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BOARD OF TRUSTEES

Meeting Notice

In compliance with the provisions of Neb. Rev. Stat. Section 84-1411, printed notice is hereby given that a regular meeting of the Board of Trustees of the Nebraska State Colleges will convene at Wayne State College, Wayne, Nebraska on September 14-15, 2006.

Executive Session	September 14 –	10:00 a.m.
Informal Discussion Session	September 14 –	11:00 a.m.
Committee Meetings	September 14 –	1:15 p.m.
Business Meeting	September 15 –	9:00 a.m.

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.

-- NOT A PAID NOTICE --

BOARD OF TRUSTEES MEETING

**SEPTEMBER 14-15, 2006
WAYNE STATE COLLEGE
WAYNE, NEBRASKA**

THURSDAY, SEPTEMBER 14 – Meetings will be held in the Student Center except where noted

10:00 – 11:00	Executive Session To continue discussion of Chancellor evaluation and collective bargaining	Elkhorn Room
11:00 – 1:00	Informal Discussion Session & Lunch Strategic Planning	Elkhorn Room
12:00 – 1:00	Lunch – All Except Board Members & Chancellor	Meadowlark Room
1:15 – 3:15	BOARD COMMITTEE MEETINGS (Armstrong Renovation Presentation – CSC and Design Development Presentation for Wheeler Project – PSC, for all) Academic, Personnel & Student Affairs Committee Enrollment & Marketing Committee Fiscal & Facilities Committee	Elkhorn Room Bluestem Room Cottonwood Room Goldenrod Room
3:30 – 4:30	Board of Trustees Open Campus Forum	Niobrara Room
3:15 – 5:15	Council of Academic Officers Council of Admissions and College Relations Officers Council of Business Officers	Bluestem Room Cottonwood Room Goldenrod Room
4:30	Check-in Super 8	
5:30	Reception 606 Pearl Street	Rick & Marilyn Collings
7:00	Dinner Teaching Excellence Award	Frey Conference Suite

FRIDAY, SEPTEMBER 15, 2005 — Meetings will be held in the Student Center except
where noted

8:00	Breakfast Board of Trustees & Chancellor	Meadowlark Room
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8:00	Breakfast – All Except Board Members & Chancellor	Elkhorn Room
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9:00 – 10:30	BOARD OF TRUSTEES BUSINESS MEETING	Niobrara Room
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**SEPTEMBER 14, 2006
1:15 – 3:15 P.M.**

ACADEMIC, PERSONNEL & STUDENT AFFAIRS COMMITTEE MEETING

Items for discussion and action:

- 2.1 Approve Peru State Class Schedule as Permanent
- 2.2 Peru State Academic Reorganization Proposal – Request for Approval
- 2.3 Approve Proposed Interlocal Agreement Between Northeast Community College, Wayne State College, and Community Development Authority of the City of South Sioux City, Nebraska
- 2.4 Approve Preliminary Notification of New Academic Programs
- 2.5 Approve Organizational Charts
- 2.6 Adopt Spending Lid Resolution
- 2.7 Accept Report on Personnel Action

Items for information and discussion:

- 5.1 Collective Bargaining Update
- 5.2 Year-end Personnel Summary
- 5.3 Spring Enrollment Reports
- 5.4 Spring Graduations Summaries
- 5.5 Spring Instructional Load Reports
- 5.6 Revisions to Board Policy 3050 Residency
- 5.7 Board Policy Revisions

**SEPTEMBER 14, 2006
1:15 – 3:15 P.M.**

ENROLLMENT & MARKETING COMMITTEE MEETING

Items for discussion and action:

- 3.1 Adopt Spending Lid Resolution

Items for information and discussion:

- 6.1 Student Enrollment Capabilities
- 6.2 Television and Radio Campaign
- 6.3 Outdoor Media Campaign
- 6.4 NSCS Month Proclamation and Nebraska Joint Admissions Agreement Recognition
- 6.5 NSCS Guidance Counselor Tour
- 6.6 Master of Science (M.S.) Degree in Organizational Management Brochure

**SEPTEMBER 14, 2006
1:15 – 3:15 P.M.**

FISCAL & FACILITIES COMMITTEE MEETING

Items for discussion and action:

- 4.1 Approve Deficit Requests
- 4.2 Approve Write-Off of Uncollectible Accounts
- 4.3 Approve Use of Capital Improvement Fee Funds – CSC, PSC & WSC
- 4.4 Approve Revised Revenue Bond Budget – PSC
- 4.5 Approve Cash Fund Adjustments – CSC & WSC
- 4.6 Approve Reallocation of Contingency Maintenance Funds – CSC
- 4.7 Adopt Spending Lid Resolution
- 4.8 Approve Program Statement for Armstrong Physical Education Building – CSC
- 4.9 Accept Design Development Documents for Wheeler Center - PSC
- 4.10 Authorize Chancellor to Accept Design Development Documents for Campus Services Building – WSC
- 4.11 First Round Approval of Revisions to Board Policy 6024 Income; Non-State Funds
- 4.12 Grant Applications and Awards (requiring approval)
- 4.13 Approve LB 309 Allocations and Retrievals
- 4.14 Approve Contracts and Change Orders

Items for information and discussion:

- 7.1 Grant Applications and Awards
- 7.2 Contracts and Change Orders
- 7.3 LB 605 Projects Summary
- 7.4 Physical Plant Status Reports (April-June)
- 7.5 Capital Construction Quarterly Reports (April-June)
- 7.6 LB 309 Project Status Reports (January-June)
- 7.7 Contingency Maintenance Progress Reports (January-June)
- 7.8 Year-End Operating Expenditure Reports
- 7.9 Year-End Financial Reports
- 7.10 Year-End Revenue Bond Expenditure Reports
- 7.11 Board Policy Revisions

BOARD OF TRUSTEES MEETING

CALL TO ORDER

1. APPROVAL OF MEETING AGENDA

APPROVAL OF MINUTES from the June 2 and August 9 meetings

PUBLIC COMMENT

ITEMS FOR DISCUSSION AND ACTION

2. ACADEMIC, PERSONNEL & STUDENT AFFAIRS

- 2.1 Approve Peru State Class Schedule as Permanent
- 2.2 Peru State Academic Reorganization Proposal – Request for Approval
- 2.3 Approve Proposed Interlocal Agreement Between Northeast Community College, Wayne State College, and Community Development Authority of the City of South Sioux City, Nebraska
- 2.4 Approve Preliminary Notification of New Academic Programs
- 2.5 Approve Organizational Charts
- 2.6 Adopt Spending Lid Resolution
- 2.7 Accept Report on Personnel Actions

3. ENROLLMENT AND MARKETING

- 3.1 Adopt Spending Lid Resolution

4. FISCAL AND FACILITIES

- 4.1 Approve Deficit Requests
- 4.2 Approve Write-Off of Uncollectible Accounts
- 4.3 Approve Use of Capital Improvement Fee Funds – CSC, PSC & WSC
- 4.4 Approve Revised Revenue Bond Budget – PSC
- 4.5 Approve Cash Fund Adjustments – CSC & WSC
- 4.6 Approve Reallocation of Contingency Maintenance Funds – CSC
- 4.7 Adopt Spending Lid Resolution
- 4.8 Approve Program Statement for Armstrong Physical Education Building – CSC
- 4.9 Accept Design Development Documents for Wheeler Center – PSC
- 4.10 Authorize Chancellor to Accept Design Development Documents for Campus Services Building – WSC

- 4.11 First Round Approval of Revisions to Board Policy 6024 Income; Non-State Funds
- 4.12 Grant Applications and Awards (requiring approval)
- 4.13 Approve LB 309 Allocations and Retrievals
- 4.14 Approve Contracts and Change Orders

ITEMS FOR INFORMATION AND DISCUSSION

5. ACADEMIC, PERSONNEL & STUDENT AFFAIRS

- 5.1 Collective Bargaining Update
- 5.2 Year-end Personnel Summary
- 5.3 Spring Enrollment Reports
- 5.4 Spring Graduation Summaries
- 5.5 Spring Instructional Load Reports
- 5.6 Revisions to Board Policy 3050 Residency
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6. ENROLLMENT AND MARKETING

- 6.1 Student Enrollment Capabilities
- 6.2 Television and Radio Campaign
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- 6.4 NSCS Month Proclamation and Nebraska Joint Admissions Agreement Recognition
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7. FISCAL AND FACILITIES

- 7.1 Grant Applications and Awards
- 7.2 Contracts and Change Orders
- 7.3 LB 605 Projects Summary
- 7.4 Physical Plant Status Reports (April-June)
- 7.5 Capital Construction Quarterly Reports (April-June)
- 7.6 LB 309 Project Status Reports (January-June)
- 7.7 Contingency Maintenance Progress Reports (January-June)

- 7.8 Year-end Operating Expenditure Reports
- 7.9 Year-end Financial Reports
- 7.10 Year-end Revenue Bond Expenditure Reports
- 7.11 Board Policy Revisions

8. MISCELLANEOUS INFORMATION ITEMS

- 8.1 Chancellor's Report
 - Identify Board Representatives for Fall Commencement Exercises – Dec. 15
- 8.2 Presidents' Reports
- 8.3 Student Trustees' Reports

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees of the Nebraska State Colleges will be held November 16-17, 2006 at Peru.

**NEBRASKA STATE COLLEGE SYSTEM
BOARD OF TRUSTEES**

MINUTES OF AUGUST 9, 2006 MEETING

A meeting of the Board of Trustees of the Nebraska State College System was held via video-conference on August 9, 2006, with sites at Chadron State College, Wayne State College, Scottsbluff Panhandle Learning Center, Lincoln Executive Building, Community Hospital in McCook, and Peter Kiewit State Office Building in Omaha.

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
Doug Christensen, Lincoln
Cap Peterson, Wayne
Larry Teahon, Chadron
Gary Bieganski, McCook
Bill Roskens, Omaha

Student Board Members present:

Tyler Pribbeno, Chadron State College

System Office Staff present:

Stan Carpenter, Chancellor
Carolyn Murphy, Vice Chancellor for Finance & Administration
Ed Hoffman, Vice Chancellor for Facilities, Planning & Information Technology
Larry Schultz, Vice Chancellor for Academic Affairs & General Counsel
Sheri Irwin, Public Relations Director
Lynne Olson, Administrative Assistant

NSCS Staff, present:

Regan Anson, Director of Media and Marketing Services, Peru State College
Kristie Arlt, Director of Marketing, Wayne State College
Richard Collings, President, Wayne State College
Dale Grant, Interim Vice President for Physical Facilities & Finance, Chadron State College
Linda Jacobsen, Vice President for Administration and Finance, Peru State College
Ben Johnson, President, Peru State College
Beth Kroger, Vice President for Administration & Finance, Wayne State College
Linc Morris, Dean of Admissions and Recruitment, Wayne State College
Janie Park, President, Chadron State College
Randy Rhine, Vice President, Enrollment Management & Student Services, Chadron State College
Korinne Tande, Vice President for Academic Affairs & Student Services, Peru State College
Lois Veath, Interim Senior Vice President for Academic and Student Affairs, Chadron State College

Others present

Bill Beavers, Ameritas Investment Corp.
Lauren Wismer, Gilmore & Bell

CALL TO ORDER

Board Chair Kosman called the meeting to order at 10:00 a.m.

APPROVAL OF MEETING AGENDA

The meeting agenda for August 9, 2006 was unanimously approved.

PUBLIC COMMENT

None.

ITEMS FOR DISCUSSION AND ACTION

Deferred Maintenance Bonds, Series 2006

A motion was made by Trustee Bieganski and seconded by Trustee Roskens to approve a resolution authorizing a financing agreement, a tax compliance agreement, a continuing disclosure agreement, a depository and disposition agreement, and a bond purchase agreement; and approving the issuance of deferred maintenance bonds, series 2006; and the use of preliminary and final official statements. Voting aye: Bieganski, Christensen, Halbert, Kosman, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Pribbeno. The motion was unanimously approved.

ADJOURNMENT -- The meeting was adjourned at 10:24 a.m.

Next Meeting

The next regularly scheduled meeting of the NSCS Board of Trustees will be held at Wayne, Nebraska on September 14-15, 2006.

Respectfully submitted,

Stan Carpenter
Chancellor

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.

NEBRASKA STATE COLLEGE SYSTEM BOARD OF TRUSTEES

MINUTES OF JUNE 2, 2006 MEETING

A meeting of the Board of Trustees of the Nebraska State College System was held at Hillcrest Country Club, Lincoln, Nebraska on Friday, June 2, 2006.

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:

Gary Beiganski, McCook
Doug Christensen, Lincoln
Richard Halbert, Falls City
Cap Peterson, Wayne
Bill Roskens, Omaha
Larry Teahon, Chadron

Student Board Members present:

Tyler Pribbeno, Chadron State College
Crystal Ellis, Peru State College
Michael Jacobsen, Wayne State College

NSCS Office Staff, present:

Stan Carpenter, Chancellor
Jean Dale, Vice Chancellor for Finance and Facilities
Bruce Donelson, Facilities Management & Planning Director
Sheri Irwin, Public Relations Director
Lynne Olson, Administrative Assistant
Larry Schultz, Vice Chancellor for Academic Affairs & General Counsel

NSCS Staff present:

Regan Anson, Director of Marketing Services/Public Affairs, Peru State College
Kristie Arlt, Marketing Coordinator, Wayne State College
Richard Collings, President, Wayne State College
Terie Dawson, Asst. Vice President, Enrollment Management, Chadron State College
Curt Frye, Vice President and Dean for Student Life, Wayne State College
Dale Grant, Interim Vice President for Administration, Chadron State College
Ed Hoffman, Vice President for Administration, Chadron State College
Linda Jacobsen, Vice President for Administration and Finance, Peru State College
Ben Johnson, President, Peru State College
Bob McCue, Vice President for Academic Affairs, Wayne State College
Linc Morris, Dean of Admissions and Recruitment, Wayne State College
Carolyn Murphy, Vice President for Administration and Finance, Wayne State College
Janie Park, President, Chadron State College
Randy Rhine, Vice President of Enrollment Management & Student Services, Chadron State College
Korinne Tande, Vice President for Academic Affairs and Student Services, Peru State College
Lois Veath, Vice President for Academic Affairs, Chadron State College
Micki Willis, Coordinator of Admission Services, Peru State College

Others present:

Joe Rowson, Coordinator P-16 Initiative

CALL TO ORDER

Trustee Teahon called the meeting to order at 9:30 a.m.

EXECUTIVE SESSION

Motion was made by Trustee Peterson and seconded by Trustee Roskens to move into executive session at 9:31 a.m. to discuss the Chancellor's performance evaluation and the honorary doctorate recommendation from Chadron State. No action was taken. Motion was made by Trustee Halbert and seconded by Trustee Bieganski to move out of Executive Session at 10:45 a.m.

The Academic, Personnel and Student Affairs Committee, the Enrollment and Marketing Committee and the Fiscal and Facilities Committee met separately starting at 10:45 a.m. to discuss agenda items. No action was taken. The committee meetings adjourned at 12:30 p.m.

CALL TO ORDER—BUSINESS MEETING

Trustee Teahon called the business meeting to order at 1:30 p.m.

Chancellor Carpenter welcomed new member, Gary Bieganski to the NSCS Board of Trustees.

APPROVAL OF MEETING AGENDA

The meeting agenda for June 2, 2006 was approved.

APPROVAL OF MINUTES

Minutes of the March 30-31 and April 18, 2006 meetings were unanimously approved with the addition of Trustee Larry Teahon to the list of trustees attending the April 18, 2006 meeting.

PUBLIC COMMENT

No public comment.

Joe Rowson, Coordinator for the P-16 Initiative gave a presentation on the current P-16 Initiative. The current efforts include: rethinking the high school experience, development of college preparatory academy, development of a molecular biology classroom for secondary schools statewide, college access portal, development of a statewide student data system, and the establishment of a Nebraska roundtable to discuss education issues.

ITEMS FOR DISCUSSION AND ACTION

Academic, Personnel and Student Affairs Committee

Chancellor Extension and Salary

A motion to approve a 4.25% salary increase for 2006-07 and contract extension until June 30, 2008 for the chancellor was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Stan Carpenter, NSCS Chancellor

\$176,040

CEO Contract Extensions and Salaries

A motion to approve a 4.25% salary increase for 2006-07 and contract extension until June 30, 2008 for the following individuals was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Janie Park, President, Chadron State College

\$137,610, plus housing allowance of \$14,000

Ben Johnson, President, Peru State College

\$149,354, plus housing allowance of \$ 7,000

Richard Collings, President, Wayne State College

\$143,463, plus housing allowance of \$14,000

Faculty and Staff Salary Recommendations

A motion to approve the 2006-07 salary recommendations as submitted by the Chancellor and the college presidents was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno. (Copies are attached to the official minutes.)

Personnel Actions

A motion to accept the report of 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.)

Honorary Doctorate

A motion to approve the honorary doctorate for the individual submitted by Chadron State College was recommended by the committee to the full Board, which unanimously approved the motion.

Enrollment and Marketing Committee

No action items.

Fiscal and Facilities Committee

Chadron State On-Line Tuition

A motion to approve the Chadron State College on-line tuition rate of \$147 per credit hour for undergraduate courses and \$174 per credit hour for graduate on-line courses was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Approve Operating Budget Request for 2007-09 Biennium

A motion to approve the operating budget request for the 2007-09 biennium was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

2006-07 Base	2007-08 Request	2008-09 Request
\$41,000,381	\$45,598,728	\$48,492,000

Approve Capital Construction and LB 309 Budget Requests for the 2007-09 Biennium

A motion to approve the capital construction and LB 309 budget requests for the 2007-09 biennium was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Reaffirmations include:

	FY2007-08	FY2008-09	Future
LB 1100 (1999) bond repayment	400,000	400,000	0
LB 1 (2002) bond repayment	2,009,360	2,009,360	0
LB 605 (2006) bond repayment	<u>1,125,000</u>	<u>1,125,000</u>	<u>12,375,000</u>
Total Reaffirmations	3,534,360	3,534,360	12,375,000

New Requests include:

SYS Student Information System	6,000,000	4,000,000	0
CSC Armstrong Renovation/Addn	12,500,000	0	0
CSC Ag Classroom/Lab/Arena	5,400,000	0	0
PSC JindraHall Renov. Planning	180,000	130,000	4,000,000
WSC Carhart Science Renov/Addn	1,575,000	6,716,996	6,970,662
WSC South Sioux City Center	<u>4,200,000</u>	<u>0</u>	<u>0</u>
Total New Appropriation Requests	33,389,425	10,846,996	10,970,662

Task Force for Building Renewal include:

Fire/Life Safety – Class 1	2,548,000
Deferred Repairs – Class 1	2,573,500
Energy Conservation – Class 1	1,627,000
ADA – Class 1	577,640

Fire/Life Safety – Class 2	1,222,500
Deferred Repairs – Class 2	1,617,500
Energy Conservation – Class 2	400,000
ADA – Class 2	195,500
ADA/Deferred Repair – Class 3	1,238,630

Approve 2007-09 Biennium Capital Construction and LB 309 Priority Listing

A motion to approve the 2007-09 biennium NSCS capital construction budget request priority listing including the LB 309 categories and other general fund requests as shown was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Priority

- 1 Fire/Life Safety – Class 1
- 2 Deferred Repair – Class 1
- 3 ADA – Class 1
- 4 Energy Conservation – Class 1
- 5 Carhart Science Renovation/Addition
- 6 Armstrong Renovation/Addition
- 7 Student information System
- 8 Agricultural Classroom/Lab/Arena
- 9 South Sioux City College Center
- 10 Jindra Hall Renovation Planning
- 11 Fire/Life Safety – Class 2
- 12 Deferred Repair – Class 2
- 13 ADA – Class 2
- 14 Energy Conservation – Class 2
- 15 ADA/Deferred Repair – Class 3

Approve Final Expenditure from LB 1 Construction Fund

A motion to approve the final expenditure from the LB 1 construction fund was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

PSC - \$14,072 for reimbursement for retaining wall on southwest corner of ARC

WSC - \$24,160 for miscellaneous items related to the power plant

WSC - \$7,500 plus interest earnings since April 30, 2006 for fire alarm panel in power plant if approval is secured, if not

PSC – additional educational equipment for ARC

Approve Revolving Fund Adjustments for 2005-06 and 2006-07 for Wayne State College

A motion to approve revolving fund adjustments for 2005-06 and 2006-07 for Wayne State was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

\$110,259 increase for 2005-06

\$266,461 increase for 2006-07

Revised 2005-06 Operating Budgets

A motion to approve the revised operating budgets for 2005-06 was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno. (Copies are attached to the official minutes.)

Revised 2005-06 Revenue Bond Budgets

A motion to approve the revised revenue bond operating budgets for 2005-06 was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno. (Copies are attached to the official minutes.)

Preliminary 2006-07 Operating Budgets

A motion to approve the preliminary 2006-07 operating budgets as submitted by the System Office and the colleges was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno. (Copies are attached to the official minutes.)

Preliminary 2006-07 Revenue Bond Budgets

A motion to approve the preliminary 2006-07 revenue bond operating budgets as submitted by the colleges was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno. (Copies are attached to the official minutes.)

Depositories and Signatories

A motion to approve the depositories and signatories submitted by the colleges was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Approve Changes to Campus Services Program Statement – WSC

A motion to approve the changes to the campus services revised program statement for Wayne State was recommended by the committee to the full Board, which unanimously approved the motion.

Approve South Sioux City Project Program Statement – WSC

A motion to approve the South Sioux City project program statement for Wayne State was recommended by the committee to the full Board, which unanimously approved the motion.

Accept Final Completion of Administration Building Remodel – PSC

A motion to accept the final completion of the Administration Building remodel at Peru State was recommended by the committee to the full Board, which unanimously approved the motion.

Cap Peterson, Trustee, Fiscal and Facilities Committee, Board of Trustees
Jean Dale, Vice Chancellor, Finance & Facilities, System Office
Bruce Donelson, Director, Facilities Management and Planning, System Office
Mike Rindone, Representative of the State Building Division
Linda Jacobsen, Vice President for Administration and Finance, Peru State
Paul Pate, Director of Campus Services, Peru State

Ratify Architect Selection – Peru and Wayne State

A motion to ratify the following architect selections at Peru and Wayne and including the architect selection at Chadron was recommended by the committee to the full Board, which unanimously approved the motion.

Clark Enersen Partners – Al Wheeler Activity Center addition/renovation project at Peru State
Leo A Daly – Rice/Stadium renovation project at Wayne State
Leo A Daly – Armstrong Physical Education renovation project at Chadron State

Authorize Chancellor to Sign Architect Contract for Peru State

A motion to authorize the chancellor to sign the architect contract for the Wheeler addition/renovation project at Peru State and including the architect contract for the Rice/Stadium renovation project at Wayne State was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Authorize Chancellor to Accept Armstrong Program Statement – CSC

A motion to authorize the chancellor to accept the program statement for the Armstrong Physical Education Building renovation at Chadron was recommended by the committee to the full Board, which unanimously approved the motion.

Approve Use of Capital Improvement Fee Funds

A motion to approve use of capital improvement fees for LB 309 match for the following projects at Chadron, Peru and Wayne State was recommended by the committee to the full Board, which approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

<u>Chadron State Projects</u>	<u>Capital Improvement Funds</u>
Floor scrapes at Boiler House	\$ 3,000
Elevator upgrades in Math/Science Building, Burkhiser Complex and Reta King Library	34,635
<u>Peru State Project</u>	
Al Wheeler pool filter repair	\$ 375

Wayne State Projects

Water Main	\$110,000
Gardner Hall roof flashing repair	1,000
Education ADA restroom design	3,000
Humanities ADA restroom design	<u>3,000</u>
TOTAL	\$155,010

Grant Applications and Awards

A motion to amend the approval of the grant applications to read to authorize the chancellor to approve the following grant applications as submitted by Chadron State College was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

A motion to approve the following grant applications as submitted by Chadron State College was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Chadron Application

- Development of Wetland Education Materials, Workshops, and Website Enhancement for a Site at Grayton Beach, Florida (US Fish and Wildlife Service) - \$29,232

Contracts and Change Orders

A motion to approve the following contracts and change orders as submitted by the colleges was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Chadron Contracts

- Armstrong Gymnasium (program statement) - \$44,000 includes reimbursables
- Campus (on-line support software) - \$184,750 est.
- Administration Building (architectural/engineering services for Phase II renovation) - \$289,945 plus reimbursables not to exceed \$16,500

Wayne Contract

- Campus Services Building (professional services) - \$334,213

Chadron Change Order

- Sparks Hall (#1 – value engineering modifications) - \$117,035 deduct

LB 309 Acceptances and Retrievals

A motion to approve the acceptance and retrieval of LB 309 allocations was recommended by the committee to the full Board, which unanimously approved the motion. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Chadron

Retrieval of \$1,087.15 for roof repair on Miller Hall

Peru

Retrieval of \$42,667.73 for tuckpoint on AV Larson
Retrieval of \$4,989.81 for tuckpoint on Campus Services
Retrieval of \$9,489.72 to replace pump for Auditorium/Theater
Retrieval of \$1,040.40 for roof replacement for Auditorium/Theater
Retrieval of \$91,639.42 for HVAC replacement in Administration Building
Retrieval of \$5,956.11 for window replacement in Administration Building
Retrieval of \$3,204.61 for roof replacement on Administration Building
Acceptance of \$2,125 to repair pool filter system at Wheeler Center
Retrieval of \$589.46 for tuckpointing on Campus Services Building

Wayne

Acceptance of \$8,500 for fascia/soffit repair on Connell Hall

ITEMS FOR INFORMATION AND DISCUSSION

Academic, Personnel and Student Affairs

Bargaining Teams

The following will serve on the NSCS collective bargaining teams:

Chief Negotiator:	Larry Schultz
Labor Counsel:	George Rozmarin
Faculty Unit (SCEA):	Lois Veath, CSC Korinne Tande, PSC Bob McCue, WSC
Professional Staff Unit (NSCPA):	Dale Grant, CSC Linda Jacobsen, PSC Cheryl Waddington, WSC
Support Staff Unit (NAPE):	Kara Vogt, CSC Yolanda Cade, PSC Beth Kroger, WSC

Changes to Update Policies 4160, 4170 & 4180

Board Policies 4160, 4170 and 4180; Degree Programs; Chadron State, Peru State and Wayne State respectively were updated to reflect recent Board action relating to academic programs. (A copy of the updated policies is attached to the official minutes.)

Peru Experimental Class Schedule

Peru's report on the modified academic schedule for 2005-06 was presented to the Board. (A copy of the report is attached to the official minutes.)

Revisions to Board Policies

The following board policies were updated to reflect recent Board action, legislative action and to reflect the change in title from Executive Director to Chancellor. (Copies of the updated policies are attached to the official minutes.)

Policy 3050 Residency
Policy 3210 Grievance Procedures-Students
Policy 3402 Non-Residents Working Full-Time
In Nebraska
Policy 4100 Program Approval
Policy 4620 Accreditation
Policy 4830 Academic Reports
Policy 5000 Equal Employment Opportunity/
Affirmative Action Guidelines
Policy 5010 Categories of Personnel; State
College Employees
5013 Employment Contract; Professional
Staff
Policy 5017 Emeritus Status
Policy 5020 Search & Selection Procedures;
State College Employees
Policy 5023 Hiring of Special Services
Policy 5024 Presidential Associate Appointment
Policy 5031 Compensation from Grants and
Contracts; Faculty and Staff
Policy 5100 Performance Evaluation; Chancellor
Policy 5103 Performance Evaluation;
Professional Staff
Policy 5110 Academic Freedom and Tenure
Committee; Powers Due
Process; Faculty
Policy 5112 Granting of Tenure; Faculty
Policy 5115 Reasons for Denials;
Non-Reappointment; Faculty
and Professional Staff

Policy 3200 Due Process for Students
Policy 3400 Tuition Remission
Policy 3600 Graduation
Policy 3710 Athletics; Program Guidelines
Policy 4610 Faculty Exchange Agreements
Policy 4730 Delivery of Telecommunications
Courses
Policy 5005 Political Activities; State College
Employees
Policy 5011 Employment Contract;
Presidents & Chancellor
Policy 5014 Types of Appointments;
Notice Requirements;
Faculty and Professional
Staff
Policy 5021 Delegation of Authority to Make
Certain Appointments
Policy 5030 Method of Payment; Periods of
Employment; State College
Employees
Policy 5101 Performance Evaluation;
Presidents
Policy 5104 Performance Evaluation;
Support Staff
Policy 5111 Tenure Recommendations;
Procedure; Faculty
Policy 5113 Promotion Criteria and Process;
Faculty

Enrollment and Marketing

Student Enrollment Capabilities

The enrollment capacities for each of the colleges are being reviewed to assist in determining the success and/or failure of the currently implemented marketing strategies.

TV and Radio Commercials

During March and April, the NSCS awareness television commercial aired on cable stations in Nebraska. A radio campaign was also aired in certain areas where the television stations did not have the programs recommended by the research.

Board of Trustees' Scholarship Update

More than 300 students applied for the annual Board of Trustees' Scholarships in 2006. Recipients were selected in March and certificates were mailed to high school counselors for presentation at their respective awards programs. An ad in the May 14 issue of the Omaha World Herald Scholar's Guide publicly congratulated the recipients.

General Information Brochure

A new brochure created to provide general information about the Nebraska State College System will be used in a variety of ways with a variety of audiences. Each trustee received a copy of the brochure.

Senators' Reception Dates

The 2007 Senators' Reception will be held Tuesday, February 6 from 4-7 p.m. at The Ferguson Center. The Peru State College Foundation has again graciously agreed to sponsor the event. Dates were secured for the following two years as well; Tuesday, January 15, 2008 and Tuesday, January 13, 2009.

Phone/E-Mail Survey

Guidance counselors who attend the NSCS Tour last September were surveyed via phone and e-mail, and asked a series of questions about the effectiveness of the tour, the CD four packs, and the Board of Trustees' Scholarship information. At this time, 17 percent of the 120 counselors whom attended the tour events have responded. (A copy of their comments is attached to the official minutes.)

Fiscal and Facilities

Modification Budgets

A requirement of the September 15 budget submittal is a priority list indicating how the NSCS would choose to restore requested and reduced programs and funding if requests and current operation budgets cannot be fully funded. The budget instructions for the 2006 submittal have not been received at this time. The colleges and system office will list reductions to arrive at the reduced base applicable for each unit. Items to be added back will be in the following order:

- | | |
|------------|--|
| Priority 1 | Health insurance increase request |
| Priority 2 | Reductions made from existing base |
| Priority 3 | LB 1100 depreciation assessment request |
| Priority 4 | Continuation request items |
| Priority 5 | Budget adjustment requests (areas of emphasis) |

Changes for Wheeler Addition/Renovation – PSC

The initial program statement for the addition/renovation project of Wheeler Activity Center at Peru included some items that will not be able to be incorporated at this time because private funding has not yet become available. Space will need to be made available within the Activity Center to incorporate some of these items until funding is available.

Peru On-Line Tuition Rate Report

A report on the on-line tuition rate pilot project was presented to the Board for review. (A copy of the report is attached to the official minutes.)

Physical Plant Status Reports

Each college presented a report of the status of physical plant projects to the Board. (Copies are attached to the official minutes.)

Capital Construction Progress Reports

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

Chadron State College

- Sparks Hall Renovation – Initial report

Peru State College

- Hoyt Science Building Addition/Renovation – Interim report
- Library/Old Gym Renovation – Interim report

Wayne State College

- Neihardt Hall Renovation – Interim report
- Stadium Entry Plaza, Track and Restroom Project – Interim report

Spring Occupancy and Income Reports

The colleges provided information on occupancy and the income earned on the revenue bond facilities during the spring 2006 semester. (Copies are attached to the official minutes.)

Contract and Change Orders

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

System Office Contract

- System-wide – (audit consulting) – Not to exceed \$25,000

Chadron State Contracts

- Sparks Hall – (tunnel access and bathroom countertops) - \$9,050
- Sparks Hall – (north ADA entry renovation) - \$27,500
- Central Campus – (site work) - \$61,900
- Armstrong Physical Education Building – (program statement for renovation) - \$40,000 plus reimbursables not to exceed \$4,000
- Boiler House – (provide materials for floor scrapes (wear pad sheet goods)) - \$367.50
- Boiler House – (provide labor and materials for floor scrape replacement) - \$7,002
- Boiler House – (provide hold down clips for boiler house floor scrapes) - \$2,040
- Burkhiser Technology Complex – (replacement of variable frequency drive) - \$7,127.75

Peru State Contracts

- Jindra Fine Arts Building – (exterior restoration) - \$113,737
- Library – (art – stained glass) - \$20,000
- Al Wheeler Center – (asbestos containing materials survey) - \$1,690
- AD Majors – (asbestos containing materials survey) - \$2,660
- Delzell Hall – (professional services for restroom exhaust system) - \$2,000 including reimbursables

Wayne State Contracts

- Anderson Hall – (upgrade fire alarm system) - \$99,219
- East of Morey Hall – (construction of parking lot) - \$294,822.90
- U.S. Conn Library – (re-roofing) - \$207,200
- Studio Arts – (re-roofing) - \$98,670
- Energy Plant – (drains, scuppers and cap flashing, snow guard) - \$3,339
- Near Education Building – (remove/replace manhole) - \$3,019.80
- Near Recreation Center – (remove and install new primary junction cabinet) - \$4,951
- McCorkindale School House – (repair/paint siding, replace roof) - \$8,287
- U.S. Conn Library – (replace coil) - \$13,250

Chadron State Change Order

- Edna Work Hall – (#12 elevator fire wall, access door, handrails) - \$11,121.66

Wayne State Change Orders

- Bowen Hall Piping Project – (#2 remove tub units, replace flooring, hose bibs, faucets, drains, laundry sinks) - \$15,915
- Bowen Hall Piping Project – (#3 repairs to first floor bathroom/shower) - \$987
- Carhart Science ADA Tower – (#4 add waste lines to serve condensate of fan coils) - \$2,853
- Benthack Hall Tuckpointing – (#1 structural repair to NE corner of building) - \$1,350

Revision to Board Policy 9006

Board Policy 9006 was revised to reflect actions by the Board and legislative actions. (A copy of revised Board Policy 9006 is attached to the official minutes.)

MISCELLANEOUS ACTION AND INFORMATION ITEMS

Chancellor's Report

Chancellor Carpenter again welcomed Trustee Gary Bieganski to the NSCS Board. Trustee Bieganski was appointed by the governor to replace Steve Lewis.

Chancellor Carpenter shared the following information on the average debt load for students--\$19,000 in the U.S., \$15,000 for Nebraska and \$9,600 for NSCS students. This would be good information to use as a marketing tool.

Chancellor Carpenter informed the Board that a special meeting would most likely be scheduled this summer to approve the issuance of bonds through the Facilities Corporation, for our LB 605 projects.

Presidents' Reports

President Park reported on the scholar athletes at Chadron State.

President Collings reported on the impact that Wayne State has on the City of Wayne and the surrounding region from a variety of standpoints, including economic impact.

President Johnson reported on the marketing and scholarships for the new Organizational Management-Entrepreneurial and Economic Development joint masters.

Student Trustees' Reports

Chancellor Carpenter indicated that traditionally each student trustee gives a report to the Board at each meeting.

Student Trustee Crystal Ellis, PSC, introduced herself and reported on the success of the "High School to College Transition" program.

Student Trustee Michael Jacobsen, WSC, introduced himself and reported on the various activities from Wayne State especially the School of Natural and Social Sciences Research Celebration.

Student Trustee Tyler Pribbeno, CSC introduced himself and reported on various activities from Chadron State especially the addition of the Starbucks Coffee Shop in the Library.

Nominating Committee Report and Election of Officers

The Nominating Committee, consisting of Trustees Lewis and Peterson, presented the following slate of officers to the Board:

Trustee Kosman, Chair
Trustee Roskens, Vice Chair

A motion to elect the slate was unanimously approved. The officers of the Board of Trustees will also serve as the officers of the Facilities Corporation.

Appointment of System Lobbyist

A motion to approve the appointment of Bruce Cutshall to serve as lobbyist through June 30, 2008 for the Nebraska State Colleges System at a fee of \$29,680 for FY 07 and a fee to be determined for FY 08. Voting aye: Bieganski, Christensen, Halbert, Peterson, Roskens, and Teahon. Voting nay: None. Student Opinion aye: Ellis, Jacobsen, and Pribbeno.

Trustee Teahon presented certificates for service provided to the NSCS to Jean Dale and Bruce Donelson. Both individuals will be retiring from the NSCS July 30 and June 30 respectively.

Next Meeting

The next regularly scheduled meeting of the NSCS Board of Trustees will be held at Wayne State College, Wayne, Nebraska on September 14-15, 2006.

ADJOURNMENT -- The meeting was adjourned at 3:17 p.m.

Respectfully submitted,

Stan Carpenter
Chancellor

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

Academic, Personnel & Student Affairs Committee

Richard Halbert, Chair

Doug Christensen

Michael Jacobsen

September 14-15, 2006

ACTION: Approve Peru State Experimental Class Schedule as Permanent and Request Change to Board Policy 4001 Weekly Class Schedule and Starting Times

Priority: Educational Excellence

Strategies: 1, 5

Goals: g, h

Peru State College requested the temporary waiver of Board Policy 4001 – Weekly Class Schedule and Starting Times at the February 13, 2003 Board meeting. At that time, it was noted the Board would make a decision at a future date whether or not to allow the class schedule changes to become permanent.

With this action, which is recommended by the System Office, the class schedule changes presented by Peru State at the February 13, 2003 meeting will be considered permanent and Board Policy 4001 will be changed to reflect this at the November 16-17, 2006 Board meeting.

In an effort to provide enhanced flexibility for student scheduling, College proposed a modification to its existing academic daily schedule. This schedule is in response to the significant number of transfer and nontraditional students attending Peru State College and the large number of students who need to work to continue their education.

The permanent schedule change will provide courses in three formats during the week (MW, TTh, and Friday), rather than the current two formats (MWF and TTh). This will be accomplished by offering courses in MW, TTh, and F schedules in place of the existing MWF and TTh sequences.

- a. The original daily schedule included courses with three fifty-minute sessions in the MWF sequence and two seventy-five-minute sessions in a TTh sequence. Both sequences provide a total of 150 minutes of contact time per week. The new schedule provides the same weekly contact time of 150 minutes. (Contact time is for a normal three-semester-hour course.)
- b. The courses at Peru are offered on Friday in a 150 minute block format, which is the same as the current system night course schedule.
- c. Night classes will continue to be offered in the existing one meeting a week, 150-minute format. Offerings of courses at night will also be increased to provide additional options for student schedules.

It will be possible for some students to carry a full load by attending only MW or TTh classes, and many students may chose to schedule themselves that way. Friday will include block classes 150 minutes long and multiple hour laboratory periods. Additionally, on Friday the College will provide opportunities for extra instruction and tutoring, as well as scheduling workshops, professional development activities, and other special events. Faculty and staff members will continue to be present on campus through all five week days and faculty will hold office hours each day of the week.

Academic, Personnel & Student Affairs Committee*Richard Halbert, Chair**Doug Christensen**Michael Jacobsen*

September 14-15, 2006

ACTION: Peru State Academic Reorganization Proposal – Request for Approval

Recommended Action: Recommend that the existing academic structure with three deans reporting to the academic vice president be maintained with no changes.

Explanation:

Peru State College proposes to implement on a trial-basis a One-Dean for All-Faculty organizational model. The proposed benefit is to bring consistency of perspective on the selection, development, and evaluation of faculty while achieving coordination of curricular initiatives – at considerable salary savings.

Peru State's academic programs are currently organized under three schools with a full-time administrator designated as a Dean for each School. The Schools are the School of Arts & Sciences, the School of Education and Graduate Studies, and the School of Professional Studies. The Vice President for Academic Affairs and the three Deans represent the only full-time academic administrators at Peru State College. Peru State College has no departments, department chairs or department coordinators.

With the resignation of the Dean of Arts and Sciences, and the reassignment of the Dean of Education and Graduate Studies, the College proposes to replace both Deans with the remaining Dean of the School of Professional Studies who will serve as the Dean of All-Faculty of All-Schools. The new Dean of Faculty will be supported by three academic coordinators who will receive base stipends of \$3500 to \$5000 each for their additional work within each school. The three coordinators will retain their full-time teaching loads in addition to serving as coordinators. The salary savings realized as a result of this reorganization will fund the stipends for the coordinators and the hiring of a half-time athletic director.

The College has indicated that the biggest benefit derived from this plan, apart from reducing administrative overhead, will be consistency – one person applying one standard of supervision across all academic disciplines, which at Peru State represents 47 faculty members and 13 majors. To support this contention, the College notes that the Dean of Arts and Sciences at Chadron State College currently supervises 49 faculty members and that the Dean of Natural and Social Sciences at Wayne State College supervises 46 faculty. It is noted, however, that at both Chadron and Wayne State Colleges, while the Deans supervise the number of faculty similar to Peru State's proposal, they supervise departments, majors and programs in related fields and not across all disciplines at the College.

2.2.-2

Peru State College has indicated that a large number of colleges have successfully employed the One-Dean model for all faculty and schools.

A brief survey of the institutions cited by Peru State as having successfully implemented the One-Dean model was conducted as well as a survey of Peru State peer institutions assigned by the Nebraska Coordinating Commission. Survey findings reveal that, in general, the One-Dean model for all divisions, schools and departments is an effective model in instances where faculty are delegated substantial administrative and management authority in educational matters, including educational policy. In general, this model is not employed in unionized, public, state-supported institutions where administrative and management responsibilities are vested primarily with non-faculty administrators and faculty are limited to a consultative role.

In the surveyed colleges cited by Peru State, all are private institutions where, to varying degrees, the governing boards have adopted the American Association of University Professors (AAUP) Statement on Government of Colleges and Universities (1966 and 1998). This approach essentially establishes a balance of powers between administration and faculty with substantial authority delegated to the professoriate in educational matters. In each of the colleges surveyed, the One-Dean organizational model has been effective as a substantial portion of the workload of the One-Dean is shared with faculty who function as members of management as associate and assistant deans, division, department or area heads, department chairs, and in some instances department coordinators and/or program directors.

In the private colleges surveyed, faculty generally possess legislative authority for educational policies and are responsible for prescribing the curriculum, determining requirements for admission and graduation, recommending candidates for degrees, awards, scholarships, and honors and, in a number of instances, determining academic calendar policies, prescribing for the regulation of student activities, selecting academic vice presidents, deans and department chairs, and developing criteria for faculty performance evaluation, appointments, retention, promotion and tenure.

A survey of Peru State College peers assigned by the Nebraska Coordinating Commission determined that, unlike the private institutions that follow the AAUP governance model, most of the Peru State peers employ the Association of Governing Boards (AGB) model followed by the Nebraska State Colleges whereby management authority is vested heavily in the administration with faculty having only an advisory or consultative role. The Peru State College peers, who are public, state-supported institutions, employ the traditional model of organization with a vice president for academic affairs, or equivalent, presiding over three or more schools or divisions with each headed by a full-time administrator acting as an academic dean or head and department chairs staffed by faculty who receive release time and/or an administrative stipend to perform administrative tasks.

The Peru State proposal to assign One-Dean the responsibility for administering all three schools with no assistant or associate deans as support and only three part-time non-management faculty coordinators who will maintain full-time teaching loads will create a significant workload challenge for the One-Dean designee. With the bulk of administrative and management duties residing with the Peru State College administration, and with the Peru State faculty organized under the collective bargaining laws which prohibits faculty from functioning in a management capacity, particularly in the essential areas of personnel management, full-time

non-faculty academic administrators are needed to administer the academic programs of the College. Therefore, it is the recommendation of the System Office that the present model of organization be retained with the three Deans of the Schools of Arts & Sciences, Education & Graduate Studies, and Professional Studies reporting to the Vice President for Academic Affairs.

The full PSC proposal will be sent in a separate mailing to Committee members along with details of the survey findings.

Academic, Personnel & Student Affairs Committee

Richard Halbert, Chair
Doug Christensen
Michael Jacobsen

September 14-15, 2006

**ACTION: Approve the Proposed Interlocal Agreement Between Northeast
Community College, Wayne State College, and the Community
Development Authority of the City of South Sioux City, Nebraska**

Priority: Educational Excellence
Strategies: 1,5
Goal: d

The Interlocal Agreement that follows sets forth the terms and conditions agreed to by the parties to provide educational programs and services in South Sioux City in a facility now known as the College Center at South Sioux City. Approval by the Board is contingent upon approval of the Agreement by the NECC Board. Upon approval of both Boards, the Interlocal Agreement will be forwarded to the Nebraska Coordinating Commission for consideration at its October 2006 meeting.

Approval of the Interlocal Agreement represents the next step in the process to offer educational services in South Sioux City and the surrounding area. The Board first met on this matter at a December 2004 meeting hosted by NECC and WSC. The Board then approved a resolution supporting the concept in February 2005 and pledged to coordinate efforts to obtain the necessary approval of the Nebraska Coordinating Commission and any necessary approvals from appropriate accrediting agencies. On February 10, 2005, the Board also approved a Memorandum of Understanding that outlined the general understanding between NECC and WSC regarding the development of a facility in South Sioux City.

As the Agreement notes, the desired outcome of the parties is to improve access to higher education in an underserved area of Nebraska, to offer comprehensive "start-to-finish" degree programs that will allow place-bound students to earn two-year, four-year and graduate degrees in focus areas, and to support economic and community development in the colleges service region.

South Sioux City will assist in providing the required utilities to the Center and may also assist with financing the construction of the Center, if requested by the NECC and WSC. The City will have no governing role in the operation of the Center.

Details regarding the operational and management aspects of the Center are included in the Agreement. The Agreement has been reviewed by all parties and will be considered for approval by the NECC Board at its September 14 meeting.

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT ("Agreement") is made and entered into this _____ day of _____, 2006, by and between Northeast Community College Area, a political subdivision of the State of Nebraska, a/k/a Northeast Community College hereinafter referred to as "NECC", Wayne State College, a part of the Nebraska State College System and a governmental agency of the State of Nebraska, hereinafter referred to as "WSC"; and the Community Development Authority of the City of South Sioux City, Nebraska, established pursuant to Neb. Rev. Stat. §18-2101.01, and a political subdivision of the State of Nebraska, hereinafter referred to as "CDA". NECC, WSC and the CDA are referred to herein individually as a "party" and collectively as the "parties".

WITNESSETH:

WHEREAS, the parties hereto desire to enter into an Interlocal Agreement pursuant to the Nebraska Interlocal Cooperation Act, Neb. Rev. Stat. §§ 13-801 et. seq. (Reissue 1997) in order to provide for an extension of both the NECC and WSC educational programs and services into the City of South Sioux City, Nebraska, to be known as the College Center at South Sioux City (CCSSC); and

WHEREAS, it is the desire of all parties hereto to provide certain associate's, bachelor's, specialist's and master's degree programs which utilize NECC's freshman and sophomore level course work articulated with the junior/senior and graduate offerings of WSC and to meet WSC's baccalaureate and post-baccalaureate degree requirements; and

WHEREAS, the desired common outcome of the parties is: as follows:

- To improve access to higher education in an underserved area of Nebraska with special focus on the large number of minority and first-generation students in the region;
- To offer comprehensive, "start-to-finish" degree programs that will allow place-bound students to earn two-year, four-year, and graduate degrees in focus areas without having to relocate; and
- To support economic and community development in the region through workforce training and consolidation of services.

NOW, THEREFORE, in consideration of the foregoing recitals and the terms and conditions hereinafter set forth, the parties covenant and agree as follows:

1. MISSION. Article XV, Section 18 of the Constitution of the State of Nebraska and the Interlocal Cooperation Act of the State of Nebraska, Neb. Rev. Stat. 13-801 *et seq.*, (the "Act"), authorize any two or more public agencies to enter into agreements for joint or cooperative exercise of any power, privilege or authority exercised or capable of exercise individually by such public agencies. NECC, WSC and the CDA are public agencies within the meaning of the Act. In accordance with the Act, the mission of the CCSSC is to serve

the residents of NECC's community college area and the service region of Wayne State College by providing (1) convenient access to certain quality associate, diploma, or certificate programs provided by NECC; (2) access to certain quality bachelor's degree programs complementary to the associate's or equivalent degree provided by NECC; (3) access to certain quality bachelor's, specialists, and master's degree programs provided by WSC which will equip the residents to advance in their careers and which will meet the workforce needs of the employers located in the above described and adjacent areas; and access to quality professional development courses, continuing education, and customized training. The CDA shall assist in providing the required utilities to the CCSSC site. The CDA shall have no governing role in the operation of the CCSSC. The CDA may also assist with financing the construction of the CCSSC, if requested by NECC and WSC and agreed to by the CDA, as well as participating in community and economic development activities of the CCSSC.

2. CONTINGENT ON APPROVAL. This Agreement is subject to approval by the Nebraska Coordinating Commission for Postsecondary Education ("Coordinating Commission").

3. MANAGEMENT.

A. CCSSC ADMINISTRATIVE COUNCIL. The CCSSC shall be governed by the CCSSC Administrative Council ("Council") which is a representative vehicle to assist the parties to coordinate activities of the CCSSC. No separate legal entity is created under this Agreement. The purposes of the Council include: to represent the parties' interests in the CCSSC; to provide input regarding strategic directions, decision-making, evaluation and accountability of the CCSSC; and provide mediation/conflict resolution of internal disputes. The chief executive officer of NECC and WSC shall appoint two Council members. The CDA shall have no governing role in the operation of the CCSSC, but may appoint an ex-officio, non-voting representative to the Council, if desired. Council members serve at the pleasure of the appointing chief executive officer. The Council shall appoint and hire an executive director for the CCSSC ("Executive Director") who shall be responsible for the day-to-day operations of the CCSSC and who shall report to the Council on a monthly basis. The budget for shared operating expenses will be proposed in accordance with this Agreement and mutually agreed to in writing by the Council and the parties at the conclusion of that process.

B. COMMITTEES AND TASK FORCES. Four (4) permanent standing committees will be created: the Academic Committee will handle programmatic issues, the Finance Committee will handle budget, finance and fees issues, the Student Services Committee will handle student support services issues, and the Technology Committee will handle technology issues. These committees will be used to provide communication, problem solving, and strategic recommendations to the Council. Each of the four permanent standing committees shall be made up of the senior administrators of the NECC and WSC in each of the four committee areas. Other standing committees may be created by the Council as may be necessary to accomplish the mission of the CCSSC.

C. FUNDING/OWNERSHIP OF THE CCSSC. Subject to authorization by the Coordinating Commission, NECC, WSC and the CDA agree that the initial facility for the CCSSCA shall be financed in accordance with the following terms and conditions:

1. NECC currently has fee simple title to the site for the facility of the CCSSCA (the "Site") and shall enter into a ground lease with the CDA (the "Ground Lease") upon the Site for a period of fifty years (or less if determined appropriate in connection with the final terms of financing).
2. As and to the extent determined appropriate by the parties in connection with the final terms of the financing, a condominium regime shall be established with respect to the Site dividing the Site and/or portions of one or more facilities to be constructed on the Site into different units, permitting specific units to be acquired from the CDA by WSC and NECC and further permitting one or more specific units to be owned in undivided interests by WSC and NECC.
3. The CDA shall be the owner of the initial facility and financed by the CDA to be constructed on the Site, subject to the terms of the Ground Lease and shall provide for the construction and installation of the facility on the Site.
4. NECC shall provide for the acquiring of its interest in the facility on the Site through a contract for purchase (the "Contract for Purchase") as permitted by Section 85-1511(4), R.R.S. Neb. 1999.
5. WSC shall provide for the acquiring of its interest in the facility on the Site by an immediate deposit from appropriated funds or through a lease, lease-purchase agreement or other permitted contract (the "Contract") as may be specified by legislation to be adopted by the Nebraska Legislature authorizing the Board of Trustees of the Nebraska State Colleges to acquire such interest by payments over time through funds to be appropriated with respect to the CCSSC, as determined by the Nebraska Legislature to be of critical importance to the State of Nebraska.
6. The CDA shall issue bonds (the "Bonds") in an amount sufficient, after taking into consideration all grant and other assistance received, for payment of costs of the proposed facility to be constructed on the Site, payable solely from amounts payable by NECC under the Contract for Purchase and/or by WSC under the Contract. Payments under the Contract for Purchase and the Contract shall be sufficient to pay all debt service with respect to the Bonds. The respective interests to be acquired shall be determined at the time of issuance of the Bonds, but the present intentions of WSC and NECC are for approximately equal participations in beneficial and ultimate ownership.

7. The CDA shall contract for the construction of the facility for the Site. The CDA shall provide for related public infrastructure improvements through the City of South Sioux City, Nebraska, as set forth in this Agreement. The CDA shall be a party to each construction contract provided that the Cad's obligation to make payments to any and all contractors shall be limited to payment from the proceeds of the Bonds. In the event of change orders, cost overruns, or unforeseen circumstances in the construction of the facility that cost of the facility exceeds the bond proceeds, NECC and WSC shall provide for the payment of the same equally from their respective assets and/or other resources.
8. Upon retirement of the Bonds WSC shall become the owner of that portion of the facility specified in the Contract and NECC shall become the owner of that portion of the facility specified in the Contract for Purchase.

D. MANAGEMENT OF THE CCSSC.

1. The CCSSC, on a daily basis, will be managed by the Executive Director appointed by the Council, and approved by mutual agreement of the parties. The Executive Director shall be deemed an employee of NECC. The salary of the Executive Director shall be paid from the operating expenses of the CCSSC. The Executive Director shall report to the Council regarding the operation of the CCSSC on a monthly basis. In evaluation of the Executive Director, the Council shall seek input from each of the parties.
2. Procedures will be developed by the Executive Director and the Council for planning, evaluation, dispute resolution and common problem solving regarding the operations of the CCSSC and approved by the parties.
3. The Executive Director will develop annually the proposed budget for the CCSSC and submit the same to the Finance Committee for review and recommendation prior to submission to the Council for approval, and final approval by the parties.

E. COLLABORATIVE PROCESSES AND CONFLICT RESOLUTION

The Council and related committees/task forces will utilize a collaborative, consensus-based decision-making process to address and resolve issues within the CCSSC regarding program offerings, support services, and operational issues. It is understood that the parties will first attempt to solve their problems using the processes identified in this section prior to seeking the assistance of outside entities.

In the event that an agreement cannot be reached, the following process will be utilized:

1. A group appropriate to resolve the problem will be convened by the Council. (Usually such a group will consist of persons with parallel responsibilities over the operational area that is the subject of the dispute, such as Senior Administrators, Deans, and/or Chief Financial Officers.)
2. If the working group is unable to identify a mutually agreeable solution, one representative of each party involved in the conflict will meet with the Council to resolve the problem.
3. If a mutually agreeable solution is still not identified, the Council will receive and review proposals from each party analyzing known facts and data and consider whether any such submissions propose an acceptable solution to the parties. If not resolved, mutually agreed to third party non-binding mediation, including but not limited to non-binding arbitration, may be utilized to solve the problem or recommend alternative solutions. In the event that the dispute involves financial, as opposed to programmatic issues, the mediator/arbitrator shall be a person with financial and/or accounting experience.
4. In the event that the parties remain in dispute over some or all of the original issue(s), neither party will be allowed to proceed with the proposal at the CCSSC.

The use of the dispute resolution process is intended to solve problems which arise during the course of decision making among the parties. It is not required that each phase of the process be used with respect to each dispute.

4. ACADEMIC PROGRAMS AND COURSES.

A. RESPONSIBILITY FOR DEGREE/PROGRAMS. All degrees must be approved by the Coordinating Commission prior to their offering at the CCSSC. The associate's, bachelor's and master's degrees as currently approved by the Coordinating Commission for NECC and WSC is attached to this Agreement as Exhibit A, which Exhibit shall be updated as changes are made or approved by the Coordinating Commission.

Each party granted authority to offer a degree at the CCSSC is solely responsible for the admission process, the curricula, and the conferring of such degrees.

The party responsible for a specific degree is designated as the "Home" institution of that degree. Each party assigned the responsibility of providing support courses for a

degree program under the degree offerings of a Home institution is designated as a "Support" institution for the Home institution's degree.

It is the responsibility of each individual party (institution) to maintain all of its own official records.

Unless otherwise agreed upon in writing by the parties, the NECC will provide all 100 and 200 level courses at the CCSSC. WSC may, at its option, offer courses not provided by NECC at the 100 and 200 levels.

In critical areas such as faculty qualifications, standards of instruction, specialized and regional accreditation, learning resources, instructional materials and support, evaluation of courses, reports, and record keeping, the courses and degree programs offered at the CCSSC will be maintained and supported at the same level of quality as those on the main campus of such party. Courses offered at the CCSSC will count as resident credit toward degrees in the same manner as those taught on the main campus of the Home institution. Faculty teaching courses at the CCSSC shall be employed by the party responsible for teaching the course.

B. ADDING NEW DEGREE OFFERINGS. NECC and WSC shall each have the responsibility for identifying new degree offerings, which would be appropriate for the mission of the CCSSC. Either NECC or WSC may recommend a program to the Council to be added to the degree programs offered through the CCSSC. No programs will be offered that have not been approved by the Coordinating Commission for the party institution making the proposal.

A Request for Proposal (RFP) process will be used for review and approval of any new degree offerings, whether identified initially by CCSSC personnel or by a party institution. The Council will be responsible for preparing and issuing an RFP, identifying specific criteria, evaluating all proposals, selecting, and approving the program for submission to the Coordinating Commission or other appropriate entities for approval.

C. ACADEMIC CALENDAR. To enhance the efficient operation of the CCSSC for the benefit of the students and to facilitate the delivery of courses via distance education, the CCSSC will use its "best efforts" where possible to develop a common calendar for delivery of programs at the CCSSC, including common start dates for instruction, common end dates for instruction, common holidays, and on-site registration.

D. VERTICAL AND LATERAL ARTICULATION. Each party institution responsible for offering the degree/program at the CCSSC will jointly approve CCSSC vertical articulation agreements ("Vertical Articulation Agreements") for each associate and/or baccalaureate degree/program. Such Vertical Articulation Agreements shall identify each course that the party institution will accept as an equivalent for the required and elective courses for that specific associate and/or baccalaureate degree program. The Vertical Articulation Agreement shall also state the requirements for admission to the

degree/program. Student degree plans will be developed from these Vertical Articulation Agreements.

The CCSSC lateral articulation agreements among the party institutions will be jointly approved for each associate/baccalaureate degree/program ("Lateral Articulation Agreements"). These Lateral Articulation Agreements shall identify the upper division course requirements for the degree and those specific upper division courses and their equivalencies that the Home institution will accept from a Support institution as meeting the requirements for the degree.

E. ADDING NEW CCSSC PARTIES. The CCSSC will utilize a Request for Proposal (RFP) process for the review and approval of any applications to become a new party to the CCSSC. Criteria for the application and approval process will be developed by Council and appropriate party institution personnel. This process will be designed to ensure the uniqueness of programs, and to ensure the proposed programs serve as a complement to the current CCSSC offerings. Consideration will also be given to the proposed party institution's ability to support the offerings, both academically and fiscally. All approved new parties to the CCSSC shall be required to agree and comply with the Coordinating Commission's rules. Additional criteria may be developed by the Council, which will be responsible for evaluating and approving proposals. The parties shall mutually approve the application prior to admitting any third party to the CCSSC.

F. TUITION AND FEES. The assignment and collection of tuition and fees assessed to students will be the responsibility of the Home or Support institution offering the course.

G. REGIONAL ACCREDITATION AND COORDINATING COMMISSION RULES. NECC and WSC are responsible for their own regional and specialized program accreditation as well as compliance with the Coordinating Commission's rules and regulations.

H. TERMINATION OF PROGRAMS. Termination of existing programs may be done by mutual agreement of the parties. In the event that program enrollments are insufficient to meet the 5-year productivity thresholds established by the Nebraska Coordinating Commission for Postsecondary Education, a program may be terminated without mutual agreement of the parties.

5. STUDENT SERVICES. NECC agrees to employ shared personnel to be located at the CCSSC facility to coordinate on-site student support services, unless otherwise agreed by the parties in either an addendum or amendment to this Agreement. Such personnel shall include the Executive Director, and other support staff as necessary. As employer of these shared personnel, the NECC's employment policies, benefits plan and grievance and complaint processes and insurance programs, including workers compensation insurance, shall apply to shared personnel. The costs of these shared personnel and services will be reflected in the CCSSC's annual budget and will include a base charge determined for each party with the balance prorated based upon each party's

percentage of the annual student semester credit hours (SCH's) generated at the CCSSC during the prior year, and other non-credit equivalents. This provision in no way precludes a party institution from supplementing these services with its own personnel during periods of peak demand, such as registration, or for providing unique student services that are not provided on a shared basis.

The number of shared personnel located at the CCSSC site will be limited and therefore electronic linkages between and among the CCSSC and the parties is integral to the provision of student services. Electronic access to personnel and expert student services personnel at each of the Home institutions will be a major component of the overall student services operation. For example, common data elements for admissions application will be utilized by each of the party institutions; video conferencing may be provided so that a student of CCSSC enrolled in a degree program may be advised by a financial aid advisor at the Home institution or have a conference with an academic advisor concerning a degree plan. Best efforts to be adequately accessible will be made by each party institution.

A. ADMISSIONS. Each party institution shall utilize common application data elements for the CCSSC. Each party institution is responsible for evaluating the application of students applying for admission to approved degree/programs offered by that individual party institution.

The party institution offering the degree will serve as the Home institution for students admitted to their degree/programs. When a Home institution approves a CCSSC student for admission to a Home institution's degree/program, it shall inform the Support institution(s) of that decision. Support institutions shall accept such students as approved for admission to support courses they offer for that specific degree/program.

Each party institution will use its "best efforts" to give priority in admission to CCSSC programs and registration in CCSSC classes to students in and graduates of programs articulated pursuant to this Agreement.

B. REGISTRATION SERVICES. Registration services will be provided at the CCSSC as necessary to facilitate the registration of CCSSC students at the respective party institutions. These services may include on-site registration events, assisting students with telephone and electronic registration processes, and other services as identified by the Council.

Payment of tuition and fees will be made to the party institution offering the specific course(s). The CCSSC shared personnel will assist in computation of the tuition and fees for those students with concurrent enrollment. Payment will be made directly to the party offering the course. Students may also register at the main campus of each of the party institutions for courses offered by that party at the CCSSC.

Procedures will be developed regarding concurrent enrollment, registration, and payment, and submitted to the parties for approval.

C. ACADEMIC ADVISEMENT. Student degree plans will be developed for each associate or baccalaureate degree/program offered at the CCSSC. These degree plans will be based upon the Vertical and Lateral Articulation Agreements between and among the party institutions. Each party institution is responsible for providing academic advisement to the students admitted to their respective degrees/programs and to any non-degree students granted admission to a specific course. The CCSSC shared personnel will assist in facilitating the Vertical and Lateral Articulation Agreements and the development of degree plans. They will also make degree plans available to students, and will provide basic information to students. Video conferencing will be available to party institutions if they choose to provide remote academic advisement from their main campus to the students at the CCSSC site. Best efforts will be utilized to provide shared advising space to party institutions for periodic on-site advising sessions.

D. FINANCIAL AID SERVICES. The parties shall enter into a Student Financial Aid Consortia Agreement, in accordance with U.S. Department of Education directives and as applicable to Coordinating Commission. Each Home institution will be responsible for providing financial aid services for students enrolled in its degree programs offered at the CCSSC.

E. LEARNING RESOURCE SUPPORT SERVICES. Each party institution is responsible for providing the necessary learning resource materials for the degrees/programs and courses that it will offer through the CCSSC. Students enrolled in courses at the CCSSC will be provided electronic access to library resources available from the institution(s), Home and/or Support, they are attending. Students will have access to inter-library loan services as applicable and faculty will have the capability of placing a limited number of materials on reserve at the Electronic Learning Resource Center in the CCSSC.

F. STUDENT CONDUCT AND DISCIPLINE. The CCSSC Executive Director and CCSSC staff will work with appropriate personnel from each institution on matters related to student conduct and discipline.

G. CIVIL RIGHTS POLICIES AND PROCEDURES. Each of the party institutions is an equal opportunity educational institution and employer and represents that it has established policies and procedures to respond to civil rights complaints brought forward by students, employees or guests. Nothing in this Agreement shall change the obligation of each of NECC and WSC to have a designated person and procedures in place to advise its employees and students regarding complaint resolution processes. NECC and WSC each agree that it will identify ways to make its complaint resolution processes available to its students and employees engaged in study or work at the CCSSC. NECC and WSC each agree to provide to the Executive Director the name(s), address (es), telephone number(s) and email address (es) of each person responsible for responding to civil rights complaints. NECC and WSC each agree to cooperate fully and assist in the resolution of any civil rights complaint regarding the conduct of its employees or students at the CCSSC.

H. STUDENTS WITH DISABILITIES. NECC and WSC each assert that it has adopted appropriate policies and procedures under the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act (Section 504). Nothing in this Agreement shall be interpreted to change NECC and WSC's continuing responsibility:

1. to investigate and respond to requests for reasonable accommodation made by students enrolled in its classes and/or faculty or other employees it assigns to the CCSSC;
2. to utilize its own policies, procedures and processes to evaluate requests for accommodations, including all requests for accommodations to admissions standards or processes, academic programs or specific classroom requirements; and
3. to respond to complaints brought by a party's students, faculty or employees pursuant to either Section 504 or the ADA, as the same may from time to time be amended.

It is the responsibility of NECC and WSC to provide to the Executive Director the name, campus address, telephone number and email address of a person employed by such party to be responsible for handling the institution's student and employee disability issues. The Council will assist each party in enrolling the same student to prevent unnecessary duplication of services or expenses where feasible.

Either as the Owner of the facility or as the tenants pursuant to a lease-purchase agreement with CDA, NECC and WSC each agree to be responsible for ensuring that the CCSSC facility is accessible to students, faculty and other users of the facility. In the event that a party receives a complaint regarding the facility, the party is responsible for bringing the complaint to the attention of the Executive Director.

I. INTERNATIONAL STUDENTS. Home institutions are responsible for international students. The CCSSC advisor will provide assistance and will coordinate with Home institutions to resolve issues that are brought to his or her attention. Home institutions shall ensure that the appropriate documentation is maintained at their main campuses for international students.

6. SHARED FEES AND SERVICES.

Shared operating expenses for the CCSSC include facility, technology, shared services costs, and basic support services costs (collectively, "Shared Operating Expenses"). In the first four (4) years of operation of the CCSSC, the Shared Operating Expenses will be charged equally (50/50) to NECC and WSC. Beginning the fifth year of operation, the cost of Shared Operating Expenses will include a base charge determined for each party with the balance prorated based upon each party's percentage of the annual student semester credit hours (SCH's) generated at the CCSSC during the prior year. Because enrollment is the primary driver for the use of the services, it is agreed that the

proportion of student enrollment method is the most equitable way to assign liability for operating expenses.

NECC will have the sole responsibility for providing the basic support services such as custodial, utilities, security, maintenance, duplication, telephone, student support services, learning support services, and other instructional and support needs. Issues relating to student support, learning support, and technology shall be referred to the appropriate joint committees identified herein. All services to be provided by NECC will be at the same standard level as those services provided at NECC's own facilities or campus.

The Shared Operating Budget will include equipping and maintaining of shared laboratories. The Shared Operating Budget is not responsible for equipping and maintaining any exclusive use laboratories. The party institution offering the program will be responsible for the purchase and maintenance of the equipment in any exclusive use laboratory to which it is assigned. Each party institution will be responsible for instructional materials (including software) and equipment, including video-conferencing related equipment at its home campus and any line costs for interconnection with the CCSSC.

It is expressly agreed that the budget for these shared services and costs will be agreed upon in writing by the Council and each party institution after appropriate deliberation, justification and recommendation of such costs by the standing Finance Committee to allow for adequate budgeting by the CCSSC and the party institutions. The agreement will be reviewed, revised, and renewed on an annual basis.

Costs for unique services such as long distance telephone calls; copying and duplicating services; special postal and delivery services; and materials and supplies will be charged on a cost-for-service basis to each party institution.

Party institutions using the facilities for services which have not been projected in the final approved budget for such year will be charged a reasonable additional fee for reimbursement of cost of services. Fees paid under this provision will be revenue credited against Shared Operating Expenses owed by the party institution generating the fee. These sums shall be held in a reserve to be expended upon Council approval.

All other revenues generated shall be used to provide for the maintenance, repair, purchase and replacement of technical equipment and related software and supplies that are utilized for the support of the CCSSC.

7. FACILITIES UTILIZATION PRIORITIES.

A. UTILIZATION OF FACILITIES BY CCSSC PARTIES. In allocating space within the CCSSC, priority for general purpose classrooms, distance learning classrooms, and computer labs will be given to credit courses that support the degree programs offered by the party institutions at the CCSSC. Other areas will be designated for business and industry training, continuing education, workshops and conferences.

B. UTILIZATION BY ALL OTHERS. The CCSSC Executive Director may schedule the CCSSC facility and its services to non-party educational institutions,

organizations, and businesses on a space available basis. Such rental will be on a full-cost basis. Based on annual review and recommendation of the Finance Committee, the Council will approve percentage of third-party rentals to offset budgeted expenses. Unallocated rentals will be held in a reserve to be allocated based on CCSSC needs and expended upon Council approval. Such revenues shall be used to provide for the maintenance, repair, purchase, and replacement of technical equipment and related software and supplies that are utilized for the support of CCSSC programs.

8. GENERAL PROVISIONS. The parties and the Council will be responsible for identification of additional general provisions to this Agreement if needed. Any amendments or additions to this Agreement shall be in writing and approved in the same manner as was used to approve this Agreement, consistent with the policies and procedures of the party institution.

9. TERMINATION OF AGREEMENT. While the specifics regarding programs and participation may be revised, the parties intend for this Agreement to provide a stable and reliable educational opportunity to the students who enroll. Neither party shall be allowed to terminate or withdraw from this Agreement during the term of any lease-purchase agreement entered into with CDA for which CDA has issued its revenue bonds based on and secured by the rentals to be paid by NECC and WSC.

Except as provided above, and upon the CCSSC facility being equally and jointly owned by NECC and WSC, either party may terminate this Agreement by complying with the following procedure. It is the intent of the parties to communicate promptly to the Council any party's intention to terminate its participation in the CCSSC in a prompt manner. Any party may seek to terminate this Agreement by delivering written notice to the Executive Director by a date not less than one (1) year prior to the date of proposed termination. Prior to the written notification of intent to terminate participation in the CCSSC, the party must prepare and deliver to the Council a written plan to ensure that each student enrolled in a program which the party is authorized to provide through the CCSSC will be given the opportunity to complete his or her program at the CCSSC. It is also agreed that the party's portion of the Shared Operating Expenses and any minimum or maximum fee for the parties established pursuant to the budget for such year shall be paid for the full fiscal year regardless of notification of intent to terminate, unless a different amount is negotiated with the Council, regardless of the date of termination. The termination or withdrawal of any individual party does not terminate this Agreement as to the other parties.

In the event one party to this Agreement announces its intention to terminate its participation in the CCSSC, the remaining party shall have the first right to purchase the exiting party's interest in the building, building contents, and land upon which the CCSSC resides.

Policies and procedures for reducing programs, removing parties, and termination of the other agreements mentioned herein will be developed by the Council and submitted for approval by the parties. The mutually agreed policies and procedures will be set forth in an Addendum to this Agreement.

10. INDEMNIFICATION. To the maximum extent permitted by law, each party hereto agrees to indemnify and defend all other parties hereto against, and to hold it harmless from, all claims, suits, liability, expense or damage (including reasonable attorneys' fees and court costs) for damage to property, injury to persons (including death) and any other claims, suits or liability on account of the negligent acts, errors or omissions, or willful misconduct of such party, or of any of its subcontractors, officers, agents, or employees, unless such damage, injury, claim or loss is caused by the negligence, errors or omissions or willful misconduct of the party seeking indemnification under this paragraph. In no event shall any party be liable for any punitive, consequential, incidental, or special damages or lost profits incurred or alleged to have been incurred.

11. HEADINGS. Headings in this Agreement are for convenience only and shall not be used to interpret or construe its provisions.

12. GOVERNING LAW. The Agreement shall be construed in accordance with and governed by the laws of the State of Nebraska.

13. COUNTERPARTS. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall be and constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

NORTHEAST COMMUNITY COLLEGE AREA, a
political subdivision of the State of Nebraska

ATTEST:

By _____
Chairperson, Board of Governors

Secretary

(S E A L)

WAYNE STATE COLLEGE, a member of the
Nebraska State College System, a political
subdivision of the State of Nebraska

ATTEST:

By _____
Chairperson, Board of Trustees

Secretary

(S E A L)

COMMUNITY DEVELOPMENT AUTHORITY OF
THE CITY OF SOUTH SIOUX CITY,
NEBRASKA, a political subdivision of the State
of Nebraska

ATTEST:

Chairperson

Secretary

(S E A L)

Academic, Personnel & Student Affairs Committee*Richard Halbert, Chair**Doug Christensen**Michael Jacobsen*

September 14-15, 2006

ACTION: Approve the Following Preliminary New Program Notification List to be Submitted to the Coordinating Commission for Postsecondary Education

Chadron State College	School Library Media P-12 (joint degree with UNO) (M. Ed. degree)
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Wayne State College	Nursing (BS degree – degree completion program for students with Associates of Nursing degree)
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Priority: Educational Excellence

Strategy: 1

Chapter 4, Section 004.01 of the Rules and Regulations of the Coordinating Commission for Postsecondary Education requires each public institution to submit to the Commission a list of instructional programs that are under consideration by the institution and that are in an early stage of planning. The purpose of early notification is to provide an opportunity for the Commission to offer comments to the institution regarding potential state level issues for consideration during the planning of the proposed program.

The list is to include the title and a brief description of each new instructional program. NSCS institutions are required to submit the list to the Commission in September and March of each year.

The above list represents new programs currently under consideration at the State Colleges that may be brought forward for Board and Coordinating Commission consideration sometime during the next year.

In addition to the above new programs, the following endorsements, options and minors are under consideration by the colleges and may be submitted to the Board of Trustees for approval as required by NSCS Policy 4100. Options and endorsements within majors, and minors where a major does not exist require Board approval, but do not require approval by the Commission. Academic program termination and subsequent reinstatement of a program also require Board approval.

Peru State College	Political Science minor (undergraduate)
---------------------------	---

Wayne State College	Business Administration minor in Leadership (undergraduate)
	Industrial Technology minor in Industrial Computing Technology (undergraduate)
	Higher Education Instruction (MSE degree)

Academic, Personnel & Student Affairs Committee

Richard Halbert, Chair
Doug Christensen
Michael Jacobsen

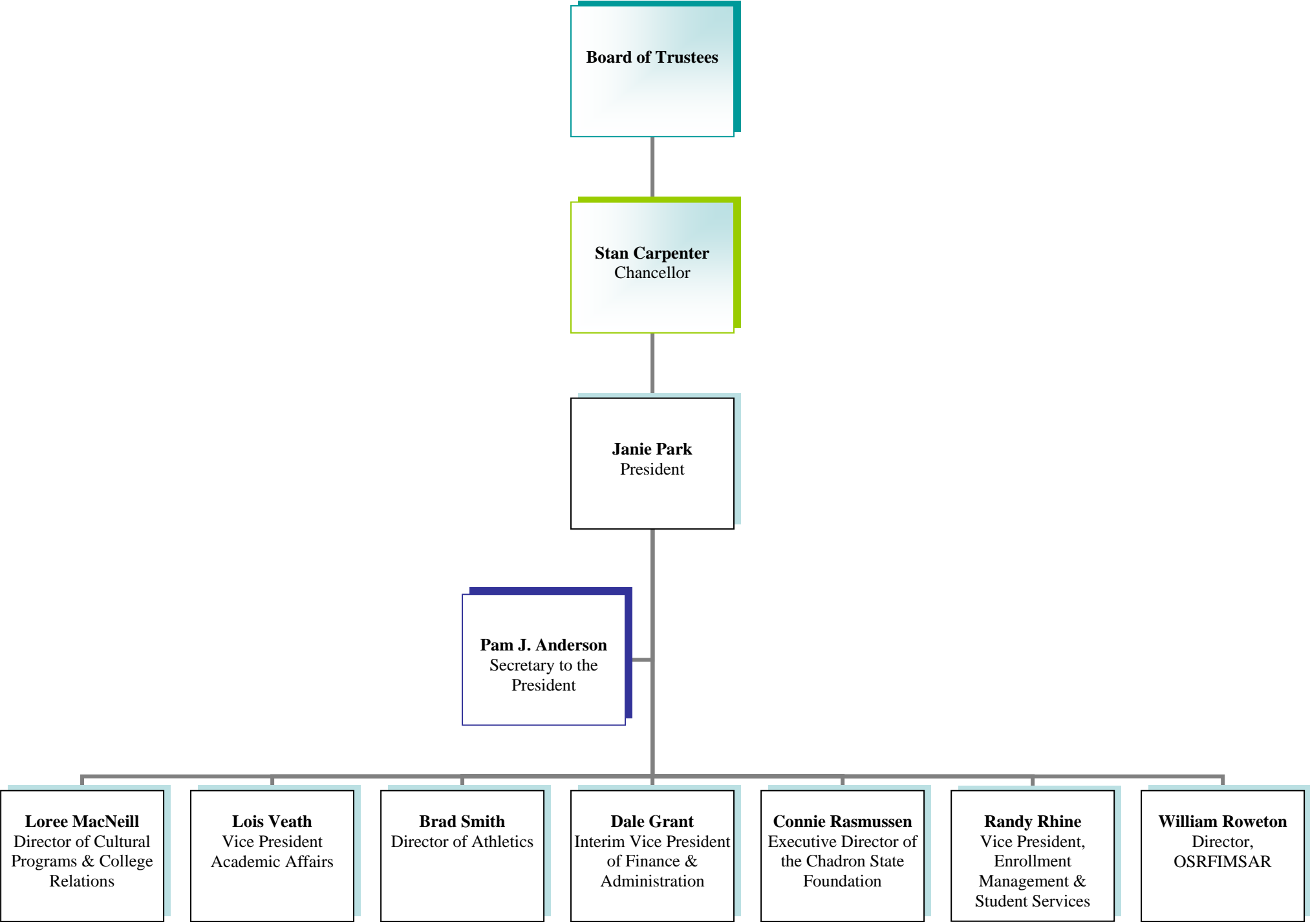
September 14-15, 2006

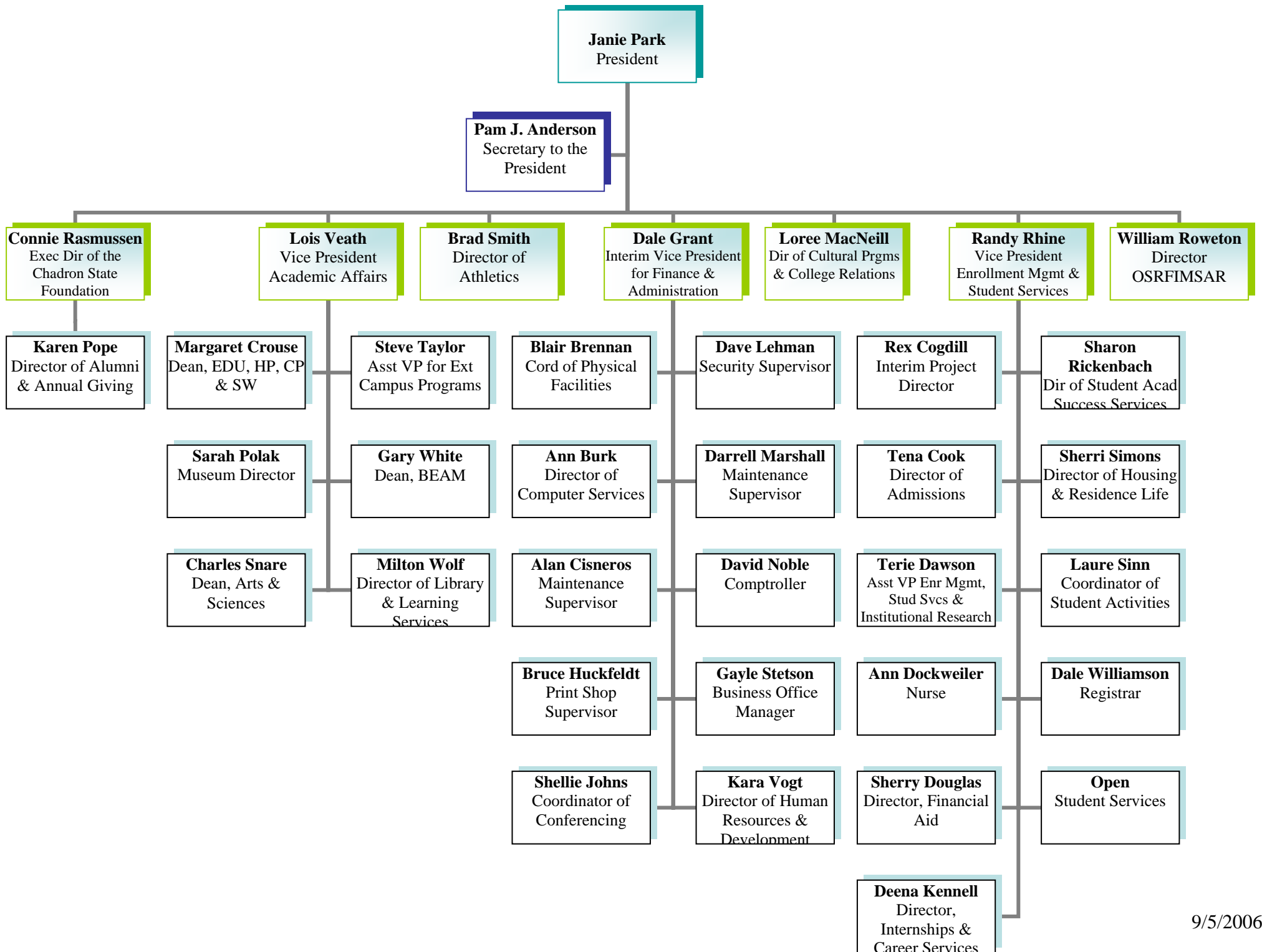
ACTION: Approve the Organizational Charts Submitted by the State Colleges

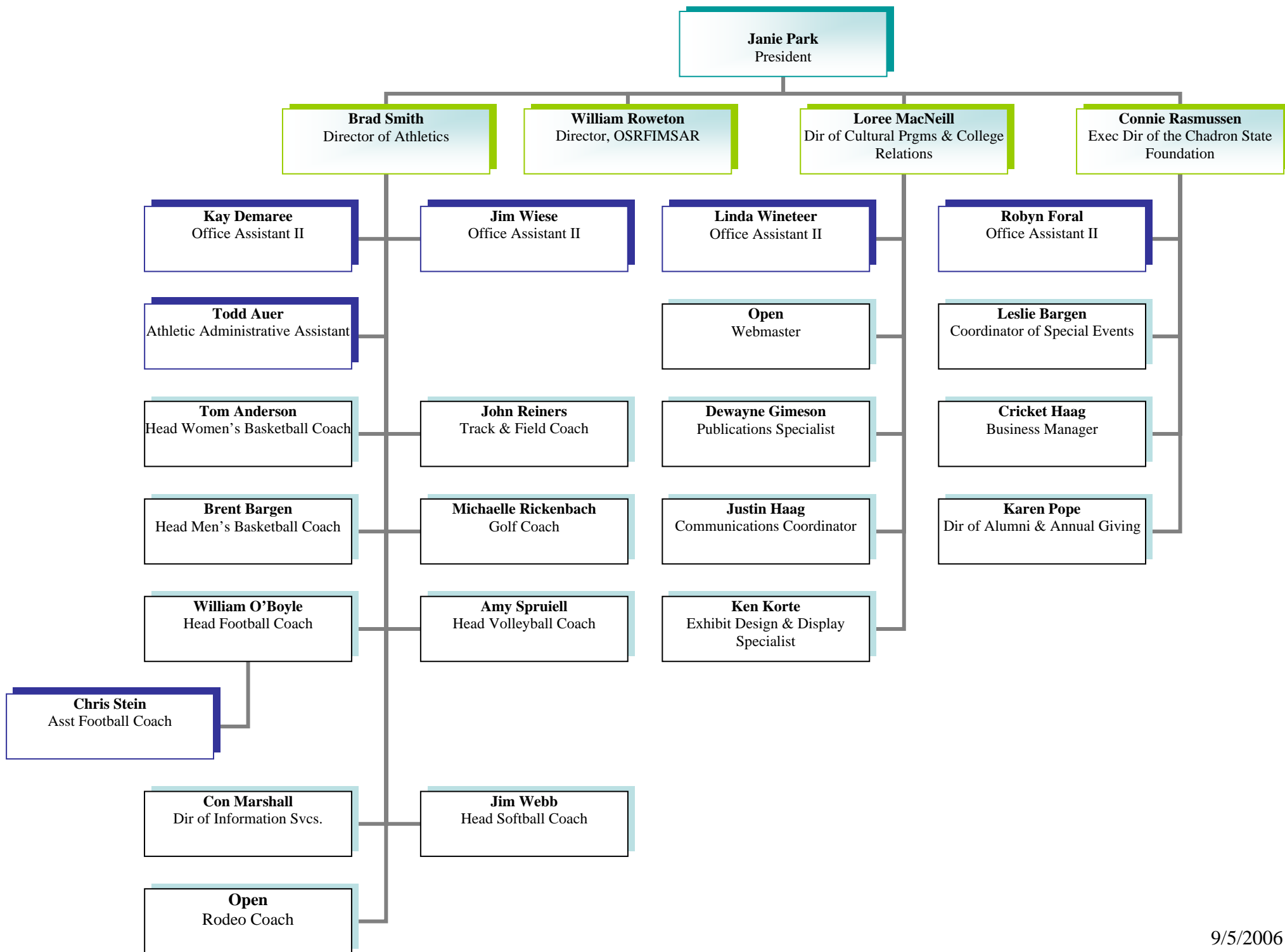
Priority: Educational Excellence
Strategy: 1

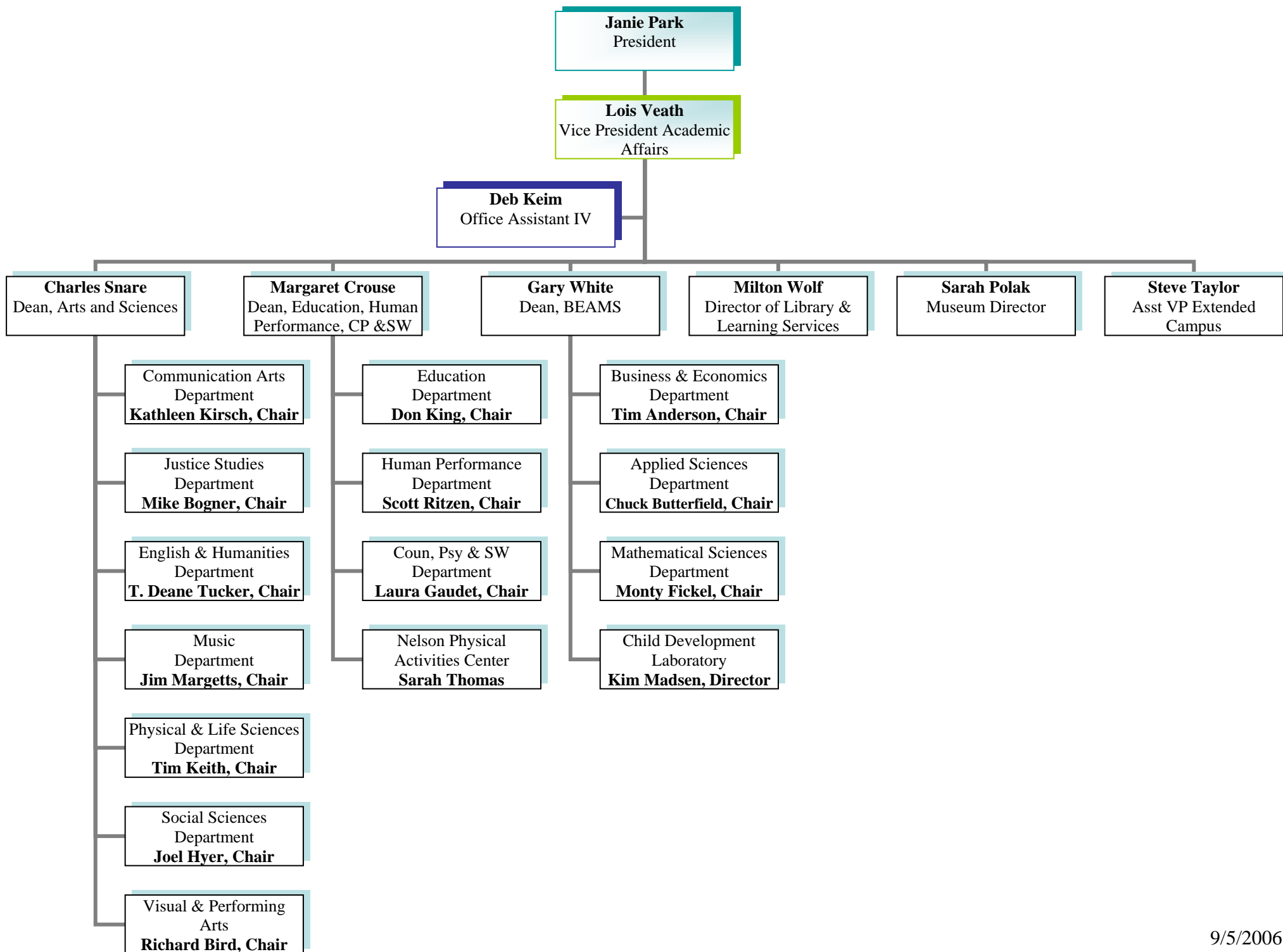
Board Policy 2500 states that the Board will review and approve the institutional organization and creation of any new units at each of the colleges—including but not limited to, organizational charts and the formation, elimination or consolidation of a division, school, department, institute, or center or similar unit(s), or a change in scope of an off-campus center.

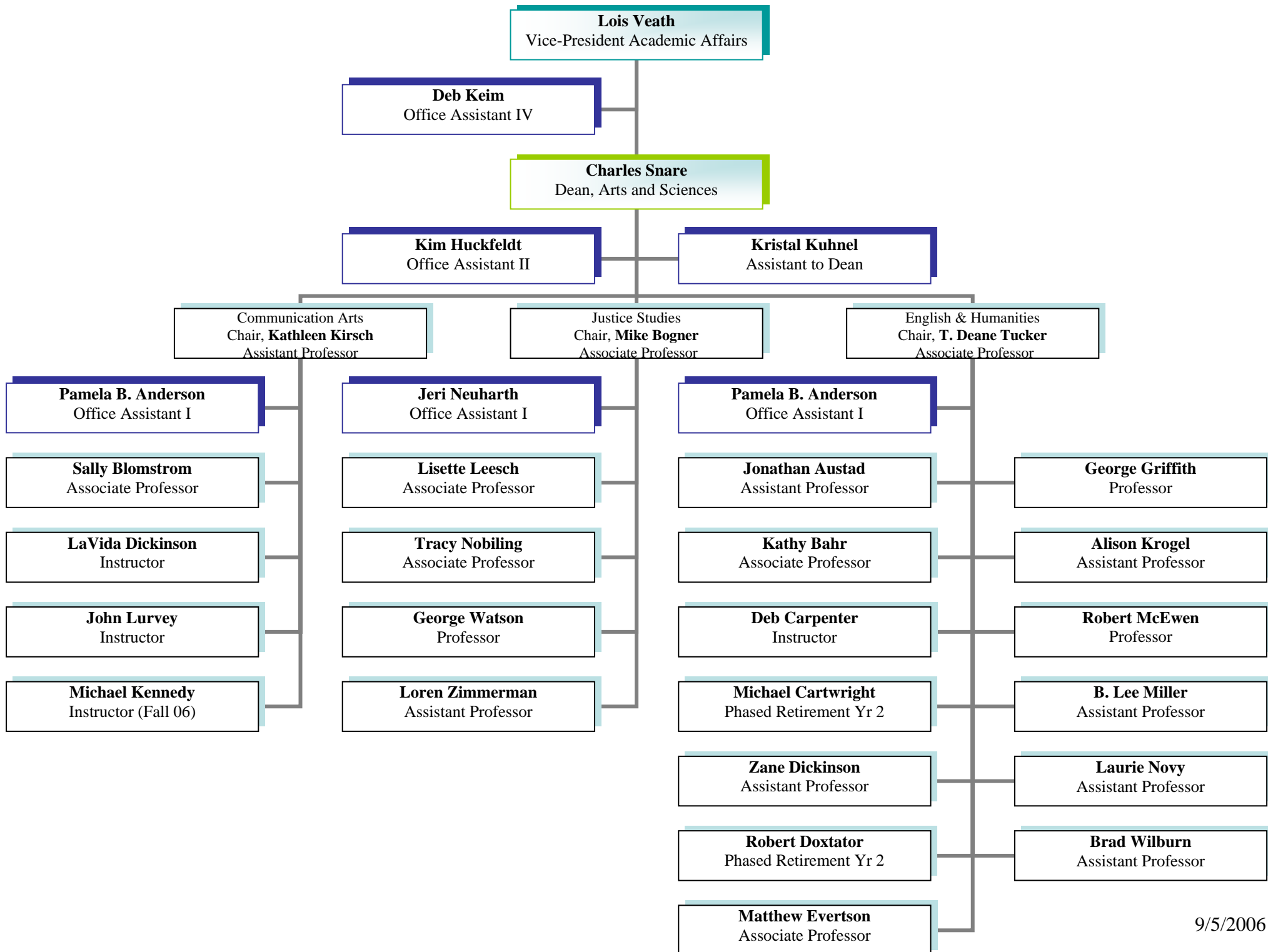
The attached charts reflect the organizational structure and relationships existing among the various units at each college.

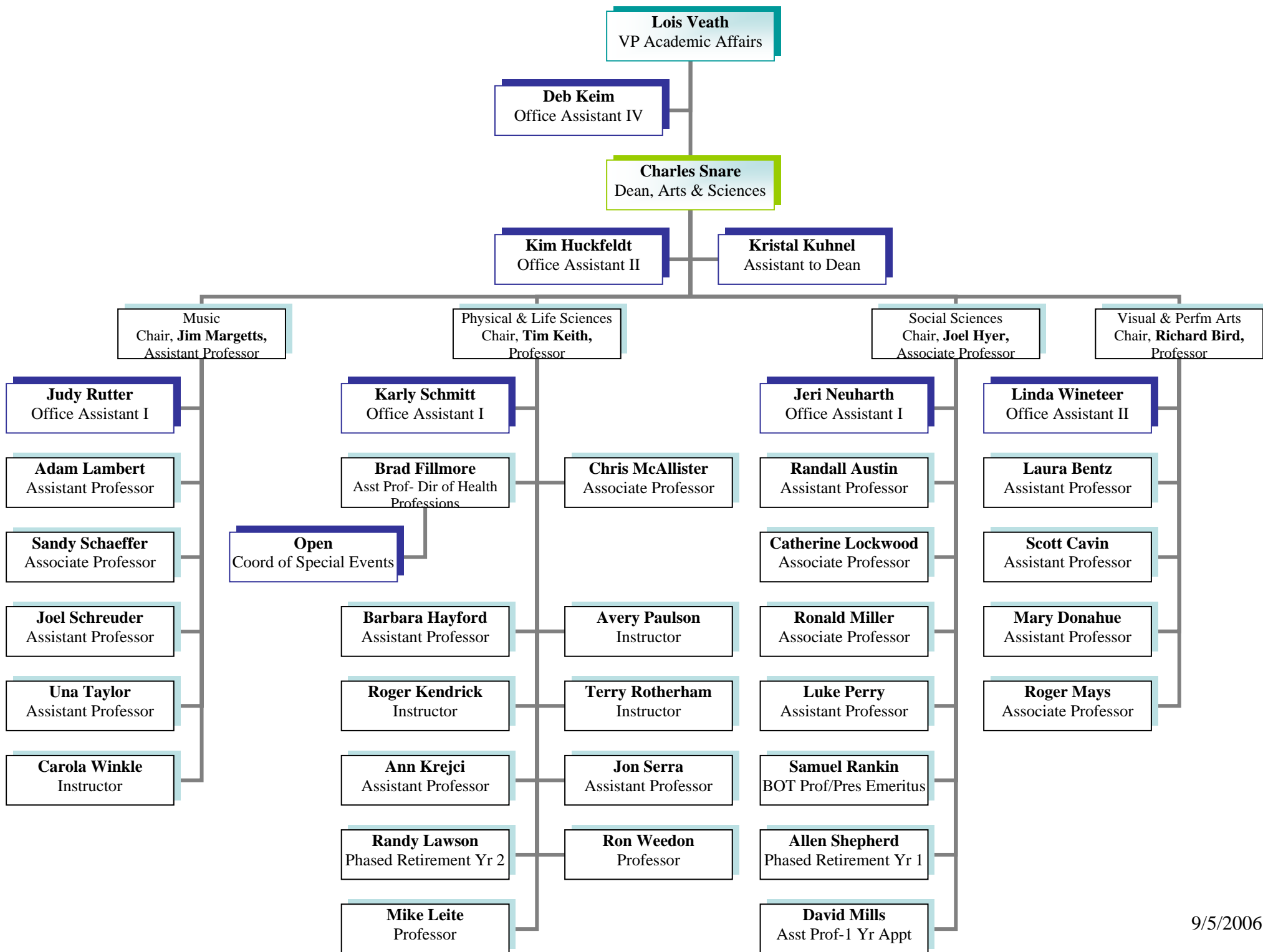


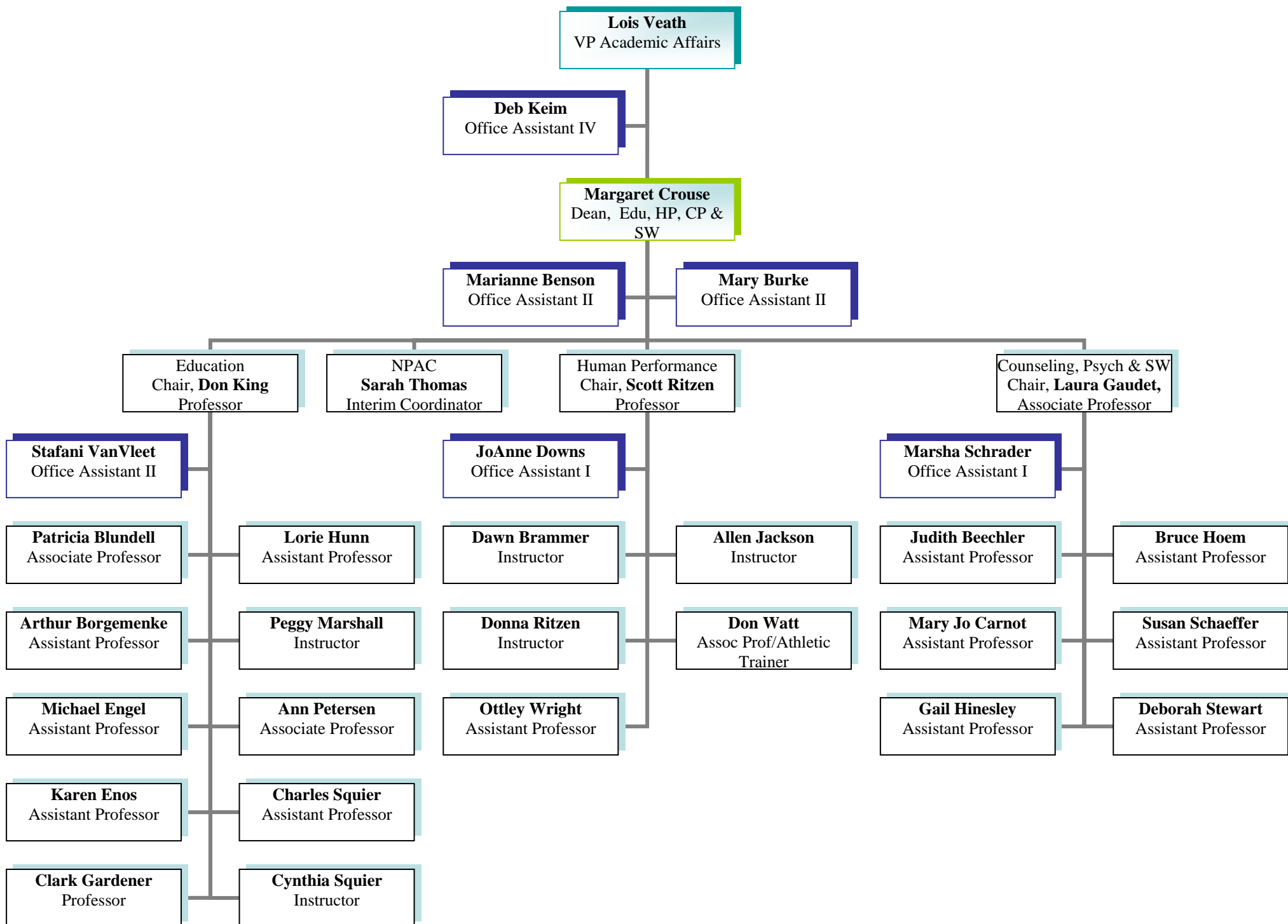


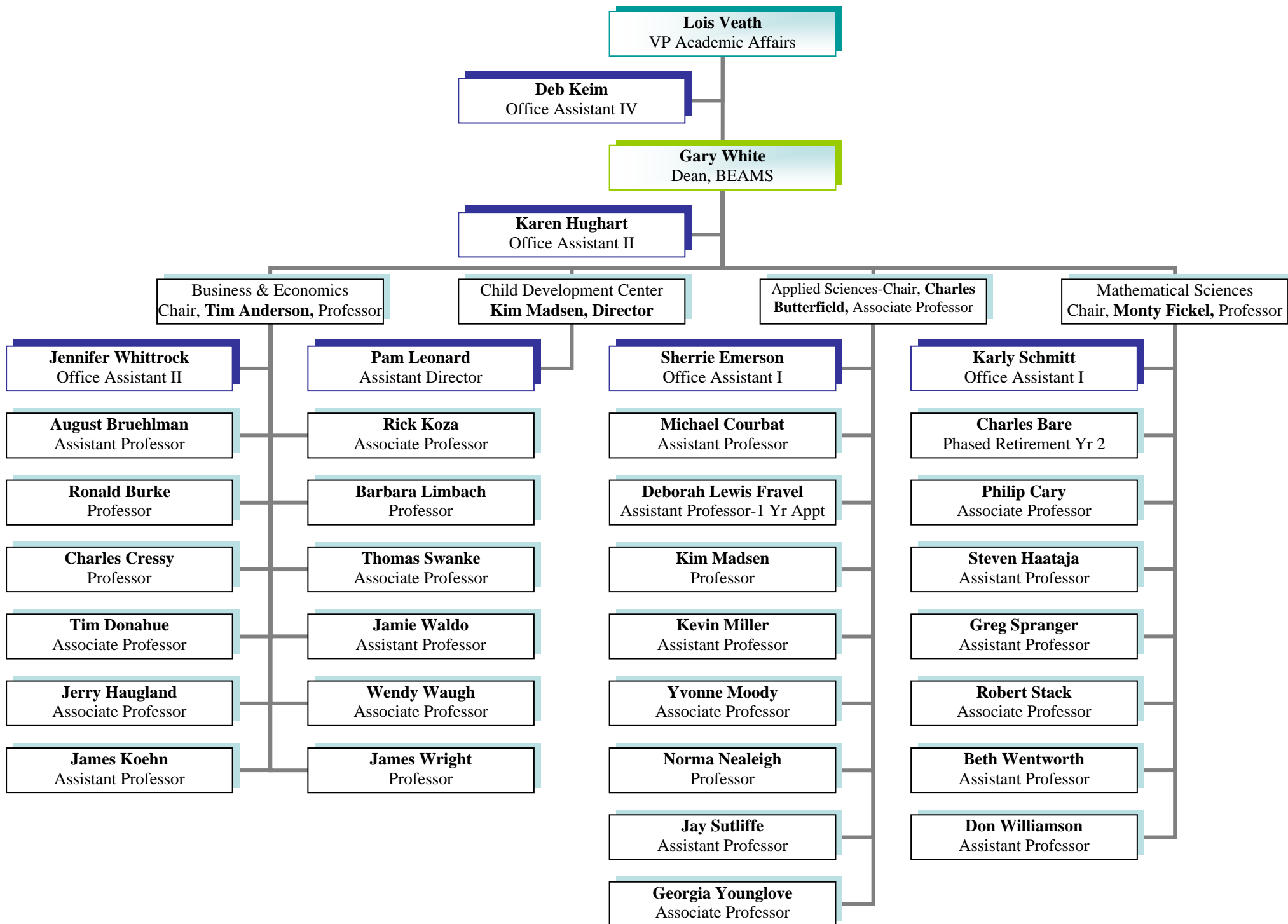


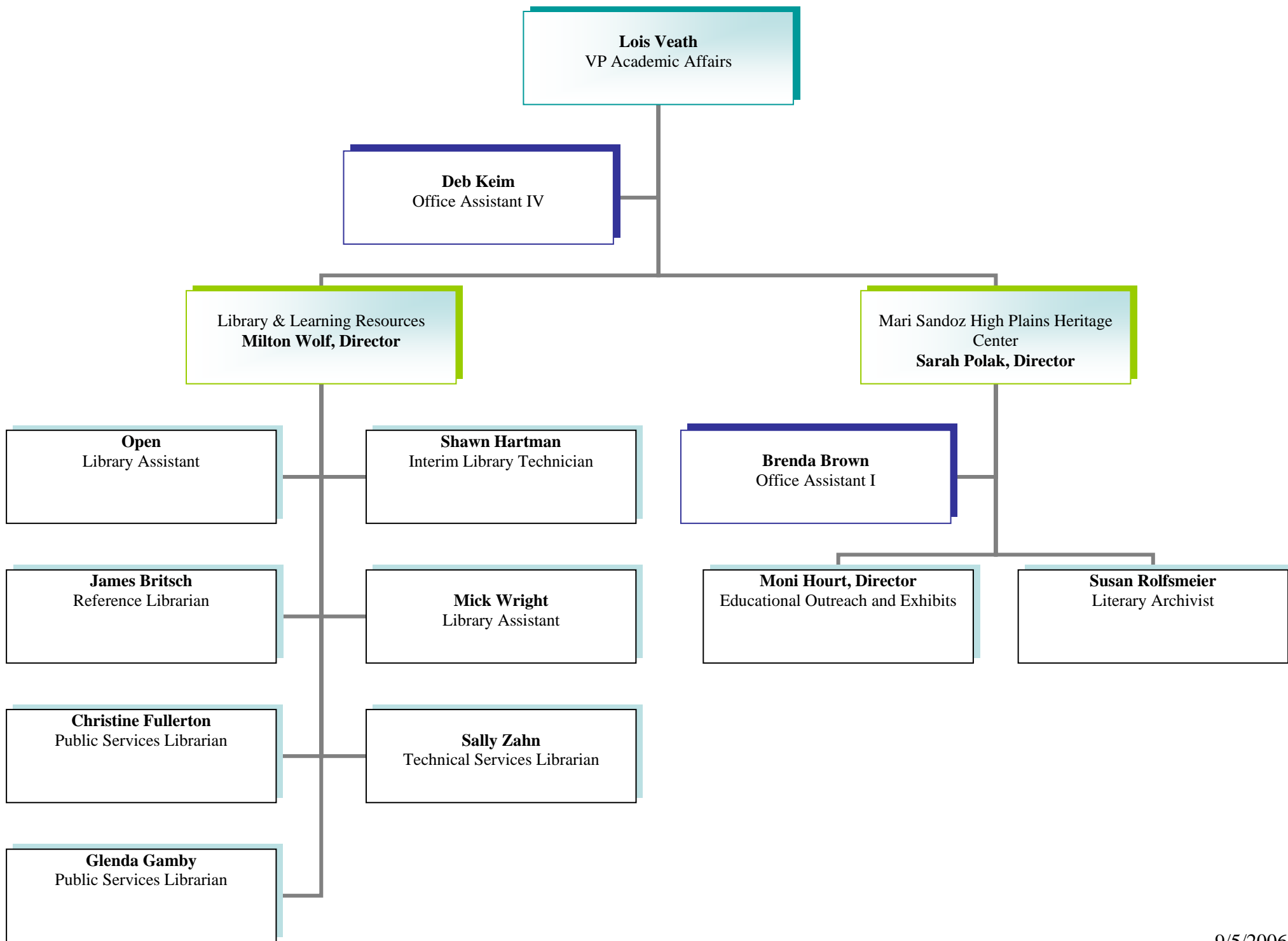












Lois Veath
VP Academic Affairs

Deb Keim
Office Assistant IV

Steve Taylor
Assistant VP Extended
Campus Programs

Cari Absalon
Assistant for Extended
Campus Programs

Jodi Banzhaf
Distance Learning
Coordinator

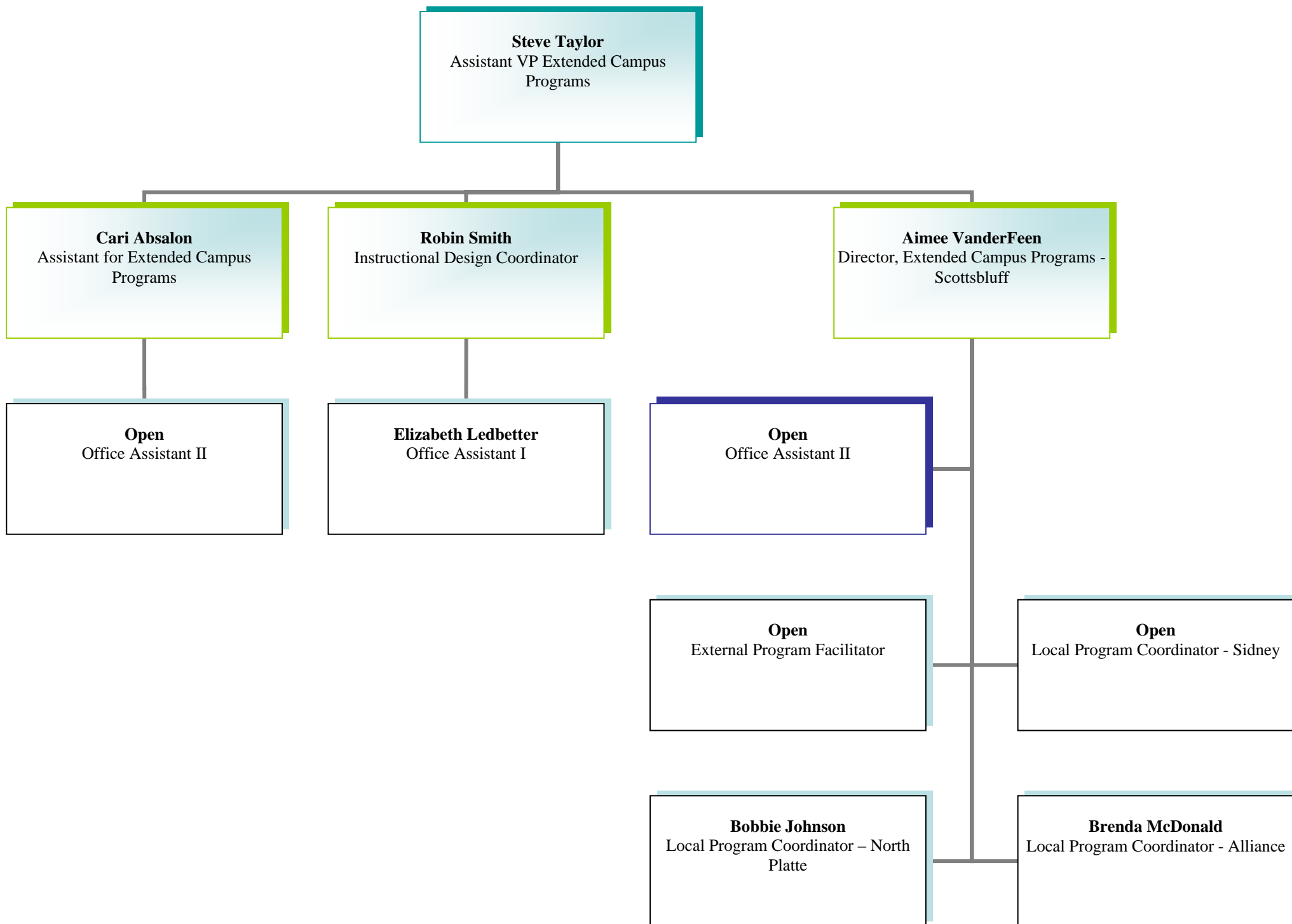
Annette Langford
Distance Learning
Coordinator

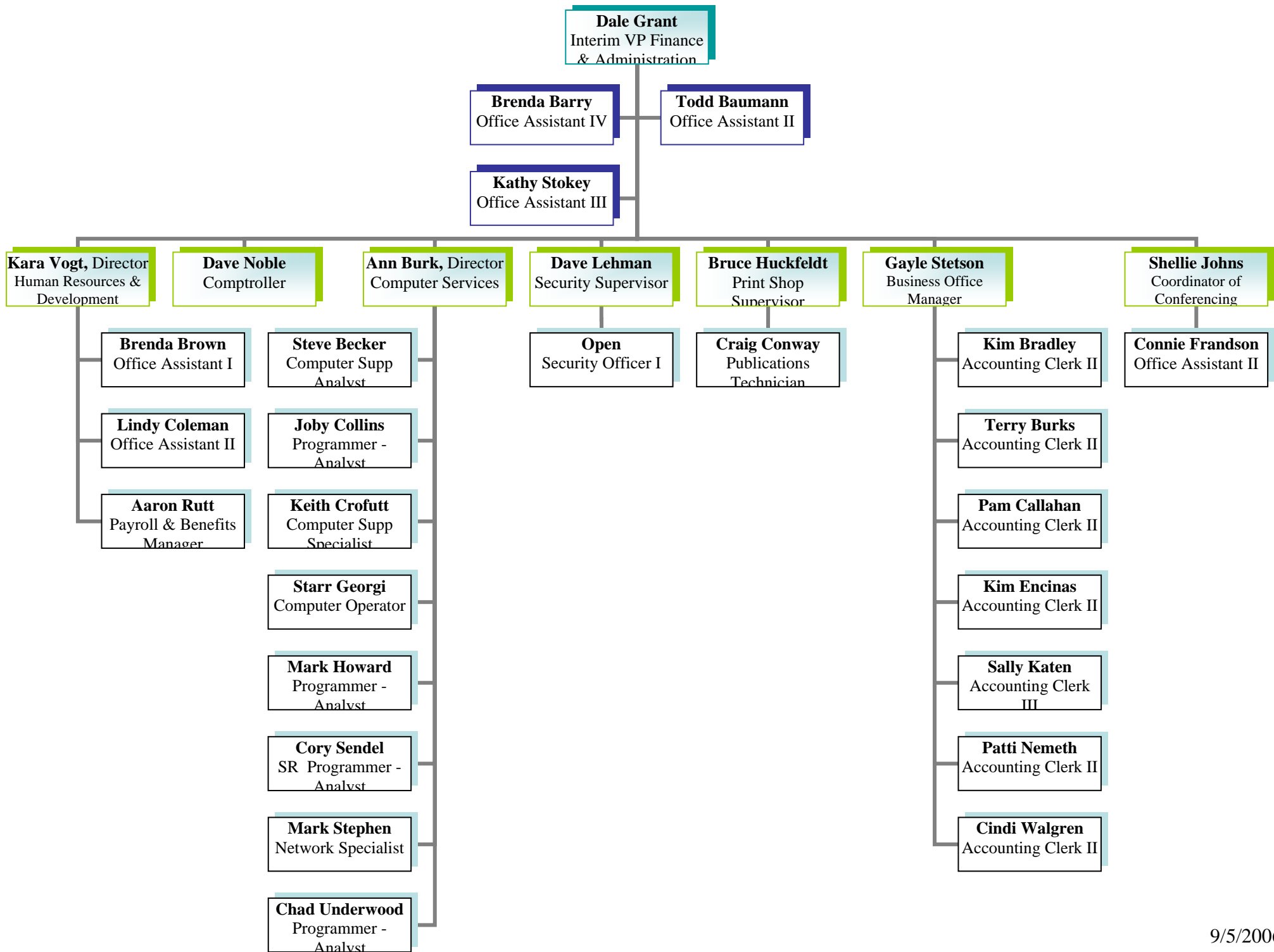
Jereme Patterson
Telecommunications
Services Specialist

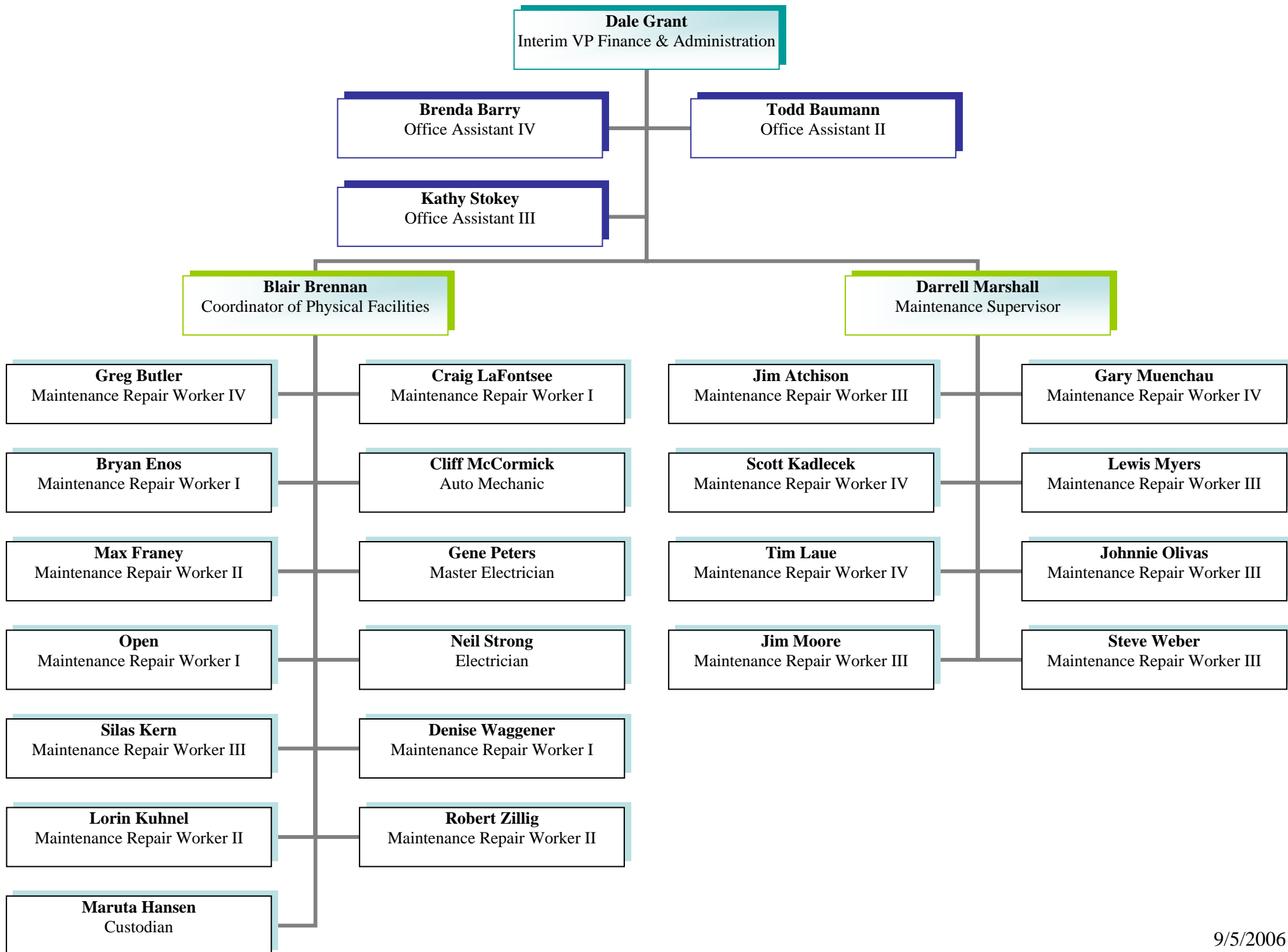
John Shafer
Telecommunications
Technician

Robin Smith
Instructional Design
Coordinator

Aimee VanderFeen
Director Extended
Campus Programs -
Scottsbluff







Dale Grant
Interim VP Finance & Administration

Brenda Barry
Office Assistant IV

Todd Baumann
Office Assistant II

Kathy Stokey
Office Assistant III

Alan Cisneros
Maintenance Supervisor

Stacie Abold
Custodial Leader

Lynda Krecji
Custodian

Kenny Kubo
Custodian

John Alley
Custodian

Valinda Malone
Custodian

Maria Applegarth
Custodian

Kenny McKinnon
Custodian

LeAnn Canaday
Custodian

Pat Mracek
Mail Clerk

John Caswell, Jr.
Custodian

Kevin Shepardson
Custodian

Amy Coates
Custodian

Doug Smith
Custodian

Carla Crawford
Custodian

Lorn Snook
Custodian

Jerry DeWitt
Custodial Leader

Cindy Sterling
Custodian

Bonnie Eleson
Custodian

Bridget Turman
Custodian

Harriett Ginsbach
Custodian

Kathy Weber
Custodian

Eric Hayford
Custodian

Audrey White
Custodian

Kenneth Herr
Custodian

Elaine Wood
Custodian

Christina Hughes
Custodian

Randy Rhine
VP Enrollment Management & Student Services

Kathy Mason
Office Assistant III

Rex Cogdill
Interim Project Director

Tena Cook
Director of Admissions

Terie Dawson
Assistant Vice President Enrollment Management & Institutional Research

Ann Dockweiler
Nurse

Sherry Douglas
Director of Financial Aid

Deena Kennell
Director, Internships & Career Services

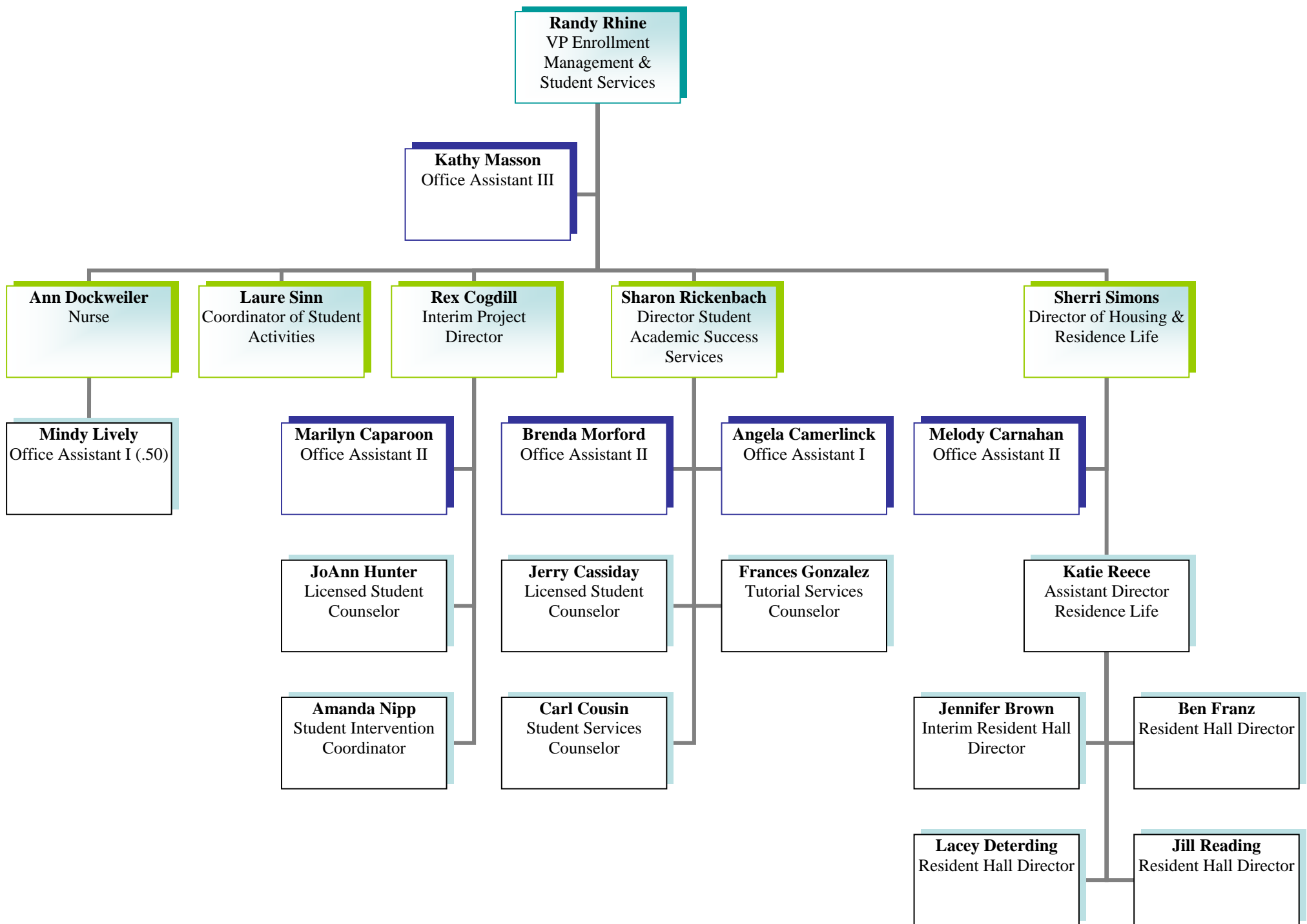
Sharon Rickenbach
Director of Student Academic Success Services

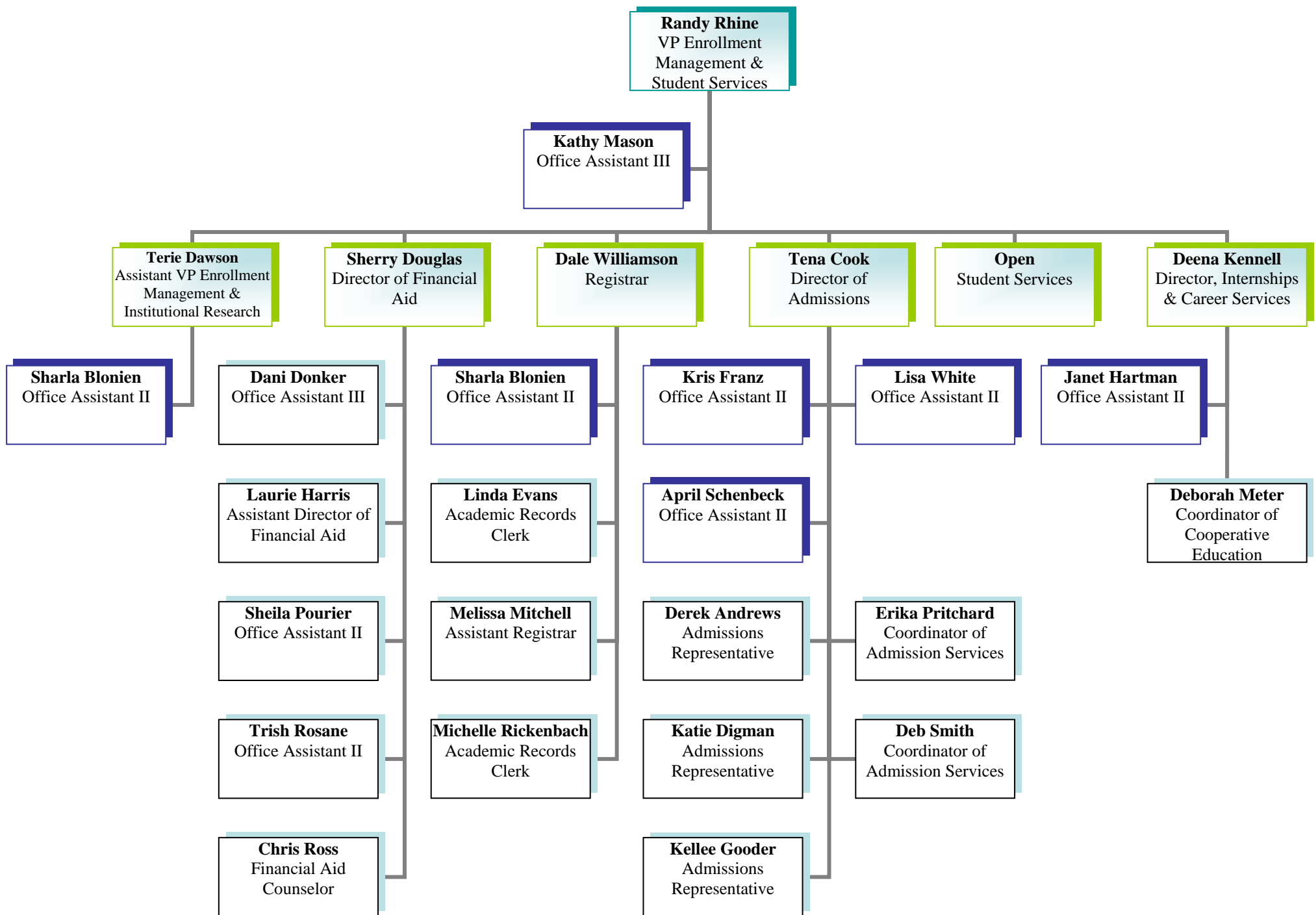
Sherri Simons
Director of Housing & Residence Life

Laure Sinn
Coordinator of Student Activities

Dale Williamson
Registrar

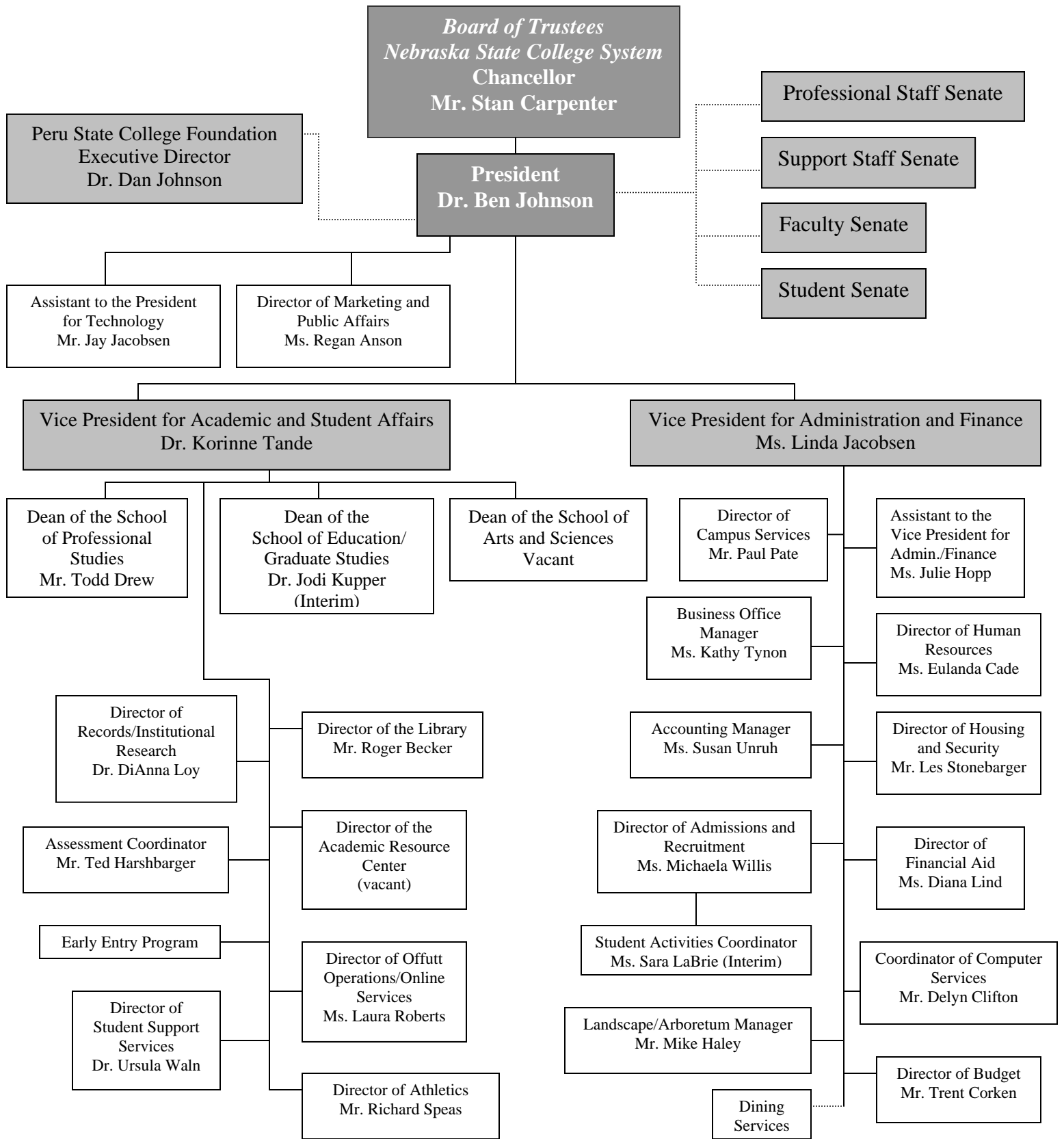
Open
Student Services





PERU STATE COLLEGE

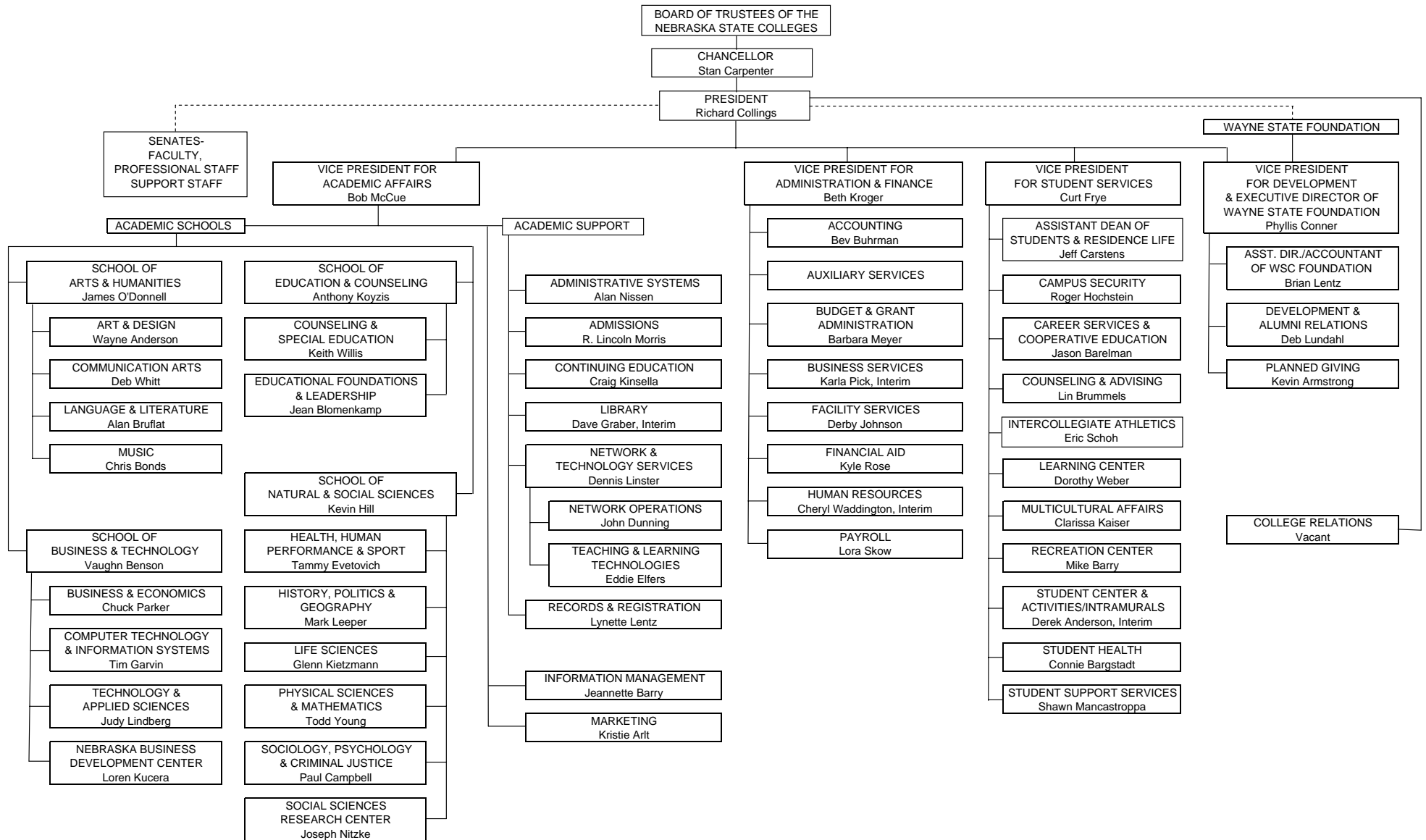
Administrative Structure



WAYNE STATE COLLEGE

Organization Chart

Fall 2006



Academic, Personnel & Student Affairs Committee

*Richard Halbert, Chair
Doug Christensen
Michael Jacobsen*

September 14-15, 2006

ACTION: Adopt Spending Lid Resolution

Priority: Financial Strength
Strategies: 1
Priority: Educational Excellence
Strategies: 1, 5

A constitutional amendment is being proposed through petition that would limit the growth of state spending. The amendment, if approved, would limit state spending to the inflation rate plus the percentage change in state population each year.

HISTORICAL LOOK

In an analysis done by the Legislative Fiscal Office, if the spending limit had been in place for the past ten years, "overall spending would be limited to 3% growth per year versus the 5.4% actually enacted". State Aid to Individuals, which includes Medicaid, is nearly 30% of the state's budget. If we assume that State Aid to Individuals would have grown at its average rate of 7.9% as it did; and all other areas shared in the reductions to cover that growth over the past 10-year period to stay within a 3% lid; the Nebraska State College System would have seen appropriations for FY2006-07 of \$28.6 million instead of the \$40.8 million appropriation received. This would translate to 30% less in state funding than is currently being received.

For the Nebraska State College System, this would have meant a \$12.3 million (or 30%) reduction in the current general fund appropriation of \$41 million. If we look at the general operating budgets for the NSCS, which includes both general and cash funds, and assume current tuition and fee rates, the reduction in general funds would translate to a 20% overall budget reduction.

If tuition were increased to offset this loss, students would be paying 63% more in tuition than they are currently. Instead of the current \$102.50 per credit hour, resident undergraduate students would be paying \$167.00 per credit hour. However, there is some question about whether or not tuition falls under the lid limits. If it is subject to the lid, using tuition to offset the loss of state funds would not be an option.

FUTURE IMPACT

Our preliminary analysis estimates that if the spending limit is passed this year, and “Aid to Individuals” continues to grow as it has in the past, funding for higher education will decline significantly beginning in 2007-08 to the point where there will not be funding available for the NSCS (or the University System) by FY 2024-25, or in less than 20 years.

For the Nebraska State College System, this would mean a loss of the current \$41 million in state funding. State funding is approximately 2/3 of our general operating budgets. Therefore, tuition rates would have to be tripled to make up for this loss. Again, it is important to note that tuition may not be an option for making up any of the loss of state funding if tuition is defined to fall under the spending limit lid. Also, this is without considering continued increases in salaries, health insurance, utilities and other cost of living increases over the next 20 years.

STATE OF COLORADO'S TABOR AMENDMENT

Colorado was the first state to enact a TABOR (taxpayer bill of rights) in 1992. Just a couple of statistics of the impact on Colorado: From 1991 to 2001, Colorado declined from 35th to 49th in the nation in K-12 spending as a share of personal income. From 1991 to 2004, the proportion of low-income children who lack health insurance in Colorado doubled, during a time when the percent of children who are uninsured declined nationally (statistics are from the “Center on Budget and Policy Priorities”, Washington, DC).

Higher education was particularly impacted by the Colorado initiative. Each public institution of higher education was changed to an “enterprise” so that tuition was not also impacted by the limit. Tuition increases were nearly 30% in one year. Colorado voters recently voted (in 2005) to suspend the limit for five years – but only by a 52% vote. Our understanding is that the next step for public higher education, had this suspension not been approved, would have been to privatized.

SUMMARY

We all know the value of public higher education to the citizens and the State of Nebraska. This initiative, if adopted, could threaten the very existence of public higher education in our state. This is all said without knowing the specifics about how the State of Nebraska would deal with the spending limit; however under any of the various scenarios, public higher education in Nebraska would be in jeopardy under this initiative. It is of very significant concern to the Nebraska State College System and something that we will be monitoring very carefully.

**RESOLUTION IN OPPOSITION TO THE CREATION OF A
NEBRASKA STATE SPENDING LIMIT**

Whereas, a ballot initiative is scheduled to appear before Nebraska voters in the fall of 2006 limiting future spending growth to the rate of inflation plus growth in population, and

Whereas, the limitation applies only to state government, and

Whereas, the Nebraska State College System shares in the commitment to control spending in the State of Nebraska, and

Whereas, the Nebraska State College System Board of Trustees believes that the development of state funding limits is a process that requires ongoing communication, and

Whereas, the proposal advanced is a constitutional amendment to limit state spending which, as we have seen experienced in other states, would limit the State's ability to invest in higher education which is critical to state economic growth, and

Whereas, the cost of certain state services grows faster than the basic rate of inflation it is likely that the cost of mandated state aid will grow at the expense of higher education, and

Whereas, the proposed state spending limit will have devastating and debilitating implications for higher education in the State of Nebraska and specifically for the Nebraska State College System now,

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Nebraska State College System unanimously opposes any legislative act or constitutional amendment that would create an overall state spending limit without consideration for the unique needs of the Nebraska State College System and Nebraska higher education generally.

Approved this 15th day of September, 2006.

Chair, Board of Trustees

Chancellor, Nebraska State
College System

Academic, Personnel & Student Affairs Committee

Richard Halbert, Chair
Doug Christensen
Michael Jacobsen

September 14-15, 2006

ACTION: Accept Report of Personnel Actions

Priority: Educational Excellence
Strategy: 1

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 Chancellor. The Board is asked to review and accept this report to establish a record of such action.

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Chadron State College
MEETING DATE: September 15, 2006
EHPCPSW = Education, Human Performance, Counseling, Psychology & Social Work
BEAMS = Business, Economics, Applied and Mathematical Sciences

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
Borgemenke, Arthur	EHPCPSW; Education	Assistant Professor	45,750.00 AY	State	08/17/2006 - 05/05/2007	1.00	New Appointment; Replaces Jerry Neff	Specific Term - Probationary Tenure Track
Brammer, Dawn	EHPCPSW; Human Performance	Instructor	35,000.00 AY	State	08/17/2006 - 05/05/2007	1.00	New Appointment; Replaces Stacy Beebe	Specific Term - Probationary Tenure Track
Hoem, Bruce	EHPCPSW; Social Work	Assistant Professor	41,000.00 AY	State	08/17/2006 - 05/05/2007	1.00	New Appointment; Replaces Wes Stevens	Specific Term - Probationary Tenure Track
Kennedy, Michael	Arts & Sciences; Communication Arts	Instructor	16,000.00 SEMESTER	State	08/17/2006 - 12/15/2006	0.50	Semester Appointment; LaVida Dickinson LOA	Special
Krogel, Alison	Arts & Sciences; English & Humanities	Assistant Professor	39,000.00 AY	State	08/17/2006 - 05/05/2007	1.00	New Appointment; Replaces Hilda Lopez- Laval	Specific Term - Probationary Tenure Track
Lewis Fravel, Deborah	BEAMS; Applied Science	Assistant Professor	42,000.00 AY	State	08/17/2006 - 05/05/2007	1.00	One-Year Appointment; Yvonne Moody Sabbatical	Special
McAllister, Chris	Arts & Sciences; Physical & Life Sciences	Associate Professor	50,000.00 AY	State	08/17/2006 - 05/05/2007	1.00	New Appointment; Replaces Mathew Bateman	Specific Term - Probationary Tenure Track
Mills, David	Arts & Sciences; Social Sciences	Assistant Professor	30,000.00 AY	State	08/17/2006 - 05/05/2007	1.00	One-Year Appointment; Allen Shepherd Phased Retirement	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Chadron State College****MEETING DATE: September 15, 2006**

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
Banzhaf, Jodi	Extended Campus Programs; Distance Learning Coordinator	N/A	25,076.00 (27,356.00) FY	State	08/01/2006 - 06/30/2007	1.00	New Appointment; Replaces Patricia Hoffman	Special - Probationary
Braman, Loren	Extended Campus Programs; External Program Facilitator	N/A	36,262.00 FY	State	01/01/2005 - 07/21/2006	1.00	Resignation	Specific Term - Probationary
Brown, Jennifer	Housing & Residence Life; Interim Resident Hall Director	N/A	21,446.00 (23,660.00) FY	State	08/07/2006 - 06/30/2007	1.00	Interim Appointment; Replaces Matthew Brown	Special - Interim
Brown, Matthew	Housing & Residence Life; Resident Hall Director	N/A	24,666.00 FY	State	07/18/2005 - 08/07/2006	1.00	Resignation	Specific Term - Probationary
Fullerton, Christine	Library & Learning Resources; Public Services Librarian	N/A	34,375.00 (37,500.00) FY	State	08/01/2006 - 06/30/2007	1.00	New Appointment; Replaces Luann Johnson	Special - Probationary
Mack, Jill	Physical & Life Sciences; Coordinator of Special Events	N/A	23,899.00 (27,355.00) FY	State	08/09/2006 - 06/30/2007	1.00	New Appointment; Replaces Allison Young	Special - Probationary

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Chadron State College

MEETING DATE: September 15, 2006

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
Bargen, Leslie	Foundation; Coordinator of Special Events	NA	23,954.00 (27,000.00) FY	State	08/14/2006 - 06/30/2007	1.00	New Appointment; Replaces Martha Smith- Bruehlman	Special
Brammer, Dawn	EHPCPSW; Interim Coordinator Physical Activities Center	NA	3,400.00 FY	State	07/01/2006 - 08/17/2006	1.00	Interim Appointment; Replaces Craig Carey	Special - Interim
Crouse, Margaret	EHPCPSW; Dean	NA	94,378.00 FY	State	07/01/2006 - 06/30/2007	1.00	New Appointment; Replaces I. David Welch Previous Interim Appt.	Specific Term
Hourt, Ramona	Mari Sandoz High Plains Heritage Center; Director of Educational Outreach & Exhibits	NA	20,000.00 FY	Grant	07/01/2006 - 06/30/2007	0.75	New Position; Received Chancellor Approval	Special - Grant Funded
Hourt, Ramona	Mari Sandoz High Plains Heritage Center; Director of Educational Outreach & Exhibits	NA	834.00 (20,000.00) FY	Grant	06/19/2006 - 06/30/2006	0.75	New Position; Received Chancellor Approval	Special - Grant Funded
Hourt, Ramona	Mari Sandoz High Plains Heritage Center; Director of Educational Outreach & Exhibits	NA	1,000.00 MO	Grant	06/01/2006 - 06/18/2006	NA	Appointment; Grant Work	Special - Grant Funded
Noble, David	Administration & Finance; Comptroller	NA	46,913.00 FY	State	07/01/2006 - 06/30/2007	1.00	New Appointment; Replaces Dale Grant	Specific Term
Noble, David	Administration & Finance; Comptroller	NA	1,731.00 (45,000.00) FY	State	06/19/2006 - 06/30/2006	1.00	New Appointment; Replaces Dale Grant	Special
Reece, Kathryn	Housing & Residence Life; Assistant Director of Residence Life	NA	29,482.00 FY	State	07/09/2001 - 09/30/2006	1.00	Resignation	Specific Term
Rolfsmeier, Susan	Mari Sandoz High Plains Heritage Center; Literary Archivist	NA	30,000.00 FY	Grant	07/01/2006 - 06/30/2007	0.75	New Position; Received Chancellor Approval	Special - Grant Funded
Smith-Bruehlman, Martha	Foundation; Coordinator of Special Events	NA	27,105.00 FY	State	09/22/2005 - 06/30/2006	1.00	Resignation	Special
Snare, Charles	Arts & Sciences; Dean	NA	70,832.00 (85,000.00) FY	State	08/01/2006 - 06/30/2007	1.00	New Appointment; Replaces Lois Veath	Special
Thomas, Sara	EHPCPSW; Interim Coordinator Physical Activities Center	NA	27,500.00 (30,000.00) FY	State	08/01/2006 - 06/30/2007	1.00	Interim Appointment; Replaces Craig Carey	Special - Interim
White, Gary	BEAMS; Dean	NA	72,467.00 (85,000.00) FY	State	07/24/2006 - 06/30/2007	1.00	New Position; Received Chancellor Approval	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Chadron State College
MEETING DATE: September 15, 2006

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, Timothy	BEAMS; Business & Economics	Professor	1,598.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Anderson, Timothy	BEAMS; Business & Economics	Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Bateman, Mathew	Arts & Sciences; Physical & Life Sciences	Assistant Professor	2,240.00 AY	State	05/08/2006 - 05/19/2006	NA	Appointment; Advising Center	Special
Bateman, Mathew	Arts & Sciences; Physical & Life Sciences	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Bateman, Mathew	Arts & Sciences; Physical & Life Sciences	Assistant Professor	2,947.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Beechler, Judith	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Beechler, Judith	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	750.00 AY	State	06/05/2006 - 06/30/2006	NA	IDL Course; COUN 541& PSYC 334, 3 sites	Special
Beechler, Judith	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	5,850.00 AY	State	06/05/2006 - 06/30/2006	0.20	Summer Appointment	Special
Bird, Richard	Arts & Sciences; Visual & Performing Arts	Professor	1,405.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Bird, Richard	Arts & Sciences; Visual & Performing Arts	Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Bird, Richard	Arts & Sciences; Visual & Performing Arts	Professor	4,215.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Blundell, Patricia	EHPCPSW: Education	Associate Professor	3,501.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Blundell, Patricia	EHPCPSW; Education	Associate Professor	1,000.00 AY	State	06/05/2006 - 06/30/2006	NA	IDL Course; EDCI 631, 4 sites	Special
Blundell, Patricia	EHPCPSW; Education	Associate Professor	750.00 AY	State	07/03/2006 - 07/28/2007	NA	IDL Course; EDCI 635, 3 sites	Special
Blundell, Patricia	EHPCPSW; Education	Associate Professor	3,501.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Bogner, Michael	Arts & Sciences; Justice Studies	Associate Professor	1,205.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Bogner, Michael	Arts & Sciences; Justice Studies	Associate Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Bogner, Michael	Arts & Sciences; Justice Studies	Associate Professor	3,615.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Bogner, Michael	Arts & Sciences; Justice Studies	Associate Professor	3,615.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Butterfield, Charles	BEAMS; Applied Sciences	Associate Professor	1,166.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Butterfield, Charles	BEAMS; Applied Sciences	Associate Professor	851.36 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Carnot, Mary Jo	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Carnot, Mary Jo	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	3,053.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Chadron State College
MEETING DATE: September 15, 2006

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Cary, Phil	BEAMS; Mathematical Sciences	Associate Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Cressy, Charles	BEAMS; Business & Economics	Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Cressy, Charles	BEAMS; Business & Economics	Professor	5,991.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Cressy, Charles	BEAMS; Business & Economics	Professor	5,991.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Donahue, Mary	Arts & Sciences; Visual & Performing Arts	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Engel, Michael	EHPCPSW; Education	Assistant Professor	3,346.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Evertson, Matthew	Arts & Sciences; English & Humanities	Assistant Professor	2,947.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Evertson, Matthew	Arts & Sciences; English & Humanities	Assistant Professor	2,947.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Fickel, Monty	BEAMS; Mathematical Sciences	Professor	1,739.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Fickel, Monty	BEAMS; Mathematical Sciences	Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Fickel, Monty	BEAMS; Mathematical Sciences	Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Fillmore, Brad	Arts & Sciences; Physical & Life Sciences	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Fillmore, Brad	Arts & Sciences; Physical & Life Sciences	Assistant Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Lewis Fravel, Deborah	BEAMS; Applied Sciences	Assistant Professor	1,000.00 AY	State	08/01/2006 - 08/16/2006	NA	Appointment; FCS Labs	Special
Gardener, Clark	EHPCPSW; Education	Professor	1,500.00 AY	State	06/05/2006 - 06/30/2006	NA	IDL Course; EDAD 632 & 635, 6 sites	Special
Gardener, Clark	EHPCPSW; Education	Professor	8,625.00 AY	State	06/05/2006 - 06/30/2006	0.20	Summer Appointment	Special
Gaudet, Laura	EHPCPSW; Counseling, Psychology & Social Work	Associate Professor	1,135.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Gaudet, Laura	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	3,405.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Gaudet, Laura	EHPCPSW; Counseling, Psychology & Social Work	Associate Professor	5,675.00 AY	State	07/03/2006 - 07/28/2006	0.17	Summer Appointment	Special
Griffith, George	Arts & Sciences; English & Humanities	Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Griffith, George	Arts & Sciences; English & Humanities	Professor	5,411.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Hardy, Joyce	Arts & Sciences; Physical & Life Sciences	Associate Professor	1,750.00 AY	Grant	06/01/2006-07/31/2006	NA	Appointment; Grant Administration	Special
Hardy, Joyce	Arts & Sciences; Physical & Life Sciences	Associate Professor	1,000.00 AY	Grant	08/01/2006 - 08/17/2006	NA	Appointment; Grant Research	Special
Hardy, Joyce	Arts & Sciences; Physical & Life Sciences	Associate Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Chadron State College
MEETING DATE: September 15, 2006

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Hayford, Barbara	Arts & Sciences; Physical & Life Sciences	Assistant Professor	3,475.00 AY	Grant	07/24/2006 - 08/17/2006	NA	Appointment; Grant Research	Special
Hinesley, Gail	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	2,963.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Hunn, Lorie	EHPCPSW; Education	Instructor	2,774.00 AY	State	08/01/2006 - 08/17/2006	0.10	Appointment; Director of Field Experience	Special
Hunn, Lorie	EHPCPSW; Education	Instructor	2,774.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Hunn, Lorie	EHPCPSW; Education	Instructor	1,849.00 AY	State	07/03/2006 - 07/28/2006	0.07	Summer Appointment	Special
Hyer, Joel	Arts & Sciences; Social Sciences	Associate Professor	1,107.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Hyer, Joel	Arts & Sciences; Social Sciences	Associate Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Hyer, Joel	Arts & Sciences; Social Sciences	Associate Professor	3,320.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Jackson, Allen	EHPCPSW; Human Performance	Instructor	2,625.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Keith, Tim	Arts & Sciences; Physical & Life Sciences	Professor	1,356.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Keith, Tim	Arts & Sciences; Physical & Life Sciences	Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Kendrick, Roger	Arts & Sciences; Physical & Life Sciences	Instructor	2,828.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Kendrick, Roger	Arts & Sciences; Physical & Life Sciences	Instructor	2,828.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
King, Don	EHPCPSW; Education	Associate Professor	7,634.00 AY	State	05/06/2006 - 08/17/2006	0.20	Appointment; Certification Officer	Special
King, Don	EHPCPSW; Education	Associate Professor	1,228.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
King, Don	EHPCPSW; Education	Associate Professor	2,455.00 AY	State	07/01/2006 - 07/31/2006	0.06	Appointment; Reassigned Time	Special
King, Don	EHPCPSW; Education	Associate Professor	3,682.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Kirsch, Kathleen	Arts & Sciences; Communication Arts	Assistant Professor	974.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Lawson, Randy	Arts & Sciences; Physical & Life Sciences	Professor	3,000.00 AY	Grant	07/01/2006 - 07/31/2006	NA	Appointment; Grant Administration	Special
Leite, Michael	Arts & Sciences; Physical & Life Sciences	Professor	820.00 AY	Grant	05/15/2006 - 06/30/2006	NA	Appointment; Grant Research	Special
Limbach, Barb	BEAMS; Business & Economics	Professor	4,047.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Margetts, James	Arts & Sciences; Music	Assistant Professor	962.50 AY	State	05/10/2006 - 05/31/2006	NA	Appointment; Advising Center	Special
Margetts, James	Arts & Sciences; Music	Assistant Professor	1,662.50 AY	State	06/05/2006 - 06/29/2006	NA	Appointment; Advising Center	Special
Margetts, James	Arts & Sciences; Music	Assistant Professor	1,085.00 AY	State	07/06/2006 - 07/31/2006	NA	Appointment; Advising Center	Special
Margetts, James	Arts & Sciences; Music	Assistant Professor	1,012.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Chadron State College
MEETING DATE: September 15, 2006

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Margetts, James	Arts & Sciences; Music	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Marshall, Peggy	EHPCPSW; Education	Instructor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Miller, B Lee	Arts & Sciences; English & Humanities	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Miller, B Lee	Arts & Sciences; English & Humanities	Assistant Professor	1,995.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Moody, Yvonne	BEAMS; Applied Sciences	Associate Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Neff, Jerry	EHPCPSW; Education	Assistant Professor	3,580.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Nobiling, Tracy	Arts & Sciences; Justice Studies	Assistant Professor	945.00 AY	State	06/07/2006 - 06/28/2006	NA	Appointment; Advising Center	Special
Nobiling, Tracy	Arts & Sciences; Justice Studies	Assistant Professor	630.00 AY	State	07/12/2006 - 07/26/2006	NA	Appointment; Advising Center	Special
Novy, Laurie	Arts & Sciences; English & Humanities	Assistant Professor	3,000.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Paulson, Avery	Arts & Sciences; Physical & Life Sciences	Instructor	665.00 AY	State	05/08/2006 - 05/31/2006	NA	Appointment; Advising Center	Special
Paulson, Avery	Arts & Sciences; Physical & Life Sciences	Instructor	1,260.00 AY	State	06/05/2006 - 06/30/2006	NA	Appointment; Advising Center	Special
Paulson, Avery	Arts & Sciences; Physical & Life Sciences	Instructor	1,435.00 AY	State	07/3/2006 - 07/31/2006	NA	Appointment; Advising Center	Special
Paulson, Avery	Arts & Sciences; Physical & Life Sciences	Instructor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Petersen, Ann	EHPCPSW; Education	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Petersen, Ann	EHPCPSW; Education	Assistant Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Petersen, Ann	EHPCPSW; Education	Assistant Professor	3,008.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Ritzen, Scott	EHPCPSW; Human Performance	Professor	1,382.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Ritzen, Scott	EHPCPSW; Human Performance	Professor	3,676.38 AY	State	06/05/2006 - 06/30/2006	0.17	Summer Appointment	Special
Ritzen, Scott	EHPCPSW; Human Performance	Professor	4,146.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Rotherham, Terry	Arts & Sciences; Physical & Life Sciences	Instructor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Schaefer, Sandy	Arts & Sciences; Visual & Performing Arts	Associate Professor	3,531.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Schaeffer, Susan	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	667.00 AY	State	07/03/2006 - 07/28/2006	NA	IDL Course; PSYC/COUN 401/501, 4 sites (1 cr hr)	Special
Schaeffer, Susan	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	3,023.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Schaeffer, Susan	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	2,016.00 AY	State	07/03/2006 - 07/28/2006	0.07	Summer Appointment	Special

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RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Serra, Jon	Arts & Sciences; Physical & Life Sciences	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Serra, Jon	Arts & Sciences; Physical & Life Sciences	Assistant Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Spranger, Greg	BEAMS; Mathematical Sciences	Assistant Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Squier, Chuck	EHPCPSW; Education	Assistant Professor	426.00 AY	State	06/05/2006 - 06/30/2006	0.05	Summer Appointment	Special
Squier, Chuck	EHPCPSW; Education	Assistant Professor	3,349.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Squier, Cindy	EHPCPSW; Education	Instructor	426.00 AY	State	06/05/2006 - 06/30/2006	0.05	Summer Appointment	Special
Stack, Rob	BEAMS; Mathematical Sciences	Associate Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Stack, Rob	BEAMS; Mathematical Sciences	Associate Professor	4,575.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Stewart, Deb	EHPCPSW; Counseling, Psychology & Social Work	Assistant Professor	4,903.00 AY	Grant	08/01/2006 - 08/31/2006	NA	Appointment; Grant Administration	Special
Swanke, Thomas	BEAMS; Business & Economics	Assistant Professor	4,792.50 AY	State	06/01/2006 - 08/17/2006	0.14	Appointment; Reassigned Time	Special
Tucker, Deane	Arts & Sciences; English & Humanities	Associate Professor	1,156.00 AY	State	08/01/2006 - 08/17/2006	0.03	Appointment; Department Chair	Special
Tucker, Deane	Arts & Sciences; English & Humanities	Associate Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Watt, Don	EHPCPSW; Human Performance	Associate Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Watt, Don	EHPCPSW; Human Performance	Associate Professor	3,534.00 AY	State	08/01/2006 - 08/17/2006	NA	Appointment; Release Time	Special
Wentworth, Beth	BEAMS; Mathematical Sciences	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Wentworth, Beth	BEAMS; Mathematical Sciences	Assistant Professor	2,880.00 AY	State	07/03/2006 - 07/28/2006	0.10	Summer Appointment	Special
Williamson, Don	BEAMS; Mathematical Sciences	Assistant Professor	3,700.00 AY	State	06/05/2006 - 06/30/2006	0.14	Summer Appointment	Special
Wright, Ottley	EHPCPSW; Human Performance	Assistant Professor	1,785.00 AY	State	06/05/2006 - 06/30/2006	NA	Appointment; Advising Center	Special
Wright, Ottley	EHPCPSW; Human Performance	Assistant Professor	2,012.50 AY	State	07/03/2006 - 07/31/2006	NA	Appointment; Advising Center	Special
Wright, Ottley	EHPCPSW; Human Performance	Assistant Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Wright, Ottley	EHPCPSW; Human Performance	Assistant Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Wright, Ottley	EHPCPSW; Human Performance	Assistant Professor	2,828.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special
Wright, Ottley	EHPCPSW; Human Performance	Assistant Professor	1,260.00 AY	State	05/09/2006 - 06/02/2006	NA	Appointment; Advising Center	Special
Younglove, Georgia	BEAMS; Applied Sciences	Associate Professor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special
Zimmerman, Loren	Arts & Sciences; Justice Studies	Instructor	50.00 AY	State	5/9/2006	NA	Appointment; MyCSC Training	Special

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RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Zimmerman, Loren	Arts & Sciences; Justice Studies	Assistant Professor	50.00 AY	State	5/17/2006	NA	Appointment; Orientation Advising	Special
Zimmerman, Loren	Arts & Sciences; Justice Studies	Assistant Professor	500.00 AY	State	06/05/2006 - 06/30/2006	NA	IDL Course; CJ 437, 2 sites	Special
Zimmerman, Loren	Arts & Sciences; Justice Studies	Assistant Professor	1,369.00 AY	State	06/05/2006 - 06/30/2006	0.10	Summer Appointment	Special

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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
Ayriss, Chris	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Bains, Jazkarim	EHPCPSW; Graduate Assistant	N/A	3,000.00 AY	State	08/18/2006 - 12/15/2007	0.25	Appointment	Special - Part-Time
Bellar, Erica	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Bernhardt, Sarah	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Brown, Mary	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Case, Anthony	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Collins, Michael	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Galey, Christina	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Greenia, Ann	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Helberg, Daniel	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Herbel, Lois	Extended Campus Programs	N/A	86.62 AY	State	06/12/2006 - 06/14/2006	0.03	Appointment	Special - Part-Time
Hilt, Julie	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
House, Leesa	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Iwan, Sandra	Extended Campus Programs	N/A	4,119.72 AY	State	05/30/2006 - 06/27/2006	0.30	Appointment	Special - Part-Time
LaGarry, Hannan	Arts & Sciences; Physical & Life Sciences	N/A	2,000.00 AY	Grant	06/01/2006 - 06/30/2006	NA	Appointment; Grant Research	Special - Part-Time
Larson, Jeff	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Masters, Victoria	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Mathewson, Toni	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Maurer II, Robert	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Milner, Ryan	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Murphy, Heather	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Neiman, Christy	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Peak, G. Travis	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Plummer, Scott	Extended Campus Programs	N/A	1,800.00 AY	State	06/05/2006 - 06/19/2006	0.10	Appointment	Special - Part-Time
Reading, Clint	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Schreuder, Ruth	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time

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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
Seeds, Blake	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Spargo, Michael	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time
Van Dyke, Dan	Extended Campus Programs	N/A	4,200.00 AY	State	06/05/2006 - 06/19/2006	0.21	Appointment	Special - Part-Time
Vardiman, Jeremiah	EHPCPSW; Graduate Assistant	N/A	6,000.00 AY	State	08/18/2006 - 05/05/2007	0.25	Appointment	Special - Part-Time

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

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NON-UNIONIZED PROFESSIONAL STAFF (PART-TIME/LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Lindsey, Dan	Athletics; Head Rodeo Coach	N/A	6,000.00 FY	State	08/21/2006 - 06/30/2007	0.15	New Appointment; Replaces Robert Reid	Special - Part-Time
Reid, Robert	Athletics; Head Rodeo Coach	N/A	6,490.00 FY	State	02/03/2003 - 06/30/2006	0.15	Resignation	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
Banzhaf, Jodi	Extended Campus Programs; Office Assistant II	N/A	1,693.08 MO	State	04/13/2004 - 07/31/2006	1.00	Resignation	Specific Term - Non-Probationary
Cleveland, William	Administration & Finance; Security Officer I	N/A	1,561.92 MO	State	02/07/2005 - 07/26/2006	1.00	Resignation	Specific Term - Non-Probationary
Hansen, Joshua	Administration & Finance; Security Officer I	N/A	1,532.00 MO	State	8/21/2006	1.00	New Appointment; Replaces Will Cleveland	Special - Probationary
Hayford, Eric	Physical Facilities; Custodian	N/A	1,437.67 MO	State	5/22/2006	1.00	New Appointment; Replaces Galen Niehues	Special - Probationary
Hicks, Timothy	Physical Facilities; Maintenance Repair Worker I	N/A	1,494.09 MO	State	08/02/2004 - 06/09/2006	1.00	Resignation	Specific Term - Non-Probationary
Novy, Wes	Physical Facilities; Maintenance Repair Worker I	N/A	1,532.50 MO	State	8/14/2006	1.00	New Appointment; Replaces Timothy Hicks	Special - Probationary
Rosso, Helen	Extended Campus Programs; Office Assistant II	N/A	1,714.00 MO	State	02/03/2003 - 07/07/2006	1.00	Resignation	Specific Term - Non-Probationary
Schreuder, Ruth	Library & Learning Resources; Library Assistant	N/A	1,621.67 MO	State	01/06/2003 - 08/3/2006	1.00	Resignation	Specific Term - Non-Probationary
Shepardson, Kevin	Physical Facilities; Custodian	N/A	1,437.67 MO	State	7/1/2006	1.00	New Appointment; Replaces Patricia Vantine	Special - Probationary

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Chadron State College****MEETING DATE: September 15, 2006**

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
Coleman, Roberta "Lindy"	Human Resources; Office Assistant II	N/A	1,678.50 MO	State	01/01/2005 - 01/09/2007	1.00	Resignation	Special
Hartman, Shawn	Library & Learning Resources; Interim Library Technician	N/A	2,256.67 MO	State	8/1/2006	1.00	Interim Appointment	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

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RANKED FACULTY (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Indicate Type of Appointment: Tenured -- Specific Term -- * Non-Tenure Track * Probationary Tenure Track Special -- * Interim * Temporary * Grant/Federally Funded
Galardi, Greg	School of Professional Studies	Instructor	\$48,468	State	08/18/06	1 AY	Salary Adjusted for Masters Degree Completion	N/A
Johnson, Rhonda	School of Education/ Graduate Studies	Assistant Professor	\$43,788	State	08/18/06	1 AY	Salary Adjusted for Doctorate Degree Completion	N/A
Preisman, Kristi	School of Education/ Graduate Studies	Instructor	\$39,488	State	08/18/06	1 AY	Salary Adjusted for Doctorate Degree Completion	N/A
Anderson, Ken	School of Arts and Sciences	Professor	\$2,000	State	08/18/06-05/05/07	1 AY	Stipend for Art Gallery management	Special
Batterson, Bruce	School of Professional Studies	Associate Professor	\$1,200	State	05/07/06-08/18/06	.10 AY	Online Course Development BUS 49549X	Special
Batterson, Bruce	School of Professional Studies	Associate Professor	\$1,200	State	05/07/06-08/18/06	.10 AY	Online Course Development BUS 34549X	Special
Fortney, Patrick	School of Arts and Sciences	Instructor	\$38,000	State	08/18/06-05/05/07	1 AY	Appointment, Music	Specific, Non-Tenure
Gottschalk, Carrie	School of Professional Studies	Instructor	\$30,000	State	08/18/06-05/05/07	1 AY	Appointment, Psychology/ Sociology	Specific, Non-Tenure
Goebel-Lundholm, Mary	School of Professional Studies	Assistant Professor	\$52,000	State	08/18/06-05/05/07	1 AY	Appointment, Business	Specific, Tenure Track

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Peru State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Indicate Type of Appointment: Tenured -- Specific Term -- * Non-Tenure Track * Probationary Tenure Track Special -- * Interim * Temporary * Grant/Federally Funded
Grotrian, Judy	School of Professional Studies	Associate Professor	\$10,000	PSC Foundation	08/01/06-07/31/07	N/A	Stipend, Honors Chair in Professional Studies	N/A
Kearney, Elizabeth	School of Education/ Graduate Studies	Assistant Professor	\$1,200	State	05/07/06-08/18/06	.10 AY	Online Course Development EDUC 533	Special
Klemetsrud, Mark	School of Arts and Sciences	Instructor	\$34,000	State	08/18/06-05/05/07	1 AY	Appointment, English/Speech	Specific, Non-Tenure
Knippemeyer, Sheri	School of Professional Studies	Instructor	\$37,113	State	08/18/06-05/05/07	1 AY	Appointment, Business	Specific, Non-Tenure
Lambrecht, Willis	School of Education/ Graduate Studies	Instructor	\$36,000	State	08/18/06-05/05/07	1 AY	Appointment, Education	Specific, Non-Tenure
Lundak, Joel	School of Professional Studies	Professor	\$1,200	State	05/07/06-08/18/06	.10 AY	Online Course Development PSYC 45049X	Special
Murray, Johann	Cross Country Coach	Assistant Professor	\$4,000	State	08/18/06-05/05/07	.20 AY	Stipend, Coaching Duties	Special
Priesman, Kristi	School of Education/ Graduate Studies	Instructor	\$1,200	State	03/31/06	.10 AY	Online Course Development, EDUC 604	Special
Snyder, William	School of Professional Studies	Professor	\$2,400	State	05/07/06-08/18/06	.20 AY	Online Course Development ECON 22149A, ECON 22049A	Special
Trucks-Bordeau, Tammy	School of Arts and Sciences	Assistant Professor	\$39,000	State	08/18/06-05/05/07	1 AY	Appointment, English	Specific, Tenure Track
Vokolek, Dennis	School of Education/ Graduate Studies	Associate Professor	\$45,666	State	08/31/06	1 AY	Contract Not Returned	N/A

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UNIONIZED PROFESSIONAL STAFF (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Indicate Type of Appointment: Specific Term-- * Probationary (3 yrs) * Non-Probationary Special -- * Interim * Temporary * Grant/Federally Funded
Blobaum, Kevin	Distance Learning Coordinator	N/A	\$27,355	State	07/01/06-06/30/07	1 FY	Appointment	Specific
Corken, Trent	Budget Director	N/A	\$40,000	State	07/01/06	1 FY	Appointment	Special
Groff, Peggy	Tutorial Coordinator	N/A	\$29,957	TRIO Grant	09/01/06-08/31/07	.84 FY	Reappointment	Special
Groff, Peggy	Credentials Technician	N/A	\$1,280	State	06/01/06-07/13/06	N/A	Stipend, Additional Duties	Special
Johnson, Stephanie	Distance Learning Coordinator	N/A	\$29,000	State	07/01/06-06/30/07	1 FY	Appointment	Specific
Kawata, Ryan	Admissions Representative	N/A	\$27,626	State	08/25/06	1 FY	Resignation	N/A
Nies, Kristi	School of Arts and Sciences	N/A	\$1,500	State	08/21/06-12/15/06	.10 AY	JOUR 23400A	Special
Nies, Kristi	Tutorial Coordinator	N/A	\$31,718	TRIO Grant	09/01/06-08/31/07	.84 FY	Reappointment	Special
Newcomb, Jennifer	Learning Center Coordinator	N/A	\$35,345	State	09/11/06	1 FY	Resignation	N/A
Pradia, Brent	Assistant Football Coach	N/A	\$29,000	State	07/01/06-06/30/07	.92	Appointment	Specific
Pradia, Brent	School of Education/ Graduate Studies	N/A	\$1,500	State	08/21/06-12/15/06	.10 AY	PE 10100C, PE 11700A	Special
Summerhill, Donald	Distance Learning Coordinator	N/A	\$26,994 pro-rated	State	02/21/06-06/30/06	1 FY	Appointment	Special
Summerhill, Donald	Distance Learning Coordinator	N/A	\$26,994 pro-rated	State	04/27/06	1 FY	Resignation	N/A
Patterson, Carla	Director of Graduate Programs	N/A	\$50,000 pro-rated	State	06/01/06-06/30/06	1 FY	Appointment	Specific

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NON-UNIONIZED PROFESSIONAL STAFF (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Indicate Type of Appointment: Specific Term Special -- * Interim * Temporary * Grant/Federally Funded
Clark, Terry	Athletic Administrative Assist.	N/A	\$2,500	State	07/01/06-11/30/06	N/A	Stipend, Additional Duties	Special
Clifton, Delyn	Coordinator of Computer Services	N/A	N/A	N/A	N/A	1 FY	Title incorrectly reported in June	N/A
Dobbs, Kevin	Head Women's Basketball/ Golf Coach	N/A	\$32,000	State	07/01/06-06/30/07	.92 FY	Appointment	Specific
Kupper, Jodi	Dean, School of Education/Graduate Studies	N/A	\$78,188 pro-rated	State	07/01/06-10/1/06	1 FY	Appointment	Special
Patterson, Carla	Director of Graduate Programs	N/A	\$52,125	State	07/01/06-06/30/07	1 FY	Appointment	Specific
Pradia, Naomi	Interim Admissions Representative	N/A	\$26,713 pro-rated	State	08/14/06-06/30/07	1 FY	Appointment	Special
Prichard, Dennis	Head Women's Basketball/Golf Coach	N/A	\$35,204	State	06/30/06	1 FY	Resignation	N/A
Roberts, Laura	School of Professional Studies	N/A	\$150/student to 10; \$102/student 11 or more	State	05/15/06-07/07/06	.10 AY	PSYC 25549V	Special
Roberts, Laura	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/student 11 or more	State	08/21/06-10/13/06, 10/23/06-12/15/06	.20 AY	PSYC 25549X, PSYC 25049Y	Special
Speas, Richard	Athletic Director	N/A	\$43,000 pro-rated	State	08/07/06-06/30/07	1 FY	Appointment	Special
Sylvester, Stephan	Dean, School of Arts and Sciences	N/A	\$82,698	State	06/30/06	1 FY	Resignation	N/A
Turnbull, Alexis	Head Women's and Men's Volleyball Coach	N/A	\$32,000	State	07/01/06-06/30/07	.92 FY	Appointment	Specific

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NON-UNIONIZED PROFESSIONAL STAFF (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Indicate Type of Appointment: Specific Term Special -- * Interim * Temporary * Grant/Federally Funded
Turnbull, Alexis	School of Education/ Graduate Studies	N/A	\$1,500	State	08/21/06- 12/15/06	.10 AY	PE 21200A	Special
Walker, David	Athletic Administrative Assist.	N/A	\$2,500	State	07/01/06- 11/30/06	N/A	Stipend, Additional Duties	Special
Walker, David	School of Education/ Graduate Studies	N/A	\$1,500	State	08/21/0- 12/15/06	.10 AY	PE 20900A	Special
Waln, Ursula	Interim Director of Student Support Services Grant	N/A	\$47,911	TRIO Grant	09/01/06- 08/31/07	1 FY	Reappointment	Special
Zost, Loretta	Interim Learning Skills Specialist	N/A	\$33,000	State	07/01/06- 06/30/07	1 FY	Appointment	Specific
Zost, Loretta	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	08/21/06- 10/13/6	.10 AY	SPED 20049X	Special

RANKED FACULTY (SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Type of Appointment: Special
Beischel, Mark	School of Education/ Graduate Studies	Professor	Per SCEA Agreement; \$12,197 max. total	State	06/05/06- 7/28/06; 06/17/06- 07/14/06; 07/15/06- 08/11/06	.30 AY	EDUC 60549Y, EDUC 605AHZ, EDUC 621AGZ	Special
Citrin, Anthony	School of Education/ Graduate Studies	Professor	Per SCEA Agreement; \$5,012 max. total	State	07/17/06- 07/18/06	.10 AY	PSYC 56545A	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Peru State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Type of Appointment: Special
Citrin, Anthony	School of Education/ Graduate Studies	Professor	Per SCEA Agreement; \$5,012 max. total	State	06/17/06- 07/14/06	.10 AY	EDUC 605AGZ	Special
Clemente, William	School of Arts and Sciences	Professor	Per SCEA Agreement; \$8,448 max. total	State	05/15/06- 07/07/06	.20 AY	ENG 20349X, ENG 20349V	Special
Galardi, Greg	School of Professional Studies	Instructor	Per SCEA Agreement; \$3,307 max. total	State	05/15/06- 07/07/06	.10 AY	PSYC 33000A	Special
Gatewood, Kelly	School of Education/ Graduate Studies	Assistant Professor	Per SCEA Agreement; \$3,685 max.	State	05/20/06- 06/16/06	.10 AY	EDUC 512AHZ	Special
Grotrian, Judy	School of Professional Studies	Associate Professor	\$1,444	State	06/27/06- 06/29/06	.20 AY	BUS 49801A, BUS 59001A	Special
Hnida, John	School of Arts and Sciences	Professor	\$4,831	State	05/15/06- 06/16/06	.13 AY	BIOL 13000A, BIOL 13000B	Special
Hutchison, Christy	School of Professional Studies	Assistant Professor	Per SCEA Agreement; \$3,502 max. total	State	05/15/06- 07/07/06	.10 AY	BUS 38049V	Special
Jackson, Alan	School of Professional Studies	Instructor	Per SCEA Agreement; \$2,625 max. total	State	05/05/06- 07/07/06	.10 AY	BUS 48049V	Special
Johnson, Rhonda	School of Education/ Graduate Studies	Assistant Professor	Per SCEA Agreement; \$2,934 max.	State	06/19/06- 08/04/06	.10 AY	EDUC 30549Y	Special
Murray, Johann	School of Education/ Graduate Studies	Assistant Professor	Per SCEA Agreement; \$3,106 max. total	State	06/06/06- 07/28/06	.10 AY	EDUC 60449Y	Special
Preisman, Kristi	School of Education/ Graduate Studies	Instructor	Per SCEA Agreement; \$2,625 max./ class	State	07/15/06- 08/04/06; 05/15/06- 06/02/06	.20 AY	EDUC 604ACZ, EDUC 621ACZ	Special

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RANKED FACULTY (SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Type of Appointment: Special
Wiederhold, Dick	School of Education/ Graduate Studies	Assistant Professor	Per SCEA Agreement; \$7,370 max. total	State	05/15/06- 06/02/06; 05/05/06- 07/28/06	.20 AY	EDUC 600ACZ, EDUC 60049Y	Special

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	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	05/15/06- 07/07/06	.20 AY	EDUC 20549X, PSYC 25049Y	Special, Part-Time
Albert, Allan	School of Education/ Graduate Studies	N/A	\$1,500	State	08/21/06- 10/13/06; 08/21/06- 10/13/06; 10/23/06- 12/15/06	.30 AY	EDUC 20503A, PSYC 25003A, PSYC 25503A	Special, Part-Time
Albert, Allan	School of Education/ Graduate Studies	N/A	\$100/student to 10; \$68/ student 11 or more	State	08/21/06- 10/13/06	.07 AY	PE 10149X	Special, Part-Time
Anthony, Gene	School of Arts & Sciences	N/A	\$1,500	State	08/21/06- 12/15/06	.10 AY	SPCH 152 00C	Special, Part-Time
Bertelsen, Karen	School of Arts and Sciences	N/A	\$1,500	State	05/15/06- 07/07/06	.20 AY	ART 30802A, ART 30802B	Special, Part-Time
Blue, Cheryl	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	06/17/06- 07/14/07; 07/15/06- 08/11/06	.20 AY	EDUC 605AEZ, EDUC 621AHZ	Special, Part-Time
Bonner, Mike	School of Professional Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	08/21/06- 10/13/06	.10 AY	PSYC 12149X	Special, Part-Time

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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
Brizuela, Francisco	School of Education/ Graduate Studies	N/A	\$50/student/ cr.hr. to 10; \$34/student/ cr.hr. 11 or more	State	06/05/06- 07/28/06	.13 AY	INS 50049Y, PSYC 55049Y	Special, Part-Time
Buesing, Susan	School of Education/ Graduate Studies	N/A	2/3 of Tuition Generated	State	06/05/06- 06/23/06	.10 AY	EDUC 55045A	Special, Part-Time
Campbell, Jacquelyn	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	05/20/06- 06/16/06; 06/05/06- 07/28/06	.20 AY	EDUC 512AEZ, EDUC 51249Y	Special, Part-Time
Cromer, Mark	School of Professional Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	08/21/06- 12/15/06	.10 AY	BUS 33549B	Special, Part-Time
Dittiger, Laurel	School of Professional Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	08/21/06- 10/13/06	.10 AY	BUS 33249X	Special, Part-Time
Dunekacke, Susan	School of Arts and Sciences	N/A	\$1,500	State	08/21/06- 12/15/06	.20 AY	SPCH 15200B,00D, ENG 20100B	Special, Part-Time
Fritschle, Karen	School of Professional Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	10/23/06- 12/15/06	.20 AY	BUS 32949Y, BUS 49249Y	Special, Part-Time
Glasshoff, Wanda	School of Education/ Graduate Studies	N/A	\$2,130	State	08/21/06- 10/13/06	.10 AY	EDUC 33403A	Special, Part-Time
Haney, John	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	06/05/06- 07/28/06	.10 AY	SPED 50049Y	Special, Part-Time
Hanna, Michael	School of Professional Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	08/21/06- 10/13/06	.10 AY	BUS 25149V	Special, Part-Time

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COLLEGE: Peru State College
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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
Havel, Angela	School of Arts and Sciences	N/A	\$150/student to 10; \$102/student 11 or more	State	08/21/06-10/13/06	.10 AY	ENG 20249X	Special, Part-Time
Judkins, Laura	School of Education/ Graduate Studies	N/A	\$2,500	State	10/23/06-12/15/06	.17 AY	EDUC 30903A, EDUC 31003A	Special, Part-Time
Judkins, Laura	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/student 11 or more	State	08/21/06-10/13/06	.10 AY	EDUC 43403Z	Special, Part-Time
Jurgena, Melissa	School of Arts and Sciences	N/A	\$1,500	State	08/21/06-12/15/06	.20 AY	HIST 11300B, HIST 20100A	Special, Part-Time
Jurgena, Melissa	School of Arts and Sciences	N/A	\$150/student to 10; \$102/student 11 or more	State	08/21/06-12/15/06	.20 AY	HIST 11349A, HIST 20149A	Special, Part-Time
Kite, Nancy	School of Arts and Sciences	N/A	\$1,500	State	08/21/06-12/15/06	.10 AY	ART 308 00A	Special, Part-Time
Knippelmeyer, Ryan	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/student 11 or more	State	10/23/06-12/15/06	.10 AY	EDUC 20549Y	Special, Part-Time
Lambrecht, Willis	School of Education/ Graduate Studies	N/A	\$1,200	State	06/09/06	.10 AY	Online Course Development, EDUC 540	Special, Part-Time
Lambrecht, Willis	School of Education/ Graduate Studies	N/A	\$50/student/ cr.hr. to 10; \$34/student/ cr.hr. 11 or more	State	06/10/06-07/07/06; 07/15/06-08/11/06	.20 AY	EDUC 540ABZ, EDUC 621AEZ	Special, Part-Time
Lambrecht, Willis	School of Education/ Graduate Studies	N/A	\$2,130	State	06/26/06-07/13/06	.10 AY	EDUC 54045A	Special, Part-Time
Marnell, Maria	School of Arts and Sciences	N/A	\$2,500	State	08/21/06-12/15/06	.17 AY	SPAN 10100A	Special, Part-Time
McCrone, Paul	School of Arts and Sciences	N/A	\$1,500	State	05/15/06-07/07/06	.10 AY	MATH 34002A	Special, Part-Time

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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
McCrone, Paul	School of Arts and Sciences	N/A	\$1,500	State	08/21/06-12/15/06	.10 AY	MATH 30402A	Special, Part-Time
Means, Kelly	School of Education/ Graduate Studies	N/A	\$2,130	State	06/26/06-07/13/06	.10 AY	EDUC 55245A	Special, Part-Time
Means, Kelly	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/student 11 or more	State	04/08/06-05/05/06	.10 AY	EDUC 551ABZ	Special, Part-Time
Melvin, Brent	School of Education/ Graduate Studies	N/A	\$1,500	State	08/21/06-12/15/06	.10 AY	PE 21500A, PE 21500B, PE 21500C	Special, Part-Time
Moss, Louise	School of Arts and Sciences	N/A	\$1,500	State	08/21/06-12/15/06	.10 AY	ENG 33502A	Special, Part-Time
Moss, Louise	School of Arts and Sciences	N/A	\$2,130	State	05/15/06-07/07/06	.10 AY	EDUC 40003C	Special, Part-Time
Osborn, Terry	School of Education/ Graduate Studies	N/A	\$1,500	State	08/21/06-10/13/06	.10 AY	EDUC 32803A	Special, Part-Time
Parks, Gregory	School of Professional Studies	N/A	\$150/student to 10; \$102/student 11 or more	State	08/21/06-12/15/06	.10 AY	PSYC 43149A	Special, Part-Time
Plettner, Elden	School of Arts and Sciences	N/A	\$150/student to 10; \$102/student 11 or more	State	08/21/06-12/15/06	.10 AY	MATH 12049A	Special, Part-Time
Pokorny, Thomas	School of Arts and Sciences	N/A	\$4,500	State	08/21/06-12/15/06	.30 AY	ENG 10000B, C, ENG 10100D	Special, Part-Time
Radell, David	School of Arts and Sciences	N/A	\$150/student to 10; \$102/student 11 or more	State	08/21/06-12/15/06	.10 AY	MATH 34049A	Special, Part-Time
Riffey, Libby	School of Education/ Graduate Studies	N/A	\$1,500	State	10/23/06-12/15/06	.10 AY	EDUC 32603A	Special, Part-Time

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Peru State College****MEETING DATE: September 15, 2006**

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
Schropfer, Mary	School of Education/ Graduate Studies	N/A	\$150/student to 10; \$102/ student 11 or more	State	05/20/06- 06/16/06; 06/05/06- 07/28/06	.20 AY	EDUC 512AGZ, EDUC 55149Y	Special, Part-Time
Seiffert, Mark	School of Arts and Sciences	N/A	\$150/student to 10; \$102/ student 11 or more	State	08/21/06- 12/15/06	.10 AY	SPCH 15449A	Special, Part-Time
Shellenberger, Carl	School of Arts and Sciences	N/A	\$50/student/ cr.hr. to 10; \$34/student/ cr.hr. 11 or more	State	08/21/06- 12/15/06	.27 AY	ESCI 21549A, PHYS 20149A,B, C	Special, Part-Time
Smith, Kathleen	School of Education/ Graduate Studies	N/A	\$2,130	State	07/17/06- 07/28/06	.10 AY	EDUC 55345A	Special, Part-Time
Sylvester, Margie	School of Arts and Sciences	N/A	\$150/student to 10; \$102/ student 11 or more	State	08/21/06- 12/15/06	.10 AY	ENG 10049A	Special, Part-Time
Volkmer, Amanda	School of Professional Studies	N/A	\$1,500	State	08/21/06- 12/15/06	.10 AY	SOWK 30000A	Special, Part-Time
West, Robert	School of Arts and Sciences	N/A	\$1,500	State	08/21/06- 12/15/06	.10 AY	GEOG 10100A	Special, Part-Time
Fethkenher, Larry	School of Education/ Graduate Studies	N/A	\$2,900	State	01/02/06- 05/06/06	.24 AY	Student Teaching Supervision (revised)	Special, Part-Time
Jordan, Phil	School of Education/ Graduate Studies	N/A	\$250	State	01/02/06- 05/06/06	.02 AY	Student Teaching Supervision	Special, Part-Time
Ongert, Gregory	School of Education/ Graduate Studies	N/A	\$3,500	State	01/02/06- 05/06/06	.31 AY	Student Teaching Supervision	Special, Part-Time

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Peru State College****MEETING DATE: September 15, 2006**

NON-UNIONIZED PROFESSIONAL STAFF (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
Craig, James	Assistant Football Coach	N/A	\$3,750	State	08/01/06-12/31/06	.20 AY	Appointment	Special
Holsan, Lacey	Assistant Women's Basketball Coach	N/A	\$5,010	State	08/01/06-12/31/06	.20 AY	Appointment	Special
Johnson, Joshua	Assistant Football Coach	N/A	\$3,750	State	08/01/06-12/31/06	.20 AY	Appointment	Special
Ramsey, Dick	Assistant Football Coach	N/A	\$6,000	State	08/01/06-12/31/06	.20 AY	Appointment	Special

UNIONIZED SUPPORT STAFF (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Indicate Type of Appointment: Special -- * Probationary (6 months) Specific Term -- * Non-Probationary
Boden, Dan	Maintenance Repair Worker II-Grounds	N/A	\$1,770/month	State	08/07/06	1 FY	Appointment	Special
Brettmann, Nathan	Security Officer II	N/A	\$1,845/month	State	07/07/06	1 FY	Resignation	N/A
Heusinkvelt, Jill	Custodian	N/A	\$1,379/month	State	05/16/06	1 FY	Resignation	N/A
Lager, Jill	Accounting Clerk III	N/A	\$1,994	State	08/01/06	1 FY	Salary Adjustment, Reclassification	N/A
Leuenberger, Christian	Security Officer II	N/A	\$1,905/month	State	08/13/06	1 FY	Appointment	Special
Parriott, Lisa	School of Professional Studies	N/A	\$1,500	State	08/21/06-12/15/06	.10 AY	Appointment, CMIS 10100B	Special
Patterson, Bea	Office Assistant II	N/A	\$1,882	TRIO Grant	09/01/06-08/31/07	1 FY	Reappointment	Special
Rowell, Heather	Custodian	N/A	\$1,424/month	State	08/01/06	1 FY	Appointment	Special
Staples, Linda	School of Professional Studies	N/A	\$1,500	State	08/21/06-12/15/06	.10 AY	Appointment, CMIS 10100A	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE:** Peru State College**MEETING DATE:** September 15, 2006

UNIONIZED SUPPORT STAFF (FULL-TIME / .75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Effective Date	FTE	Reason for Change	Indicate Type of Appointment: Special -- * Probationary (6 months) Specific Term -- * Non-Probationary
Williams, Arlin	Maintenance Repair Worker II	N/A	\$1,861/month	Revenue Bond	07/01/06	1 FY	Salary Adjusted for Completion of Pool Operator's Certification	N/A

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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
Anderson, Wayne	Art and Design Department Chair	Professor	\$1,500.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Blair, Heidi	Sociology, Psychology and Criminal Justice	Interim Instructor	\$33,530.00	State	5/27/06	1.0	Declined offer	Special, Interim
Blomenkamp, Jean	Educational Foundations and Leadership Department Chair	Professor	\$2,500.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Bonds, Christopher	Music Department Chair	Professor	\$1,500.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Bruflat, Alan	Language and Literature Department Chair	Professor	\$2,500.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Campbell, Paul	Sociology, Psychology and Criminal Justice Department Chair	Professor	\$2,500.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Eskay, Michael	Counseling and Special Education	Assistant Professor	\$40,000.00	State	8/17/06	N/A	New Hire, replaces Fay Jackson	Specific Term; Probationary/Tenure Track
Evetovich, Tammy	Health, Human Performance and Sport Department Chair	Associate Professor	\$2,500.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Garvin, Timothy	Computer Technology and Information Systems Department Chair	Professor	\$2,000.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Han, Dongwook	Business and Economics	Interim Assistant Professor	\$35,000.00	State	8/17/06	1.0	Temporary position, replaces Meena Dalal (on leave)	Special, Interim
Hanna, Michael	Sociology, Psychology and Criminal Justice	Interim Instructor	\$34,000.00	State	8/17/06	1.0	Interim Appointment	Special, Interim
Hill, Kevin	Health, Human Performance and Sport	Associate Professor	\$52,294.00	State	6/30/06	1.0	Resignation	Specific Term, Tenured
Kietzmann, Glenn	Life Sciences Department Chair	Professor	\$2,000.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Kuchta, Rod	Computer Technology and Information Systems	Instructor	\$38,500.00	State	8/18/06	1.0	New Hire, replaces Jean Lutt	Specific Term; Probationary/Tenure Track
Leeper, Mark	History, Politics and Geography Department Chair	Professor	\$2,000.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

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
Lindberg, Judith	Technology and Applied Sciences Department Chair	Professor	\$1,500.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Moeller, Judy	Educational Foundations and Leadership	Interim Instructor	\$30,826.00	State	8/17/06	1.0	Temporary Position; Learning Community	Special, Interim
O'Leary, Jane	Educational Foundations and Leadership	Interim Assistant Professor	\$39,000.00	State	8/17/06	1.0	Interim Appointment	Special, Interim
Parker, Charles	Business and Economics Department Chair	Professor	\$2,500.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Schauble, Sharmin	Physical Sciences and Mathematics	Assistant Professor	\$40,500.00	State	8/17/06	1.0	New Hire, replaces Yahia Hamada	Specific Term; Probationary/Tenure-Track
Schumacher, Ruth	Educational Foundations and Leadership	Interim Instructor	\$30,826.00	State	6/23/06	1.0	Resignation	Special, Interim
Teach, Frank	Director of Student Services/Instructor of Physical Education	Instructor	\$20,791.00	State	7/1/06	.33	Retirement, phased	Specific Term, Tenured
van der Jagt, Johan	Counseling and Special Education	Assistant Professor	\$42,500.00	State	5/15/06	1.0	Declined offer	Specific Term; Probationary/Tenure Track
Whitt, Deborah	Communication Arts Department Chair	Professor	\$2,000.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Willis, Keith	Counseling and Special Education Department Chair	Associate Professor	\$2,000.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured
Young, Todd	Physical Sciences and Mathematics Department Chair	Associate Professor	\$2,500.00	State	8/18/06 – 5/9/07	N/A	Salary/Workload Adjustment; Department Chair	Specific, Tenured

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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
Barta, Jodene	Assistant Director of Residence Life	N/A	\$25,375.00	Revenue Bond	7/17/06	.875	New Hire, replaces Tammy Tyson	Special Term, Probationary
Cordes, Michael	Assistant Football Coach/Equipment Coordinator	N/A	\$32,613.00	State	7/1/06	1.0	Change of title/job responsibilities	Specific Term, Probationary
Denklau, Sue	Accountant/Grants	N/A	\$32,600.00	State	8/15/06	1.0	New Hire, replaces Karla Pick	Special Term, Probationary
Franco, Amy	Assistant Director of Residence Life	N/A	\$25,375.00	Revenue Bond	7/17/06	.875	New Hire, replaces Jennifer Cummings	Special Term, Probationary
Graber, Dave	Reference Librarian	N/A	\$1,442.00	State	6/1/06 – 6/30/06	1.0	Additional responsibilities for managing and directing library operations	Specific Term, Non-probationary
Johnson, Maria	Reference Librarian	N/A	\$45,589.00	State	7/1/06	1.0	Salary adjustment in accordance with NSCPA salary guide	Specific Term, Non-probationary
Kruger, Allison	Assistant Women's Basketball Coach	N/A	\$30,100.00	State/Revenue Bond	7/1/06	1.0	New Hire, replaces Holly Spoo	Specific Term, Probationary
Laursen, Jennifer	Assistant Director of Residence Life	N/A	\$27,890.00	Revenue Bond	7/1/06	.875	Temporary Position to Permanent Position	Specific Term, Probationary
Mackling, Jamie	Counselor	N/A	\$37,143.00	State	7/1/06	1.0	New Position, New Hire	Specific Term, Probationary
Meyer, Michelle	Counselor	N/A	\$41,785.00	State	7/1/06	1.0	New Position, New Hire	Specific Term, Probationary
O'Reilly, Gretchen	Student Health Nurse	N/A	\$32,760.00	State	7/12/06	.875	New Position, New Hire	Special Term, Probationary
Parker, Brett	Computer Support Specialist, OTLT	N/A	\$31,500.00	State	7/1/06	1.0	New Hire, New Position	Specific Term, Probationary
Pick, Karla	Accountant/Grants	N/A	\$38,255.00	State	6/30/06	1.0	Resignation	Specific Term, Probationary
Schaefer, Rachel	Assistant Director of Residence Life	N/A	\$27,125.00	Revenue Bond	7/17/06	.875	New Hire, replaces Deanna Woldt	Special Term, Probationary
Smith, Ruth	Facilities Technician	N/A	\$33,350.00	State	7/1/06	1.0	Salary change per NSCPA contract for increased responsibilities in the area of Construction Administration	Specific Term, Non-probationary

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

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
Tyson, Tammy	Assistant Director of Residence Life	N/A	\$28,793.00	Revenue Bond	6/30/06	.875	Resignation	Specific Term, Probationary
Unger, Krista	Head Softball Coach	N/A	\$35,000.00	State	7/1/06	1.0	New Hire, replaces Jon Misfeldt	Specific Term, Probationary

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

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
Anderson, Derek	Interim Director of Student Activities and Student Cener	N/A	\$41,000.00	Revenue Bond	7/1/06	1.0	Interim appointment due to phased retirement of current Director	Special, Interim
Bredenberg, Brooke	Interim Head Women's Soccer Coach	N/A	\$33,000.00	State	7/14/06	1.0	New Hire, replaces Oliver Twelvetrees	Special, Interim
Brink, Marlon	Head Men's and Women's Track/Cross Country Coach	N/A	\$39,063.00	State	7/1/06	1.0	Merit based increase	Specific Term
Buhrman, Beverly	Accounting Manager	N/A	\$55,392.00	State	8/1/06	1.0	Marketplace Adjustment	Special Appointment
DeBoer, Mitchell	Director of Business Services	N/A	\$46,698.00	State	6/30/06	1.0	Resignation	Specific Term
DeBoer, Mitchell	Assistant Athletic Director for Business Management	N/A	\$48,683.00	State	7/1/06	1.0	Position Restructured; New Hire; replaces Michelle Harder	Specific Term
Dunning, John	Director of Network Operations	N/A	\$63,780.00	State	7/1/06	1.0	Change in title of position	Specific Term
Franco, Amy	Senior Resident Assistant	N/A	\$3,806.00	Revenue Bond	7/6/06	.33	Resignation	Special Appointment
Gardner, Stanley	Library Director	N/A	\$75,582.00	State	6/30/06	1.0	Resignation	Specific Term
Godfrey, Jill	Director of Business Services	N/A	\$42,500.00	State	9/25/06	1.0	New Hire, replaces Mitch DeBoer	Special Appointment
Graber, Dave	Interim Library Director	N/A	\$56,000.00	State	7/1/06	1.0	Interim appointment	Special, Interim
Hill, Kevin	Dean, School of Natural and Social Sciences	Associate Professor	\$86,000.00	State	7/1/06	1.0	New Hire; replaces Bob McCue	Specific Term
Johnson, Judith	Director of College Relations	N/A	\$63,880.00	State	7/15/06	1.0	Resignation	Specific Term
Kinsella, Craig	Director of Continuing Education	N/A	\$58,000.00 + up to \$2,000.00 moving expenses	State	9/1/06	1.0	New Hire, replaces Roger Feuerbacher	Special Appointment
Meyer, Barbara	Budget Manager	N/A	\$57,615.00	State	8/1/06	1.0	Marketplace Adjustment	Special Appointment

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

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
Misfeldt, Jon	Head Softball, Head Women's Golf Coach & Equipment Coordinator	N/A	\$34,828.00	State	6/30/06	1.0	Resignation	Specific Term
Pick, Karla	Interim Director of Business Services	N/A	\$43,000.00	State	7/1/06	1.0	Interim appointment	Special, Interim
Tiedtke, Teresa	Interim Student Center Manager	N/A	\$28,000.00	Revenue Bond	7/10/06	1.0	Interim appointment	Special, Interim
Twelvetrees, Oliver	Head Women's Soccer Coach	N/A	\$35,275.00	State	6/30/06	1.0	Resignation	Specific Term
Van Arsdale, William	Interim Reference Librarian	N/A	\$38,000.00	State	8/14/06	1.0	Interim appointment	Special, Interim
Worner, Tamara	Interim Dean, School of Natural and Social Sciences	Associate Professor	\$80,925.00	State	6/1/06	.50	Interim appointment	Special, Interim
Ziska, Brandon	Security and Safety Officer	N/A	\$27,105.00	State	7/1/06	1.0	New Position, New Hire	Specific Term

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Adams, Frank	Educational Foundations and Leadership	Professor	\$5,472.00	State	6/5/06 – 7/11/06	.10	EDU 650-01	Special
Adams, Frank	Educational Foundations and Leadership	Professor	\$5,472.00	State	7/10/06 – 8/11/06	.10	EDU 655-01	Special
Adams, Frank	Continuing Education	Professor	\$750.00	State	7/10/06 – 8/9/06	n/a	EDU 655-H1/H2/H3	Special
Adams, Frank	Continuing Education	Professor	\$2,595.00	State	7/11/06 – 7/21/06	.10	EDU 596-80	Special
Adams, Frank	Continuing Education	Professor	\$500.00	State	8/23/06 – 12/6/06	n/a	EDU 611-H1/H3	Special
Adams, Frank	Continuing Education	Professor	\$750.00	State	8/21/06 – 12/11/06	n/a	EDU 650-T1/T2/T5	Special
Agoumba, Darius	Physical Sciences and Mathematics	Assistant Professor	\$2,515.00	State	8/18/06 – 12/19/06	.10	Appointment, overload	Special
Anderson, Wayne	Art and Design	Professor; Department Chair	\$3,169.00	State	5/8/06 – 8/17/06	.067	Summer department chair duties	Special
Anderson, Wayne	Art and Design	Professor	\$3,169.00	State	6/5/06 – 7/11/06	.067	ART 100-01	Special
Arneson, Patricia	Continuing Education	Professor	\$5,939.00	State	6/5/06 – 8/9/06	.10	BUS 630-W0	Special
Arneson, Patricia	Continuing Education	Professor	\$5,939.00	State	6/5/06 – 7/7/06	.10	VED 596-H1	Special
Bauer, Jeff	Education and Counseling	Associate Professor	\$217.00	Grant	7/11/06 – 7/14/06	n/a	Declined offer – previously reported on 6/2/06 report	Special
Bertolas, Randy	History, Politics and Geography	Professor	\$484.00	State	7/10/06 – 8/11/06	.10	GEO 596-01	Special
Black, Barbara	Continuing Education	Professor	\$1,737.00	State	6/5/06 – 7/7/06	.033	EDU 603-W0	Special
Black, Barbara	Continuing Education	Professor	\$3,474.00	State	6/5/06 – 7/7/06	.067	EDU 627-W0	Special
Black, Barbara	Continuing Education	Professor	\$5,211.00	State	6/5/06 – 7/7/06	.10	EDU 674-W0	Special
Blaser, Catherine	History, Politics and Geography	Interim Instructor	\$970.00	State	8/18/06 – 12/19/06	.05	Appointment, overload	Special
Blaser, L. Kent	History, Politics and Geography	Professor	\$2,211.00	State	8/18/06 – 12/19/06	.05	Appointment, overload	Special
Blomenkamp, Jean	Educational Foundations and Leadership	Professor	\$1,551.00	State	6/1/06 – 7/31/06	.033	NCATE release time	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Blomenkamp, Jean	Educational Foundations and Leadership	Professor	\$5,815.00	State	6/5/06 – 7/11/06	.10	EDU 666-H0	Special
Blomenkamp, Jean	Continuing Education	Professor	\$750.00	State	6/5/06 – 7/7/06	n/a	EDU 666-H1/H2/H3	Special
Bohnert, David	Music	Assistant Professor	\$3,116.00	State	7/10/06 – 8/11/06	.10	Summer duties associated with the WSC Athletic Band	Special
Bohnert, David	Music	Associate Professor	\$1,390.00	State	8/18/06 – 12/19/06	.05	Appointment, overload	Special
Bonds, Chris	Music	Professor; Department Chair	\$2,291.00	State	5/8/06 – 8/17/06	.046	Summer department chair duties	Special
Bonds, Chris	Music	Professor	\$500.00	State	7/10/06 – 8/11/06	n/a	Director of WSC Summer Music Camp	Special
Borgmann-Ingwersen, Marian	Life Sciences	Professor	\$2,008.00	State	7/10/06 – 8/11/06	.05	Work on Natural History Museum	Special
Bruflat, Alan	Language and Literature	Professor; Department Chair	\$2,079.00	State	5/8/06 – 8/17/06	.047	Summer department chair duties	Special
Burris, Patricia	Language and Literature	Interim Instructor	\$1,910.00	State	7/10/06 – 8/11/06	.10	ENG 102-01	Special
Buryanek, Donald	Continuing Education	Assistant Professor	\$3,183.00	State	8/21/06 – 12/15/06	.10	ITE 320-W0	Special
Butler, Katherine	Language and Literature	Professor	\$6,158.00	State	6/5/06 – 7/11/06	.10	PHI 300-01	Special
Cacheiro, Adolfo	Continuing Education	Associate Professor	\$3,490.00	State	6/5/06 – 7/4/06	.10	SPA 340-80	Special
Campbell, Paul	Sociology, Psychology and Criminal Justice	Professor	\$5,120.00	State	6/5/06 – 7/11/06	.10	SOC 315-01	Special
Campbell, Paul	Continuing Education	Professor	\$4,375.00	State	8/24/06 – 12/7/06	.10	CJA 425/525-80	Special
Conway, Gerald	Continuing Education	Associate Professor	\$4,265.00	State	8/22/06 – 12/12/06	.10	BUS 480-80	Special
Conway, Kathleen	Counseling and Special Education	Professor	\$6,474.00	State	6/5/06 – 7/11/06	.10	CSL 600-01	Special
Conway, Kathleen	Counseling and Special Education	Professor	\$6,474.00	State	6/5/06 – 7/11/06	.10	CSL 670-H0	Special
Curtiss, James	Educational Foundations and Leadership	Professor	\$5,257.00	State	7/10/06 – 8/11/06	.10	EDU 626-01	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Curtiss, James	Educational Foundations and Leadership	Professor	\$5,257.00	State	7/10/06 – 8/11/06	.10	EDU 650-01	Special
Dinsmore, Janice	Continuing Education	Assistant Professor	\$4,252.00	State	6/5/06 – 6/15/06	.10	EDU 415/515-80	Special
Dinsmore, Steven	Counseling and Special Education	Professor	\$6,589.00	State	6/5/06 – 7/11/06	.10	CSL 615-01	Special
Dinsmore, Steven	Counseling and Special Education	Professor	\$6,589.00	State	6/5/06 – 7/11/06	.10	CSL 625-01	Special
Driewer, Carolyn	Educational Foundations and Leadership	Assistant Professor	\$1,463.00	State	7/10/06 – 8/11/06	.05	NENTA	Special
Ebmeier, Sally	Continuing Education	Instructor	\$4,625.00	State	6/5/06 – 7/31/06	.133	FCS 520-W0	Special
Ellis, Susan	Continuing Education	Associate Professor	\$4,328.00	State	5/30/06 – 8/9/06	.10	ENG 610-H1	Special
Ellis, Susan	Continuing Education	Associate Professor	\$4,328.00	State	6/5/06 – 8/1/06	.10	ENG 610-H2	Special
Ellis, Susan	Continuing Education	Associate Professor	\$2,888.00	State	8/21/06 – 12/15/06	.10	ENG 326-W0	Special
Engebretsen, Barbara	School of Education and Counseling	Associate Professor	\$217.00	Grant	7/11/06 – 7/14/06	n/a	Rural Academic Secondary School Science Partnership (RASSSP)	Special
Ettel, Mary	Physical Sciences and Mathematics	Professor	\$1,834.00	State	7/10/06 – 8/11/06	.133	CHE 107-01/02	Special
Ettel, Mary	Physical Sciences and Mathematics	Professor	\$3,269.00	State	8/18/06 – 12/19/06	.09	Appointment, overload	Special
Evetovich, Tammy	Continuing Education	Associate Professor	\$4,591.00	State	6/5/06 – 7/7/06	.10	PED 671-W0	Special
Evetovich, Tammy	Health, Human Performance and Sport	Associate Professor	\$3,673.00	State	7/10/06 – 8/11/06	.10	PED 489/493-01	Special
Fuelberth, John	Physical Sciences and Mathematics	Professor	\$5,694.00	State	6/5/06 – 7/7/06	.10	MAT 530-01	Special
Fuelberth, John	Physical Sciences and Mathematics	Professor	\$500.00	State	6/5/06 – 7/11/06	n/a	MAT 530-T1/T3	Special
Garvin, Sharon	Business and Economics	Assistant Professor	\$2,292.00	State	7/10/06 – 8/11/06	.10	BUS 241-01	Special
Garvin, Sharon	Business and Economics	Assistant Professor	\$2,816.00	State	8/18/06 – 12/19/06	.10	Appointment, overload	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Garvin, Timothy	Continuing Education	Professor	\$5,198.00	State	7/10/06 – 8/9/06	.10	BUS 665-W0	Special
Garvin, Timothy	Business and Technology	Professor	\$3,468.00	State	8/18/06 – 12/19/06	.10	Appointment, overload	Special
Gazda, Frank	Music	Interim Assistant Professor; Department Chair	\$446.00	State	6/6/06 – 6/9/06	.017	Summer department chair duties	Special
Gilligan, Janet	Language and Literature	Professor; Department Chair	\$473.00	State	5/8/06 – 8/17/06	.01	Summer department chair duties	Special
Hardy, Timothy	Continuing Education	Assistant Professor	\$500.00	State	8/21/06 – 12/15/06	n/a	MAT 510-T1/T2	Special
Harms, Sally	Physical Sciences and Mathematics	Associate Professor	\$3,591.00	State	8/18/06 – 12/19/06	.12	Appointment, overload	Special
Herling, Lourdes	Continuing Education	Interim Instructor	\$2,413.00	State	7/10/06 – 8/9/06	.10	CIS 130-W0	Special
Herling, Lourdes	Computer Technology and Information Systems	Interim Instructor	\$1,489.00	State	7/10/06 – 8/11/06	.10	CIS 475/575-H1	Special
Karlen, Jean	Sociology, Psychology and Criminal Justice	Professor	\$4,349.00	State	8/18/06 – 12/19/06	.10	Appointment, overload	Special
Karr, Paul	Physical Sciences and Mathematics	Professor	\$4,942.00	State	8/18/06 – 12/19/06	.14	Appointment, overload	Special
Karsky, Jason	Sociology, Psychology and Criminal Justice	Associate Professor	\$3,434.00	State	7/10/06 – 8/11/06	.10	SSC 300-01	Special
Karsky, Jason	Continuing Education	Associate Professor	\$2,969.00	State	8/21/06 – 12/11/06	.10	CJA 444/544-80	Special
Kietzmann, Glenn	Life Sciences	Professor	\$7,237.00	State	6/5/06 – 7/11/06	.133	BIO 220-01/02	Special
Kietzmann, Glenn	Life Sciences	Professor	\$3,622.00	State	8/18/06 – 12/19/06	.10	Appointment, overload	Special
Knotwell, Jim	History, Politics and Geography	Assistant Professor	\$3,204.00	State	7/10/06 – 8/11/06	.10	GEO 120-01	Special
Lawrence, Gloria	Sociology, Psychology and Criminal Justice	Professor	\$4,554.00	State	7/10/06 – 8/11/06	.10	PSY 450/550-01	Special
Lawrence, Gloria	Continuing Education	Professor	\$3,929.00	State	8/22/06 – 12/12/06	.10	PSY 440/540-80	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Lichty, Dennis	Continuing Education	Associate Professor	\$4,401.00	State	7/10/06 – 7/20/06	.10	EDU 367/567-80	Special
Lindberg, Judy	Continuing Education	Professor	\$498.00	State	6/5/06 – 7/7/06	.10	FCS 615-W0	Special
Linster, Carolyn	Educational Foundations and Leadership	Professor	\$6,157.00	State	6/5/06 – 7/11/06	.10	EDU 658-H0	Special
Linster, Carolyn	Graduate Studies	Director of Graduate Studies; Professor	\$9,850.00	State	5/8/06 – 8/11/06	.10	Director of Graduate Studies release time	Special
Lofgren, Ronald	Music	Associate Professor; Department Chair	\$132.00	State	6/6/06 – 6/6/06	.004	Summer department chair duties	Special
Lutt, Jean	Computer Technology and Information Systems	Instructor	\$1,146.00	State	6/19/06 – 7/11/06	.10	CIS 457-H1	Special
Lutt, Jean	Computer Technology and Information Systems	Instructor	\$4,573.00	State	6/19/06 – 7/11/06	.10	CIS 557-H1	Special
Lutt, Patricia	Business and Economics	Associate Professor	\$3,067.00	State	8/18/06 – 12/19/06	.10	Appointment, overload	Special
Marek, Michael	Communication Arts	Assistant Professor	\$1,038.00	State	7/10/06 – 8/11/06	.033	Install, test and run new automation software for KWSC-FM	Special
McElwain, Max	Communication Arts	Associate Professor; Department Chair	\$1,225.00	State	5/8/06 – 8/17/06	.033	Summer department chair duties	Special
McElwain, Max	Communication Arts	Associate Professor	\$3,144.00	State	6/5/06 – 7/11/06	.10	CNA 100-01	Special
Miller, Daniel	Continuing Education	Associate Professor	\$3,186.00	State	8/22/06 – 12/12/06	.10	PSY 444/544-81	Special
Mudge, Marilyn	Continuing Education	Professor	\$5,243.00	State	6/5/06 – 7/7/06	.10	EDU 604-W0	Special
Nelson, Jeryl	Continuing Education	Professor	\$4,533.00	State	8/21/06 – 12/15/06	.10	BUS 692-W0	Special
Novotny, Jason	Technology and Applied Sciences	Interim Instructor	\$2,012.00	State	8/18/06 - 12/19/06	.10	Appointment, overload	Special
O'Leary, Jay	Music	Professor	\$4,076.00	State	6/5/06 – 7/11/06	.067	MUS 100-01	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Ossian, James	Educational Foundations and Leadership	Associate Professor	\$4,407.00	State	6/5/06 – 7/11/06	.10	EDU 657-H0	Special
Ossian, James	Continuing Education	Associate Professor	\$750.00	State	6/5/06 – 7/7/06	n/a	EDU 657-H1/H2/H3	Special
Ossian, James	Educational Foundations and Leadership	Associate Professor	\$4,407.00	State	7/10/06 – 8/11/06	.10	EDU 654-01	Special
Ossian, James	Continuing Education	Associate Professor	\$500.00	State	7/10/06 – 8/9/06	n/a	EDU 654-H2/H3	Special
Ossian, James	Continuing Education	Associate Professor	\$500.00	State	8/21/06 – 12/11/06	n/a	EDU 659-H1/H3	Special
Parker, Charles	Continuing Education	Professor	\$4,275.00	State	8/24/06 – 12/7/06	.10	ECO 650-H1	Special
Paxton, John	Continuing Education	Professor	\$5,786.00	State	8/24/06 – 12/7/06	.10	BUS 625-H1	Special
Peitz, David	Physical Sciences and Mathematics	Professor	\$2,738.00	State	8/18/06 – 12/19/06	.08	Appointment, overload	Special
Ras, Gerard	Business and Economics	Interim Instructor	\$3,225.00	State	6/5/06 – 7/11/06	.10	BUS 240-01	Special
Renzelman, John	Continuing Education	Professor	\$6,176.00	State	6/5/06 – 7/31/06	.10	ITE 605-W0	Special
Renzelman, John	Continuing Education	Professor	\$4,226.00	State	8/24/06 – 12/7/06	.10	ITE 320-80	Special
Roney, Janet	Communication Arts	Professor	\$4,718.00	State	6/5/06 – 7/11/06	.10	CNA 101-01	Special
Ronnow, Gretchen	Language and Literature	Professor; Department Chair	\$420.00	State	5/8/06 – 8/17/06	.01	Summer department chair duties	Special
Ronnow, Gretchen	Continuing Education	Professor	\$4,195.00	State	6/5/06 – 7/7/06	.10	ENG 384-W0	Special
Ronnow, Gretchen	Language and Literature	Professor	\$4,195.00	State	7/10/06 – 8/11/06	.10	PHI 300-01	Special
Ronnow, Gretchen	Language and Literature	Professor	\$3,498.00	State	8/18/06 – 12/19/06	.10	Appointment, overload	Special
Sharer, Tim	Educational Foundations and Leadership	Professor	\$2,269.00	State	7/10/06 – 8/11/06	.05	NENTA	Special
Snowden, Monica	Sociology, Psychology and Criminal Justice	Associate Professor	\$2,874.00	State	8/18/06 – 12/19/06	.10	Appointment, overload	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Snyder, D. Sam	Physical Sciences and Mathematics	Interim Assistant Professor	\$1,714.00	State	8/18/06 – 12/19/06	.08	Appointment, overload	Special
Snyder, D. Sam	Continuing Education	Interim Assistant Professor	\$250.00	State	8/22/06 – 12/14/06	n/a	PHY 214-T1	Special
Szczys, Patricia	Life Sciences	Assistant Professor	\$1,730.00	Grant	5/8/06 – 8/11/06	n/a	INBRE Grant	Special
Szczys, Patricia	Continuing Education	Assistant Professor	\$1,719.00	State	7/10/06 – 8/9/06	.10	BIO 104-H1	Special
Sweeney, Karen	Educational Foundations and Leadership	Professor	\$5,916.00	State	6/5/06 – 7/11/06	.10	EDU 696-H0	Special
Sweeney, Karen	Educational Foundations and Leadership	Professor	\$5,916.00	State	6/5/06 – 7/11/06	.10	EDU 750-H0	Special
Sweeney, Karen	Educational Foundations and Leadership	Professor	\$1,200.00	State	8/18/06 – 12/19/06	n/a	Creation of online course and syllabus	Special
Sweetland, Robert	Continuing Education	Professor	\$6,005.00	State	6/5/06 – 7/7/06	.10	EDU 614-W0	Special
Vander Weil, Greg	Technology and Applied Sciences	Assistant Professor	\$4,715.00	State	7/10/06 – 8/11/06	.10	ITE 510-01	Special
Walker, Karen	Sociology, Psychology and Criminal Justice	Associate Professor	\$3,572.00	State	6/5/06 – 7/11/06	.10	PSY 316-01	Special
Walker, Karen	Continuing Education	Associate Professor	\$3,084.00	State	8/23/06 – 12/6/06	.10	PSY 444/544-80	Special
Whitt, Deborah	Communication Arts	Professor; Department Chair	\$1,413.00	State	5/8/06 – 8/17/06	.033	Summer department chair duties	Special
Whitt, Deborah	Continuing Education	Professor	\$4,238.00	State	6/5/06 – 7/4/06	.10	CNA 375-80	Special
Whitt, Deborah	Continuing Education	Professor	\$5,297.00	State	7/10/06 – 7/20/06	.10	CNA 675-90	Special
Whitt, Ron	Continuing Education	Professor	\$6,177.00	State	7/10/06 – 7/20/06	.10	CNA 675-91	Special
Wilcox, Daryl	Counseling and Special Education	Professor	\$6,626.00	State	6/5/06 – 7/11/06	.10	SPD 631-01	Special
Wilcox, Daryl	Counseling and Special Education	Professor	\$484.00	State	7/10/06 – 8/11/06	.10	SPD 625-01	Special
Willis, Keith	Counseling and Special Education	Associate Professor	\$2,543.00	State	6/5/06 – 7/11/06	.067	CSL 497	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

RANKED FACULTY (OVERLOAD AND SUMMER SCHOOL APPOINTMENTS)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Willis, Keith	Counseling and Special Education	Associate Professor	\$4,768.00	State	6/5/06 – 7/11/06	.10	CSL 697-H0/H1/H2/H3	Special
Willis, Keith	Counseling and Special Education	Associate Professor	\$1,590.00	State	6/5/06 – 7/11/06	.033	CSL 697	Special
Worner, Tamara	Physical Sciences and Mathematics	Associate Professor	\$4,231.00	State	6/5/06 – 7/11/06	.10	MAT 600-01	Special
Worner, Tamara	Continuing Education	Assistant Professor	\$750.00	State	6/5/06 – 7/7/06	n/a	MAT 600-T1/T2/T3	Special
Worner, Tamara	Physical Sciences and Mathematics	Associate Professor	\$1,910.00	State	8/18/06 – 12/19/06	.067	Appointment, overload	Special
Young, Todd	Physical Sciences and Mathematics	Associate Professor	\$6,535.00	State	8/18/06 – 12/19/06	.23	Appointment, overload	Special

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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
Adkins-Miller, Angela	Language and Literature	Part-time	\$4,050.00	State	8/18/06 – 12/19/06	.20	Appointment	Special, part-time
Albrecht, Richard	Continuing Education	Part-time	\$500.00	State	7/13/06	.033	EDU 468/568-90	Special, part-time
Baumert, Mary	Continuing Education	Part-time	\$2,025.00	State	8/21/06 – 12/11/06	.10	SPD 151-80	Special, part-time
Beckman, Patricia	Continuing Education	Part-time	\$500.00	State	6/26/06 – 6/27/06	.033	EDU 568-81	Special, part-time
Belt, Peggy	Communication Arts	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Boeckenhauer, Sharon	Technology and Applied Sciences	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Brown, Clint	Athletics – NSIC Grant	Part-time	\$2,000.00	Grant	8/18/06 – 5/9/07	n/a	CHAMPS/Life Skills Director & Student-Athlete Advisor Committee Coordinator	Special, part-time
Brown, Rae	Continuing Education	Part-time	\$4,950.00	State	8/12/06 – 12/15/06	.233	South Sioux City #4 Learning Community	Special, part-time
Businga, Penny	Continuing Education	Part-time	\$1,950.00	State	8/2/06 – 8/9/06	.10	EDU 516-91	Special, part-time
Carnes, Ron	Educational Foundations and Leadership	Part-time	\$4,050.00	State	8/18/06 – 12/19/06	.20	Appointment	Special, part-time
Carnes, Ron	History, Politics and Geography	Part-time	\$1,350.00	State	8/18/06 – 12/19/06	.067	Appointment	Special, part-time
Carstens, Mary	Continuing Education	Part-time	\$1,950.00	State	6/5/06 – 6/15/06	.10	EDU 415/515-82	Special, part-time
Carstens, Mary	Continuing Education	Part-time	\$1,950.00	State	7/10/06 – 7/20/06	.10	EDU 415/515-90	Special, part-time
Clark, Tegan	Language and Literature	Part-time	\$6,075.00	State	8/18/06 – 12/19/06	.30	Appointment	Special, part-time
Clausen, David	Counseling and Special Education	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Consoli, Wendy	Educational Foundations and Leadership	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Daehnke, Hailey	Health, Human Performance and Sport	Part-time	\$1,300.00	State	6/5/06 – 7/11/06	.067	PED 103-01	Special, part-time
Dion, Lora	Counseling Center	Part-time	\$2,700.00	State	8/18/06 – 12/19/06	.133	Appointment	Special, part-time
Dorcey, Jean	Counseling and Special Education	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time

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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
Edmunds, Russell	Continuing Education	Part-time	\$1,950.00	State	6/19/06 – 7/15/06	.10	HIS 496/560-80	Special, part-time
Erwin, Lindsay	Athletics	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Eskay, Michael	Counseling and Special Education	Part-time	\$1,625.00	State	8/1/06 – 8/16/06	.083	Course planning and design	Special, part-time
Farmer, Todd	Health, Human Performance and Sport	Part-time	\$1,300.00	State	7/10/06 – 8/11/06	n/a	Assessment work for the department	Special, part-time
Fillipi, Sheri	Continuing Education	Part-time	\$4,950.00	State	8/12/06 – 12/15/06	.233	Fremont #2 Learning Community	Special, part-time
Fink, Kathleen	Educational Foundations and Leadership	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Fink, Kathleen	Technology and Applied Sciences	Part-time	\$4,050.00	State	8/18/06 – 12/19/06	.20	Appointment	Special, part-time
Finney, Patricia	Continuing Education	Part-time	\$650.00	State	6/5/06 – 7/7/06	.033	EDU 396-W0	Special, part-time
Finney, Patricia	Continuing Education	Part-time	\$675.00	State	8/23/06 – 10/27/06	.033	EDU 396-W0	Special, part-time
Fleming, Angela	Technology and Applied Science	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Franco, Amy	Communication Arts	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	7/7/06	.25	Resignation	Special, part-time
Froistad, Daniel	Computer Technology and Information Systems	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Gangwish, Lesley	Communication Arts	Part-time	\$4,050.00	State	8/18/06 – 12/19/06	.20	Appointment	Special, part-time
Giese, Krista	Counseling and Special Education	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Gordy, Monica	Athletics	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time

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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
Habrock, Christa	Language and Literature	Part-time	\$1,950.00	State	6/5/06 – 7/11/06	.10	SPA 110-01	Special, part-time
Habrock, Christa	Language and Literature	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Hansen, Mary	Educational Foundations and Leadership	Part-time	\$1,350.00	State	8/18/06 – 12/19/06	.067	Appointment	Special, part-time
Hasemann, Mary Kay	Educational Foundations and Leadership	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Hassler, Francine	Counseling and Special Education	Part-time	\$700.00	State	7/10/06 – 8/11/06	.033	CSL 644-01	Special, part-time
Heggestad, Susan	Art and Design	Part-time	\$4,050.00	State	8/18/06 - 12/19/06	.20	Appointment	Special, part-time
Henning, Mark	Technology and Applied Sciences	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Horn, Guy	Athletics	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/1/06	.25	Resignation	Special, part-time
Hurner, Casey	Counseling and Special Education	Part-time	\$1,950.00	State	6/5/06 – 7/11/06	.10	SPD 151-01	Special, part-time
Jacobs, Nancy	Continuing Education	Part-time	\$2,025.00	State	8/21/06 – 12/15/06	.10	EDU 416-W0	Special, part-time
Jindra, Rhonda	Continuing Education	Part-time	\$4,950.00	State	8/12/06 – 12/15/06	.233	Norfolk Learning Community	Special, part-time
Johnson, Maria	Continuing Education	Part-time	\$650.00	State	6/5/06 – 7/7/06	.033	IDS 196-W1	Special, part-time
Johnson, Maria	Continuing Education	Part-time	\$100.00	State	7/10/06 – 8/9/06	.033	IDS 596-W6	Special, part-time
Joyce, Julie	Counseling and Special Education	Graduate Assistant	\$2,000.00 + 9 hrs. tuition waiver	State	8/18/06 – 12/19/06	.125	Appointment	Special, part-time
Knapp, Michelle	Continuing Education	Part-time	\$1,950.00	State	6/19/06 – 6/29/06	.10	EDU 416/516-82	Special, part-time
Knotwell, Denise	Continuing Education	Part-time	\$4,950.00	State	8/12/06 – 12/15/06	.233	Fremont #2 Learning Community	Special, part-time
Koehler, Jennifer	Continuing Education	Part-time	\$2,025.00	State	8/23/06 – 12/6/06	.10	BUS 467-W0	Special, part-time

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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
Koelling, Jeanette	Continuing Education	Part-time	\$1,500.00	State	6/26/06 – 6/30/06	.10	EDU 568-8D	Special, part-time
Krueger, Wayne	Technology and Applied Sciences	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Kruger, Daniel	Business and Economics	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Langlie, Pamela	Technology and Applied Sciences	Part-time	\$1,300.00	State	8/1/06 – 8/18/06	.067	Child Development Lab setup	Special, part-time
Larmore, Cheryl	Continuing Education	Part-time	\$4,950.00	State	8/26/06 – 12/15/06	.267	Blair #2 Learning Community	Special, part-time
LeMoine, Sophia	Counseling and Special Education	Part-time	\$650.00	State	6/5/06 – 7/11/06	.033	CSL 497	Special, part-time
LeMoine, Sophia	Counseling and Special Education	Part-time	\$325.00	State	7/10/06 – 8/11/06	.017	CSL 497	Special, part-time
Liedorff, Marilyn	Continuing Education	Part-time	\$650.00	State	6/5/06 – 7/7/06	.033	IDS 368-W3	Special, part-time
Liedorff, Marilyn	Continuing Education	Part-time	\$650.00	State	7/10/06 – 8/9/06	.033	IDS 196-W4	Special, part-time
Liedorff, Marilyn	Continuing Education	Part-time	\$650.00	State	7/10/06 – 8/9/06	.033	IDS 368-W5	Special, part-time
Liedorff, Marilyn	Continuing Education	Part-time	\$1,350.00	State	8/21/06 – 12/15/06	.067	IDS 468-W6	Special, part-time
Lutt, Jean	Technology and Applied Sciences	Part-time	\$3,249.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Machacek, Darlene	Physical Sciences and Mathematics	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Maas, Chad	Health, Human Performance and Sport	Part-time	\$2,700.00	State	8/18/06 – 12/19/06	.133	Appointment	Special, part-time
Magnuson, Grant	Continuing Education	Part-time	\$960.00	State	6/5/06 – 8/9/06	.10	VED 463/563-W0	Special, part-time
Malone, Jordan	Athletics	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Malmberg, CoraLynn	Educational Foundations and Leadership	Part-time	\$1,350.00	State	8/18/06 – 12/19/06	.067	Appointment	Special, part-time

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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
Mancastroppa, Roger	History, Politics and Geography	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Mancastroppa, Roger	History, Politics and Geography	Part-time	\$4,050.00	State	8/18/06 – 12/19/06	.20	Appointment	Special, part-time
Mancastroppa, Roger	Academic Affairs	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Maryott, Elizabeth	Educational Foundations and Leadership	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
McGinn, Barrett	Athletics	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	5/1/06	.25	Declined offer	Special, part-time
McNamara, III, James	Health, Human Performance and Sport	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Meisgeier, Ruth	Counseling and Special Education	Part-time	\$650.00	State	6/5/06 – 7/11/06	.033	CSL 497	Special, part-time
Monaghan, Pat	Athletics	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Moseman, Mary	Continuing Education	Part-time	\$4,950.00	State	8/12/06 – 12/15/06	.267	Blair #2 Learning Community	Special, part-time
Mottershead, Janet	Continuing Education	Part-time	\$1,950.00	State	6/19/06 – 6/29/06	.10	EDU 416/516-80	Special, part-time
Muller, Geraldine	Continuing Education	Part-time	\$4,950.00	State	8/26/06 – 12/15/06	.267	South Sioux City #3 Learning Community	Special, part-time
Murguia, Luzelena	Language and Literature	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Neal, Kimberly	Counseling and Special Education	Part-time	\$1,650.00	State	6/5/06 – 7/11/06	.10	SPD 608-01	Special, part-time
Niemann, Jill	Continuing Education	Part-time	\$4,950.00	State	8/26/06 – 12/15/06	.267	South Sioux City #3 Learning Community	Special, part-time
O'Leary, Jane	Continuing Education	Part-time	\$1,768.00	Grant	7/10/06 – 8/9/06	.087	MUS 214-W0	Special, part-time

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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
O'Leary, Jane	Continuing Education	Part-time	\$1,200.00	Grant	7/10/06 – 8/9/06	n/a	Development of MUS 214 as an online course	Special, part-time
Olson, Amber	Counseling and Special Education	Part-time	\$2,275.00	State	7/10/06 – 8/11/06	.117	CSL 497	Special, part-time
Ottmann, Judith	Continuing Education	Part-time	\$1,950.00	State	6/19/06 – 6/30/06	.10	EDU 568-8B	Special, part-time
Ottmann, Judith	Continuing Education	Part-time	\$900.00	State	6/19/06 – 6/30/06	.10	EDU 568-8C	Special, part-time
Peitzmeier, Barbara	Life Sciences	Part-time	\$4,496.00	State	8/18/06 – 12/19/06	.20	Appointment	Special, part-time
Person, Kathy	Continuing Education	Part-time	\$1,950.00	State	6/19/06 – 6/29/06	.10	EDU 416/516-81	Special, part-time
Petersen, Stephanie	Continuing Education	Part-time	\$4,950.00	State	8/26/06 – 12/15/06	.267	South Sioux City #3 Learning Community	Special, part-time
Piper, Jeff	Technology and Applied Science	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Poirier, Gayle	Continuing Education	Part-time	\$1,300.00	State	6/5/06 – 7/7/06	.067	IDS 368-W2	Special, part-time
Poirier, Gayle	Continuing Education	Part-time	\$200.00	State	7/10/06 – 8/9/06	.033	IDS 596-W7	Special, part-time
Priebe, Carolyn	Continuing Education	Part-time	\$2,025.00	State	8/21/06 – 12/15/06	.10	EDU 517-H1	Special, part-time
Red Leaf-Collett, Betty	Counseling and Special Education	Part-time	\$1,950.00	State	7/10/06 – 8/11/06	.10	CSL 447/547-01	Special, part-time
Renken, Sue	Continuing Education	Part-time	\$1,950.00	State	7/24/06 – 8/3/06	.10	EDU 416/516-90	Special, part-time
Reynolds, Ann	Language and Literature	Part-time	\$6,075.00	State	8/18/06 – 12/19/06	.30	Appointment	Special, part-time
Schauble, Sharmin	Physical Sciences and Mathematics	Part-time	\$1,300.00	State	7/10/06 – 8/11/06	.067	Clean, prep, and inventory biochemistry lab	Special, part-time
Schochenmaier, Janelle	Continuing Education	Part-time	\$1,950.00	State	7/10/06 – 7/21/06	.10	EDU 568-93	Special, part-time
Schochenmaier, Janelle	Continuing Education	Part-time	\$1,500.00	State	7/10/06 – 7/21/06	.10	EDU 568-94	Special, part-time
Schram, Linda	Educational Foundations and Leadership	Part-time	\$675.00	State	8/18/06 – 12/19/06	.033	Appointment	Special, part-time

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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
Seckel, Sandra	Continuing Education	Part-time	\$1,950.00	State	6/12/06 – 6/16/06	.10	EDU 568-8A	Special, part-time
Sedivy, Theresa	Health, Human Performance and Sport	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Smith, Ruth	Technology and Applied Science	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Snowdon, Mary	Continuing Education	Part-time	\$4,950.00	State	8/12/06 – 12/15/06	.233	Norfolk Learning Community	Special, part-time
Sok, Paul	Health, Human Performance and Sport	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Spale, Jill	Counseling and Special Education	Graduate Assistant	\$2,000.00 + 9 hours tuition waiver	State	1/8/07 – 5/9/07	.125	Appointment	Special, part-time
Stahr, Peggy	Continuing Education	Part-time	\$1,950.00	State	6/5/06 – 6/9/06	.10	EDU 568-82	Special, part-time
Stark, Carmen	Continuing Education	Part-time	\$1,950.00	State	6/5/06 – 6/15/06	.10	EDU 415/515-81	Special, part-time
Strasheim, Dwayne	Continuing Education	Part-time	\$2,100.00	State	7/10/06 – 7/20/06	.10	ENG 610-92	Special, part-time
Sturgis, Dan	Counseling and Special Education	Part-time	\$2,900.00	State	8/18/06 – 12/19/06	.133	Appointment	Special, part-time
Theophilus, Anita	Continuing Education	Part-time	\$950.00	State	7/10/06 – 7/18/06	.033	CSL 641-T0/T1	Special, part-time
Theophilus, Anita	Counseling and Special Education	Part-time	\$725.00	State	8/18/06 – 12/19/06	.033	Appointment	Special, part-time
Theophilus, Anita	Continuing Education	Part-time	\$2,025.00	State	8/24/06 – 12/7/06	.10	EDU 367/567-80	Special, part-time
Toman, Crystal	Health, Human Performance and Sport	Part-time	\$1,350.00	State	8/18/06 – 12/19/06	.067	Appointment	Special, part-time
Torczon, Cynthia	Language and Literature	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Tyson, J. B.	Language and Literature	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Vander Weil, Zoe	Communication Arts	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time

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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
Waggoner, Carol	Educational Foundations and Leadership	Part-time	\$675.00	State	8/18/06 – 12/19/06	.033	Appointment	Special, part-time
Wagner, Nancy	Continuing Education	Part-time	\$1,800.00	State	6/12/06 – 6/23/06	.10	EDU 568-88	Special, part-time
Wagner, Nancy	Continuing Education	Part-time	\$1,200.00	State	6/12/06 – 6/23/06	.10	EDU 568-89	Special, part-time
Weber, Brad	Music	Part-time	\$2,464.00	State	8/18/06 – 12/19/06	.033	Appointment	Special, part-time
Westgard, Christin	Counseling Center / Wayne State Foundation Grant	Part-time	\$2,025.00	Grant	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Whisman, Joshua	Athletics	Graduate Assistant	\$4,000.00 + 18 hrs. tuition waiver	State	8/18/06 – 5/9/07	.25	Appointment	Special, part-time
Williams, Kerry	Continuing Education	Part-time	\$4,950.00	State	8/12/06 – 12/15/06	.233	Fremont #2 Learning Community	Special, part-time
Williams, Kerry	Continuing Education	Part-time	\$4,950.00	State	8/25/06 – 12/15/06	.267	Blair #2 Learning Community	Special, part-time
Wingett, Wes	Continuing Education	Part-time	\$2,769.00	State	6/12/06 – 6/23/06	.10	EDU 568-8F	Special, part-time
Wingett, Wes	Continuing Education	Part-time	\$880.00	State	6/26/06 – 6/30/06	.067	CSL 568-80	Special, part-time
Wingett, Wes	Continuing Education	Part-time	\$2,769.00	State	9/11/06 – 11/13/06	.10	EDU 568-80	Special, part-time
Worner, Greg	Technology and Applied Science	Part-time	\$4,050.00	State	8/18/06 – 12/19/06	.20	Appointment	Special, part-time
Worner, Greg	Continuing Education	Part-time	\$675.00	State	8/21/06 – 12/15/06	.033	NAT 112-W0	Special, part-time
Wriedt, Jeannine	Physical Sciences and Mathematics	Part-time	\$2,025.00	State	8/18/06 – 12/19/06	.10	Appointment	Special, part-time
Wunderlich, Joachim	Continuing Education	Part-time	\$2,100.00	State	7/24/06 – 8/3/06	.10	CNA 675-92	Special, part-time
Yardley, Patricia	Continuing Education	Part-time	\$400.00	State	6/5/06 – 6/8/06	.033	EDU 568-84	Special, part-time
Yardley, Patricia	Continuing Education	Part-time	\$200.00	State	6/12/06 – 6/15/06	.033	EDU 568-85	Special, part-time
Zavadil, Dennis	Physical Sciences and Mathematics	Part-time	\$1,950.00	State	7/10/06 – 8/11/06	.10	MAT 110-01	Special, part-time
Zavadil, Dennis	Physical Sciences and Mathematics	Part-time	\$4,050.00	State	8/18/06 – 12/19/06	.20	Appointment	Special, part-time

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

NON-UNIONIZED PROFESSIONAL STAFF (PART-TIME/LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Disch, Brian	Coaching Assistant, Baseball	N/A	\$5,575.00	State	8/1/06	.195	New Hire, replaces Joel Weaver	Special; part-time
Sindelar, Jamie	Senior Resident Assistant	N/A	\$3,650.00 + room and board	Revenue Bond	8/7/06 – 5/5/07	.33	New Hire, replaces Amy Franco	Special; part-time
Weaver, Joel	Coaching Assistant, Baseball	N/A	\$18,023.00	State	5/31/06	.625	Resignation	Special; part-time

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

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
Daehnke, Deborah	Office Assistant II	N/A	\$2,173.22/mo.	State	7/1/06	1.0	Adjustment for certification program per NAPE 2005-07 contract, Section 6.8	Non-probationary
Denklau, Susan	Accounting Clerk III	N/A	\$2,221.35/mo.	State	8/14/06	1.0	Resignation	Non-probationary
Harm, Deb	Office Assistant II	N/A	\$491.84	Revenue Bond	7/1/05 – 6/30/06	1.0	Temporary increase in responsibilities	Non-probationary
Lamoureux, Julie	Custodian	N/A	\$1,445.61/mo.	Revenue Bond	8/14/06	1.0	Separation of Employment	Probationary
Lassila, Katherine	Custodian	N/A	\$1,440.00/mo.	Revenue Bond	8/1/06	1.0	New Hire, replaces LeAnn Schroeder	Probationary
Niemann, Joey	Maintenance Repair Worker II (Grounds)	N/A	\$1,857.00/mo.	Revenue Bond	7/10/06	1.0	New Hire, replaces Bill Paysen	Probationary
Paysen, William	Maintenance Repair Worker II	N/A	\$2,180.18/mo.	Revenue Bond	5/31/06	1.0	Retirement – Early Retirement Incentive Program	Non-probationary
Schroeder, LeAnn	Custodian	N/A	\$1,599.72/mo.	Revenue Bond	6/27/06	1.0	Termination	Non-probationary
Scott, Hollie	Office Assistant II	N/A	\$1,310.27/mo.	State	7/27/06	.75	Resignation	Non-probationary
Sharer, Beth Ann	Office Assistant II	N/A	\$0.00	State	6/26/06	.00	Temporary Workload/Salary Adjustment	Non-probationary
Sharer, Beth Ann	Office Assistant II	N/A	\$1,713.87/mo.	State	8/7/06	1.0	Workload/Salary Adjustment from .00 to 1.0	Non-probationary
Teach, Linda	Office Assistant IV	N/A	\$2,752.00/mo.	State	7/1/06	1.0	Adjustment for certification program per NAPE 2005-07 contract, Section 6.8	Non-probationary
Wurdinger, Sandra	Office Assistant I	N/A	\$1,509.54/mo.	State	8/20/06	1.0	Resignation	Non-Probationary
Wurdinger, Sandra	Office Assistant II	N/A	\$1,730.58/mo.	State	8/21/06	1.0	New Hire, replaces Hollie Scott	Probationary

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Wayne State College****MEETING DATE: September 15, 2006**

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
Burke, Kathy	Office Assistant I	N/A	\$1,088.35/mo.	State	8/15/06	.725	Salary adjustment from .25 FTE to .725 FTE	Part-time

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**COLLEGE: Nebraska State College System Office****MEETING DATE: September 14-15, 2006**

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
Donelson, Bruce	Facilities Management & Planning Director	N/A	\$	State	– 6/30/06	.75	Non-renewal of Contract for Reorganization	N/A

Enrollment and Marketing Committee

Bill Roskens, Chair
Gary Bieganski
Crystal Ellis

September 14-15, 2006

ACTION: Adopt Spending Lid Resolution

Priority: Financial Strength
Strategies: 1
Priority: Educational Excellence
Strategies: 1, 5

A constitutional amendment is being proposed through petition that would limit the growth of state spending. The amendment, if approved, would limit state spending to the inflation rate plus the percentage change in state population each year.

HISTORICAL LOOK

In an analysis done by the Legislative Fiscal Office, if the spending limit had been in place for the past ten years, "overall spending would be limited to 3% growth per year versus the 5.4% actually enacted". State Aid to Individuals, which includes Medicaid, is nearly 30% of the state's budget. If we assume that State Aid to Individuals would have grown at its average rate of 7.9% as it did; and all other areas shared in the reductions to cover that growth over the past 10-year period to stay within a 3% lid; the Nebraska State College System would have seen appropriations for FY2006-07 of \$28.6 million instead of the \$40.8 million appropriation received. This would translate to 30% less in state funding than is currently being received.

For the Nebraska State College System, this would have meant a \$12.3 million (or 30%) reduction in the current general fund appropriation of \$41 million. If we look at the general operating budgets for the NSCS, which includes both general and cash funds, and assume current tuition and fee rates, the reduction in general funds would translate to a 20% overall budget reduction.

If tuition were increased to offset this loss, students would be paying 63% more in tuition than they are currently. Instead of the current \$102.50 per credit hour, resident undergraduate students would be paying \$167.00 per credit hour. However, there is some question about whether or not tuition falls under the lid limits. If it is subject to the lid, using tuition to offset the loss of state funds would not be an option.

FUTURE IMPACT

Our preliminary analysis estimates that if the spending limit is passed this year, and “Aid to Individuals” continues to grow as it has in the past, funding for higher education will decline significantly beginning in 2007-08 to the point where there will not be funding available for the NSCS (or the University System) by FY 2024-25, or in less than 20 years.

For the Nebraska State College System, this would mean a loss of the current \$41 million in state funding. State funding is approximately 2/3 of our general operating budgets. Therefore, tuition rates would have to be tripled to make up for this loss. Again, it is important to note that tuition may not be an option for making up any of the loss of state funding if tuition is defined to fall under the spending limit lid. Also, this is without considering continued increases in salaries, health insurance, utilities and other cost of living increases over the next 20 years.

STATE OF COLORADO'S TABOR AMENDMENT

Colorado was the first state to enact a TABOR (taxpayer bill of rights) in 1992. Just a couple of statistics of the impact on Colorado: From 1991 to 2001, Colorado declined from 35th to 49th in the nation in K-12 spending as a share of personal income. From 1991 to 2004, the proportion of low-income children who lack health insurance in Colorado doubled, during a time when the percent of children who are uninsured declined nationally (statistics are from the “Center on Budget and Policy Priorities”, Washington, DC).

Higher education was particularly impacted by the Colorado initiative. Each public institution of higher education was changed to an “enterprise” so that tuition was not also impacted by the limit. Tuition increases were nearly 30% in one year. Colorado voters recently voted (in 2005) to suspend the limit for five years – but only by a 52% vote. Our understanding is that the next step for public higher education, had this suspension not been approved, would have been to privatized.

SUMMARY

We all know the value of public higher education to the citizens and the State of Nebraska. This initiative, if adopted, could threaten the very existence of public higher education in our state. This is all said without knowing the specifics about how the State of Nebraska would deal with the spending limit; however under any of the various scenarios, public higher education in Nebraska would be in jeopardy under this initiative. It is of very significant concern to the Nebraska State College System and something that we will be monitoring very carefully.

**RESOLUTION IN OPPOSITION TO THE CREATION OF A
NEBRASKA STATE SPENDING LIMIT**

Whereas, a ballot initiative is scheduled to appear before Nebraska voters in the fall of 2006 limiting future spending growth to the rate of inflation plus growth in population, and

Whereas, the limitation applies only to state government, and

Whereas, the Nebraska State College System shares in the commitment to control spending in the State of Nebraska, and

Whereas, the Nebraska State College System Board of Trustees believes that the development of state funding limits is a process that requires ongoing communication, and

Whereas, the proposal advanced is a constitutional amendment to limit state spending which, as we have seen experienced in other states, would limit the State's ability to invest in higher education which is critical to state economic growth, and

Whereas, the cost of certain state services grows faster than the basic rate of inflation it is likely that the cost of mandated state aid will grow at the expense of higher education, and

Whereas, the proposed state spending limit will have devastating and debilitating implications for higher education in the State of Nebraska and specifically for the Nebraska State College System now,

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Nebraska State College System unanimously opposes any legislative act or constitutional amendment that would create an overall state spending limit without consideration for the unique needs of the Nebraska State College System and Nebraska higher education generally.

Approved this 15th day of September, 2006.

Chair, Board of Trustees

Chancellor, Nebraska State
College System

Fiscal and Facilities Committee

*Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno*

September 14-15, 2006

ACTION: Approve Deficit Requests Estimated at \$401,000

Priority: Financial Strength
Strategies: 2, 1
Goal: c

Deficit requests are submitted when there are unanticipated expenditures that arise that were not covered or considered when the last biennium budget request was prepared. Deficit Requests for FY2006-07 are due on November 3, 2006. The Board is asked to approve three areas of deficit requests for the Nebraska State College System, utilities, phone system costs, and unanticipated facility costs.

UTILITIES

Additional expenses related to utilities were requested as a deficit request for Peru State College and Wayne State College last year. These expenses were funded on a one-time basis by the legislature, with future utility cost increases uncertain at that time. Utility costs have remained high and have not returned to previous levels. Thus, we are recommending that a request for continued utility cost increases be submitted as a part of the deficit request.

PHONE SYSTEM COSTS

Wayne State College, through the Division of Communications, purchased a new "voice over IP" phone system after learning that the current rates through Qwest would double last year. While there is additional cost to the new phone system, the cost is only about 50% more than previous costs, which avoids the doubling of rates that was planned through Qwest. The new system also provides significant additional enhancements to the phone system that were not available through the Qwest plan.

Chadron State College's contract with Qwest, through the Division of Communications, expires in December 2006. Chadron is experiencing the same proposal to double its current rates for phone service. However, Qwest has offered to extend the current contract for 6-12 months at the current rates while the College looks at various options. This will delay the additional costs for Chadron until the new biennium.

UNANTICIPATED FACILITY COSTS

This category includes any losses due to the fires near Chadron State that were not recovered through insurance or other reimbursements. Currently, we anticipate this will include the loss of wood chips and possibly any re-seeding or other restoration needs on C-Hill. This cost is currently estimated at \$35,000.

4.1.-2

This category also includes an LB1100 depreciation assessment for Peru State College on the Administration Building renovation. This renovation was completed partly with funding from the LB309 task force and was not funded at the time the last biennium budget was completed. The assessment is charged, per statute. The deficit request would ask for funding to cover this assessment. The amount of the depreciation assessment is \$16,160.

A preliminary estimate of the request is:

Utility Costs	\$257,917	
Phone System Costs	\$ 91,901	
Unanticipated Facility Costs	\$ 51,160	
TOTAL		\$400,978

The actual request amounts may change over the next few months as fall utility costs are known and Chadron fire losses are gathered.

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: Approve the Requests to Write-Off Specific Uncollectible Student Accounts as submitted by the State Colleges

Priority: Financial Strength
 Strategy: 1

At the end of each fiscal year, the Colleges review the status of their student accounts and determine which are uncollectible. The criteria adopted by the Board for writing off uncollectible accounts require that accounts be over two years old and that the institution exhaust all reimbursement means, including turning the unpaid accounts over to a collection agency.

The following "bad debt" designations are submitted to the Board for authorization to cancel as uncollectible accounts:

Chadron State College

Cash Fund Accounts (Tuition and Fees)	\$11,504.75
Revenue Bond Accounts	<u>10,694.69</u>
	\$22,199.44

Peru State College

Cash Fund Accounts (Tuition and Fees)	\$16,404.87
Other Fund Accounts	937.00
Revenue Bond Accounts	<u>14,333.29</u>
	\$31,675.16

Wayne State College

Cash Fund Accounts (Tuition and Fees)	\$13,737.31
Other Fund Accounts	552.10
Revenue Bond Accounts	<u>8,857.42</u>
	\$23,146.83

Official approval by the Board is required by the auditing agencies before they can "recognize" the written-off accounts. The NSC System Office has received detailed information on each past due account. Due to privacy regulations, the detailed information is not published but is available to Board members upon request.

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: Approve Use of an additional \$10,000, an additional \$12,322, and \$8,700 of Capital Improvement Fees for the following LB 309 Projects at Chadron State, Peru State, and Wayne State Respectively and the Return of \$1,578.01 from the Administration Building Re-roofing Project at Chadron State to the Capital Improvement Fees Account for Future Allocation

Chadron State – Library Re-roof

**Peru State – Al Wheeler Activity Center Structural Foundation
 Stabilization - \$9,710**

**Jindra Exterior Securing Masonry to Wall and Additional Soils
 Testing - \$2,612**

**Wayne State – Benthack Hall Roof Replacement Design - \$6,000
 Brandenburg Education Refurbish Fire Escape - \$1,200
 Peterson Fine Arts HVAC/Electrical Systems Study - \$1,500**

Priority: Financial Strength
 Strategy: 1, 2
 Goal: c

Additional LB 309 funds have been provided to CSC for, roof repairs on the Library in the amount of \$68,000. The bids for the Library roofing project exceeded the original allocation.

CSC is required to provide a 15% match for these projects. The System Office and College request an additional \$10,000 to fund its portion of this project.

After final completion of the Academic/Administration Building re-roofing project at CSC a fund balance of \$1,578.01 remained. The System Office and CSC ask that these funds be returned to the capital improvement fees fund for future allocation.

The Task Force for Building Renewal (LB 309) has provided additional funding for the structural foundation stabilization project on the Al Wheeler Activity Center and for securing masonry to the wall and additional soil tests on Jindra Fine Arts exterior at PSC. The System Office and College request authorization to use an additional \$9,710 of capital improvement fees to provide the matching funds for this project.

The Task Force for Building Renewal (LB 309) has provided funding for the roof replacement design on Benthack Hall, the refurbishing of the fire escape in Brandenburg Education and an HVAC/Electrical Systems Study in Peterson Fine Arts at WSC. The System Office and WSC request authorization to use capital improvement fees to provide the matching funds for the above outlined projects.

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: Approve Revised 2006-2007 Revenue Bond Budget for Peru State College

Priority: Financial Strength
Strategy: 1
Goal: c

Peru State College is submitting a revised Revenue Bond Operations budget. A preliminary operating budget for each college was approved by the Board at the June 2, 2006 meeting. This revised expenditure budget in the amount of \$1,806,505 reflects an increase in expenditures of \$41,454. This adjustment will bring Peru's budget in line with actual planned expenditures and is balanced with the contingency maintenance plans submitted for the March 30-31 board meeting.

Chadron State and Wayne State's preliminary operating budgets already reflected the actual budget plan and the contingency maintenance plan when they were approved at the June 2, 2006 meeting. The revision for Peru is necessary to allow the appropriation to be adjusted to the planned expenditure amount.

September 15, 2006

**NEBRASKA STATE COLLEGE SYSTEM
2006-07 REVENUE BOND OPERATIONS BUDGET**

PERU STATE COLLEGE

*****PRELIMINARY BUDGET*****

REVENUE SOURCE	Revised BUDGET FY 2007
Residence Hall/Dormitory Rentals	847,755
Apartment/House Rentals	63,925
Facilities Rentals	40,000
Food Service Contracts	742,252
Food Service Commissions	27,050
Facilities Fees	108,100
Bookstore Commissions/Income	0
Trustee Investment/Interest Income	50,000
Parking Fees/Fines	8,650
Other	33,000
TOTAL REVENUE	1,920,732

EXPENDITURES AND DEBT SERVICE

Salaries and Benefits	266,887
Utilities	240,000
Insurance	31,000
Equipment & Furnishings	0
Capital Outlay	0
Telephone/Cable Television/Internet	112,100
Supplies	59,500
Repairs and Maintenance	15,495
Other Operating Expenses	20,400
Operations/Maintenance Total *	745,382
 Food Service Payments	 810,000
Debt Service	251,123
TOTAL EXPENSES	1,806,505
 Available for Distribution to Subsidiary Funds	 114,227
 DEBT SERVICE COVERAGE RATIO	 145.49%

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: Approve Cash Fund Adjustment of \$100,000 for Chadron State College and \$81,000 for Wayne State College

Priority: Financial Strength
 Strategy: 1

Approval is requested for Cash Fund adjustments for Chadron State College and Wayne State College. The initial Distribution of Funds was approved at the April 18, 2006 Board meeting. This distribution included an adjustment for all three colleges for the tuition rate increase, but did not include adjustment for changes in fees that were also approved at the April 18 board meeting.

The request is for an adjustment of \$100,000 to Chadron's cash fund appropriation and \$81,000 to Wayne's cash fund appropriation to provide the ability to spend the additional revenue generated from fees. The impact of this change on the cash fund appropriation is as follows:

	CSC	WSC
Initial Cash Fund Appropriation	\$6,170,511	\$10,540,056
Requested Adjustment for Fees	<u>\$ 100,000</u>	<u>\$ 81,000</u>
Revised Appropriation	\$6,270,511	\$10,621,056

Peru State College did not have fee changes that require a change in the Cash Fund appropriation.

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: Authorize the Following Reallocations of Contingency Maintenance Funds for Chadron State College:

CHADRON STATE COLLEGE

From Resolution '02 \$ 671.00 Crites Hall Tuckpointing

To Resolution '06 \$ 671.00 Miscellaneous Furnishings

From Resolution '03 \$ 15,171.05 Campus Chiller

To Resolution '06 \$ 15,171.05 Student Center Special Equipment

TOTAL \$ 15,842.05

Priority: Financial Strength
Strategy: 1
Goal: c

The tuckpointing and chiller projects are complete at Chadron State. The reallocated amounts would assist with additional miscellaneous furnishings and equipment for the Student Center.

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: **Adopt Spending Lid Resolution**

Priority: Financial Strength
 Strategies: 1
 Priority: Educational Excellence
 Strategies: 1, 5

A constitutional amendment is being proposed through petition that would limit the growth of state spending. The amendment, if approved, would limit state spending to the inflation rate plus the percentage change in state population each year.

HISTORICAL LOOK

In an analysis done by the Legislative Fiscal Office, if the spending limit had been in place for the past ten years, “overall spending would be limited to 3% growth per year versus the 5.4% actually enacted”. State Aid to Individuals, which includes Medicaid, is nearly 30% of the state’s budget. If we assume that State Aid to Individuals would have grown at its average rate of 7.9% as it did; and all other areas shared in the reductions to cover that growth over the past 10-year period to stay within a 3% lid; the Nebraska State College System would have seen appropriations for FY2006-07 of \$28.6 million instead of the \$40.8 million appropriation received. This would translate to 30% less in state funding than is currently being received.

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FUTURE IMPACT

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4.7.-2

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Colorado was the first state to enact a TABOR (taxpayer bill of rights) in 1992. Just a couple of statistics of the impact on Colorado: From 1991 to 2001, Colorado declined from 35th to 49th in the nation in K-12 spending as a share of personal income. From 1991 to 2004, the proportion of low-income children who lack health insurance in Colorado doubled, during a time when the percent of children who are uninsured declined nationally (statistics are from the "Center on Budget and Policy Priorities", Washington, DC).

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We all know the value of public higher education to the citizens and the State of Nebraska. This initiative, if adopted, could threaten the very existence of public higher education in our state. This is all said without knowing the specifics about how the State of Nebraska would deal with the spending limit; however under any of the various scenarios, public higher education in Nebraska would be in jeopardy under this initiative. It is of very significant concern to the Nebraska State College System and something that we will be monitoring very carefully.

**RESOLUTION IN OPPOSITION TO THE CREATION OF A
NEBRASKA STATE SPENDING LIMIT**

Whereas, a ballot initiative is scheduled to appear before Nebraska voters in the fall of 2006 limiting future spending growth to the rate of inflation plus growth in population, and

Whereas, the limitation applies only to state government, and

Whereas, the Nebraska State College System shares in the commitment to control spending in the State of Nebraska, and

Whereas, the Nebraska State College System Board of Trustees believes that the development of state funding limits is a process that requires ongoing communication, and

Whereas, the proposal advanced is a constitutional amendment to limit state spending which, as we have seen experienced in other states, would limit the State's ability to invest in higher education which is critical to state economic growth, and

Whereas, the cost of certain state services grows faster than the basic rate of inflation it is likely that the cost of mandated state aid will grow at the expense of higher education, and

Whereas, the proposed state spending limit will have devastating and debilitating implications for higher education in the State of Nebraska and specifically for the Nebraska State College System now,

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Nebraska State College System unanimously opposes any legislative act or constitutional amendment that would create an overall state spending limit without consideration for the unique needs of the Nebraska State College System and Nebraska higher education generally.

Approved this 15th day of September, 2006.

Chair, Board of Trustees

Chancellor, Nebraska State
College System

Fiscal and Facilities Committee

*Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno*

September 14-15, 2006

**ACTION: Approve Armstrong Physical Education Building Program Statement for
 Chadron State College**

Chadron State College and Leo A. Daly in association with SportsPlan Studios have worked together to prepare a program statement for the proposed renovation and expansion of the Armstrong Physical Education Building using a combination of existing structure and new construction. The document was accepted on behalf of the Board on July 27, 2006 by the Chancellor as authorized by the Board at the June 2, 2006 meeting.

The program document anticipates total project costs for the complex to be \$15.4 million based on numbers inflated through 2008 assuming an annual inflationary rate of 4%.

The document has been distributed to state analysts and the Coordinating Commission for Postsecondary Education for review. The System Office and the college recommend Board approval.

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: Accept Design Development for Wheeler Center at Peru State College

At the June 2, 2006 meeting, the Board of Trustees authorized the Chancellor to sign on behalf of the Board a contract for architectural services for the Wheeler Center at Peru State College. A contract for architectural services was entered into with The Clark Enersen Partners (TCEP). TCEP has prepared design development document for the Wheeler project and will be present to present that plan to the Board. Acceptance at this meeting allows time for the Board members and various state analysts to review the document and ask questions. After the review process, if the Board is comfortable with the document, approval will be requested at a future Board meeting.

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

**ACTION: Authorize Chancellor to Accept Design Development Documents for
Campus Services Building at Wayne State**

Priority: Financial Strength
Strategy: 1
Goal: c

At its June 9, 2005 meeting, the Board of Trustees appointed a committee to select an architect to provide professional consulting services for a renovation and addition to WSC's existing maintenance building. On October 28 of that year the Board approved a contract with Alley Poyner Architecture for professional services for same. The college and the architect are presently engaged in the schematic design phase of the project and expect to have design development documents completed by mid-October. In order to expedite schedules for a targeted February bid opening date WSC is requesting that the chancellor be authorized to accept the Design Development document on behalf of the Board when it is complete. At the time of acceptance the documents will be distributed to Board members for review and comment.

A formal Design/Development presentation will be scheduled at the November Board meeting. Additional comments and approval will be requested at that time.

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: First Round Approval of Revisions to Board Policy 6024 Income; Non-State Funds

Priority: Financial Strength
Strategies: 1, 2

Policy 6024 has been revised to delegate the approval of grant applications and funding to the Chancellor. The Chancellor will then report the approvals and funding to the Board at the next meeting.

Attached is a copy of Policy 6024 with the proposed changes.

BOARD POLICY

The colleges will seek support from non-state funds as available and as needed in their programs. Such support may be for current educational and general purposes, student loans, student employment, student grants-in-aid, research projects, capital outlay or other purposes.

Such funds will be sought and used only to the extent that the funds are not restricted in any way that interferes unduly with College or Board objectives and operational procedures.

PROCEDURE

1. Applications for contracts or grants which a) exceed twenty-five thousand dollars (\$25,000) or b) has as part of the agreement the obligation to accept fiscal responsibility in future years or c) which requires a maintenance of effort shall be approved by the ~~Chancellor~~ prior to submittal of the application when possible. In cases where timing makes prior approval ~~by the Chancellor~~ impossible, the application will be submitted to the ~~Chancellor~~ for consideration ~~as soon as possible thereafter~~. Information provided to the ~~Chancellor~~ relative to the grant will include:

- Name of granting agency
- Purpose of grant
- Dollar amount being sought and source(s) of all funds
- Number of new positions to be funded from grant
- Amount of matching funds required
- Amount of in-kind funds required
- Source and amount of any other revenue obtained for the grant activity
- Time period of grant

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2. Award of grant funds exceeding twenty-five thousand dollars (\$25,000) shall be approved by the ~~Chancellor~~. Information identical to that listed above shall be provided.

Deleted: Board

3. ~~All applications/awards shall be reported to the Board as information.~~

Deleted: A

Deleted: of less than twenty-five thousand dollars (\$25,000), which do not require the college to accept fiscal responsibility in future years or require a maintenance of effort, shall be reported to the Board as information.

Policy Adopted: 1/28/77

Policy Revised: 3/11/94

Policy Revised: 9/15/06

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: Approve the Following Grant Applications and Awards as Submitted by The Colleges:

Chadron Applications

- Increasing Lakota and Latino Academic Achievement, Retention and Graduation (Title III-Part A US Dept. of Education) -- \$1,865,615
- A Study of Bighorn Sheep Diet Composition and Home Range on the Pine Ridge Region of Northwest Nebraska. (Contract for services between CSC and the Nebraska Game and Parks Commission) (Nebraska Game and Parks Commission) - \$67,080
- A Study of *Pasteurella* affects on reintroduced, low-elevation bighorn sheep in the Cedar Canyon Heard, Gering, Nebraska (Contract for services between CSC and the Nebraska Game and Parks Commission) (Nebraska Game and Parks Commission) - \$59,275

Peru Application

- HUD – Economic Development Initiative Fund (Federal Dept. of Housing and Urban Development) - \$148,500

Wayne Awards

- Renewable Energy Internship Program (Nebraska Department of Economic Development) -- \$60,000
- Student Support Services (STRIDE) (U.S. Department of Education) - \$293,273

Priority: Financial Strength
 Strategies: 1, 2
 Goal: c

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).

4.12.-2

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

College: Chadron State College		Date: June 30, 2006
Notice of Intent	Application: X	Accept Award:
Name of Program: Increasing Lakota and Latino academic achievement, retention, and graduation		
Funding Source: Title III-Part A, US Department of Education		
Amount Requested: \$1,865,615	Amount Awarded:	Funding Period: 10/1/06-9/30/11
Closing Date for Application Submission: July 3, 2006		
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: 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:	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: 5.75	
How many of these are new positions?	New FTE: 3.00	
Briefly describe the purpose(s) of this application/award: This project supports three initiatives. First, one Lakota and one Latino full-time professional function as educational advocates in regional communities. In addition, to encourage engagement, a newly created Center for Cultural Engagement teams White CSC students and minority children. Second, a Guidance and Testing Center, a second organizational entity created by this funding, administers affective, cognitive, and developmental protocols to in-coming Native American and Latino college students, and this Center will become a regional resources for minority student diagnoses. Third, working with CSC faculty, a Teaching and Learning Center adapts instruction to Native American and Latino 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: William E. Roweton		
Administrator responsible for approving the application: Janie C. Park		

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

College: Chadron State College		Date: August 7, 2006
Notice of Intent	Application: X	Accept Award:
Name of Program: A study of bighorn sheep diet composition and home range on the Pine Ridge region of northwest Nebraska. [This proposal is a contract for services between CSC and the Nebraska Game and Park Commission.]		
Funding Source: Nebraska Game and Parks Commission		
Amount Requested: \$67,080	Amount Awarded:	Funding Period: 7/1/06-6/30/08
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: 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: 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: 1
How many of these are new positions?		New FTE: NA
Briefly describe the purpose(s) of this application/award: The goals of the study are to determine the causative agent or agents resulting in the Fort Robinson bighorn sheep herd population decline; to determine their home ranges; and to describe the seasonally preferred plant species in a bighorn sheep's diet.		
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. Chuck Butterfield		
Administrator responsible for approving the application: President Janie C. Park		

4.12.-4

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

College: Chadron State College		Date: August 7, 2006
Notice of Intent	Application: X	Accept Award:
Name of Program: A study of <i>Pasteurella</i> affects on reintroduced, low-elevation bighorn sheep in the Cedar Canyon Herd, Gering, Nebraska [This proposal is a contract for services between CSC and the Nebraska Game and Park Commission.]		
Funding Source: Nebraska Game and Parks Commission		
Amount Requested: \$59,275	Amount Awarded:	Funding Period: 7/1/06-6/30/08
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: 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:	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: 1	
How many of these are new positions?	New FTE: na	
Briefly describe the purpose(s) of this application/award: The purpose of this study is to examine home range, movement, and habitat selection from the existing/continuous data and to further understand <i>Pasteurella</i> and the effects of the disease on bighorn sheep.		
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: Drs. Chuck Butterfield and Georgia Younglove		
Administrator responsible for approving the application: President Janie C. Park		

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

College: Peru State College		Date: September 14, 2006
Notice of Intent	Application: X	Accept Award
Name of Program: HUD – Economic Development Initiative Fund		
Funding Source: Federal Department of Housing and Urban Development		
Amount Requested: \$148,500	Amount Awarded:	Funding Period: 12/1/06-09/30/2013
Closing Date for Application Submission: Sept. 15, 2006		
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: 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:	No: X
If yes, describe briefly (i.e., faculty release time, travel funds, registration fees)		
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	
How many of these are new positions?	New FTE:	
Briefly describe the purpose(s) of this application/award: To provide the funding to prepare a program statement for the new technology building.		
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. Ben E. Johnson		
Administrator responsible for approving the application: Dr. Ben E. Johnson		

4.12.-6

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

College: Wayne State College		Date: September 15, 2006
Notice of Intent	Application:	Accept Award: X
Name of Program: Renewable Energy Internship Program		
Funding Source: Nebraska Department of Economic Development		
Amount Requested: \$60,000	Amount Awarded: \$60,000	Funding Period: 6/06-6/07
Closing Date for Application Submission: n/a		
When reporting Grant Award-- Has Grant Application been approved by the Board? Yes		Date Approved: 03/30/06
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 use of the facilities and equipment and the time commitment of various College staff.		
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: 2.31	
How many of these are new positions?	New FTE: 2.31	
Briefly describe the purpose(s) of this application/award: This award will provide funding for student stipends to allow focused participation and curriculum development, as well as reference materials, textbooks and marketing materials. The primary goal of this project is to develop an internship program that will focus on providing hands-on opportunities for students to utilize and produce renewable energy. The areas of renewable energy that these internships will cover are the production of vegetable oils from agricultural commodities, biodiesel production and fuels testing.		
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: Darius Agoumba, Assistant Professor, Physical Sciences and Mathematics		
Administrator responsible for approving the application: Beth Kroger, Administration and Finance		

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

College: Wayne State College		Date: September 15, 2006
Notice of Intent	Application:	Accept Award: X
Name of Program: Student Support Services (STRIDE)		
Funding Source: U.S. Department of Education		
Amount Requested: \$293,274	Amount Awarded: \$293,273	Funding Period: 09/06-09/07
Closing Date for Application Submission: n/a		
When reporting Grant Award-- Has Grant Application been approved by the Board? Yes		Date Approved: 12/02/04
Does this grant include Indirect Cost Funds for the Colleges use?		Yes: X No:
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.): Wayne State College provides facilities, support through many other offices on campus, and a small amount of operating support.		
Is State Maintenance of Effort required?		Yes: No: X
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: X No:
How many FTE positions will the grant fund?		FTE: 5.39
How many of these are new positions?		New FTE: 0.00
Briefly describe the purpose(s) of this application/award: This award is for funding to continue the STRIDE (Students Taking Responsibility in Development and Education) Office at Wayne State College. The application was approved for a four year cycle (09/06-09/10) and this is an award for funding for the first year of this project period. The program now serves low income, first generation and/or physically handicapped students. The goal of STRIDE is to reduce the number of disadvantaged students dropping out because of academic problems and/or related difficulties.		
Is this grant a continuation of a previous/existing grant?		Yes: X No:
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program: While this is technically the first year of a new application approved for four years of funding beginning September 1, 2006 through August 31, 2010, it continues a very successful STRIDE program which has been funded under this program since 1990-91.		
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. Shawn Mancastroppa, Director, STRIDE		
Administrator responsible for approving the application: Beth Kroger, Administration and Finance		

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

ACTION: Approve the Acceptance and Retrieval of LB 309 Allocations

Priority: Financial Strength
 Strategies: 1, 2
 Goal: c

The following items are submitted by the colleges for Board approval.

Chadron

1. Acceptance of \$20,400.00 for installation of access stairs to boiler house tunnel

Allocation Date/Amount	5/31/06	\$20,400.00
College Contributed Amount		<u>3,600.00</u>
Estimated Project Cost		\$24,000.00

2. Acceptance of \$255,000.00 for fire and life safety upgrades in Nelson Physical Activities Center

Allocation Date/Amount	5/31/06	\$255,000.00
College Contributed Amount		<u>45,600.00</u>
Estimated Project Cost		\$300,000.00

3. Acceptance of an additional \$68,000.00 for roof replacement on Library

Allocation Date/Amount	5/30/06	\$68,000.00
College Contributed Amount		<u>00.00</u>
Estimated Project Cost		\$68,000.00

Peru

1. Acceptance of \$12,500.00 for mechanical equipment insulation on campus

Allocation Date/Amount	5/31/06	\$12,500.00
College Contributed Amount		<u>Labor</u>
Estimated Project Cost		\$12,500.00

2. Retrieval of \$7,000.00 for water softener replacement in Field House

Allocation Date/Amount	9/29/05	\$12,000.00
Retrieval Date/Amount	5/30/06	<u>7,000.00</u>
Estimated Project Cost		\$ 5,000.00

3. Retrieval of \$7,425.60 for replacing entry doors in Fine Arts building

Allocation Date/Amount	11/17/05	\$25,500.00
Retrieval Date/Amount	5/30/06	<u>7,425.60</u>
Estimated Project Cost		18,074.40

4.13.-2

4. Retrieval of \$17.00 for emergency replacement of compressors in T.J. Majors
Allocation Date/Amount 9/29/06 \$13,600.00
Retrieval Date/Amount 5/30/06 17.00
Estimated Project Cost \$13,583.00

5. Acceptance of \$5,000.00 for materials for ADA restroom modifications in AV Larson
Allocation Date/Amount 7/5/06 \$5,000.00
College Contributed Amount Labor
Estimated Project Cost \$5,000.00

6. Acceptance of an additional \$35,000.00 for materials for structural foundation stabilization on Al Wheeler Activity Center
Allocation Date/Amount 7/24/06 \$35,000.00
College Contributed Amount 15%
Estimated Project Cost \$35,000.00

7. Retrieval of \$221.00 for repairs to pool filter system in Al Wheeler Activity Center
Allocation Date/Amount 4/24/06 \$2,125.00
Retrieval Date/Amount 5/30/06 221.00
Estimated Project Cost \$1,904.00

Wayne

1. Acceptance of an additional \$10,200.00 for design of campus water distribution system
Allocation Date/Amount 5/30/06 \$10,200.00
College Contributed Amount 0.00
Estimated Project Cost \$10,200.00

2. Acceptance of an additional \$13,600.00 for design of fascia/soffit repair and roof replacement on Connell Hall
Allocation Date/Amount 6/19/06 \$13,600.00
College Contributed Amount 0.00
Estimated Project Cost \$13,600.00

3. Acceptance of an additional \$2,500.00 for tuckpointing on Brandenburg Education
Allocation Date/Amount 7/3/06 \$2,500.00
College Contributed Amount 0.00
Estimated Project Cost \$2,500.00

4. Acceptance of \$595,000.00 for water system upgrades on campus
Allocation Date/Amount 5/11/06 \$595,000.00
College Contributed Amount 105,000.00
Estimated Project Cost \$700,000.00

5. Acceptance of \$5,100.00 for flashing repair on Gardner Hall
Allocation Date/Amount 5/11/06 \$5,100.00
College Contributed Amount 900.00
Estimated Project Cost \$6,000.00

6. Acceptance of \$15,300.00 for ADA restroom design in Brandenburg Education
Allocation Date/Amount 5/11/06 \$15,300.00
College Contributed Amount 2,700.00
Estimated Project Cost \$18,000.00

7. Acceptance of \$15,300.00 for ADA restroom design in Humanities Building
Allocation Date/Amount 5/11/06 \$15,300.00
College Contributed Amount 2,700.00
Estimated Project Cost \$18,000.00

8. Acceptance of \$34,000.00 for design roof replacement on Benthack Hall
Allocation Date/Amount 7/5/06 \$34,000.00
College Contributed Amount 6,000.00
Estimated Project Cost \$40,000.00

9. Acceptance of \$6,800.00 for refurbishing fire escape in Brandenburg Education
Allocation Date/Amount 7/5/06 \$6,800.00
College Contributed Amount 1,200.00
Estimated Project Cost \$8,000.00

10. Acceptance of \$8,500.00 for HVAC/electrical systems study in Peterson Fine Arts building
Allocation Date/Amount 7/5/06 \$8,500.00
College Contributed Amount 1,500.00
Estimated Project Cost \$10,000.00

11. Acceptance of \$8,500.00 for the design of fascia/soffit repairs on Hahn Administration
Allocation Date/Amount 7/20/06 \$8,500.00
College Contributed Amount 1,500.00
Estimated Project Cost \$10,000.00

Fiscal and Facilities Committee

*Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno*

September 14-15, 2006

ACTION: Approve the Following Contracts and Change Order as Submitted by the Colleges:

Chadron Contract

- Reta King Library (re-roof) – \$178,431

Peru Contracts

- Campus Services Building (design through CA for emergency power generator) - \$70,000
- AV Larson (design through CA for HVAC, elevator, fire sprinklers) - \$116,000 plus reimbursables not to exceed \$8,000
- Practice Building Near Campus Baseball Field (design through CA for a steel building) - \$40,200
- Neal Hall (leased space for storage facility) - \$27,564

Peru Change Order

- Al Wheeler Activity Center (#1 – addition of bleacher design, demo of AD Majors, parking lot) - \$43,944

Priority: Financial Strength
Strategy: 1
Goal: c

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 for more than \$100,000; b) architect/engineer fees of more than \$40,000; c) consultant contracts for more than \$50,000; and d) exempt contracts exceeding \$50,000.

Chadron State College	
Location on Campus:	Reta King Library
Contracted Work:	Re-roof
Contract Amount:	\$178,431
Fund Source:	LB 309/Cash
Contractor:	Twin City Roofing

4.14.-2

Peru State College	
Location on Campus:	Campus Services Building
Contracted Work:	Design Through CA for Emergency Power Generator
Contract Amount:	\$70,000
Fund Source:	LB 605
Contractor:	Leo A Daly
Location on Campus:	AV Larson
Contracted Work:	Design Through CA for HVAC, Elevator, Fire Sprinklers
Contract Amount:	\$116,000 plus reimbursables not to exceed \$8,000
Fund Source:	LB 309/Cash
Contractor:	Carlson West Povondra
Location on Campus:	Practice Building Near Campus Baseball Field
Contracted Work:	Design Through CA for a Steel Building
Contract Amount:	\$40,200
Fund Source:	Cash
Contractor:	The Clark Enerson Partners
Location on Campus:	Neal Hall
Contracted Work:	Leased Space for Storage Facility
Contract Amount:	\$27,564
Fund Source:	Cash
Contractor:	PSC Revenue Bond Program

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

Peru State College	
Location on Campus:	Al Wheeler Activity Center
No. & Description:	#1 Addition of bleacher design, demo of AD Majors, parking lot
Change Order Amount:	\$43,944
Fund Source:	LB 605
Contractor:	The Clark Enersen Partners

Academic, Personnel & Student Affairs Committee

Richard Halbert, Chair
Doug Christensen
Michael Jacobsen

September 14-15, 2006

Collective Bargaining Update

Priority: Educational Excellence
Strategy: 1
Priority: Financial Strength
Strategy: 1

A brief description of any activities that may have taken place to date will be provided in Executive Session at the meeting.

The State Employees Collective Bargaining Act (Sec. 81-1369 to 1390, Neb. Rev. Statutes, 1943) requires that the bargaining of labor contracts be in advance of the budget-making process and be conducted according to a Legislatively mandated schedule. Negotiations for the next biennium are to commence on or before September 13, 2006.

If the parties do not reach a voluntary agreement by January 1, 2007, the dispute must be submitted to a mediator who is mutually selected by the parties or appointed by the Federal Mediation and Conciliation Service. All unresolved issues are to be reduced to writing and exchanged as final offers on each issue by January 10th and to a Special Master chosen by mutual agreement from a list qualified by the Commission of Industrial Relations by January 15th if still unresolved. The Special Master is obligated to choose the most reasonable final offer on each issue in dispute by February 15th. In making such choice the Special Master shall consider factors relevant to collective bargaining between public employers and public employees including comparable rates of pay and conditions of employment that are comparable to the prevalent wage rates paid and conditions of employment for the same or similar work of workers exhibiting like or similar skills under the same or similar working conditions. Ability to pay is not one of the factors that the Special Master may consider. The costs of the Special Master are borne equally by the parties.

5.1.-2

Following is the time frame for negotiations as outlined by the Act:

September 13 Negotiations to commence on or before the second Wednesday in September

December 15 Parties choose a Special Master

January 1 Dispute submitted to mediator for those issues in which a voluntary agreement has not yet been reached

January 10 Parties reduce to writing and sign all agreed upon issues and exchange final offers on each unresolved issue

January 15 All unresolved issues at impasse are to be submitted to the Special Master

February 15 Special Master ruling required (must choose one offer or the other)

March 15 Any appeal of an adverse ruling by the Special Master must be made to the CIR

March 16 Report required by the Chief Negotiator to the Legislature and Governor

July 1 CIR ruling deadline

Academic, Personnel and Student Affairs Committee

Richard Halbert, Chair
Doug Christensen
Michael Jacobsen

September 14-15, 2006

Year-end Personnel Summary Changes for information only

Priority: Educational Excellence Strategy: 1

Board Policy 5021 requires that once each year the Chancellor provide a summary report to the Board on all full faculty, professional and support staff appointments in the System, as well as all vacant positions that have been budgeted. The following report summarizes the personnel changes made during the past 4-years and listed below is a 4-year summary of percent of personnel changes for each college and a combined percent of personnel changes. As you will note, the number of full-time positions for the colleges has increased by 12.91% over the past 4-year period.

Year-End Personnel Summary						
Annual Percent of Change				Total Employees	Percent of Change for All Employees Over 4-Year Period	Full-Time Employee Change Over 4-Year Period
	Faculty	Professional Staff	Support Staff			
Chadron					9.92%	27.21
7/1/03	-8.57%	-5.83%	-3.69%	274.28		
7/1/04	-5.21%	-5.46%	1.23%	266.35		
7/1/05	-3.30%	12.87%	1.21%	273.91		
7/1/06	18.18%	10.91%	2.56%	301.49		
Peru					19.96%	25.97
7/1/03	-10.87%	-34.08%	-9.21%	130.13		
7/1/04	0.00%	1.78%	4.94%	133.36		
7/1/05	0.00%	2.65%	6.23%	137.76		
7/1/06	24.39%	13.78%	5.17%	156.10		
Wayne					12.62%	40.90
7/1/03	-8.92%	-10.02%	-17.97%	324.12		
7/1/04	7.35%	4.04%	3.52%	340.21		
7/1/05	0.51%	12.32%	4.77%	358.85		
7/1/06	0.38%	5.76%	-0.65%	365.02		
System					12.91%	94.08
7/1/03	-9.11%	-14.18%	-11.10%	728.53		
7/1/04	1.54%	0.16%	2.91%	739.92		
7/1/05	-0.88%	10.76%	3.70%	770.52		
7/1/06	10.15%	8.92%	1.77%	822.61		

PERSONNEL SUMMARY REPORT

	Faculty (including Phased Retirements*)			Professional Staff			Support Staff			Total Employees (including vacant)	Percent of Total Employees		
	FTE	Vacant	Total	FTE	Vacant	Total	FTE	Vacant	Total		Faculty	Profess	Support
Chadron State College													
7-1-03 (*)	88.00	8.00	96.00 2.64	71.96	4.58	76.54	98.74	3.00	101.74	274.28	35.00%	27.91%	37.09%
7-1-04 (*)	80.00	11.00	91.00 1.65	68.36	4.00	72.36	98.99	4.00	102.99	266.35	34.17%	27.17%	38.67%
7-1-05 (*)	78.00	10.00	88.00 .33	74.67	7.00	81.67	101.24	3.00	104.24	273.91	32.13%	29.82%	38.06%
7-1-06 (*)	97.00	7.00	104.00 1.65	80.58	10.00	90.58	103.91	3.00	106.91	301.49	34.50%	30.04%	35.46%
05-06 Change			16.00			8.91			2.67	27.58			
% Chg			18.18%			10.91%			2.56%	10.07%			
Peru State College													
7-1-03 (*)	39.00	2.00	41.00 0.25	35.30	1.80	37.10	51.30	0.73	52.03	130.13	31.51%	28.51%	39.98%
7-1-04 (*)	38.00	3.00	41.00 0.25	35.96	1.80	37.76	54.60	0.00	54.60	133.36	30.74%	28.31%	40.94%
7-1-05 (*)	41.00	0.00	41.00 .25	32.96	5.80	38.76	56.00	2.00	58.00	137.76	29.76%	28.14%	42.10%
7-1-06	41.00	10.00	51.00	41.38	2.72	44.10	58.00	3.00	61.00	156.10	32.67%	28.25%	39.08%
05-06 Change			10.00			5.34			3.00	18.34			
% Chg			24.39%			13.78%			5.17%	13.31%			
Wayne State College													
7-1-03 (*)	116.00	6.50	122.50 .17	85.68	9.64	95.93	106.30	0.00	106.30	324.12	37.79%	29.41%	32.80%
7-1-04 (*)	119.00	12.50	131.50 .33	87.58	11.59	99.17	106.04	4.00	110.04	340.71	38.60%	29.11%	32.30%
7-1-05 (*)	126.00	6.17	132.17 .99	102.47	8.92	111.39	112.29	3.00	115.29	358.85	36.83%	31.04%	32.13%
7-1-06 (*)	127.00	5.66	132.67 1.65	105.09	12.72	117.81	114.54	0.00	114.54	365.02	36.35%	32.27%	31.38%
05-06 Change			0.50			6.42			-0.75	6.17			
% Chg			0.38%			5.76%			-0.65%	1.72%			

Source: Salary Recommendations for 2006-07 submitted 6/2/06.

Academic, Personnel & Student Affairs Committee

Richard Halbert, Chair
Doug Christensen
Michael Jacobsen

September 14-15, 2006

Enrollment Reports for Spring 2006 for information only

Priority: Financial Strength
 Strategy: 3

The attached enrollment reports summarize end-of-semester enrollment at the colleges for Spring 2006. System-wide enrollment increased for the 2006 spring session by 86 FTE or approximately 1.46% above the 2005 spring session. Listed below is a breakdown by college of the enrollment changes:

	2006 FTE Enrollment	2005 FTE Enrollment	% Change
Chadron	1,912	1,993	-4.06%
Peru	1,412	1,190	18.68%
Wayne	2,643	2,698	-2.04%
System Total	5,967	5,881	1.46%

Listed below is an analysis of full-time students, undergraduate students, on-campus students, and in-state students:

	% of Full-time Students (Headcount)	% of Undergraduate Students (Headcount)	% of On-campus Students (Headcount)	% of In-State Students (Headcount)
Chadron	59%	82%	68%	74%
Peru	56%	82%	41%	89%
Wayne	72%	76%	83%	87%
2006 System Average	63%	79%	67%	83%
2005 System Average	65%	79%	75%	83%

5.3.-2

END OF TERM ENROLLMENT REPORT**CHADRON STATE COLLEGE**

TERM: Spring 2006

Type of Instruction	Headcount		Percent Change	Full Time	Part Time	FTE 2005	FTE 2006
	2005	2006					
Lower Division	920	941	2%	666	275	797	782
Upper Division	1,201	1,177	-2%	812	365	1,046	976
Graduate Division	472	466	-1%	52	414	150	154
TOTALS	2,593	2,584	-0.35%	1,530	1,054	1,993	1,912
						Change in FTE	Percent Change
						-9	-0.5%
Class Location	Headcount		Percent Change	Full Time	Part Time	FTE 2005	FTE 2006
	2005	2006					
On-Campus Students							
Undergrads	1,797	1,668	-7%	1,438	230	1,733	1,608
Graduates	124	87	-30%	24	63	58	39
TOTALS	1,921	1,755	-9%	1,462	293	1,791	1,647
Off-Campus Students							
Undergrads	324	450	39%	40	410	111	150
Graduates	348	379	9%	28	351	91	115
TOTALS	672	829	23%	68	761	202	265
Resident Status	Headcount		Percent Change	Full Time	Part Time	FTE 2005	FTE 2006
	2005	2006					
Resident Students							
Undergrads	1,620	1,582	-2%	1,166	454	1,372	1,296
Graduates	313	331	6%	34	279	109	114
TOTALS	1,933	1,913	-1%	1,200	733	1,473	1,410
Non-Resident Students							
Undergrads	501	536	7%	424	77	472	460
Graduates	159	135	-15%	8	151	48	42
TOTALS	660	671	2%	432	228	520	502

END OF TERM ENROLLMENT REPORT**PERU STATE COLLEGE**

TERM: 2006 SPRING

Type of Instruction	Headcount		Percent Change	Full Time	Part Time	FTE 2005	FTE 2006
	2005	2006					
Lower Division	752	879	17%	478	401	518	587
Upper Division	614	719	17%	500	219	519	601
Graduate Division	313	355	13%	109	246	153	224
TOTALS	1,679	1,953	16%	1,087	866	1,190	1,412
						Change in FTE	Percent Change
						222	18.68%
Class Location	Headcount		Percent Change	Full Time	Part Time	FTE 2005	FTE 2006
	2005	2006					
On-Campus Students							
Undergrads	969	796	-18%	750	46	831	771
Graduates	106	13	-88%	8	5	45	13
TOTALS	1,075	809	-25%	758	51	876	784
Off-Campus Students							
Undergrads	397	802	102%	228	574	206	417
Graduates	207	342	65%	101	241	108	211
TOTALS	604	1,144	89%	329	815	314	628
Resident Status	Headcount		Percent Change	Full Time	Part Time	FTE 2005	FTE 2006
	2005	2006					
Resident Students							
Undergrads	1,214	1,434	18%	837	597	900	1,039
Graduates	296	311	5%	89	222	144	194
TOTALS	1,510	1,745	16%	926	819	1,044	1,233
Non-Resident Students							
Undergrads	152	164	8%	141	23	138	150
Graduates	17	44	159%	20	24	8	30
TOTALS	169	208	23%	161	47	146	179

5.3.-4

END OF TERM ENROLLMENT REPORT**WAYNE STATE COLLEGE**

TERM: 2006 Spring

Type of Instruction	Headcount		Percent Change	Full Time	Part Time	FTE	FTE
	2005	2006				2005	2006
Lower Division	1,139	1,091	-4%	1,024	67	1,066	1,040
Upper Division	1,359	1,338	-2%	1,201	137	1,271	1,241
Graduate Division	782	775	-1%	73	702	361	362
TOTALS	3,280	3,204	-2%	2,298	906	2,698	2,643
						Change in FTE	Percent Change
						-55	-2.04%
Class Location	Headcount		Percent Change	Full Time	Part Time	FTE	FTE
	2005	2006				2005	2006
On-Campus Students							
Undergrads	2,416	2,370	-2%	2,224	146	2,317	2,261
Graduates	216	285	32%	68	217	110	144
TOTALS	2,632	2,655	1%	2,292	363	2,427	2,405
Off-Campus Students							
Undergrads	82	59	-28%	1	58	20	20
Graduates	556	490	-13%	5	485	251	218
TOTALS	648	549	-15%	6	543	271	238
Resident Status	Headcount		Percent Change	Full Time	Part Time	FTE	FTE
	2005	2006				2005	2006
Resident Students							
Undergrads	2,170	2,127	-2%	1,935	192	2,019	1,994
Graduates	662	656	-1%	59	597	297	295
TOTALS	2,832	2,783	-2%	1,994	789	2,316	2,289
Non-Resident Students							
Undergrads	328	302	-8%	290	12	318	287
Graduates	120	119	-1%	14	105	64	67
TOTALS	448	421	-6%	304	117	382	354

Academic, Personnel and Student Affairs Committee

Willa Kosman, Chair
Richard Halbert
Lucas Virgil

September 14-15, 2006

Spring Graduation Summary

Priority: Financial Strength
 Strategy: 3

According to Board policy #3600, the President of each college is delegated the authority to confer the approved degrees to all students qualifying for graduation. No more than two (2) commencement exercises are authorized each year.

The Chancellor is required by policy to present a summary report to the Board following each commencement that provides information on the number of graduates per degree and discipline in the System.

Attached is the summary of graduate information that has been provided by the colleges. Also included is notification of any Distinguished Service Awards or Honorary Degrees granted.

Listed below is a table providing comparative data from spring 2002 to spring 2006 for number of graduates (headcount) and number of degrees awarded.

Spring Graduation Summary							
	Chadron		Peru		Wayne		Total
	Headcount	Degrees Awarded	Headcount	Degrees Awarded	Headcount	Degrees Awarded	Degrees Awarded
2006	255	309	183	248	551	605	1,162
2005	260	292	141	184	543	587	1,063
2004	282	282	163	204	429	487	973
2003	252	296	130	159	417	453	908
2002	282	334	181	222	473	502	1,058

5.4.-2

Chadron State College
 Summary of Graduates by Major and Degree
 Spring, 2006

Undergraduate Students		
Applied Sciences Department		
Family & Consumer Science (comprehensive major)	BA	11
Family & Consumer Science Field Endorsement (7-12)	BSE	0
Industrial Management (comprehensive major)	BA	5
Industrial Technology Field Endorsement (7-12)	BS	0
Range Management (comprehensive major)	BS	5
Trade and Industrial Education Field Endorsement (9-12)	BSE	0
Vocational Business Education Field 7-12	BSE	0
Business & Economics Department		
Basic Business Education Subject Endorsement (7-12)	BS	0
Business Administration (comprehensive major)	BA	70
Business Education Field Endorsement (7-12)	BSE	0
Economics Education Subject Endorsement (7-12)	BS	0
General Business	BA	0
Counseling, Psychology, and Social Work Department		
Psychology	BA	14
Social Work (comprehensive major)	BA	0
Education Department		
Early Childhood Education Subject Endorsement (birth-Grade 3)	BSE	4
Early Childhood Education Unified Field Endorsement (birth-Grade 3) (cross-listed with Applied Sciences)	BSE	0
Elementary Education Field Endorsement (K-8)	BSE	23
Field Endorsement in Middle Grades (4-9)	BSE	2
Mild & Moderate Disabilities Field Endorsement (7-12) or (K-12)	BSE	7
Health, Physical Education & Recreation Department		
Health Education Subject Endorsement (7-12)	BSE	0
Physical Education and Health Field Endorsement (K-12)	BSE	14
Recreation	BA	7
Language, Literature, and Communication Arts Department		
English	BA	0
English Subject Endorsement (4-9)	BSE	4
English Subject Endorsement (7-12)	BSE	0
Foreign Language Subject Endorsement	BSE	1
Journalism	BA	0
Language Arts Field Endorsement (7-12)	BSE	0
Communication Arts	BA	4
Literature	BA	0
Spanish	BA	0
Mathematical Sciences Department		
Information Science and Technology	BS	3
Mathematics	BS	0
Mathematics Field Endorsement (7-12)	BSE	7
Physical and Life Sciences Department		
Biology	BS	32
Biology Subject Endorsement (7-12)	BSE	0
Chemistry	BS	0
Chemistry Subject Endorsement (7-12)	BSE	0
Earth Science Subject Endorsement (7-12)	BSE	0
Health Sciences	BS	0
Natural Science Field Endorsement (7-12)	BSE	0
Physical Sciences	BS	7
Physical Science Field Endorsement (7-12)	BSE	0
Physics Subject Endorsement (7-12)	BSE	0

5.4.-3

Social Science and Justice Studies Department		
Applied History (comprehensive)	BA	2
Justice Studies	BA	23
History	BA	10
History Subject Endorsement	BSE	0
Social Science Field Endorsement	BSE	3
Sociology	BA	2
Visual and Performing Arts Department		
Art	BA	6
Art Field Endorsements (K-12)	BSE	0
Art Field Endorsements (7-12)	BSE	0
Music (comprehensive major)	BA	0
Music Field Endorsements (7-12)	BSE	0
Music Field Endorsements (K-12)	BSE	6
Speech Communications	BA	0
Speech Communication Subject Endorsement (7-12)	BSE	0
Speech and Theatre Field Endorsement (7-12)	BSE	0
Theatre	BA	4
Vocal Music Subject Endorsement (K-8)	BSE	0
Interdepartmental Undergraduate Degree Programs		
Library Media	BA	2
Library Media Specialist Endorsement	BSE	0
Interdisciplinary Studies (comprehensive major)	BA	4
Technical Occupations	BAS	1
Undergraduate Headcount		230
Undergraduate Degrees Awarded		283
Graduate Students		
Business Administration	MBA	6
Education Administration	MSE	0
Elementary Education	MSE	17
Secondary Education	MSE	0
Counseling	MA	1
	MSE	0
History	MAE	0
Language/Humanities/Fine Arts	MAE	0
Organizational Management	MS	1
Science/Math	MAE	0
Education Administration	EdS	1
Graduate Student Headcount		25
Graduate Student Degrees Awarded		26
Total Student Headcount		255
Total Degrees Awarded		309

Distinguished Service Award(s) Granted: None

Honorary Degrees Granted: None

5.4.-4

Peru State College

Summary of Graduates by Major and Degree
Spring, 2006

Undergraduate Students		
Business Department		
Business Administration Major	BA	0
	BS	46
Business Administration Technology Major	BAS	35
	BT	3
Industrial Technology Department		
Industrial Technology Major	BA	0
	BS	0
Criminal Justice Department		
Criminal Justice Major	BA	0
	BS	10
Psychology Department		
Psychology-Sociology Major	BA	0
	BS	6
Education Department		
Teacher Education	BA	0
	BS	100
Physical Education Major	BA	2
	BS	11
English Department		
English Major	BA	0
	BS	0
Liberal Arts Department		
Liberal Arts Major	BA	2
Performing & Fine Arts Department		
Art Major	BA	0
	BS	2
Music Major	BA	0
	BS	0
Speech and Drama Major	BA	0
	BS	0
Social Science Department		
Social Science Major	BA	0
	BS	1
Science & Technology Department		
Computer and Information Services Major	BA	0
	BS	0
Mathematics Major	BA	0
	BS	1
Natural Science Department		
Natural Science Major	BA	0
	BS	8
Graduate Students		
Curriculum and Instruction Major	MSE	23
Total Student Headcount		183
Total Degrees Awarded		248

Distinguished Service Award(s) Granted: None

Honorary Degrees Granted: None

Wayne State College

Summary of Graduates by Major and Degree
Spring & Summer 2006

Undergraduate Students		
School of Arts & Humanities		
Art & Design Department		
Art Major	BA	0
	BS	8
Graphic Design (elim 5/97)	BA	0
	BS	0
Communication Arts Department		
Mass Communication Major	BA	0
	BS	10
Speech Communication Major	BA	3
	BS	8
Theatre Major	BA	0
	BS	0
Language & Literature Department		
English Major	BA	0
	BS	8
English Writing & Literature Major	BA	1
	BS	0
French Education	BA	1
Modern Language & Culture Major	BA	1
Spanish Major	BA	5
Music Department		
Music Major	BA	0
	BS	0
School of Business & Technology		
Business & Economics Department		
Business Administration Major	BA	2
	BS	107
Computer Technology & Information Systems Department		
Computer Information Systems Major	BA	0
	BS	16
Computer Science Major	BA	0
	BS	5
Technology & Applied Sciences Department		
Early Childhood Major	BA	0
	BS	15
Family & Consumer Science Major	BA	0
	BS	7
Industrial Technology Major	BA	0
	BS	11
Technology Major	BA	0
	BS	3

5.4.-6

School of Education & Counseling		
Counseling & Special Education Department		
Human Service Counseling Major	BA	1
	BS	18
Special Education Major	BA	0
	BS	2
Educational Foundations & Leadership Department		
Elementary Education Major	BA	0
	BS	32
Middle Level Education Major	BA	1
	BS	3
School of Natural & Social Sciences		
Health, Human Performance & Sport Department		
Applied Human & Sport Physiology	BA	0
	BS	1
Exercise Science Major	BA	0
	BS	15
Health & PE Major	BA	0
	BS	6
Sport Management/Leisure Services Major	BA	0
	BS	15
History, Politics & Geography Department		
Geography Major	BA	0
	BS	4
History Major	BA	1
	BS	3
Political Science Major	BA	0
	BS	4
Social Sciences Education Major	BA	0
	BS	2
Life Sciences Department		
Life Sciences Major	BA	0
	BS	24
Physical Sciences & Mathematics Department		
Chemistry Major	BA	0
	BS	14
Mathematics Major	BA	0
	BS	6
Natural Sciences Major	BA	0
	BS	0
Physical Sciences Major	BA	0
	BS	0

5.4.-7

Sociology, Psychology & Criminal Justice Department		
Criminal Justice Major	BA	0
	BS	31
Psychology Major	BA	0
	BS	9
Social Sciences Major	BA	0
	BS	0
Sociology Major	BA	1
	BS	7
Interdisciplinary Studies		
Interdisciplinary Studies Major	BA	0
	BS	2
Graduate Students		
Business Administration Major	MBA	6
Counseling Major	MSE	13
Curriculum & Instruction Major	MSE	155
School Administration Major	MSE	3
Special Education Major	MSE	1
Art Education Major	MSE	0
Physical Education Major (Teaching)	MSE	0
Physical Education Major (Non-Teaching)	MSE	9
Communication Arts Major	MSE	0
English Major	MSE	0
Interdisciplinary Studies Major	MSE	0
Mathematics Major	MSE	0
Science Major	MSE	0
History Major	MSE	1
Social Sciences Major	MSE	2
School Administration -- Ed. Specialist	EdS	2
Total Degrees Reported (includes Double Majors)		605
Total Graduate Headcount		551

Distinguished Service Award(s) Granted: None
 Dr. Lyle E. Seymour -- Lifetime Achievement Award

Honorary Degrees Granted: None

Academic, Personnel & Student Affairs Committee

Richard Halbert, Chair
Doug Christensen
Michael Jacobsen

September 14-15, 2006

Instructional Load Reports for Spring 2006

Priority: Educational Excellence
 Strategy: 5
 Goal: g

The Spring 2006 Instructional Load Reports, which follow, have been submitted by the colleges. The following table summarizes the information regarding student credit hour production and FTE faculty. As you will note, student credit hour production has increased 1.23%, FTE faculty has increased 5.41% and student credit hour/FTE faculty has decreased 5.54%.

		Spring 2006				Spring 2005
		Undergraduate Level	Graduate Level	Total	System Total	System Total
Student Credit Hour Production	Chadron	26,413	1,798	28,211	87,296	86,239
	Peru	18,776	1,736	20,512		
	Wayne	34,776	3,797	38,573		
Total FTE Faculty	Chadron	103.97	12.71	116.68	340.6	323.0
	Peru	63.6	8.3	71.9		
	Wayne	132.43	19.55	151.98		
Student Credit Hour/FTE Faculty	Chadron	254.04	141.46	241.78	UG Avg: 267 Grad Avg: 181 Avg: 256	UG Avg: 281 Grad Avg: 180 Avg: 271
	Peru	295	208	285		
	Wayne	262.60	194.22	253.80		
FTE Students/ FTE Faculty	Chadron	17	12			
	Peru	20	17			
	Wayne	18	16			

5.5.-2

**CHADRON STATE COLLEGE
INSTRUCTIONAL LOAD REPORT**

Term: Spring 2006

STUDENT CREDIT HOUR PRODUCTION BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH Production (Ranked Faculty)	11,675	11,178	22,853	1,105	23,958
SCH Production (Adjuncts/Part-Time)	1,548	1,501	3,049	693	3,742
SCH Production (Graduate Assistants)	511	0	511	0	511
Total SCH Production	13,734	12,679	26,413	1,798	28,211
DISTRIBUTION OF FTE FACULTY BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
Professor	5.8	12.3	18.0	1.8	19.8
Associate Professor	7.7	10.6	18.3	2.2	20.5
Assistant Professor	20.9	17.2	38.1	4.4	42.5
Instructor	5.9	8.7	14.5	0.1	14.6
Lecturer			0.0		0.0
Adjunct/Part-Time	6.0	7.1	13.1	4.2	17.3
Graduate Assistant	2.0	0.0	2.0	0.0	2.0
Total FTE Faculty	48.1	55.9	104.0	12.7	116.7
Total Headcount Faculty					152
FTE Students	953.9	845.3	1,760.9	149.8	1,910.7
DISTRIBUTION OF FTE FACULTY AND STUDENT CREDIT HOUR PRODUCTION BY SITE					
	Lower Div	Upper Div	UG Total	Grad Div	Total
FTE Ranked Faculty -- On-Campus	37.1	40.1	77.3	2.0	79.3
FTE Adjunct/Part-Time -- On-Campus	5.4	5.1	10.5	0.5	11.0
FTE Graduate Assistant -- On-Campus	2.0	0.0	2.0	0.0	2.0
SCH Production -- On-Campus	11,964	10,254	22,218	296	22,514
FTE Ranked Faculty -- Off-Campus	3.0	8.7	11.7	6.5	18.2
FTE Adjunct/Part-Time -- Off-Campus	0.6	1.9	2.5	3.8	6.3
SCH Production -- Off-Campus	1,770	2,425	4,195	1,502	5,697
PRODUCTION RATIOS BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH/FTE Ranked Faculty	291	229	257	130	246
SCH/FTE Adjunct/Part-Time	259	212	234	165	217
SCH/FTE Graduate Assistants	254	0	254	0	254
Total SCH/FTE Faculty	285	227	254	141	242
FTE Student/FTE Ranked Faculty	19	15	17	11	18
FTE Student/FTE Adjuncts/Part-Time	17	14	16	14	16
FTE Student/FTE Graduate Assistants	17	0	17	0	17
Total FTE Student/FTE Faculty	19	15	17	12	16

**PERU STATE COLLEGE
INSTRUCTIONAL LOAD REPORT**

Term: Spring 2006

STUDENT CREDIT HOUR PRODUCTION BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH Production (Ranked Faculty)	4,971	6,718	11,689	870	12,559
SCH Production (Adjuncts/Part-Time)	4,845	2,242	7,087	866	7,953
SCH Production (Graduate Assistants)	0	0	0	0	0
Total SCH Production	9,816	8,960	18,776	1,736	20,512
DISTRIBUTION OF FTE FACULTY BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
Professor	6.5	7.9	14.4	0.3	14.7
Associate Professor	1.6	2.3	3.9	1.0	4.9
Assistant Professor	4.2	7.8	11.9	2.7	14.6
Instructor	3.8	3.0	6.8	0.3	7.1
Lecturer	0.0	0.0	0.0	0.0	0.0
Adjunct/Part-Time	20.9	5.7	26.6	4.0	30.6
Graduate Assistant	0.0	0.0	0.0	0.0	0.0
Total FTE Faculty	36.9	26.7	63.6	8.3	71.9
Total Headcount Faculty					139
FTE Students	654	597	1252	145	1396
DISTRIBUTION OF FTE FACULTY AND STUDENT CREDIT HOUR PRODUCTION BY SITE					
	Lower Div	Upper Div	UG Total	Grad Div	Total
FTE Ranked Faculty -- On-Campus	15.4	20.3	35.7	2.3	38.0
FTE Adjunct/Part-Time -- On-Campus	9.8	4.0	13.7	1.1	14.9
FTE Graduate Assistant -- On-Campus	0.0	0.0	0.0	0.0	0.0
SCH Production -- On-Campus	8,001	7,106	15,107	611	15,718
FTE Ranked Faculty -- Off-Campus	0.8	0.8	1.5	2.0	3.5
FTE Adjunct/Part-Time -- Off-Campus	12.2	4.2	14.3	3.2	17.6
SCH Production -- Off-Campus	1,815	1,854	3,669	1,125	4,794
PRODUCTION RATIOS BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH/FTE Ranked Faculty	311	320	315	201	303
SCH/FTE Adjunct/Part-Time	232	396	267	217	260
SCH/FTE Graduate Assistants	0	0	0	0	0
Total SCH/FTE Faculty	266	336	295	208	285
FTE Student/FTE Ranked Faculty	21	21	21	17	21
FTE Student/FTE Adjuncts/Part-Time	15	26	18	18	18
FTE Student/FTE Graduate Assistants	0	0	0	0	0
Total FTE Student/FTE Faculty	18	22	20	17	19

5.5.-4

WAYNE STATE COLLEGE
INSTRUCTIONAL LOAD REPORT

Term: Spring 2006

STUDENT CREDIT HOUR PRODUCTION BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH Production (Ranked Faculty)	13,430	14,273	27,702	1,976	29,678
SCH Production (Adjuncts/Part-Time)	3,823	2,138	5,961	1,821	7,782
SCH Production (Graduate Assistants)	921	192	1,113	0	1,113
Total SCH Production	18,174	16,603	34,776	3,797	38,573

DISTRIBUTION OF FTE FACULTY BY RANK AND LEVEL OF INSTRUCTION

	Lower Div	Upper Div	UG Total	Grad Div	Total
Professor	16.3	28.1	44.3	5.0	49.3
Associate Professor	12.3	15.3	27.6	1.3	29.0
Assistant Professor	7.5	6.9	14.4	0.0	14.4
Instructor	8.3	10.0	18.3	0.3	18.7
Lecturer	0.8	0.0	0.8	0.0	0.8
Adjunct/Part-Time	13.0	9.9	22.9	12.9	35.8
Graduate Assistant	3.5	0.6	4.1	0.0	4.1
Total FTE Faculty	61.6	70.8	132.4	19.6	152.0
Total Headcount Faculty					231
FTE Students	1211.6	1106.8	2318.4	316.4	2634.8

DISTRIBUTION OF FTE FACULTY AND STUDENT CREDIT HOUR PRODUCTION BY SITE

	Lower Div	Upper Div	UG Total	Grad Div	Total
FTE Ranked Faculty -- On-Campus	45.0	57.4	102.4	2.7	105.0
FTE Adjunct/Part-Time -- On-Campus	12.5	8.3	20.9	0.6	21.4
FTE Graduate Assistant -- On-Campus	3.5	0.6	4.1	0.0	4.1
SCH Production -- On-Campus	17,977	15,622	33,598	864	34,462
FTE Ranked Faculty -- Off-Campus	0.3	2.8	3.1	4.0	7.1
FTE Adjunct/Part-Time -- Off-Campus	0.4	1.6	2.0	12.4	14.4
SCH Production -- Off-Campus	197	981	1,178	2,933	4,111

PRODUCTION RATIOS BY RANK AND LEVEL OF INSTRUCTION

	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH/FTE Ranked Faculty	297	237	263	298	265
SCH/FTE Adjunct/Part-Time	295	216	261	141	217
SCH/FTE Graduate Assistants	266	305	272	0	272
Total SCH/FTE Faculty	295	235	263	194	254
FTE Student/FTE Ranked Faculty	20	16	18	25	18
FTE Student/FTE Adjuncts/Part-Time	20	14	17	12	15
FTE Student/FTE Graduate Assistants	18	20	18	0	18
Total FTE Student/FTE Faculty	20	16	18	16	17

Academic, Personnel & Student Affairs Committee

Richard Halbert, Chair
Doug Christensen
Michael Jacobsen

September 14-15, 2006

Changes to Board Policy 3050 Residency

Priority: Financial Strength
Strategy: 3

Policy 3050 has been revised to incorporate the provisions of Legislative Bill 239 relating to establishing resident status for tuition purposes for children of undocumented aliens who have resided in the State of Nebraska for at least three years before graduating from a high school in Nebraska or having received the equivalent of a high school diploma. The changes in policy also outline the requirements for proof and plans for permanent residency for undocumented aliens.

Attached is a copy of Policy 3050 with the proposed changes.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 3050

Residency

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BOARD POLICY

Pursuant to Article VII, Section 13 of the Constitution of the State of Nebraska, and Sections 85-501 to 85-504 of the Nebraska Revised Statutes, the Board of Trustees shall fix and collect tuition and fees for resident and non-resident students who matriculate at one of the State Colleges.

PROCEDURES

1. A determination of resident status must be made at the time of each registration. Once an individual has been enrolled at a Nebraska State College or at the University of Nebraska as a resident student, he or she shall be afforded that privilege during the balance of that and any subsequent enrollments at the State College.

An individual who moves to Nebraska primarily to enroll at a Nebraska State College is presumed to be a non-resident for tuition purposes for the duration of his or her attendance at the College, unless the individual is able to establish residency status for tuition purposes as outlined below.

Individuals seeking to establish resident status for tuition purposes who are subject to the 180 days minimum requirement must have established a home in Nebraska at least 180 days prior to the time at which they request such a determination. In addition, they must also initiate the various other domiciliary contacts which will support their application within a reasonable period of time after they have established their domicile in Nebraska.

Individuals seeking a resident student determination for tuition purposes will be required to sign a notarized affidavit outlining the reasons under which they believe that they qualify and attesting to the truth and accuracy of their statements. If it is subsequently determined that an individual has falsified such a statement, he or she may be subjected to disciplinary action by the College before the individual will be permitted to continue with his or her studies at the College. Such disciplinary action will be determined on an individual basis, and may include measures such as disciplinary probation or suspension, expulsion from the College, or a requirement that the individual reimburse the College for the difference between the tuition paid and the nonresident tuition rate.

Individuals who believe that they have been incorrectly denied a resident tuition determination may appeal that decision through channels established by the President of the State College where the adverse decision was made. The decision by the College President or his or her designee shall be final in any such appeals.

2. Definitions

For the purpose of this policy, the following definitions apply:

- a. Resident Tuition shall mean the resident tuition rate set by the Board of Trustees.
- b. Non-Resident Tuition shall mean the nonresident tuition rate set by the Board of Trustees.
- c. Legal Age shall be the age of majority set by Nebraska statute.
- d. Emancipated Minor shall mean an individual who by virtue of marriage, financial status, or other reasons, has become independent of his or her parents or guardians.
- e. "Established a home" shall mean that the individual continuously maintains a primary place of residence in Nebraska where the individual is habitually present.
- f. Legal Residence shall mean the place of domicile or permanent abode as distinguished from temporary residence.
- g. Dependent refers to a person who is claimed as a dependent or an exemption for federal income tax purposes by a parent, guardian, or spouse.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 3050 Residency

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3. Resident Tuition Categories

An individual will qualify as a resident of the State of Nebraska for tuition purposes at a Nebraska State College if, prior to the commencement of the term for which residency is sought, he or she meets the standards set forth in any one of the following categories:

- a. A person of legal age (19 years or older) or an emancipated minor who for a period of at least 180 days has resided in Nebraska where he or she is habitually present prior to application for resident status, and who can verify by documentary proof that he or she intends to make Nebraska his or her permanent residence.
 - i. In addition to documentation of occupancy of a home or residence in Nebraska for the previous 180 days, intent to make Nebraska a permanent residence may be demonstrated by any three of the following factors:
 1. a current Nebraska driver's license;
 2. documentation that the individual is registered to vote in Nebraska;
 3. a current Nebraska automobile registration in the individual's name;
 4. documentation of individual checking or savings accounts maintained with a Nebraska financial institution;
 5. documentation of current employment in Nebraska, and withholding of Nebraska income tax;
 6. copies of the provisions of an individual's most recent state income tax return indicating a Nebraska taxpayer status.
- b. A minor whose parent, parents, or guardian have established a home in Nebraska where such parent, parents, or guardian are habitually present with the bona fide intention of making Nebraska their permanent place of residence.
 - i. For the purpose of this section, an individual shall be required to present documentary proof that his or her parent, parents, or guardians have established a home in Nebraska. Such proof shall consist of the following:
 1. documentation that the parent or guardian has established a home in Nebraska;
 2. documentation that the individual seeking a resident tuition determination is a dependent for federal income tax purposes of the parent or guardian who has established a home in Nebraska; and
 3. other supporting documents of the parent or guardian's Nebraska residency including, but not limited to, the following factors:
 - a. a current Nebraska driver's license;
 - b. documentation that the individual is registered to vote in Nebraska;
 - c. a current Nebraska automobile registration in the individual's name;
 - d. documentation of individual checking or savings account maintained with a Nebraska financial institution; or
 - e. documentation of current employment in Nebraska.
 - ii. For purposes of this section, an individual, once enrolled as a resident student, whose parent, parents, or guardian have previously established a home in Nebraska, as documented through evidence such as that outlined above in this section, shall continue to be classified as a resident for tuition purposes if the parent, parents, or guardian upon whom he or she remains dependent move from the state.
 - iii. There shall be no minimum period of residence for the parent or guardian under this section.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 3050

Residency

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- c. A person of legal age who has established a home in Nebraska and is a dependent for federal income tax purposes of a parent or former legal guardian who has established a home in Nebraska.
 - i. For purposes of this section, an individual shall be required to present the following:
 - 1. documentation that both he or she and the parent or former guardian have established a home in Nebraska. Such documentation shall be the same as that required under section 3b(i) above; and
 - 2. documentation that he or she is, for federal income tax purposes, the dependent of the parent or former guardian for the most recent tax year.
 - ii. There shall be no minimum period of residence under this section.
 - d. An individual who has married a resident of Nebraska.
 - i. For the purpose of this section, an individual shall be required to verify that he or she is married to an individual who, prior to the marriage, had already established a home in Nebraska. Such verification shall consist of:
 - 1. a valid marriage license; and
 - 2. documentation of his or her spouse's Nebraska residence status, as required in section 3a above.
 - e. An individual who has become a permanent resident alien of the United States or has been granted asylum or refugee status.
 - i. For purposes of this section, an individual will be required to present documentation that he or she:
 - 1. has been a resident of the State of Nebraska for a period of at least 180 days, verified as required in section 3a(i) above; and
 - 2. is a holder of a permanent resident alien, asylum, or refugee status.
 - f. An individual who is a staff member or a dependent or spouse of a staff member of one of the Nebraska State Colleges, the University of Nebraska, or one of the Nebraska Community Colleges.
 - i. For the purposes of this section, an individual will be required to verify that he or she is either:
 - 1. a permanent staff member holding at least a .50FTE appointment at a State College, the University of Nebraska, or one of the Nebraska Community Colleges; or the spouse or a dependent of such a staff member for federal income tax purposes.
 - g. An individual on active duty with the armed services of the United States, and who has been assigned a permanent duty station in Nebraska, or a spouse or dependent of an individual who has been assigned a permanent duty station in Nebraska.
 - i. An individual on active duty with the United States armed services will be granted resident tuition status if he or she verifies:
 - 1. that he or she is on active duty with the armed forces; and
 - 2. that his or her permanent duty station is in Nebraska.
 - ii. An individual who is a spouse or a dependent of a person on active duty with the United States armed services will be granted resident tuition status if he or she verifies that he or she is a spouse or a dependent, for federal income tax purposes, of an individual meeting the qualifications outlined above in this section.
 - iii. There shall be no minimum period of residence under this section.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 3050

Residency

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- h. An individual who has established a home in Nebraska and is a graduate of an accredited Nebraska senior high school and was a legal resident of the state at the time of graduation.
 - i. For the purposes of this section, documentary proof of a Nebraska residence shall consist of:
 - 1. an official transcript from an accredited Nebraska senior high school indicating that the individual graduated from that school.
 - ii. There shall be no minimum period of residence for the individual under this section.
- i. An individual who has been enrolled at one of the Nebraska State Colleges, a Nebraska Community College, or the University of Nebraska as a resident student, shall be afforded the same privilege during the balance of that and any subsequent enrollments at a State College.

j. An individual who is an undocumented alien and who has resided with his/her parent, guardian, or conservator while attending a public or private high school in the state of Nebraska, graduated from a public or private high school in this state or received the equivalent of a high school diploma in this state, and resided in this state for at least three years before the date the student graduated from the high school or received the equivalent of a high school diploma.

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- i. For the purposes of this section, documentary proof of intent to make Nebraska permanent residence is a signed and notarized affirmation of such intent to make Nebraska the students' state of permanent residence.
- ii. For the purposes of this section, documentary proof of graduation from a Nebraska high school or having received the equivalent of a high school diploma will be an official transcript from an accredited Nebraska senior high school or a high school equivalency certificate based on the General Educational Development examination.

4. Non-Residents Working Who Pay Nebraska Income Tax

Individuals who reside outside of Nebraska but pay Nebraska income tax, and the spouses or dependents of such individuals as defined by IRS regulations, are eligible for resident tuition upon documented evidence of such payment to the State.

5. Non-Residents Working Full-Time in Nebraska

Individuals working full-time in Nebraska, and their legal dependents as defined by IRS regulations, who reside out-of-state but within states contiguous to Nebraska and file Nebraska non-resident incomes taxes shall be eligible for resident tuition.

- a. For purposes of this section, individuals requesting resident tuition status under this section shall provide the College with evidence of current full-time employment in the State of Nebraska and evidence of filing of Nebraska income tax forms for the most recent tax year.
- b. Eligible dependents shall provide proof of their parent, parents, or guardians full-time employment in the State of Nebraska and evidence of their parent, parents, or guardians having filed a Nebraska income tax form proving dependency for the most recent tax year.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 3050 Residency Page 5 of 5

Legal Reference: RRS 85-501 State educational institutions; non-resident fee
RRS 85-502 State educational institutions; domicile; defined; requirements; Attendance of students; effect
RRS 85-502.01 Residence; affidavit of intent; requirements

Policy Adopted: 1/28/77
Policy Revised: 10/4/80
Policy Revised: 6/5/93
Policy Revised: 6/2/06
Policy Revised: 9/15/06

Academic, Personnel & Student Affairs Committee

Richard Halbert, Chair
Doug Christensen
Michael Jacobsen

September 14-15, 2006

Revisions to Board Policies

Priority: Greater Prominence
 Strategies: 1, 2

The following by-laws, policies, table of contents and word index have been revised to harmonize policy provisions with changes either mandated by law or by former acts of the Board. These changes have been made in accordance with Article XIV of the Board By-Laws, Revisor of Board By-Laws and Policies, and Board Policy 2010, Duties of the Chancellor. These revised policies are as follows:

The following policies have been revised to reflect the change in title from Executive Director to Chancellor.

Policy 5201 Dismissal for Cause; Faculty	Policy 5602 Sick Leave for Faculty and Professional Staff
Policy 5202 Dismissal; Faculty; Financial Exigency	
Policy 5205 Termination of Appointments Prior To Expiration of the Stated Term; Faculty and Professional Staff	Policy 5603 Sick Leave for Support Staff
	Policy Vacation Accrual; Professional Staff
Policy 5206 Resignations, Abandonment, Layoffs; Professional and Support Staff	Policy 5605 Vacation Accrual; Support Staff
Policy 5301 Grievance Procedures; Faculty	Policy 5606 Funeral Leave
Policy 5302 Due Process Guidelines; Professional Staff	Policy 5607 Jury Duty Leave
	Policy 5609 Personal Leave
Policy 5303 Grievance Procedures; Professional Staff	Policy 5610 Political Leave
	Policy 5700 Labor Negotiations
Policy 5305 Grievance Procedures; Support Staff	Table of Contents
Policy 5405 Retirement Plan; State College Employees	By-Laws
	Word Index
Policy 5503 Injury Leave and Workers' Compensation	

BOARD POLICY

It is the policy of the Board that the retirement program is and shall be consistent with state and federal regulations.

Participation, Annuity

It shall be the policy of the Board to provide participating plans for retirement annuities for all full-time employees of the Nebraska State College System. All plan assets shall be held in an annuity, or a trust or custodial account, for the exclusive benefit of plan participants.

The Board approves the policy of establishing retirement benefits through the Teachers Insurance and Annuity Association of America and the College Retirement Equities Fund (TIAA/CREF). Old Age and Survivors Insurance of the Social Security Administration shall be a part of the plan of retirement benefits.

The State Colleges are authorized to enter into, on behalf of the Board, contract with State College employees providing for the purchase of such retirement annuity contracts under the provisions of the Technical Amendments Act of 1958 to the Internal Revenue Code, as amended; such contracts with the State College employees shall provide that the accounts contributed by the State Colleges for such retirement annuity contracts shall be contributed as a result of an agreement of the employee to take a reduction in salary, or to forego an increase in salary, but only to the extent that such amounts are earned, or would be earned by the employee after the agreement becomes effective; such an agreement must be legally binding and irrevocable with respect to amounts earned while the agreement is in effect and shall, in all other respects, conform with the applicable provisions of the Internal Revenue Code, as amended; the right of employees to such retirement annuity contracts shall be non-forfeitable, except for failure to pay future premiums; and such retirement annuity contracts shall be non-transferable.

Primary, Secondary and Supplemental Annuity Plans

A primary retirement plan intended to constitute an eligible deferred compensation plan as set forth in Internal Revenue Code (Code) Section 403(b) shall be provided for all full-time employees of the Nebraska State College System. Participation in the 403(b) Plan is mandatory as set forth in the section below relating to Eligibility for Participation in the Primary Retirement Plan.

A secondary retirement plan intended to constitute an eligible deferred compensation plan within the meaning of Section 457 of the Code, as amended, shall be offered all full-time employees of the Nebraska State College System. Participation in the 457(b) Plan is voluntary as set forth in the section below that outlines Eligibility for Participation in the Secondary Retirement Plan. The 457(b) Voluntary Deferred Compensation Plan shall be secondary to and a supplement for the primary 403(b) Retirement Plan.

Other Supplemental annuity plans are allowed if not sold on state property or during office hours and paid for entirely by the employee, and if ten or more petition for any such plan, and if the plan is set up in the NEIS system which requires 100 participants.

Eligibility for Participation in the Primary Retirement Plan 403(b)

1. Employees eligible for participation are any active employee of the State College System whose employment status is full-time. Full-time for faculty employees shall mean carrying a "full-time load," as defined by the College, for the regular academic year. Full-time for all other employees will consist of working full-time, as defined by the College, for the regular academic year or at least three-fourths time over a twelve month period.

2. All eligible employees will begin participation in this retirement plan on the first day of the month coinciding with or next following the attainment of age 30. During required participation, employees are not permitted to switch from salary reduction (pre-tax) to salary deduction (after tax) at any time. Therefore, salary reduction is to be used exclusively. As a result, the mandatory employee contribution will be treated as an employer contribution for calculation purposes and will not be subject to the employee elective deferral limit. Furthermore, during voluntary employee participation, those voluntary employee contributions will be subject to the limits under 402(g), the employee elective deferral limit, in addition to the 403(b) maximum exclusion allowance, and the 415 limits.
3. All eligible employees may begin participation in this retirement plan on the first day of the month coinciding with or next following the second anniversary of their employment and the attainment of age 25. Eligible employees under age 30 may count toward the required service period any prior service with a related educational institution or organization.

Contributions for Primary Retirement Plan (403(b))

The Board shall have power, in its discretion, to provide retirement benefits for present and future employees of the Board, subject to the following:

1. The cost of such retirement benefits shall be funded in accordance with sound actuarial principles with the necessary contributions for both past service and future service being treated in the budgets in the same way as any other operating expense;
2. The maximum state contribution under such retirement plan shall not exceed the sum of
 - a. the percentage approved by the Board of each employee's salary or wage earnings for any calendar year before any agreement for reduction of salary or wage earnings, and
 - b. pursuant to an agreement for reduction of salary or wage earnings, the amount of the reduction of salary or wage earnings;
3. Each employee's contribution shall at least equal the state contribution to any such retirement fund but shall not exceed six percent of each State College employee's salary or wage earnings for any calendar year and shall be calculated before any agreement for any reduction of salary or wage earnings, provided that in lieu of making such contribution, each such employee shall enter into an agreement for reduction of salary or wages in an amount equal to such employee's contribution for the purchase by the Board of an annuity contract for such employee, under the provisions of the Technical Amendments Act of 1958 to the Internal Revenue Code, as amended; and
4. The retirement benefits of any employee for service prior to the effective date of any retirement plan established under the provisions of this section shall be those provided under the retirement plan now in force which benefits shall not be abridged.
5. Each participant in this primary retirement plan and each State College shall make contributions under the retirement plan on a monthly basis during the years of participation, except for months in which no salary is paid, in accordance with the following schedule:

**POLICY: 5405 Retirement Plan;
State College Employees**

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Contributions as a Percent of Total Salary to Primary 403(b) Plan

Participant Contribution (salary reduction only)	State College Contribution	Total Contribution
6.0%	8.0%	14.00% effective July 1, 2005

6. Each participant in this retirement plan who elected the 4.5% contribution rate under the previous plan will have an opportunity to elect the 6.0% contribution rate under this revised plan, but may choose to remain at the previous 4.5% level. All newly hired or rehired eligible employees shall be required to contribute at the 6.0% level beginning with the effective revision date of this retirement plan.
7. Under no circumstances or conditions will any contribution of the State Colleges revert to, be paid to, or insure to the benefit of, directly or indirectly, the State Colleges. However, if contributions made by the State Colleges were based on mistake of fact, such contributions may be returned to the State Colleges within one year of the date on which the contribution was made.

Eligibility for Participation in the Secondary Retirement Plan 457(b)

1. All employees who are participants in the primary 403(b) retirement plan are eligible to participate on a voluntary basis in the secondary 457(b) retirement plan.
2. To participate in the secondary plan, each eligible employee shall complete and return the applicable forms, including a Voluntary Salary Deferral Agreement, to his or her respective benefits office. Enrollment shall be effective on or after the first day of the month following the date the enrollment forms are properly completed by the employee, including the Voluntary Salary Deferral Agreement, and approved by the employer or its designee.

Contributions for Secondary Retirement Plan 457(b)

1. The employer will not make any non-elective or matching contributions to the Nebraska State College 457(b) Voluntary Deferred Compensation Plan. This Plan will accept only elective deferrals made to the Plan by the eligible employee.
2. Starting the effective date of this Plan, and in accordance with the Economic Growth and Tax Relief Reconciliation Act of 2001, the Board will permit eligible state college employees to participate simultaneously in both the primary 403(b) and secondary 457(b) retirement plans.
3. The 457 (b) Voluntary Deferred Compensation plan is an elective salary reduction plan that permits employees who participate to supplement their primary 403(b) plan and Social Security benefits by setting aside an additional portion of their salary on a before-tax basis. Any such elective deferral of salary may be made up to the maximum amount permitted by law provided the employee agrees to voluntarily defer a minimum of twenty-five dollars (\$25) per pay period.
4. Participants in the Plan do not pay any federal income taxes on the amounts they contribute, or on any earnings on the amount they contribute, until the funds are withdrawn at retirement.
5. A participant shall be fully vested at all times in his or her accrued benefits under this Plan. Such accrued benefits shall be non-forfeitable at all times.

6. A participant may elect to change his or her Elective Deferral Rate with respect to future contributions by submitting a new properly executed Voluntary Salary Deferral Agreement to the employer. Such change shall take effect as soon as administratively practicable but not earlier than the first pay period commencing with or during the first month following receipt by the employer of such Voluntary Salary Deferral Agreement.
7. A participant may terminate his or her election to have compensation deferred in this Plan by so notifying the employer or its designee in writing. Such termination shall take effect as soon as administratively practicable, but not earlier than the first pay period commencing with or during the first month following receipt by the employer of satisfactory written notice of such revocation.
8. To the extent permitted by law, transfers may be made to this 457(b) Plan from any other eligible deferred compensation plan maintained by a State, political subdivision of a State or any agency or instrumentality of a State or political subdivision of a State. Such funds shall be accepted and fully vested and nonforfeitable at all times.
9. To the extent permitted by law, rollovers to the Plan are permitted.

Cashability Option for Primary and Secondary Retirement Plans

1. Upon termination of employment, an employee can elect to make cash withdrawals up to the entire amount of the CREF accumulation under the Board TIAA/CREF Primary 403(b) Retirement Plan. TIAA Traditional Account cash withdrawals can be made in accordance with the investment options withdrawal rules that currently allow substantially equal payments over a ten-year period.
2. Full or partial cash withdrawals upon severance from employment can also be made under the Board TIAA/CREF Secondary 457(b) Plan.

Distribution Options for Primary and Secondary Retirement Plans

Participants who sever their employment within the State College System may make an immediate and binding election with respect to how they will take their distribution when they retire, or they may defer their decision until they are ready to retire, as permitted by law. Participants in both the primary and secondary retirement plans must begin taking a distribution by the April 1st of the year following the year in which he or she attains age 70 1/2 or retires, whichever is later.

A variety of payment options are available under the TIAA/CREF Primary 403(b) and Secondary 457(b) plans, including:

- Lifetime annuity income
- Fixed-period annuity (5 to 30 years)
- Minimum distribution option (MDO)
- Full or partial cash withdrawals
- Systematic withdrawals, and
- Interest payment Retirement Option (IPRO)

Investment Options for Primary and Secondary Retirement Plans

The Nebraska State Colleges TIAA/CREF Retirement Plans offer employees a variety of investment options. A participant may request that amounts contributed to either Plan on his or her behalf be allocated among the available Investment Options established under the Plans. Following the initial allocation request at the time of enrollment,

the investment allocation request shall remain in effect for all subsequent contributions until changed by the participant. A participant may change his or her investment allocation by submitting a written request to the Employer or its designee on such form as may be required by the Employer. Such change shall become effective as soon as administratively feasible after the Employer or its designee receives a satisfactory written request.

The TIAA Traditional Annuity and the TIAA Real Estate account plus CREF Stock, Money Market, Bond Market, Social Choice, Global Equities, Equity Index, Growth Account and Inflation-Linked Bond Accounts offer 403(b) Plan participants flexibility in managing their retirement accumulations.

Participants in the 457(b) Voluntary Deferred Compensation Plan are able to allocate their contributions among TIAA-CREF accounts from five different asset classes, including equities, real estate, a balanced account, fixed income account, and a guaranteed account. As additional options become available and are announced by TIAA/CREF, they shall be added to the Nebraska State College Retirement Plans.

Transfer Policy

This plan does not permit transfers of retirement accumulations to investment accounts other than TIAA/CREF.

Financial Advice or Retirement Counseling

Any questions about the Retirement Plan or any requests for financial advice or retirement counseling, should be directed to TIAA/CREF.

Social Security

All employees of the State Colleges are entitled to benefits provided under the Social Security Act, subject to whatever conditions may be applied by the State of Nebraska or the United States government.

Retirement Age

Early retirement is permitted when employment ceases on or after attainment of age 55. Normal retirement is the last day of the fiscal year in which age 65 is attained.

Details of participation, current rates of withholding, retirement age, etc., are available in the current retirement plan agreement, copies of which are available in the offices of the Chancellor and College Presidents.

Deleted: Executive Director

Legal Reference: RRS 85-195

University of Nebraska; State Colleges; Department of Public Institutions;
retirement annuity contracts; purchases
State colleges; retirement plan, establishment; terms; investment of funds

RRS 85-320

Policy Adopted: 1/28/77

Policy Revised: 8/4/79

Policy Revised: 2/7/83

Policy Revised: 9/18/87

Policy Revised: 12/8/89

Policy Revised: 6/5/93

Policy Revised: 5/8/96

Policy Revised: 8/29/97

Policy Revised: 4/1/99

Policy Revised: 4/9/02

Policy Revised: 2/10/05

Policy Revised: 9/15/06

BOARD POLICY

All regularly employed Support Staff employees have grievance rights. Job applicants and temporary employees have no grievance rights within the Nebraska State College System grievance procedure.

Eligible employees in the State College System who are aggrieved as a result of administrative or management actions resulting in an injury, injustice, or wrong involving a misinterpretation or misapplication of rules promulgated by the Board of Trustees, campus rules and regulations, or applicable labor contracts, if so agreed by the appropriate parties, may grieve such actions. Campus Presidents and the ~~Chancellor, as appropriate,~~ shall ensure that every possible effort is made to resolve grievances at the campus and System Office levels.

Deleted: Executive Director

The Board of Trustees has final authority to determine whether or not an issue is grievable, and may elect to hear any issue at its discretion. Issues determined to be non-grievable are subject to summary dismissal.

The following issues, when done in compliance with established law, rule or policy, are examples of non-grievable matters. The list below is not to be considered all inclusive:

- \$ Performance evaluations;
- \$ System or campus appointments including promotions to positions;
- \$ Leave of absence decisions
- \$ Merit increase allocations;
- \$ Marketplace salary adjustments; and
- \$ Position classification

Matters which involve harassment or discrimination based on race, color, religion, natural origin, age, sex, marital status, or physical or mental disability shall be pursued at the campus or System Office level, as appropriate, or may be appealed to the Federal Employment Opportunity Commission (EEOC) or the Nebraska Equal Opportunity Commission (NEOC).

Non-grievable complaints resulting from administrative or management actions should be dealt with through a complaint procedure, established at the campus level, which ensures final access to the campus President or designated representative.

PROCEDURE

- Section 1. The grievance procedure set forth herein is designed to provide a method to resolve differences regarding terms and conditions of employment. Time lines should be adhered to unless changes are agreed to by both parties.
- Section 2. A grievance is defined to be any claim (request or complaint) by a staff member regarding terms and conditions of the grievant's employment.

**POLICY: 5305 Grievance Procedures;
Support Staff**

Page 2 of 3

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- Section 3. In reducing a grievance to writing, it should include the exact nature of the grievance, the act(s) of commission or omission, the date(s) of the act(s), the identity of the party(ies) alleged to have caused the grievance, provisions of any agreement, bylaws, rules, policies or practices that are alleged to have been violated, and the remedy that is sought.
- Section 4. For grievances regarding employment matters, the administrative chain of command below the president of the college is the appropriate vice president, non-academic deans, director or assistant director and supervisor. Final authority regarding employment matters rests with the campus President.
- Section 5. Any party shall, at their expense, have the right to assistance by a person of their own choosing from the college community, or to legal counsel in any step of the grievance procedure.
- Step 1. The aggrieved person shall first discuss the grievance with his/her immediate supervisor within ten (10) working days of the occurrence giving rise to the grievance in an attempt to settle the grievance. The immediate supervisor shall then have the (10) working days in which to respond and give a written answer to the grievant.
- Step 2. A grievance not settled in Step 1, which the grievant wishes to pursue further, may be filed in writing with the appropriate administrative person in the next level higher in the chain of command in accordance with Section 3. Such filing shall be within ten (10) working days after receipt of the supervisor's response in Procedure 1 and in accordance with the policy above to discuss and attempt to settle the grievance. If the grievance is with a Director, the employee shall discuss the matter with the Chief Business Officer.
- Response to the grievant, at this step, shall be made in writing within ten (10) working days after filing of this appeal, the grievant may proceed to the next step.
- Step 3. A grievance which has not been settled in Steps 1 and 2 and which the grievant wishes to pursue further shall be appealed to the Chief Business Officer within ten (10) working days of the receipt of the response given in Step 2. The appeal shall include the written grievance and all responses given in Steps 1 and 2. The Vice President may conduct a conference with the aggrieved party. If the grievance is not resolved, the Vice President may, within ten (10) working days, appoint an ad hoc committee or refer the matter to an appropriate hearing panel to hear the grievance. The ad hoc committee or hearing panel is authorized to hold a hearing in accordance with Policy 5304, to admit and consider evidence submitted by the parties to the grievance, and to submit its findings and recommendations to the campus Vice President and the grievant within fifteen (15) working days after receipt of the grievance. If such findings are not submitted within that time, the grievant may proceed to the next step.

- Step 4. Within ten (10) working days of receipt of the grievance along with all applicable responses including those from the hearing panel, or within ten (10) working days of receipt of the recommendation from the ad hoc committee or hearing panel, if an ad hoc committee or hearing panel is utilized, the Chief Business Officer of the College shall render his/her written decision. If the Chief Business Officer rejects the report of the ad hoc committee or hearing panel, the Chief Business Officer shall state his or her reasons for doing so, in writing to the committee or panel, whichever appropriate, and provide an opportunity for a response from both parties before the grievance can move to the next step. If such findings and recommendations are not submitted within that time or if the grievance is not satisfied, then the grievant may proceed to the next step within ten (10) working days.
- Step 5. Should Steps 1-4 fail to resolve the grievance and the grievant wishes to pursue, the grievant may appeal to the campus President, within ten (10) working days of the receipt of the response in Procedure 4, by filing the grievance and all prior responses with the campus President. The authority of the campus President is to assure that the decision of the Chief Business Officer was made in good faith and to ensure that the administration was in reasonable compliance with Board Policy and/or campus rules and regulations, labor agreements, or relevant State Statutes.
- Step 6. Should all prior steps fail to resolve the grievance, and the grievant wishes to pursue the grievance, the grievant may appeal to the Board, as provided in Policy 2050, within thirty (30) working days of the receipt of the response in Step 5, by filing the grievance and all prior responses with the ~~Chancellor~~ of the Board. In filing the grievance with the Board, the Board will only consider whether basic procedural fairness, as outlined in Board Policy 5304, was offered. In so doing, the Board shall, within its normal order of business, decide whether or not to hear the grievance and notify the grievant of its decision. If the Board's decision is to hear the grievance, the notification should include a statement with respect to whether the Board wishes further information from the grievant or whether it will grant a personal hearing before the Board, or designated officer, and the time, place and nature of any such hearing.
- Step 7. If the grievant is not satisfied with the decision made by the Board, the grievant may seek relief under applicable state and federal laws.

Deleted: Executive Director

Policy Adopted: 8/18/78
Policy Revised: 9/18/87
Policy Revised: 6/5/93
~~Policy Revised: 9/15/06~~

**POLICY: 5303 Grievance Procedures;
Professional Staff**

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BOARD POLICY

All regularly employed Professional Staff employees have grievance rights. Job applicants and temporary employees have no grievance rights within the Nebraska State College System grievance procedure.

Eligible employees in the State College System who are aggrieved as a result of administrative or management actions resulting in an injury, injustice, or wrong involving a misinterpretation or misapplication of rules promulgated by the Board of Trustees, campus rules and regulations, or applicable labor contracts, if so agreed by the appropriate parties, may grieve such actions. Campus Presidents and the Executive Director, as appropriate, shall ensure that every possible effort is made to resolve grievances at the campus and System Office levels.

The Board of Trustees has final authority to determine whether or not an issue is grievable, and may elect to hear any issue at its discretion. Issues determined to be non-grievable are subject to summary dismissal.

The following issues, when done in compliance with established law, rule or policy, are examples of non-grievable matters. The list below is not to be considered all inclusive:

- \$ Performance evaluations;
- \$ System or campus appointments including promotions to positions;
- \$ Leave of absence decisions
- \$ Merit increase allocations;
- \$ Marketplace salary adjustments; and
- \$ Position classification

Matters which involve harassment or discrimination based on race, color, religion, natural origin, age, sex, marital status, or physical or mental disability shall be pursued at the campus or System Office level, as appropriate, or may be appealed to the Federal Employment Opportunity Commission (EEOC) or the Nebraska Equal Opportunity Commission (NEOC).

Non-grievable complaints resulting from administrative or management actions should be dealt with through a complaint procedure, established at the campus level, which ensures final access to the campus President or designated representative.

PROCEDURE

- Section 1. The grievance procedure set forth herein is designed to provide a method to resolve differences regarding terms and conditions of employment. Time lines should be adhered to unless changes are agreed to by both parties.
- Section 2. A grievance is defined to be any claim (request or complaint) by a staff member regarding terms and conditions of the grievant's employment.

**POLICY: 5303 Grievance Procedures;
Professional Staff**

Page 2 of 3

Section 3. In reducing a grievance to writing, it should include the exact nature of the grievance, the act(s) of commission or omission, the date(s) of the act(s), the identity of the party(ies) alleged to have caused the grievance, provisions of any agreement, bylaws, rules, policies or practices that are alleged to have been violated, and the remedy that is sought.

Section 4. For grievances regarding employment matters, the administrative chain of command below the president of the college is the appropriate vice president, non-academic deans, director or assistant director and supervisor. Final authority regarding employment matters rests with the campus President.

Section 5. Any party shall, at their expense, have the right to assistance by a person of their own choosing from the college community, or to legal counsel in any step of the grievance procedure.

Step 1. The aggrieved person shall first discuss the grievance with his/her immediate supervisor within ten (10) working days of the occurrence giving rise to the grievance in an attempt to settle the grievance. The immediate supervisor shall then have the (10) working days in which to respond and give a written answer to the grievant.

Step 2. A grievance not settled in Step 1, which the grievant wishes to pursue further, may be filed in writing with the appropriate administrative person in the next level higher in the chain of command in accordance with Section 3. Such filing shall be within ten (10) working days after receipt of the supervisor's response in Procedure 1 and in accordance with the policy above to discuss and attempt to settle the grievance. If the grievance is with the Director, the employee shall discuss the matter with the Vice President for Administration and Finance.

Response to the grievant, at this step, shall be made in writing within ten (10) working days after filing of this appeal, the grievant may proceed to the next step.

Step 3. A grievance which has not been settled in Steps 1 and 2 and which the grievant wishes to pursue further shall be appealed to the Vice President for Administration and Finance within ten (10) working days of the receipt of the response given in Step 2. The appeal shall include the written grievance and all responses given in Steps 1 and 2. The Vice President may conduct a conference with the aggrieved party. If the grievance is not resolved, the Vice President may, within ten (10) working days, appoint an ad hoc committee or refer the matter to an appropriate hearing panel to hear the grievance. The ad hoc committee or hearing panel is authorized to hold a hearing in accordance with Policy 5302, to admit and consider evidence submitted by the parties to the grievance, and to submit its findings and recommendations to the campus Vice President and the grievant within fifteen (15) working days after receipt of the grievance. If such findings are not submitted within that time, the grievant may proceed to the next step.

**POLICY: 5303 Grievance Procedures;
Professional Staff**

Page 3 of 3

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- Step 4. Within ten (10) working days of receipt of the grievance along with all applicable responses including those from the hearing panel, or within ten (10) working days of receipt of the recommendation from the ad hoc committee or hearing panel, if an ad hoc committee or hearing panel is utilized, the Vice President of the College shall render his/her written decision. If the Vice President rejects the report of the ad hoc committee or hearing panel, the Vice President shall state his or her reasons for doing so, in writing to the committee or panel, whichever appropriate, and provide an opportunity for a response from both parties before the grievance can move to the next step. If such findings and recommendations are not submitted within that time or if the grievance is not satisfied, then the grievant may proceed to the next step within ten (10) working days.
- Step 5. Should Steps 1-4 fail to resolve the grievance and the grievant wishes to pursue, the grievant may appeal to the campus President, within ten (10) working days of the receipt of the response in Procedure 4, by filing the grievance and all prior responses with the campus President. The authority of the campus President is to assure that the decision of the Vice President for Administration and Finance was made in good faith and to ensure that the administration was in reasonable compliance with Board Policy and/or campus rules and regulations, labor agreements, or relevant State Statutes.
- Step 6. Should all prior steps fail to resolve the grievance, and the grievant wishes to pursue the grievance, the grievant may appeal to the Board, as provided in Policy 2050, within thirty (30) working days of the receipt of the response in Step 5, by filing the grievance and all prior responses with the Executive Director of the Board. In filing the grievance with the Board, the Board will only consider whether basic procedural fairness, as outlined in Board Policy 5302, was offered. In so doing, the Board shall, within its normal order of business, decide whether or not to hear the grievance and notify the grievant of its decision. If the Board's decision is to hear the grievance, the notification should include a statement with respect to whether the Board wishes further information from the grievant or whether it will grant a personal hearing before the Board, or designated officer, and the time, place and nature of any such hearing.
- Step 7. If the grievant is not satisfied with the decision made by the Board, the grievant may seek relief under applicable state and federal laws.

Policy Adopted: 8/18/78
Policy Revised: 9/18/87
Policy Revised: 6/5/93
Policy Revised: 9/15/06

BOARD POLICY

State College professional staff employees shall not be discriminated against on a basis not demonstrably related to the employee's job performance. Professional staff members cannot be dismissed before the end of a term appointment except for adequate cause that has been demonstrated through procedural due process. Each professional staff member is entitled to timely notice in case of non-reappointment in accordance with the schedule prescribed in Board Policy 5014.

In no case may a member of the professional staff who is not otherwise protected by Board policy and campus rules and regulations which relate to dismissal proceedings be dismissed prior to expiration of the appointment period without having been provided a statement of reasons and an opportunity to be heard before a duly constituted committee as outlined herein.

Due process is a flexible concept and requires such procedural protection as the particular situation demands. Employees who are subject to lesser penalties need not be accorded as much due process as employees who could be suspended or dismissed from employment.

Employees who could be given a reprimand or warning are entitled to oral or written notice of the charges against them, and if the charges are denied by the employee, an explanation of the evidence campus authorities have and an opportunity to present his or her side of the story in an informal discussion with a campus administrator before disciplinary action is taken.

Employees subject to stricter sanctions and more due process protection may request to have their cases resolved by informal methods; however, unless the employee voluntarily and willingly agrees in writing to accept the imposition of a penalty for violation of employment rules or regulations through an informal proceeding, a formal hearing procedure should be followed to assure professional staff employees basic procedural fairness in resolving disciplinary allegations.

Constitutional rights of due process apply in a disciplinary proceeding only when the Board and/or a State College invades a liberty or property interest of the employee by attempting to deprive the employee of a right or benefit rightfully belonging to the employee. The employee may have a property right in either continued or advanced employment. Such rights are not created by the U.S. Constitution, but instead are created and their dimensions defined by existing rules or understandings that stem from the Board Policy Manual, campus rules or regulations, an employee handbook, or state statutes.

Liberty rights refers to right of the employee to maintain a good name, honor or reputation. In the State College System, whenever a liberty or property interest is involved in suspension or dismissal proceedings, the two key elements of procedural due process are notice to the employee and an opportunity to be heard prior to the deprivation of the employee's property or liberty interest.

PROCEDURE

1. Notice and Hearing Guidelines

In order to satisfy the due process requirements of notice and hearing for suspension and dismissal proceedings, campus Presidents and the Chancellor are responsible for and shall establish a procedure for the administration of discipline which ensures the following minimum due process provisions for professional staff employees being disciplined:

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- a. Prior to imposing discipline, employees should be entitled to written notice of the proposed charges against them which should identify the rule or policy violated and include an explanation of the College's evidence against them. The explanation should include a description of the incident involved and/or dates of occurrence to the extent the explanation would not impair the function or operation of the College or System or expose the Board to legal liability.

The notice should be sufficiently detailed to allow the employee to prepare a response or presentation of evidence. The notice should fairly and reasonably notify the employee of the action to be taken, and should list the persons providing information against the employee and the nature of that information. Under some circumstances, the notice might also include a brief statement of the employee's legal rights with respect to the proceeding.

- b. Prior to imposing discipline the employee should additionally be entitled to an opportunity to present mitigating evidence or present reasons why disciplinary action should not be taken. If the opportunity or explanation is in the form of a meeting or hearing, the campus President or designated person should afford the employee adequate notice as to time, place and purpose of such meeting or hearing. Reasonable notice of the meeting, which requires adequate time for the employee to prepare a presentation or defense, is required.

If the matter is formally grieved or a hearing is conducted, the proceeding shall be conducted in accordance with the procedures stated in Board Policy 5303. The proceeding should be conducted by an impartial panel. This does not mean that the employer is precluded from appointing the panel, but only means that the hearing panel must be free of actual personal bias or partiality.

The employee should have the opportunity to be represented by someone of the employee's choosing including legal counsel. The employee should have a full opportunity to present, either in person or in writing, testimony, witnesses, and evidence which support reasons why the proposed action should not be taken. However, a full evidentiary hearing, or a trial-like hearing is not required prior to adverse action. Although the rules of procedure and rules of evidence applicable to court proceedings may be followed, they need not be strictly adhered to in the proceeding.

An employee's guilt should be determined by a preponderance of the evidence. Hearing decisions need not be unanimous. A simple majority vote shall be sufficient. Hearsay evidence is not required to be excluded, but a finding of guilt on hearsay evidence alone is not appropriate in hearings, including a serious disciplinary case such as suspension or dismissal.

The employee should have the right to cross-examine adverse witnesses and to ask questions of the hearing panel.

The employee is entitled to an expeditious hearing of the case.

The employee should be able to request that the hearing be either open or closed to the public. This request shall be made to the chair of the hearing panel.

Some type of record of the proceedings should be maintained either through the use of a tape recorder or transcriptionist.

The hearing panel should prepare a written statement setting forth its decision and the specific findings of fact which support it.

The party with whom the burden of proof rests should generally proceed first with the presentation of its evidence. The burden of proof is generally on the employer, except when the proceeding is conducted as an appellate proceeding following an evidentiary hearing, in which case the appealing party should proceed first. Also, when the impartiality of the hearing panel is challenged, the burden of proof rests on the party asserting the challenge, who then proceeds first.

- c. If a disciplinary action is imposed, the employee shall be:
- 1) Advised in writing of the nature of the offense;
 - 2) Advised of the disciplinary action being administered; and
 - 3) If appropriate, notified of the time allowed for improvement and the consequences, including dismissal, of future violations or failure to improve;
 - 4) The employee should acknowledge receipt by signing the document. The employee's signature does not constitute agreement with the content of the document. If the employee refuses to sign, the supervisor and witness shall sign a notation of the employee's refusal on the document. A copy of the document shall then be placed in the employee's personnel file. Any negative comment placed in an employee's file requires the employee to be given notice of such filing in writing and an opportunity for a written rebuttal;
 - 5) If the campus President perceives a significant hazard in keeping the employee on the job pre-hearing, the campus President's option is to suspend the employee with pay pending the hearing.

2. Employee Handbook Guidelines

Each campus administration shall adopt and promulgate rules of conduct for distribution to employees in the form of an employee handbook. In addition to listing general rules of conduct, rules of conduct relating to various terms and conditions of employment including hiring, training, professional development, promotions, layoffs, separations, absenteeism, insubordination, poor work performance, drug and alcohol abuse, non-discrimination policies, and a statement on the progressive discipline system shall also be outlined in the employees' handbook. The handbook shall also specify for employees the various penalties that will be imposed if rules are violated, and the steps to be followed.

Placed in an appropriate and permanent position in each employee handbook shall be a statement that the handbook represents the personnel policies of the System and campus, and that the Board retains the absolute right to modify or reverse these policies based upon its professional and business concerns. The policies expressed in the handbook are only guidelines and do not represent an employment contract, nor any aspect of an employment contract and should not be construed as such.

The Board and the campus administration remains free in its sole discretion to change or amend these policies at any time, with or without notice. The Board and campus administration is also free not to follow these guidelines in any particular case, and no member of the campus administration has the authority to bind the Board to any of the terms or provisions of this handbook.

Each new hire employee should be required to sign a statement that he or she has received and read the handbook and agrees to be bound by its terms as a condition of employment.

3. **Progressive Disciplinary Guidelines**

The following types and levels of disciplinary actions for professional staff are prescribed in a progressive manner; however, the nature and severity of the violation will dictate the level of discipline imposed and the due process protection to be applied. More severe levels of disciplinary action may be imposed when a lesser action is deemed inadequate or has not achieved the desired results. One or a combination of any of the following disciplinary actions may be imposed. If one or more of the prescribed disciplinary actions are imposed, it shall be in writing and on a single document and imposed concurrently.

The type and extent of disciplinary action shall be governed by the nature, severity and effect of the offense; the type and frequency of previous offenses; the period of time elapsed since a prior offensive act; and consideration of extenuating circumstances. The following represents guidelines only for a progressive disciplinary program as appropriate disciplinary action is dependent on the nature of the offense. Campus Presidents may apply discipline as appropriate in accordance with the below listed guidelines.

a. **Written Warning**

This action consists of a discussion with the employee during which the supervisor explains in detail the reasons for the warning and advises the employee of the action required to correct the unsatisfactory performance. Documentation of such discussion shall be placed in the employee's personnel file with notice of such filing with the employee involved.

b. **Disciplinary Probation Status**

A disciplinary probation may be imposed for a period of up to six (6) months, but may be extended to a total of one (1) year by the campus President or designated person. This is a designated time period during which the employee must improve. Improvement standards and time frames shall be set by the supervisor and put in writing and a copy given to the employee. An extension of disciplinary probation shall be considered as a separate disciplinary action.

- 1) Employees on disciplinary probation shall not be promoted or granted merit pay increases.
- 2) Employees granted leave while serving disciplinary probation may have their probation extended by the number of days absent on leave.
- 3) An employee may be removed from disciplinary probation at any time.

c. Suspension

The period of suspension shall be without pay and shall not exceed twenty (20) working days. The document informing the employee of suspension shall be dated and include the reason for the suspension without pay and the number of days of the suspension.

- 1) The employee's service date shall be adjusted by the number of calendar days absent during a suspension.
- 2) Employees on suspension shall not be granted vacation, sick or holiday leave nor unused compensatory time off during the suspension period.

d. Dismissal

Dismissal of professional staff prior to expiration of the appointment period requires due process protection be provided the employee in accordance with this policy and in the manner prescribed in Board Policy 5303. Non-reappointment of a professional staff member's contract shall be conducted in accordance with the notice requirements set forth in Board Policy 5014.

4. Investigatory Suspension

Investigatory suspension is not a disciplinary action. An employee who is under investigation by either a State College, the State College System, or any state agency or civil authorities for, or charged with, criminal activity or who is alleged to have committed an offense which threatens the safety or health of another person, or an offense of sufficient magnitude that the consequence causes disruption of work or college activities, may be suspended pending outcome of the investigation or trial. If no immediate danger would result, the campus President, before suspending an employee under this section, should attempt to verify evidence with the employee and may afford the employee an opportunity to refute this information or present mitigating evidence. If a meeting takes place, the campus President shall notify the employee prior to such meeting and shall inform the employee of the purpose of the meeting in accordance with procedures outlined in Board Policies. Other employees shall be notified of the general nature of the investigation.

- a. An employee who is found not guilty through a court proceeding or college investigation, or has no judicial action taken, may or may not be reinstated to his or her position by the campus President based on relevant facts acquired in the investigation. If reinstated to the former position, it shall be with full back pay and service credit for the period of suspension. If evidence in an investigation shows that disciplinary action should be taken, the campus President shall initiate disciplinary procedures.
- b. Investigatory suspensions may be grieved by employees.

BOARD POLICY

The grievance procedure set forth herein is designed to provide a method to resolve differences. Time lines should be adhered to unless modifications are agreed to by both parties. Either party shall, at their expense, have the right to have legal counsel or, where applicable, a collective bargaining representative, participate in any step(s) of the grievance procedure.

A grievance is defined to be any claim (request or complaint) by a faculty member, or at those institutions covered by a SCEA collective bargaining agreement, a local chapter of the SCEA, or SCEA regarding terms or conditions of employment.

In reducing a grievance to writing, it should include the exact nature of the grievance, the act(s) of commission or omission, the date(s) of the act(s), the grievant, the identity of the party(ies) alleged to have caused the grievance, provisions of any agreement, by laws, rules, policies or practices that are alleged to have been violated, and the remedy that is sought.

PROCEDURE

1. The aggrieved person shall discuss the grievance with his/her immediate supervisor within ten (10) calendar days of the occurrence giving rise to the grievance in an attempt to settle the grievance. The immediate supervisor shall then have ten (10) calendar days in which to respond in writing and given an answer.
2. A grievance not settled in Procedure 1, which the grievant wishes to pursue further, shall be filed in writing with the dean or appropriate administrative person immediately under the President of the College within ten (10) calendar days after receipt of the supervisor's response in Procedure 1 and in accordance with the policy above to discuss and attempt to settle the grievance.

Response to the grievant, at this step, shall be made in writing within ten (10) calendar days after filing of this appeal, the grievant may proceed to the next step.
3. A grievance which has not been settled in Procedure 1 or 2 and which the grievant wishes to pursue shall be appealed to the Faculty Senate Grievance Committee or comparable committee within ten (10) calendar days of the receipt of the response given in Procedure 2. The Faculty Senate Grievance Committee, following its own procedures and where applicable in accordance with the SCEA agreement for faculty within the bargaining unit is authorized to hold a hearing, to admit and consider evidence submitted by the parties to the grievance, and to submit its findings and recommendations to the campus President and the grievant within fifteen (15) calendar days after receipt of the grievance. If such findings and recommendations are not submitted within that time, the grievant may proceed to Procedure 5.
4. Within ten (10) calendar days of receipt of the grievance along with all applicable responses including those from the Faculty Senate Grievance Committee, the President of the College shall render his/her written decision. If such findings and recommendations are not submitted within that time or if the grievance is not satisfied, then the grievant may proceed to Procedure 5 within ten (10) calendar days.

5. Should all prior steps fail to resolve the grievance and the grievant wishes to pursue, the grievant may appeal to the Board, within thirty (30) days of the receipt of the response in Procedure 4, by filing the grievance and all prior responses with the Chancellor of the Board in accordance with procedures outlined in Board Policy 2050. The Board shall, within its normal order of business, decide whether or not to hear the grievance and notify the grievant of its decision. If the Board's decision is to hear the grievance, the notification should include a statement with respect to whether the Board wishes further information from the grievant or whether it will grant a personal hearing before the Board, or designated officer, and the time, place and nature of any such hearing.

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6. If the grievant is not satisfied with the decision made by the Board, the grievant may seek relief under applicable state and federal laws, or, when applicable by mutual agreement of the parties through binding arbitration.

In the event that a local chapter of SCEA wishes to file a grievance, that filing shall be directed to the local campus President, who shall have fifteen (15) calendar days in which to respond. If the grievance is not resolved, the local chapter may appeal to the Board by filing a copy of the grievance and the President's response. After receipt of the grievance by the Board's Chancellor, the Board shall, within its normal order of business, give notice to the local chapter of its decision to remedy or not remedy the grievance. The Board may provide for a hearing before giving notice of its decision. Terms and conditions of the hearing must be agreed upon by the parties involved. If the Board's decision fails to satisfy the local chapter, they may continue to seek relief under applicable state and federal law, or, by mutual agreement of the parties, through binding arbitration.

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In the event that the SCEA wishes to file a grievance, that filing shall be directly with the Chancellor of the Board, with copies to each President of Colleges covered by SCEA/Board of Trustees collective bargaining agreement. After receipt of the grievance by the Board's Chancellor, the Board shall, within its normal order of business, give notice to the SCEA of its decision. The Board may provide for a hearing before giving notice of its decision. Terms and conditions of the hearing must be agreed upon by the parties involved. If the Board's decision fails to satisfy the SCEA, they may continue to seek relief under applicable state and federal law, or, by mutual agreement of the parties, through binding arbitration. The arbitrator shall be selected by a process agreed to by the parties.

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Policy Adopted: 8/18/78
Policy Revised: 9/18/87
Policy Revised: 6/5/93
Policy Revised: 9/15/06

BOARD POLICY

It is the policy of the Board that the following policies regarding employee resignations, abandonment and layoffs apply equally to each State College and the System Office, and that campus and System Office administrators are responsible for the application of these rules and should ensure that all employees comply with the provisions of these policies.

Resignations

To resign in good standing, a professional staff employee must give written notice to the campus President, or designated officer, or ~~Chancellor~~, whichever appropriate, at least three months before separation, unless the campus President, designated officer, or ~~Chancellor~~ agrees to a shorter period.

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For a support staff employee to resign in good standing, written notice must be given to the campus President, designated officer, or ~~Chancellor~~, as appropriate, at least 10 working days before separation, unless the campus President, designated officer, or ~~Chancellor~~ for System Office employees agrees to a shorter period.

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Abandonment

State College employees may be considered to have abandoned the job if he or she has been absent from work for longer than one workday without being on approved leave, and such abandonment shall be considered as a resignation not in good standing.

Layoffs

The campus President, or ~~Chancellor~~, as appropriate, decides when a layoff is necessary, and which classes of employees and positions will be affected. Layoffs may be determined necessary because of budget adjustments or reallocations, a modification of position workloads, or elimination of or change in scope of institutional services, or as the result of any other job-related management decision.

Deleted: Executive Director

When the campus President and the ~~Chancellor~~ decide that a layoff among professional and support staff is necessary, the President or his representative shall layoff people so that the reduction shall be made in such manner that the remaining members of the work force possess the necessary qualifications to perform all the tasks that need to be done by College employees.

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The campus administrators will make an effort to avoid a layoff by use of attrition wherever possible.

The ~~Chancellor~~ may review a campus President's layoff plan prior to the initiation of any layoff.

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Employees to be laid off shall be given as much notice as possible, but at least a ten (10) working days' written notice will be given prior to layoff of full-time support staff employees, or five (5) working days if employed part-time as outlined in Board Policy 5015. Professional staff notice will be given in accordance with Policy 5014 for layoffs.

Policy Adopted: 6/5/93

Policy Revised: 9/15/06

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**POLICY: 5205 Termination of Appointments
Prior to Expiration of the Stated Term;
Faculty and Professional Staff**

Page 1 of 1

BOARD POLICY

Terminations of faculty and professional appointments prior to expiration of the stated term of employment shall be conducted in accordance with the following principles:

1. **Special Appointment:** A "Special Appointment" may be terminated prior to the expiration of the stated term, or with less than 90 days notice by the Board if no term is stated, only for adequate cause, retirement for age or disability, bona fide discontinuance of a program or department, or extraordinary circumstances because of financial exigency. The ~~Chancellor~~ or President, as appropriate, shall be empowered to approve appeal and grievance procedures that will ensure professional staff have rights in accordance with Board Policies 5014, 5203 and 5302.
2. **Appointment for a Specific Term (Term Appointment):** An "Appointment for a Specific Term" may be terminated prior to expiration of the stated term only for adequate cause, retirement for age or disability, bona fide discontinuance of a program or department, or extraordinary circumstances because of financial exigency. Before any termination for cause may occur, it shall be necessary to submit the matter to a grievance committee in the manner provided in Board Policies 5203, 5302 and 5303.
3. **Probationary/Tenure Track Appointment:** A "Tenure Track Appointment" may be terminated prior to expiration of the stated term only for adequate cause, retirement for age or disability, bona fide discontinuance of a program or department, or extraordinary circumstances because of financial exigency. Before any termination for cause may occur, it shall be necessary to submit the matter to the Academic Freedom and Tenure Committee, Faculty Grievance Committee, or Professional Conduct Committee, whichever is appropriate, in the manner provided in Board Policy 5110, 5201, 5204 or 5300.
4. **Tenured Appointment:** A "Tenured Appointment" may be terminated only for adequate cause, retirement for age or disability, or for reasons of financial exigency, program reduction, curtailment or discontinuance. Before any termination for cause may occur, it shall be necessary to submit the matter to the Academic Freedom and Tenure Committee, Faculty Grievance Committee, or Professional Conduct Committee, whichever is appropriate, in the manner provided in Board Policies 5201, 5204, 5110 or 5300.

Deleted: Executive Director

Policy Adopted: 6/5/93
Policy Revised: 3/11/94
~~Policy Revised: 9/15/06~~

BOARD POLICY

The Board may terminate tenured faculty members of a State College of the Nebraska State College System for reasons of financial exigency of that State College or discontinuance or reduction of a program or department of instruction.

1. Financial exigency exists when a State College's budget for faculty member services is insufficient to sustain the current number of faculty positions taking into account anticipated attrition and non-renewal of probationary appointments.
2. Staffing in a program or department may be discontinued or reduced following:
 - a. A system-wide or campus level review of the particular program or department, or
 - b. A sustained decline in enrollment or shift in student interests adversely affecting the program or department.
3. A state of financial exigency may only be found and declared by the Board upon the recommendation of the ~~Chancellor and the Executive Council in accordance with policy established by the Board for~~ declaration of a state of financial exigency.

Deleted: Executive Director

Whenever a reduction in force is necessary due to non-viability of programs, financial exigency, over-staffing or by the direction of the Legislature, a faculty advisory committee shall be established on the affected campus to provide recommendations to the campus administration. In each instance the faculty advisory committee shall be established by the College President on the affected campus, the members of the committee shall be recommended by the faculty and such advisory committee shall contain SCEA representatives. In each instance, the faculty advisory committee shall provide recommendations to the campus administration regarding program viability and within the time limits established by the administration. The faculty advisory committee recommendation shall be advisory only and any final decisions regarding the necessity of reduction in force shall be reserved to the administration and Board.

The decision as to when a reduction in force is necessary due to non-viability of programs, financial exigency, over-staffing, or by direction of the Legislature is reserved to the administration and Board. When reduction in force becomes necessary, the Board, or the campus administration, shall inform SCEA of that fact in writing. The administration and Board decision that reduction in force is necessary due to non-viable programs, financial exigency, over-staffing or by direction of the Legislature shall not be subject to the grievance and arbitration procedure.

In laying off faculty in accordance with the order listed in the next paragraph, the following criteria shall be utilized:

- a) Program viability shall be the controlling consideration in all instances.
- b) A reduction in force shall be made in such a way that the remaining members of the faculty possess necessary qualifications to perform assigned duties needed for offering a viable program.

**POLICY: 5202 Dismissal; Faculty;
Financial Exigency**

Page 2 of 2

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- c) Faculty members with higher academic preparation, after considering program viability, shall be given retention preference in laying off faculty members that are similarly situated. However, if faculty members have the same academic preparation, the member with more years of teaching service to the College shall be retained.

Faculty shall be laid off in the following order after the programs have been arrived at according to the preceding paragraph:

- a) Employees over required retirement age who were given extended employment
- b) Temporary part-time
- c) Temporary full-time
- d) Regular part-time
- e) Regular full-time non-tenured
- f) Regular full-time tenured faculty

Tenured employees who are laid off shall retain recall rights for two years following the layoff. Before hiring new faculty at any State College, such College administration will provide an opportunity for faculty members who have been laid off less than one year to be interviewed by the hiring State College. This obligation shall be carried out by posting the notices of such vacancies at the other two State Colleges.

Before laying off any individual pursuant to this policy, the College administration shall make a reasonable effort to place that individual in another position within the College.

BOARD POLICY

Termination of employment of a faculty member on a Tenured Appointment, a Probationary/Tenure Track Appointment, an Appointment for a Specific Term, or a Special Appointment before the end of the specified term of appointment, may be effected by a State College for adequate cause. The exercise of academic freedom or constitutionally guaranteed civil rights will not be used as a basis for dismissal.

Adequate cause for termination includes, but is not limited to: (a) a professional, physical or mental incompetence; (b) unprofessional conduct; (c) unlawful conduct; (d) immorality; (e) continuous serious disregard for established procedure; (f) insubordination; (g) neglect of duty; and (h) violation of the statement of academic responsibility set forth in the Board Policy Manual and provided to each faculty member in his or her updated faculty handbook.

A decision to terminate a faculty member for cause will be made by the campus president, after the faculty member has had an opportunity for a hearing before the Academic Freedom and Tenure Committee as specified in Board Policy 5110, or the Professional Conduct Committee as specified in Board Policy 5204, as appropriate, and if a hearing occurs, following receipt of the report of the Academic Freedom and Tenure Committee or the Professional Conduct Committee. The campus President shall review and consider the committee report prior to making a decision. The decision and action of the campus President may be appealed to the ~~Chancellor~~ and the Board in accordance with Board policy in effect when the appeal is initiated.

Deleted: Executive Director

PROCEDURE

Notice

In all cases involving termination for cause, the campus President or his designated representative shall prepare a formal statement of charges, framed with reasonable particularity, and setting forth the grounds for termination. Said statement of charges shall be mailed or served upon the faculty member and a copy sent to the Academic Freedom and Tenure Committee. Within 20 days of the receipt of service of the statement of charges, the faculty member will submit a written response to the statement and shall indicate whether he or she desires a formal hearing. If no written response is received, or if a formal hearing is not requested within the specified time, such failure constitutes the waiver of the right to a formal hearing by the faculty member. If the faculty member has requested a formal hearing, the Academic Freedom and Tenure Committee shall set the date and time for that hearing as soon as possible in order to permit the parties to reasonably prepare for the hearing, but in no event any sooner than five days from the date the faculty member's response is received.

Suspension

Until the Academic Freedom and Tenure Committee has fully heard the termination for cause and made its recommendation, the faculty member may be suspended, or assigned to other duties in lieu of suspension, at the discretion of the campus President. Salary will continue during the period of suspension. Any faculty member may be suspended without pay upon conviction in a court of law of a felony or a crime involving moral turpitude, or when the faculty member is absent without authorization or justification for a period in excess of five continuous class or regular working days.

Privacy

The Committee, in consultation with the campus President and the affected faculty member, will exercise its judgement as to whether the hearing should be public. However, the faculty member's request that the hearing be public shall be binding on the Committee. Except for such announcements as may be required, noting the time and place of the hearing, statements about the case by either the staff member or the institution's administration will be limited so far as possible until the proceedings have been completed through final administrative review.

Representation

During the hearing, the faculty member may bring an academic advisor and/or counsel at his or her own expense to the proceedings. A record of the hearing will be made, and upon request, a copy will be made available to the faculty member at his or her own cost.

Evidence

The faculty member will be afforded an opportunity to obtain and present necessary witnesses and documentary or other evidence. The faculty member and the institution will have the right to confront and cross-examine all adverse witnesses. When a witness cannot or will not appear, but the Committee determines that the interests of justice require admission of his or her affidavit, the Committee will identify the witness, disclose his or her affidavit and give such statement appropriate probative weight in view of either party's inability to cross-examine. Whenever appropriate, in the discretion of the Committee, adjournments may be granted to enable either party to investigate evidence as to which a valid claim of surprise is made. The Committee will not be bound by rules of legal evidence, and may admit any evidence which is of probative value in determining the issues involved; provided, however, every reasonable effort will be made to obtain the most reliable evidence available.

In the event any party to the proceedings desires the issuance of a subpoena, such subpoena powers shall be available and shall be issued at the direction of the ~~Chancellor~~ of the Board, and may be served by the party requesting the subpoena or by any law enforcement officer in the manner provided for subpoenas in the Nebraska Courts.

Deleted: Executive Director

Record

A record of the proceedings shall be maintained either through the use of a tape recorder or transcriptionist. A written record will be provided upon request to the College.

Report of the Committee

The Committee shall prepare a written statement of findings of fact and recommendation, which shall be delivered to the faculty member and the campus President, and file with the Board such report, within ten days following conclusion of the hearing. The findings of fact shall be based on a preponderance of the evidence in the record considered as a whole, as determined by a majority of the Committee.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5503

Injury Leave and Workers' Compensation

Page 1 of 1

BOARD POLICY

All employees, including temporary, who are disabled as a result of a job-related injury or disease may be granted injury leave. Injury leave shall not exceed five (5) of the employee's normal working shifts for any particular injury. Such leave is not to be charged against accumulated vacation or sick leave. If, after these five (5) leave days, the employee's injury or disease prohibits working, he or she may elect to use any accumulated sick leave in conjunction with Workers' Compensation benefits. For details of Workers' Compensation benefits, employees are to inquire at the campus or System Office, as appropriate, responsible for such matters.

Reporting Job-Related Injuries/Disease

Any job-related injury or disease shall be reported to the proper campus or System Office authority, as appropriate, as soon as possible and the College or System Office, as appropriate, shall have the responsibility to supply all the necessary information to the State Office of Risk Management. Copies of all such reports shall be filed with the Chancellor of the System Office.

Deleted: Executive Director

No employee shall receive a salary (Workers' Compensation plus regular pay) in excess of his or her normal wage.

Use of Sick and/or Vacation Leave to Supplement Workers' Compensation Payments

Employees being paid Workers' Compensation for job-related injuries or disease may use sick and/or vacation leave to supplement the payment up to, but not to exceed, their regular rate of pay. While using paid vacation/sick leave to supplement earnings, vacation and sick leave will continue to accrue, but once exhausted, the employee will convert to a non-paid status with workers' compensation benefits only and no further accrual of vacation or sick leave will be earned during such leave.

If the employee declines to use sick/vacation leave to supplement workers' compensation pay, the employee shall not be entitled to any leave or pay benefits or additional accrual of sick or vacation leave except as authorized under Workers' Compensation and shall be carried in a leave-without-pay status while on Workers' Compensation. No service date adjustment is necessary for this unpaid leave, with the exception of FMLA leave.

For a period of one year after the date of disability and upon termination of Workers' Compensation, and after a physician has released the employee to return to work, the employee shall be reinstated to his or her former position with no salary reduction. If the employee's former position is not available, the campus or System Office authority, as appropriate, shall place the employee in a similar position, and at the discretion of the appropriate authority, may have their salary reduced.

For a period of one year after the date of disability and after a physician has released the employee to return to work, if disabled and unable to return to the former position, the employee shall be reinstated to a vacant position, if available, for which the employee is qualified and physically suited, and at the discretion of the appropriate campus or system authority, as appropriate, may have their salary reduced.

After one year from date of disability, if the employee has not or is not able to return to work, the employing agency is relieved from any re-employment obligation and the employee may be terminated.

Policy Adopted: 6/5/93
Policy Revised: 3/31/06
Policy Revised: 9/15/06

BOARD POLICY

Absence with pay may be granted an employee for jury service during the actual period of such service, and the employee may retain fees paid him/her as a juror; absence with pay may also be granted for employees who are subpoenaed as a witness during the actual period of such service; provided in both instances that the employee, upon being served a summons that his/her name has been drawn as a juror or upon being served a subpoena to appear as a witness, shall immediately advise the College President, his or her designee, or the ~~Chancellor~~, as appropriate, in writing, stating the time, place and name of the court to which he/she is to attend.

Deleted: Executive Director

Policy Adopted: 1/28/77
Policy Revised: 6/5/93
Policy Revised: 11/11/95
~~Policy Revised: 9/15/06~~

BOARD POLICY

| At the discretion of the immediate supervisor and upon the approval of the campus President or the Chancellor, as appropriate, up to five (5) days of funeral leave, annually, may be granted to employees for death in the immediate family. Immediate family shall mean spouse, father, mother, grandfather, grandmother, sister, brother, child, grandchild, spouse of any of these, or someone who bears a similar relationship to the spouse of the employee. For persons not of the immediate family, up to one (1) day of funeral leave per year may be granted. Any extension of the funeral leave shall be charged against an employee's vacation leave.

Deleted: Executive Director

Policy Adopted: 1/28/77
Policy Revised: 6/5/93
Policy Revised: 8/29/97
Policy Revised: 9/15/06

BOARD POLICY

State College support staff employees shall, during each year of continuous employment, be entitled to ninety-six working hours of vacation leave with full pay. Employees who complete two years of continuous employment shall be entitled to one hundred and four hours of vacation leave during their third year of employment and shall thereafter be entitled to eight additional hours of vacation leave with full pay for each additional year of continuous college employment up to a maximum of one hundred and sixty hours of vacation leave a year. All employees who were employed prior to the effective date of this policy and were eligible for accruing vacation leave under the previous policy shall continue to accrue in accordance with the former policy. Vacation leave for all new hire support staff employees following the effective date of this policy shall be earned in accordance with the following schedule:

1 and 2 years of continuous employment	12 days
3rd year of continuous employment	13 days
4th year of continuous employment	14 days
5th year of continuous employment	15 days
6th year of continuous employment	16 days
7th year of continuous employment	17 days
8th year of continuous employment	18 days
9th year of continuous employment	19 days
10th year of continuous employment	20 days
and thereafter	
with a Maximum Accumulation of	20 days

Support Staff employees who are regularly employed less than forty hours a week shall be entitled to vacation leave proportionate to their regular work week.

Return to Employment Within One Year

An employee who has terminated his employment with a State College for any reason other than disciplinary and who returns to college employment within one year from the date of termination shall have his service for vacation leave entitlement computed by combining prior continuous service with current continuous service disregarding the period of absence, except that an employee who has retired or voluntarily terminated in lieu of retirement shall, if he returns to employment, be considered a new employee for the purpose of vacation leave entitlement.

Recording the Use of Vacation Leave

To accommodate flexible work schedules and office hours on campus and the leave of absence provisions outlined in Board Policies 5606 (Funeral Leave) and 5609 (Personal Leave), use of vacation leave shall be recorded in one-quarter hour increments. When computing the leave against the employee=s vacation account, round off to the nearest quarter hour.

Year-End Balance

The vacation leave account of each support staff employee shall be balanced as of December 31 each year. Each employee shall be entitled to have accumulated as of December of each calendar year the number of hours of vacation leave which he or she earned during that calendar year. Hours of vacation leave accumulated in excess of that number shall be lost. Any employee shall be entitled to use any vacation time as soon as it has accrued. Any vacation time not used within one year following the calendar year during which the time accrued shall be lost.

In special and meritorious cases, where to limit the annual leave to the period therein specified would work a peculiar hardship, such leave may be extended to a date no later than April 30 at the discretion of the President or Chancellor as appropriate.

Deleted: Executive Director

Termination of Employment

Each employee, upon retirement, dismissal, or voluntary separation from college employment, shall be paid for unused accumulated vacation leave. Upon the death of an employee, his beneficiary shall be paid for his unused accumulated vacation leave.

Transfer Within the State College System

A regular, full-time employee who is transferred within the State College System shall have his accrued vacation leave transferred to the receiving college.

Advancement of Vacation Leave

The Chancellor or President, as appropriate, may advance vacation leave to a support staff member in an amount not to exceed a total of 40 hours (pro-rated for part-time employees). Employees shall reimburse the College or System for all used but unearned vacation leave upon separation or transfer.

Deleted: Executive Director

Legal Reference: RRS 81-1328

State employees; vacation time; schedule

Policy Adopted: 1/28/77

Policy Revised: 8/26/77

Policy Revised: 6/5/93

Policy Revised: 9/26/97

Policy Revised: 9/15/06

BOARD POLICY

All regular, full-time Professional Staff in the System serving on a 12-month basis shall be allowed three weeks vacation with full pay, which consists of 15 working days. The basis for computation is the accrual of 1.25 vacation days per monthly pay period. After ten (10) years of continuous service, all Professional Staff shall be allowed one month vacation, which consists of 20 working days. The basis for computation of 20 vacation days per calendar year is the accrual of 1.667 vacation days per monthly pay period. Vacation accrued during any calendar year must be balanced as of December 31 each year as provided below.

All Professional Staff members who were employed prior to the effective date of this Policy and were eligible for accruing vacation leave under the previous Policy shall continue to accrue in accordance with the former Policy. All new Professional Staff hires shall accrue vacation leave in accordance with this Policy on its effective date of July 1, 1993. For Professional Staff in the System serving on academic-year appointments, vacations without deduction of salary may be allowed upon written approval or upon formal announcement from the campus President's office, provided such leave takes place during such times as between-semester breaks, holidays, when classes are not in session, or when Professional Staff are not officially on duty.

Each Professional Staff employee, upon retirement, dismissal or voluntary separation from college employment, shall be paid for unused accumulated vacation leave. Upon the death of a Professional Staff member, his or her beneficiary shall be paid for his or her unused accumulated vacation leave.

No vacation accrual will be permitted for Professional Staff members serving on a monthly basis or with "Special Appointments," unless agreed to in writing at the time of initial appointment.

Professional Staff working less than full time (1.0 FTE) shall be entitled to vacation leave proportionate to their FTE status.

Recording the Use of Vacation Leave

To accommodate flexible work schedules and office hours on campus and the leave of absence provisions outlined in Board Policies 5606 (Funeral Leave) and 5609 (Personal Leave), use of vacation leave shall be recorded in one-quarter hour increments. When computing the leave against the employee's vacation account, round off to the nearest quarter hour.

Year-End Balance

The vacation leave account of each professional staff employee shall be balanced as of December 31 each year. Each employee shall be entitled to have accumulated as of December of each calendar year the number of hours of vacation leave which he or she earned during that calendar year. Hours of vacation leave accumulated in excess of that number shall be lost. Any employee shall be entitled to use any vacation time as soon as it has accrued. Any vacation time not used within one year following the calendar year during which the time accrued shall be lost. In special and meritorious cases, where to limit the annual leave to the period therein specified would work a peculiar hardship, such leave may be extended to a date no later than April 30 at the discretion of the President or ~~Chancellor~~ as appropriate.

Deleted: Executive Director

Advancement of Vacation Leave

| The Chancellor or President, as appropriate, may advance vacation leave to a professional staff member in an amount not to exceed a total of 40 hours (pro-rated for part-time employees). Employees shall reimburse the College or System for all used but unearned vacation leave upon separation or transfer.

Deleted: Executive Director

Policy Adopted: 1/28/77
Policy Revised: 10/13/78
Policy Revised: 6/5/93
Policy Revised: 3/11/94
Policy Revised: 9/26/97
Policy Revised: 9/15/06

BOARD POLICY

Sick leave policy is adopted with the realization that an employee may become ill or injured through no fault of his or her own to the extent of being unable to work. Sick leave may be taken for absences made necessary by reason of illness, injury, or disability, including temporary illnesses covered by or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom, by exposure to dangerous disease which may endanger the employee or public health, or by illness in the immediate family making it necessary that the employee be absent from his or her duties. The term "immediate family" shall be defined to include the spouse, and dependent children, stepchildren, grandchildren, wards, brothers, sisters, parents, grandparents, or parents of the spouse. It is not intended as any earned time off with pay, and shall not be granted as such. Employees shall not be compensated for unused sick leave upon termination of their employment.

Regular, full-time Support Staff employees of the Nebraska State College System shall be entitled to sick leave with full pay computed at the rate of eight work hours per month for each calendar month of consecutive service, not to exceed 180 days maximum accumulation of unused sick leave. All employees who were employed prior to the effective date of this policy and were eligible for accruing sick leave under the previous policy shall continue to accrue in accordance with the former policy. Sick leave for all new hire Support Staff following the effective date of this policy shall be earned in accordance with the following schedule:

1st year of employment and thereafter	12 days
with a Maximum Accumulation of	180 days

Employees who are regularly employed less than forty hours a week shall be entitled to sick leave proportionate to their regular work week.

Year-End Balance

The sick leave account of each employee shall be balanced as of December 31 each year. Sick leave shall be cumulative for not more than one thousand four hundred forty (1,440) hours.

Termination of Employment

All sick leave shall expire on the date of separation and no employee shall be reimbursed for sick leave outstanding at the time of termination, except in the case of retirement or death.

Return to Employment Within One Year

An employee whose employment has been terminated, for other than disciplinary reasons, and who returns to college employment within one year from the date of such termination shall have his service for sick leave entitlement computed by combining prior continuous service with current continuous service disregarding such period of absence and shall have reinstated to his sick leave account all earned sick leave not used at the time of his departure, except that any employee who has retired or voluntarily terminated in lieu of retirement shall, if he returns to college employment, be considered a new employee for the purpose of sick leave entitlement.

Retirement/Death Benefits

Each employee who is eligible for retirement under any existing state or federal retirement system shall, upon termination of his employment with the college by reason of retirement or voluntary resignation in lieu of retirement, be entitled to a one-time payment of one-fourth of his accumulated unused sick leave, with the rate of payment based upon his regular pay at the time of termination or retirement. Upon the death of an employee his beneficiary shall be paid one-fourth of his accumulated unused sick leave, with the rate of payment based upon his regular pay at the date of his death.

Transfer Within the State College System

A regular, full-time employee who is transferred within the State College System shall have his accrued sick leave transferred to the receiving College.

Advancement of Sick Leave

The Chancellor or President, as appropriate, may advance sick leave to support staff employees in an amount not to exceed a total of 40 hours (pro-rated for part-time employees). Employees shall reimburse the College or System for all used but unearned sick leave upon separation or transfer.

Deleted: Executive Director

Legal Reference:	RRS 81-1320	Permanent Employees; Sick Leave; Schedule
	RRS 81-1322	State Employee Terminated; Return within one year
	RRS 81-1323	Sick Leave Account Balanced as of December 31 each year
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Policy Adopted: 8/26/77
Policy Revised: 6/5/93
Policy Revised: 9/15/06

POLICY: 5602 Sick Leave for Faculty and Professional Staff

Page 1 of 1

BOARD POLICY

Regular, full-time professional staff members shall be allowed sick leave with pay.

Sick leave policy is adopted with the realization that an employee may become ill or injured through no fault of his or her own to the extent of being unable to work. Sick leave may be taken for absences made necessary by reason of illness, injury, or disability, including temporary illnesses covered by or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom, by exposure to dangerous disease which may endanger the employee or public health, or by illness in the immediate family making it necessary that the employee be absent from his or her duties. The term "immediate family" shall be defined to include the spouse, and dependent children, stepchildren, grandchildren, wards, brothers, sisters, parents, grandparents, or parents of the spouse. It is not intended as any earned time off with pay, and shall not be granted as such. Employees shall not be compensated for unused sick leave upon termination of their employment.

Sick leave for members of the full-time professional staff, academic and non-academic, shall accumulate at the rate of one day per calendar month of consecutive service. The accumulation of sick leave shall begin the first day of the first complete calendar month of employment, and unused sick leave may be accumulated up to and including 180 working days. Proof of illness may be required by college authorities.

The ~~Chancellor~~ or President, as appropriate, may advance sick leave to professional staff employees in an amount not to exceed a total of 40 hours (pro-rated for part-time employees). Employees shall reimburse the College or System for all used but unearned sick leave upon separation or transfer.

Deleted: Executive Director

NOTE: This policy shall not apply to employees in a bargaining unit with different sick leave provisions.

Policy Adopted: 3/16/79
Policy Revised: 10/28/83
Policy Revised: 6/5/93
Policy Revised: 9/15/06

BOARD POLICY

Absence with pay may be granted an employee for jury service during the actual period of such service, and the employee may retain fees paid him/her as a juror; absence with pay may also be granted for employees who are subpoenaed as a witness during the actual period of such service; provided in both instances that the employee, upon being served a summons that his/her name has been drawn as a juror or upon being served a subpoena to appear as a witness, shall immediately advise the College President, his or her designee, or the ~~Chancellor~~, as appropriate, in writing, stating the time, place and name of the court to which he/she is to attend.

Deleted: Executive Director

Policy Adopted: 1/28/77
Policy Revised: 6/5/93
Policy Revised: 11/11/95
~~Policy Revised: 9/15/06~~

BOARD POLICY

Any employee who is required to be absent on a personal matter shall have such time charged to available vacation days, unless the absence is authorized in written form by the dean, division head, or appropriate administrator and the President or Chancellor, as appropriate.

Deleted: Executive Director

Policy Adopted: 1/28/77
Policy Revised: 6/5/93
Policy Revised: 8/29/97
Policy Revised: 9/15/06

BOARD POLICY

Any employee who is a candidate for a state or national office may request a leave of absence without pay from the date of filing until the end of the semester or term in which the election takes place. If the employee chooses to file and/or campaign for office without taking a leave of absence, said employee and the President are charged with taking whatever steps necessary to specifically ensure that all employee job responsibilities are properly discharged.

An employee who files for state or national office shall immediately notify the President or ~~Chancellor~~, as appropriate. The Board will be informed when a State College employee files for office.

Deleted: Executive Director

Any employee who is elected or appointed to a local, state, or national political office may request a leave of absence within the provisions of state law from the Board through the office of the President without pay for the semester or term for which the session takes place.

While recognizing the value of public service, the Board will annually consider the needs of the individual institution in granting political leave of absence requests.

Policy Adopted: 1/28/77
Policy Revised: 8/9/80
Policy Revised: 9/18/87
Policy Revised: 6/5/93
Policy Revised: 9/15/06

BOARD POLICY

The Board shall not negotiate directly with employee groups respecting salaries, wages, or other conditions of employment.

The Chancellor is vested with the authority to manage such negotiations consistent with applicable law and Board policy.

Deleted: Executive Director

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ARTICLE I -- NAME

The legal name of the Board is the Board of Trustees of the Nebraska State Colleges, herein after referred to as "Board."

ARTICLE II -- PURPOSE

The Board is a body corporate created by the State Constitution and empowered by statutory authority with the general government of the State Colleges as now existing, and such other State Colleges as may be established by law.

ARTICLE III -- MEMBERSHIP

The Board consists of seven members, six of whom shall be appointed by the Governor, with the advice and consent of the Legislature, two each for terms of two, four, and six years, and two each biennium thereafter for a term of six years, and the Commissioner of Education shall be a member ex-officio. Board appointees, even if the appointment is for a specified term, hold office until their successors are duly appointed and qualified. The duties and authorities of the Board shall be prescribed by law.

Student Members on the Board

An undergraduate student enrolled full time shall be appointed by the Governor from each of the Nebraska State Colleges to serve a one year term. An ad hoc selection committee shall be established on each campus by the respective current Student Trustee and the Student Senate Speaker/President. The selection committee shall consist of the current Student Trustee, one Student Senate faculty advisor, the Vice President/Dean of Student Affairs, and four other students as appointed by the Board member and Student Senate Speaker/President. Only students serving on the committee shall have a vote. The committee shall nominate at least three candidates to the Student Senate for approval. After January 1, but before March 1, the Student Senate or similar body shall nominate three candidates to the Governor of Nebraska. The representatives appointed by the Governor will serve one year terms ending May 1. If, during the term of the appointment, the representative is no longer enrolled as a student, a vacancy shall be created requiring the Governor to appoint another qualified representative for the balance of the appointment. Student Trustees are accorded full Board membership and participation except for certain personnel and legal matters, and that they are non-voting members.

ARTICLE IV -- OFFICERS

Board Officers shall consist of a Chair and Vice-Chair, and are elected from the appointed membership of the Board for a term of one year. Term of office begins July 1, except that said two officers shall hold office until their successors are elected and qualified. Any such officer may be removed from office by five affirmative votes. A vote for removal of an officer must be at a regular or special meeting of the Board, preceded by the mailing of notice to each Board member and to such officer five days prior to such meeting which notice shall set out the proposed action.

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The Secretary shall be selected by the Board and hold office of indefinite tenure at the pleasure of the Board. The State Treasurer shall be Treasurer of the Board by virtue of his/her office.

The Chair's principal duties shall be to provide leadership in planning the work of the Board; to aid the Chancellor in interpreting the educational needs of the colleges and in devising effective ways to present them to the Board, to preside at meetings of the Board; to recommend to the Board the appointment of committees; to act for the Board, when such action is required by law, in signing contracts and other official documents; to represent the Board or to designate a representative upon occasions when such representation is deemed desirable; and to perform such other duties as may be prescribed by law or state regulation or assigned by the Board.

The Board Chair shall preside at its meetings with full power to vote on and discuss all matters, and shall submit information and recommendations, as that officer may consider proper, concerning the business and interests of the colleges. The Board Chair and Secretary will sign all contracts approved by the Board.

A Vice-Chair shall be elected by the Board at the annual meeting and shall assume the duties in the Chair's absence or incapacity. In the event of the permanent disability or death of the Chair, the Vice-Chair shall become Chair for the remainder of that term and the Board shall elect a new Vice-Chair.

ARTICLE V -- MEETINGS

The Board shall meet at least quarterly and will hold its official annual meeting at or near the close of the spring semester. The election of officers for the next fiscal year will occur at the annual meeting.

All meetings of the Board shall be held within the state of Nebraska at such place as determined by the Board or the Board's delegates, including a meeting at each institution under its jurisdiction at least once each year.

All regular or special meetings of the Board shall be publicized as required by State law and provided in Board policy.

One current copy of the Open Meetings Act shall be posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

All meetings of the Board are open to the public except that the Board may hold executive sessions in accordance with the provisions of state law.

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment. The provisions of the law shall be complied with in conducting emergency meetings.

The Board may hold a work session preceding regular or special Board meetings upon request and/or concurrence of the Board. The purpose of a work session shall be to provide information concerning items of in-depth interest in education, briefing and background information items related to the Nebraska State Colleges activities, items to be proposed for future consideration, and a review of items on the public agenda in order to assume adequate information has been provided to the Board. A work session agenda stating the time and place of the session shall be

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included with the agenda for the regular Board meeting. Work sessions shall be open to the public. No formal action shall be taken at a work session.

ARTICLE VI -- QUORUM

Four members of the Board in actual attendance of all meetings of the Board shall constitute a quorum. Action may be taken by a majority of a quorum on all matters not requiring a positive vote of a majority of the Board as specified in these policies or by-laws or by statute.

ARTICLE VII -- MEETING AGENDA

The Chancellor, with the approval of the Chair, shall prepare an agenda to be furnished each member of the Board and each college president three days in advance of the meeting, describing briefly the nature of each item and providing background information which will enable parties to weigh the subject in advance and research such facts as may be helpful in Board deliberation. Items of business may be added to the agenda at the time of the meeting only by consent of the majority of the Board members signing the call.

ARTICLE VIII -- ORDER OF BUSINESS

At all regular meetings and at special meetings, so far as it may be applicable, the following order of business shall be observed, unless suspended or modified by majority of the Board:

- Call to Order
- Roll Call
- Approval of Agenda
- Public Comment
- Consideration of the Minutes of Previous Meetings
- Unfinished Business
- Election of Officers
- Reports of the Officers of the Board
- Reports of College Presidents
- Reports of Committees
- Communications and Petitions
- New Business

ARTICLE IX -- ~~CLOSED SESSIONS~~

The Board may ~~hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, the reason for the closed session, and the time of commencement and conclusion of the closed session shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall~~

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Deleted: together with the time of convening and adjourning the open session and

Deleted: executive portion thereof.

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restate on the record the limitation of the subject matter of the closed session. The Board shall restrict its consideration of matters during the closed session to only those purposes set forth in the minutes' motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. Any formal official action on any question or motion duly moved and seconded shall be taken only by roll call vote of the Board in open session convened and the record shall show how each member voted. Any formal action of any type, including expenditure of funds, adopted or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting at which the alleged violation occurred. Any formal action in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting at which the alleged violation occurred.

Deleted: at any meeting other than while open to the attendance of the public,

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Any board member shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is not necessary. Such challenge shall be overruled only by a majority vote of the board members. Such challenge and disposition shall be recorded in the minutes.

ARTICLE X -- COMMITTEES

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All committees of the Board shall be appointed by the Chair. Committees shall serve one year commencing July 1, and thereafter until the committees are reconstituted or discharged.

Academic, Personnel & Student Affairs
Enrollment and Marketing
Fiscal & Facilities
Legislative Affairs

Committees shall have at least three members, and the Board Chair shall be an ex-officio member of all committees. Other regular committees may be created as the Board directs. The first named member of each committee shall act as Chair, call the meeting and direct the proceedings, but shall not otherwise have greater power or authority than other members.

Special committees may be created to take charge of subjects specifically referred to them. Such committees shall be appointed as ordered by the Board at the time they are created, and shall cease to exist when their work has been completed or when discharged by Board action.

ARTICLE XI -- PARLIAMENTARY PROCEDURE

Robert's Rules of Order (current) shall govern the consideration of all business and debate as far as applicable to this body and when not in conflict with Board policies or law.

A record of the Board's vote shall be preserved in the minutes on all propositions involving the creation of indebtedness; the sale, purchase, or leasing of any real estate; or on any contract for the construction, alteration, or repair of any building; or area which requires Board action; or on any amendment to the policies and by-laws of the Board; and also on any proposition submitted at the request of any members of the Board made before the announcement of a vote otherwise taken.

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ARTICLE XII -- AMENDMENT OF BY-LAWS

These by-laws may be altered, repealed, amended or added to by a majority vote of all members of the Board at any regular meeting of the Board or at any special meeting called for that purpose, provided notice of intention to move for such amendment or change shall have been filed with the Secretary and provided to the Board at the previous regular Board meeting, and provided each Board member shall have been furnished a copy of the proposed amendment or change (at least three days) prior to the meeting at which such amendment or change is to be acted on.

ARTICLE XIII -- FORMULATION OF POLICIES

When policies are found to be inadequate, contradictory or unclear, the appropriate committee of the Board or the Chancellor shall propose a policy for consideration by the Board for adoption to guide future related action. Such new policies as adopted shall be incorporated in the policy manual.

Policies may be adopted only after consideration at two meetings of the Board. Formal adoption of the policies shall be recorded and noted in the minutes of the Board.

Policies are subject to amendment only by a majority vote of the entire Board and after consideration at two consecutive meetings.

A policy may be waived at any meeting, with a quorum of the Board, to permit a specific action.

ARTICLE XIV – REVISOR OF BOARD BY-LAWS AND POLICIES

The Chancellor is hereby designated as the Revisor of Bylaws and Policies adopted by the Board of Trustees. The Chancellor shall, from time to time as he or she shall deem necessary, prepare amendments, corrections or clarifications to Board bylaws and policies for publication and distribution. Publication and distribution is to be accomplished in such manner as the Chancellor determines to be most appropriate. In preparing any amendment, correction or clarification for publication and distribution, the Chancellor shall not alter the sense, meaning or effect of any act of the Board of Trustees, but may:

- 1) renumber sections and parts of sections;
- 2) rearrange sections;
- 3) change reference numbers to agree with renumbered sections or subsections;
- 4) change capitalization for the purpose of uniformity;
- 5) correct manifest clerical or typographical errors;
- 6) remove obsolete matter within any section;
- 7) remove within any section language that conflicts with any lawful and controlling statute or regulation of the State of Nebraska or of the United States, or that has been determined to be unlawful as a result of a controlling decision of a court of the State of Nebraska or of the United States, when the same can be accomplished without impairing the sense or legality of the remainder of the section;

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- 8) omit any section or sections that conflict with any lawful and controlling statute or regulation of the State of Nebraska or of the United States, or that have been determined to be unlawful as a result of a controlling decision of a court of the State of Nebraska or of the United States;
- 9) correct faulty internal references, and
- 10) harmonize provisions with former acts of the Board of Trustees in these By-laws or former policies adopted by the Board.

ARTICLE XV -- CONFLICT OF INTEREST: BOARD MEMBERS

No member of the Board shall in any manner, directly or indirectly, participate in the deliberation upon or the determination of any question affecting his or her personal interests, or the interests of any corporation, partnership or association in which the Board member is directly or indirectly personally interested. In addition, each member of the Board will file a disclosure statement as required by state law.

ARTICLE XIV -- MEMBERS: REIMBURSEMENT AND REMUNERATION

Members of the Board shall receive no compensation for the performance of their Board duties, but may be reimbursed for their actual expenses incurred on Board affairs, including telephone and telegraph charges, postage, and travel expenses.

Changes under the authority of this section shall be effective only upon publication by the Chancellor. No change made under authority of this section shall effect any change in the substantive meaning of any section of these By-laws. If the Chancellor is in doubt whether or not a specific change is authorized by this Article, he or she shall not make the change, but shall propose the same as an agenda item for consideration by the Board of Trustees as required in Article XII of these Bylaws. Changes made under this authority are to be reported to the Board on the information agenda.

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By-Laws Adopted: 1/28/77

By-Laws Revised: 6/5/93

By-Laws Revised: 12/3/98

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Depositories	6006, 9020
Depreciation.....	6002
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Disability, equal opportunity	2700, 5000, 5007
Disability, retirement	5205, 5400, 5403, 5404

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Disability, staff.....	5014, 5205, 5503
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Diversity	3000, 3675
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Emeritus	2010, 5017, 5405
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Employment contract, professional staff	5013, 5014
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Equipment, electronic.....	4730
Equipment, insurance	9030
Equipment, maintenance	8030
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Evaluation, academic.....	3010, 3011, 3675, 4430, 4620
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Group insurance	3720, 5501
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Harassment.....	5007
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Personal leave	5609
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Placement Fee	6022
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RHOP	3400
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Risk management.....	5503, 7007, 7008, 7009
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Surplus funds	8065, 8070, 9004, 9006, 9030
Surplus property	7014, 8004, 8038
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Termination, faculty	5115, 5201, 5205, 5207
Termination, personnel	5115, 5203, 5205, 5207
Termination, President	5200, 5207
Theft	3100, 7005
TIAA/CREF	5405
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Trees	8008
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Unclaimed property	8038
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Vacation accrual	5604, 5605
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Enrollment and Marketing Committee

Bill Roskens, Chair

Gary Bieganski

Crystal Ellis

September 14-15, 2006

Student Enrollment Capabilities

Priority: Greater Prominence

When the Enrollment and Marketing Committee was first formed, each college submitted information concerning the most students each college could handle within the current budgets and infrastructures. These were updated and will be discussed.

Enrollment and Marketing Committee

Bill Roskens, Chair
Gary Bieganski
Crystal Ellis

September 14-15, 2006

Television and Radio Campaign

Priority: Greater Prominence
Strategies: 1, 3, 4
Goals: b, c

A new "Where Can You Go?" television and radio campaign will begin in September and continue through December. During the months of September and October, the NSCS commercial will encourage students to visit Chadron, Peru and Wayne State Colleges during NSCS Month in October. The commercials will air on cable stations in Nebraska and Iowa. Specific television programs were selected based on the research provided by Claritus and Carnegie Communications.

Between **41,313 to 70,951** households will be reached in Western Nebraska. These included the areas surrounding Chadron, Alliance, Sidney, Scottsbluff, North Platte, Lexington, Cozad, Kearney, Holdrege, Hastings, and Grand Island (Beatrice was also included).

More than 110,000 households will be reached in the areas surrounding Lincoln, including Columbus, David City, Fremont, York, Seward, Crete, Fairbury, Pawnee City, Tecumseh, Humboldt, Table Rock, Nebraska City and Pawnee City.

Between 12,500 and 27,800 households will be reached in the Wayne and Norfolk areas, depending on the program airing during the timeslots (this included LeMars and Onaway, Iowa).

Since some television stations did not have the specific programs selected, a radio campaign will run in conjunction with the television commercials in certain areas. The radio stations cover Valentine, Alliance/Chadron, Beatrice/Fairbury, Broken Bow, McCook, Norfolk, North Platte, Ainsworth, Ogallala, O'Neill, Ord, Valentine, and West Point.

Enrollment and Marketing Committee

Bill Roskens, Chair

Gary Bieganski

Crystal Ellis

September 14-15, 2006

Outdoor Media Campaign

Priority: Greater Prominence

Strategies: 1, 3, 4

Goals: b

A new outdoor media campaign will begin in September with billboards located in Lincoln and Omaha near high schools, rotating every two months. Five billboards will also be located in western Nebraska on Interstate 80 for a nine-month period.

Enrollment and Marketing Committee

Bill Roskens, Chair
Gary Bieganski
Crystal Ellis

September 14-15, 2006

NSCS Month Proclamation and Nebraska Joint Admissions Agreement Recognition

Priority: Greater Prominence
Strategies: 1, 3, 4
Goals: b

The Governor proclaimed October Nebraska State College System Month for the second year and formally recognized the Nebraska Joint Admissions Agreement, August 16. Dennis Baack, executive director of the Nebraska Community College Association, Stan and Sheri attended the recognition ceremony. Press releases went to the media following the event and another release will be sent in early October about the importance of visiting our colleges with quotes from our admissions directors and students. A NSCS Month banner was also created to be placed on programs and other print items at each college during the month of October to help create more awareness about this month.

Enrollment and Marketing Committee

Bill Roskens, Chair

Gary Bieganski

Crystal Ellis

September 14-15, 2006

NSCS Guidance Counselor Tour

Priority: Greater Prominence

Strategies: 1, 2, 3, 4

Goals: a, b, c

The second annual NSCS guidance counselor tour will kick off September 12-14 in Gering, North Platte, Grand Island and Norfolk. Two more events will be held in Lincoln and Omaha on September 18. Counselors were invited via an invitation that said "Come See What's Popping at the NSCS" this was accompanied by a package of microwave popcorn. Evaluations will be provided to the counselors during each event, so we will have immediate feedback.

Enrollment and Marketing Committee

Bill Roskens, Chair

Gary Bieganski

Crystal Ellis

September 14-15, 2006

Master of Science (M.S.) Degree in Organizational Management Brochure

Priority: Greater Prominence

Strategies: 1, 2, 3, 4

Goals: b, c

A new brochure was created to provide information about the cooperative System online degree program offered through Chadron, Peru and Wayne State. These brochures have and will continue to be mailed to Chambers of Commerce in Nebraska, as well as in all contiguous states. We will also mail to other organizations, such as nursing associations, hospitals, etc., continuing to create awareness about the program.

Fiscal and Facilities Committee

*Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno*

September 14-15, 2006

Grant Applications for information only

Chadron State Applications

- Collaborative Leadership Development in Rural Nebraska (Darold A. Newblom Foundation) -- \$1,540
- Communicating in a Global Economy (Darold A. Newblom Foundation) - \$994.63
- Get Active Now! (U.S. Election Assistance Commission) - \$5,625
- Health Habits of College Students in Rural Nebraska (Darold A. Newblom Foundation) - \$2,000

Priority: Financial Strength
Strategies: 1, 2

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 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 FOR FINANCIAL ASSISTANCE

College: Chadron State College		Date: August 7, 2006
Notice of Intent	Application: X	Accept Award:
Name of Program: Collaborative leadership development in rural Nebraska		
Funding Source: Darold A. Newblom Foundation		
Amount Requested: \$1,540	Amount Awarded:	Funding Period: 7/1/06-7/1/07
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: 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:	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	
How many of these are new positions?	New FTE: NA	
Briefly describe the purpose(s) of this application/award: Using quantitative analysis, a collaborative leadership assessment instrument administered to graduates of the Home Town Competitiveness leadership development program will determine the influence that this training has on the development of collaborative leadership attitudes. Subjects living in communities in the Great Plains region of the United States are the assigned population for this study.		
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: Kevin M. Miller		
Administrator responsible for approving the application: President Janie C. Park		

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

College: Chadron State College		Date: August 7, 2006	
Notice of Intent	Application: X	Accept Award:	
Name of Program: Communicating in a global economy			
Funding Source: Darold A. Newblom Foundation			
Amount Requested: \$994.63	Amount Awarded:	Funding Period: Summer, 2006	
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: 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.): air travel and miscellaneous expenses			
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	
How many of these are new positions?		New FTE: NA	
Briefly describe the purpose(s) of this application/award: To facilitate her teaching at Chadron State College, Dr. Blomstrom will audit two courses offered by the University of California, Santa Barbara. One course focuses on the internet and the world wide web and the second one on communication technology and organizations.			
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. Sally Blomstrom			
Administrator responsible for approving the application: President Janie C. Park			

7.1.-4

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

College: Chadron State College		Date: August 7, 2006
Notice of Intent	Application: X	Accept Award:
Name of Program: Get active now!		
Funding Source: US Election Assistance Commission		
Amount Requested: \$5,625	Amount Awarded:	Funding Period: 4/06-11/06
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: 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:	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	
How many of these are new positions?	New FTE: NA	
Briefly describe the purpose(s) of this application/award: These funds will support extracurricular projects associated with political science courses. Our participation in <i>Help America Vote College Program</i> will raise civic consciousness, create political dialogue on campus, and facilitate greater integration between the campus and the community.		
Is this grant a continuation of a previous/existing grant?	Ye s:	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: Like Perry		
Administrator responsible for approving the application: President Janie C. Park		

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

College: Chadron State College		Date: August 7, 2006
Notice of Intent	Application: X	Accept Award:
Name of Program: Health habits of college students in rural Nebraska		
Funding Source: Darold A. Newblom Foundation		
Amount Requested: \$2,000	Amount Awarded:	Funding Period: 8/1/06-5/31/07
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: 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:	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	
How many of these are new positions?	New FTE: NA	
Briefly describe the purpose(s) of this application/award: To assist the Chadron State College alcohol/drug task force and wellness community, this funding will partially support a campus-community project to determine the health habits of college students. To support doctoral thesis work focusing on weight gain and binge drinking.		
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: Jay Sutcliffe		
Administrator responsible for approving the application: President Janie C. Park		

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

Contracts and Change Orders for information only

Priority: Financial Strength
 Strategy: 1
 Goal: c

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:	Boiler House Install New Regulator \$3,850 Cash Rasmussen
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Sparks Hall Asbestos Abatement \$16,121 Cash Great Plains Asbestos Control
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	High Rise Residence Hall Asbestos Abatement \$4,650 Revenue Bond Great Plains Asbestos Control
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Sparks Hall Replacement Windows \$44,500 Cash Fuller Construction
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Sparks Hall ADA Entrance \$27,500 Cash Fuller Construction
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Sparks Hall/Campus Site Work \$9,800 Cash Fuller Construction

Chadron State College continued:	
Location on Campus:	Sparks Hall
Contracted Work:	Tunnel Access and Bathroom Countertops
Contract Amount:	\$9,050
Fund Source:	Cash
Contractor:	Fuller Construction
Location on Campus:	Residence Halls and Family Housing
Contracted Work:	Dryer Vent Inspection and Cleaning
Contract Amount:	\$2,525
Fund Source:	Dorm Revenue
Contractor:	Garry's Duct Service
Location on Campus:	Campus
Contracted Work:	Underground Sprinkler Installation
Contract Amount:	\$38,200
Fund Source:	Cash
Contractor:	WDJB, Inc. dba The New Leaf

Peru State College	
Location on Campus:	Al Wheeler Activity Center
Contracted Work:	Architectural Services
Contract Amount:	\$350,500 (Approved 6/2/06 for Chancellor to sign)
Fund Source:	LB 605
Contractor:	The Clark Enersen Partners
Location on Campus:	Al Wheeler Activity Center
Contracted Work:	Repair Pool Filter System
Contract Amount:	\$2,240
Fund Source:	LB 309/Cash
Contractor:	ACCO
Location on Campus:	Al Wheeler Activity Center
Contracted Work:	Geotechnical Services
Contract Amount:	\$3,750
Fund Source:	LB 605
Contractor:	GSI
Location on Campus:	Al Wheeler Activity Center
Contracted Work:	Structural Foundation Stabilization
Contract Amount:	\$55,290
Fund Source:	LB 309/Capital Improvement Fee
Contractor:	Judd Brothers Construction
Location on Campus:	Student Center
Contracted Work:	Design HVAC System
Contract Amount:	\$7,000 plus reimbursable expenses
Fund Source:	Revenue Bond
Contractor:	Carlson West Povondra
Location on Campus:	Student Center
Contracted Work:	Asbestos Survey
Contract Amount:	\$2,965
Fund Source:	Revenue Bond
Contractor:	AMI Environmental

Wayne State College	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Benthack Applied Sciences Building Re-roofing Design \$31,200 LB 309/Capital Improvement Fee Jackson Jackson, Omaha NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Brandenburg Education Building ADA Restroom Design \$12,400 LB 309/Capital Improvement Fee Jackson Jackson, Omaha, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Connell Hall Fascia Restoration/Re-roofing Design \$21,250 LB 309/Capital Improvement Fee Jackson Jackson, Omaha, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Humanities Building ADA Restroom Design \$12,400 LB 309/Capital Improvement Fee Jackson Jackson, Omaha, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Carhart Science Building Insulate Steam Piping \$778 General Operating Budget DaKO Services, Lincoln, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Energy Plant Install MXL-1Q Control Panel (Alarm System) \$9,669 General Operating Budget Electronic Systems, Hastings, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Repair Loading Dock & Install Fencing \$9,740 Revenue Bond Budget Hattig Construction, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Upper Food Court Renovations \$14,766 Student Senate Fees Hattig Construction, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	U.S. Conn Library Ceiling Grid \$2,477 General Operating Budget Hattig Construction, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Rice Auditorium Construct Underwater Weighing Tank \$8,933.85 General Operating Budget John's Welding & Tool, Wayne NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Brandenburg Education Building Repaint Fire Escape \$4,265 LB 309/Capital Improvement Fee Mid-Continental Restoration, Sioux Falls, SD

7.2.-4

Wayne State College continued	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Add Sprinkler Heads \$2,000 General Operating Budget Meininger Fire Protection, Lincoln, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Purchase/Install Submersible Pumps \$36,740 General Operating Budget Merit Mechanical, Tilden, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Repaint Entrances \$18,465 Revenue Bonds Budget Mid-Continental Restoration, Sioux Falls, SD
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Recreation Center Expand Athletic Office \$8,100 Revenue Bonds Budget Otte Construction, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Carhart Science Building Create Doorway Between Labs \$1,126 General Operating Budget Otte Construction, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Parking Lots ISawcut Concrete \$1,726 General Operating Budget Otte Construction, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Berry Hall Install Floor Sink \$1,888 Revenue Bond Budget Redlinger Brothers Plumbing & Heating, Watertown, SD
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Athletic Fields and Willow Bowl Install Yard Hydrants \$2,522.48 General Operating Budget and Revenue Bond Budget Rutjens Construction, Tilden, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Carhart Science Building Planetarium Lobby Drywall \$2,200 General Operating Budget Sampson Construction, Omaha, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Power Plant Construct Concrete Dock \$4,995.80 LB 1 Robert Woehler & Sons, Wayne, NE

Wayne State College	
Location on Campus:	Counseling Center
Contracted Work:	Counseling Services
Contract Amount:	\$96.32/hour for services rendered
Fund Source:	General Operating Budget
Contractor:	Prairie Psychological Services, Inc., South Sioux City, NE
Location on Campus:	Counseling Center
Contracted Work:	Dietician & Nutritional Counseling
Contract Amount:	\$30.00/hour for services rendered
Fund Source:	General Operating Budget
Contractor:	Hy-Vee, Norfolk, NE
Location on Campus:	JG Lewis Drive
Contracted Work:	Water Main Replacement (Construction Contract)
Contract Amount:	\$574,000 (Authorized Chancellor to Approve 4/18/06)
Fund Source:	LB 309/Capital Improvement Fees
Contractor:	RaDec Construction, Hartington, NE

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

Chadron State College	
Location on Campus:	Sparks Hall
No. & Description:	#1 Additional 210 linear feet of pipe & 19 fittings
Change Order Amount:	\$4,580
Fund Source:	Cash
Contractor:	Great Plains Asbestos Control

Peru State College	
Location on Campus:	Jindra Fine Arts
No. & Description:	#1 Secure masonry to wall
Change Order Amount:	\$15,762.70
Fund Source:	LB 309/Capital Improvement Fee
Contractor:	Alden-Parks & Company, Inc.
Location on Campus:	Jindra Fine Arts
No. & Description:	#2 Perform additional soils testing
Change Order Amount:	\$1,650
Fund Source:	LB 309/Capital Improvement Fee
Contractor:	Alden-Parks & Company, Inc.

Wayne State College	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Bowen Hall Piping Project #4 Furnish new booster pump in basement \$13,524 Revenue Bond Surplus Funds RaDec Construction, Hartington, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Bowen Hall Piping Project #5 Provide controls and wiring for booster pump \$7,026 Revenue Bond Surplus Funds RaDec Construction, Hartington, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Benthack Tuckpointing #2 Remove/replace deteriorating sealant at all window jambs \$516.46 LB 309/Capital Improvement Fee Mid-Continental Restoration, Ft. Scott, KS
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Peterson Fine Arts Tuckpointing #3 Delete work on pre-finished metal cap (to be completed by others) (\$1,125) LB 309/Capital Improvement Fee Mid-Continental Restoration, Ft. Scott, KS
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	US Conn Library Tuckpointing #4 Delete work on pre-finished metal cap and power wash, prime and paint existing fascia and cornice (to be completed by others) (\$5,457) LB 309/Capital Improvement Fee Mid-Continental Restoration, Ft. Scott, KS
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Peterson Fine Arts Tuckpointing #5 Clean existing Granolux fascia \$3,839 LB 309/Capital Improvement Fee Mid-Continental Restoration, Ft. Scott, KS
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Brandenburg Education Tuckpointing #6 Remove/replace deteriorated sealant around all windows LB 309/Capital Improvement Fee Mid-Continental Restoration, Ft. Scott, KS
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #5 Use CPVC piping in NFPA 13 approved areas (\$5,000) LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #6 Revise frading and add sand/gravel fill along existing footing \$2,928 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #7 Provide auto flush valves \$6,012 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #8 Revise deck support near elevator thresholds \$1,302.08 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE

Wayne State College continued	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #9 Add several rooms to ordinary hazard fire sprinkler classification \$648 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #10 Add access panels for isolation valves and power supplies \$1,045 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #11 Add edge angle at CIP walls to support floor deck \$2,177 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #12 Add additional metal framing and flashing \$5,453 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #13 Add four access panels for fire dampers \$836 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #14 Add sinks and faucets to bathrooms on each floor \$6,068 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #15 Add additional framing at custodial mop sinks \$445 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Carhart Science ADA Tower #16 Provide explosion proof fire/smoke dampers in chemical store room \$2,089 LB 309/Capital Improvement Fee Sampson Construction, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Water Main Project #1 Change all 4" PVC piping to ductate iron piping \$2,200 LB 309/Capital Improvement Fee RaDec Construction, Hartington, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Water Main Project #2 Add one 10" gate valve \$1,206 LB 309/Capital Improvement Fee RaDec Construction, Hartington, NE

Wayne State College continued	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Water Main Project #3 Remove and replace fire hydrant \$5,444 LB 309/Capital Improvement Fee RaDec Construction, Hartington, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Water Main Project #4 Remove and replace 6" post indicator valve \$625 LB 309/Capital Improvement Fee RaDec Construction, Hartington, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Water Main Project #5 Install 4" waterline deeper in ground \$2,177 LB 309/Capital Improvement Fee RaDec Construction, Hartington, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Water Main Project #6 Remove and replace MJ gate valve and box \$1,179 LB 309/Capital Improvement Fee RaDec Construction, Hartington, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	US Conn Library #1 Remove existing coal tar pitch roof system and add access ladder \$7,349 LB 309/Capital Improvement Fee Ida Grove Roofing, Carroll, IA
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Peterson Fine Arts Re-Roofing #1 Change dimension of sheet metal flashing and coping caps from 3" to 4.5" \$325 LB 309/Capital Improvement Fee Guarantee Roofing and Sheet Metal, Norfolk, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Peterson Fine Arts Re-Roofing #2 Delete one automatic roof vent/ replace fasteners and damaged plywood \$1,088 LB 309/Capital Improvement Fee Guarantee Roofing and Sheet Metal, Norfolk, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Peterson Fine Arts Re-Roofing #3 Provide and install new relief hoods \$5,800 LB 309/Capital Improvement Fee Guarantee Roofing and Sheet Metal, Norfolk, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Peterson Fine Arts Re-Roofing #4 Provide and install 3 pulleys for each smoke/fire vent \$1,592 LB 309/Capital Improvement Fee Guarantee Roofing and Sheet Metal, Norfolk, NE

Fiscal and Facilities Committee

*Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno*

September 14-15, 2006

LB 605 Projects Summary

Priority: Financial Strength
Strategies: 1, 2
Goal c

Chadron State**Administration Building - \$4,681,357**

The first committee meetings are scheduled for September 6 & 7, 2006. The anticipated date for design and development approval is the February 2007 Board meeting and the approval to release bid documents is the April Board meeting. The anticipated date for opening bids is May 15, 2007 and construction should commence in late June 2007.

Peru State**Emergency Power Generator - \$802,500**

Leo A Daly Company has been selected to design the project and their contract for professional services (\$70,000) is presented for approval at this meeting. They are proposing a new KVA emergency generator that provides emergency power for the Campus Services Building, Al Wheeler Activity Center, and the Administration Building. It will be located in the Campus Services Building. They estimate that the project can be ready for bids in approximately 3 months and construction can begin in 4-6 months.

Al Wheeler Activity Center Addition/Renovation - \$4,846,933

The Clark Enersen Partners were selected in June to provide professional services for this project. They have been meeting with the campus athletic staff and administrators during the summer months. The design development documents will be presented at this meeting. The plan is to have the project advertised for bids by March 1 and to begin construction on May 1, 2007. The architects estimate that the building renovation/addition will take approximately 12 months.

Al Wheeler Activity Center Bleachers - \$167,990

In order to assure that the bleachers work well in the renovation plan for the arena PSC has included the bleacher project with the renovation project. This approach will better coordinate procurement and installation of the bleachers. The early estimate for bleachers is \$200,000. PSC will supplement the LB605 fund base with 2% set aside dollars which are available for general campus use in fiscal years 2007 and 2008.

7.3.-2

Wayne State

Campus Services - \$4,981,587

This project is in the final stages of schematic design. It is anticipated that construction will begin in early spring 2007.

Memorial Stadium/Rice - \$3,610,671

The program statement is currently being developed. This project will follow the campus services project, thus construction will likely not begin until 2008.

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

Physical Plant Status Reports for Information

Priority: Financial Strength
Strategy: 1
Goal: c

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: Sept. 14-15, 2006

Project Description	Status	Fund Source
LB 309 Projects		
Burkhiser Elevator Modernization	In Progress	LB 309/CIF
Burkhiser Var. Frequency Drive	Complete	LB 309/CIF
Campus Fire Hydrant Installation	In Progress	LB 309/CIF
Heat Plant Modernization	In Progress	LB 309/CIF
Reta King Library Elevator Modernization	In Progress	LB 309/CIF
Reta King Library Reroof	In Progress	LB 309/CIF
Math/Science Bldg Elevator Modernization	In Progress	LB 309/CIF
Math/Science to Burkhiser Chilled Water Extension	In Progress	LB 309/CIF
Miller Hall Roof Replacement	In Progress	LB 309/CIF
LB 1100 Projects (99-00)		
Boiler House Modernization	In Progress	LB1100/CIF
Contingency Maintenance Projects		
Andrews Hall Rep/Repl Int Doors	In Progress	Contingency Maint.
Andrews Hall Bath Renovation	Complete	Contingency Maint.
Campus Chiller Match	Complete	Contingency Maint.
Campus Replace. Furnishings	In Progress	Contingency Maint.
Edna Work Security Electronics	In Progress	Contingency Maint.
High Rise Equip/Comp Supp Lab	In Progress	Contingency Maint.
Kent Hall Bath Renovation	In Progress	Contingency Maint.
Revenue Bond Bldgs Misc Furnishings	In Progress	Contingency Maint
Student Center Spec Equipment	Funded	Contingency Maint
Other Capital Construction Projects		
(Include all projects using non-state or state funds that do not "fit" into any of the other categories)		
Sparks Hall Renovation	In progress	State Building Funds

PHYSICAL PLANT STATUS REPORT

College: **Peru State College**

Meeting Date: Sept. 14-15, 2006

Project Description	Status	Fund Source
LB 309 Projects		
Al Wheeler Site Modifications	Contract Approved	LB 309
Fine Arts Ext. Renovation Design	Design Complete	LB 309
Fine Arts Ext. Renovation	In Progress	LB 309
TJ Majors Bldg Envelope Repair	In Progress	LB 309
TJ Majors Circulating Pump and Make-up Water System Replacement	Complete	LB 309
Mechanical Equipment Insulation	Materials Received	LB 309
Revenue Bond Projects		
Eliza Morgan	Preparing Design Phase II Renovation	Bonds
Delzell Hall Restrooms	Program Statement Approved	Bonds
Contingency Maintenance Projects		
Student Center Dish Room	In Progress	Conting. Maint.
Other Capital Construction Projects (Include all projects using non-state or state funds that do not "fit" into any of the other categories)		
New College Entry	Foundation Fundraising In Progress	Foundation

PHYSICAL PLANT STATUS REPORT

College: **Wayne State College**

Meeting Date: Sept. 14-15, 2006

Project Description	Status	Fund Source
LB 309 Projects		
Carhart Elevator/RR/Stair	Under Construction	LB 309
Carhart Sprinkler System	Under Construction	LB 309
Fine Arts Roof Replacement	Pending Punch List Completion	LB 309
Studio Arts Roof Replacement	Under Construction	LB 309
Tuckpointing Design (9 Bldgs)	Under Construction	LB 309
US Conn Library Roof Replac.	Pending Punch List Completion	LB 309
Water Distribution System	Under Construction	LB 309
Hahn Soffit/Fascia Restore	Pending Design	LB 309
Carhart Restroom Addition	Under Construction	LB 309
Connell Hall Roof Replace.	Pending Design	LB 309
Education ADA Restrooms	Pending Design	LB 309
Humanities ADA Restrooms	Pending Design	LB 309
Benthack Roof Replace.	Pending Design	LB 309
Brandenburg Fire Escape Paint	Pending Contract	LB 309
Fine Arts HVAC/Elec Upgrade	Pending Study	LB 309
Elec Syst Grid Meter Cabinet	In Design	LB 309
Connell Hall Roof Hatch	Contract Signed (work not begun)	LB 309
LB 605 (2006)		
Campus Services Bldg	Schematic Design Development	LB 605
Rice Basement (aerobics/offices/wet lab)	Program Statement Development	LB 605
Stadium (weight room/lockers/offices)	Program Statement Development	LB 605
LB 1 (2002)		
Energy Plant Loading Dock	Contract Signed (work not begun)	LB 1
Revenue Bond Projects		
Anderson Fire Alarm	Pending Punch List Completion	Revenue Bonds
Frye Wall Track Repair	Seeking Bids	Revenue Bonds
Pool "No Diving" Signs	Pending Contract	Revenue Bonds
Student Center Dock/Fence	Under Construction	Revenue Bonds
Contingency Maintenance Projects		
Bowen Hall Pipes/Water Lines	Pending Punch List Completion	Cont. Maint./Surplus
Parking Improve. Lot 9	Under Construction	Cont. Maintenance
Berry Hall Entrance Steps	Seeking Bids	Cont. Maintenance
Student Center Metal Paint	Under Construction	Cont. Maintenance

PHYSICAL PLANT STATUS REPORT

College: **Wayne State College**

Meeting Date: Sept. 14-15, 2006

Project Description	Status	Fund Source
Other Capital Construction Projects (Include all projects using non-state or state funds that do not "fit" into any of the other categories)		
Campus Streets/Commons	Pending Design Contract	Cash
Education Manhole	Contract Signed (work not begun)	Gen Oper Budget
School House paint/re-roof	Under Construction	Gen Oper Budget
Student Center Lift Stat pumps	Contract Signed (work not begun)	Gen Oper Budget
Greywater	Pending Engineer Selection	Cash/Fed Funds
Carhart Renovation/Addition	Design Development	Cash
Library Office/C-Store	Pending Punch List Completion	Private
Student Center Food Court	Pending Punch List Completion	Private
Library Room 18	Contract Signed (work not begun)	Gen Oper Budget
Softball Locker Room/Bldg	Seeking Bids	Private/Foundation
Library Replace Cooling Coil	Contract Signed (work not begun)	Gen Oper Budget
Student Center Upper Deck	Under Construction	Student Senate

Fiscal and Facilities Committee

*Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno*

September 14-15, 2006

Capital Construction Progress Reports for information only
(April - June)

Priority: Financial Strength
Strategy: 1
Goal: c

As required by Board Policy 8050, the colleges have submitted the following capital construction progress reports on their campus construction projects.

Chadron

1. Sparks Hall Renovation – Initial report

Peru

1. Hoyt Science Building Addition/Renovation – Interim report
2. Library/Old Gym Renovation – Final report

Wayne

1. Neihardt Hall Renovation – Interim report
2. 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 6/2/06**

College: Chadron State College		Meeting Date: June 2, 2006	
Project Information	Project Title:	Sparks Hall Renovation	
	Program Number:		
	Professional Consultant:	Bahr Vermeer and Haecker	
	General Contractor:	Fuller Construction	
	Net Square Footage: 11,165	Gross Square Footage: 17,218	
	Bid Opening Date	3/23/2006	
	Notice of Proceed Date	4/12/2006	
	Estimated Completion Date	10/30/2007	
	Final Acceptance Date		
Project Dates	Professional Consultants:	10/18/2005	174,500.00
	Needs Statement		
	Program Statement	11/5/2002	
	Professional Services Contract	10/30/2005	
	Bonds Sold		
	Preliminary Plans		
	Design Development	11/23/2005	
	Construction Contract	4/12/2006	2,428,600.00
	Substantial Completion	5/30/2007	
	Final Completion	10/30/2007	
Report Information	Status	Initial Report:	9/15/2006
		Interim Report:	
		Final Report:	
Financial Information			
State Buildings	State Funds--LB No:	\$2,680,450.00	
	Federal Funds		
	LB 309 Funds		
	Cash Funds	\$20,701.00	
	Capital Imp. Fee Commitment		
	Other		
	Total Available	\$2,701,151.00	
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	\$2,701,151.00	
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$174,500.00	\$148,325.00	\$26,175.00
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$2,428,600.00	\$243,965.00	\$2,184,635.00
2. Fixed Equipment			\$0.00
3. Sitework/Utilities			
4. Asbestos Abatement	\$20,701.00	\$20,701.00	\$0.00
Furnishings/Moveable Equip.	\$95,000.00	\$0.00	\$95,000.00
Contingency	\$91,385.00	\$0.00	\$91,385.00
Artwork	\$20,000.00	\$0.00	\$20,000.00
Other Items			
1. Special/Tech. Equipment			
2.			
Change Orders			
1. Fuller Construction 4/25/06	-\$117,035.00		-\$117,035.00
2.			
TOTALS	\$2,713,151.00	\$412,991.00	\$2,300,160.00

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
April - June 2006

College: Peru State College		Meeting Date: Sept 15, 2006	
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	Balance
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	\$79,785.95	\$1,214.05
	\$0.00	\$0.00	\$0.00
Cash Funds	\$30,000.00	\$30,000.00	\$0.00
Capital Imp. Fee Commitment	\$74,446.67	\$74,446.67	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Available	\$4,384,577.79	\$4,383,363.74	\$1,214.05
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. Site work/Utilities	\$21,273.50	\$21,273.50	\$0.00
Furnishings/Moveable Equip.	\$152,290.27	\$152,290.27	\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Artwork	\$40,000.00	\$38,785.95	\$1,214.05
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	\$4,384,577.79	\$4,383,363.74	\$1,214.05

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
April - June 2006

College: Peru State College		Meeting Date: Sept 15, 2006	
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	
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	04/01/01	
	Construction Contract	12/14/2001	
Report Information	Status	Initial Report:	
		Interim Report:	
		Final Report: X	
Financial Information			
State Buildings	Proposed Budget	Expended to Date	Balance
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
Additional LB 1 funds allocated	\$251,828.87	\$251,828.87	\$0.00
Capital Imp. Fee Commitment	\$0.00	\$0.00	\$0.00
Other - Bond Funds LB 1	\$6,497,755.00	\$6,497,755.00	\$0.00
Total Available	\$7,075,902.87	\$7,075,902.87	\$0.00
Expenditure Information			
	Proposed Budget	Expended to Date	Balance
Program Planning	\$49,680.00	\$49,680.00	\$0.00
Professional Fees	\$483,593.63	\$483,593.63	\$0.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$4,820,000.00	\$4,820,000.00	\$0.00
2. Fixed Equipment	\$0.00	\$0.00	\$0.00
3. Site work/Utilities	\$46,839.00	\$46,839.00	\$0.00
Furnishings/Moveable Equip.	\$1,005,474.50	\$1,005,474.50	\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Artwork	\$47,500.00	\$47,500.00	\$0.00
Other Items			
1. Construction Administration	\$6,248.83	\$6,248.83	\$0.00
2. Relocation	\$80,349.39	\$80,349.39	\$0.00
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
CO21. Replace walls w/beams	\$18,289.00	\$18,289.00	\$0.00
CO22. Route conduits	\$14,805.00	\$14,805.00	\$0.00
CO23. Outdoor seating w/rail	\$18,036.00	\$18,036.00	\$0.00
CO24. Return air duct install	\$17,616.00	\$17,616.00	\$0.00
CO25 Fire Marshall Req	\$10,770.57	\$10,770.57	\$0.00
TOTALS	\$7,075,902.87	\$7,075,902.87	\$0.00

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT

As of June 30, 2006

***project being held open for artwork and wireless networks**

College: Wayne State College		Meeting Date: September 14 and 15, 2006	
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		Gross Square Footage:
	Bid Opening Date		November-03
	Notice of Proceed Date		November-02
	Estimated Completion Date		October-03
	Final Acceptance Date		
Project Dates	Professional Consultants:		June-02
	Needs Statement		
	Program Statement		February-02 (Sinclair Hille)
	Professional Services Contract		June-02 (BVH)
	Bonds Sold		August-02
	Preliminary Plans		
	Design Development		September-02
	Construction Contract		January-03
	Substantial Completion		November-03
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		\$90,000
	Total Available		\$3,240,000
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning	\$0.00	\$0.00	\$0.00
Professional Fees	\$245,021.75	\$245,021.75	\$0.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$2,810,628.00	\$2,835,293.71	-\$24,665.71
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	\$9,532.25	\$0.00	\$9,532.25
Artwork	\$28,795.00	\$0.00	\$28,795.00
Other Items			
1. Roof	\$99,850.00	\$83,018.00	\$16,832.00
2. Cable, Sign, Key, Asb, Adv	\$30,973.00	\$21,205.28	\$9,767.72
Change Orders			
1.	\$0.00	\$0.00	\$0.00
2.	\$0.00	\$0.00	\$0.00
TOTALS	\$3,240,000.00	\$3,184,538.74	\$55,461.26

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT

As of June 30, 2006

***project being held open for artwork**

College: Wayne State College		Meeting Date: September 14 and 15, 2006	
Project Information	Project Title:		Stadium Entry Plaza, Track & Restroom Project
	Program Number:		na
	Professional Consultant:		DLR Group
	General Contractor:		Christiansen Construction
	Net Square Footage:		Gross Square Footage:
	Bid Opening Date		August-02
	Notice of Proceed Date		
	Estimated Completion Date		August-03
Final Acceptance Date			
Project Dates	Professional Consultants:		
	Needs Statement		
	Program Statement		May-00
	Professional Services Contract		June-01 for Phase 1
	Bonds Sold		
	Preliminary Plans		
	Design Development		May-01
	Construction Contract		September-02
	Substantial Completion		September-03
Final Completion			
Report Information	Status		Initial Report:
			Interim Report: X Final Report:
Financial Information			
State Buildings	State Funds--Crumb Rubber Grnt	\$	34,500.00
	LB1100 approved 6/03	\$	125,000.00
	LB 309 Funds	\$	
	Cash Funds	\$	25,000.00
	Capital Imp. Fee Commitment	\$	400,000.00
	Other	\$	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		\$0
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning	\$0.00	\$0.00	\$0.00
Professional Fees	\$34,075.00	\$34,075.00	\$0.00
Life Cycle Cost Analysis	\$0.00	\$0.00	\$0.00
Construction			
1. General, Mech., Elec.	\$1,176,345.00	\$1,176,345.00	\$0.00
2. Fixed Equipment	\$1,862.00	\$0.00	\$1,862.00
3. Sitework/Utilities	\$113,319.00	\$113,319.00	\$0.00
Furnishings/Moveable Equip.	\$0.00	\$0.00	\$0.00
Contingency	\$8,372.00	\$0.00	\$8,372.00
Artwork	\$11,010.00	\$0.00	\$11,010.00
Other Items			
1. Adv.	\$1,393.00	\$1,393.00	\$0.00
2. Lighting	\$64,000.00	\$64,000.00	\$0.00
3. Retaining Wall	\$21,464.00	\$21,464.00	\$0.00
Change Orders			
1.	\$0.00	\$0.00	\$0.00
2.	\$0.00	\$0.00	\$0.00
TOTALS	\$1,431,840.00	\$1,410,596.00	\$21,244.00

Fiscal and Facilities Committee

Larry Teahon, Chair

Cap Peterson

Tyler Pribbeno

September 14-15, 2006

LB 309 Progress Reports

Priority: Financial Strength

Strategies: 1, 2

Goal: c

Board Policy 8050 requires the submission of progress reports on certain renovation/construction projects. The Colleges have submitted progress reports on their respective projects that are funded by the Building Renewal Task Force.

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT
Chadron State College

Report Period: January-June 2006

Project	Approval Date 1) LB 309 2) Board	LB 309 Allocation	College Contribution	Change Orders (+/-)	Total Project Cost	Prior Period Balance	Current Year LB 309 College Expenditures Expenditures		Current Balance	Status
26520-949-01 BU#6512I031 Administration Building Reroof	1) 10/6/04 2) 12/2/04	\$ 93,500.00	\$ 16,500.00	\$ -	\$ 99,479.94	\$ 93,500.00	\$ 84,557.95	\$ 14,921.99	\$ -	Completed April 2006
26520-949-01 BU#6512T009 Burkhiser Complex Elevator Upgrade	1) 11/21/05	\$ 85,000.00	\$ 15,000.00	\$ -	\$ 100,000.00	\$ 85,000.00	\$ 40,655.51	\$ 7,174.49	\$ 44,344.49	In Progress
26520-949-01 BU#6512T008 Burkhiser Complex Variable Frequency Drive	1) 11/21/05	\$ 10,200.00	\$ 1,800.00	\$ -	\$ 12,000.00	\$ 10,200.00	\$ 6,058.59	\$ 1,069.16	\$ 4,141.41	In Progress
26520-949-01 Heat Plant Feedwater Pumps (Materials Only)	1) 5/25/05	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 2,944.78	Labor	\$ -	Completed Jan. 2006
26520-949-01 BU#6512T011 Heat Plant Wood Fuel Scrapes	1) 11/21/05	\$ 17,000.00	\$ 3,000.00	\$ -	\$ 20,000.00	\$ 17,000.00	\$ 7,998.08	\$ 3,192.10	\$ 9,001.92	In Progress
26520-949-01 BU#6512I003 Heat Plant Modernization	1)1/13/05 2) 4/18/05	\$ 47,734.00	\$ -	\$ 65,234.00	\$ 112,968.00	\$ 53,617.00	\$ 59,351.00	\$ 12,228.74	\$ 53,617.00	In Progress
26520-949-01 BU#6512I026 King Library Chilled Water Extension	1) 10/15/03 2) 9/17/04	\$ 78,200.00	\$ 13,800.00	\$ -	\$ 92,000.00	\$ 12,810.54	\$ 65,389.46	\$ 11,539.32	\$ 12,810.54	Completed June 2006
26520-949-01 BU#6512T010 King Library Elevator Upgrade	1) 11/21/05	\$ 85,000.00	\$ 15,000.00	\$ -	\$ 100,000.00	\$ 85,000.00	\$ 23,145.51	\$ 4,084.49	\$ 61,854.49	In Progress
26520-949-01 BU#6512T007 King Library Roof Replacement	1) 8/29/05 2) 9/16/05	\$ 110,500.00	\$ 19,500.00	\$ 68,000.00	\$ 198,000.00	\$ 110,500.00	\$ 3,721.73	\$ 656.77	\$ 174,778.28	In Progress
26520-949-01 BU#6512I027 Math/Science Building to Burkhiser Design Chilled Water Extension	1) 2/12/04 2) 5/26/04	\$ 14,450.00	\$ 2,550.00	\$ -	\$ 17,000.00	\$ 4,318.00	\$ 12,539.58	\$ 2,212.87	\$ 1,910.42	Completed April 2006
26520-949-01 BU#6512T001 Math/Science Building to Burkhiser Chilled Water Extension	1) 3/31/05 2) 9/16/05	\$ 255,000.00	\$ 45,000.00	\$ 110,000.00	\$ 410,000.00	\$ 323,434.82	\$ 224,565.06	\$ 39,629.13	\$ 140,434.94	In Progress
26520-949-01 BU#6512T004 Math/Science Building to Burkhiser Elevator Upgrade	1)6/20/05	\$ 93,500.00	\$ 16,500.00	\$ -	\$ 110,000.00	\$ 93,500.00	\$ 41,426.45	\$ 7,310.55	\$ 52,073.55	In Progress
26520-949-01 BU# 6512T006 Miller Hall Roof Repair	1) 8/29/05	\$ 4,760.00	\$ 840.00	\$ -	\$ 5,600.00	\$ -	\$ -	\$ -	\$ 4,760.00	Completed March 2006

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT

Peru State College

Report Period: January - June 2006

Meeting Date: September 15, 2006

Project	Approval Date 1) LB 309 2) Board	Prior Year-end Balance 309	Prior Year-end Balance PSC	LB 309 Allocation	College Contribution	Change Orders (+/-)	Total Project Cost	Current Year LB 309 Expenditures	College Expenditures	Current 309 Balance	Current PSC Balance
26520-949-03 BU#6512J035 AV Larson Tuckpoint	1) 10/15/03 2) 12/4/03	\$49,183.87	\$8,679.50	\$0.00	\$0.00	-\$42,667.73	\$65,000.00	\$6,516.14	\$1,149.92	\$0.00	\$0.00
26520-949-03 BU#6512J052 AV Larson East Entrance Door Replacement	1) 7/11/2005 2) 9/16/05	\$0.00	\$0.00	\$21,250.00	\$3,750.00	-\$7,839.55	\$25,000.00	\$13,410.45	\$2,366.55	\$0.00	\$0.00
2652-949-03-020 BU#6512J031 Administration Building Roof Replacement	1) 7/24/03 2) 9/12/03	\$13,695.01	\$2,416.79	\$0.00	\$0.00	-\$3,204.61	\$72,000.00	\$10,490.40	\$1,794.60	\$0.00	\$0.00
26520-949-03 BU#6512J047 Administration Building HVAC Replacement Part A)	1) 11/9/04 2) 12/2/04	\$361,272.81	\$15,264.91	\$0.00	\$36,000.00	-\$91,639.42	\$1,081,000.00	\$269,633.39	\$52,672.48	\$0.00	\$0.00
26520-949-03 BU#6512J048 Administration Building Window Replacement (Part C)	1) 11/9/04 2) 12/2/04	\$18,307.98	\$3,230.82	\$0.00	\$1,500.00	\$2,543.89	\$25,582.69	\$20,851.87	\$3,679.75	\$0.00	\$0.00
2652-949-03 BU#6512J049 Administration Building Interior Renovation (Part B)	1) 1/13/05 2) 2/10/05	\$0.00	\$75,203.72	\$23,074.00	\$50,000.00	\$23,074.00	\$288,425.00	\$23,074.00	\$156,380.83	\$0.00	\$0.00
26520-949-03 BU#6512J061 Campus Services Building Campus Mech Equip Insulation (Materials)	1) 5/31/2006 2)	\$0.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$12,500.00	\$0.00
26520-949-03 BU#6512J054 Field House Replace Water Softener	1) 9/29/05 2) 12/1/05	\$0.00	\$0.00	\$12,000.00	\$159.00	-\$7,000.00	\$12,159.00	\$5,000.00	\$159.00	\$0.00	\$0.00
2652-949-03 BU#6512J036 Fine Arts Design for Exterior Rehabilitation	1) 10/15/03 2) 12/4/03	\$12,369.07	\$2,182.77	\$0.00	\$0.00	\$0.00	\$25,000.00	\$5,083.52	\$897.11	\$7,285.55	\$1,186.35
2652-949-03 BU 6512J050 Fine Arts Exterior Repairs	1) 6/20/05 2) 9/16/05	\$153,000.00	\$27,000.00	\$0.00	\$0.00	\$0.00	\$180,000.00	\$0.00	\$0.00	\$153,000.00	\$27,000.00
26520-949-03 BU#6512J058 Fine Arts Replace Entry Doors	1) 11/21/05 2) 2/2/2006	\$0.00	\$0.00	\$25,500.00	\$4,500.00	-\$7,425.60	\$30,000.00	\$18,074.40	\$3,189.60	\$0.00	\$0.00
2652-949-03-007 BU#6512J015 TJ Majors Envelope/Water Penetration Study	1) 11/20/02 2) 2/13/03	\$21,456.16	\$3,786.38	\$0.00	\$0.00	-\$21,456.16	\$3,786.38	\$0.00	\$0.00	\$0.00	\$0.00

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT

Peru State College

Report Period: January - June 2006

Meeting Date: September 15, 2006

Project	Approval Date 1) LB 309 2) Board	Prior Year-end Balance 309	Prior Year-end Balance PSC	LB 309 Allocation	College Contribution	Change Orders (+/-)	Total Project Cost	Current Year LB 309 Expenditures	College Expenditures	Current 309 Balance	Current PSC Balance
2652-949-03-007 BU#6512J033 TJ Majors Building Envelope Repair	1) 7/24/03 2) 9/12/03	\$365,657.29	\$60,733.61	\$0.00	\$122,947.06	\$675,200.00	\$1,248,147.06	\$685,787.05	\$122,558.49	\$355,070.24	\$25,540.87
26520-949-03 BU#6512J056 TJ Majors Emergency Replacement of Compressors	1) 9/29/05 2) 12/01/05	\$0.00	\$0.00	\$13,600.00	\$2,400.00	-\$17.00	\$16,000.00	\$13,583.00	\$2,397.00	\$0.00	\$0.00
26520-949-03 BU#6512J059 TJ Majors Pump & Water Supply Renovation	1) 11/21/05 2) 2/2/2006	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00
2652-949-03-111 BU#6512J023 Theater Auditorium Parapet Protection (Design)	1) 4/7/03 2) 6/13/03	\$72.68	\$12.82	\$0.00	\$0.00	-\$42.51	\$4,000.00	\$30.17	\$5.33	\$0.00	\$0.00
2652-949-03-610 BU#J028 Theater Auditorium ADA Restroom Remodel	1) 5/27/03 2) 9/12/03	\$1,503.64	\$0.00	\$0.00	\$0.00	-\$1,161.38	\$2,000.00	\$342.26	\$0.00	\$0.00	\$0.00
26520-949-03 BU#6512J045 Theater Auditorium Parapet Wall Repair	1) 8/24/04 2) 10/29/04	\$25,500.00	\$4,500.00	\$0.00	\$0.00	-\$4,303.56	\$30,000.00	\$21,196.44	\$3,741.06	\$0.00	\$0.00
26520-949-03 BU#6512J053 Theater Auditorium Low South Roof	1) 7/11/05 2) 9/16/05	\$0.00	\$0.00	\$8,500.00	\$1,500.00	-\$1,040.40	\$10,000.00	\$7,459.60	\$1,316.40	\$0.00	\$0.00
26520-949-03 BU#J055 Theater Auditorium Replace Multiple Pumps	1) 9/29/2005 2) 12/1/05	\$0.00	\$0.00	\$13,000.00	\$0.00	-\$9,489.72	\$13,000.00	\$3,510.28	\$0.00	\$0.00	\$0.00
26520-949-03 BU#6512J057 Theater Auditorium Structural Study	1) 11/21/05 2) 2/2/2006	\$0.00	\$0.00	\$8,500.00	\$1,500.00	-\$6,292.66	\$10,000.00	\$2,207.34	\$389.55	\$0.00	\$0.00
26520-949-03 BU#6512J038 Al Wheeler Center Design Foundation Stabilization	1) 12/18/03 2) 2/12/04	\$23,171.66	\$559.71	\$0.00	\$0.00	\$0.00	\$35,000.00	\$0.00	\$0.00	\$23,171.66	\$1,796.21
26520-949-03 Al Wheeler Center Repair Pool Filter System	1) 4/26/06 2) 6/2/2006	\$0.00	\$0.00	\$2,125.00	\$375.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,125.00	\$375.00
26520-949-03 BU#6512J043 Al Wheeler Center Roof Replacement	1) 5/17/04 2) 12/2/04	\$34,213.06	\$6,037.59	\$0.00	\$0.00	-\$21,697.96	\$320,000.00	\$12,515.10	\$2,208.55	\$0.00	\$0.00

Descriptions to be used in Status column of LB 309 Deferred Maintenance Progress Report

Funded - to be used when project has been funded but has not yet begun

In-Progress - to be used when project is still in process and when complete but payment is pending

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT

Peru State College

Report Period: January - June 2006

Meeting Date: September 15, 2006

Project	Approval Date 1) LB 309 2) Board	Prior Year-end Balance 309	Prior Year-end Balance PSC	LB 309 Allocation	College Contribution	Change Orders (+/-)	Total Project Cost	Current Year LB 309 Expenditures	College Expenditures	Current 309 Balance	Current PSC Balance
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Complete - to be used when project has been completed

Status
Complete
Complete
Complete
Complete
Complete
Complete
Materials Ordered
Complete
In Progress
In Progress
Complete
Complete

Status
In Progress
Complete
In Progress
Complete
Complete
Complete
Complete
Complete
Complete
In Progress
In Progress
Complete

Status

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT Wayne State College										
Project	Approval Date 1) LB 309 2) Board	LB 309 Allocation	College Contribution	Change Orders (+/-)	Total Project Cost	Prior Period Balance	Current Year LB 309 Expenditures	College Expenditures	Current Balance	Status
6512N002 Library Design ADA Accessible Restroom	1) 09/18/02 2) 11/15/02	\$12,750.00	\$2,250.00	-\$3,046.86	\$11,953.14	\$3,081.04	\$29.05	\$5.13	\$0.00	In Progress
6512N012 Carhart Science Building Fire Sprinkler System	1) 02/26/03 2) 04/11/03	\$127,500.00	\$22,500.00	\$210,000.00	\$360,000.00	\$128,040.00	\$123,107.20	\$21,724.80	\$193,208.00	In Progress
6512N017 Hahn Administration Accessible Restroom Design	1) 07/24/03 2) 09/12/03	\$10,200.00	\$1,800.00	-\$160.31	\$11,839.69	\$182.60	\$18.95	\$3.34	\$0.00	In Progress
6512N018 Benthack Tuckpointing Design	1) 07/24/03 2) 09/12/03	\$7,650.00	\$1,350.00	\$0.00	\$9,000.00	\$3,455.70	\$2,008.45	\$354.42	\$1,092.83	In Progress
6512N019 Education Tuckpointing Design	1) 07/24/03 2) 09/12/03	\$11,050.00	\$1,950.00	\$0.00	\$13,000.00	\$4,515.70	\$979.58	\$172.86	\$3,363.26	In Progress
6512N020 Carhart Science Building Tuckpointing Design	1) 07/24/03 2) 09/12/03	\$4,590.00	\$810.00	\$0.00	\$5,400.00	\$2,077.52	\$592.48	\$104.54	\$1,380.50	In Progress
6512N021 Hahn Administration Tuckpointing Design	1) 07/24/03 2) 09/12/03	\$11,475.00	\$2,025.00	\$0.00	\$13,500.00	\$4,665.02	\$1,006.94	\$177.69	\$3,480.39	In Progress
6512N022 Humanities Tuckpointing Design	1) 07/24/03 2) 09/12/03	\$11,050.00	\$1,950.00	\$0.00	\$13,000.00	\$4,532.52	\$979.41	\$172.83	\$3,380.28	In Progress
6512N023 Fine Arts Tuckpointing Design	1) 07/24/03 2) 09/12/03	\$7,820.00	\$1,380.00	\$0.00	\$9,200.00	\$3,303.29	\$785.94	\$138.69	\$2,378.66	In Progress
6512N024 Rice Auditorium Tuckpointing Design	1) 07/24/03 2) 09/12/03	\$11,475.00	\$2,025.00	\$0.00	\$13,500.00	\$4,877.16	\$3,449.79	\$608.78	\$818.59	In Progress
6512N025 Studio Arts Tuckpointing Design	1) 07/24/03 2) 09/12/03	\$11,050.00	\$1,950.00	\$0.00	\$13,000.00	\$4,515.70	\$979.27	\$172.81	\$3,363.62	In Progress
6512N026 Conn Library Tuckpointing Design	1) 07/24/03 2) 09/12/03	\$12,750.00	\$2,250.00	\$0.00	\$15,000.00	\$5,062.52	\$2,275.05	\$401.48	\$2,385.99	In Progress
6512N032 Carhart Science Building ADA Accessible Elevator	1) 12/09/03 2) 02/12/04	\$786,250.00	\$138,750.00	\$130,000.00	\$1,055,000.00	\$867,185.24	\$283,269.85	\$49,988.81	\$663,926.58	In Progress

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT Wayne State College										
Project	Approval Date 1) LB 309 2) Board	LB 309 Allocation	College Contribution	Change Orders (+/-)	Total Project Cost	Prior Period Balance	Current Year LB 309 Expenditures	College Expenditures	Current Balance	Status
6512N034 Benthack Hall Fire Alarm System Installation	1) 02/12/04 2) 04/15/04	\$46,750.00	\$8,250.00	-\$7,703.00	\$47,297.00	\$12,432.70	\$4,020.24	\$709.46	\$0.00	Complete
6512N036 Conn Library Fire Alarm System Installation	1) 02/12/04 2) 04/15/04	\$51,000.00	\$9,000.00	\$0.00	\$60,000.00	\$10,772.70	\$4,899.14	\$864.56	\$5,009.00	In Progress
6512N038 Education Roof Replacement Design	1) 03/11/04 2) 04/15/04	\$14,450.00	\$2,550.00	-\$385.00	\$16,615.00	\$385.00	\$0.00	\$0.00	\$0.00	Complete
6512N039 Carhart Science Building ADA Restroom Addition	1) 07/01/04 2) 09/17/04	\$871,250.00	\$153,750.00	\$145,000.00	\$1,170,000.00	\$961,099.51	\$313,113.35	\$55,255.30	\$737,730.86	In Progress
6512N042 Education Roof Replacement	1) 09/16/04 2) 10/29/05	\$216,750.00	\$38,250.00	-\$18,901.00	\$236,099.00	\$21,262.00	\$2,006.85	\$354.15	\$0.00	Complete
6512N043 Conn Library Basement Renovation	1) 01/13/05 2) 02/10/05	\$58,938.00	\$10,400.82	-\$69,338.82	\$0.00	\$69,338.82	\$0.00	\$0.00	\$0.00	Deferred
6512N044 Rice Auditorium Replace North Entry Canopies	1) 02/28/05 2) 04/07/05	\$13,600.00	\$2,400.00	-\$1,900.00	\$14,100.00	\$16,000.00	\$11,985.00	\$2,115.00	\$0.00	Complete
6512N045 Carhart Science Building Condensate Pump Unit Replacement	1) 02/28/05 2) 04/07/05	\$5,000.00	\$0.00	-\$821.51	\$4,178.49	\$821.51	\$0.00	\$0.00	\$0.00	Complete
6512N046 Conn Library Roof Replacement	1) 03/31/05 2) 06/09/05	\$6,375.00	\$1,125.00	-\$1,167.00	\$6,333.00	\$7,500.00	\$5,383.05	\$949.95	\$0.00	Complete
6512N047 Fine Arts Roof Replacement	1) 06/20/05 2) 09/16/05	\$212,500.00	\$37,500.00	\$70,000.00	\$320,000.00	\$250,000.00	\$22,343.83	\$3,943.04	\$293,713.13	In Progress
6512N048 Benthack Hall Tuckpointing	1) 07/11/05 2) 09/16/05	\$44,200.00	\$7,800.00	\$0.00	\$52,000.00	\$52,000.00	\$32,900.56	\$5,805.98	\$13,293.46	In Progress
6512N049 Education Tuckpointing	1) 07/11/05 2) 09/16/05	\$85,000.00	\$15,000.00	\$0.00	\$100,000.00	\$100,000.00	\$1,147.50	\$202.50	\$98,650.00	In Progress
6512N050 Carhart Science Building Tuckpointing	1) 07/11/05 2) 09/16/05	\$12,000.00	\$2,117.65	\$0.00	\$14,117.65	\$14,117.65	\$95.63	\$16.87	\$14,005.15	In Progress

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT Wayne State College										
Project	Approval Date 1) LB 309 2) Board	LB 309 Allocation	College Contribution	Change Orders (+/-)	Total Project Cost	Prior Period Balance	Current Year LB 309 Expenditures	College Expenditures	Current Balance	Status
6512N051 Hahn Administration Tuckpointing	1) 07/11/05 2) 09/16/05	\$81,600.00	\$14,400.00	\$0.00	\$96,000.00	\$96,000.00	\$1,123.79	\$198.31	\$94,677.90	In Progress
6512N052 Humanities Tuckpointing	1) 07/11/05 2) 09/16/05	\$62,900.00	\$11,100.00	\$0.00	\$74,000.00	\$74,000.00	\$887.40	\$156.60	\$72,956.00	In Progress
6512N053 Fine Arts Tuckpointing	1) 07/11/05 2) 09/16/05	\$39,100.00	\$6,900.00	\$0.00	\$46,000.00	\$46,000.00	\$488.07	\$86.13	\$45,425.80	In Progress
6512N054 Rice Auditorium Tuckpointing	1) 07/11/05 2) 09/16/05	\$68,000.00	\$12,000.00	\$0.00	\$80,000.00	\$80,000.00	\$19,263.47	\$3,399.43	\$57,337.10	In Progress
6512N055 Studio Arts Tuckpointing	1) 07/11/05 2) 09/16/05	\$61,200.00	\$10,800.00	\$0.00	\$72,000.00	\$72,000.00	\$765.77	\$135.13	\$71,099.10	In Progress
6512N056 Conn Library Tuckpointing	1) 07/11/05 2) 09/16/05	\$69,700.00	\$12,300.00	\$0.00	\$82,000.00	\$82,000.00	\$27,750.37	\$4,897.13	\$49,352.50	In Progress
6512N057 Connell Hall Roof Hatch Installation	1) 08/29/05 2) 10/28/05	\$6,800.00	\$1,200.00	\$0.00	\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	In Progress
6512N058 Campus/Grounds Design of Water Distribution System	1) 08/29/05 2) 10/28/05	\$51,000.00	\$9,000.00	\$12,000.00	\$72,000.00	\$60,000.00	\$43,887.00	\$7,744.76	\$20,368.24	In Progress
6512N059 Studio Arts Roof Replacement	1) 11/21/05 2) 02/02/06	\$136,000.00	\$24,000.00	\$0.00	\$160,000.00	\$160,000.00	\$11,675.20	\$2,060.32	\$146,264.48	In Progress
6512N060 Conn Library Roof Replacement	1) 11/21/05 2) 02/02/06	\$272,000.00	\$48,000.00	\$0.00	\$320,000.00	\$320,000.00	\$23,523.32	\$4,151.18	\$292,325.50	In Progress
6512N062 Connell Hall Design - Fascia/Soffit Repair	1) 03/27/06 2)	\$8,500.00	\$1,500.00	\$16,000.00	\$26,000.00	\$10,000.00	\$0.00	\$0.00	\$26,000.00	In Progress
		\$3,520,223.00	\$620,333.47	\$479,576.50			\$946,741.50	\$167,071.98	\$2,924,986.92	

Descriptions to be used in Status column of LB 309 Deferred Maintenance Progress Report

Funded - to be used when project has been funded but has not yet begun

In-Progress - to be used when project is still in process and when complete but payment is pending

Complete - to be used when project has been completed

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

Contingency Maintenance Progress Reports

Priority: Financial Strength
Strategy: 1
Goal: c

Each year the colleges submit proposals to expend funds from their revenue bond surplus fund to make needed facilities repairs, install fire and life safety measures, correct code deficiencies and replace furnishings and equipment in the dormitories and student union facilities. The working calendar requires the provision of semi-annual progress reports on those projects to the Board of Trustees. Copies of the reports prepared by each of the institutions are found on the following pages.

The colleges are strongly encouraged to complete the projects within two years after authorization by the Board of Trustees. This guideline assists in the long-range planning of projects and puts "earmarked" fund balances back into the Surplus Funds to be used for other projects.

CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT

**Chadron State College
Revenue Bond Facilities**

Report Period: January-June 2006

Date Prepared: September 15, 2006

Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: 4/13/00 Projects:					
1. High Rise - Sprinkler System	\$230,000.00	230,000.00	-	-	Complete
2. High Rise - Floor Covering	\$10,000.00	10,000.00	-	-	Complete
3. High Rise - Cooling Tower	\$27,000.00	27,000.00	-	-	Complete
4. High Rise - Replace Misc. Room Needs	\$20,000.00	20,000.00	-	-	Complete
5. Crites Hall - Renovate Entry Doors	\$6,000.00	6,000.00	-	-	Complete
6. Crites Hall - Restroom Renovation	\$20,000.00	20,000.00	-	-	Complete
7. Student Center - Snackbar Renovation	\$25,000.00	63,151.82	38,151.82	-	Complete
8. Andrews Hall - Bathrooms	\$45,000.00	45,000.00	-	-	Complete
9. Sparks Hall - Soffit Repair	\$10,000.00	10,000.00	-	-	Complete
10. Parking - SW Corner of Campus	\$99,000.00	99,000.00	-	-	Complete
11. Edna Work Wing - Replace Misc. Room Needs	\$4,000.00	4,000.00	-	-	Complete
12. West Court - Replace Misc. Room Needs	\$4,000.00	4,000.00	-	-	Complete
13. Kent Hall - Replace Misc. Room Needs	\$4,000.00	4,000.00	-	-	Complete
Resolution Total	\$504,000.00	542,151.82	38,151.82	-	
Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: 4/9/02					
1. Andrews Hall - Bathroom Floors and Walls	\$99,000.00	99,000.00	-	-	Complete
2. Andrews Hall - Repair/Replace Exterior Doors	\$4,000.00	4,000.00	-	-	Complete
3. Andrews Hall - Repair/Replace Interior Doors	\$18,000.00	4,666.00	-	13,334.00	Open
4. Campus - Pedestrian Infrastructure	\$40,000.00	40,000.00	-	-	Complete
5. Campus - Outdoor Basketball Court	\$8,000.00	8,000.00	-	-	Complete
6. Campus - Replacement Furnishings	\$10,000.00	10,000.00	-	-	Complete
7. Crites Hall - Tuck Pointing	\$4,000.00	4,000.00	-	-	Complete
8. Edna Work - Security Electronics	\$5,000.00	-	5,000.00	10,000.00	Open
9. Edna Work Wing - Program Statement	\$10,000.00	10,000.00	-	-	Complete
10. Kent Hall - Floor Covering	\$5,000.00	11,152.00	6,152.00	-	Complete
11. Kent Hall - Repair/Replace Exterior Doors	\$4,000.00	4,000.00	-	-	Complete
12. Kent Hall - Phased Window Replacement	\$24,000.00	24,000.00	-	-	Complete
13. Sparks Hall - Program Statement	\$9,500.00	9,500.00	-	-	Complete
14. Student Center - Electronics	\$4,500.00	4,500.00	-	-	Complete
15. Student Center - Dock Lift	\$4,000.00	4,000.00	-	-	Complete
16. West Court - Furnace Replacement	\$3,500.00	3,500.00	-	-	Complete
Resolution Total	\$252,500.00	230,567.00	11,152.00	23,334.00	

CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT

**Chadron State College
Revenue Bond Facilities**

Report Period: January-June 2006

Date Prepared: September 15, 2006

Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: 4/09/03					
1. Andrews Hall - Bathrooms	\$104,559.71	104,559.71	4,559.71	-	Complete
2. Andrews Hall - New Furnishings	\$25,000.00	25,000.00	-	-	Complete
3. Campus - Pedestrian Infrastructure	\$10,000.00	10,000.00	-	-	Complete
4. Campus - Chiller Match	\$75,000.00	75,000.00	-	-	Complete
5. Edna Work Hall/Wing Renovation	\$105,000.00	105,000.00	69,763.15	-	Complete
6. High Rise - Equipment/Computer Support Lab	\$10,000.00	3,152.11	-	6,847.89	Open
7. Kent Hall - Phased Window Replacement	\$25,000.00	25,000.00	-	-	Complete
8. Student Center - Electronic Message Sign	\$5,000.00	5,000.00	-	-	Complete
Resolution Total	\$359,559.71	352,711.82	74,322.86	6,847.89	
Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: 4/09/04					
1. Andrews Hall-Bathrooms	\$110,000.00	110,000.00	-	-	Complete
2. Campus New Furnishings	\$25,000.00	25,000.00	-	-	Complete
Resolution Total	\$135,000.00	135,000.00	-	-	
Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: 4/09/05					
1. Andrews Hall - Bathrooms	110,000.00	110,000.00	-	-	Complete
2. Kent Hall Bathroom Repairs	10,000.00	-	-	10,000.00	Open
3. Student Center Deferred Repairs	10,000.00	10,000.00	-	-	Complete
4. Student Center Specialty Equipment	30,000.00	30,000.00	-	-	Complete
5. Campus Furnishings	40,000.00	8,529.48	-	31,470.52	Open
Resolution Total	200,000.00	158,529.48	-	41,470.52	
Resolution Date: 3/31/06					
1. Student Center Specialty Equipment	10,000.00	(15,171.05)	5,171.05	25,171.05	Open
2. Revenue Bond Buildings Misc. Furnishings	15,000.00	4,038.00	-	10,962.00	Open
Resolution Total	25,000.00	(11,133.05)	5,171.05	36,133.05	
Grand Total	\$1,476,059.71	1,407,827.07	128,797.73	107,785.46	

CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT

Peru State College
Revenue Bond Facilities

Report Period: January - June 2006

Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: 4/11/03 Open Projects: 1. Centennial Complex ADA	\$500.00	\$0.00		\$500.00	Open
Resolution Date: 4/16/04 Open Projects: 5. Residence Halls, Student Center Repair and Replace Furnishings	\$26,000.00			\$0.00	Complete
Resolution Date: 4/8/2005 Open Projects: 1. Campuswide Annual Inspections & Maint of Smoke Detectors, Fire Ex, Alarms	\$4,500.00			\$1,456.00	Open
2. Residence Halls, Student Center Repair/replace Steam, Hot Water, Soft Equip	\$30,000.00	\$9,410.93		\$6,514.07	Open
3. Residence Halls, Student Center HVAC Repairs & Maint	\$9,000.00	\$2,056.78		\$6,943.22	Open
4. Residence Halls, Student Center Repair Roofs, Eaves, & Gutter Systems	\$5,000.00			\$5,000.00	Open
5. Residence Halls, Student Center Repair and Replace Furnishings	\$100,000.00	\$8,196.74		\$13,379.00	Open
6. Student Center Replace Food Service Equipment	\$15,000.00			\$15,000.00	Open
Resolution Date: 2/2/06 Open Projects: 1. Student Center Dishwashing Room Renovation	\$250,000.00	\$20,976.75		\$229,023.25	Open
RESOLUTION TOTALS		\$40,641.20	\$0.00	\$277,815.54	

Descriptions to be used in Status column of Contingency Maintenance Projects Progress Report

Open - to be used when project is still in progress

Deferred - to be used when project will not be completed because funds have been used elsewhere

Complete - to be used when project has been completed

CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT

Wayne State College Revenue Bond Facilities

Report Period: As of June 30, 2006

Date Prepared: July 17, 2006

Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: (04/09/02) Projects:					
1. Campuswide - Sidewalk Replacement	\$10,000.00	\$10,000.00	\$0.00	\$0.00	Complete
2. Campuswide - Grounds Equipment	\$15,000.00	\$14,700.61	\$0.00	\$299.39	Complete
3. Residence Halls - Fire Alarm Upgrades	\$100,000.00	\$0.00	-\$100,000.00	\$0.00	Deferred
4. Residence Halls - Window Painting	\$20,000.00	\$15,671.00	\$0.00	\$4,329.00	Complete
5. Residence Halls - Furniture Replacement	\$10,000.00	\$9,889.25	\$0.00	\$110.75	Complete
6. Residence Halls - Mattress Replacement	\$10,000.00	\$3,600.00	\$0.00	\$6,400.00	Open
7. Student Center - Food Service Equipment	\$10,000.00	\$8,402.17	\$0.00	\$1,597.83	Open
8. Student Center - Purchase Tables	\$35,000.00	\$34,953.75	\$0.00	\$46.25	Complete
9. Tennis Courts - Repair/Resurfacing	\$25,000.00	\$17,899.50	\$0.00	\$7,100.50	Complete
10. Neihardt Hall - Roof Replacement/Downspouts	\$90,000.00	\$83,018.00	\$0.00	\$6,982.00	Complete
Resolution Total	\$325,000.00	\$198,134.28	-\$100,000.00	\$26,865.72	
Resolution Date: (04/11/03) Projects:					
1. Berry Hall - Exterior Door Replacement	\$8,000.00	\$6,792.00	\$0.00	\$1,208.00	Complete
2. Berry Hall - Repair Roof, Gutter, Downspouts	\$42,000.00	\$40,804.12	\$0.00	\$1,195.88	Complete
3. Berry Hall - Window Painting	\$28,000.00	\$28,000.00	\$0.00	\$0.00	Complete
4. Berry Hall - Lobby Window Treatments	\$10,000.00	\$0.00	\$0.00	\$10,000.00	Open
5. Bowen Hall - Exterior Door Replacement	\$18,000.00	\$17,557.00	\$0.00	\$443.00	Complete
6. Bowen Hall - Roof Repairs	\$2,000.00	\$0.00	\$0.00	\$2,000.00	Open
7. Campuswide - Sidewalk Replacement	\$15,000.00	\$14,861.50	\$0.00	\$138.50	Complete
8. Morey Hall - Window Painting	\$23,000.00	\$23,000.00	\$0.00	\$0.00	Complete
9. Morey Hall - Roof Repairs	\$6,000.00	\$5,872.58	\$0.00	\$127.42	Complete
10. Natatorium - Roof Repairs	\$4,000.00	\$3,018.00	\$0.00	\$982.00	Complete
11. Natatorium - Strip & Repaint Ceiling	\$25,000.00	\$25,000.00	\$0.00	\$0.00	Complete
12. Neihardt Hall - Replace Room Furniture	\$200,000.00	\$198,213.74	\$0.00	\$1,786.26	Complete
13. Pile Hall - Exterior Door Replacement	\$12,000.00	\$0.00	-\$12,000.00	\$0.00	Complete
14. Recreation Center - Air Conditioner Repairs	\$35,000.00	\$0.00	-\$35,000.00	\$0.00	Deferred
15. Recreation Center - Recreation Equipment	\$10,000.00	\$9,995.44	\$0.00	\$4.56	Complete
16. Student Center - Landscaping	\$15,000.00	\$35,000.00	\$20,000.00	\$0.00	Complete
17. Student Center - Roof Repairs	\$8,000.00	\$7,734.49	\$0.00	\$265.51	Complete
18. Student Center - Partition Wall Repairs	\$5,000.00	\$5,000.00	\$0.00	\$0.00	Complete
19. Combined Residence Halls - Computer Infrastructure	\$40,000.00	\$0.00	\$0.00	\$40,000.00	Open
Resolution Total	\$506,000.00	\$420,848.87	-\$27,000.00	\$58,151.13	

CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT

Wayne State College Revenue Bond Facilities

Report Period: As of June 30, 2006

Date Prepared: July 17, 2006

Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: (06/13/03) Projects: 1. Real Estate Purchase	\$0.00	\$58,648.75	\$65,000.00	\$6,351.25	Complete
Resolution Total	\$0.00	\$58,648.75	\$65,000.00	\$6,351.25	
Resolution Date: (04/16/04) Projects: 1. Berry Hall - Replace N Main Entry Steps 2. Berry Hall - Replace Hallway Carpeting & Ceiling Tiles 3. Bowen Hall - Replace Lobby Lighting 4. Bowen Hall - Replace Drains and Pipes 5. Bowen Hall - Replace Water Softeners 6. Morey Hall - Replace Roof 7. Recreation Center - East Stair/Tread/Riser Repair 8. Recreation Center - Replace Carpeting 9. Recreation Center - Replace Furnishings 10. Campuswide - Handicap Accessibility Sidewalk Improvements 11. Campuswide - Commons/Parking Lot Improvements 12. Student Center - Replace Conference Equipment 13. Student Center - Replace Food Service Equipment 14. Grounds - Replace Equipment 15. Athletic Training Renovation Assistance	\$10,000.00 \$40,000.00 \$10,000.00 \$60,000.00 \$15,000.00 \$190,000.00 \$10,000.00 \$15,000.00 \$15,000.00 \$15,000.00 \$120,000.00 \$20,000.00 \$10,000.00 \$20,000.00 \$40,000.00	\$0.00 \$86,949.14 \$5,802.80 \$112,000.00 \$14,406.50 \$190,000.00 \$5,885.00 \$11,742.00 \$15,000.00 \$15,000.00 \$120,000.00 \$2,009.69 \$0.00 \$19,749.00 \$40,000.00	\$0.00 \$55,000.00 \$0.00 \$52,000.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$10,000.00 \$8,050.86 \$4,197.20 \$0.00 \$593.50 \$0.00 \$4,115.00 \$3,258.00 \$0.00 \$0.00 \$0.00 \$17,990.31 \$10,000.00 \$251.00 \$0.00	Open Open Open Complete Complete Complete Complete Complete Complete Complete Complete Open Open Complete Complete
Resolution Total	\$590,000.00	\$638,544.13	\$107,000.00	\$58,455.87	
Resolution Date: (04/08/05) Projects: 1. Commons/Parking Lots - Improvements 2. Berry Hall - Replace Water Softener 3. Student Center - Replace Food Service Equipment 4. Student Center - Ext Metal Clean & Repaint 5. Bowen Hall - Replace Water Lines, Shower Valves	\$365,000.00 \$15,000.00 \$10,000.00 \$10,000.00 \$163,000.00	\$359,936.86 \$12,644.00 \$290.43 \$0.00 \$163,000.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$5,063.14 \$2,356.00 \$9,709.57 \$10,000.00 \$0.00	Open Open Open Open Complete
Resolution Total	\$563,000.00	\$535,871.29	\$0.00	\$27,128.71	

CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT

Wayne State College Revenue Bond Facilities

Report Period: As of June 30, 2006

Date Prepared: July 17, 2006

Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: (03/31/06)					
1. Recreation Center - Rec Equipment	\$15,000.00	\$0.00	\$0.00	\$15,000.00	Open
2. Berry Hall - Lobby Ceiling/Floor, Gameroom Floor	\$25,000.00	\$0.00	\$0.00	\$25,000.00	Open
3. Morey Hall - New Hallway Ceiling/Lights	\$40,000.00	\$0.00	\$0.00	\$40,000.00	Open
4. Morey Hall - Redo Terrazzo Shower Bases	\$15,000.00	\$0.00	\$0.00	\$15,000.00	Open
5. Morey Hall - Replace Front Doors	\$10,000.00	\$0.00	\$0.00	\$10,000.00	Open
6. Natatorium - Replace Stair Treads	\$15,000.00	\$0.00	\$0.00	\$15,000.00	Open
7. Natatorium - Replace Windows & Doors	\$25,000.00	\$0.00	\$0.00	\$25,000.00	Open
8. Terrace Hall - Design Tuckpointing/Masonry Restoration	\$15,000.00	\$0.00	\$0.00	\$15,000.00	Open
9. Commons/Parking Lot - Improvements	\$390,000.00	\$22,410.00	\$0.00	\$367,590.00	Open
Resolution Total	\$550,000.00	\$22,410.00	\$0.00	\$527,590.00	
Grand Total	\$2,534,000.00	\$1,874,457.32	\$45,000.00	\$704,542.68	

Descriptions to be used in Status column of Contingency Maintenance Projects Progress Report

Open - to be used when project is still in progress

Deferred - to be used when project will not be completed

Complete - to be used when project has been completed

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

2005-06 Year-end Operating Expenditure Reports

Priority: Financial Strength
Strategy: 1

Board Policy 6011 requires the submission of expenditure reports every six months of the fiscal year. Each of the colleges and the System Office have prepared reports for the Board's review and consideration.

The format followed by the colleges provides expenditure information on each of the eight programs included in higher education institutional budgets. Those identifiers can be found in the heading of each column. Other data provided includes the number of FTE employees in each program, as well as the dollars expended for personal services, operations, travel and capital outlay (equipment). There is one section that identifies the amount of federal funds spent for that program through the institution's grants, as well as the number of FTE's supported by those federal dollars.

The display also supplies information on percentage of general/ cash fund expenditures compared to the budgeted amounts. Low percentage numbers may indicate that the institution reallocated budgeted funds to another program -- ratios above 100% could indicate that the reallocated funds were used in those programs. The spending level could also be less than 100% if the institution planned to carry forward funds into the current year. The total amount ratio will normally be close to 100% in "tight" budget years and in those years that funds are not allowed to be carried over into the succeeding year.

Chadron State College
Expenditure Report -- Fiscal Year 2005-2006
For the 12 Months Ending June 30, 2006

<u>EXPENDITURE TYPE</u>	<u>PCS 1.0 INSTRUCTION</u>	<u>PCS 2.0 RESEARCH</u>	<u>PCS 3.0 PUBLIC SERVICE</u>	<u>PCS 4.0 ACAD SUPPORT</u>	<u>PCS 5.0 STUDENT SRVS</u>	<u>PCS 6.0 ADMIN</u>	<u>PCS 7.0 PHYSICAL PLANT</u>	<u>PCS 8.0 STUDENT AID</u>	<u>TOTAL</u>
PERSONAL SERVICES									
<u>Permanent Staff</u>									
Faculty FTE	102.00								102.00
Professional Staff FTE	8.76		2.00	22.25	13.82	26.80			73.63
Support Staff FTE	9.00			8.75	8.50	17.00	27.75		71.00
Salaries	5,954,851	577	87,740	917,175	1,038,367	1,861,540	652,947	-	10,513,197
Benefits	1,746,865	47	19,272	239,998	320,593	724,977	260,349	-	3,312,101
TOTAL PERMANENT SALARIES & BENEFITS	7,701,716	624	107,012	1,157,173	1,358,960	2,586,517	913,296	-	13,825,298
<u>Students, Part-time Faculty, Graduate Assistants</u>									
Part-time Faculty FTE**	25.00								25.00
Graduate Assistant FTE	7.50								7.50
Federal Work-Study FTE	18.50	0.10		3.15	3.15	3.30	0.30		28.50
All Other Straight-time FTE						2.08			2.08
Salaries	566,332	3,664	5,556	61,206	58,170	65,379	32,347		792,654
Benefits	43,324	-	425	4,682	4,450	5,001	2,475.00		60,357
TOTAL TEMPORARY SALARIES & BENEFITS	609,656	3,664	5,981.00	65,888	62,620	70,380	34,822	0	853,011
TOTAL PERSONAL SERVICES	8,311,372	4,288	112,993	1,223,061	1,421,580	2,656,897	948,118	-	14,678,309
TOTAL OPERATING EXPENDITURES	773,537	13,114	18,017	179,339	333,531	1,531,142	1,078,189	-	3,926,869
TOTAL TRAVEL	141,424	1,431	1,262	18,834	66,674	187,300	942	-	417,867
TOTAL CAPITAL OUTLAY	137,437	6,150	-	279,248	13,780	90,737	200,816	-	728,168
REMISSIONS AND EXEMPTIONS	15,032	-	-	-	-	-	-	-	15,032
TOTAL GENERAL/CASH EXPENDITURES	9,378,802	24,983	132,272	1,700,482	1,835,565	4,466,076	2,228,065	-	19,766,245
TOTAL GENERAL/CASH BUDGET*	10,876,351	25,141	156,643	1,897,175	1,900,207	4,913,118	2,575,451	69,543	22,413,629 *
% OF GENERAL/CASH BUDGET EXPENDED	86.23%	99.37%	84.44%	89.63%	96.60%	90.90%	86.51%	0.00%	88.19%
Federal FTE	0.00	0.00	2.00	0.00	0.00	0	0.00	3.58	5.58
TOTAL FEDERAL FUNDS	53,804	104,362	304,023	-	32,043	48,115	-	7,409,924	7,952,271
TOTAL EXPENDITURES	9,432,606	129,345	436,295	1,700,482	1,867,608	4,514,191	2,228,065	7,409,924	27,718,516
<u>Fund Sources</u>									
General Funds	7,175,855	-	99,540	1,184,653	1,303,295	2,460,127	1,241,324		13,464,794
Cash Funds	2,202,947	24,983	32,732	515,829	532,270	2,005,949	986,741		6,301,451
Federal Funds	53,804	104,362	304,023	-	32,043	48,115	-	7,409,924	7,952,271
TOTAL FUNDS	9,432,606	129,345	436,295	1,700,482	1,867,608	4,514,191	2,228,065	7,409,924	27,718,516

* Includes \$13,475,315 in general funds, \$6,757,292 in new appropriations, \$183,854 in tuition increases, \$32,489 in System Office reallocation, and \$1,949,679 in encumbrance carryforward.

Peru State College
Expenditure Report -- Fiscal Year 2006
For the Fiscal Year Ending June 30,2006

EXPENDITURE TYPE	PCS 1.0 INSTRUCTION	PCS 2.0 RESEARCH	PCS 3.0 PUBLIC SERVICE	PCS 4.0 ACAD SUPPORT	PCS 5.0 STUDENT SRVS	PCS 6.0 ADMIN	PCS 7.0 PHYSICAL PLANT	PCS 8.0 STUDENT AID	TOTAL
PERSONAL SERVICES									
<u>Permanent Staff</u>									
Faculty FTE*	46.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.00
Professional Staff FTE	5.00	0.00	0.00	11.00	11.70	14.50	2.00	0.00	44.20
Support Staff FTE	6.00	0.00	0.00	6.00	2.50	17.00	20.00	0.00	51.50
Salaries	2,536,731	0	0	736,992	388,244	1,243,538	544,704	0	5,450,209
Benefits	699,120	0	0	209,239	124,830	339,164	246,935	0	1,619,287
TOTAL PERMANENT SALARIES & BENEFITS	3,235,851	0	0	946,231	513,074	1,582,702	791,639	0	7,069,496
<u>Students, Part-time Faculty, Graduate Assistants</u>									
Part-time Faculty FTE*	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
Adjunct Faculty FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Graduate Assistant FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Work-Study FTE	0.00	0.00	0.00	0.00	3.21	0.00	0.00	0.00	3.21
All Other Straight-time FTE	0.00	0.00	0.60	1.70	0.30	0.70	0.00	0.00	3.30
Salaries	751,134	0	9,554	56,500	85,564	47,703	17,892	0	968,347
Benefits	79,278	0	302	4,214	7,617	3,097	1,368	0	95,878
TOTAL TEMPORARY SALARIES & BENEFITS	830,412	0	9,856	60,714	93,182	50,800	19,260	0	1,064,224
TOTAL PERSONAL SERVICES	4,066,263	0	9,856	1,006,945	606,256	1,633,502	810,899	0	8,133,720
TOTAL OPERATING EXPENDITURES	414,436	0	50	361,492	371,551	729,014	1,039,644	0	2,916,186
TOTAL TRAVEL	20,947	0	0	20,074	27,309	35,444	2,229	0	106,004
TOTAL CAPITAL OUTLAY	85,279	0	0	79,891	14,935	56,003	269,178	0	505,286
REMISSIONS AND EXEMPTIONS	0	0	0	0	0	0	0	147,102	147,102
TOTAL GENERAL/CASH EXPENDITURES	4,586,925	0	9,906	1,468,402	1,020,051	2,453,963	2,121,950	147,102	11,808,299
TOTAL GENERAL/CASH BUDGET**	4,745,279	0	15,054	1,518,273	1,120,023	2,850,371	2,228,993	147,102	12,625,095
% OF GENERAL/CASH BUDGET EXPENDED	96.66%	0.00%	65.80%	96.72%	91.07%	86.09%	95.20%	100.00%	93.53%
Federal FTE	0.00	0.00	0.00	0.00	3.68	0.00	0.00	0.00	3.68
TOTAL FEDERAL FUNDS	10,061	32,714	0	14,742	264,330	346,116	0	1,429,315	2,097,278
TOTAL EXPENDITURES	4,596,986	32,714	9,906	1,483,144	1,284,381	2,800,079	2,121,950	1,576,417	13,905,577
<u>Fund Sources</u>									
General Funds	3,680,578	0	0	937,140	558,931	1,587,587	804,352	17,754	7,586,343
Cash Funds	906,347	0	9,906	531,261	461,119	866,376	1,317,598	129,348	4,221,956
Federal Funds	10,061	32,714	0	14,742	264,330	346,116	0	1,429,315	2,097,278
TOTAL FUNDS	4,596,986	32,714	9,906	1,483,144	1,284,381	2,800,079	2,121,950	1,576,417	13,905,577

*Includes 46 Term Appointments

**LB 425 GF Approp. \$7,508,233; Encumbrances \$78,043.87; LB 1060 Deficit Approp. \$11,290

LB425 CF Approp. \$3,948,659; Encumbrances & Payables \$557,756.98; Cash Fund Adjustment \$281,380; Tuition Increase \$93,700; System Marketing \$16,684; NE State Grant \$129,348

Wayne State College
Expenditure Report -- Fiscal Year 05-06
For the Fiscal Year Ending June 30, 2006

EXPENDITURE TYPE	PCS 1.0 INSTRUCTION	PCS 2.0 RESEARCH	PCS 3.0 PUBLIC SERVICE	PCS 4.0 ACAD SUPPORT	PCS 5.0 STUDENT SRVS	PCS 6.0 ADMIN	PCS 7.0 PHYSICAL PLANT	PCS 8.0 STUDENT AID	TOTAL
PERSONAL SERVICES									
<u>Permanent Staff</u>									
Faculty FTE	126.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	126.33
Professional Staff FTE	4.08	0.00	1.47	22.64	28.83	26.76	4.46	0.00	88.24
Support Staff FTE	14.56	0.00	0.00	8.63	9.21	20.77	33.01	0.00	86.18
Salaries	7,893,062	0	92,657	1,383,958	1,516,568	1,833,138	1,080,048	0	13,799,431
Benefits	2,205,677	0	20,837	412,548	473,161	768,618	407,205	0	4,288,046
TOTAL PERMANENT SALARIES & BENEFITS	10,098,739	0	113,494	1,796,506	1,989,729	2,601,756	1,487,253	0	18,087,477
<u>Students, Part-time Faculty, Graduate Assistants</u>									
Part-time Faculty FTE*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Adjunct Faculty FTE	24.91	0.50	0.00	0.00	0.73	0.00	0.00	0.00	26.14
Graduate Assistant FTE	4.13	0.00	0.00	0.00	3.39	0.00	0.00	0.00	7.52
Federal Work-Study FTE	0.27	0.00	0.00	0.66	0.08	0.17	0.04	0.00	1.22
All Other Straight-time FTE	1.70	0.08	1.62	7.33	5.48	6.65	3.81	0.00	26.67
Salaries	629,343	10,999	29,145	124,442	164,348	84,825	47,092	0	1,090,194
Benefits	41,354	447	1,493	3,720	4,115	2,203	2,388	0	55,720
TOTAL TEMPORARY SALARIES & BENEFITS	670,697	11,446	30,638	128,162	168,463	87,028	49,480	0	1,145,914
TOTAL PERSONAL SERVICES	10,769,436	11,446	144,132	1,924,668	2,158,192	2,688,784	1,536,733	0	19,233,391
TOTAL OPERATING EXPENDITURES	858,226	6,539	83,760	1,023,258	895,613	1,319,642	1,781,638	0	5,968,676
TOTAL TRAVEL	169,911	1,839	5,339	39,018	71,001	50,357	1,002	0	338,467
TOTAL CAPITAL OUTLAY	41,571	2,000	0	423,234	4,674	47,105	205,780	0	724,364
REMISSIONS AND EXEMPTIONS	0	0	0	0	0	0	0	350,989	350,989
TOTAL GENERAL/CASH EXPENDITURES	11,839,144	21,824	233,231	3,410,178	3,129,480	4,105,888	3,525,153	350,989	26,615,887
TOTAL GENERAL/CASH BUDGET**	13,958,991	42,585	369,909	3,425,675	3,306,280	4,282,906	3,806,911	352,131	29,545,388
% OF GENERAL/CASH BUDGET EXPENDED	84.81%	51.25%	63.05%	99.55%	94.65%	95.87%	92.60%	99.68%	90.08%
Federal FTE	6.35	0.00	0.00	0.07	7.29	4.57	0.00	11.05	29.33
TOTAL FEDERAL FUNDS	436,748	0	0	2,017	409,967	254,399	0	3,183,450	4,286,581
TOTAL EXPENDITURES	12,275,892	21,824	233,231	3,412,195	3,539,447	4,360,287	3,525,153	3,534,439	30,902,468
<u>Fund Sources</u>									
General Funds	8,479,858	10,198	0	1,730,400	1,878,100	2,610,936	1,798,777	0	16,508,269
Cash Funds	3,359,286	11,626	233,231	1,679,778	1,251,380	1,494,952	1,726,376	350,989	10,107,618
Federal Funds	436,748	0	0	2,017	409,967	254,399	0	3,183,450	4,286,581
TOTAL FUNDS	12,275,892	21,824	233,231	3,412,195	3,539,447	4,360,287	3,525,153	3,534,439	30,902,468

*Includes 0 term appointments; 0 phased retirement(s)

** Includes \$26,041,371 in new appropriation, \$2,480,853 in encumbrance/balance carryforward, \$232,826 adjustment for tuition/fee increases, \$352,131 in NSG funds, \$200,000 in additional cash funds authorized and \$246,627 in utilities deficit funding less \$8,420 in lapsed appropriations.

SYSTEM OFFICE - EXPENDITURE REPORT
June 30, 2006

FUND 1000 - GENERAL FUNDS

		APPROP + CARRYOVER	YEAR TO-DATE EXPEND.	ENCUMB- RANCES	REMAINING BALANCE	% OF BUDGET EXPEND.
100	PERSONAL SERVICES	740,346	744,697	0	-4,351	100.59%
200	OPERATING EXPENSES *	254,791	195,567	0	59,224	76.76%
700	TRAVEL EXPENSES	21,166	27,509	0	-6,343	129.97%
800	CAPITAL OUTLAY	0	0	0	0	0.00%
TOTALS		1,016,303	967,773	0	48,530	95.22%

Includes \$42,388 for Tri-State Graduate Center

FUND 6501 - STATE COLLEGE ENDOWMENT FUNDS
June 30, 2006

BEGINNING CASH/INVESTMENTS	429,272
Income for the period:	
Interest	9,126
Farmland Rent	0
Transfer In	5,391
Total Income	14,517
Expenditures for period:	
Publications/Printing	1,854
Travel Expenses	0
Other Operating	12,245
Total Expenditures	14,099
ENDING CASH/INVESTMENT BALANCE	429,690

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

2005-06 Year-end Financial Reports

Priority: Financial Strength
Strategy: 1

Financial reports from the colleges, which provide information on fund changes during a specific cycle, have been submitted. These are being provided concurrently with the expenditure reports for Board review.

Chadron State College
Financial Report -- Fiscal Year 2005-2006
For the 12 Months Ending June 30, 2006

DAS ACCOUNTS					LOCAL ACCOUNTS			TOTALS
GENERAL OPERATIONS	GRANTS AND CONTRACTS	AUXILIARY ENTERPRISES	STATE BUILDING FUNDS	TRUST FUNDS	Bank of the West	1st National Chadron	1st National North Platte	
25,000								25,000
3,445,290	784,337	93,493		75,154	8,456	66,607	1,000	76,063
					20,000		40,000	4,398,274
10,521			2,436,741					60,000
146	2,197,868							2,447,262
3,480,958	2,982,205	93,493	2,436,741	75,154	28,456	66,607	41,000	2,198,014
								9,204,613
-	-	-	-	-				-
3,480,958	2,982,205	93,493	2,436,741	75,154	28,456	66,607	41,000	9,204,613
3,480,958	2,982,205	93,493	2,436,741	75,154	28,456	66,607	41,000	9,204,613
5,820,904	1,541,281			276,825				7,639,008
13,475,315			2,680,450					-
	4,367,019							16,155,765
		2,305,000						4,367,019
		8,850			1,875,586	2,209,760	192,976	2,305,000
19,296,219	5,908,300	2,313,850	2,680,450	276,825	1,875,586	2,209,760	192,976	4,287,173
								34,753,965
19,766,247	7,952,272	2,257,843	243,709	244,143				30,464,213
					1,905,439	2,174,707	182,976	4,263,123
19,766,247	7,952,272	2,257,843	243,709	244,143	1,905,439	2,174,707	182,976	34,727,336
(470,028)	(2,043,972)	56,007	2,436,741	32,682	(29,853)	35,053	10,000	26,629
3,950,986	5,026,176	37,486	-	42,471	58,309	31,554	31,000	9,177,983
3,480,958	2,982,205	93,493	2,436,741	75,154	28,456	66,607	41,000	9,204,612

Note: Excludes Perkins Loan Fund

* - Federal Grants and Contracts fund balance as of June 30, 2005 was reduced to remove inactive federal accounts.

PERU STATE COLLEGE
Financial Report -- Fiscal Year 2005-2006
For the Fiscal Year Ending June 30, 2006

	DAS ACCOUNTS					LOCAL ACCOUNT	
	GENERAL OPERATIONS	GRANTS & CONTRACTS	AUXILIARY ENTERPRISES	STATE BUILDING FUNDS	TRUST FUNDS	BANK OF PERU	TOTALS
STATEMENT OF POSITION							
ASSETS:							
Cash Held - DAS	\$2,149,414.08	\$330,562.79	\$86,993.25	\$0.00	\$166,539.80		\$2,733,509.92
Cash Held - Local Bank						\$137,244.96	\$137,244.96
Investments - DAS							\$0.00
Investments - Local Bank							\$0.00
Undisbursed Appropriations	\$11,224.13			\$0.00			\$11,224.13
Undisbursed Federal Funds		\$0.00					\$0.00
TOTAL ASSETS	<u>\$2,160,638.21</u>	<u>\$330,562.79</u>	<u>\$86,993.25</u>	<u>\$0.00</u>	<u>\$166,539.80</u>	<u>\$137,244.96</u>	<u>\$2,881,979.01</u>
LIABILITIES & FUND BALANCES:							
Encumbrances	\$0.00	\$0.00	\$0.00				\$0.00
Deferred Revenue	\$0.00						\$0.00
Unencumbered Fund Balance	<u>\$2,160,638.21</u>	<u>\$330,562.79</u>	<u>\$86,993.25</u>	<u>\$0.00</u>	<u>\$166,539.80</u>	<u>\$137,244.96</u>	<u>\$2,881,979.01</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$2,160,638.21</u>	<u>\$330,562.79</u>	<u>\$86,993.25</u>	<u>\$0.00</u>	<u>\$166,539.80</u>	<u>\$137,244.96</u>	<u>\$2,881,979.01</u>
STATEMENT OF REVENUE AND EXPENDITURES:							
REVENUE							
Tuition & Fees	\$4,454,700.14				\$159,190.38		\$4,613,890.52
Deferred Revenue							\$0.00
State Appropriation	\$7,597,566.87			\$0.00			\$7,597,566.87
Grants & Contracts		\$628,159.62					\$628,159.62
Trustee Transfers			\$737,215.81				\$737,215.81
Local Accounts						\$3,214,738.91	\$3,214,738.91
TOTAL REVENUE	<u>\$12,052,267.01</u>	<u>\$628,159.62</u>	<u>\$737,215.81</u>	<u>\$0.00</u>	<u>\$159,190.38</u>	<u>\$3,214,738.91</u>	<u>\$16,791,571.73</u>
EXPENDITURES:							
State Treasurer Accounts	\$12,120,929.34	\$440,303.61	\$709,972.11	\$0.00	\$148,959.62		\$13,420,164.68
Local Banks						\$3,215,592.99	\$3,215,592.99
TOTAL EXPENDITURES	<u>\$12,120,929.34</u>	<u>\$440,303.61</u>	<u>\$709,972.11</u>	<u>\$0.00</u>	<u>\$148,959.62</u>	<u>\$3,215,592.99</u>	<u>\$16,635,757.67</u>
NET INCREASE (DECREASE) IN FUND BALANCES:	-\$68,662.33	\$187,856.01	\$27,243.70	\$0.00	\$10,230.76	-\$854.08	\$155,814.06
FUND BALANCE as of 06-30-2005	<u>\$2,229,300.54</u>	<u>\$142,706.78</u>	<u>\$59,749.55</u>	<u>\$0.00</u>	<u>\$156,309.04</u>	<u>\$138,099.04</u>	<u>\$2,726,164.95</u>
FUND BALANCE as of 06-30-06	<u>\$2,160,638.21</u>	<u>\$330,562.79</u>	<u>\$86,993.25</u>	<u>\$0.00</u>	<u>\$166,539.80</u>	<u>\$137,244.96</u>	<u>\$2,881,979.01</u>

Note: Excludes Perkins Loan fund

Wayne State College
Financial Report -- Fiscal Year 2005-2006
For the Period Ending June 30, 2006

	DAS ACCOUNTS					LOCAL ACCOUNTS			
	GENERAL OPERATIONS	GRANTS AND CONTRACTS	AUXILIARY ENTERPRISES	STATE BUILDING FUNDS	TRUST FUNDS	First National Bank	State National Bank	Farmers & Merchants Bank	TOTALS
STATEMENT OF POSITION									
ASSETS:									
Cash Held--DAS									0.00
Cash Held -- Local Banks						4,708.01			4,708.01
Investments--DAS	5,395,297.67	81,300.98	4,587.07		117,390.13				5,598,575.85
Investments--Local Banks						200,287.90	45,000.00	10,000.00	255,287.90
Undisbursed Appropriations	196,189.24			0.00					196,189.24
Undisbursed Federal Funds		192,094.34							192,094.34
TOTAL ASSETS	5,591,486.91	273,395.32	4,587.07	0.00	117,390.13	204,995.91	45,000.00	10,000.00	6,246,855.34
Encumbrances									0.00
Deferred Revenue									0.00
Unencumbered Fund Balances	5,591,486.91	273,395.32	4,587.07	0.00	117,390.13	204,995.91	45,000.00	10,000.00	6,246,855.34
TOTAL LIABILITIES AND FUND BALANCES	5,591,486.91	273,395.32	4,587.07	0.00	117,390.13	204,995.91	45,000.00	10,000.00	6,246,855.34
STATEMENT OF REVENUE AND EXPENDITURES									
Tuition and Fees	7,339,591.35	878,993.87	11,868.40		453,744.12				8,684,197.74
Deferred Revenue									0.00
State Appropriations	16,616,112.00								16,616,112.00
Grants and Contracts		3,084,112.44							3,084,112.44
Trustee Transfers			3,063,000.00						3,063,000.00
Local Accounts						10,402,509.87	10,000.00		10,412,509.87
TOTAL REVENUES	23,955,703.35	3,963,106.31	3,074,868.40	0.00	453,744.12	10,402,509.87	10,000.00	0.00	41,859,932.05
EXPENDITURES:									
State Treasurer's Accounts	26,615,886.79	3,924,655.35	3,088,671.80		467,917.59				34,097,131.53
Local Bank Accounts						10,401,618.03			10,401,618.03
TOTAL EXPENDITURES	26,615,886.79	3,924,655.35	3,088,671.80	0.00	467,917.59	10,401,618.03	0.00	0.00	44,498,749.56
NET INCREASE (DECREASE) IN FUND BALANCES:	-2,660,183.44	38,450.96	-13,803.40	0.00	-14,173.47	891.84	10,000.00	0.00	-2,638,817.51
FUND BALANCE June 30, 2005	8,251,670.35	234,944.36	18,390.47	0.00	131,563.60	204,104.07	35,000.00	10,000.00	8,885,672.85
FUND BALANCE June 30, 2006	5,591,486.91	273,395.32	4,587.07	0.00	117,390.13	204,995.91	45,000.00	10,000.00	6,246,855.34
Note: Excludes Perkins Loan Fund									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

2005-06 Year-end Revenue Bond Operating Expenditure Reports

Priority: Financial Strength
Strategy: 1

The revenue bond Master Resolution requires the submission of periodic financial reports to the Board of Trustees. In keeping with that requirement, the colleges have provided expenditure reports for the 2005-06 fiscal year.

The reports are intended to demonstrate that the college's revenue bond programs are operating at the financial level necessary to provide the services to the students while maintaining the revenue stream needed to retire the debt obligations. Bond documents require revenues adequate to cover 110% of the annual principal and interest payment to the bondholders. The reports indicate the following coverage:

Chadron State College	154%
Peru State College	175%
Wayne State College	204%

Chadron State College
Revenue Bond Expenditure Report
For the 12 Months Ending June 30, 2006

Report Date: 9/15/2006

Report Period: FY 2006

	<i>Budgeted FY 2006</i>	<i>Year-to-Date FY 2006</i>	<i>Percent of Budget</i>
<u>Revenues:</u>			
Dormitory Rentals	\$1,649,500	\$1,621,375	98.29%
Apartment/House Rentals	\$155,000	\$162,516	104.85%
Facilities Rentals	\$65,500	\$66,735	101.89%
Food Service Contracts	1,450,000	1,418,549	97.83%
Food Service Commissions	200,000	207,648	103.82%
Facilities Fees*	508,000	529,217	104.18%
Bookstore Commissions	86,500	89,050	102.95%
Trustee Investment/Interest Income	85,000	120,013	141.19%
Parking Fees	49,500	50,405	101.83%
Other Income	86,000	81,767	95.08%
Total Revenues	\$4,335,000	\$4,347,276	100.28%

Expenditures:

Salaries and Benefits	\$1,475,500	\$1,361,518	92.28%
Utilities	440,000	421,617	95.82%
Insurance	28,450	28,431	99.93%
Equipment & Furnishings	20,450	9,824	48.04%
Capital Outlay	3,000	14,871	495.70%
Telephone/Cable T.V & Internet Services	190,000	191,771	100.93%
Supplies	75,100	127,218	169.40%
Repairs and Maintenance	75,000	76,519	102.03%
Other Operating Expenses	25,000	26,074	104.30%
Subtotal - Operations and Maintenance	\$2,332,500	\$2,257,843	96.80%
Food Service Payments	1,185,000	1,159,038	97.81%
Debt Service	605,668	605,668	100.00%
Total Expenditures	\$4,123,168	\$4,022,549	97.56%

Available for Distribution
to Subsidiary Funds

\$211,832	\$324,727	153.29%
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Debt Service Coverage Ratio

1.35

1.54

*All student derived fees

Peru State College
Revenue Bond Expenditure Report
For the Fiscal Year Ending June 30, 2006

Report Date: September 15 , 2006

Report Period: FY 2006

	<i>Budgeted 05-06</i>	<i>Year-to-Date 05-06</i>	<i>Percent of Budget</i>
<u>Revenues:</u>			
Residence Hall/Dormitory Rentals	\$830,800	\$836,344	100.67%
Apartment/House Rentals	71,000	70,797	99.71%
Facilities Rentals	50,000	75,650	151.30%
Food Service Contracts	735,150	743,710	101.16%
Food Service Commissions	28,500	28,653	100.54%
Facilities Fees*	105,165	105,534	100.35%
Bookstore Commissions/Income	0	0	0.00%
Parking Fees/Fines	8,370	8,473	101.23%
Trustee Investment/Interest Income	63,875	66,484	104.08%
Other Income	33,370	32,446	97.23%
Total Revenues	\$1,926,230	\$1,968,091	102.17%

Expenditures:

Salaries and Benefits	\$266,155	\$266,503	100.13%
Utilities	230,000	229,704	99.87%
Insurance	25,150	25,150	100.00%
Equipment & Furnishings	0	0	0.00%
Capital Outlay	0	0	0.00%
Telephone/Cable Television/Internet	106,100	107,693	101.50%
Supplies	50,346	59,446	118.07%
Repairs and Maintenance	22,000	5,981	27.19%
Other Operating Expenses	35,400	15,495	43.77%
Subtotal - Operations and Maintenance	\$735,151	\$709,972	96.57%
Food Service Payments	802,595	817,052	101.80%
Debt Service	252,473	252,473	100.00%
Total Expenditures	\$1,790,219	\$1,779,497	99.40%

Available for Distribution

to Subsidiary Funds	\$136,011	\$188,594	138.66%
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Debt Service Coverage Ratio	1.54	1.75
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*All student derived fees

Wayne State College
Revenue Bond Expenditure Report
For the Fiscal Year Ending June 30, 2006

Report Date: September 15, 2006

Report Period: July 1, 2005-June 30, 2006

	<i>Budgeted</i> <i>05-06</i>	<i>Year-to-Date</i> <i>05-06</i>	<i>Percent of</i> <i>Budget</i>
<u>Revenues:</u>			
Residence Hall/Dormitory Rentals	\$2,168,400	\$2,190,734	101.03%
Apartment/House Rentals	300	257	85.67%
Facilities Rentals	3,000	3,940	131.33%
Food Service Contracts	2,343,250	2,448,940	104.51%
Food Service Commissions	54,590	60,318	110.49%
Facilities Fees*	695,100	706,242	101.60%
Bookstore Commissions/Income	127,420	128,768	101.06%
Parking Fees/Fines	103,000	107,849	104.71%
Trustee Investment/Interest Income	100,700	202,852	201.44%
Other Income	145,900	104,319	71.50%
Total Revenues	\$5,741,660	\$5,954,219	103.70%

Expenditures:

FTE 58.81			
Salaries and Benefits	\$1,804,230	\$1,776,213	98.45%
Utilities	674,918	682,486	101.12%
Insurance	52,000	21,892	42.10%
Equipment & Furnishings	35,908	12,699	35.37%
Capital Outlay	30,600	20,000	65.36%
Telephone/Cable Television/Internet	234,600	195,863	83.49%
Supplies	155,700	153,469	98.57%
Repairs and Maintenance	96,475	87,285	90.47%
Other Operating Expenses	155,000	138,765	89.53%
Subtotal - Operations and Maintenance	\$3,239,431	\$3,088,672	95.35%
Food Service Payments	\$1,274,100	\$1,370,152	107.54%
Debt Service	732,150	732,150	100.00%
Total Expenditures	\$5,245,681	\$5,190,974	98.96%

Available for Distribution
to Subsidiary Funds

\$495,979	\$763,245	153.89%
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Debt Service Coverage Ratio	1.68	2.04
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*All student derived fees

Fiscal & Facilities Committee

Larry Teahon, Chair
Cap Peterson
Tyler Pribbeno

September 14-15, 2006

Revisions to Board Policies

Priority: Greater Prominence
 Strategies: 1, 2

The following policies have been revised to harmonize policy provisions with changes either mandated by law or by former acts of the Board. These changes have been made in accordance with Article XIV of the Board By-Laws, Revisor of Board By-Laws and Policies, and Board Policy 2010, Duties of the Chancellor. These revised policies are as follows:

In addition, the following policies have been revised to reflect the change in title from Executive Director to Chancellor; from Business Affairs or Revenue Bond Subcommittee to Fiscal & Facilities Subcommittee; from Physical Plant Consultant to Vice Chancellor for Facilities, Planning and Information Technology; and Fiscal Office to Vice Chancellor for Finance and Administration.

Policy 6003 State Treasurer	Policy 8035 Facilities; Alcohol Use
Policy 6005 Establishing and Use of Reserves	Policy 8060 Capital Construction; Budget Requests
Policy 6011 General Operations Financial Reports	Policy 8063 Capital Construction; Construction Documents
Policy 6012 Financial Exigency	Policy 8064 Capital Construction; Bids
Policy 7001 Budgets; Operating, Requests, Adoption, Evaluation & Control	Policy 8065 Capital Construction; Contracts; Approvals
Policy 7007 Risk Avoidance, Risk Bearing, Indemnification & Legal Defense	Policy 8066 Capital Construction; Contracts; Professional Consulting Services
Policy 7008 Risk Management	Policy 8067 Capital Construction; Contracts; Works of Art
Policy 7010 Purchases; Bids; Public Lettings	Policy 8068 Capital Construction; Contracts; Forms, Payments
Policy 7012 Lease-Purchase Agreements	Policy 8069 Capital Construction; Inspection; Substantial Completion; Final Completion
Policy 7013 Acquisitions and Planning; Computers and Computer-Related Items	Policy 8070 Capital Construction; Gifts and Bequests for Facilities
Policy 7016 Contracts; Consulting Services	Policy 9002 Revenue Bonds; Leases, Rental of Property, Pledge of Fees and Revenue
Policy 7017 Contracts; Contingent Fee Contracts	Policy 9005 Revenue Bonds; Debt Service Coverage; Payment of Utilities
Policy 7021 Travel; Personnel; Claims, Authorization	Policy 9006 Revenue Bonds; Use of Surplus Funds
Policy 7023 Travel; Personnel; Out-of-State	Policy 9015 Food Service; Operations; Contracts; Vendors
Policy 7024 Meals; Reimbursement	
Policy 8006 Vacating Streets	
Policy 8020 Naming Facilities	
Policy 8021 Cornerstones and Plaques	
Policy 8028 Facilities: Leasing or Renting On-Campus Space	

REVENUE BOND - AUXILIARY OPERATIONS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 9006 Revenue Bonds; Use of Surplus Funds

Page 1 of 2

BOARD POLICY

The Surplus Funds on each campus are those funds remaining each year after costs of operations and maintenance have been paid and after the required minimum dollar amounts have been deposited into the various other bond funds at the end of the fiscal year. The Surplus Fund shall be drawn upon first to make up any deficiencies in the Bond Fund and/or the Bond and Interest Reserve Funds. The Surplus Fund may then be used, upon approval of the Board, to complete the Costs of Construction or Acquisition of any Improvement in the event the funds on deposit in the Construction Fund are not adequate; to pay the Costs of Construction or Acquisition of additional buildings and facilities appropriate to be purchased with revenue bond funds; and to make any extraordinary repairs, renewals, replacements, renovations, equippings, and furnishings to the revenue bond facilities of which all or part of the revenue, fees and earnings are derived from the operations and which are pledged under the revenue bond resolution to payment on the debt of the facilities. These extraordinary items are those which are not customarily included as costs of operation and maintenance and which are deemed necessary or desirable by the Board in order to maintain such revenues, fees and earnings or to maintain the facilities as a revenue-producing enterprise. It is the Board of Trustees' intent that the minimum balance to be maintained in the Surplus Funds at each of the State Colleges shall be 72% of the outstanding debt; however, in no circumstance shall any of the colleges' Surplus Funds be drawn down below \$200,000.

Before an expenditure exceeding \$500,000 for any one item can be initiated, and subsequent to Board approval, the Chancellor will submit such project to the Coordinating Commission for Postsecondary Education and to the Legislature for approval as required by law.

PROCEDURE

An annual Contingency Maintenance Request for extraordinary repair items shall be submitted to the System Office in the format and according to the schedule developed by the System Office. The request material shall be reviewed by the Board's revenue bond financial management consultant and Vice Chancellor for Finance & Administration, and a recommendation submitted by them to the Board. The projects being requested are authorized to be initiated at the beginning of the subsequent fiscal year and expenditures for them are to be transacted after July 1 of that new fiscal year. An exception to this procedure is granted for those projects that must be completed during the subsequent summer months. The colleges are authorized to begin planning and design activities and to place purchase orders for such Contingency Maintenance projects as soon as the Board has approved the requests. However, no payments shall be made on those projects until after July 1 of the request year. Approved projects will be initiated and completed within three years of the resolution's applicable fiscal year period. Projects that have not been initiated within that time period shall be closed out and Surplus Fund balances earmarked for those specific projects shall be reclassified as uncommitted Surplus Funds. Designated funds may continue to be earmarked for those projects that have been initiated within the three-year period but, due to extraordinary circumstances, have not been completed and payment made to the vendor.

Periodically it may be necessary to expend Surplus Funds on an emergency-type project. The System Office should be notified and the College may proceed with the project, after approval is given by the Chancellor and the ~~Fiscal and Facilities~~ Subcommittee Chair. Such approvals shall be reported to the Board at the subsequent meeting.

Deleted: Revenue Bond

If any contingency maintenance item approved by the Board exceeds its estimated cost, the College may reallocate up to \$1,000 in fund balances from other completed projects and report same to the System Office.

REVENUE BOND - AUXILIARY OPERATIONS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 9006 Revenue Bonds; Use of Surplus Funds

Page 2 of 2

If any fund balances remain from completed Contingency Maintenance projects, the College may expend up to \$5,000 of those funds for additional, related projects, after consultation with System Office staff. Such reallocation shall be reported to the Board in the subsequent Contingency Maintenance Progress Report. Reallocations exceeding \$5,000 shall be submitted to the Board for approval prior to initiating the projects using those funds.

Legal Reference: RRS 85-408

Dormitories; housing facilities; rates, fees, charges; pledge for payment of bonds; surplus; expend; approval of Legislature

Policy Adopted: 3/11/94

Policy Revised: 8/29/97

Policy Revised: 2/26/99

Policy Revised: 6/2/06

Policy Revised: 9/15/06

REVENUE BOND - AUXILIARY OPERATIONS, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 9005 Revenue Bonds; Debt Service Coverage;
Payment of Utilities**

Page 1 of 1

BOARD POLICY

The Board will adopt and revise from time to time, when necessary, such rentals, rates, fees and charges with respect to the revenue bond facilities as may be necessary so that the revenues from the facilities, after deducting the costs of operating and maintaining them shall be equal at least to the coverage ratio required by the indenture for the principal and interest due on the bonds for that fiscal year. While the individual indentures require a 110% coverage for Chadron State College and Wayne State College and a 125% coverage ratio for Peru State College, it is the Board of Trustees' policy that Chadron State College and Wayne State College maintain a minimum 125% debt service coverage and Peru State College a 135% debt service coverage ratio. The College President shall notify the Board of Trustees and the Chancellor, as soon as it is known, if unexpected and/or unplanned circumstances have occurred which will cause the debt service coverage factor to temporarily dip below the above-referenced ratios.

Deleted: Executive Director

The Board may, at its discretion, furnish heat, light, power and other similar utilities for the revenue bond facilities without charging the same against the revenues thereof.

Legal Reference: RRS 85-409

Campus buildings and facilities; heat, light, power; board furnish

Policy Adopted: 3/11/94

Policy Revised: 8/29/97

Policy Revised: 9/15/06

REVENUE BOND - AUXILIARY OPERATIONS, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 9002 Revenue Bonds; Leases, Rental of Property,
Pledge of Fees and Revenue**

Page 1 of 2

BOARD POLICY

The Board of Trustees is authorized to lease to any persons, firms or corporations portions of the respective campuses under their control as may be necessary to be used as sites for construction of fireproof buildings for dormitories, boarding, housing and student activity purposes, athletic structures and parking, or as sites for the establishment of parking facilities; and they may acquire lands adjacent to the campus of any such institution by donation or purchase with any funds they may have available for that purpose to be leased as sites for such buildings and facilities.

The Board may also lease from any person, firm or corporation an athletic structure or structures constructed on a site or sites owned by the State of Nebraska when the person, firm or corporation has the permission of the Legislature to construct on such site or sites.

The State of Nebraska shall incur no liability by reason of the exercise of the authority herein granted to the Board of Trustees other than is hereinafter specifically set forth. The Buildings and facilities so erected or established shall be used solely for dormitories, student centers, medical care, food service, athletic activities and for parking as the case may be.

The Board has the authority to contract with the owners of the buildings and facilities so erected to pay as rental or otherwise for the use of said buildings and facilities a sum sufficient to pay, on the amortization plan, the principal and interest thereon of the cost of construction or establishment of said buildings and facilities, such contracts to run not over forty (40) years. The rate of interest allowed on the cost of construction or establishment shall be fixed by the Board, payable annually or semiannually as may be determined by the Board. Said contract shall provide that when the cost of construction or establishment has been paid, together with interest thereon, the buildings and facilities so constructed or established shall become the property of the State of Nebraska.

The Board may, by resolution or agreement, ~~to~~ pledge all or any part of the revenues and fees derived from operation of the dormitories, residence halls, single or multiple dwelling units, buildings and facilities for parking and other facilities for housing, boarding, athletic purposes, medical care, and physical development, and other activities of students, faculties or employees of such institutions referred to in Section 85-403, or any of them erected or acquired, or previously erected or acquired by such Board, and contract as to the care, insurance, management, and operation of such buildings and facilities and the charges to be made and the rights of the holders of the revenue bonds. When the Board contracts that the operation of any building or facility or part thereof shall be performed other than by the Board itself, the Board shall at all times maintain supervision and control over the fees and charges imposed for the use thereof.

If such facilities are not needed for their original purpose, the Board may authorize the colleges to enter into agreements with other entities for rental of vacant space. Lease agreements shall contain a restriction prohibiting the lessee from making material alterations or improvements on or to the leased property without prior written authorization of the college President and Board's Chancellor. The campus President is authorized to approve and sign all lease agreements with rental of less than \$5,000 annually. The Chancellor, upon recommendation of the campus President, is authorized to approve and sign lease agreements with rental between \$5,000 and \$10,000 annually. All lease agreements exceeding \$10,000 shall be submitted to the Board of Trustees for approval prior to entering into them. Renewal of lease agreements approved previously by the Board may be approved and signed by the Chancellor unless substantial revisions are proposed for the terms of the agreement. Copies of all signed lease agreements shall be filed with the System Office. Rental charged shall be comparable to that charged in that geographic region for similar facilities. Revenue from such rental shall be deposited into the revenue bond revenue fund of that institution.

Deleted: Executive Director

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**REVENUE BOND - AUXILIARY OPERATIONS, NEBRASKA STATE COLLEGE
SYSTEM**

**POLICY: 9002 Revenue Bonds; Leases, Rental of Property,
Pledge of Fees and Revenue Page 2 of 2**

When the Board proposes to pledge all or any part of the revenues and fees from buildings and facilities other than the building or facility to be constructed, the plans for such building or facility to be constructed, including financing plans, shall first be submitted to the Coordinating Commission for Postsecondary Education and the Legislature or the Executive Board of the Legislative Council, as the case may be, and they shall have by resolution or motion approved or disapproved such plans within the time limits established by law.

Legal Reference: RRS 85-401	Board of Regents; Board of Trustees; Campus buildings and facilities; lease-purchase agreements authorized
RRS 85-402	Campus buildings and facilities; pledge of income and appropriations authorized; limitations
RRS 85-404	Dormitories; housing facilities; parking facilities; other facilities; revenue bonds; issuance; approval; submission to Coordinating Commission for Postsecondary Education and Legislature

Policy Adopted: 3/11/94
Policy Revised: 11/11/95
Policy Revised: 9/15/06

BOARD POLICY

Grants, gifts and/or bequests of private funds offered to any of the State Colleges for use in constructing, renovating or equipping facilities or for the purpose of acquiring real estate shall be submitted to the Board of Trustees for acceptance prior to any commitment by the College. This shall include funds from private corporations, college foundations and other non-state sources.

Such gifts and/or bequests cannot require the commitment of State College capital funds but may be sought and accepted for the purpose of providing funds for projects not adequately funded by state appropriations, bond proceeds/surplus funds, or other revenue resources.

PROCEDURE

When the College receives notification of a grant, gift or bequest, the Board of Trustees shall be asked to take action to accept the funds and to authorize the project. Authorization for the project and the understanding of the project scope shall be incorporated into an agreement form developed by the System Office and signed by a representative of the donor and the System's ~~Chancellor~~.

Deleted: Executive Director

The process for advertising the project and selecting the contractor must follow Board policies for capital construction projects.

One of the following two options for finalizing the contract for the project shall be selected.

1. The contract for the project shall be between the contractor and the donor of the funds (or an appointed representative). The project funds shall remain under the control of and expended by the donor (or the appointed representative). A campus representative, appointed by the College Presidents, is authorized by the Board to coordinate the billing and payment activities with the donor.
2. The contract for the project shall be between the Board of Trustees/State College and the contractor. The College shall be in control of the funds and is authorized to approve all payments upon proper billing by the contractor.

If the project involves major renovation of a facility or construction of a new facility, the procedures adopted by the Board of Trustees for review of design documents, oversight during construction, capital construction reports, and final acceptance of the project, shall be followed.

While state law does not require the approval of projects by various state agencies when private funds are used for capital construction projects in the State College system, information will be provided to the Budget Office, Building Division, Legislative Fiscal Office and Coordinating Commission for Postsecondary Education after such projects have been approved by the Board of Trustees.

Legal Reference: RRS 85-317.01 State colleges; endowments and gifts; acceptance

Policy Adopted: 3/11/94
Policy Revised: 9/15/06

FACILITIES, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 8069

Capital Construction; Inspections;
Substantial Completion; Final Completion

Page 1 of 2

BOARD POLICY

Construction projects will be inspected by a designated group other than the architect or engineer who designed the project. The Vice Chancellor for Facilities, Planning, and Information Technology is responsible for assuring the inspection services are completed and for providing inspection findings to the project architect or engineer as applicable.

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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.

Deleted: 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.

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 Fiscal and Facilities Subcommittee, a Board of Trustee's member, the Vice Chancellor for Facilities, Planning and Information Technology, the Vice Chancellor for Finance and Administration, a representative of the Building Division (for state facilities), the campus Physical Plant Director/Coordinator, and other campus representatives appointed by the President.

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Deleted: System's Physical Plant Consultant (if one is on staff)

Deleted: Director for Fiscal and Facilities Management

Before the substantial completion inspection occurs, the Vice Chancellor for Facilities, Planning and Information Technology or designee, a campus designee, 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.

Deleted: the construction inspector retained by the college,

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

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2. to insure a quality product

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 COLLEGE_****SYSTEM**

POLICY: 8069

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

Page 2 of 2

Final Completion

| When the architect, engineer, contractor and college representative determine that the project is complete with all work on the outstanding items adequately performed, the project shall be deemed to have reached final completion. The College President will notify the Board of Trustees at the next available Board meeting when the project final inspection is accomplished.

Deleted: college-retained inspector or

Legal Reference: RRS 81-855

RRS 81-1108.15

RRS 85-304

Engineers and architects; public works; supervision by registered engineer or architect required; exception

State building division; functions and responsibilities; facilities planning, construction, and administration

Board of trustees; powers, enumerated

Policy Adopted: 3/11/94

Policy Revised: 2/23/95

Policy Revised: 2/12/04

Policy Revised: 9/15/06

BOARD POLICY

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

Deleted: Executive Director

1. Contractor
2. College President
3. Chancellor

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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.

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. 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: 2/12/04

Policy Revised: 9/15/06

BOARD POLICY

At least one percent (1%) of any appropriation for the original construction cost of any public building under the supervision of the Board shall be spent for the acquisition of works of art. Such buildings shall not include repair shops, garages, warehouses or buildings of a utilitarian nature. The work of art may be an integral part of the structure, attached to the structure, detached within or outside of the structure, or may be exhibited by the Board in other public facilities.

The Board, in consultation with the Nebraska Arts Council, shall determine the amount of money to be made available for the purchase of art for each project under its supervision. The selection of, commissioning of artists for, reviewing of design, execution and placement of, and the acceptance of works of art for each project shall be the responsibility of the Board in consultation with the Nebraska Arts Council.

PROCEDURE

The President of each College to which an appropriation is made for the construction, expansion, or renovation of a public building will appoint an art selection committee consisting of a minimum of three members for the purpose of advising the President on art for eligible projects.

1. The committee should be established at the earliest practical time after appropriation of design funds. The decision as to whether the art is to be an integral part of the structure, attached to the structure, detached within or outside of the structure, or exhibited in other public facilities should be made prior to the design of the project and shall be made by the President with the advice of the committee and the architect.
2. The committee shall be responsible for advising the President on the type of art; the selection and commissioning of an artist; the design and execution of the proposed work of art; the placement and acceptance of the work of art.
3. For each project which comes under the purview of the Board ' s policy and these procedures the President shall arrange the following:
 - a) Reporting to the Fiscal and Facilities Subcommittee of the Board of Trustees prior to any formal action by the Board on the amount of funds to be allocated; the type and placement of art; the commissioning of an artist; and the proposed art design.
 - b) Consulting with the Nebraska Arts Council, after the Board of Trustees has been advised on the art, and prior to any formal action by the Board. Consultation should cover the amount of funds available for art; the type, placement and acceptance of art; the selection and commissioning of an artist; and the proposed art design.
 - c) Obtaining Board approval of funding; the artist; and the proposed art design.

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**POLICY: 8067 Capital Construction; Contracts;
Works of Art**

Page 2 of 2

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- d) Advising the Director of Administrative Services that the requirements of the Statutes pertaining to acquisition of art for public buildings have been met so that warrants may be issued for payment on the project.
 - e) Accepting the art.

Legal Reference: RRS 82-316 Nebraska Arts Council Cash Fund
RRS 82-317 Declaration of policy
RRS 82-318 Terms defined
RRS 82-319 New state capital construction
RRS 82-320 Nebraska Arts Council duties
RRS 82-321 Construction project committee
RRS 82-322 Nebraska Arts Council; Promulgate rules
RRS 82-323 Nebraska Arts Council; Artists
RRS 82-324 Nebraska Arts Council; Insure compliance with act
RRS 82-325 Expenditures for works of art
RRS 82-326 Appropriation; Works of art; Administration
RRS 82-327 Works of Art; How displayed
RRS 82-328 Works of Art; Property of State of Nebraska
RRS 82-329 Works of Art; Nebraska Arts Council, maintain inventory, inspect, recommend procedures
RRS 85-304.01 - 304.03 Nebraska State Colleges; new capital construction; appropriation; percentage used for works of art

Policy Adopted: 5/14/82
Policy Revised: 3/11/94
Policy Revised: 11/11/95
Policy Revised: 4/13/00
Policy Revised: 9/15/06

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. 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 ~~a~~ Board of Trustee member; the Chair of the ~~Fiscal and Facilities~~ Subcommittee; the ~~Vice Chancellor for Finance and Administration, the Vice Chancellor for Facilities, Planning, and Information Technology~~; 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.

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FACILITIES, NEBRASKA STATE COLLEGE SYSTEM

**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 Fiscal and Facilities 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.

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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 Chancellor for approval prior to acceptance by the college and signature by the President. The Chancellor will include information on these contracts in his/her subsequent report to the Board.

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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 COLLEGE SYSTEM

**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: 2/12/04
Policy Revised: 9/15/06

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 Chancellor shall be authorized to approve construction contracts and land purchases above one hundred thousand dollars (\$100,000) 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 Chancellor's report to the Board at a subsequent Board meeting.

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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 Chancellor and such action reported for ratification at the next Board meeting.

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- The Chancellor 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.

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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).

**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 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 RRS 85-306 RRS 85-316 RRS 85-325	Board of trustees; powers; enumerated. State Colleges; presidents; duties. State Colleges; funds; contingencies; disbursements; travel expenses Construction projects; board of trustees; powers.
Policy Adopted:	3/11/94	
Policy Revised:	6/19/98	
Policy Revised:	4/13/00	
Policy Revised:	2/12/04	
Policy Revised:	<u>9/15/06</u>	

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 eighty thousand dollars (\$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. 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

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.

The recommendation, bid tab sheet and other applicable materials shall be provided to the System Office for approval by the Chancellor. All actions shall be reported to the Board at the first Board meeting following System Office action.

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For any project that has a total cost of more than forty thousand dollars (\$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 thousand dollars (\$40,000) shall follow the above noted bidding procedures. Construction projects with a total project cost between \$15,000 and \$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 ~~Chancellor~~, 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 ~~Chancellor~~ 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 \$40,000, a Request for Proposal form shall be made public for fifteen (15) days to assure public awareness of the project.

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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 Chancellor 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.

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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: 2/12/04
Policy Revised: 9/15/06

BOARD POLICY

The Board has an oversight function for capital construction projects which require its periodic review and approval of certain capital construction projects. In order to make that process more orderly, the Board directs that the following procedures be used in processing capital construction documents through the Board's approval function.

PROCEDURE

Program Statement

College personnel shall work with the architect/engineers in putting together a Program Statement that will be submitted to the Board at least two weeks prior to the meeting at which receipt is requested. The documents will be forwarded to the System Office for distribution to the Board along with any additional information that the college wishes to provide.

The architect/engineers will give a presentation to the Board at the meeting, if so desired. If receipt is provided by the Board, the documents will then be forwarded by the System Office to the other appropriate state agencies.

Comments and questions will be forwarded by the System Office to the college for their use in preparing responses in consultation with the professional consultants.

When all issues/concerns have been addressed to the reviewers' satisfaction, the Board will give approval to the Program Statement at their next meeting and the college may notify the architect/engineer to begin the next phase of construction document development.

Schematic Design

The review and approval process of the Schematic Design Phase will be delegated to appropriate college personnel, System Office staff and, if so directed by the Board, representatives from other agencies. It is anticipated that this activity will take about one month once the documents are in the hands of the reviewers. Once the approvals have been granted by this group of persons, the college may direct the professional consultants to proceed with the following phase. A report of that committee's action will be provided to the Board at a subsequent meeting.

Design Development

The identical process of receipt, distribution of documents for comments, resolution of issues, and approval by the Board that is followed for the Program Statement shall be followed for this phase. Documents shall be received by the Board at least two weeks prior to the meeting at which receipt is requested and distribution of the documents to external reviewers authorized with approval being granted at the following Board meeting.

Contract Documents

Since this is a review of technical documents, this approval function will be delegated to the Vice Chancellor for Facilities, Planning, and Information Technology and other System Office staff the Vice Chancellor may deem necessary, and other agencies as deemed appropriate by the Board. When approval has been granted to the documents for this phase by all the involved parties, the college may proceed with advertising for bids. It is anticipated that this timeline will not exceed one month once the contract documents are in the hands of the reviewers.

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Deleted: If the Board does not have a Physical Plant consultant on staff, a third party review of the construction documents shall be performed by a licensed architect or engineer to be retained by the college administration.

The above procedures indicate that Board approvals of the documents will take place at regularly scheduled meetings and that such a process will require some long-range planning at the onset of the project. If, for some reason, it becomes necessary to solicit the required approvals in between meeting dates, a conference call of the Board may be scheduled, but such an approach should not be utilized except in extreme emergencies. Requests for such conference calls will be submitted to the System Office, Chairperson of the Board, and Chairperson of the Fiscal and Facilities Subcommittee for their consideration.

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BOARD POLICY

The Board is committed to the development of facilities and buildings to serve higher education programs in the State College System. In carrying out this responsibility, the Board is guided by the principle that buildings and facilities central to the mission of each state college should be constructed by the State of Nebraska. The Board wishes to make known its position that state funding should not require as a condition that private funds also be raised.

The following guidelines are to be used in the development of the State College System Capital Construction Budget Requests (CCBR):

General Information

The colleges are to submit a Capital Construction Budget Request for new projects or renovation to existing facilities if the work is beyond routine maintenance and repair. Preliminary information related to the anticipated capital construction budget request shall be submitted to the Fiscal and Facilities Subcommittee by May 1st of the calendar year in which the requests are to be submitted to the Governor and Legislative Fiscal Office. The project information should be prepared to support the project and provide the criteria that will assist the Fiscal and Facilities Subcommittee in making priority recommendations to the Board on a set of campus merged priorities.

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Economic Considerations

The colleges should be guided by the present economic conditions in establishing a realistic Capital Construction Budget Request.

Priorities of Projects

Projects should be prioritized in accordance with campus needs and planning objectives. Generally all projects with a total project cost of two-hundred fifty thousand dollars (\$250,000) or greater shall receive a separate priority. Projects less than two-hundred fifty thousand dollars (\$250,000) may be included as a part of a category of projects. An individual project less than two-hundred fifty thousand dollars (\$250,000) may receive a separate priority if circumstances dictate or the project is individually distinct.

The issues shown below will be analyzed for each project in the capital request to determine its relative priority:

- * Academic, Research and Service Programs Supported
- * Program Needs
- * Life, Health, Safety and Emergency Needs
- * Previously Allocated Funds
- * Space Analysis
- * Building Evaluations
- * Infrastructure Needs

FACILITIES, NEBRASKA STATE COLLEGES

POLICY: 8060 Capital Construction; Budget Requests

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Support of Projects

An analysis of space is required to support requests for renovation, additions or new construction projects in the capital budget request. The campus priority of projects should be supported by a space analysis providing evidence existing space is unsatisfactory or there is lack of adequate space. Whenever possible, the colleges are to explore the potential for renovating an existing facility before considering new construction.

Approval of Projects

Need or Program Statements for all projects included in the CCBR must have been approved by the Board. Program Statements previously approved more than two years earlier, must be updated by May 1st. Updating shall include any major changes in program and a revised budget adjusted for inflation.

Costs of Projects

Project costs should normally be based on methodologies adopted by professionals in the field or on Means Building Construction Cost Data adjusted for inflation to the midpoint of construction. A cost summary shall be provided that includes the budgets for construction contracts, movable equipment, site preparation and improvement, utilities, art work, architectural and engineering fees, and miscellaneous other costs.

The Board has the responsibility of prioritizing capital construction projects within the State College System. When the projects submitted by the colleges have been evaluated and approved for funding requests, the colleges are authorized to prepare the forms required by the state for submitting capital construction budget requests to the Governor and Legislature. The completed forms will be forwarded to the System Office by September 1st of the appropriate fiscal year for inclusion in a State College Capital Construction Budget Request notebook and submittal to the proper state offices for consideration.

Legal Reference:

RRS 85-411

Campus buildings and facilities; Board; powers

Policy Adopted: 3/11/94

Policy Revised: 9/15/06

BOARD POLICY

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The following guidelines will be observed in serving alcohol beverages at State College locations:

1. Alcoholic beverages may be served at specific alumni and community functions approved and hosted by the President of the college, or his or her designee.
2. No liquor license will be held by the Board or by any of the colleges.
3. All Nebraska liquor control regulations and statutes will be observed and under no circumstances will alcoholic beverages be dispensed to, consumed by, or allowed to be in the possession of any person under the legal drinking age for Nebraska.
4. The Chancellor shall issue procedures to assure college compliance with this policy, the laws of Nebraska, and the rules and regulations promulgated by the Nebraska Liquor Commission.

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PROCEDURES

The following guidelines will be applicable to dispensing and consumption of alcoholic beverages at scheduled private social events on College property under their respective administrative jurisdictions. The College President's administrative jurisdiction shall extend to all property of the College, regardless of location.

1. The College is responsible for and shall control the dispensing of alcoholic beverages provided by a private individual, group or organization sponsoring or participating in the social event.
2. The duration of the social event shall be restricted as specified by the President or his or her designee.
3. The College may provide, for a fee, all services and set-ups.
4. Unused quantities of alcoholic beverages will remain the property of the private individual, group or organization sponsoring or participating in the social event.
5. Only persons invited by the College to attend the social event and necessary College personnel may be present at the event. All other persons shall be excluded.
6. Sale of alcoholic beverages is prohibited under all circumstances at private social events unless a special designated permit has been obtained pursuant to Paragraph 8 of these procedures.
7. Each College President may promulgate specific campus policies further controlling and regulating the dispensing and consumption of alcoholic beverages at scheduled private social events pursuant to this policy.

8. In private social events where the College President determines that a request to sell alcoholic beverages is appropriate, the President shall require that a special designated permit issued by the Nebraska Liquor Control Commission be obtained for the sale and service of alcoholic beverages at the designated event. Special designated permits may be issued to retail liquor licensees holding catering permits approved by the Commission and to non-profit organizations such as the Board of Trustees of the Nebraska State Colleges who have been exempted from the payment of federal income taxes.

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With regard to the sale of alcoholic beverages at designated events, the following guidelines will be observed.

- a. No special designated permit shall be issued in the name of the College or for a designated event under the jurisdiction of the College or any unit thereof without prior written approval of the President.
- b. Each President shall promulgate specific campus policies relating to service of alcoholic beverages under special designated permits which includes the following:
 - 1) The types of events and activities at which special designated permits may be approved;
 - 2) Guidelines to assure that any person, persons, or organization applying for a special designated permit, if issued, will conduct business and activities authorized by a permit in strict compliance with liquor control laws and requirements imposed by the College;
 - 3) Guidelines for the selection of catering permit holders for special designated permits at events or activities sponsored by the College or a unit thereof; and
 - 4) Guidelines for the sharing of proceeds from the sale of alcoholic beverages by a catering permit holder under a special designated permit at an event or activity sponsored by the College or a unit thereof.

Legal Reference: RRS 53-101 et seq., note especially 53-186

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Policy Adopted: 7/24/87
Policy Revised: 3/11/94
Policy Revised: 4/9/02
Policy Revised: 9/15/06

BOARD POLICY

If state facilities are not needed for their original purpose or other college-related purposes, the Board may authorize the colleges to enter into agreements with other entities for rental of vacant space. Lease agreements shall contain a restriction prohibiting the lessee from making material alterations or improvements on or to the leased property without prior written authorization of the college President and Board's Chancellor. In general, the colleges shall avoid leasing college facilities in such a way that they are in direct competition with available commercial facilities in the community. Rental charged shall be comparable to that charged in that geographic region for similar facilities. Revenue from such rental shall be deposited into the cash fund of that institution.

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The campus President is authorized to approve and sign all lease agreements with rental of less than \$5,000 annually. The Chancellor, upon recommendation of the campus President, is authorized to approve and sign lease agreements with rental between \$5,000 and \$10,000 annually. All lease agreements exceeding \$10,000 shall be submitted to the Board of Trustees for approval prior to entering into them. Renewal of lease agreements approved previously by the Board may be approved and signed by the Chancellor unless substantial revisions are proposed for the terms of the agreement.

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Copies of all signed lease agreements shall be filed with the System Office. The form used for the official contractual agreements shall be the standard form for leasing and/or rental developed by the State College System Office.

Legal Reference: RRS 85-304
RRS 85-314

Board of trustees; power, enumerated
Board of trustees; rules and regulations

Policy Adopted: 6/19/98
Policy Revised: 9/15/06

BOARD POLICY

Cornerstones, should they be placed into new facilities on the State College campuses, are to contain the following information:

1. Name of the institution
2. Name of the facility
3. Date construction began
4. Board of Trustees of the Nebraska State Colleges

Plaques which are affixed upon newly-constructed or renovated facilities shall, at the least, contain the names of the College President, Board Members, and Chancellor who were serving the State College System at the time the project was approved by the Board. The date of the latest approved Program Statement shall be the base period used for this purpose, unless two years has elapsed. If two years has elapsed since the Board approved the Program Statement, the names of the officials in their respective offices at the time the project was funded shall be placed upon the plaque.

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BOARD POLICY

The Board reserves the right to name or rename all buildings, free standing structures, or other significant physical features on the respective campuses, subject to the following rules and procedures.

RULES AND PROCEDURES

1. Facilities shall not be named for persons who are currently employed by the State Colleges, or the State of Nebraska, or are members of the Board of Trustees, or are elected public officials. Proposals to honor such individuals should not be submitted earlier than five (5) years following the departure, death or retirement of the person from the State College System or the State, or the end of the Trustee's or elected official's term.
2. The naming of a facility must reflect favorably on, and bring honor to, the State College System.
3. Facilities may be named to honor individuals who have rendered outstanding academic and/or professional service as an employee of the State College System; individuals or families who have rendered distinguished leadership, outstanding support and/or exceptional service to the State College System or to the State of Nebraska; or individuals or families who have donated a substantial financial gift to support the cost of construction of a capital project. Normally, a contribution of at least 50% of the cost of constructing a new facility or of renovating an existing facility or of the replacement value of an existing unnamed facility is deemed substantial. A lesser percentage may be deemed to be substantial if that contribution made possible the construction or renovation of the facility or if the contribution is combined with services and/or leadership.
4. The proposed name shall come to the Board as a recommendation of the college President prior to any commitment to the naming of the facility. Included in the proposal to be submitted to the ~~Chancellor~~, shall be the following information:
 - a) Location and description of the facility
 - b) Proposed name
 - c) Background of person(s) for whom the building is to be named
 - d) Rationale for proposed naming
5. Following approval by the Board of the proposed name for the facility, the System Office will submit the recommendation to the State Building Division for its review and subsequent approval by the Governor.
6. Following approval by the Governor, the System Office will submit the recommendation to the Legislature for its review and approval.
7. If the college wishes to keep the recommendation confidential until a future event at which time it will be disclosed, the institution should so note that on the recommendation provided to the ~~Chancellor~~.

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8. If a State College wishes to name a section of a facility, such as a room or an open area within a facility, in honor of an individual or individuals, the proposed name shall come to the Board as a recommendation of the College President. The procedures outlined in paragraphs 1, 2, 3 and 4 noted above shall also apply to this type of naming proposal.

Legal Reference: RRS 81-1108.36

State-owned or leased sites or structures; naming

Policy Adopted: 3/11/94

Policy Revised: 2/23/96

Policy Revised: 12/3/98

Policy Revised: 9/15/06

BOARD POLICY

When one of the State Colleges has determined that it is in the best interest of the institution to request the closing of a city-owned street that runs through or is adjacent to the campus, such proposal shall be brought to the Board for consideration and approval. Included in the information provided to the Board should be:

- a) rationale for vacating the street
- b) planned use of the street
- c) fiscal impact of vacating the street
- d) city's procedures for vacating the street
- e) results of preliminary discussions with city officials on the proposed closing

After the Board has approved the vacating of a street(s) within a college campus, the college President and the Chancellor are authorized to sign, on behalf of the Board, the required documents to petition for the vacation of specific streets or alleys, and to submit them to the appropriate county or city.

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BOARD POLICY

Meal expenses incurred during overnight travel on official business for the institution/System Office will be reimbursed in conformance with Department of Administrative Services procedures. The request for reimbursement shall also include the date the travel began and ended, the time of departure and time of return, and the purpose for the travel.

Breakfast or dinner expenses for one-day travel will be allowed if the time of travel begins before 6:30 a.m. or ends after 7:00 p.m. Lunch expenses for one-day travel are not allowable reimbursables.

No personal maintenance expenses shall be allowed to any State College employee when such expenses are incurred in the city or town where the residence or headquarters of such employee is located, except for meal expenses that occur when the individual is required to attend official functions, conferences or hearings within such location.

| Written approval to attend such activities shall be obtained from the appropriate College President or Chancellor prior to incurring the expenses.

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Legal Reference: RRS 81-1174

Claims for expenses; contents; automobile; airplane; statement required; limitation

| Policy Adopted: 3/11/94

Policy Revised: 9/15/06

BOARD POLICY

No expenditure for traveling expenses to other states shall be allowed for any College employee, unless approval for such trip shall first be granted by the President or the Chancellor or his/her designee. The request shall be submitted to the President of such State College or the Chancellor of the System Office or his/her designee and approved in writing by him/her.

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Legal Reference: RRS 85-316

State colleges; funds; contingencies; disbursement; travel expenses

Policy Adopted: 1/28/77

Policy Revised: 3/11/94

Policy Revised: 9/15/06

BOARD POLICY

Travel Expenses

Whenever any State College employee is entitled to be reimbursed for travel expenses incurred in the line of duty, he/she shall be required to present a claim to the respective Chief Business Officer, or his/her designee, for review and approval. Such claim shall be fully itemized as to each charge, showing the following:

1. Date
2. Name and location of lodging, if any
3. Itemized listing and cost of meals
4. Other miscellaneous reimbursable expenses
5. Purpose for the travel

Mileage Claims

No voucher, bill or claim for mileage shall be paid with general, cash, or revenue bond funds unless prior written approval for the same has been given by the College President, the Chancellor, or their designees.

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When mileage by automobile is claimed, the request shall provide the following information:

1. the points between which said mileage accrued;
2. the time of departure and arrival;
3. the purpose for the trip;
4. the license number and owner of the automobile used; and
5. the rate per mile claimed.

If trips included in an expense claim are made by personal automobile or otherwise, only one mileage claim shall be allowed for each mile actually and necessarily traveled by the most direct and efficient route, regardless of the fact that one or more persons are transported in the same motor vehicle; provided, funds expended for parking and tolls may be claimed in addition to mileage. The mileage rates allowed shall be those established by state law.

Reimbursement of travel expenses in a personal motor vehicle shall comply with the Internal Revenue Service Code for such expenses. Under some circumstances, the Internal Revenue Service requires that reimbursement for travel expenses be paid to employees as a taxable adjustment to income and included on the employee's W-2 form. College administrators responsible for approving such reimbursables shall determine whether or not such payments are to be treated as taxable income and so note that on the payment documentation.

The Internal Revenue Service Code has specific instructions regarding the commuting use of a state vehicle and the treatments of compensation for the use of a personal vehicle. The System Office will develop/amend procedures to this policy as necessary to comply with the IRS Code.

Legal Reference:	RRS 81-1174	Claims for expense; Contents; Automobile; Airplane; Statement required; Receipts
	RRS 81-1175	Claims for expenses; Vouchers; Written authorization; Exceptions
	RRS 81-1176	Mileage; Rate; How computed; Adjustments; Application
	RRS 85-316	State Colleges; funds; contingencies; disbursements; travel expenses
Policy Adopted:	1/28/77	
Policy Revised:	4/3/81	
Policy Revised:	3/11/94	
Policy Revised:	9/26/97	
<u>Policy Revised:</u>	<u>9/15/06</u>	

BOARD POLICY

Contingent fee contracts may be used in the State College System when it is financially advantageous to use them. Contingent fee contract means any contract or agreement which provides for payment of a contingent fee. Contingent fee means any fee, whether commission, percentage, brokerage, finder's fee, or contingent fee or otherwise denominated, which is a percentage or portion of the amount or value recovered, obtained or involved.

Contingent fee contracts of any kind that are anticipated to result in the payment of a contingent fee in excess of Twenty-five Thousand Dollars (\$25,000.00) per annum shall not become effective until executed by the Chancellor. The Chancellor shall, at least thirty (30) days prior to such execution, provide notice to the public at large of the intent to enter into such a contract through publication in a newspaper with state-wide distribution.

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BOARD POLICY

The Board of Trustees recognizes the value and financial savings that may accrue from the use of experienced consultants to the Board, staff and faculty on special aspects of the college program. Since no institution can include in its personnel appointments all the highly qualified and widely experienced people on all phases of college operations, the Board will therefore contract from time to time as appropriate with individuals or groups for special consulting services.

The Presidents are delegated the responsibility for selecting, negotiating and signing on behalf of the Board, contracts under ten thousand dollars (\$10,000) for consultation services which are included in the operations or revenue bond budgets. For such contracts where the fee is estimated to be between ten thousand dollars (\$10,000) and twenty-five thousand dollars (\$25,000), such contracts shall be approved by the Chancellor and signed by the President and Chancellor. All consulting contracts exceeding twenty-five thousand dollars (\$25,000) that are covered under this policy shall be approved by the Board and signed by the President and Chancellor.

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Legal Reference: RRS 85-304

Board of Trustees; Powers; Enumerated

Policy Adopted: 3/11/94

Policy Revised: 9/15/06

BOARD POLICY

The acquisition and development of computers and computer-related items will conform with Board approved plans and will be made according to statute and the following guidelines:

1. The Executive Council will submit to the Board for approval at its May meeting a detailed plan for computer-related acquisitions for the budget request year then being considered for submission to the Governor and Legislature. The plan shall outline all major mainframe, minicomputer, microcomputer, networking, telecomputing and televideo configurations (lease, purchase, or other arrangements), software development and/or purchase plans, computer peripheral acquisitions, and major computer servicing and/or consulting contracts, any of which are over ten thousand dollars (\$10,000).

The plan shall also contain a detailed description of operating expenditures for the computing services area for the next fiscal year. This report, in the format developed by the System Office, should be based on the actual dollars allocated to the Colleges and should show the actual plans for purchase, development, lease, or other arrangement for computing services for that year. The plan should be of such specificity that approval of the plans allows Colleges the latitude for the purchase and/or development of equipment, software or services after approval by the Board.

2. The plan shall conform to a uniform set of guidelines for submission determined by the Executive Council and accepted by the Board. It should conform to College long-range plans, and contain acquisition or development criteria and justification for the directions chosen. In every even-numbered year the plan shall include a five-year plan for computing services for the Colleges
3. Computer plans submitted to the Board will receive prior approval from the President of the College from which the plan was developed and the Chancellor. The Director of Data Processing for the Nebraska Department of Administrative Services shall be given the opportunity to review and comment on the plans submitted to the Board before Board approval.
4. The development of plans for, and/or acquisition of designated items will be reported both to the System Office and the Director of Data Processing Services for the Nebraska Department of Administrative Services, according to statute.
5. On a yearly basis the Colleges should report on the progress of implementation of the computer long-range and short-range plans.
6. Acquisitions shall comply with other Board and State purchasing policies where appropriate.

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Legal Reference: RRS 81-1117

Data Processing Administrator; powers, duties and responsibilities enumerated; restrictions on agency acquisitions

Policy Adopted: 9/14/84

Policy Revised: 3/11/94

Policy Revised: 8/29/97

Policy Revised: 9/15/06

BOARD POLICY

Periodically it may be necessary or advantageous for the State Colleges or System Office to enter into Lease-Purchase contracts for the procurement of equipment, energy management projects, facilities management systems, vehicles, furnishings, fixtures, facilities, land and other essential types of purchases. When it has been determined that a lease-purchase agreement will be used, the following process shall be followed for all such contracts whereby the financing amount exceeds \$50,000:

1. Discuss proposed purchase with DAS representative for the State of Nebraska ' s Master Lease Program and obtain financial data for using that program
2. Solicit information on other available Lease-Purchase programs and analyze the advantages/ disadvantages of each program that is appropriate for use by the institution
3. Submit material to System Office staff with recommendation on designated program, including draft of proposed agreement which recognizes the following:
 - a) Since the State Colleges are not permitted, by law, to mortgage or grant a security interest in real or personal property to which it has title, the title to the property must be vested in the lessor until such time as all of the rental payments are made.
 - b) The State Colleges may not permit title to any equipment, fixture, etc. to remain in another party if its removal would impair the integrity of the building to which it is attached or in which it is housed.
 - c) The lease-purchase agreement for qualifying projects would be subject to an annual appropriation and be annually renewable.
 - d) Unless there are other restrictions imposed by other documents, there are no restrictions on the source of funds that may be used for payment of the colleges' obligation under the contract. However, the Board of Trustees must specifically approve the source of funds intended to be used.
 - e) The State Colleges may combine various sources of funds for lease purchase financing, but it must be recognized that failure of any one of the sources might cause a default for the entire contract.
4. Prepare recommendation to be submitted to the Board of Trustees for approval.
5. Submit document to System Office for signature by the Chancellor following Board approval

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Lease-Purchase Agreements, in which the financing amount ranges from \$25,000 to \$50,000, shall be reviewed first with System Office staff and, upon approval by the Chancellor, submitted to the System Office for signature and reporting to the Board. Lease-Purchase Agreements of less than \$25,000 may be approved by the College President and then submitted to the Board as information in the campus ' s report on executed contracts.

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Legal Reference: RRS 81-1107 State Administrative Departments; Lease Purchase Agreements

Policy Adopted: 6/19/98

Policy Revised: 9/15/06

BOARD POLICY

Public Lettings

All public lettings made by the State Colleges and the System Office shall meet the requirements of state statute for such activities. Advertisements for bids shall fix the day and time upon which bids shall be returned, received and opened. 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. The preference shall be equal to the preference given or required by the state of the nonresident bidder. This provision shall not apply to any contract for any project upon which federal funds would be withheld because of such provisions.

All contractors bidding on public lettings in the State College System shall file with the bid form, a statement that he/she is complying with, and will continue to comply with, fair labor standards in the pursuit of his/her business and in the execution of the contract on which he/she is bidding. If it is shown that any contractor submitting a bid has not complied with fair labor standards in the pursuit of his/her business, such lack of compliance shall be the basis for disqualification of the bid.

The State of Nebraska's Drug-Free Workplace Policy requires those engaging in or seeking to engage in business with the State to establish a drug-free workplace policy. All contractors and vendors wishing to enter into a contract with a State College must either submit a copy of their drug-free workplace policy or submit a statement that they are in compliance with the State of Nebraska's Drug-Free Workplace requirement. Purchase Orders used to obtain products or services shall contain a statement that, by virtue of accepting the Purchase Order, providing the project or services and receiving payment for the same, the vendor is verifying that his/her business is in compliance with the State's Drug-Free Workplace Policy.

No person who is in charge of any bids prior to the time fixed for opening, shall open them prior to the time or otherwise disclose to any bidder the contents, amount or other details of any rival bid.

Purchases

The responsibility for the purchasing, receiving, storing and distributing of all materials, supplies, moveable furniture and moveable equipment to support the activities and programs of each State College and the System Office, unless otherwise provided, is delegated by the Board to the President of each College or to the ~~Chancellor~~. The chief financial officer of the College shall serve as the Principal Purchasing Agent for the College and shall be responsible for the development and implementation of campus processes and procedures which conform to the requirements of the Board of Trustees. Should such processes and procedures include the appointment of a campus purchasing agent and a decentralized purchasing function, responsibility for conformance with Colleges' and Board of Trustees' requirements shall remain with the Principal Purchasing Agent.

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While a staff member as a prospective user may informally seek information and confer with a vendor about the characteristics and list price of a product, negotiation for purchase of such product must be done in compliance with the College/Board of Trustee's policies. In instances where the College has a decentralized purchasing function which may involve the prospective user of a product, the Principal Purchasing Agent shall retain responsibility for assuring compliance with procurement procedures. If correspondence is carried on between a prospective user and a vendor, copies of such correspondence shall be included along with other price documentation accompanying a purchase order to the extent determined appropriate by the Principal Purchasing Agent. Employees are to be aware of and follow the requirements stated in Policy #5002, Conflict of Interest: General Employment Guidelines; State College Employees when working with potential vendors for their campus.

Purchasing processes and procedures shall be designed to assure that all materials, supplies, equipment and contractual services, using appropriate standards and specifications, can be purchased at the most advantageous price. Where feasible and appropriate, each college shall attempt to determine its annual supply and equipment needs so that purchasing may be coordinated to realize the potential economies of standardization of materials and large scale purchases. State purchasing assistance or contracts may be utilized where found to be advantageous. Payment will be made on satisfactory evidence that the materials have been received or the services rendered; that the designated specifications have been met; and that the price charged is correct. In that the State of Nebraska prefers that electronic payments be made to contractors and suppliers when possible, the following text shall appear on all State College Requests for Proposals, bid requests, contracts and purchase orders: AThe State Colleges may request that payments be made electronically instead of by State warrant.@

All purchases of and contracts for services, materials, supplies, or equipment, and all leases of property, shall be made in the following manner, except in emergencies approved by the Board of Trustee ' s Chancellor:

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- 1) By a competitive formal sealed bidding process in all cases in which the purchases are of estimated value in the amount of ten thousand dollars (\$10,000) or more;

Competitive formal sealed bids are price quotations secured from vendors by means of a Quotation Request form. Goods or services for which formal sealed bids are requested are advertised for a minimum of fifteen (15) calendar days. Bids are opened publicly at the time and date specified in the Quotation Request. Facsimile quotes are not allowed during this process.

- 2) By a competitive informal bidding in all cases in which the purchases are of estimated value equal to or exceeding five thousand dollars (\$5,000) but less than ten thousand dollars (\$10,000);

Informal competitive bids are price quotations for goods and services which are secured by a written request for bids and which are documented in writing by the vendors after solicitation by the College/System Office. Informal competitive bidding requires written specifications to be sent to prospective bidders with a specified date for the return of the sealed bid, but a time opening of the bids is not required. Facsimile quotes are not allowed during this process.

- 3) By an informal bidding process in all cases in which the purchases are of estimated value equal to or exceeding two thousand five hundred dollars (\$2,500) but less than five thousand dollars (\$5,000);

Informal bids are price quotations for goods or services which are secured by telephone calls or letters to potential vendors or from the vendor's published material. If the bids are obtained by telephone, the College/System Office is required to document such bids in writing.

- 4) By a non-bidding process in all cases in which the purchases are of estimated value less than two thousand five hundred dollars (\$2,500). If it is determined by the College/System Office that solicitation of bids for items costing less than two thousand five hundred dollars (\$2,500) would result in a better quality product or lower cost, informal bids may be secured by telephone or in writing.

- 5) All contracts for services, purchases and leases shall be bid as a single whole item. In no case shall contracts be divided or fractionated in order to produce several contracts which are of an estimated value below that required for competitive bidding.

- 6) Purchase Orders shall be prepared to serve as notification of award and documentation for the purchase of supplies, materials or equipment when the item(s) are being purchased under an existing State of Nebraska or State College contract. Purchase orders are not required when purchasing supplies, materials, equipment or services that cost less than \$100. A contract document shall be used for capital construction projects, leases of property and services when the cost of the contract exceeds \$50,000. A Notice of Award shall be issued prior to the execution of contracts for capital construction projects, leases of property or for retainage of services.
- 7) In addition to the requirements of this policy, acquisition of specialized equipment must also follow the purchasing requirements established by the DAS Division of Communications (telecommunications equipment), DAS Central Data Processing (computer equipment), and DAS Transportation Services Bureau (motor vehicles).

Competitive Bids

The Materiel Division of the Nebraska Department of Administrative Services has the authority by state law to develop standards and specifications, take bids and negotiate purchases/contracts for materials, supplies, furniture, equipment, printing, stationery, automotive and road equipment and electronic hardware and software for use by state agencies. The Department of Administrative Services/Materiel Division has delegated purchasing authority to each State College and bidding shall follow the rules established by that office and the following requirements of the Board. State purchasing assistance or State contracts and other procurement procedures may be utilized where found to be advantageous.

If articles are to be purchased by competitive bidding, the State Colleges and System Office shall prepare standards and specifications for these articles in such a manner it will be possible for three or more manufacturers, vendors, or suppliers to submit competitive bids. If a requisition for articles exceeds five thousand dollars (\$5,000) and bids cannot be obtained from three bidders, then the standards and specifications of the articles upon which bids are being sought shall be reviewed. If it then is determined by the college, in consultation with the System Office staff, that because of the special nature of the articles sought to be purchased, the standards and specifications should remain as written, bids may be accepted from a fewer number of bidders than three with the approval of the Board of Trustee's Chancellor.

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All purchases, leases or contracts of articles, property or services which are required to be based on competitive bids, shall be made to the lowest responsible bidder, taking into consideration the best interest of the college, the quality of the articles proposed to be supplied, their conformity with specifications, the purposes for which required, and the times of delivery. In determining the lowest responsible bidder, in addition to price, the following elements shall be given consideration:

- 1) The ability, capacity and skill of the bidder to perform the contract required;
- 2) The character, integrity, reputation, judgement, experience and efficiency of the bidder;
- 3) Whether the bidder can perform the contract within the time specified;
- 4) The quality of performance of previous contracts;
- 5) The previous and existing compliance by the bidder with laws relating to the contract;

- 6) The performance of the article or property, taking into consideration any commonly accepted tests and standards of product usability and user requirements;
- 7) Energy efficiency ratio as stated by the bidder for alternative choices of appliances or equipment;
- 8) The results of the United States Environmental Protection Agency tests on fleet performance of motor vehicles; and
- 9) Such other information as may be secured having a bearing on the decision to award the contract.

A minimum of fifteen (15) calendar days shall elapse between the time formal bids are advertised or called for and the time of their opening; provided, however, that this requirement may be waived by the Chancellor in case of an emergency.

Deleted: Executive Director

Any or all bids may be rejected by the State College or Board of Trustees, including the bid of any bidder who has failed to perform a previous contract with the State Colleges or the State of Nebraska. In any case, where competitive bids are required and all bids rejected, and the proposed purchase is not abandoned, new bids shall be called for as in the first instance.

No employee of the State Colleges or the System Office shall be financially interested, or have any beneficial personal interest, directly, or indirectly, in the purchase or leasing of any articles or property, nor in any firm, partnership, corporation or association furnishing them. No such person shall receive or accept directly or indirectly from any person, firm or corporation submitting any bid or to whom a contract may be awarded, by rebate, gift or otherwise, any money or other thing of value whatsoever, or any promise, obligation or contract for future reward, or compensation.

Legal Reference:	RRS 73-101 through 105	Public Lettings
	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; waiver
	RRS 81-161.02	Competitive bids; rejection, grounds, new bids
	RRS 81-161.05	Materiel Division or employee; Financial or beneficial personal interest for bidder

Policy Adopted: 1/28/77
Policy Revised: 7/22/83
Policy Revised: 3/16/90
Policy Revised: 3/11/94
Policy Revised: 11/11/95
Policy Revised: 9/26/97
Policy Revised: 9/15/06

BOARD POLICY

The Board of Trustees recognizes its role of stewardship in protecting and conserving the human, property, and financial resources of the Nebraska State College System. Each employee must also recognize this commitment, and should show the highest degree of concern for the safety of fellow employees, students, and the general public. It is the policy of the Board and its colleges to promote safety at all times and to do their utmost to prevent loss of assets or personal injury.

Responsibility for the coordination of a risk and insurance management program of the State College System is assigned to the Chancellor. The responsibility for the development and implementation of the risk and insurance management program is assigned on each campus to the staff position designated by the College President.

Deleted: Executive Director

Mechanisms for identifying risks will be developed on each campus. After such risks have been identified, appropriate means will be taken for eliminating, abating, transferring, or retaining these risks. The Board of Trustees recognizes the System's ability to assume limited and predictable risks of financial loss. It shall not be the Board's practice to attempt to insure such foreseeable and bearable expenses, if alternatives can be achieved with due regard for sound business practice. Only when it is determined that the System or a State College cannot eliminate or realistically assume loss shall it be transferred by purchase of insurance. All insurance procured for the System or a State College, the limits of liability for casualty protections, and the establishment of deductible on property and casualty protection shall be coordinated through the System Office and the Chancellor.

Deleted: Executive Director

The State College System will remain alert to all opportunities for cooperative action with other institutions or agencies of the State of Nebraska that promote mutual benefits in handling risks that are not readily insured or safely retained.

BOARD POLICY

1. Indemnification

To the extent authorized by law, the State of Nebraska will indemnify members of the Board or any officer or employee of the Board or of any State College including past Board members, officers and employees against any judgement for money damages and costs as a result of an act or omission occurring in the course and scope of such individual's duties for or employment with the Board or any State College. Such individual's right to indemnification shall not exceed the amount subject to collection by a party directly against such individual. The provisions of this policy shall not apply in the case of malfeasance in office or willful or wanton neglect of duty. The provisions of this policy shall not be interpreted as an expansion of the personal liability of any such individual.

The Board may maintain insurance coverage on behalf of the Board and employees of the State College System to provide defense and indemnification with respect to liabilities discussed hereunder.

2. Legal Defense

- a) If any civil action is brought against any member of the Board or any officer or employee of the Board or of any State College, such individual may file a written request for legal counsel with the Board asserting that such civil action is based in fact on an alleged act or omission in the course and scope of his/her duties or employment. The Board, or at the discretion of the Board, the Attorney General shall, to the extent authorized by law, arrange for the legal defense of the requesting individual, unless after investigation it is found that the claim or demand does not arise out of an alleged act or omission occurring in the course and scope of such individual's duties or employment or that the act or omission complained of amounted to malfeasance in office or willful or wanton neglect of duty, in which case the Board shall give the requesting individual written notice that the request for legal counsel in defense of the claim has been rejected.
- b) Any such individual against whom a claim is made which is not rejected pursuant to 2a) shall cooperate fully with the legal counsel provided for the defense of such claim. If such individual does not cooperate or otherwise acts to materially prejudice the defense of the claim, such legal counsel may be withdrawn.
- c) If the request for legal counsel is rejected, or if it is established by a judgement ultimately rendered on the claim that the act or omission complained of was not in the course or scope of employment or amounted to willful or wanton neglect of duty, no public money shall be paid in settlement of such claim or in payment of any judgement against such individual. The rejection of a request for legal counsel shall not prejudice the defense that the claim arose out of an alleged act or omission occurring in the course and scope of such individual's duties or employment or that the act or omission complained of did not amount to malfeasance in office or willful or wanton neglect of duty. If such individual is successful in asserting such defense, he/she shall be indemnified to the extent authorized by law for the reasonable cost of defending the claim.

POLICY: 7007

**Risk Avoidance, Risk Bearing,
Indemnification and Legal Defense**

Page 2 of 2

- d) If such individual has been defended by legal counsel provided by the Board, the ~~Chancellor~~ and such other individuals whose involvement is necessary and proper may formulate procedures to implement this policy and coordinate the processing of claims under this policy with insurance and risk management policies and programs.

Deleted: Executive Director

Legal Reference: RRS 81-8,239.05
RRS 81-8,329.06

Indemnification of state officials and employees; when; Attorney General; duties; report
Civil action against state officer or employee; Attorney General; represent; cooperation required; payment for defense; when required

Policy Adopted: 6/13/86
Policy Revised: 3/11/94
Policy Revised: 9/15/96

BOARD POLICY

The biennial budget requests shall be presented on forms and in a manner directed by the System's Chancellor. All general operating budget requests for each college and the System Office must be approved by the Board prior to being submitted by the System Office to the appropriate agencies of the executive and legislative branches of state government, and the Coordinating Commission for Postsecondary Education.

Deleted: Executive Director

Based upon the Legislative appropriation, the Board will allocate the operational funds to the State Colleges and the System Office in an equitable manner, taking into consideration the adequacy of the level of funding at each institution to carry out its role and mission.

At the meeting subsequent to the distribution of the funds, the colleges and the System Office will submit proposed operating budgets for the new fiscal year to the Board for approval.

If needed, revised budgets for the current fiscal year may be submitted to the Board for approval. Revised budget requests must clearly identify the funding source and be accompanied by a full explanation of the proposed program budget adjustments. If revenue or expenditure adjustments are made to the operating budget during the year, a final budget must be approved by the Board for use by the auditor in examining the financial statements of each college.

If deficit requests for specific emergency funding become necessary, the State Colleges/System Office shall first submit the proposals to the Board for evaluation. If approved by the Board, information on the requests will be prepared and forwarded to the Governor's Budget Office, the Legislative Fiscal Office and the Coordinating Commission by the System Office before second-round approval.

At the close of each fiscal year, the Chancellor will review with the Presidents the year's financial activity. Both process and achievement will be considered. This review and evaluation will permit recognition of successful achievement, determine accuracy of estimations, identify deviations from short and long-range plans and assist efforts to improve in the general budgeting and allocation process.

Deleted: Executive Director

Legal Reference: RRS 85-316

State Colleges; Funds; Contingencies; Disbursements; Travel expenses

Policy Adopted: 3/11/94

Policy Revised: 9/15/06

BOARD POLICY

The term "financial exigency" shall mean a bona fide, imminent financial crisis of such magnitude, caused by financial circumstances beyond the control of the Board of Trustees, that within one or more of the State Colleges, normal operations cannot be maintained and programs of the campus must be significantly altered.

A state of financial exigency may only be found and declared by the Board of Trustees upon the recommendation of the Chancellor and the College President in accordance with policy established by the Board for declaration of a state of financial exigency.

Deleted: Executive Director

When a financial exigency has been declared, state college administrators shall refer to policy 5202 for procedures to follow in terminating faculty positions; to policy 5014 for notice requirements relating to professional staff; and policy 5206 for termination of professional and support staff employees; and any other Board policy that may be applicable.

BOARD POLICY

| The following reports will be submitted to the Chancellor and System Office in the format established by the System Office:

Deleted: Executive Director

1. Revenue/expenditure quarterly financial reports (fund accounting format);
2. Six-month and annual expenditure reports, including information on expenditures per student and FTEs employed, by employee group and by program, including salary and fringe benefits expended;
3. Annual salary recommendations for each employee;
4. Annual report on student financial aid expenditures, including both state and non-state funds (DAS supplemental forms); and
5. Monthly report on grant applications and awards of funds from non-state revenues.
6. Annual report on each college's financial condition, using financial ratios that provide useful analytical indicators for higher education institutions.

BOARD POLICY

In any one fiscal year, there may be unexpected circumstances whereby current appropriations are insufficient to cover expenditures of an emergency or unpredictable nature. There may also occur extraordinary and unforeseen fluctuations of inflationary costs that would require the State Colleges to draw upon contingent funds in order to adequately meet their current obligations. The State Colleges are authorized to build a reserve fund into their succeeding annual operating budget that is approximately four percent (4%) of their current year's general and cash fund appropriations and to use those reserve funds when needed to address operating budget deficiencies. If a revenue shortfall causes a College to draw-down approximately twenty-five percent (25%) of the reserve funds, the College shall notify the Chancellor at the State College System Office before initiating action to utilize this reserve.

Deleted: Executive Director

Policy Adopted: 3/11/94

Policy Revised: 8/29/97

Policy Revised: 9/15/06

BOARD POLICY

The State Treasurer is Treasurer of the Board by virtue of his/her office.

The State Treasurer shall pay, out of proper funds, all warrants for money to be expended. The warrants are to be drawn by the Director of Administrative Services on certificates by the presidents of the colleges or their designee for college-related expenses and the Chancellor for the System Office.

Deleted: Executive Director

The Treasurer shall assure him/herself that all monies due and payable to the colleges are received, and payments are made on the basis of audited and certified vouchers evidencing payment for services rendered or materials received, and that the amounts to be paid are those agreed on for the specific services rendered or for the specific kind, quality and quantity of goods received.

Legal Reference: RRS 81-1107

Director of Administrative Services; Duties, powers, and responsibilities;
Improvement of administrative procedures; Control over services; Adoption of
seal

RRS 84-602

State Treasurer; Duties

RRS 85-302

Board of Trustees; Officers; Body Corporate

RRS 85-316

State Colleges; Funds; Contingencies; Disbursements; Travel Expense

Policy Adopted: 1/28/77

Policy Revised: 2/7/83

Policy Revised: 2/3/89

Policy Revised: 3/11/94

Policy Revised: 9/15/06

REVENUE BOND - AUXILIARY OPERATIONS, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 9015 Food Service; Operations;
Contracts; Vendors**

Page 1 of 1

BOARD POLICY

Objectives of the college food service are to 1) serve high quality foods at reasonable prices and at convenient times; 2) provide vending machine services at hours the food kitchens are closed; 3) provide catering to college groups and others in the college interest; 4) and provide a teaching resource for training students in foods and food service activities.

Food services of the colleges are to operate within said intent and shall be provided so as to avoid competing with local commercial eating establishments.

Should a college choose to provide food service through contract with a food service vendor, such contract is to be approved by the Board upon recommendation by the College President.

Proposals are to be solicited from food service vendors every seven years. A copy of the proposed contract is to be submitted to the System Office for review prior to submitting it to the Board for approval. When approval has been granted by the Board, at least three (3) copies of the primary contract will be signed by the vendor, the College President (or his/her designee) and then submitted to the System Office for the Chancellor's signature. Annual renewals of the contract, as recommended by the College President, are to be submitted to the Board for approval. Annual renewal agreements will also be signed by the vendor, the College President (or his/her designee) and submitted to the System Office for the Chancellor's signature, upon approval by the Board of Trustees.

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Policy Adopted: 1/28/77
Policy Revised: 1/27/78
Policy Revised: 2/3/89
Policy Revised: 3/11/94
Policy Revised: 11/11/95
Policy Revised: 12/2/04
Policy Revised: 9/15/06

- Chancellor's Report –
September 2006

1. 2006 Governor's Summit

The 7th Annual Governor's Summit on Workforce Development will be held April 10-11, 2007 at the Cornhusker Marriott. This workshop is very informative with respect to growing and maintaining a viable workforce in the state of Nebraska and also deals with economic development issues. I have served on the planning/steering committee for five years. Each year the summit grows in stature and in attendance.

2. Bonding

The LB605 bonding process is complete and proceeds of the bond sale have been deposited with Wells Fargo, our trustee for the bond issue. Everything went as planned and as you know, we hit a very good day in the market. The bond insurance and the surety bond in lieu of the Debt Service Reserve are both in place. The Colleges now have access to construction funds for the approved projects. Planning for the projects is moving forward at each college.

3. Strategic Plan Links to Board Agenda Items

At the board's request, the information and actions items on the board agenda each meeting will be linked to the NSCS Strategic Plan. The plan will be updated and benchmarks added after consultation with the Board. The benchmarks are from the work of the Planning Committee formed last year. These matters will be discussed with the board at the strategic planning session. A new updated copy of the strategic plan will then be printed and distributed.

4. Meeting with Governor Heineman

Carolyn Murphy and I met with Governor Heineman August 14. Several topics were discussed including NSCS tuition, cooperation between higher education sectors, revenue matters, NSCS plans including the Wayne-NECC project in South Sioux City, enrollment projections and LB 605 bonding. Overall it was a very positive meeting and the Governor expressed his appreciation for the quality education our colleges provide for Nebraskans and for the work we do to make Nebraska strong.

8.1.-2

5. College Visits

By the time of our meeting I will have visited each college and delivered the first “State of the System” address. In addition to the address, I have also met with the presidents, their respective staff and others at the college to answer questions about what is happening across the NSCS. Reports to date indicate that NSC folks were pleased to see the Chancellor and to hear what we are accomplishing individually and as a system.

6. Joint Admissions Program

The NSCS and the Nebraska Community College Association (NCCA) recently signed an Agreement wherein when a student is admitted to one of our institutions, (s)he is also admitted to the six Nebraska community colleges and vice-versa. This new and unique Joint Admissions Program will make it easier for our students to take courses at the community colleges and will make it easier for community college students to take courses at NSCS institutions and to transfer with only a modicum of paperwork. This program is another example of cooperation between the NSCS and NCCA for the benefit of students. The details of the program were worked out over the past year in collaborative efforts between the NSCS and NCCA. It is a program we can all take pride in and I believe it will be of great benefit to Nebraskans and to our colleges and the community colleges as well.





CHADRON STATE COLLEGE

- President's Report –

September 2006

Spotted Tail Fire July 28, 2006

In the early afternoon on Friday, July 28th, CSC staff noticed a plume of smoke over the hills south and west of the campus at this time we assumed this smoke was from two fires burning west of Highway 385. Earlier that day, our housing director was approached about providing housing for a few fire fighters and we readily agreed. As the afternoon progressed we received word that there was another lightening sparked fire burning in the Nebraska National Forest about eight miles south of campus. This fire was named the Spotted Tail fire. Because of the imminent threat to ranches, small sub-divisions, Chadron State College and the town of Chadron, a unified command structure, involving the Nebraska National Forest, Dawes County and the Nebraska Emergency Management Agency (NEMA), was formed. The Unified Command Post was located at the college in the High Rise residence hall. All afternoon and evening fire fighters began to arrive and were checked into the residence hall. Arrangements were made with Creative Dining to prepare a late dinner for Friday evening for firefighters and agency staff however, we were evacuated before the meal could be delivered.

The fire threatening the campus began to exhibit extreme fire behavior characteristics and by 6:30 PM, it was moving at 40/ft/minute toward Chadron State and the town of Chadron. The fire had grown from 10 acres at 12:30 PM to 10,000 acres by 6:30 PM. Just before dark, the entire skyline behind the campus was a dark, thick plume of smoke.

Members of CSC's grounds crew, boiler staff and staff volunteers from all areas on campus under the direction of Interim Vice President Dale Grant, turned on the underground sprinklers on the athletic fields, dragged hoses and sprinklers all along the south side of campus and began to hose down the roofs of the buildings nearest the hills as well as the wood chip pile. The boiler was shut down and emergency precautions taken to prevent the tank from exploding. At this time it appeared the fire would come over the hills by the water tower on the east end of campus. At 8:00 PM we were ordered to evacuate the campus. At the same time the south side of Chadron from 10th Street to 6th Street, including the hospital, was ordered to evacuate. We were notified we would likely lose power and shortly after 8:00 PM the campus went dark and the power loss extended several blocks north of campus. For a short time the Incident Command Center evacuated as well. Power was re-routed and restored within two hours.

At 8:30 PM, the Incident Commander was informed that in order to make a defensible stand for the town of Chadron, backfire operations behind the campus needed to be initiated immediately. By this time the fire was crowning and the main front of the fire appeared to be coming over the top of "C" Hill rather than by the water tower. Backfires were started at the base of "C" Hill and were extended to the east all along the southern edge of the campus. In addition, firebreaks were plowed all along the southern edge of the campus up against the athletic fields.

Shortly after this, flames could be seen crowning in the trees and coming over the top of the hills. Everyone watching it was astounded at the speed it was traveling down the hills and feared it would jump the fire lines driven by the 25 mile/hr winds and come into the campus and town. Just as the fire was reaching the bottom of the hill, the wind shifted slightly and the fire began to move west and the fire lines held.

8.2.-2

On Saturday, July 29th, as the sun rose, it was obvious that the landscape behind Chadron State College was horribly changed. The hills from the water tower on the east to "C" Hill on the west were entirely black and it appeared all the trees were burned. The white "C" on the hill stood out in stark contrast to the black hills and we were all struck with the surrealistic impression that we were looking at a black and white photo.

Saturday morning many spots on the hills continued to smolder as did our wood pile. Over the next four days, the wood pile fire would prove to be a very difficult public relations concern because it continued to smolder and produce a large amount of smoke. The National Guard used the wood pile fire as a training exercise for fighting fire and when the training was over, there were enough local fire fighting resources available to spread out the pile and put it out.

Early Saturday morning the Unified Command decided to establish a Joint Information Center which was set up in the Scottsbluff Room in the Student Center. I was invited to attend and participate in the regular media briefings the Unified Command held.

Although the immediate threat to the campus and town was over, the Spotted Tail fire was growing on the southern end threatening homes, the Pine Ridge Job Corps and the State Park. On Saturday the Spotted Tail fire was deemed the number one priority fire in the nation for deployment of personnel and equipment. The two fires burning west of Highway 385 also continued to grow. The Sioux County fires around Harrison had become so dangerous that the firefighters had to temporarily be called off. The winds were still high and the temperature was predicted to be 104 degrees again on Saturday. Fire fighting personnel and National Guardsmen were arriving from all over the United States and the demand for housing fire fighting personnel expanded drastically. Our housing staff did not leave campus for 36 hours straight. Over the next three days, the number of fire fighters and National Guardsmen in our residence halls peaked at 691. The Incident Commander projected they might be in residence for up to three weeks. By Wednesday, fire fighters were in High Rise, Edna Work, Kent Hall, and Brooks Hall. Our growing concern was whether we would have the rooms freed up and have time and personnel to "turn" the rooms for fall semester by August 15th.

Our dining service personnel were extraordinary. Because the evacuation and road closure was still being enforced, most of the food service staff could not get back on campus on Saturday morning. Ted Goldy, our Creative Dining chef, single-handedly fed breakfast to 200 firefighters at 6:00 AM on Saturday morning. Mr. Tracy Shuck, the director of the dining service cut short his vacation and drove all night to return to Chadron to assist. Since our freezers and refrigerators were not yet stocked for fall semester, we did not have sufficient food on hand and had to purchase all that was available locally and borrow from the high school freezers before a supply truck could arrive.

Personnel from Computer Services, Human Resources and the print shop worked 36 hour shifts to get the long distance communication lines, computer lines, computers, and copying services needed by the Incident Command Center and the Joint Information Center. Our production copiers were able to keep up with all large copying requests such as the production of all the manuals for training for the National Guard.

At 9:00 AM Saturday morning, Governor Heineman arrived on campus to meet with the Unified Command personnel and to hold a press conference. Over the next week Lt. Governor Sheehy and Senator Hagel also visited the campus.

The week of July 30 – August 4 the CSC staff and administration assisted the Joint Command personnel and fire fighters in whatever ways they could. It definitely was not “business as usual” on any day that week. We had many staff, professional staff and administrators working long hours from Friday July 28 throughout the following week.

As the emergency issues began to subside, we turned our attention to developing a plan to prevent erosion of the hills, which would bring silt onto campus, onto the athletic fields into buildings and clog storm drains. We were also concerned about the safety of the people from the community and the campus and who insisted on climbing the hill to view the damage. On Tuesday, August 8, I called a meeting of our staff, our range management faculty, grounds crew, and representatives of the USDA/NRCS, the NGPC, the NRD, and the Nebraska Forest Service to discuss what our best course of action would be short term and long term for rehabilitation of the hills.

That same afternoon, the Burned Area Emergency Rehabilitation (BAER) group took soil samples from the hills to determine how hot the fire was in various locations. We were told that most of the remaining trees will likely not survive the fire as they were already severely stressed from the drought conditions but the grasses will come back. We were told we would need to put erosion fences or other types of barriers in the draws but recommended we wait for the final report before proceeding. Weeds will also be a problem and the BAER group recommended we monitor the weeds and implement controls as necessary.

We were advised that planting ponderosa pines on the hill at this time is not likely to be successful because of the continuing drought and because we will have an abundance of wildlife this winter that will eat anything green on the hill. Once the grasses are reestablished, we will likely plant some ponderosa pines in strategic locations where their survival will be more likely. We are told that reforesting the hill to its pre-fire state, even if we plant hundreds of trees annually, will not be possible in our lifetime as is evidenced by the efforts to reforest the hills that burned near Fort Robinson. However, the hill will be beautifully green again and the grasses will be greener and healthier than we have ever seen them due to the positive effects of the fire. We plan to sow hundreds of pounds of native wildflower seeds on the snow cover this winter so we will have a beautiful display of wild flowers in the spring and summer.

The old saying is “When the world gives you lemons make lemonade.” Although the hill is blackened, a natural event has given the College a fantastic living laboratory right in its own back yard. Faculty and students from the Rangeland Management, Biology, and Geosciences programs will begin this fall setting up monitoring and photo plots to document the healing process that will occur over the years. Our faculty and students will gather, present and interpret the ecological processes associated with high plains wild fires. Students in various campus clubs will have an opportunity to aid in the rehabilitation of the area. CSC is a leader in hands-on rangeland and natural resources education and the faculty have a unique opportunity to contribute to our student’s field-based education in a living laboratory few, if any, colleges or universities have the fortune of having.

8.2.-4

We learned a number of things about our exceptional ability to respond to an emergency and we also learned where our emergency planning could be improved. I could not be more proud of the campus personnel who responded to the emergency in such a professional way that we have received praise for our contributions from all the agencies involved in the effort and from the community of Chadron. We have begun to debrief our staff to identify what went right and what could be improved in future emergency situations. Although it is incomplete at this time, the following list reflects some of the changes we need to make to strengthen our emergency plan:

- Cooperative agreements with other entities in town to house students and staff in case of an evacuation
- Back-up batteries for cell phones and portable radios
- Portable radios in each building to use when cell phone will not work
- Additional barricades to close campus to outside traffic
- Additional security personnel to assist in evacuation and in manning the barricades
- Develop a public relations plan for emergencies and bring CSC College Relations staff in immediately for information dissemination
- Staff the college switchboard during and after the emergency including weekends
- Short, daily briefings with CSC personnel to disseminate information
- Update phone numbers on regular basis including cell numbers of critical CSC personnel and city/county agencies and provide wallet size cards for essential personnel carry with them at all times
- Cooperative agreements with City, County and State for use of equipment and operators during an emergency
- Create an emergency response team to include critical CSC staff and staff from local and state agencies
- Identification of critical data for removing from campus servers or offices during an emergency

Debriefing and information collection will continue and CSC's emergency plan documents will be revised to reflect lessons learned from experience with the fire.

PERU STATE COLLEGE
- President's Report -
September 2006

“PSC Awards 10 Full Tuition Scholarships to Community Leaders Enrolled in New System Masters Degree”

During the last Board of Trustees meeting, I discussed the creation of the Selective Entrepreneurship and Economic Development (SEED) Scholarship Program. The program was created by PSC Foundation Director Dr. Dan Johnson and I to fund 10 full tuition scholarships for community leaders from across Nebraska interested in completing the System's new cooperative online Master of Science degree in organizational management. At Peru the focus is on entrepreneurial and economic development.

We developed the SEED Scholarship Program because we understand the need to support the development of leaders, particularly in Nebraska's rural communities. We also recognize that any time there is an opportunity to spur economic growth in this state we must take it. These scholarships are our contribution to a larger effort to revitalize the state's economic landscape.

Overall, we could not be more thrilled with the outpouring of support we have received for this program by members of Nebraska's business community and economic development leaders. And we have been incredibly impressed by the pool of scholarship applicants for this program. The recipients are among a group of highly-skilled, highly-talented individuals who work as accountants, lawyers, small business owners and community development leaders from Sidney to Nebraska City.

Forty-six individuals, 25 of whom are women, have applied for the program thus far, although final enrollment numbers won't be available until later this fall. Scholarship winners are listed below alphabetically by hometown along with some brief biographical information that illustrates the caliber of students who will be enrolled in this program.

Anselmo: Linda Fettig - Fettig is the director of the Nebraska Rural Development Commission, the agency responsible for granting and monitoring funds for the Building Entrepreneurial Communities project and the Agricultural Innovation grant programs funded by the Nebraska Legislature.

She has 12 years of experience working to build community and economic development capacity as a development consultant for the Nebraska Department of Economic Development (NDED). Her work on rural development has been published in several national journals and she has been a speaker on rural development at local, regional, state and national conferences.

Fettig is a member of the Nebraska Economic Developers Association and serves on a number of boards and committees, including DED's management team, the Mid Plains Community College Center for Enterprise Advisory Board, the Partnership for Rural Nebraska and America Boards (representing a six state region), the National Rural Development Partners, the GROW Nebraska Advisory Board, the Nebraska Information Technology Committee, the Nebraska Value-Added Partnership Committee and the Nebraska Development Network Regional Group Committee, among others. Fettig holds a B.A. in community development and a Masters in leadership development.

8.2.-6

Auburn: Rebecca Jobe - Jobe is a small business owner who recently opened a new, state-of-the-art bowling center in her hometown of Auburn, Neb. She has served as a mentor to county high school students for their entrepreneurial projects and also serves as a member of the Auburn Chamber of Commerce. Jobe graduated from PSC in 2005 with a B.S. in business administration.

Columbus: Doris Elifritz-Lux - Elifritz-Lux is the director of Business Administration & Cooperative Education at Central Community College in Columbus. She is also a business and management instructor, Entrepreneurship Center director and coordinator of the Supervisory Management Certificate and Accelerated Business Administration Associate Degree.

In 1997 Elifritz-Lux received the Phi Theta Kappa Chi Sigma Excellence of Teaching Award and the Sol Hoverman Award for Cooperative Work Experience Education Association National Award. She is a member of the Net-Force Entrepreneurship State Task Force, E-Ship Center Board president and is a member of the Columbus Chamber of Commerce, among many other activities. She holds a B.A. in business education, an M.A. in business education and a certification in international business for community college faculty.

Holdrege: Sharon Hueftle - Hueftle is executive director of the South Central Economic Development District, an organization that provides business consultant services to entrepreneurs and expanding and existing businesses for a 12 county area. Hueftle also works as program manager for the Tri-EDGE Coalition. She has served as the economic development finance specialist for the West Central Development District, managing the SBA Microlending programs and the USDA Intermediary Relending program. ueftle holds a B.S. in business administration and is a Certified Public Accountant.

Humboldt: Kevin Burnison - Burnison is the development specialist for the Southeast Nebraska Development District. He has more than 25 years of experience working with community development and economic development organizations and helping small businesses with financing. Burnison has worked extensively with southeast Nebraska's local, municipal and regional organizations, as well as state and federal agencies with economic funding solutions. He has chaired the Pawnee Area Regional Revolving Loan Fund Committee and led the Humboldt FOCUS group. He has six years of small business experience. Burnison hold a B.A. in Economics.

Lincoln: Robert Doty - Doty works as the development consultant for the NDED and serves as liaison to the Nebraska Microenterprise Partnership Fund. He has several years of experience working with the Nebraska Workforce Investment Board and providing training on labor market information to the Nebraska Departments of Labor and Education, as well as human resource management organizations, businesses, chambers of commerce and organizations engaged in workforce development and community capacity building. Doty has 12 years of experience as a small business owner. He holds a B.A. in economics and a Masters in community and regional planning.

Kathy McKillip - McKillip is executive director of the Nebraska Innovation Zone Commission, an agency created under LB 564 commonly known as the "I-80 Corridor Commission." McKillip has spent the past 15 years in community leadership positions focusing on capacity building, community growth and economic development. She has also served as the Nebraska Community Improvement Program coordinator, working with Nebraska communities to develop strategic plans and community improvement projects. McKillip holds a B.A. in Global Business.

Nebraska City: Patrick Haverty - Haverty is executive director of the River Country Economic Development Corporation (RCED). The RCED is based in Nebraska City and serves Otoe County by assisting entrepreneurs with business recruitment and retention activities. RCED also works with county organizations on community development. Haverty has served as finance commissioner for the Nebraska City Council, treasurer for TeamMates Board of Directors, chairman of the Southeast Resource Network (SERN) and advisor for Leadership Nebraska City.

Haverty has 14 years experience as a small business owner and holds a B.S. in criminal justice with minor in business administration.

Sidney: Megan McGowan - McGowan is executive director of the Cheyenne County Chamber of Commerce where she is actively involved in new business ventures and business attraction and retention activities. McGowan also serves as a consultant for the Heartland United Way and the Harms Center Advisory Council for Entrepreneurial Programs. She has also served as coordinator for the Community Help Center and manager for the Historic Downtown Sidney local Lied Main Street Program. McGowan holds a Bachelor of Science degree in Criminal Justice.

Walthill: David Farley - Farley is manager of Ho-Chunk Community Development Projects. He serves as project coordinator for the Robert Wood Johnson Active Living by Design project, director of the CDC Health Promotion and Disease Prevention project and community projects administrator. Farley previously served as interim president for Nebraska Indian Community College. He has also worked as community development project manager to establish entrepreneurial ventures on the Omaha Indian Reservation through a USDA project and to establish the Winnebago community's commercial capacity through a variety of community enhancement projects and programs.

Farley has lived on the Omaha Indian reservation in rural Nebraska for the past six years, providing professional services for the Omaha Tribe, the Winnebago Tribe and urban Indian populations. Mr. Farley's law practice has focused on assisting Native American economic development, organizing and forming non-profit corporations in rural tribal communities. Farley holds a B.A. in political science and a law degree from the University of Arizona College of Law where he received the Outstanding Minority Graduate Student Service Award.

WAYNE STATE COLLEGE
- President's Report -
September 2006

Construction, Renovation Projects on Campus

While new construction often generates much attention and interest, maintaining the existing physical plant is usually more important for most colleges. Wayne State's campus is, in effect, a small town within a small town in northeast Nebraska. Residence halls, cafeterias, classrooms, science laboratories, administrative facilities, theaters, a student center, athletic facilities, a power plant, parking lots, and maintenance buildings must be updated and renovated on a regular cycle. The State of Nebraska has a substantial investment in our physical plant.

Nebraska has a better system to maintain its investment than many other states. The LB 309 system allows state institutions to apply for funds generated from the state's tobacco tax. If the LB 309 committee accepts a proposal, they will supply 85% of approved costs and the college the remaining 15% from capital improvement fees paid by students. This is invaluable for crucial projects such as roof replacement, tuck pointing, electrical grid improvements, and fire alarm upgrades in state buildings. The state has also partnered with the Nebraska State College System by paying for percentages of bond issues, with the remainder being paid from campus capital improvement fees (e.g., LB1100 and LB605). College cash funds are also used for some projects. Buildings constructed with revenue bonds paid from student facilities fees are repaired using these facilities fees (e.g., residence halls, the student center, and some athletic facilities).

New buildings are financed from such sources as revenue bonds, state appropriations, private funds from individuals and foundations, federal funds, and state-assisted bonds.

A number of construction and renovation projects are taking place on campus this spring and summer, as well as those that were recently completed and those being planned for the future. They include:

Current Projects

Carhart Science elevator/stairs/ restroom addition, under construction,	LB309/Cap. Imp.	\$ 2,125,000
Carhart Science sprinkler system – under construction –	LB309/Cap. Imp.	\$ 360,000
Tuck pointing (state bldgs) – under construction –	LB309/Cap. Imp.	\$ 700,000
Electrical system grid improvements – under contract –	Cash Funds/LB309	\$ 75,000
Campus Streets – in design –	Cash Funds	\$ 1,548,922
Greywater (with City of Wayne) – pending engineer selection –	Cash Funds/Fed. Funds	\$ 1,200,000
Water Main replacement – construction beginning –	LB309/Capital Improvement	\$ 700,000
Campus Services Renovation and Addition – in design –	LB605	\$ 4,941,178
Facility Services and Network & Technology Services		
Rice Basement (aerobics/offices/ wet lab) – architect selection next step –	LB605	\$ 3,300,671
Stadium (concessions renovation) – getting quotes	LB 605 approved	<u>\$ 35,000</u>
Subtotal		\$14,985,771

Recently-Completed Projects

Athletic Training/Physical Therapy Renovation	Fndtn/Private/RB Cont. Maint.	\$ 380,000
Anderson Hall Window Painting	RB Cont. Maint.	\$ 18,000
Benthack Hall Fire Alarm Upgrade	LB309 Building Renewal	\$ 55,000
Berry Hall Fire Alarm Upgrade	Revenue Bonds	\$ 150,000
Bowen Hall Elevator Replacement	Revenue Bonds	\$ 425,000
Bowen Hall Fire Alarm System Upgrade	Revenue Bonds	\$ 275,000
Bowen Hall Fire Sprinklers	Revenue Bonds	\$ 400,000
Education Roof Replacement	LB309 Building Renewal	\$ 350,000
Fine Arts Fire Alarm System Upgrade	LB1108	\$ 45,000
Hahn Admin., ADA Restrooms on 1st Floor	LB309 Building Renewal	\$ 85,000
Memorial Stadium: Press Box Improvements	LB1100; Cash Funds	\$ 40,000
Pile Hall Fire Alarm Upgrade	Revenue Bonds	\$ 100,000
Pile Hall Roof Replacement	Revenue Bonds	\$ 150,000
Pile Hall Window Replacement	Revenue Bonds	\$ 250,000
Rice Auditorium Floor Replacement	LB1100	\$ 175,000
Rice Fire Alarm System Upgrade	LB309 Building Renewal	\$ 62,000
Rice Window Replacement	LB309 Building Renewal	\$ 140,000
Terrace Hall Roof Replacement Complete	Revenue Bonds	\$ 150,000
US Conn Library ADA Accessible Restroom	LB309 Building Renewal	\$ 85,000
US Conn Library Fire Alarm System Upgrade	LB309 Building Renewal	\$ 60,000
Library C-store, Student Center Food Court upper level servery– complete	Chartwell's	\$ 650,000
Bowen Hall domestic water pipes/ condensate pipes –under const. –	RB Cont. Maint.	\$ 650,000
Peterson re-roof – under construction –	LB309/Cap. Imp.	\$ 250,000
Library re-roof – under construction –	LB309/Cap. Imp.	\$ 320,000
Neihardt Hall Fire Alarm additional work – under construction –	Bond Issue-RB	\$ 15,000
Morey Hall roof replacement - Complete	RB Cont. Maint.	\$ 190,000
Studio Arts re-roof – under construction –	LB309/Cap. Imp.	\$ 160,000
Anderson Fire Alarm Upgrade – under construction –	Bond Issue-RB	\$ 200,000
School House paint/re-roof – in progress –	Cash Funds	<u>\$ 7,000</u>
	Subtotal	\$ 5,837,000

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Pending Projects:

Carhart Science Building Renovation and Addition	Biennium budget request	\$15,262,723
State Capital Construction	Current Capital Campaign (Foundation/Private)	\$ 2,400,000
College Center at South Sioux City (College's share of the total project cost of \$15,034,743) Northeast Community College contribution - \$4,000,000 Federal requests made - Federal earmark - \$3,200,000 Equipment and Technology - Private donations - \$1,734,743 Land Donation - Already approved - \$2,100,000	Biennium budget request	\$ 4,000,000
Purchase/install visiting bleachers – proceed after bonds issued	LB605 approved	<u>\$ 275,000</u>
	Subtotal	\$21,937,723
Total of Current, Recently-Completed, and Pending Projects:		\$42,760,494