved by the Board, an update to the document shall be prepared. The update shall include a revised project budget and construction schedule. If the scope of the project has been altered, that section of the Program Statement shall also be amended and presented to the Board for approval.

The Program Statement shall be comprised of the following sections:

- ~~1. Introduction~~
1. Introduction
 - a. Background and history
 - b. Project description
 - c. Purpose and objectives
2. Justification of the Project
 - a. Data which supports the funding request
 - b. Alternatives considered (when applicable)
3. Location and site considerations
 - a. County
 - b. Town or campus
 - c. Proposed site
 - d. Statewide building inventory (not required for new buildings)

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POLICY: 8062

Capital Construction; Program Statements

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- e. Influence of project on existing site conditions
 - (1) Relationship to neighbors and environment
 - (2) Utilities
 - (3) Parking and circulation
- 4. Comprehensive plan compliance
 - a. Year of the agency's comprehensive plan and updates or revisions
 - b. Consistency with the agency comprehensive capital facilities plan
 - c. Consistency with the current version of the Statewide Comprehensive Capital Facilities Plan or CCPE Project Review Criteria/Statewide Plan (whichever applies)
- 5. Analysis of existing facilities
 - a. Functions/purpose of existing programs as they relate to the proposed project
 - b. Square footage of existing areas
 - c. Utilization of existing space by facility, room and/or function (whichever is applicable)
 - d. Physical deficiencies
 - e. Programmatic deficiencies
 - f. Replacement cost of existing building
- 6. Facility requirements and the impact of the proposed project
 - a. Functions/purpose of the proposed program
 - (1) Activity identification and analysis
 - (2) Projected occupancy/use levels
 - Personnel projections
 - Describe/Justify projected enrollments/occupancy
 - b. Space requirements
 - (1) Square footage by individual areas and/or functions
 - (2) Basis for square footage/planning parameters
 - (3) Square footage difference between existing and proposed areas (net and gross)
 - c. Impact of the proposed project on existing space
 - (1) Reutilization and function(s)
 - (2) Demolition
 - (3) Renovation
- 7. Equipment Requirements
 - a. List of available equipment for reuse (if applicable)

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8062

Capital Construction; Program Statements

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b. Additional equipment (if applicable)

(1) Fixed equipment

(2) Movable equipment

(3) Special or technical equipment

8. Special Design Considerations

a. Construction Type

b. Heating and cooling systems

c. Life Safety/ADA

d. Historic or architectural significance

e. Artwork (for applicable projects)

f. Phasing

g. Future expansion

h. Other

9. Project budget and fiscal impact

a. Cost estimates criteria

(1) Identify recognized standards, comparisons and sources used to develop the estimated cost

(2) Identify the year and month on which the estimates are made and the inflation factors used

(3) Gross and net square feet

(4) Total project cost per gross square foot

(5) Construction cost per gross square foot

b. Total project cost

(1) Program planning

(2) Professional fees

- professional design consultants

- in-house consultants

- other consultants

(3) Construction

- general, including mechanical, electrical, elevator

- fixed equipment

- site improvements (utilities, sidewalks, parking, landscaping, etc.)

(4) Moveable equipment

(5) Special or technical equipment

(6) Land acquisition

(7) Artwork (for applicable projects)

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Capital Construction; Program Statements

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- (8) Other costs (agency administration costs, moving, temporary space, testing, surveys, legal fees, insurance, etc.)
- (9) Project contingency

C. Fiscal Impact based upon first full year of operation (include proposed funding sources and percentage of each)

- (1) Estimated additional operational and maintenance costs per year
- (2) Estimated additional programmatic costs per year
- (3) Applicable building renewal assessment charges

10. Funding

- a. Total funds required
- b. Project Funding sources (amounts and/or percentage of each)
 - (1) State funds
 - (2) Cash funds
 - (3) Federal funds
 - (4) LB 309 funds
 - (5) Revenue bonds
 - (6) Private donations
 - (7) Other sources
- c. Fiscal year expenditures for project duration

11. Time line

- a. Need Statement (if applicable)
- b. Program Statement
- c. Funding
- d. Professional consultants selection
- e. Design Development documents
- f. Receive bids for construction
- g. Award of contract and start of construction
- h. Completion of construction

12. Higher Education Supplement

- a. CCPE Review
 - (1) CCPE review is required

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8062

Capital Construction; Program Statements

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(2) CCPE review is not required

b. Method of contracting

(1) Identify method

(2) Provide rationale for method selection

- ~~a) Project description: a narrative describing the following components (may also contain appropriate graphs illustrating pertinent statistics)~~
- ~~1) Purpose and objectives of the project~~
 - ~~2) Justification of need~~
 - ~~3) Background leading to need for project and the history of the activity up to this point in time~~
 - ~~4) Proposed site for project~~
 - ~~(a) location (city, county)~~
 - ~~(b) legal description~~
 - ~~(c) on campus map~~
 - ~~5) Influence of project on existing site conditions~~
 - ~~(a) visual relations to the surroundings~~
 - ~~(b) utilities~~
 - ~~(c) parking and circulation~~
 - ~~6) Compliance with the comprehensive capital facilities plan for the campus~~
 - ~~(a) updates or revisions as necessary~~

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8062

Capital Construction; Program Statements

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~~2. Impact of Facility Requirements~~

~~a) Analysis of existing facilities~~

- ~~1) Functions/purpose of existing programs~~
- ~~2) Square footage of existing areas~~
- ~~3) Utilization of existing space by facility, room and/or function (whichever is applicable)~~
- ~~4) Physical deficiencies~~
- ~~5) Programmatic deficiencies~~

~~b) Functions/purpose of the proposed program~~

- ~~1) Activity identification and analysis~~
- ~~2) Projected occupancy/user levels~~

~~c) Space requirements~~

- ~~1) Square footages by individual areas and/or functions~~
- ~~2) Basis for square footages/planning parameters (standards used)~~
- ~~3) Square footage difference between existing and proposed areas (net and gross)~~

~~d) Impact of the proposed project on existing space~~

- ~~1) Re-utilization and function(s)~~
- ~~2) Demolition~~
- ~~3) Renovation~~

~~e) Construction requirements~~

- ~~1) General~~
- ~~2) Mechanical~~
- ~~3) Electrical~~
- ~~4) Utilities~~

~~3. Project Budget and Proposed Funding Source~~

~~a) Total project cost~~

- ~~1) Program planning~~
- ~~2) Professional fees~~
- ~~3) Construction~~
 - ~~(a) general, mechanical, electrical, elevator~~
 - ~~(b) fixed equipment~~
 - ~~(c) contingency~~
 - ~~(d) site improvements (utilities, landscaping, sidewalks, parking, etc.)~~
- ~~4) Moveable equipment~~
- ~~5) Land acquisition~~
- ~~6) Artwork~~
- ~~7) Other costs (administrative fees, relocation, testing, surveys, legal fees, insurance, etc.)~~

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8062

Capital Construction; Program Statements

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-
- ~~b) Cost per square footage (net and gross)~~
 - ~~1) Total cost~~
 - ~~2) Construction cost~~
 - ~~e) Basis for construction costs (MEANS cost estimate guides should be used. If variation from MEANS is used, it should be footnoted.)~~
 - ~~4. Future Funding Requirements~~
 - ~~a) Operational budget and personnel estimates~~
 - ~~b) Other costs~~
 - ~~5. Project Funding~~
 - ~~a) Total funds required~~
 - ~~b) Funding sources~~
 - ~~1) State funds~~
 - ~~2) Cash funds~~
 - ~~3) Federal funds~~
 - ~~4) LB 309 funds~~
 - ~~5) Revenue bonds~~
 - ~~6) Private donations~~
 - ~~7) Other sources~~
 - ~~e) Estimated cash flow for project (expenditures by fiscal year)~~
 - ~~6. Time Line for Project~~
 - ~~a) Program Statement approval~~
 - ~~b) Funding request~~
 - ~~c) Funds appropriated or bonds sold~~
 - ~~d) Professional consultant selection for design and construction~~
 - ~~e) Design plans approved~~
 - ~~f) Construction documents approved~~
 - ~~g) Approve bid(s) for construction~~
 - ~~h) Construction began~~
 - ~~i) Substantial completion of project~~
 - ~~j) Final completion of project~~
 - ~~k) Dedication of project~~

Legal Reference: RRS 81-1108.41 State comprehensive capital facilities plan; State Comprehensive Capital Facilities Planning Committee; program statement; appropriation for drawings and construction; contracts; approval; report; contents

Policy Adopted: 3/11/94
Policy Revised: 12/3/98
Policy Revised: 9/10/02
Policy Revised:

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

ACTION: Approve Proposed Changes to Board Policy 8064; Capital Construction; Bids

Policy 8064 deals with the bidding process and requirements for drawing up plans and specifications for capital construction projects. The cost level above which agencies are required to use the services of professional architects and/or engineers to prepare plans is updated to \$80,000 per Building Division. The language is also added to allow for future inflation to occur. Other proposed changes to the policy include removing the reference to any adjustments to bids being faxed in (since the very process would compromise confidentiality of the bid) and removing the requirement to include bid tab sheet and other materials relating to the bid in the information provided to the Board. The Board would still approve bid amounts and contractors, as is the current practice. The requirement for furnishing a performance bond and a labor material payment bond, as well as requiring the use of public notice and bidding when the cost of the project exceeds a certain level is established in statute. In an earlier revision of the policy, we had assumed that these amounts were also inflation adjusted to \$45,000, but they are not. The policy change returns the reference to the statutory \$40,000 level.

Attached is a copy of Policy 8064 with the proposed changes.

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8064 Capital Construction; Bids

Page 1 of 4

BOARD POLICY

The Board shall, within the limits prescribed by law, prepare specifications, advertise projects, evaluate and award all bids for capital construction projects in the State College System.

No State College employee or Board member shall furnish or cause to be furnished any technical information, or solicit proposals and/or prices or take any type of action which would or could be construed to give a direct or indirect advantage or disadvantage to a potential bidder for a State College Project.

No person shall attempt to influence in any way or participate or assume responsibility in the evaluation of proposals and selection of contractors when participation constitutes a conflict of interest.

PROCEDURE

1. Specifications: All specifications and plans for buildings to be renovated or constructed, where the estimated project cost exceeds ~~forty-five~~eighty thousand dollars (~~\$45,000~~ \$80,000) or amount adjusted by State Building Division for inflation, are to be prepared by professional architects and/or engineers. The specifications and plans shall be prepared in such a manner that the completed building, landscaping and parking facilities, including the cost of equipment and fixtures necessary for the project, or the completed renovation cost shall not exceed the amount authorized for that purpose.

2. Advertising project: The public notice shall appear once a week for three (3) consecutive weeks in a publication based in or near the locality of the project and in other widely circulated publications as deemed necessary by the State College. The notice shall not appear on a weekend or holiday. A minimum of fifteen (15) calendar days shall elapse between the time formal bids are first advertised or called for and the time of their opening.

The notice shall include, at a minimum, the following information:

- a) Name of Board of Trustees/College
- b) Description of project
- c) Date, place and time when bids must be received
- d) Person to contact for information
- e) Locations where bid documents can be viewed/obtained

A copy of the advertisement shall be filed in the System Office.

3. Bid Opening: Bids shall be submitted in a sealed envelope with notation of the project on the front. Bids shall be opened on the date, time and place as advertised. The bid opening shall be conducted in public so that all bidders and interested parties may be present. No bids are to be received after the specified time and are to be returned unopened. ~~Any adjustments to bids that are faxed in should be dated and time stamped and treated as confidential information.~~ The bidders envelope is to be attached to the back of the bid form. The professional consultant shall be responsible for opening and reading aloud the bids. Bid documents shall be considered public information after they have been opened. The following requirements shall be noted at the time of opening the bid:

- a) Conformance with bidding instructions
- b) Use of proper bid forms
- c) Accompanied by bid bond or certified check, if required
- d) Acknowledgment of any addendum
- e) Bid is signed

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8064 Capital Construction; Bids

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4. Bid Evaluation: When bids for construction are received, publicly opened and read, the contractors shall not be notified of the final decision until a later date so that adequate study and analysis can be made of the bids received. The professional consultant shall evaluate the bids received and make a recommendation to the college. Awarding of the contracts shall be based on competitive bidding with award to the lowest responsible bidder, taking into consideration the best interests of the State of Nebraska and the State College System, the quality or performance of the firm and the materials to be supplied, their conformity with specifications, and the times of completion. In determining the lowest responsible bidder, in addition to price, the following elements shall be given consideration:
- a) The ability, capacity, and skill of the bidder to perform the contract required;
 - b) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
 - c) Whether the bidder can perform the contract within the time specified;
 - d) The quality of performance of previous contracts;
 - e) The previous and existing compliance by the bidder with laws relating to the contract;
 - f) The life-cost of the article or property in relation to the purchase price and the specific use of the item;
 - g) The performance of the article or property, taking into consideration any commonly accepted tests and standards of product usability and user requirements;
 - h) Energy efficiency ratio as stated by the bidder for alternative choices of appliances or equipment;
 - I) Such other information as may be secured having a bearing on the decision to award the contract.

When a public contract is to be awarded to the lowest responsible bidder, a resident bidder shall be allowed a preference over a nonresident bidder from a state which gives or requires a preference to bidders from that state.

All bidders on State College projects must file a statement that they are complying with, and will continue to comply with, fair labor standards in the pursuit of their business and in the execution of the contract on which they are bidding. All bidders must also comply with the State of Nebraska's Drug-Free Workplace requirement. The proposal form used to bid projects shall contain a clause which, when the proposal is signed by the bidder, certifies that the firm has a drug-free workplace policy in accordance with State requirements.

The contractor must specifically agree not to discriminate against any recipient of services on the basis of race, color, sex, religion, creed, age, marital status, physical or mental disability, political affiliation, national origin or ancestry, and not to discriminate against any employees or applicant for employment on the basis of race, color, sex, religion, creed, age, marital status, physical or mental disability, political affiliation, national origin or ancestry.

All contracts will contain equal opportunity statements to ensure compliance with Federal Government requirements associated with Title VI and Title VII of the Civil Rights Act of 1964, and other appropriate equal opportunity procurement policies.

~~Unless unforeseen circumstances occur that would prevent timely distribution of the required materials, a recommendation shall be provided to the Board at least one week prior to the meeting at which approval of the successful bidder is requested.~~ The recommendation, bid tab sheet and other applicable materials shall be provided to the System Office for approval by the Executive Director. ~~inclusion in the briefing notes for that meeting.~~ ~~After approval by the Board, a Notice to Proceed may be issued to the contractor and the professional consultant shall prepare the contract(s) for appropriate signatures.~~ All actions shall be reported to the Board at the first Board meeting following System Office action.

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8064 Capital Construction; Bids

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For any project that has a total cost of more than forty-five thousand dollars (~~\$45,000~~ 40,000), the successful bidder for the project shall be required to furnish a Performance Bond and a Labor Material Payment Bond, each in the amount of 100% of the contract sum, written by a Surety licensed to do business in the State of Nebraska.

If the recommendation is to reject the lowest bid for any one or more of the reasons stated above, the recommendation must include the reason(s) for the rejection. The Board reserves the right to reject any or all bids.

Construction projects exceeding forty-five thousand dollars (~~\$45,000~~ 40,000) shall follow the above noted bidding procedures. Construction projects with a total project cost between \$15,000 and ~~\$45,000~~ 40,000 shall observe the following informal bidding process:

1. Three or more quotations for the project shall be solicited from responsible bidders. Original quotations may be obtained in writing or verbally. Any verbal quotations must be followed up with a written or faxed confirmation for project files.
2. A fixed bid receipt date or public opening is not required.
3. A formal contract shall be executed for the project after negotiating a price that is reasonable and within budget. The contract may be the State College System's short form for construction projects or a letter of agreement.
4. All resulting quotations or refusals to quote shall be documented by the State College for reference.
5. Information on these construction contracts shall be reported to the Board of Trustees at the first Board meeting following campus acceptance of the contract.

Construction projects with a total cost of less than \$15,000 shall follow the open solicitation process.

1. Competitive bidding is not required.
2. The State College may contract directly with a responsible contractor after negotiating a contract price that is reasonable and within budget.

Special Situations

1. Emergencies -- Emergencies are defined as situations where a clear and foreseeable danger will exist without the State College taking appropriate measures to reduce or remove the danger. In such cases, the College President, after consulting with the Executive Director, shall be responsible for making whatever modifications to the bidding processes are deemed most appropriate to obtain the needed services within the required time frame.
2. Sole Source -- In the event that the requirements of a project require that it be supplied by a single firm or other unique circumstances preclude the opportunity to receive competitive bids, the College President and Executive Director may negotiate a price for the project with a single qualified contractor. Documentation justifying the sole source process shall be included in the project file for possible future reference. Prior to the award of a sole source contract in excess of ~~\$45,000~~ 40,000, a Request for Proposal form shall be made public for fifteen (15) days to assure public awareness of the project.

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8064 Capital Construction; Bids

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3. Fewer than Three Bids -- In the event that the prescribed procedures for competitive bidding are carried out and the resulting bids received number less than three (3), the agency may award the project based upon the bids submitted, or rebid the project. Documentation shall be provided to the Executive Director and placed in the project file to show compliance with the appropriate bidding procedures and show that it is in the Board/College's best interest to enter into an agreement with the selected bidder.

Legal Reference:	RRS 72-802	Public buildings; plans and specifications; limitations; bids; appropriations; limits
	RRS 72-803	Public buildings; construction; improvement and repair; contracts; bidding; procedure; exceptions
	RRS 73-101.01	Public lettings; resident bidder; defined; preference
	RRS 73-102	Fair Labor Standards, statement of compliance required.
	RRS 81-161	Competitive bids; award to lowest responsible bidder; elements considered
	RRS 81-161.01	Competitive bids; time required to elapse between notice and opening of bids
	RRS 81-855	Engineers and architects; public works; supervision by registered engineer or architect required; exception - repealed in 1997.
	RRS 81-1108.43	Capital construction project; prohibited acts; exceptions; warrant; when issues
	RRS 81-1114	Department of Administrative Services; building division; powers, duties, and responsibilities
	RRS 85-304	Board of Trustees; powers; enumerated
	RRS 81-3449	Practice of architecture; exempted activities
	RRS 81-3453	Practice of engineering; exempted activities

Policy Adopted: 3/11/94

Policy Revised: 8/29/97

Policy Revised: 10/29/97

Policy Revised: 9/10/02

[Policy Revised:](#)

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

ACTION: Approve Proposed Changes to Board Policy 8065; Capital Construction; Contracts; Approvals

Board Policy 8065 deals with construction contract approvals. The proposed change would allow the Executive Director, when approval is critical to the schedule of the project, to approve construction contracts above \$100,000, so long as the Board has authorized the project and all specifications, bidding and contract procedures have taken place. The proposed change would permit some flexibility in getting contracts negotiated without requiring a separate Board action to grant the Executive Director this authority each time scheduling issues arise. Reference to review by the legal counsel of the representative school is also eliminated. Legal review is provided by the system office on all contracts.

Attached is a copy of Policy 8065 with the proposed changes.

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8065 Capital Construction; Contracts; Approvals

Page 1 of 2

BOARD POLICY

The Board of Trustees is responsible for all capital construction contracts. No contract may commit funds for a project until the fund resource has been identified and approved by the Board of Trustees. Further, for state-funded projects, the appropriation must have been received before construction contracts are submitted for approval. For revenue bond projects, bond proceeds or Surplus Funds must be available and their expenditure approved by the Board before construction contracts are submitted for approval.

The following types of contracts are to be submitted to the Board for approval:

1. Construction contracts and land purchases amounting to one hundred thousand dollars (\$100,000) or more with the following exception if approval is critical to the schedule of the project:

The Executive Director shall be authorized to approve construction contracts and land purchases ~~above~~ ~~between~~ one hundred thousand dollars (\$100,000) ~~and two hundred thousand dollars (\$200,000)~~ so long as the Board has authorized the project and compliance with all specifications, bidding and contract procedures has taken place. Notification of these approvals shall be provided in the Executive Director's report to the Board at a subsequent Board meeting.

2. Any contract or agreement with an engineer or architect if the fee would exceed forty thousand dollars (\$40,000).
3. Contract change orders involving additional expenditure over twenty thousand dollars (\$20,000). Total change order amount shall include increases to architect or engineer fees, construction contract, equipment purchases and all other miscellaneous expenditure items related to that change order.

If approval of the change order is critical to the schedule of the project, change orders involving an expenditure in the range from twenty thousand dollars (\$20,000) up to and including forty thousand dollars (\$40,000) may be approved by the Executive Director and such action reported for ratification at the next Board meeting.

The Executive Director is authorized to sign all of the above documents on behalf of the Board once the required approval has been received and the documents signed by the contractor and the College President.

The President of each College, or his/her designee is delegated the responsibility for bidding, negotiating and signing on behalf of the Board the following types of construction contracts and change orders:

1. Any contract for the construction, alteration, renovation, remodeling, repair, or demolition of any building or other improvement to real property under which payment by the college will not exceed one hundred thousand dollars (\$100,000).
2. Contracts with architects or engineers where the fee will be less than forty thousand dollars (\$40,000).
3. Contract change orders involving each additional expenditure under twenty thousand dollars (\$20,000).

FACILITIES, NEBRASKA STATE COLLEGES

**POLICY: 8065 Capital Construction; Contracts;
Approvals**

Page 2 of 2

Appropriate bidding/contracting procedures will be followed in all circumstances. Contracts for construction-type projects of less than one hundred thousand dollars (\$100,000), architectural/engineering contracts whereby the fee is less than forty thousand dollars (\$40,000), and contract change orders amounting to less than twenty thousand dollars (\$20,000) shall be reported by the College at the next Board meeting in a format developed by the System Office.

All contracts for construction and other related services in excess of one hundred thousand dollars (\$100,000) will be reviewed and approved by the legal counsel ~~of the representative school~~ prior to submission to the Board for consideration and action. Contract forms developed by the System Office shall be used for all construction projects and other related services where the cost will be less than one-hundred thousand dollars (\$100,000).

Legal Reference: RRS 85-304 Board of trustees; powers; enumerated.
RRS 85-306 State Colleges; presidents; duties.
RRS 85-316 State Colleges; funds; contingencies; disbursements; travel expenses
RRS 85-325 Construction projects; board of trustees; powers.

Policy Adopted: 3/11/94
Policy Revised: 6/19/98
Policy Revised: 4/13/00
[Policy Revised:](#)

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

**ACTION: Approve Proposed Changes to Board Policy 8066; Capital Construction;
 Contracts; Professional Consulting Services**

Board Policy 8066 relates to consulting services on construction projects. The procedures require that requests for proposals be published in a state-wide publication. With our colleges located as they are, experience has shown that advertising on NSC projects is most effective when publication is in newspapers based in or near the locality of the project. The proposed change would allow the colleges flexibility in placing notices in areas within the surrounding locale, as well as other widely circulated publications as deemed necessary. The change can save some advertising expense while still ensuring competition among firms wishing to do business with the colleges.

Attached is a copy of Policy 8066 with the proposed changes.

FACILITIES, NEBRASKA STATE COLLEGES

**POLICY: 8066 Capital Construction; Contracts;
Professional Consulting Services**

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BOARD POLICY

For consulting services related to construction projects, the State College System will follow the procedures established by the Nebraska Consultant's Competitive Negotiation Act (RRS 81-1701 through 81-1721) in their selection of professionals needed for capital construction projects.

PROCEDURE

For projects whose basic construction costs are estimated to be more than four hundred fifty thousand dollars (\$450,000) and the estimated fee is anticipated to exceed forty-five thousand dollars (\$45,000), except in cases of public emergencies so certified by the College President, the following procedures shall be followed:

1. A Request for Proposal advertisement for the project shall be drafted by the college and reviewed by System Office staff before publication. The advertisement shall include a general description of the project and the name of the person at the college to contact for additional information. This advertisement must be published once a week (weekdays only) for three consecutive weeks in a publication based in or near the locality of the project and in other widely circulated publications as deemed necessary by the college. ~~state-wide publication and, if desired, regional newspapers.~~ A timeline shall be noted in the advertisement for letters of interest to be submitted by the professional consultants. The college shall then notify the interested firms of the deadline for submittal of proposals and direct the firms to include specific forms/information with their proposals.
2. The college President is authorized to appoint a campus screening committee to review the professional consultants' proposals and to select three or four firms for interviews by the selection committee. It is suggested that the local committee include the Chair/Dean of the College/Division/Department for which the facility is being constructed/renovated; the college's Vice President/Dean of Administration; the campus Director of Physical Plant; and others deemed appropriate by the President.

In evaluating the proposals, the screening committee shall give consideration to the following criteria:

- a) Demonstrated interest in project
 - b) Relevant experience in projects of similar nature
 - c) Background of key personnel to be involved in project
 - d) Planned use of outside consultants
 - e) Approach in working with campus staff, students, faculty
 - f) Past performance in meeting budget limits and time schedules
 - g) Evaluation of firm's work on other state projects
 - h) Evaluation of proposal
 - i) Current workload and past volume of work for State Colleges to promote an equitable distribution of contracts among qualified firms
3. The college President shall recommend the membership of the Selection Committee to the Board of Trustees for approval. Included as members of the committee will be the regional Board of Trustee member; the Chair of the Physical Plant Subcommittee; the Board's Fiscal & Facilities Officer; its Physical Plant consultant; and appropriate campus personnel as desired by the President. If the consultant being sought is an engineer, a licensed engineer shall also be on the selection committee; if architectural firms are being interviewed, the selection committee shall have one member who is a certified architect. NOTE: If the project is a state-funded project, a representative of the State Building Division shall also serve on the selection committee.

FACILITIES, NEBRASKA STATE COLLEGES

**POLICY: 8066 Capital Construction; Contracts;
Professional Consulting Services**

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4. The college representative in charge of the selection process shall consult with the System Office staff in scheduling the date for the interviews. Once the firms to be interviewed have been identified by the screening committee, notification and appropriate material shall be forwarded to the selection committee for review prior to the interviews. The objective criteria shall be similar to that identified in the preceding paragraph 2.
 5. Unless time is not available, each firm shall be interviewed for one hour, including questions from the selection committee. When the interviews have all been completed, the committee shall discuss the strengths of the firms in relation to the proposed project and shall arrive at agreement on the first-, second- and third-place firms. The college shall then negotiate a contract, in consultation with System Office staff, with the selected firm, keeping in mind the budget for professional fees. If the negotiations are concluded within the budget limitations and all other issues resolved, a recommendation shall be made by the college President to the members of the Physical Plant Subcommittee who shall then submit a recommendation to the Board of Trustees for approval. If the fee cannot be negotiated with the first-place firm within the budget limits and required terms, negotiations shall be held with the second-place firm. If agreement cannot be reached with the second qualified firm, negotiations shall be undertaken with the third-place firm. If those negotiations do not result in a satisfactory agreement, the college and System Office staff will determine the reasons for the failure to negotiate an agreement. If the problem is due to inadequately-budgeted professional fees, the college may petition the Board of Trustees for an upward adjustment in the professional fees portion of the budget and resume negotiations with the first qualified firm.

The Presidents are delegated the responsibility for bidding, negotiating, and signing on behalf of the Board and reporting the same to them, contracts for architectural or engineering services, under twenty-five thousand dollars (\$25,000) which have been included in the operations budget, revenue bond budget or capital construction budgets. Contracts for architectural or engineering services with a fee that is more than twenty-five thousand dollars (\$25,000) but less than forty-five thousand dollars (\$45,000), shall be submitted to the Executive Director for approval prior to acceptance by the college and signature by the President. The Executive Director will include information on these contracts in his/her subsequent report to the Board.

The Board of Trustees/Professional Consultants form shall be used for all agreements entered into by the colleges. The short form may be used for services to develop a Program Statement. The long form must be used for all other professional design phases of a construction project.

The Department of Administrative Services "Open End Agreement" as defined by DAS Standard Form of Consulting Services: Design and Contract Administration, Nebraska Open End Agreement may be substituted as defined by DAS policy. The policy applies to projects over forty-five thousand dollars (\$45,000) with basic construction costs of four hundred fifty thousand dollars (\$450,000) and not to exceed one million dollars (\$1,000,000). The policy recognizes the DAS-BD Open End Agreement as an already complete Proposal Request.

All contracts and professional consulting service agreements involving the use of Building Renewal funds must conform to Project Procedures/Standards as promulgated by the Task Force for Building Renewal.

FACILITIES, NEBRASKA STATE COLLEGES

**POLICY: 8066 Capital Construction; Contracts;
Professional Consulting Services**

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Legal Reference: RRS 81-1701 through Nebraska Consultant's Competitive Negotiation Act
RRS 81-1721
RRS 85-411 Campus buildings and facilities; board; powers
RRS 85-306 State college; president; duties; responsible to board
RRS 85-304 Board of Trustees; powers; enumerated

Policy Adopted: 3/11/94
Policy Revised: 6/19/98
Policy Revised: 9/10/02
[Policy Revised:](#)

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

ACTION: Approve Proposed Changes to Board Policy 8068; Capital Construction; Contracts; Forms, Payments

Board Policy 8068 deals with capital construction contracts. The level for Board approval is adjusted from \$50,000 to \$100,000, in concurrence with Policy 8065. The requirement for holding a 1% retainage is changed to allow release of the retainage when the project reaches final completion. The 1% retainage requirement is no longer standard practice with construction projects, and it is clear that contractors are adding the cost of holding that amount to their bids. Current practice is such that warranties on equipment and systems still allow us to hold companies accountable for performance. The colleges have the ability to delay final completion until they are satisfied that work has been satisfactorily completed by the contractors. The proposed changes should continue to ensure that the NSC gets the best bids possible on its construction projects.

Attached is a copy of Policy 8068 with the proposed changes.

FACILITIES, NEBRASKA STATE COLLEGES

**POLICY: 8068 Capital Construction; Contracts;
Forms, Payments**

Page 1 of 2

BOARD POLICY

No capital construction contract for a project costing more than ~~fifty thousand dollars (\$50,000)~~ one hundred thousand dollars (\$100,000) may be executed before approval has been granted by the Board or the Executive Director, as stipulated in Policy 8065. After Board approval, the contract will be signed in this order:

1. Contractor
2. College President
3. Executive Director

Form

If a contract is for labor and material costing less than one hundred thousand dollars (\$100,000), a short form may be used. The short form should include the following elements:

1. Owner is the _____ State College/Board of Trustees
2. Detailed Scope of Work
3. Contract Sum
4. Progress Payment Schedule (if applicable)
5. Time of Commencement and Completion
6. Fair Labor Standards Statement
7. Equal Employment Opportunities statement
8. Listing of contract documents (attachments)
9. Binding Parties statement
10. Signature blocks for contractor and college President

The latest AIA Abbreviated Form of Agreement Between Owner and Contractor, may be used or the short form document developed by the System Office.

If the contract is for labor and material costing more than one hundred thousand dollars (\$100,000), the latest AIA contract, Standard Form of Agreement Between Owner and Contractor, shall be used. Attached to the base contract shall be the contractor's proposal form, the Notice to Proceed, general conditions of the contract, supplemental conditions of the contract, certificate of insurance as specified in the bid documents, the index of the specifications for the project, and any other documents deemed a part of the contractual agreement.

All contracts shall contain the following clause: Continuance of this contract beyond the limits of funds available shall be contingent upon appropriation or allocation of the necessary funds, and the termination of this contract for lack of funds shall be without penalty.

FACILITIES, NEBRASKA STATE COLLEGES

**POLICY: 8068 Capital Construction; Contracts;
Forms, Payments**

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Payments

For construction contracts with phased payments, the payment schedule shall be as follows:

1. Every application of payment shall be based on a portion of the Contract sum, properly allocable to the completed portion of work, and shall be reviewed and payment authorized by the architect/engineer. A retainage of ten percent (10%) shall be kept until the project is fifty percent (50%) complete.
2. After the project is 50% complete, there will be no additional retainage deducted. ~~At the completion of the project, the retainage may be reduced to one percent (1%) of the contract amount and this one percent (1%) shall be retained until twelve (12) months after Substantial Completion or six (6) months after Final Completion, whichever comes first.~~ When the project reaches final completion, the retainage will be paid in full.

Legal Reference: RRS 85-304

Board of trustees; powers enumerated

Policy Adopted: 3/11/94

Policy Revised: 9/26/97

[Policy Revised:](#)

FACILITIES, NEBRASKA STATE COLLEGES

**POLICY: 8068 Capital Construction; Contracts;
Forms, Payments**

Page 1 of 2

BOARD POLICY

No capital construction contract for a project costing more than ~~fifty thousand dollars (\$50,000)~~ one hundred thousand dollars (\$100,000) may be executed before approval has been granted by the Board or the Executive Director, as stipulated in Policy 8065. After Board approval, the contract will be signed in this order:

1. Contractor
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3. Executive Director

Form

If a contract is for labor and material costing less than one hundred thousand dollars (\$100,000), a short form may be used. The short form should include the following elements:

1. Owner is the _____ State College/Board of Trustees
2. Detailed Scope of Work
3. Contract Sum
4. Progress Payment Schedule (if applicable)
5. Time of Commencement and Completion
6. Fair Labor Standards Statement
7. Equal Employment Opportunities statement
8. Listing of contract documents (attachments)
9. Binding Parties statement
10. Signature blocks for contractor and college President

The latest AIA Abbreviated Form of Agreement Between Owner and Contractor, may be used or the short form document developed by the System Office.

If the contract is for labor and material costing more than one hundred thousand dollars (\$100,000), the latest AIA contract, Standard Form of Agreement Between Owner and Contractor, shall be used. Attached to the base contract shall be the contractor's proposal form, the Notice to Proceed, general conditions of the contract, supplemental conditions of the contract, certificate of insurance as specified in the bid documents, the index of the specifications for the project, and any other documents deemed a part of the contractual agreement.

All contracts shall contain the following clause: Continuance of this contract beyond the limits of funds available shall be contingent upon appropriation or allocation of the necessary funds, and the termination of this contract for lack of funds shall be without penalty.

FACILITIES, NEBRASKA STATE COLLEGES

**POLICY: 8068 Capital Construction; Contracts;
Forms, Payments**

Page 2 of 2

Payments

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2. After the project is 50% complete, there will be no additional retainage deducted. ~~At the completion of the project, the retainage may be reduced to one percent (1%) of the contract amount and this one percent (1%) shall be retained until twelve (12) months after Substantial Completion or six (6) months after Final Completion, whichever comes first.~~ When the project reaches final completion, the retainage will be paid in full.

Legal Reference: RRS 85-304

Board of trustees; powers enumerated

Policy Adopted: 3/11/94

Policy Revised: 9/26/97

[Policy Revised:](#)

Academic and Personnel Committee

Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn

December 4, 2003

ACTION: Approve Proposed Changes to Board Policy 8069; Capital Construction; Inspections; Substantial Completion; Final Completion

Board Policy 8069 deals with capital construction inspections, including substantial completion and final completion. The procedure for determining substantial completion includes inspection by a committee recommended by the President, including board members, system office staff, a state building division architect or engineer, and college representatives. Prior to the inspection, the architect or engineer, the college staff, and the contractor make a thorough inspection of the project and develop a punch list to be used by the substantial completion committee. Following the substantial completion inspection, the members of the committee sign the AIA document indicating the substantial completion designation. This process allows occupancy of the project, ensures that the college has received a quality project, and signals the release of specific payments. The final completion process calls for another inspection by the Board, to occur if possible when the Board is on campus, when punch list items have been completed. If not possible, the process calls for another inspection including board members, system office staff and others. This process requires extra travel on the part of Board members; and in the past few years, it has become customary to rely on college personnel to work with the contractor to insure the satisfactory completion of the punch list. The proposed policy change would allow the architect, engineer, contractor and college representatives to determine when final completion has been accomplished. The Board of Trustees would receive notice at the next Board meeting when the final inspection is accomplished.

Attached is a copy of Policy 8069 with the proposed changes.

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8069

**Capital Construction; Inspections;
Substantial Completion; Final Completion**

Page 1 of 2

BOARD POLICY

Normally construction projects will be inspected by other than the architect or engineer who designed the project. If the Board does not have a Physical Plant consultant on its staff, the college will contract with a registered architect or engineer to perform the construction inspection function. This representative of the owner will be responsible for the inspection services and provide information to the architect or engineer as applicable.

The duties of the construction inspector shall be determined by the college administrator responsible for the project, after consultation with the architect or engineer who designed the project.

Substantial Completion

A committee recommended by the President shall perform the substantial completion inspection of a capital construction project. The committee shall include the Chair of the Physical Plant Subcommittee, the regional Board of Trustee's member, System's Physical Plant Consultant (if one is on staff), the Director for Fiscal and Facilities Management, a representative of the Building Division (for state facilities), the construction inspector retained by the college, the campus Physical Plant Director, and other campus representatives appointed by the President.

Before the substantial completion inspection occurs, the college-retained inspector, the architect/engineer and the contractor shall make an inspection of the project for the purpose of developing a punch list to be used by the substantial completion inspection committee. A copy shall be provided to each member of the committee along with a notation of the items that have been completed.

Following the inspection, if the committee determines that the project is at the substantial completion phase, each member shall sign the AIA document indicating that designation. The college president shall report such action to the Board at the next official meeting for ratification of the committee's approval.

The purpose of the substantial completion inspection is to:

1. allow the owner to start use of the facility
2. to insure a quality product
3. to make specific payments

The substantial completion inspection allows:

1. The inspection committee to identify areas where an acceptable level of quality of work, materials or equipment are lacking
2. The contractor to obtain payment and stop responsibility for future financial exposure other than that identified
3. The architect to show progress and/or move the project to closure

FACILITIES, NEBRASKA STATE COLLEGES

**POLICY: 8069 Capital Construction; Inspections;
Substantial Completion; Final Completion**

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Final Completion

When the architect, [engineer](#), contractor and college-retained inspector [or college representative](#) determine that the project is complete with all work on the outstanding items adequately performed, the project ~~is~~ [shall be deemed to have reached final completion.](#) ~~ready for final completion inspection by the Board. This inspection should take place when Board members are on campus for their regular meeting, if possible. If it is not possible to coincide the final completion inspection with the official Board meeting, the Board may delegate that function to the Chair of the Physical Plant, the regional Trustee, the Director for Fiscal and Facilities Management and others as determined by the Board.~~ [The College President will notify the Board of Trustees at the next available Board meeting when the project final inspection is accomplished.](#)

Legal Reference: RRS 81-855 Engineers and architects; public works; supervision by registered engineer or architect required; exception
RRS 81-1108.15 State building division; functions and responsibilities; facilities planning, construction, and administration
RRS 85-304 Board of trustees; powers, enumerated

Policy Adopted: 3/11/94

Policy Revised: 2/23/95

[Policy Revised:](#)

Fiscal and Facilities Committee

*Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso*

December 4, 2003

ACTION: Approve the following grant applications and award as submitted by the colleges:

Chadron Applications

- Continuation Grant – Teaming Up for Teacher Quality (No Child Left Behind) – (Coordinating Commission for Postsecondary Education) -- \$62,587
- High School and Collegiate Partnership for the Development of a Natural Science Curriculum (Math and Science Partnership Grant) – (Nebraska Mathematics and Science Partnerships Grant Program) -- \$71,057

Wayne Application

- Science Content Organized & Redesigned to Educate Students (SCORES) – (Nebraska Department of Education Mathematics & Science Partnership Program through Winnebago Public Schools) -- \$72,341

Peru Application

- Proposed Honors Program – (Kauffman Foundation) -- \$50,000

Wayne Award

- Wayne State College Campus Violence Against Women Project – (U.S. Department of Justice, Office on Violence Against Women) -- \$198,141
-

Board policy 6024 requires that grant applications and awards, which exceed \$25,000, or have as part of the agreement the obligation to accept fiscal responsibility in future years, or require maintenance of effort shall be approved by the Board. Information on grant applications and awards exceeding \$25,000 is found on the following page(s).

5.18.-2

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Chadron State College		Date: November 4, 2003	
Notice of Intent	Application: XX	Accept Award:	
Name of Program: Continuation Grant-Teaming Up for Teacher Quality (No Child Left Behind)			
Funding Source: Coordinating Commission for Post-Secondary Education			
Amount Requested: \$62,587	Amount Awarded:	Funding Period: February 1, 2004 through September 30, 2005	
Closing Date for Application Submission:			
When reporting Grant Award-- Has Grant Application been approved by the Board?		Date Approved:	
Does this grant include Indirect Cost Funds for the College's use?		Yes:	No: XX
Will this grant require State Matching Funds ?		Yes:	No: XX
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):			
Will this grant require In-Kind Funds ?		Yes: XX	No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): \$96,735 Instructional, benefits, travel, stipends, meals, supplies, Blackboard, DSL, and communications.			
Is State Maintenance of Effort required?		Yes:	No: XX
Are there restrictions imposed by regulation on claiming indirect costs?		Yes:	No: XX
How many FTE positions will the grant fund?		FTE: 0	
How many of these are new positions?		New FTE: 0	
Briefly describe the purpose(s) of this application/award: This is a continuation proposal to expand a successfully funded Improving Teacher Quality State Grant project. The School of Arts and Sciences and the Department of Education at Chadron State College have formed a partnership with the Northern Panhandle/Highway 20 Education Consortium of seven high-need school districts, ESU #13 and McREL. The over all goal of the program is to provide highly qualified teachers in three core academic area--Science, English and Language Arts, and Social Studies, to high-need LEA's in the thirty county service area of Chadron State College..			
Is this grant a continuation of a previous/existing grant?		Yes: XX	No:
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program: The currently funded project is producing eight exemplary subject matter courses in three core academic areas. The continuation project will expand the number of teams and create an additional twelve courses to serve those teachers who are striving to become highly qualified in the areas in which they teach.			
Has this grant application been previously denied?		Yes:	No: XX
If yes, please state the reason:			
Person responsible for the preparation of the application: Dr. Lois Veath			
Administrator responsible for approving the application: Dr. Thomas L. Krepel			

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Chadron State College		Date: November 4, 2003
Notice of Intent	Application: XX	Accept Award:
Name of Program: A High School and Collegiate Partnership for the Development of a Natural Science Curriculum (Math and Science Partnership Grant)		
Funding Source: Nebraska Mathematics and Science Partnerships Grant Program		
Amount Requested: \$71,057	Amount Awarded:	Funding Period: February 1, 2004 through July 31, 2005
Closing Date for Application Submission:		
When reporting Grant Award-- Has Grant Application been approved by the Board?		Date Approved:
Does this grant include Indirect Cost Funds for the College's use?		Yes: No: XX
Will this grant require State Matching Funds ?		Yes: No: XX
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?		Yes: XX No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): \$39,265 Instructional, benefits, travel, stipends, meals, supplies, Blackboard, DSL, and communications.		
Is State Maintenance of Effort required?		Yes: No: XX
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: XX No:
How many FTE positions will the grant fund?		FTE: 0
How many of these are new positions?		New FTE: 0
Briefly describe the purpose(s) of this application/award: Gering Public Schools will be the main recipient of this grant with CSC as a consortia partner. The goal of this project is to increase the number of students meeting state science standards at the high school level. Objectives include: (1) the development of a rigorous two-year course of study in natural sciences for grades 9-12, which is aligned with state science standards and meets the entrance requirements of post-secondary institutions; (2) the development of assessment instruments that are aligned with the new course of study, the state science standards and the STARS requirements; and (3) the increase of science content knowledge of participants in the partnership activities. These objectives will be met through the collaboration of a group of eight rural high school science teachers from western Nebraska and eight professors in science and education from Chadron State College. The development process will include at a minimum twenty-two days of workshops spanning over eighteen months. The Nebraska State Science Supervisor will facilitate these work sessions and RMC Research Corporation in Denver, Colorado will provide outside evaluations of the project. Features of the curriculum will include: (1) themes to integrate the science standards in Biology, Chemistry, Earth Science and Physics; (2) the use of scientists in the classroom; (3) the use of outdoor learning laboratories; and (4) assessments to meet the STARS requirements and aligned with state standards. Formative evaluation surveys on college and university entrance requirements and survey of districts for feasibility will inform the development of this curriculum to ensure adoption of the new two-year curriculum.		
Is this grant a continuation of a previous/existing grant?		Yes: No: XX
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?		Yes: No: XX
If yes, please state the reason:		
Person responsible for the preparation of the application: Dr. Lois Veath		
Administrator responsible for approving the application: Dr. Thomas L. Krepel		

5.18.-4

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Peru State College		Date: November 20, 2003	
Notice of Intent:	Application: X	Accept Award:	
Name of Program: Proposed Honors Program			
Funding Source: Kauffman Foundation			
Amount Requested: \$50,000	Amount Awarded: TBA	Funding Period: 4/04-6/05	
Closing Date for Application Submission: 12/12/03			
When reporting Grant Award-- Has Grant Application been approved by the Board?		Date Approved:	
Does this grant include Indirect Cost Funds for the College's use?		Yes: X	No:
Will this grant require State Matching Funds ?		Yes: X	No:
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.): Up to \$50,000 for special duty pay, speaker honorariums, curriculum consultants, travel, etc.			
Will this grant require In-Kind Funds ?		Yes: X	No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): Administrative release time for one Summer, materials and supplies and communication expenses.			
Is State Maintenance of Effort required? Maintenance will have little cost.		Yes: X	No:
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: X	No:
How many FTE positions will the grant fund? Adjunct work only		FTE:	
How many of these are new positions?		New FTE:	
Briefly describe the purpose(s) of this application/award: To develop and pilot test an honors program in entrepreneurial leadership.			
Is this grant a continuation of a previous/existing grant?		Yes:	No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:			
Has this grant application been previously denied?		Yes:	No: X
If yes, please state the reason:			
Person responsible for the preparation of the application: Todd Drew, Dean, School of Professional Studies			
Administrator responsible for approving the application: Ben Johnson, President - PSC			

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Wayne State College		Date: December 4, 2003
Notice of Intent	Application: X	Accept Award:
Name of Program: Science Content Organized & Redesigned to Educate Students (SCORES)		
Funding Source: Nebraska Department of Education Mathematics & Science Partnership Program through Winnebago Public Schools		
Amount Requested: \$72,341	Amount Awarded:	Funding Period: 02/04-10/05
Closing Date for Application Submission: n/a		
When reporting Grant Award-- Has Grant Application been approved by the Board?		Date Approved:
Does this grant include Indirect Cost Funds for the Colleges use?	Yes:	No: X
Will this grant require State Matching Funds ?	Yes:	No: X
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?	Yes: X	No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): In-Kind support includes the time commitment of administrators/teachers from the Winnebago Schools – Winnebago Public and St. Augustine Elementary Winnebago as well as each school's instructional supplies and equipment.		
Is State Maintenance of Effort required?	Yes:	No: X
Are there restrictions imposed by regulation on claiming indirect costs?	Yes:	No: X
How many FTE positions will the grant fund?	FTE: 0.40	
How many of these are new positions?	New FTE: 0.00	
Briefly describe the purpose(s) of this application/award: This proposal by the Winnebago Schools, of which Wayne State College is a sub-recipient, requests funds for release time and travel expenses for two WSC faculty members and salaries/benefits and travel expenses for one WSC faculty member and one graduate assistant to assist educators at the Winnebago Schools in assessing and redesigning the science programs at Winnebago Public Schools and St. Augustine Winnebago. It also includes funds for wages for a project director and substitutes to cover the educators' classes while attending in-service sessions, consultant fees for participants from the Ho Chunk Tribal Bison Project, and curriculum materials/resources for the Winnebago Schools. The objectives of the grant are to redesign the Winnebago Schools science programs, materials, and content to bring them into compliance with LEARNS, STARS, and national science standards, increase the schools' educators' knowledge base in science content, and align their pedagogy with Native American learning styles and the Ho Chunk culture.		
Is this grant a continuation of a previous/existing grant?	Yes:	No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?	Yes:	No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Dr. Daryl Wilcox, Professor, Special Education and Counseling Department		
Administrator responsible for approving the application: Carolyn Murphy, Administration & Finance		

5.18.-6

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Wayne State College		Date: December 4, 2003
Notice of Intent	Application:	Accept Award: X
Name of Program: Wayne State College Campus Violence Against Women Project		
Funding Source: U.S. Department of Justice, Office on Violence Against Women		
Amount Requested: \$199,728	Amount Awarded: \$198,141	Funding Period: 10/03 – 10/05
Closing Date for Application Submission: n/a		
When reporting Grant Award-- Has Grant Application been approved by the Board? Yes		Date Approved: 06/13/03
Does this grant include Indirect Cost Funds for the Colleges use?	Yes:	No: X
Will this grant require State Matching Funds ?	Yes:	No: X
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?	Yes: X	No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): In-Kind support will include the time commitment of various College staff as well as the College's indirect cost rate.		
Is State Maintenance of Effort required?	Yes:	No: X
Are there restrictions imposed by regulation on claiming indirect costs?	Yes:	No: X
How many FTE positions will the grant fund?	FTE: 1.50	
How many of these are new positions?	New FTE: 1.50	
Briefly describe the purpose(s) of this application/award: This award will provide funding, over a two year period, for salaries, benefits, travel, office supplies, and operating expenses for a 1.0 FTE Director and a 0.50 FTE Education Programmer. It also includes funds for consultant expenses. The objectives of this award are to establish a comprehensive campus-based advocacy program offering services to victims of violent crimes against women on campus and to establish a comprehensive violence against women prevention program on the Wayne State College campus as well as programs for underserved populations including students with disabilities, ethnic minority students, international students and non-traditional students.		
Is this grant a continuation of a previous/existing grant?	Yes:	No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?	Yes:	No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Ms. Lin Brummels, Director of Counseling Center		
Administrator responsible for approving the application: Carolyn Murphy, Administration and Finance		

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

ACTION: Approve the acceptance and retrieval of LB 309 allocations

The following items are submitted for Board approval.

Chadron State College

1. Acceptance of \$78,200.00 for tapping into chilled water line for the Library.

Allocation Date/Amount	10/15/03	\$78,200.00
College Contribution Amount		<u>13,800.00</u>
Estimated Project Cost		\$92,000.00

2. Retrieval of \$8,586.23 for structural investigation of Armstrong Gymnasium. Project has been completed.

Allocation Date/Amount	7/31/00	\$17,000.00
Retrieval Date/Amount	11/3/03	<u>8,586.23</u>
Estimated Project Cost		\$ 8,413.77

Peru State College

1. Retrieval of \$488.33 to replace chill compressor in the Theater. Project has been completed.

Allocation Date/Amount	9/18/03	\$4,000.00
Retrieval Date/Amount	10/9/03	<u>488.33</u>
Estimated Project Cost		\$3,511.67

2. Acceptance of an additional \$107.00 to replace basement exterior door in Fine Arts building.

Allocation Date/Amount	10/15/03	\$107.00
College Contribution Amount		<u>00.00</u>
Estimated Project Cost		\$107.00

3. Acceptance of \$10,200.00 for designing HVAC system in Administration Building.

Allocation Date/Amount	10/15/03	\$10,200.00
College Contribution Amount		<u>1,800.00</u>
Estimated Project Cost		\$12,000.00

4. Acceptance of \$55,250.00 for tuckpointing on AV Larson.

Allocation Date/Amount	10/15/03	\$55,250.00
College Contribution Amount		<u>9,750.00</u>
Estimated Project Cost		\$65,000.00

5. Acceptance of \$21,250.00 for design for rehabilitation of the exterior of the Fine Arts Building.

Allocation Date/Amount	10/15/03	\$21,250.00
College Contribution Amount		<u>3,750.00</u>

Estimated Project Cost \$25,000.00
5.19.-2

6. Acceptance of \$50,575.00 for tuckpointing on Physical Plant.

Allocation Date/Amount	10/15/03	\$50,575.00
College Contribution Amount		<u>8,925.00</u>
Estimated Project Cost		\$59,500.00

7. Retrieval of \$352.11 for water distribution system study on campus. Project has been completed.

Allocation Date/Amount	8/29/01	\$3,248.00
Retrieval Date/Amount	11/3/03	<u>352.11</u>
Estimated Project Cost		\$2,895.89

8. Acceptance of an additional \$40,000.00 for HVAC design in Administration building.

Allocation Date/Amount	11/13/03	\$40,000.00
College Contribution Amount		<u>00.00</u>
Estimated Project Cost		\$40,000.00

Wayne State College

1. Acceptance of \$119,000.00 for window and entry door replacement on Rice Auditorium.

Allocation Date/Amount	10/15/03	\$119,000.00
College Contribution Amount		<u>21,000.00</u>
Estimated Project Cost		\$140,000.00

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

ACTION: Approve the following contracts submitted by the colleges:

Chadron State College Contracts

- Math and Science Building (fire sprinkler system) -- \$TBD
- Campus (Heritage Trail construction) -- \$367,298

Wayne State College Contract

- Rice Auditorium (replace gymnasium floor) -- \$TBD (bids to be opened 11/25/03)

Board policies 7016 and 8065 require that the following types of contracts and change orders be submitted to the Board for approval.

CONTRACTS -- a) construction contracts or land purchases amounting to \$50,000 or more; b) architect/engineer fees exceeding \$40,000; and c) consultant contracts exceeding \$25,000).

College: Chadron State College		Meeting Date: December 4, 2003
Location on Campus:	Math and Science Building	
Contracted Work:	Fire sprinkler system	
Contract Amount:	\$TBD	
Fund Source:	LB 309 and Cash	
Contractor:	TBD	
Location on Campus:	Campus	
Contracted Work:	Heritage Trail construction	
Contract Amount:	\$367,298	
Fund Source:	Nebraska Department of Roads Grant and Cash	
Contractor:	Fuller Construction	

College: Wayne State College		Meeting Date: December 4, 2003
Location on Campus:	Rice Auditorium	
Contracted Work:	Replace gymnasium floor	
Contract Amount:	TBD (bids to be opened 11/25/03)	
Fund Source:	LB 1100	
Contractor:	TBD	

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

September 11-12, 2003

ACTION: Authorize the following reallocation of contingency maintenance funds for Chadron State College:

CHADRON STATE COLLEGE

From Resolution '98	\$ 5,000.00	West Court Roof Replacement
To be used for Resolution '03	\$ 5,000.00	Edna Work Furnishings
From Resolution '98	\$ 6,152.00	High Rise Floor Covering
To be used for Resolution '02	\$ 6,152.00	Kent Flooring
From Resolution '00	\$11,907.31	High Rise Sprinkler System
To be used for Resolution '03	\$11,907.31	Edna Work Furnishings
From Resolution '00	\$ 2,646	Crites Hall Renovate Entry Doors
To be used for Resolution '03	\$ 2,646	Crites Hall North Entry Stairway
From Resolution '00	\$ 6,554	High Rise Sprinkler System
To be used for Resolution '03	\$ 6,554	Crites Hall North Entry Stairway

Chadron has requested the reallocation of contingency maintenance funds for other uses as identified above.

Funding was requested on the 1998 resolution in anticipation of need for a new roof on the West Court apartments. Currently the roof is performing well and these funds are not necessary for repairs at this time. The High Rise sprinkler system project is complete.

Fiscal and Facilities Committee

Steve Lewis, Chair

Larry Teahon

Bill Roskens

Hilary Koso

December 4, 2003

ACTION: Authorize the Executive Director to Sign a Contract With the Successful Architectural Firm for Completion of a Program Statement for the Carhart Science Building Renovation and Addition Project at Wayne State College

At its meeting on September 12, 2003, the Board authorized Wayne State College to select an architect to prepare a program statement for the renovation of and addition to Carhart Science building on the Wayne State College campus. Under Board policy, public notices were published to solicit statements of interest from architectural firms. From the interested firms, eleven proposals were received. Three firms were invited to interview on campus on November 14, 2003 before a Board-appointed Selection Committee. In attendance for the interviews were the following individuals.

ARCHITECT SELECTION COMMITTEE

Steve Lewis	Trustee
Sheryl Lindau	Trustee
Jean Dale	NSCS Assoc. Exec. Director, Administration and Finance
Bruce Donelson	NSCS Director, Facilities Management and Planning
Steve Hotovy	DAS Building Division
Carolyn Murphy	WSC Vice President, Administration and Finance
Derby Johnson	WSC Facilities Director
Robert McCue	WSC Dean, School of Natural and Social Sciences
Shawn Pearcy	WSC Chair, Dept. of Life Sciences

Negotiations are currently underway with the committee's recommended firm. It is requested that the Executive Director be authorized to sign a contract with the selected firm once negotiations are finished.

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

ACTION: Authorize the Executive Director to Sign a Contract With the Successful Architectural Firm for Completion of a Program Statement for the Central Campus Commons and Streetscapes Project at Wayne State College

At its meeting on September 12, 2003, the Board authorized Wayne State College to select an architect to prepare a program statement for the Central Campus Commons and Street Improvement project on the Wayne State College campus. Under Board policy, public notices were published to solicit statements of interest from architectural firms. From the interested firms, seven proposals were received. Three firms were invited to interview on campus on November 14, 2003 before a Board-appointed Selection Committee. In attendance for the interviews were the following individuals.

ARCHITECT SELECTION COMMITTEE

Steve Lewis	Trustee
Sheryl Lindau	Trustee
Jean Dale	NSCS Assoc. Exec. Director, Administration and Finance
Bruce Donelson	NSCS Director, Facilities Management and Planning
Steve Hotovy	DAS Building Division
Carolyn Murphy	WSC Vice President, Administration and Finance
Derby Johnson	WSC Facilities Director
Pat Meehan	WSC Landscape and Grounds Manager
Jeffrey Carstens	Interim Dean of Student

Negotiations are currently underway with the committee's recommended firm. It is requested that the Executive Director be authorized to sign a contract with the selected firm once negotiations are finished.

Academic and Personnel Committee

*Willa Kosman, Chair
Doug Christensen
Richard Halbert
Sara Beth Ramsey
Rachel Arterburn*

December 4, 2003

Athletic Gender Equity Reports

At its February 26, 1999, meeting, the Board asked that the colleges establish plans to assure that their athletic programs were in compliance with the federal requirements of Title IX. The plans were to be structured so that full compliance would be reached within five to seven years, with annual updates provided to the Board.

Title IX of the Education Amendments of 1972 provides that “no person in the U.S. shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity.” Title IX regulations require intercollegiate athletic programs to be compliant in three major categories:

- Participation opportunities (sports offerings);
- Financial Aid awarded; and
- Other program areas.

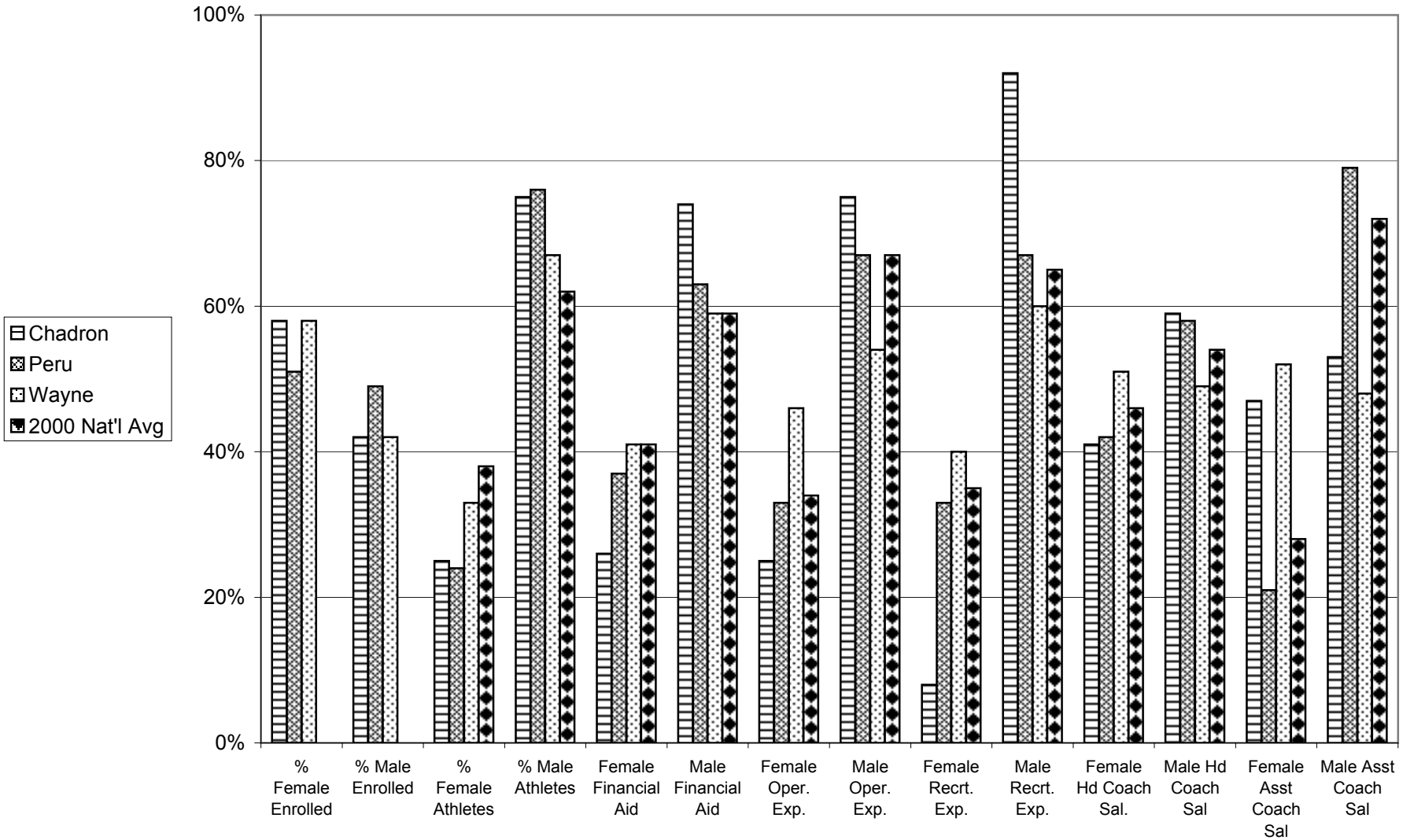
To meet the participating opportunities requirement, a college must offer participation opportunities for male and female students in substantial proportion to their respective enrollments. Institutions not meeting the substantial proportionality test can still avoid violations of Title IX by demonstrating a history and continuing practice of program expansion for female participants or by having fully and effectively met the interests and abilities of the underrepresented gender.

In evaluating financial aid awards, regulations only require that a college award athletic scholarships to members of each sex in proportion to the number of students of each sex participating in intercollegiate athletics.

In evaluating the other program areas, the same or proportionately similar benefits are to be provided in the areas of scheduling of games and practice times, equipment and supplies, academic tutoring, travel and per diem allowances, assignment and compensation of coaches, locker rooms, practice and competition facilities, medical facilities and services, publicity, administrative support, and recruitment of athletics.

Attached is this year’s report from each college as well as a graph that indicates the level of compliance attained by each of the three state colleges.

2003 Athletic Gender Equity Data



CHADRON STATE COLLEGE

Athletic Gender Equity

Plan for Title IX Compliance

INTRODUCTION:

The Educational Amendment Act of 1972 prohibits discrimination on the basis of gender in educational programs and activities by recipients of federal funds. Specific provisions governing athletics programs and the awarding of athletic scholarships are also delineated. The Title IX regulation specifies equal opportunities for members of both genders must exist if a college offers an athletic program.

The Office of Civil Rights (OCR) of the U.S. Department of Education is responsible for enforcing Title IX of this amendment. Evidence of providing nondiscriminatory participation opportunities for individuals of both genders can be determined by one of three mechanisms, as provided by the Office of Civil Rights:

- The number of participation opportunities for male and female students is substantially proportionate to their respective enrollments in the College;
- The institution can demonstrate a historical and continuing practice of program expansion which demonstrates responsiveness to the developing interests and abilities of the athletically under-represented gender; or
- The interests and abilities of the members of the athletically under-represented gender have been and continue to be fully and effectively accommodated by the present program.

The institution is required to meet one of these three criteria for determining Athletic Gender Equity Compliance, as defined by the Office of Civil Rights. Chadron State College has traditionally relied and continues to rely upon the third mechanism of compliance (i.e., accommodation of interests).

The Office of Civil Rights evaluates not only the institution's programs and overall determination of compliance, but it also evaluates the quality and support available to the athletic programs accommodating the two genders, in terms of coaching, equipment, practice and competitive facilities, recruitment, game scheduling, and publicity.

Chadron State College has elected to use the third mechanism for determining gender equity within our athletic program offerings. This mechanism utilizes a qualitative, more global view of athletic gender equity compliance, involving such critical information, as need demands by the students, rather than looking solely at quantitative data. Due to the relatively small size of Chadron State College, available resources, and demand by students for athletic competition, this appears to be the most appropriate mechanism to evaluate gender equity compliance within Chadron State College's athletic program.

In assessing student interests in athletic, fitness and sports activities, Chadron State College conducts a survey annually. The information obtained is used to make physical education curriculum and athletic and intramural offerings decisions. A total of 482 Chadron State College students were surveyed using a random sample approach during the 2002-03 academic year. The major findings from the most recent survey are summarized on the following page.

6.1.-4

- Large percentages of both female and male students had been involved in high school athletic programs. Seventy percent of females and eighty-six percent of males participated in some type of high school varsity program.
- Seven percent of females at Chadron State College are involved in intercollegiate programs.
- When asked why they are not involved in intercollegiate or club programs, female students cited interferences with studies as the primary reason.
- Forty-two percent of males listed time as the number one reason for not participating.
- Only twenty-four percent of females mentioned at least one intercollegiate program, when asked about her interest in participating in existing or potential programs. Seven percent of these women identified volleyball as their first choice.
- Thirty-one percent of males expressed interest in participating in intercollegiate programs at Chadron State College.

ANALYSIS OF CURRENT STATUS

Number of Athletes

The total number of student athletes at Chadron State College in 2002-2003 was 254. There were 191 men and 63 women who participated in intercollegiate athletics. 75% of the participants were men and 25% were women. The breakdown by individual sports is as follows:

Men:	Basketball	19	Women:	Basketball	16
	Football	110		Golf	6
	Indoor Track	21		Indoor Track	12
	Outdoor Track	21		Outdoor Track	12
	Wrestling	20		Volleyball	17

Operating Expenditures

The total operating expenditures (commonly known as Game-Day Expense) for athletics in 2002-2003 were \$135,236. The men's program spent \$102,357 and the women's program spent \$32,879. 76% of operating expenditures were by men and 24% spent on the women's program. A breakdown by individual sports is as follows:

Men:	Basketball	\$13,332	Women:	Basketball	\$15,819
	Football	\$70,207		Golf	\$ 3,871
	Track/CC	\$ 8,088		Track/CC	\$ 4,042
	Wrestling	\$10,730		Volleyball	\$ 9,147

Summary of Chadron State College Operating Expenditures Data

75% of the total athletes participating in intercollegiate athletics at Chadron State College were men, and 25% were women. Men received 76% of the operating budget, and women received 24%. In recruiting expenditures, men spent 91% and women spent 9%. Athletic student

financial aid received by men was 74%, and aid granted to women was 26%.

Recruiting Expenditures

The total recruiting expenditures for athletics in 2002-2003 were \$5,449 with the men's program spending \$4,983 and the women's program spending \$466. 91% of the recruiting dollars were for men and 9% for women. A breakdown by individual sports is as follows:

Men: Basketball	\$1,821	Women: Basketball	\$ 297
Football	\$2,711	Golf	\$ 33
Track/CC	\$ 72	Track/CC	\$ 72
Wrestling	\$ 379	Volleyball	\$ 64

Coaches' Individual Recruiting Philosophy

Each coach has his or her own recruiting philosophy. Equal money is available for all men's and women's sports with the exception of football. If women's sport coaches choose not to spend recruiting money as allocated, it is available to the men's sport coaches.

Athletic Student Financial Aid

The total athletic student financial aid expenditures for athletics in 2002-03 were \$428,148. The men's program was awarded \$318,475 and the women's program received \$109,673. 74% of athletic student financial aid was granted to men and 26% was granted to women. A breakdown follows:

Men: Basketball	\$ 67,713	Women: Basketball	\$43,748
Football	\$191,349	Golf	\$ 4,575
Track	\$ 32,590	Track	\$17,209
Wrestling	\$ 26,823	Volleyball	\$44,141

The average athletic student financial aid expenditure broken down by sport as follows:

Men: Basketball	\$ 3,983	Women: Basketball	\$ 2,734
Football	\$ 2,551	Golf	\$ 2,288
Track	\$ 1,417	Track	\$ 1,076
Wrestling	\$ 1,490	Volleyball	\$ 2,943

Resource/Facility Analysis

Chadron State College Supplemental Budget Report on Financial Aid for fiscal year 2002-03 reported athletic scholarship assistance at a combined "state and other" funding level of \$428,148. Male athletes received \$318,475 (an average of \$2,395 per athlete) while female athletes received \$109,673 (an average of \$2,238 per athlete). These averages are calculated on the total number of males and females who received athletically-related student aid.

Male and female athletes used the same facilities on campus. Men's basketball, women's basketball, and women's volleyball are all played at the Armstrong Gymnasium on the same court. These teams use this facility for practice as well as varsity competition. Football is played on Elliot Field and practice fields are located south of the Armstrong building. Wrestlers

practice and compete at the Nelson Physical Activity Center (NPAC). The NPAC is also home for indoor

6.1.-6

men's and women's track and field practice and competition. Track and field moves out-of-doors in the spring onto a facility owned by the Chadron Public Schools. The women's golf team practices at Chadron's Ridgeview Country Club. Scottsbluff Country Club in Scottsbluff, Nebraska, is utilized for an annual women's invitational golf tournament hosted by the CSC women's golf team and athletic department.

FUTURE PLAN TO ENSURE CONTINUED COMPLIANCE WITH ATHLETIC GENDER EQUITY

Requests have been initiated for additional funding. The administration at Chadron State College has placed the request for the addition of a female sport as a high priority with the Board of Trustees. Due to fiscal restraints, Chadron State College has not yet received the funding. However, the addition of a women's sport is still a possibility to close the gender proportionality gap. This could be accomplished through the solicitation of private funding and non-institutional support.

Recommendations for the 2003-2004 academic year are to fund a full-time Director of Athletics.

PERU STATE COLLEGE
Athletic Gender Equity
Plan for Title IX Compliance

INTRODUCTION

The Educational Amendment Act of 1972 prohibits discrimination on the basis of gender in educational programs and activities by recipients of federal funds. Specific provisions governing athletic programs and the awarding of athletic scholarships are also delineated. The Title IX regulation specifies that equal opportunities for members of both genders must exist if a college offers an athletic program.

The Office of Civil Rights (OCR) of the U.S. Department of Education is responsible for enforcing Title IX of this amendment. Evidence of providing nondiscriminatory participation opportunities for individuals of both genders can be determined by one of three mechanisms, as provided by the Office of Civil Rights:

- The number of participation opportunities for male and female students is substantially proportionate to their respective enrollments in the College;
- The institution can demonstrate a historical and continuing practice of program expansion, that demonstrates responsiveness to the developing interests and abilities of the athletically under-represented gender; or
- The interests and abilities of the members of the athletically under-represented gender have been and continue to be fully and effectively accommodated by the present program.

The institution is required to meet one of these three criteria for determining Athletic Gender Equity Compliance, as defined by the Office of Civil rights.

The Office of Civil Rights evaluates not only the institution's program and overall determination of compliance, but also the quality and support available to the athletic programs accommodating the two genders, in terms of coaching, equipment, practice and competitive facilities, recruitment, game scheduling, and publicity.

In view of the 2002 addition of two women's intercollegiate sports at Peru State College, the college is now able to demonstrate, in accordance with the second mechanism for compliance noted above, a program of expansion and accommodation of the interests and abilities of the under-represented gender.

6.1.-8

ANALYSIS OF CURRENT STATUS

Number of Athletes

The total number of student athletes at Peru State College in 2002-2003 was 172. There were 130 men and 42 women who participated in intercollegiate athletics. 75.6% of the participants were men and 24.4% were women. The breakdown by individual sports is as follows:

Men:	Baseball	36	Women:	Basketball	13
	Basketball	14		Softball	17
	Football	69		Volleyball	12
	Volleyball	11			

Operating Expenditures

The total operating expenditures for athletics in 2002-2003 were \$106,279. The men's program spent \$71,148 and the women's program spent \$35,131. 66.9% of operating expenditures were spent on the men's program and 33.1% spent on the women's program. A breakdown by individual sports is as follows:

Men:	Baseball	\$11,180	Women:	Basketball	\$12,771
	Basketball	\$12,771		Softball	\$11,180
	Football	\$38,597		Volleyball	\$11,180
	Volleyball	\$ 8,600			

Recruiting Expenditures

The total recruiting expenditures for athletics in 2002-2003 were \$17,301 with the men's program spending \$11,574 and the women's program spending \$5,727. 66.9% of the recruiting dollars were for men and 33.1% for women. A breakdown by individual sports is as follows:

Men:	Baseball	\$1,817	Women:	Basketball	\$2,076
	Basketball	\$2,076		Softball	\$1,817
	Football	\$6,263		Volleyball	\$1,817
	Volleyball	\$1,400			

Athletic Student Financial Aid

The total athletic student financial aid expenditures for athletics in 2002-03 were \$201,880. The men's program was awarded \$127,525 and the women's program received \$74,355. 63.2% of athletic student financial aid was granted to men and 36.8% was granted to women. A breakdown follows:

Men:	Baseball	\$24,785	Women:	Basketball	\$24,785
	Basketball	\$24,785		Softball	\$24,785
	Football	\$74,355		Volleyball	\$24,785
	Volleyball	\$ 3,600			

The average athletic student financial aid expenditure broken down by number of participating athletes in each individual sport is as follows:

Men:	Baseball	\$ 688	Women:	Basketball	\$1,096
	Basketball	\$1,770		Softball	\$1,458
	Football	\$1,078		Volleyball	\$2,065
	Volleyball	\$ 327			

Summary of Peru State College Operating Expenditures Data

75.6% of the total athletes participating in intercollegiate athletics at Peru State College were men and 24.4% women. Men received 66.9% of the operating budget and women received 33.1%. In recruiting expenditures men received 66.9% and women received 33.1%. Athletic student financial aid received by men was 63.2% and aid granted to women was 36.8%. NOTE: The increases in the men's percentages are due to the addition of the men's volleyball program as a club sport. The percentages will change next year as the addition of the women's cross-country and women's golf will be reflected in the 2003-04 report.

Resource/Facility Analysis

Peru State College reported for fiscal year 2002-03 athletic scholarship assistance at a combined "state and other" funding level of \$201,880. Male athletes received \$127,525 (an average of \$981 each) while female athletes received \$74,355 (an average of \$1,770 each)

In reviewing facilities used by various programs, it is determined that the facilities are nearly equal. Women's volleyball, women's basketball and men's basketball are all played in the Al Wheeler Center on the same court. The court is used by these teams for practice as well as varsity competition. Football is played at the Oak Bowl with practice facilities to the north of the game field. Baseball and softball have their own fields at the Campus Complex.

FUTURE PLAN TO ENSURE CONTINUED COMPLIANCE WITH ATHLETIC GENDER EQUITY

The Athletic Department with the full input by the coaching staff and athletic director will study in more detail the total athletic program during the upcoming year as related to gender equity. The college will support surveying students, collecting information, and analyzing student athletic participation in athletic programs.

Last year Peru State College added women and men's cross-country and men's volleyball as club sports. Other athletic opportunities for women such as tennis and golf were considered. After careful review of the opportunities, the College decided to add women's cross-country and women's golf as full varsity sports for the 2003-04 school year. This required a reallocation of current college funds in order to bring these programs to varsity status. Men's cross-country and men's volleyball were continued respectively as intramural and club sports.

Peru State will continue to evaluate programs, facilities, and equipment to make certain that all athletic programs, both men's and women's, are treated fairly and with equal consideration.

WAYNE STATE COLLEGE
Athletic Gender Equity
Plan for Title IX Compliance

INTRODUCTION

The Educational Amendment Act of 1972 prohibits discrimination on the basis of gender in educational programs and activities by recipients of federal funds. Specific provisions governing athletics programs and the awarding of athletic scholarships are also delineated. The Title IX regulation specifies equal opportunities for members of both genders must exist if a college offers an athletic program.

The Office of Civil Rights (OCR) of the U.S. Department of Education is responsible for enforcing Title IX of this amendment. Evidence of providing nondiscriminatory participation opportunities for individuals of both genders can be determined by one of three mechanisms, as provided by the Office of Civil Rights:

- The number of participation opportunities for male and female students is substantially proportionate to their respective enrollments in the College;
- The institution can demonstrate a historical and continuing practice of program expansion which demonstrates responsiveness to the developing interests and abilities of the athletically under-represented gender; or
- The interests and abilities of the members of the athletically under-represented gender have been and continue to be fully and effectively accommodated by the present program.

The institution is required to meet one of these criteria for determining Athletic Gender Equity Compliance, as defined by the Office of Civil Rights.

The Office of Civil Rights evaluates not only the institution's programs and overall determination of compliance, but also the quality and support available to the athletic programs accommodating the two genders, in terms of coaching, equipment, practice and competitive facilities, recruitment, game scheduling, and publicity.

Wayne State College has elected to use the second and third mechanisms for determining gender equity within our athletic program offerings. With the addition of a women's intercollegiate soccer program in 1997, WSC is able to demonstrate a practice of program expansion with regard to the interests and abilities of female students.

ANALYSIS OF CURRENT STATUS

Student Need and Demand:

Number of Athletes

The total of number of student athletes at Wayne State College in 2002-03 was 341. There were 229 men and 112 women who participated in intercollegiate athletics. 67.2% of the participants were men and 32.8% were women. The breakdown by individual sports is as follows:

Men:	Baseball	34	Women:	Basketball	14
	Basketball	19		Golf	6
	Football	94		Soccer	21
	Golf	12		Softball	16
	Cross Country	5		Cross Country	8
	Indoor Track	31		Indoor Track	15
	Outdoor Track	34		Outdoor Track	15
				Volleyball	17

Operating Expenditures

The total operating expenditures for athletics in 2002-03 were \$306,712. The men's program spent \$164,440 and the women's program spent \$142,272. 53.6% of operating expenditures were spent by men and 46.4% spent on the women's program. A breakdown by individual sports is as follows:

Men:	Baseball	\$35,144	Women:	Basketball	\$32,894
	Basketball	\$35,095		Golf	\$ 5,074
	Football	\$72,137		Soccer	\$24,759
	Golf	\$ 4,822		Softball	\$26,501
	Track/CC	\$17,242		Track/CC	\$16,742
				Volleyball	\$36,302

Recruiting Expenses

The total recruiting expenditures for athletics in 2002-03 were \$18,180 with the men's program spending \$10,884 and the women's program spending \$7,296. 59.9% of the recruiting dollars were men and 40.1% for women. A breakdown by individual sports is as follows:

Men:	Baseball	\$1,840	Women:	Basketball	\$3,044
	Basketball	\$2,569		Golf	\$ 264
	Football	\$5,882		Soccer	\$ 502
	Track/CC	\$ 593		Softball	\$1,136
				Track/CC	\$ 418
				Volleyball	\$1,932

6.1.-12

Athletic Student Aid

The total athletic student financial aid expenditures for athletics in 2002-03 were \$457,096. The men's program was awarded \$267,899 and the women's program received \$189,197. 58.6% of athletic student financial aid was granted to men and 41.4% was granted to women. A breakdown follows:

Men:	Baseball	\$ 24,200	Women:	Basketball	\$76,477
	Basketball	\$ 82,126		Golf	\$ 1,250
	Football	\$150,773		Soccer	\$16,150
	Golf	\$ 2,100		Softball	\$25,400
	Track	\$ 8,700		Track/CC	\$13,628
				Volleyball	\$56,292

Summary of Wayne State College Operating Expenditures Data

67.2% of the total athletes participating in intercollegiate athletics at Wayne State College were men and 32.8% women. Men received 53.6% of the operating budget and women received 46.4%. In recruiting expenditures men received 59.9% and women received 40.1%. Athletic student financial aid received by men was 58.6% and aid granted to women was 41.4%.

The average athletic student financial aid expenditure broken down by number of participating athletes in each individual sport is as follows:

Men:	Basketball	\$ 712	Women:	Basketball	\$5,463
	Basketball	\$4,322		Golf	\$ 208
	Football	\$1,640		Soccer	\$ 769
	Golf	\$ 175		Softball	\$1,588
	Track/CC	\$ 124		Track/CC	\$ 359
				Volleyball	\$3,311

Resource/Facility Analysis

Wayne State College Supplemental Budget Report on Financial Aid for fiscal year 2002-03 reported athletic scholarship assistance at a combined "state and other" funding level of \$457,096. Male athletes received \$267,899 (an average of \$1,170 each) while female athletes received \$189,197 (an average of \$1,689 each).

Facilities for male and female athletes are nearly identical.

FUTURE PLAN TO ENSURE CONTINUED COMPLAINE WITH ATHLETIC GENDER EQUITY

Budget cuts have affected women's sports. The FTE for women's athletics dropped .75. In addition we lost some support personnel. We will continue to attempt to mentor, recruit and hire women for open positions.

We hope to continue progress for financial support of female student-athletes and programs. This past year women's operational budgets increased 1.1%, recruiting budgets 3.5% and scholarships average \$519 more than males.

After an increase of 25 female student-athletes in 2001-02, we were disappointed to have 3 less in 2002-03. (At the same time we added 11 male student-athletes.) Track and field holds the greatest potential for growth. We feel that improvements on facilities will have a positive impact on recruitment of female student-athletes.

Fiscal and Facilities Committee*Steve Lewis, Chair**Larry Teahon**Bill Roskens**Hilary Koso*

December 4, 2003

Grant Applications for information only**Chadron State College Applications**

- Applied Methods for Interpretation of Wetland and Seagrass Habitats: Wetland Education Workshops for Tampa Bay, Florida near the Big Manatee River – (A Consortium: U.S. Geological Survey's National Wetland Research Center, Southwest Florida Water Management District; Florida Marine Research Institute; Tampa Bay Estuary Program) -- \$23,999
- Community Enhancement Program – (Nebraska Statewide Arboretum) -- \$15,200
- Nebraska Greenspace Stewardship Initiative – (Nebraska Statewide Arboretum) -- \$8,000

Wayne State College Applications

- Solid Phase Reactions – (EPSCoR/Nebraska Academy of Sciences) -- \$930
- Synthesize Aluminum/Ligand Complexes and Measure Their Stability Constants – (EPSCoR/Nebraska Academy of Sciences) -- \$1,000

Board policy 6024 requires that grant applications and awards, which exceed \$25,000, or have as part of the agreement the obligation to accept fiscal responsibility in future years, or require maintenance of effort be approved to the Board. Grant applications and awards less than \$25,000 are attached for information only.

7.1.-2

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Chadron State College		Date: November 6, 2003
Notice of Intent:	Application: X	Accept Award:
Name of Program: Applied Methods for Interpretation of Wetland and Seagrass Habitats: Wetland Education Workshops for Tampa Bay, Florida near the Big Manatee River		
Funding Source: A Consortium: US Geological Survey's National Wetland Research Center, Southwest Florida Water Management District; Florida Marine Research Institute; Tampa Bay Estuary Program		
Amount Requested: \$23,999.00	Amount Awarded:	Funding Period: November 15, 2003 through September 30, 2004
Closing Date for Application Submission:		
When reporting Grant Award-- Has Grant Application been approved by the Board?		Date Approved:
Does this grant include Indirect Cost Funds for the College's use?		Yes: XX No:
Will this grant require State Matching Funds ?		Yes: No: XX
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?		Yes: XX No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): \$6,500 Facsimile and telephone, work-study student and secretarial assistance.		
Is State Maintenance of Effort required?		Yes: No: XX
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: No: XX
How many FTE positions will the grant fund?		FTE: 0
How many of these are new positions?		New FTE:
Briefly describe the purpose(s) of this application/award: CSC and NWRC propose development of materials for a study site along the Big Manatee River adjacent to Tampa Bay Florida. The collection of background information, identification of wetland materials including appropriate aerial photography, maps, and other airborne science images, the enhancement of the existing WETMAAP website by developing the basic format for identified materials, and the facilitating of two (2) workshops.		
Is this grant a continuation of a previous/existing grant?		Yes: No: XX
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?		Yes: No: XX
If yes, please state the reason:		
Person responsible for the preparation of the application: Dr. Catherine Lockwood		
Administrator responsible for approving the application: Dr. Thomas L. Krepel		

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Chadron State College		Date: November 12, 2003
Notice of Intent	Application: X	Accept Award:
Name of Program: Community Enhancement Program		
Funding Source: Nebraska Statewide Arboretum		
Amount Requested: 15,200	Amount Awarded:	Funding Period: January 2004 through December 2004
Closing Date for Application Submission:		
When reporting Grant Award-- Has Grant Application been approved by the Board?		Date Approved:
Does this grant include Indirect Cost Funds for the College's use?	Yes:	No: XX
Will this grant require State Matching Funds ?	Yes:	No: XX
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?	Yes: XX	No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): \$3800 from Revenue Bond fund and/or CSC Foundation Funds		
Is State Maintenance of Effort required?	Yes: XX	No:
Are there restrictions imposed by regulation on claiming indirect costs?	Yes:	No: XX
How many FTE positions will the grant fund?	FTE: 0	
How many of these are new positions?	New FTE:	
Briefly describe the purpose(s) of this application/award: A new entrance on the East Side of Campus will include a new winding sidewalk that will serve as an entry point to our Campus trails system. This sidewalk will serve as a buffer and windbreak for Andrews Hall east parking lot and create a sidewalk where there is currently none. Several large, existing pines will be transplanted into the design and many native perennials will be used. The entire area will be watered with a newly installed drip irrigation system.		
Is this grant a continuation of a previous/existing grant?	Yes:	No: XX
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?	Yes:	No: XX
If yes, please state the reason:		
Person responsible for the preparation of the application: Blair Brennan		
Administrator responsible for approving the application: Thomas L. Krepel		

7.1.-4

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Chadron State College		Date: November 12, 2003
Notice of Intent	Application: X	Accept Award:
Name of Program: Nebraska Greenspace Stewardship Initiative		
Funding Source: Nebraska Statewide Arboretum		
Amount Requested: 8,000	Amount Awarded:	Funding Period: January 2004 through December 2004
Closing Date for Application Submission:		
When reporting Grant Award-- Has Grant Application been approved by the Board?		Date Approved:
Does this grant include Indirect Cost Funds for the College's use?	Yes:	No: XX
Will this grant require State Matching Funds ?	Yes:	No: XX
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?	Yes: XX	No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): \$9,000 NRD donation for trees and seeding and CSC Health and Wellness exercise stations.		
Is State Maintenance of Effort required?	Yes: XX	No:
Are there restrictions imposed by regulation on claiming indirect costs?	Yes:	No: XX
How many FTE positions will the grant fund?	FTE:0	
How many of these are new positions?	New FTE:	
Briefly describe the purpose(s) of this application/award: In the summer of 2004, Chadron State College will be completing approximately one mile of transportation enhancement trail through the southern most portions of the Campus. Several landscaped areas will be developed along the trail with native drought-tolerant plants that will require minimal maintenance. These locations will provide stops for scenic overlooks, rest stops.		
Is this grant a continuation of a previous/existing grant?	Yes:	No: XX
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?	Yes:	No: XX
If yes, please state the reason:		
Person responsible for the preparation of the application: Blair Brennan		
Administrator responsible for approving the application: Thomas L. Krepel		

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Wayne State College		Date: December 4, 2003
Notice of Intent	Application: X	Accept Award:
Name of Program: Solid Phase Reactions		
Funding Source: EPSCoR/Nebraska Academy of Sciences		
Amount Requested: \$930	Amount Awarded:	Funding Period: 12/03-06/04
Closing Date for Application Submission: n/a		
When reporting Grant Award-- Has Grant Application been approved by the Board?		Date Approved:
Does this grant include Indirect Cost Funds for the Colleges use?	Yes:	No: X
Will this grant require State Matching Funds ?	Yes: X	No:
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.): Matching funds include chemicals and other lab supplies.		
Will this grant require In-Kind Funds ?	Yes:	No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is State Maintenance of Effort required?	Yes:	No: X
Are there restrictions imposed by regulation on claiming indirect costs?	Yes:	No: X
How many FTE positions will the grant fund?	FTE: 0.00	
How many of these are new positions?	New FTE: 0.00	
Briefly describe the purpose(s) of this application/award: This proposal is for funding for equipment used by undergraduate students in their research on solid phase reactions and travel expenses to present the results of their research.		
Is this grant a continuation of a previous/existing grant?	Yes:	No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?	Yes:	No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Dr. David Peitz, Assoc. Professor, Physical Sciences and Mathematics Department		
Administrator responsible for approving the application: Carolyn Murphy, Administration and Finance		

7.1.-6

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF FEDERAL FINANCIAL ASSISTANCE

College: Wayne State College		Date: December 4, 2003	
Notice of Intent	Application: X	Accept Award:	
Name of Program: Synthesize aluminum/ligand complexes and measure their stability constants.			
Funding Source: EPSCoR/Nebraska Academy of Sciences			
Amount Requested: \$1,000	Amount Awarded:	Funding Period: 12/03-06/04	
Closing Date for Application Submission: n/a			
When reporting Grant Award-- Has Grant Application been approved by the Board?		Date Approved:	
Does this grant include Indirect Cost Funds for the Colleges use?		Yes:	No: X
Will this grant require State Matching Funds ?		Yes: X	No:
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.): Matching funds include chemicals and other lab supplies.			
Will this grant require In-Kind Funds ?		Yes:	No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):			
Is State Maintenance of Effort required?		Yes:	No: X
Are there restrictions imposed by regulation on claiming indirect costs?		Yes:	No: X
How many FTE positions will the grant fund?		FTE: 0.00	
How many of these are new positions?		New FTE: 0.00	
Briefly describe the purpose(s) of this application/award: This proposal is for funding for equipment used by undergraduate students to continue their research on aluminum toxicity with the objective to identify a new set of chelating agents and measure their stability constants with aluminum in aqueous solutions.			
Is this grant a continuation of a previous/existing grant?		Yes:	No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:			
Has this grant application been previously denied?		Yes:	No: X
If yes, please state the reason:			
Person responsible for the preparation of the application: Dr. Yahia Hamada, Asst. Professor, Physical Sciences and Mathematics Department			
Administrator responsible for approving the application: Carolyn Murphy, Administration and Finance			

Fiscal and Facilities Committee

Steve Lewis, Chair
 Larry Teahon
 Bill Roskens
 Hilary Koso

December 4, 2003

Contracts and Change Orders for information only

Board policies 7015 and 8065 require that the colleges report the following contract awards and change orders to the Board as information.

CONTRACTS – 1) construction contracts for less than \$100,000; b) architect/engineer fees of less than \$40,000; c) consultant contracts for less than \$25,000; and d) exempt contracts exceeding \$25,000.

Chadron State College	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Nelson Physical Activity Center Professional Services for Tuckpointing \$2,200.00 LB 309 and Capital Improvement Funds Dave Coe, Engineer
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Professional Services for Tuckpointing \$4,200.00 LB 309 and Capital Improvement Funds Dave Coe, Engineer
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Math/Science Building Professional Services for Tuckpointing \$2,600.00 LB 309 and Capital Improvement Funds Dave Coe, Engineer
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Administration Building Professional Services for Tuckpointing \$6,100.00 LB 309 and Capital Improvement Funds Dave Coe, Engineer
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Armstrong Gymnasium Professional Services for Tuckpointing \$3,600.00 LB 309 and Capital Improvement Funds Dave Coe, Engineer
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Burkhiser Technology Complex Professional Services for Tuckpointing \$3,800.00 LB 309 and Capital Improvement Funds Dave Coe, Engineer
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Westcourt Family Housing Furnace Replacement \$2,145.00 Contingency Maintenance Mansfield Enterprises

Chadron State College continued:	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	High Rise Residence Hall Elevator Shunt Trip \$5,800.00 Contingency Maintenance Current Electric
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Administration Building Provide and Install Two Exit Doors \$3,204.00 Cash Blundell Repair
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Crites Hall Stairway Removal and Replacement \$9,200.00 Contingency Maintenance Fuller Construction

Peru State College	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Boiler Replacement Asbestos Abatement \$3,900.00 LB 309 Asbestos Removers
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Boiler Replacement Oversight work during asbestos abatement \$870.00 LB 309 AMI Environmental
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Administration Building Architectural and engineering design services for unisex restroom \$5,225.00 LB 309 Jackson Jackson and Associates
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	AV Larson Architectural services for masonry restoration work \$7,300.00 LB 309 Jackson Jackson and Associates
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	AV Larson Structural engineering services for masonry wall crack evaluation \$1,600.00 LB 309 Kenneth D. Lathrum and Associates
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Boiler House/Campus Services Building Architectural services for masonry restoration work \$14,400.00 LB 309 Jackson Jackson and Associates
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Administration Building Architectural and engineering design services for HVAC system \$49,670.00 LB 309 Jackson Jackson and Associates

CHANGE ORDERS – (including architect/engineer fees, construction contracts, equipment purchases and all other miscellaneous expenditures) which are less than \$20,000.

Peru State College	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Morgan Hall #13 Additional carpet by water coolers \$240.00 Revenue Bond Oakview Construction
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Academic Resource Center #21 Replace walls removed with beams and columns \$18,289.00 LB 1 AHRS
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Academic Resource Center #22 Route two 4" conduits through steam tunnel \$14,805.00 LB 1 AHRS
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Academic Resource Center #23 Outdoor seating area with retaining wall and rail \$18,036.00 LB 1 AHRS
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Academic Resource Center #24 Provide and install return air and conditioned air duct \$17,616.00 LB 1 AHRS

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

Physical Plant Status Reports for information

Each college has provided a status report of physical plant projects for the Board's information. These are found on the following pages.

PHYSICAL PLANT STATUS REPORT

College: **Chadron State College**

Meeting Date: December 4, 2003

Project Description	Status	Fund Source
LB 309 Projects		
Admin Bldg HVAC Improve.	In progress	LB309/CIF
Admin Bldg Tuckpointing	In progress	LB309/CIF
Armstrong Gym Tuckpointing	In progress	LB309/CIF
Armstrong Gym Fire Sprinkler	In progress	LB309/CIF
Burkhiser Tuckpointing	In progress	LB309/CIF
Campus Fire Hydrant	In progress	LB309/CIF
Math Science Fire Sprinkler	In progress	LB309/CIF
Math Science Tuckpointing	In progress	LB309/CIF
Memorial Hall Tuckpointing	In progress	LB309/CIF
Nelson Act Ctr Tuckpointing	In progress	LB309/CIF
LB 1108 Projects (1998)		
LB 1138 Projects (PSC-1998)		
LB 1100 Projects (99-00)		
LB 1 (2002)		
Revenue Bond Projects (including BANS)		
Edna Work Wing/Hall Renov.	In progress	Revenue Bonds
Contingency Maintenance Projects		
Andrews Asbes. Abate & Floor	Complete	Cont. Maintenance
Andrews Exterior Doors	Funded	Cont. Maintenance
Andrews Interior Doors	Funded	Cont. Maintenance
Andrews Bathrooms	In progress	Cont. Maintenance
Campus Pedest. Infrastructure	In progress	Cont. Maintenance
Campus Replace. Furnishings	In progress	Cont. Maintenance
Crites Hall Entry Doors	In progress	Cont. Maintenance
Crites Hall Tuckpointing	In progress	Cont. Maintenance
Edna Work Security Electronic	Funded	Cont. Maintenance
Edna Work Furnishings	Funded	Cont. Maintenance
High Rise Fire Sprinkler	In progress	Cont. Maintenance
High Rise Floor Covering	In progress	Cont. Maintenance
Kent Hall Floor Covering	In progress	Cont. Maintenance
Kent Hall Window Replace.	In progress	Cont. Maintenance
Kent Hall Exterior Doors	In progress	Cont. Maintenance
West Court Misc. Rm. Needs	In progress	Cont. Maintenance
West Court Furnace Replace.	In progress	Cont. Maintenance
Other Capital Construction Projects		
(Include all projects using non-state or state funds that do not "fit" into any of the other categories)		
Hiking/Biking Trail Construct.	In progress	Grant/Fees
Campus Absorption Chiller	In progress	LB309/Cont Maint/LB1100/ Forestry

PHYSICAL PLANT STATUS REPORT

College: **Peru State College**

Meeting Date: December 4, 2003

Project Description	Status	Fund Source
LB 309 Projects		
Admin Bldg ADA Restroom Modification	Design in progress	LB 309
Admin Bldg Tuckpoint	In progress	LB 309
Admin Bldg Door Replacement	In progress	LB 309
Administration Design HVAC	Funded	LB 309
Administration Roof Replacement	Design in progress	LB 309
AV Larson Tuckpoint	Design in progress	LB 309
Campus Services Steam Study and Boiler Replacement	In progress	LB 309
Campus Services/Heat Plant Tuckpoint	Design in progress	LB 309
Fine Arts Door Replacement	Complete	L B 309
Fine Arts Design for Rehabilitation of Exterior	Funded	LB 309
Theater Chiller Compressor Replacement	Complete	LB 309
Theater Tuckpointing	In progress	LB 309
Theater Wet Pipe Sprinkler System Design	Complete	LB 309
Theater Door Replacement	In progress	LB 309
TJ Majors Bldg Envelope	Design work in progress	LB 309
Wheeler Center Roof Replacement Design	In progress	LB 309
Theater Wet Pipe Sprinkler System Installation	Mobilization	LB 309
LB 1138 Projects (PSC-1998)		
Hoyt Science Building	Research equipment being purchased	LB 1138/Foundation/ Capital Imp Fee
LB 1 (2002)		
Library/ARC Renovation Remodel	ARC remodel in progress	LB 1
Revenue Bond Projects (including BANS)		
Contingency Maintenance Projects		
Student Center Hot Water System	Complete	Contingency Maintenance
Other Capital Construction Projects (Include all projects using non-state or state funds that do not "fit" into any of the other categories)		
Administration Building Fire Alarm Replacement	In progress	LB 1108

PHYSICAL PLANT STATUS REPORT

College: **Wayne State College**

Meeting Date: December 4, 2003

Project Description	Status	Fund Source
LB 309 Projects		
Central Fire Alarm System	Complete	LB309/LB1108
Carhart Fire Alarm System	Final payment pending	LB309/LB1108
Rice HVAC	Substantial completion	LB309/Cap Impr Fee
Rice Window Replacement	In design	LB 309/TBD
Rice West Entry Improvement	Substantial completion	LB309/LB1108
Fine Arts Stair Treads	Phase I complete; pending Phase II	LB309/LB1108
Library Stair Treads	Complete; payment in process	LB309/LB1108
Tuckpointing Design (9 bldgs)	Design under contract	LB309/CIF
Library ADA Restroom Design	Design under contract	LB309/LB1108
Hahn ADA Restroom Design	Design under contract	LB309/LB1108
LB 1108 Projects (1998)		
Match for LB309 projects		
LB 1138 Projects (PSC-1998)		
LB 1100 Projects (99-00)		
Rice Floor Replacement	Out for bids	LB1100
Track/Entry Plaza/Restroom	Substantial completion	LB1100
Press Box Remodel	Under contract	LB1100
Broadcast Studios	Substantial completion	LB1100
LB 1 (2002)		
Energy Plant Renovation	Substantial completion	LB 1
Revenue Bond Projects (including BANS)		
Niehardt Hall Renovation	Substantial completion	Revenue Bonds
Bowen Hall Fire Sprinklers	Bids due in December	Revenue Bonds
Pile & Terrace Re-Roof	Under construction	Revenue Bonds
Pile Hall Window Replacement	In design	Revenue Bonds
Bowen Hall Elevator Repl.	Bids due in December	Revenue Bonds
Bowen Hall Fire Alarm Impr.	Bids due in December	Revenue Bonds
Pile & Berry Fire Alarm Impr.	In design	Revenue Bonds
Contingency Maintenance Projects		
Student Center Landscaping	Complete	Cont. Maintenance
Natatorium Ceiling Re-Seal	Complete	Cont. Maintenance
Neihardt Hall Roof	Complete pending warranty items	Cont. Maintenance
Other Capital Construction Projects		
(Include all projects using non-state or state funds that do not "fit" into any of the other categories)		
Entry Plaza/Track/Restroom	Substantial completion	Private/CC Fee
Baseball Dugout/Locker Room	Phase I nearing completion	Private

Fiscal and Facilities Committee

Steve Lewis, Chair
Larry Teahon
Bill Roskens
Hilary Koso

December 4, 2003

Capital Construction Progress Reports for information only
(July - September)

As required by Board Policy, Chadron, Peru and Wayne have submitted the following capital construction progress reports on their respective construction projects.

Chadron

1. Burkhiser Technology Complex Renovation – Interim Report
2. Maintenance Services Building Construction – Final Report
3. Memorial Hall Renovation – Interim Report
4. Sandoz High Plains Heritage Center Renovation/Construction – Interim Report

Peru

1. Eliza Morgan Hall Renovation Phase I – Interim report
2. Hoyt Science Addition and Renovation – Interim report
3. Library/Old Gym Renovation – Interim report

Wayne

1. Energy Plant Purchase/Renovation – Interim Report
2. Neihardt Hall Renovation – Interim Report
3. Ramsey Theatre Renovation & Addition – Interim Report
4. Rice Auditorium HVAC Improvements – Interim Report
5. Stadium Entry Plaza, Track and Restroom Project – Interim Report

The State Building Division requires quarterly reports on all capital construction projects funded with state funds. Copies will be forwarded to that office for their files.

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College: Chadron State College		Meeting Date: December 4, 2003	
Project Information	Project Title: Burkhiser Technology Complex Renovation		
	Program Number:		
	Professional Consultant: Bahr, Vermeer and Haecker		
	General Contractor: Ainsworth-Benning Construction		
	Net Square Footage: 58,081		Gross Square Footage: 61,000
	Bid Opening Date	4/20/1999	
	Notice of Proceed Date	5/4/1999	
Estimated Completion Date	12/31/1999		
Final Acceptance Date	7/23/2001		
Project Dates	Professional Consultants:	2/2/1998	
	Needs Statement		
	Program Statement	7/10/1989	
	Professional Services Contract		
	Bonds Sold	None	
	Preliminary Plans		
	Design Development	12/15/1998	
	Construction Contract	5/4/1999	
Substantial Completion	3/31/2000		
Final Completion	7/23/2001		
Report Information	Status	Initial Report:	
		Interim Report: X Final Report:	
Financial Information			
State Buildings	State Funds--LB No:	\$0.00	
	Federal Funds	\$0.00	
	LB 309 Funds	\$1,045,240.00	
	Cash Funds	\$0.00	
	Capital Imp. Fee Commitment	\$455,000.00	
	Other	\$0.00	
Total Available	\$1,500,240.00		
Revenue Bond Buildings	Bonds Sold	\$0.00	
	Costs of Issuance/Reserves	\$0.00	
	Balances of Proceeds	\$0.00	
Revenue Sources for Construction	1. Bond Proceeds	\$0.00	
	2. Interest Earnings	\$0.00	
	3. Other	\$0.00	
	Total Available	\$0.00	
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$101,930.00	\$111,927.40	-\$9,997.40
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$1,327,400.00	\$1,358,852.78	-\$31,452.78
2. Fixed Equipment	\$0.00	\$0.00	\$0.00
3. Sitework/Utilities	\$0.00	\$0.00	\$0.00
Furnishings/Moveable Equip.	\$0.00	\$0.00	\$0.00
Contingency	\$19,080.00		\$19,080.00
Artwork	\$12,920.00		\$12,920.00
Other Items			
1.	\$0.00	\$0.00	\$0.00
2.	\$0.00	\$0.00	\$0.00
Change Orders			
1. Ainsworth-Benning	\$3,145.75		\$3,145.75
2. Ainsworth-Benning	\$34,400.00		\$34,400.00
3. Ainsworth-Benning	-\$4,105.22		-\$4,105.22
4. Ainsworth-Benning	-\$2,209.25		-\$2,209.25
TOTALS	\$1,492,561.28	\$1,470,780.18	\$21,781.10

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College: Chadron State College		Meeting Date: December 4, 2003	
Project Information	Project Title: Maintenance Services Building Construction		
	Program Number:		
	Professional Consultant: Bahr, Vermeer and Haecker		
	General Contractor: Fuller Construction		
	Net Square Footage: 5,619		Gross Square Footage: 6,558
	Bid Opening Date		
	Notice of Proceed Date		
Estimated Completion Date			
Final Acceptance Date			
Project Dates	Professional Consultants:		
	Needs Statement		Summer 1998
	Program Statement		5/14/1999
	Professional Services Contract		3/31/2000
	Bonds Sold		None
	Preliminary Plans		
	Design Development		12/15/1998
	Construction Contract		6/14/2001
	Substantial Completion		January 2002
Final Completion		February 2002	
Report Information	Status		Initial Report:
			Interim Report:
		Final Report: X	
Financial Information			
State Buildings	State Funds--LB No: 1217		\$996,170.00
	Federal Funds		\$0.00
	LB 309 Funds		\$0.00
	Cash Funds		\$30,000.00
	Capital Imp. Fee Commitment		\$52,000.00
	Other-Revolving Fund LB 1217		\$102,200.00
	Other-Rev. Bond Parking Fees		\$160,285.45
Total Available		\$1,340,655.45	
Revenue Bond Buildings	Bonds Sold		\$0.00
	Costs of Issuance/Reserves		\$0.00
	Balances of Proceeds		\$0.00
Revenue Sources for Construction	1. Bond Proceeds		\$0.00
	2. Interest Earnings		\$0.00
	3. Other		\$0.00
	Total Available		\$0.00
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$71,960.00	\$71,960.00	\$0.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$1,165,000.00	\$1,106,599.75	\$58,400.25
2. Fixed Equipment	\$0.00	\$0.00	\$0.00
3. Sitework/Utilities	\$0.00	\$0.00	\$0.00
Furnishings/Moveable Equip.	\$0.00	\$0.00	\$0.00
Contingency	\$8,187.00	\$6,388.13	\$1,798.87
Artwork	\$0.00		\$0.00
Other Items			
1. Insurance	\$0.00	\$0.00	\$0.00
2. State Fire Marshall Review			\$0.00
3. Handicap Access. Review			\$0.00
4. Moving/Relocation Costs			\$0.00
5. Testing/Surveys/Inspections		\$2,570.00	-\$2,570.00
6. Reimbursable Expenses	\$4,950.00	\$4,950.00	\$0.00
7. Interior Signage	\$0.00	\$0.00	\$0.00
Change Orders			
1. Fuller Construction	-\$94,927.00		-\$94,927.00
2. Fuller Construction	\$31,144.00		\$31,144.00
3. Fuller Construction	\$16,560.75		\$16,560.75
TOTALS	\$1,202,874.75	\$1,192,467.88	\$10,406.87

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College: Chadron State College		Meeting Date: December 4, 2003	
Project Information	Project Title: Memorial Hall Renovation		
	Program Number:		
	Professional Consultant: Bahr, Vermeer and Haecker		
	General Contractor: Fuller Construction		
	Net Square Footage: 40,452		Gross Square Footage: 55,175
	Bid Opening Date	6/27/2000	
	Notice of Proceed Date	7/1/2000	
Estimated Completion Date	12/1/2001		
Final Acceptance Date	12/1/2001		
Project Dates	Professional Consultants:		
	Needs Statement		
	Program Statement	4/1/1999	
	Professional Services Contract	10/26/1999	
	Bonds Sold	None	
	Preliminary Plans		
	Design Development	4/6/2000	
	Construction Contract	8/8/2000	
Substantial Completion	10/26/01		
Final Completion	12/1/01		
Report Information	Status	Initial Report:	
		Interim Report: X	
		Final Report:	
Financial Information			
State Buildings	State Funds-Cash	\$113,000.00	
	Federal Funds	\$0.00	
	LB 1100 allocation	\$2,145,984.00	
	LB 309 Funds	\$134,500.00	
	Program 901	\$11,000.00	
	Capital Imp. Fee Commitment	\$100,000.00	
	CSC Foundation	\$37,944.00	
Total Available	\$2,542,428.00		
Revenue Bond Buildings	Bonds Sold	\$0.00	
	Costs of Issuance/Reserves	\$0.00	
	Balances of Proceeds	\$0.00	
Revenue Sources for Construction	1. Bond Proceeds	\$0.00	
	2. Interest Earnings	\$0.00	
	3. Other	\$0.00	
	Total Available	\$0.00	
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$166,910.00	\$166,910.00	\$0.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$2,300,428.00	\$2,300,428.00	\$0.00
2. Fixed Equipment	\$20,000.00	\$0.00	\$20,000.00
2. Technical Equipment	\$15,245.00	\$3,250.00	\$11,995.00
3. Sitework/Utilities	\$0.00	\$0.00	\$0.00
Furnishings/Moveable Equip.	\$0.00	\$0.00	\$0.00
Contingency	\$111,068.00	\$15,023.51	\$96,044.49
Artwork	\$18,103.00	\$2,000.00	\$16,103.00
Other Items			
1. Insurance	\$1,700.00	\$0.00	\$1,700.00
2. State Fire Marshall Review	\$500.00		\$500.00
3. Handicap Access. Review	\$500.00		\$500.00
4. Moving/Relocation Costs	\$2,000.00		\$2,000.00
5. Testing/Surveys/Inspections	\$1,500.00	\$312.50	\$1,187.50
6. Hazardous Mat. Abatement	\$38,300.00	\$24,990.95	\$13,309.05
Change Orders			
1. Fuller Construction	-\$125,452.00		-\$125,452.00
2. Fuller Construction	\$6,912.00		\$6,912.00
3. Fuller Construction	\$6,971.00		\$6,971.00
4. Fuller Construction	\$19,457.00		\$19,457.00
5 Fuller Construction	\$37,944.00		\$37,944.00
6 Fuller Construction	\$11,741.00		\$11,741.00
TOTALS	\$2,633,827.00	\$2,512,914.96	\$120,912.04

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College: Chadron State College		Meeting Date: December 4, 2003	
Project Information	Project Title: Sandoz High Plains Heritage Center Renovation/Construction		
	Program Number:		
	Professional Consultant: Bahr, Vermeer and Haecker		
	General Contractor: Fuller Construction		
	Net Square Footage: 21,910		Gross Square Footage: 27,390
	Bid Opening Date	1/11/2001	
	Notice of Proceed Date	1/25/2001	
Estimated Completion Date	9/10/2002		
Final Acceptance Date	8/14/2003		
Project Dates	Professional Consultants:		
	Needs Statement		
	Program Statement		
	Professional Services Contract		
	Bonds Sold	None	
	Preliminary Plans		
	Design Development		
	Construction Contract		
Substantial Completion	9/10/02		
Final Completion	8/14/03		
Report Information	Status	Initial Report:	
		Interim Report: X Final Report:	
Financial Information			
State Buildings	State Funds--LB No:		\$0.00
	Federal Funds		\$0.00
	LB 309 Funds		\$58,650.00
	Cash Funds		\$0.00
	Capital Imp. Fee Commitment		\$0.00
	IMLS Grant		\$426,958.00
	Save Amer. Treasures Grant		\$450,000.00
	Private Funds		\$1,108,327.40
	Environmental Trust Grant Funds		\$198,875.00
	Total Available		\$2,242,810.40
Revenue Bond Buildings	Bonds Sold		\$0.00
	Costs of Issuance/Reserves		\$0.00
	Balances of Proceeds		\$0.00
Revenue Sources for Construction	1. Bond Proceeds		\$0.00
	2. Interest Earnings		\$0.00
	3. Other		\$0.00
	Total Available		\$0.00
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$116,385.00	\$116,385.00	\$0.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$1,723,403.00	\$1,570,025.16	\$153,377.84
2. Fixed Equipment	\$0.00	\$16.00	-\$16.00
2. Technical Equipment	\$0.00	\$0.00	\$0.00
3. Sitework/Utilities	\$0.00	\$0.00	\$0.00
Furnishings/Moveable Equip.	\$0.00	\$398,670.29	-\$398,670.29
Contingency	\$0.00	\$0.00	\$0.00
Artwork	\$0.00	\$0.00	\$0.00
Other Items			
1. Insurance	\$0.00	\$0.00	\$0.00
2. State Fire Marshall Review	\$0.00	\$0.00	\$0.00
3. Handicap Access. Review	\$0.00	\$0.00	\$0.00
4. Moving/Relocation Costs	\$0.00	\$0.00	\$0.00
5. Testing/Surveys/Inspections	\$0.00	\$27,106.00	-\$27,106.00
6. Reimbursable Expenses	\$0.00	\$6,087.09	-\$6,087.09
7. Interior Signage	\$0.00	\$4,828.96	-\$4,828.96
Change Orders			
1. Fuller Construction	-\$90,192.00		-\$90,192.00
2. Fuller Construction	\$8,076.16		\$8,076.16
TOTALS	\$1,757,672.16	\$2,123,118.50	-\$365,446.34

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College:Peru		Meeting Date: December 4, 2003	
Project Information	Project Title:	Hoyt Science Building Addition and Renovation	
	Program Number:	940 and 920	
	Professional Consultant:	The Clark Enersen Partners	
	General Contractor:	Rogge Davis Construction LLC	
	Net Square Footage:16,636	Gross Square Footage:28,881	
	Bid Opening Date	5/2/2000	
	Notice of Proceed Date	5/19/2000	
	Estimated Completion Date	8/10/2001	
Final Acceptance Date	11/15/2002		
Project Dates	Professional Consultants:	(enter dates)	
	Needs Statement	9/22/1998	
	Program Statement	2/3/1999	
	Professional Services Contract	3/17/1999	
	Bonds Sold		
	Preliminary Plans		
	Design Development	12/1/1999	
	Construction Contract	5/15/2000	
	Substantial Completion	3/4/2002	
Final Completion	11/15/2002		
Report Information	Status	Initial Report: Interim Report:X Final Report:	
	Financial Information		
	State Buildings	Proposed Budget	Expended to Date
State Funds--LB No:1138	\$3,570,700.00	\$3,570,700.00	\$0.00
State Funds--LB No:1138 Misc	\$528,481.12	\$528,481.12	\$0.00
State Funds--LB No:1217	\$29,950.00	\$29,950.00	\$0.00
PSC Foundation Sunk Cost	\$70,000.00	\$70,000.00	\$0.00
Foundation Construction Funds	\$81,000.00	\$71,962.40	\$9,037.60
	\$0.00	\$0.00	\$0.00
Cash Funds	\$30,000.00	\$30,000.00	\$0.00
Capital Imp. Fee Commitment	\$100,449.00	\$28,936.55	\$71,512.45
Other	\$0.00	\$0.00	\$0.00
Total Available	\$4,410,580.12	\$4,330,030.07	\$80,550.05
Revenue Bond Buildings	Bonds Sold	\$	
	Costs of Issuance/Reserves	\$	
	Balances of Proceeds	\$	
Revenue Sources for Construction	1. Bond Proceeds	\$	
	2. Interest Earnings	\$	
	3. Other	\$	
	Total Available	\$	
Expenditure Information			
	Proposed Budget	Expended to Date	Balance
Program Planning	\$30,000.00	\$30,000.00	\$0.00
Professional Fees	\$250,537.99	\$250,537.99	\$0.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$3,599,930.00	\$3,599,930.00	\$0.00
2. Fixed Equipment	\$43,959.33	\$43,959.33	\$0.00
3. Sitework/Utilities	\$16,349.50	\$16,349.50	\$0.00
Furnishings/Moveable Equip.	\$183,216.60	\$142,666.55	\$40,550.05
Contingency	\$0.00	\$0.00	\$0.00
Artwork	\$40,000.00	\$0.00	\$40,000.00
Other Items			
1.Administrative Fees	\$7,664.53	\$7,664.53	\$0.00
2.Relocaton	\$18,301.09	\$18,301.09	\$0.00
3.Testing and Surveys	\$1,302.50	\$1,302.50	\$0.00
4.Asbestos Abatement	\$42,023.58	\$42,023.58	\$0.00
5.Legal fees and Insurance	\$915.00	\$915.00	\$0.00
Change Orders			
1.Auger cast piles, rebar	\$27,392.00	\$27,392.00	\$0.00
2.Existing Drain Inlet	\$2,559.00	\$2,559.00	\$0.00
3. Steel Column	\$0.00	\$0.00	\$0.00
4.Additional Ceiling	\$78,649.00	\$78,649.00	\$0.00
5.Delete planter box, add locks	\$9,877.00	\$9,877.00	\$0.00
6.Data Cabling for remodeling	\$13,845.00	\$13,845.00	\$0.00
7.Install water purifiers	\$9,947.00	\$9,947.00	\$0.00
8.Landscaping changes AC	\$9,797.00	\$9,797.00	\$0.00
9.Autoclave/Code issues	\$9,863.00	\$9,863.00	\$0.00
10.Water purifier/Ice Maker	\$9,975.00	\$9,975.00	\$0.00
11.Paving Changes	\$4,476.00	\$4,476.00	\$0.00
TOTALS	\$4,410,580.12	\$4,330,030.07	\$80,550.05

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College:Peru		Meeting Date: December 4, 2003	
Project Information	Project Title:	Library / Old Gym Renovation	
	Program Number:		
	Professional Consultant:	The Clark Enersen Partners	
	General Contractor:	A.H.R.S. Construction	
	Net Square Footage: 45,043	Gross Square Footage: 48,597	
	Bid Opening Date	12/11/2001	
	Notice of Proceed Date	1/15/2002	
Estimated Completion Date	November-03		
Final Acceptance Date			
Project Dates	Professional Consultants:	(enter dates)	
	Needs Statement	1988	
	Program Statement	1988, 1996, 1999, 2000	
	Professional Services Contract	5/1/2002	
	Bonds Sold		
	Preliminary Plans		
	Design Development	Apr-01	
	Construction Contract	12/14/2001	
Substantial Completion			
Final Completion			
Report Information	Status	Initial Report:	
		Interim Report: X	
		Final Report:	
Financial Information			
	Proposed Budget	Expended to Date	Balance
State Buildings			
State Funds--LB No:878	\$115,400.00	\$115,400.00	\$0.00
State Funds--LB No:542	\$210,919.00	\$210,919.00	\$0.00
Federal Funds	\$0.00	\$0.00	\$0.00
LB 309 Funds	\$0.00	\$0.00	\$0.00
Cash Funds	\$49,680.00	\$49,680.00	\$0.00
Capital Imp. Fee Commitment	\$84,335.00	\$0.00	\$84,335.00
Other - Bond Funds LB 1	\$6,497,755.00	\$5,195,173.77	\$1,302,581.23
Total Available	\$6,958,089.00	\$5,571,172.77	\$1,386,916.23
Revenue Bond Buildings	Bonds Sold	\$	
	Costs of Issuance/Reserves	\$	
	Balances of Proceeds	\$	
Revenue Sources for Construction	1. Bond Proceeds	\$	
	2. Interest Earnings	\$	
	3. Other	\$	
	Total Available	\$	
Expenditure Information			
	Proposed Budget	Expended to Date	Balance
Program Planning	\$49,680.00	\$49,680.00	\$0.00
Professional Fees	\$486,280.00	\$472,553.13	\$13,726.87
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$4,820,000.00	\$3,716,072.40	\$1,103,927.60
2. Fixed Equipment	\$0.00	\$0.00	\$0.00
3. Sitework/Utilities	\$30,850.00	\$30,209.00	\$641.00
Furnishings/Moveable Equip.	\$886,000.00	\$767,787.24	\$118,212.76
Contingency	\$100,260.19	\$0.00	\$100,260.19
Artwork	\$47,500.00	\$0.00	\$47,500.00
Other Items			
1. Construction Administration	\$4,817.86	\$4,817.86	\$0.00
2. Relocation	\$76,000.00	\$73,352.19	\$2,647.81
3. Asbestos Design/Abatement	\$70,733.70	\$70,733.70	\$0.00
4. Testing and surveys	\$6,181.25	\$6,181.25	\$0.00
Change Orders and Directives			
CO 1. Replace on-grade concrete	\$42,764.00	\$42,764.00	\$0.00
CO 2. Reinforce floor joist	\$17,453.00	\$17,453.00	\$0.00
CO 3. Sagging joist at windows	\$19,502.00	\$19,502.00	\$0.00
CO 4. Sewage ejector	\$19,989.00	\$19,989.00	\$0.00
CO 5. Repair turrets	\$18,719.00	\$18,719.00	\$0.00
CO 6. Power changes	\$14,142.00	\$14,142.00	\$0.00
CO 7. Replace metal covering	\$33,021.00	\$33,021.00	\$0.00
CO 8. Revised framing over floor	\$16,829.00	\$16,829.00	\$0.00
CO 9. Floor replacement	\$16,573.00	\$16,573.00	\$0.00
CO10. Fluid Cooler Mechanical	\$18,180.00	\$18,180.00	\$0.00
CO11. Refrigerant lines	\$6,851.00	\$6,851.00	\$0.00
CO12. Relocate PIV, rout drain	\$13,157.00	\$13,157.00	\$0.00
CO13. Footings for Link, wall	\$19,499.00	\$19,499.00	\$0.00
CO14. Slate floor, feeders, ducts	\$15,291.00	\$15,291.00	\$0.00
CO15. Glass in circle tops	\$17,342.00	\$17,342.00	\$0.00
CO16. Heat pump supply/return	\$19,631.00	\$19,631.00	\$0.00
CO17. Site lighting Library	\$18,026.00	\$18,026.00	\$0.00
CO18. Data and Cable changes	\$17,785.00	\$17,785.00	\$0.00
CO19. Add aluminum circle tops	\$18,130.00	\$18,130.00	\$0.00
CO20. Drywalled data and electrical	\$16,902.00	\$16,902.00	\$0.00
TOTALS	\$6,958,089.00	\$5,571,172.77	\$1,386,916.23

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College:Peru		Meeting Date: December 4, 2003	
Project Information	Project Title:	Eliza Morgan Hall Renovation Phase I	
	Program Number:		
	Professional Consultant:	The Clark Enersen Partners	
	General Contractor:		
	Net Square Footage:6,171	Gross Square Footage:9,978	
	Bid Opening Date	9/5/2002	
	Notice of Proceed Date		
Estimated Completion Date	5/1/2003		
Final Acceptance Date			
Project Dates	Professional Consultants:	(enter dates)	
	Needs Statement		
	Program Statement		
	Professional Services Contract	2/13/2002	
	Bonds Sold		
	Preliminary Plans		
	Design Development		
	Construction Contract		
	Substantial Completion		
	Final Completion		
Report Information	Status	Initial Report:	
		Interim Report:X Final Report:	
Financial Information	Proposed Budget	Expended to Date	Balance
State Buildings			
State Funds--LB No:			
Federal Funds			
LB 309 Funds			
Cash Funds			
Capital Imp. Fee Commitment			
Other			
Total Available			
Revenue Bond Buildings	Bonds Sold		
	Costs of Issuance/Reserves		
	Balances of Proceeds	\$1,502,167.78	
Revenue Sources for Construction			
1. Bond Proceeds	\$1,502,167.78	\$1,453,727.29	\$48,440.49
2. Interest Earnings as of 6/30/03	\$7,128.37	\$0.00	\$7,128.37
3. Other Surplus Fund Request	\$31,720.00	\$31,720.00	\$0.00
4. Other PSC Foundation	\$20,040.00	\$0.00	\$20,040.00
Total Available	\$1,561,056.15	\$1,485,447.29	\$75,608.86
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning	\$29,920.00	\$29,920.00	\$0.00
Professional Fees	\$196,140.00	\$196,140.00	\$0.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$1,197,900.00	\$1,136,532.00	\$61,368.00
2. Fixed Equipment	\$0.00	\$0.00	\$0.00
3. Sitework/Utilities	\$1,806.76	\$1,806.76	\$0.00
Furnishings/Moveable Equip.	\$0.00	\$0.00	\$0.00
Contingency	\$2,526.08	\$0.00	\$2,526.08
Artwork	\$0.00	\$0.00	\$0.00
Other Items			
1.Asbestos Abatement	\$35,785.28	\$35,115.24	\$670.04
2. Construction Administration	\$62,099.03	\$51,293.49	\$10,805.54
3. Relocation Costs	\$1,000.00	\$760.80	\$239.20
Change Orders			
1. Modifications to 3A walls	-\$6,020.00	-\$6,020.00	\$0.00
2. Remove "Dog House"	\$385.00	\$385.00	\$0.00
3. Remove 12' block wall	\$2,394.00	\$2,394.00	\$0.00
4. Leveling floor	\$3,134.00	\$3,134.00	\$0.00
5. Modification to partitions	-\$380.00	-\$380.00	\$0.00
6. HDPE pipe on hydronic	-\$4,512.00	-\$4,512.00	\$0.00
7.Revised scope	\$8,406.00	\$8,406.00	\$0.00
8. Labor to install framing	\$153.00	\$153.00	\$0.00
9. Switch electrical feeder	\$9,554.00	\$9,554.00	\$0.00
10. RFP #8 & 9, door mod	\$14,330.00	\$14,330.00	\$0.00
11. Addition of 3 heat pumps	\$1,287.00	\$1,287.00	\$0.00
12. CE #19, #20, #21	\$5,148.00	\$5,148.00	\$0.00
		\$0.00	\$0.00
TOTALS	\$1,561,056.15	\$1,485,447.29	\$75,608.86

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College: Wayne State College		Meeting Date: December 4, 2003	
Project Information	Project Title: Energy Plant Purchase/Renovation		
	Program Number: 906		
	Professional Consultant: Leo A Daly		
	General Contractor: Ryan & Associates		
	Net Square Footage: Gross Square Footage:		
	Bid Opening Date	2/14/2001	
	Notice of Proceed Date	2/25/2002	
	Estimated Completion Date	4/11/2003	
Project Dates	Professional Consultants:	(enter dates)	
	Needs Statement		
	Program Statement	8/18/2000	
	Professional Services Contract	6/22/2001	
	Bonds Sold		
	Preliminary Plans	9/10/2001	
	Design Development		
	Construction Contract	2/25/2002	
Substantial Completion	4/11/2003		
Final Completion			
Report Information	Status	Initial Report:	
		Interim Report: X	
		Final Report:	
Financial Information			
State Buildings	State Funds--LB No: 1	\$4,300,943.00	
	Federal Funds	\$	
	LB 309 Funds	\$	
	Cash Funds	\$	
	Capital Imp. Fee Commitment	\$84,335.00	
	Other	\$	
Total Available	\$4,385,278.00		
Revenue Bond Buildings	Bonds Sold	\$	
	Costs of Issuance/Reserves	\$	
	Balances of Proceeds	\$	
Revenue Sources for Construction	1. Bond Proceeds	\$	
	2. Interest Earnings	\$	
	3. Other	\$	
	Total Available	\$	
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning	\$0.00	\$0.00	\$0.00
Professional Fees	\$467,640.00	\$462,611.00	\$5,029.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$3,016,372.00	\$2,985,993.00	\$30,379.00
2. Fixed Equipment	\$0.00	\$0.00	\$0.00
3. Sitework/Utilities	\$0.00	\$0.00	\$0.00
Furnishings/Moveable Equip.	\$0.00	\$0.00	\$0.00
Contingency	\$5,343.00	\$0.00	\$5,343.00
Artwork	\$0.00	\$0.00	\$0.00
Other Items			
1. Testing, Asb, Adv, Transf.	\$71,885.00	\$63,850.00	\$8,035.00
2. Purchase Plant	\$824,038.00	\$824,038.00	\$0.00
Change Orders			
1.	\$	\$	
2.	\$	\$	
TOTALS	\$4,385,278.00	\$4,336,492.00	\$48,786.00

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College: Wayne State College		Meeting Date: December 4, 2003	
Project Information	Project Title:	Neihardt Hall Renovation	
	Program Number:	na	
	Professional Consultant:	Bahr Vermeer & Haecker, Architects	
	General Contractor:	B.D. Construction	
	Net Square Footage:	42994	
	Bid Opening Date	11/7/2003	
	Notice of Proceed Date	11/02	
	Estimated Completion Date	10/03	
Final Acceptance Date			
Project Dates	Professional Consultants:	June, 2002	
	Needs Statement		
	Program Statement	February, 2002 (Sinclair Hille)	
	Professional Services Contract	June, 2002 (BVH)	
	Bonds Sold	August, 2002	
	Preliminary Plans		
	Design Development	September, 2002	
	Construction Contract	January, 2003	
	Substantial Completion	November 13, 2003	
Final Completion			
Report Information	Status	Initial Report:	
		Interim Report: X	
		Final Report:	
Financial Information			
State Buildings	State Funds--LB No:	\$	
	Federal Funds	\$	
	LB 309 Funds	\$	
	Cash Funds	\$	
	Capital Imp. Fee Commitment	\$	
	Other	\$	
	Total Available	\$	
Revenue Bond Buildings	Bonds Sold	\$	
	Costs of Issuance/Reserves	\$	
	Balances of Proceeds	\$	
Revenue Sources for Construction	1. Bond Proceeds	\$3,150,000	
	2. Interest Earnings		
	3. Other (cont. maint. - roof)	\$90,000	
	Total Available	\$3,240,000	
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning			
Professional Fees	\$239,662.24	\$242,636.24	-\$2,974.00
Life Cycle Cost Analysis			
Construction			
1. General, Mech., Elec.	\$2,810,628.00	\$2,133,235.80	\$677,392.20
2. Fixed Equipment	\$0.00	\$0.00	\$0.00
3. Sitework/Utilities	\$0.00	\$0.00	\$0.00
Furnishings/Moveable Equip.	\$15,200.00	\$0.00	\$15,200.00
Contingency	\$14,891.76	\$0.00	\$14,891.76
Artwork	\$28,795.00	\$0.00	\$28,795.00
Other Items			
1. Roof	\$99,850.00	\$82,509.00	\$17,341.00
2. Cable, Sign, Key, Asb, Adv	\$30,973.00	\$13,349.96	\$17,623.04
Change Orders			
1.	\$	\$	
2.	\$	\$	
TOTALS	\$3,240,000.00	\$2,471,731.00	\$768,269.00

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College: Wayne State College		Meeting Date: December 4, 2003		
Project Information	Project Title: Ramsey Theatre Renovation & Addition			
	Program Number: 938			
	Professional Consultant: Alley Poyner Architecture			
	General Contractor: R.L. Fauss, Inc.			
	Net Square Footage: 9,718		Gross Square Footage: 14,515	
	Bid Opening Date		7/9/2001	
	Notice of Proceed Date		7/25/2001	
	Estimated Completion Date		9/30/2002	
Final Acceptance Date				
Project Dates	Professional Consultants:			
	Needs Statement			
	Program Statement		Jun-98	
	Professional Services Contract		Mar-01	
	Bonds Sold			
	Preliminary Plans			
	Design Development			
	Construction Contract		7/16/2001	
Substantial Completion		11/14/2002		
Final Completion				
Report Information	Status		Initial Report:	
			Interim Report: X	
		Final Report:		
Financial Information				
State Buildings	State Funds--LB No: 878/1100		\$2,799,820.00	
	Federal Funds		\$	
	LB 309 Funds		\$	
	Cash Funds		\$	
	Capital Imp. Fee Commitment		\$	
	Other - Wayne State Foundation		\$547,000.00	
Total Available		\$3,346,820.00		
Revenue Bond Buildings	Bonds Sold		\$	
	Costs of Issuance/Reserves		\$	
	Balances of Proceeds		\$	
Revenue Sources for Construction	1. Bond Proceeds		\$	
	2. Interest Earnings		\$	
	3. Other		\$	
	Total Available		\$	
Expenditure Information	Proposed Budget		Expended to Date	Balance
Program Planning	\$0.00	\$0.00	\$0.00	
Professional Fees	\$240,000.00	\$235,585.00	\$4,415.00	
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00	
Construction				
1. General, Mech., Elec.	\$2,270,000.00	\$2,245,266.00	\$24,734.00	
2. Fixed Equipment	\$450,000.00	\$428,785.00	\$21,215.00	
3. Sitework/Utilities	\$0.00	\$0.00	\$0.00	
Furnishings/Moveable Equip.	\$40,000.00	\$29,095.00	\$10,905.00	
Contingency	\$30,932.00	\$0.00	\$30,932.00	
Artwork	\$32,888.00	\$32,825.00	\$63.00	
Other Items				
1. Asbestos Removal	\$250,000.00	\$248,477.00	\$1,523.00	
2. Landscaping, Testing, Insp.	\$33,000.00	\$25,568.00	\$7,432.00	
Change Orders				
1.	\$	\$		
2.	\$	\$		
TOTALS	\$3,346,820.00	\$3,245,601.00	\$101,219.00	

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College: Wayne State College		Meeting Date: December 4, 2003		
Project Information	Project Title: Rice HVAC Improvements			
	Program Number:			
	Professional Consultant: Leo A Daly			
	General Contractor: Ryan & Associates			
	Net Square Footage: 39,819		Gross Square Footage: 58,664	
	Bid Opening Date		12/02	
	Notice of Proceed Date		1/03	
	Estimated Completion Date		7/03	
Final Acceptance Date				
Project Dates	Professional Consultants:			
	Needs Statement			
	Program Statement			
	Professional Services Contract		6/02	
	Bonds Sold			
	Preliminary Plans			
	Design Development		9/02	
	Construction Contract		1/03	
Substantial Completion		11/13/2003		
Final Completion				
Report Information	Status		Initial Report:	
			Interim Report: X	
Final Report:				
Financial Information				
State Buildings	State Funds--LB No: 878/1100			
	Federal Funds	\$		
	LB 309 Funds		\$1,445,000.00	
	Cash Funds	\$		
	Capital Imp. Fee Commitment		\$255,000.00	
	Other - Wayne State Foundation			
Total Available		\$1,700,000.00		
Revenue Bond Buildings	Bonds Sold		\$	
	Costs of Issuance/Reserves		\$	
	Balances of Proceeds		\$	
Revenue Sources for Construction	1. Bond Proceeds		\$	
	2. Interest Earnings		\$	
	3. Other		\$	
	Total Available		\$	
Expenditure Information	Proposed Budget		Expended to Date	Balance
Program Planning	\$0.00	\$0.00	\$0.00	
Professional Fees	\$143,500.00	\$136,325.00	\$7,175.00	
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00	
Construction				
1. General, Mech., Elec.	\$1,260,000.00	\$1,134,000.00	\$126,000.00	
2. Fixed Equipment	\$0.00	\$0.00	\$0.00	
3. Sitework/Utilities	\$0.00	\$0.00	\$0.00	
Furnishings/Moveable Equip.	\$0.00	\$0.00	\$0.00	
Contingency	\$246,500.00	\$0.00	\$246,500.00	
Artwork	\$0.00	\$0.00	\$0.00	
Other Items				
1. Advertising, Asb, Misc.	\$50,000.00	\$49,190.00	\$810.00	
2.	\$0.00	\$0.00	\$0.00	
Change Orders				
1.	\$	\$		
2.	\$	\$		
TOTALS	\$1,700,000.00	\$1,319,515.00	\$380,485.00	

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
As of September 30, 2003

College: Wayne State College		Meeting Date: December 4, 2003	
Project Information	Project Title: Stadium Entry Plaza, Track and Restroom Project		
	Program Number:		
	Professional Consultant: DLR Group		
	General Contractor: Christiansen Construction		
	Net Square Footage: Gross Square Footage:		
	Bid Opening Date	8/8/2002	
	Notice of Proceed Date		
Estimated Completion Date	8/31/2003		
Final Acceptance Date			
Project Dates	Professional Consultants:		
	Needs Statement		
	Program Statement	5/19/2000	
	Professional Services Contract	6/19/01 for Phase I	
	Bonds Sold		
	Preliminary Plans		
	Design Development	5/21/2001	
	Construction Contract	9/18/2002	
Substantial Completion	9/25/2003		
Final Completion			
Report Information	Status	Initial Report:	
		Interim Report: X Final Report:	
Financial Information			
State Buildings	State Funds--Crumb Rubber Grnt	\$34,500.00	
	LB 1100 approved 6/03	\$125,000.00	
	LB 309 Funds		
	Cash Funds	\$25,000.00	
	Capital Imp. Fee Commitment	\$400,000.00	
	Other - Wayne State Foundation	\$847,340.00	
	Total Available	\$1,431,840.00	
Revenue Bond Buildings	Bonds Sold	\$	
	Costs of Issuance/Reserves	\$	
	Balances of Proceeds	\$	
Revenue Sources for Construction	1. Bond Proceeds	\$	
	2. Interest Earnings	\$	
	3. Other	\$	
	Total Available	\$	
Expenditure Information	Proposed Budget	Expended to Date	Balance
	Program Planning	\$0.00	\$0.00
Professional Fees	\$30,648.00	\$31,298.00	-\$650.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$1,128,600.00	\$1,060,439.00	\$68,161.00
2. Fixed Equipment	\$0.00	\$0.00	\$0.00
3. WSC & Utilities	\$100,000.00	\$84,372.00	\$15,628.00
Furnishings/Moveable Equip.	\$0.00	\$0.00	\$0.00
Contingency	\$135,146.00	\$0.00	\$135,146.00
Artwork	\$11,010.00	\$0.00	\$11,010.00
Other Items			
1. Adv.	\$1,500.00	\$1,393.00	\$107.00
2. Retaining Wall	\$25,000.00	\$21,464.00	\$3,536.00
Change Orders			
1.	\$	\$	
2.	\$	\$	
TOTALS	\$1,431,904.00	\$1,198,966.00	\$232,938.00

**Nebraska State Colleges
Collaboration, Connections, and Consolidation
Committee Recommendations
November 7, 2003**

Four CCC meetings were held from May to November to determine what services, programs, and other college activities could be “collaborated,” “connected” or “consolidated.” At the first meeting, after a lengthy discussion, a list of ideas for collaboration and consolidation was developed.

Specific suggestions were then grouped under five general themes. They included special programs, shared degrees, shared services, shared resources, and professional development activities. The college representatives then reported on the current status of the items listed at each of their colleges.

Short term (one to two years) or long term (three to five years) timelines were then developed for each item. The group then selected the top long-term and short-term goals. Finally, the goals were linked to the Nebraska State Colleges’ Strategic Plan and costs were estimated for each one.

Those participating in the CCC meetings were: Jean Dale, Larry Schultz, and Sheri Irwin in the System Office; Ed Hoffman and Joyce Hardy from Chadron; Linda Jacobsen and Jerry Martin from Peru; and Carolyn Murphy and David Fuller from Wayne.

The CCC committee recommendations are as follows:

Short Term Recommendations:

1. SHARED MASTER’S PROGRAM IN LIBERAL ARTS
Offer a new master’s program, certain courses could be offered at each college via satellite or on-line.
2. SHARED PROGRAMS WITH LOW ENROLLMENT
Currently share courses, such as computers, chemistry, math, physics, Spanish (labs are done at each campus), just need to enhance
3. HOST NEW AND EXPERIENCED DEANS AT OTHER COLLEGES
Broaden perspectives of the deans and allow them to share ideas.
4. SHARED SPEAKERS’ BUREAU
Compile list of speakers from each college to promote the colleges and system.

Long-Term Recommendations:

1. SUBMIT GRANT APPLICATIONS/PROJECTS AS A SYSTEM
Collaborate for grant money to use on projects each college needs.
2. HUMAN RESOURCE COLLABORATION
Post information on restricted section of NSC website, including FAQ’s and answers along with interpretations of NSC policies.

8.1.1.-2

3. ELDERHOSTEL AS A SYSTEM
Offer a tour of Nebraska through an Elderhostel Program where participants travel to all three colleges.
4. SHARED MULTI-CULTURAL EFFORTS
Share multi-cultural efforts through satellite or videotapes.

Other Short Term Recommendations:

1. SYSTEM-WIDE MEETINGS TO BRING CERTAIN GROUPS TOGETHER
Host an in-house faculty meeting for system and community colleges.
2. SCHOLAR-IN-RESIDENCE FOR SYSTEM
One person who travels to all three colleges and expenses are shared.
3. POOL RESOURCES FOR ADVERTISING/LICENSING
Share costs to save money.

CHADRON STATE COLLEGE
President's Report –
December 2003

1. Chadron State College's Students in Free Enterprise (SIFE) team received a Point of Light Award from Governor Mike Johanns. The award, which recognizes volunteers who help Nebraskans build stronger communities, was presented during a ceremony Wednesday, Oct. 22, at the State Capitol. The SIFE team earned the Point of Light Award in the group category. The team was recognized for articulating, promoting and educating local and regional residents about free enterprise and how to market their skills through education. The 12-member team served more than 2,200 combined hours of community service. Team members worked with youth in a variety of ways, including teaching fourth-graders about cash flow management, assisting 12 girls in meeting the requirements for the Business Wise Girl Scout Badge and teaching seventh-graders how to manage a checkbook. For college-age students, the SIFE team developed a guide for investments, taught interviewing skills and alerted residents and students about fake diploma scams. The project was noted by Senator Ben Nelson in the Congressional Record. The SIFE team's adviser is Dr. Rick Koza, associate professor of business and economics.
2. Through an estate arrangement, the late Mary Horse, former mayor of Chadron, provided the Chadron State Foundation its first unrestricted bequest. The \$13,000 gift will be used at the discretion of the Chadron State Foundation. Connie Rasmussen, executive director of the foundation, said it was Horse's involvement with the board of directors of the Chadron State Foundation that prompted her to not place any restrictions on the gift. A former school teacher, she had served on the foundation board for 18 years before her death in July. Horse taught first grade in the Chadron Schools for 44 years and served on the Chadron City Council for 20 years.
3. Jim O'Rourke, a Chadron State College agriculture professor emeritus and one of the founders of the college's range management program, just returned from a trip to San Cristobal, Argentina. O'Rourke was in Argentina for a range management meeting with representatives from there and other countries. He represented the Society of Range Management, from which he stepped down as president last year, and also the International Rangeland Congress, which elected him its president in July. At the Argentina meeting, he presented two papers, "The Impact of Range Livestock Breeding Dates" and "Use of Public Lands in the United States," which he co-authored with his wife Lora O'Rourke, a range management specialist for the U.S. Forest Service office in Chadron. Since the meeting was conducted in Spanish, there was an interpreter for O'Rourke. In addition, CSC Spanish professor, Dr. Hilda Lopez-Laval, translated the narration for his slides into Spanish before the trip. Besides serving as both the state and national president of the Society for Range Management while at Chadron State, O'Rourke received the SRM's Outstanding Undergraduate Teaching Award, was named a Range Management Fellow and was presented the Presidential Citation from the American Forage and Grassland Council. He retired from teaching at CSC in 2002, but not from range management.
4. The third annual Geographic Information Systems (GIS) Day at Chadron State College was Saturday, November 22. The meeting featured geography professionals and students that focused on geographic information systems. One of the highlights of the conference was a panel discussion on careers involving representatives of industry and government. The experts gave advice about strategies for getting employment in the growing job market of GIS. GIS professionals also showed their GIS-related work during an interactive poster session. GIS Day was organized by Chadron State geography instructors to help people learn about GIS, described as a method of maintaining geographical data by layering maps with other categories of information.
5. The second annual Chadron State College Powwow was held Saturday, Nov. 8, at the Student Center. The powwow reflected on many important aspects of American Indian society. In the powwow tradition, it featured American Indians in regalia dancing for personal expression, physical enjoyment, cultural expression and worship. In addition to the powwow, there was a ceremony to welcome Chance Good Buffalo to his family. He is the son of CSC students Dean and Laura Good Buffalo, who are members of the White Buffalo Club. The club, which consists primarily of American Indian students, is the powwow's sponsor. Approximately two hundred fifty people attended the event.

8.2.-2

6. High school seniors from the High Plains region were at Chadron State College on Friday, Nov. 7 for Honors Day. The event was designed to acquaint the students with Chadron State's honors program and to encourage them to continue their pursuit of excellence. Invitations to Honors Day were sent to students with outstanding college entrance examination test scores who have inquired about attending Chadron State this fall. Chadron State offers one honors course a semester for each of the four grade levels. The courses are in literature, psychology, philosophy, political science and history of the natural sciences. The 24 hours of credit available through the Honors Program may be substituted for other courses that are necessary to meet the college's general education requirements.

7. The Allegro Chamber Trio, a group from Austin, Texas, performed at the Mari Sandoz High Plains Heritage Center, Chicoine Atrium on Monday, Nov. 17. The trio consists of flutist Megan Meisenbach, harpist Mary Golden and violist Bruce Williams. Meisenbach has studied with world-renowned flutists and Golden has caressed the strings of the harp throughout the United States. Williams, who uses a 1692 Grancino viola, is the principal of the Austin Symphony Orchestra and former principal violist with the Haifa Symphony Orchestra of Israel. The trio visited Chadron State as part of the college's [Galaxy Series](#) of fine arts. The concert coincided with Chadron State's Parade of Trees at Memorial Hall in which 7-10 Chadron merchants displayed decorated Christmas trees Nov. 16-18.

8.2.-3

PERU STATE COLLEGE
- President's Report -
December 2003

1. A late October visit from the National Council for the Accreditation of Teacher Education culminated in a very favorable review by committee members. Final results will not be publicly announced until after the national board of examiners review the report and it is accepted, however the team was very positive in their final exit briefing with the School of Education and Graduate Studies.
2. Seventeen students were recently inducted into the Alpha Chi national college scholarship honor society. Students are selected based on academic excellence and character.
3. The thirty-first annual High School Business Contest will be held on Peru's campus in February. High school students from Nebraska, Iowa, Missouri and Kansas are invited to compete for awards and scholarships. Faculty member Dr. Judy Grotrian serves as director of the event.
4. Faculty members Jim Thomas, Judy Grotrian, and Bruce Batterson attended the 11th Annual Institute of Behavioral and Applied Management Conference in Tampa, Florida in October. All chaired various sessions of the conference, and Dr. Grotrian presented a paper. Pre-conference participation involved Mark Beischel, Todd Drew, and Paul Hinrichs as Reviewers for Division VI; Paul Hinrichs was named Best Reviewer.
5. Dr. Sara Crook, the George and Lillian Schottenhamel Honors Chair for the Humanities, gave a presentation on November 19th. She portrayed Barbara Mayhew in "Nebraska's Winding Road to Statehood: In the Footsteps of a Female Settler."
6. Ken Anderson, Professor of Art, was among eight artists featured in the 2nd Annual All Sculpture Show at Jackson Artworks in Omaha.
7. The PSC Music Department and the student chapter of Music Educators National Conference (MENC) hosted the 32nd Annual Show Choir Festival on October 28-29. Thirty-nine junior and senior high school show choirs, approximately 1500 students, participated in this year's event. The PSC Misty Blues Show Choir gave performances each day. Dr. Thomas Ediger served as Festival Director.
8. SaraBeth Donovan, Director of Planned Giving for the Peru State College Foundation, has announced that she will be leaving at the end of the calendar year. Ms. Donovan, a 1985 graduate of PSC and 1992 UN College of Law graduate, will be moving to California where she plans to reenter the legal field. She has worked for the Foundation for two and a half years.
9. Senior defensive back Lee Jennings, Columbus, NE, was named Defensive Player of the Week for the Central States Football League on October 30th. Lee is one of the captains for the 2003 Bobcat football team.
10. Senior Anna Tennial of Morrill, KS, led the Women's Cross Country team to a third place finish in the Midlands Collegiate Athletic Conference meet held in Lawrence, KS November 1. Tennial personally finished third overall and earned MCAC First Team All-Conference honors.
11. The National Fast Pitch Coaches Association recently announced the winners of the academic awards for scholastic performance during the 2002-03 academic year. Earning individual NFCA All American Scholar Athlete honors were Carrie Alexander, Auburn; Christy Bulson, Mexico, MO; Jessica Joe, Fairbury; Jamie McBride Perkins, Atlantic, IA; Jiree Carpenter Smith, Firth; Anna Tennial, Morrill, KS; Stephanie Fitch, Kennard; and Stephanie Rainge, Papillion.

8.2.-4

WAYNE STATE COLLEGE
- President's Report -
December 2003

1. The Wayne State College choir and Madrigal Singers were featured in a televised holiday special, "Holiday Harmonies," on the Nebraska ETV Network on Nov. 29 and Dec. 7. The program also included selections by choral ensembles from Hastings College, Nebraska Wesleyan University and the University of Nebraska-Lincoln.
2. NASA scientist Robert Phillips of Fort Collins, Colorado gave two presentations at Wayne State on Nov. 3 in Gardner Auditorium. His presentations were "Human Physiology in Space" and "Reproduction and Adaptation in Space: Can a New Generation Be Born in Space?" Currently a professor emeritus in the Department of Biomedical Sciences at Colorado State University, Phillips spends much of his time supporting outreach and education programs of NASA's Life Sciences Division. His appearance was sponsored by NASA and WSC associates of the Nebraska BRIN Project.
3. Madrigal Christmas Feasts are being held on Dec. 5, 6 and 7 in the Frey Conference Suite. The event, featuring the WSC Madrigal Singers under the direction of Ron Lofgren, associate professor of music, includes a traditional Elizabethan feast complete with a prime rib dinner and all the trimmings. While the guests enjoy the meal, the Madrigal Singers entertain with singing, poetry and comedy, complete with a court jester.
4. Students Trisha Hansen and Beth Johnson, along with assistant professor of business Laura Barelman, presented the November 7 program in the Student Center Elkhorn Room for "Campus Showcase," a community outreach program sponsored by Wayne State College. Hansen presented her business plan, which won first place at the national Phi Beta Lambda conference in Dallas, Texas this summer. Johnson, who placed sixth in marketing competition at the conference, also spoke.
5. The Support Staff Senate issued a food drive challenge to the Faculty Senate and the Professional Staff Senate in November. The challenge included donations of food items needed by the Wayne Food Pantry, as well as cash donations. This was the second year for the challenge, and faculty and staff donated generously.
6. Wayne State College hosted the NCAA Division II Cross Country Regional on Nov. 7-8. A total of 22 men's and 26 women's teams competed. The North Central Region is comprised of teams from three conferences: the Northern Sun Intercollegiate Conference, North Central Conference, and the Rocky Mountain Athletic Conference, although not all the schools sponsor cross country. The Wayne State women's team placed 22nd, and the men's team was 17th. The track indoor season begins with a meet on Dec. 6.
7. "The Diary of Ann Frank" was presented by the WSC theatre department from Nov. 22-24 in Ley Theatre. Gwen Jensen directed the dramatic production.
8. The Plains Poetry Festival 2003 was held at Wayne State on Nov. 20-21. The annual festival featured readings by a number of poets including Nebraska state poet William Kloefkorn. The festival was held in the Humanities Building on the WSC campus. Poetry Slam X was held in the evening of Nov. 20 at Riley's in downtown Wayne. The festival was coordinated by J.V. Brummels, associate professor of English.
9. The WSC wind ensemble, symphonic band and concert choir presented a concert on Nov. 18 in Ramsey Theatre. The wind ensemble and symphonic band are under the direction of David Bohnert, assistant professor of music, while the concert choir is directed by Ron Lofgren, associate professor of music.
10. A Native American Heritage Celebration was held on Nov. 13 in the Frey Conference Suite. Chance Rush, a Native American humorist and motivational speaker from Shawnee, Oklahoma, and Many Moccasins Dance Troupe founded and led by Wayne State senior Garan Coons, were featured at the celebration which was sponsored by the Native American Student Alliance, the Multicultural Center, and the Student Activities Board.

8.2.-5

11. Wayne State alum Dave Shively, Lancaster County Election Commissioner, presented "Getting active in Politics and Government and Making it Count" on Nov. 13 in Connell Hall. His appearance was sponsored by Pi Gamma Mu, social sciences honorary.
12. A senior art exhibition featuring the works of WSC senior art majors Teresa Marks, Everett Deger and Oak Williams was held in the Nordstrand Visual Arts Gallery from Nov. 17-Dec. 3.
13. "Beyond a Mint on Every Pillow," a professional development workshop for faculty, professional and support staff members, was held on campus on Nov. 20 and 21. Presenters Laura Barelman and Pat Lutt, WSC faculty members, as well as a "mystery presenter" led the participants on "The Path to Excellence," defining understanding, communicating, building relationships, and amazing and delighting others. The workshop was sponsored by the WSC president's office and the professional development committee.
14. The Wayne State chapter of the National Art Education Association, the Student Activities Board and the WSC service learning program hosted a reception for student artists on Nov. 4 in Gardner Hall. Students' watercolors featuring "a sense of place" that students completed as a service learning project, were recognized and displayed. Following the reception, Karen Janovy of the Sheldon Memorial Art Gallery and Sculpture Garden in Lincoln, gave a presentation.
15. Deborah and Ron Whitt, communication arts professors, were jointly awarded the 2003 John Thurber Distinguished Teacher Award by the Nebraska Speech Communication & Theatre Association this fall. The award is presented annually by the association to recognize individuals who have displayed exceptional teaching ability, innovation in teaching methods, and contributions to the growth and professionalism of organizations in speech communications. Deborah Whitt received the 2001 George Rebensdorf Teaching Excellence Award.
16. The WSC Environmental Studies Seminar Series continued in November with three presentations. On Nov. 6, Barbara Hayford, assistant professor of biology, presented "The Midges of Madison County: Environment, Land Use and Stream Health in Northeastern Nebraska." On Nov. 13, Marian Langan, director of the Spring Creek Prairie Audubon Center presented "Nebraskans on the Environment: Our First Environmental Literacy Survey." On Nov. 20, Robert Sweetland, professor of education, presented "The State of Environmental Education in K-12 Schools."
17. *Times of Sorrow Times of Grace: Writing by Women of the Great Plains/High Plains*, a book co-edited by WSC Associate professor of English Lisa Sandlin, has been selected as a poetry category "Honor Book" for the 2003 Nebraska Book Awards. The presentation was made at the Nebraska Book Festival in October. Each year's winning books are displayed at the annual Nebraska Literature Festival and presented to the governor for the governor's mansion's permanent collection.
18. Janet Schmitz, associate professor of French, was presented with the Nebraska International Languages Association's STAR Award and the American Association of Teachers of French's 2003 Outstanding Nebraska French Teacher Award at the annual meeting held in Lincoln in October.
19. A swing dance organized by the Wayne State College jazz band was held in Riley's Convention Center in Wayne on Nov. 15. Music was performed by WSC instructors and students. Proceeds from the event will go to the music department student scholarship fund.
19. Casino Night, sponsored by the WSC Student Senate and the Student Activities Board, was held on Nov. 19. Wayne State faculty, staff and administrators were on hand to help with the games. The event was held in the Student Center.