

Three colleges.
Thousands of opportunities.



BOARD OF TRUSTEES

Meeting Notice

In compliance with the provisions of Neb. Rev. Stat. Section 84-1411, printed notice is hereby given that a meeting of the Board of Trustees of the Nebraska State Colleges will convene via video-conference at 10:00 a.m. CDT on April 18, 2008 at the following sites:

Chadron State College—Burkhiser
Lincoln—Executive Building
Omaha—State Office Building
Wayne State College—Conn Library

10th & Main, Room 109
521 S 14th Street, Suite 103
1313 Farnam, Room 207
1111 Main Street, Room 15

An Executive Session may be held in conjunction with this Board of Trustees meeting.

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

-- NOT A PAID NOTICE --

BOARD OF TRUSTEES MEETING

**APRIL 18, 2008
VIDEO-CONFERENCE
10:00 A.M. - 12:00 P.M. (CDT)
9:00 – 11:00 A.M. (MDT)**

CALL TO ORDER

1. APPROVAL OF MEETING AGENDA

PUBLIC COMMENT

ITEMS FOR CONSENT AGENDA

- 1.1 Final Round Approval of Changes to Board Policy 5012; Employment Contract; Faculty
- 1.2 Final Round Approval of Changes to Board Policy 5013; Employment Contract; Professional Staff
- 1.3 Final Round Approval of Changes to Board Policy 5014; Types of Appointments; Notice Requirements; Faculty and Professional Staff
- 1.4 Final Round Approval of Changes to Board Policy 5015; Types of Appointments; Notice Requirements; Support Staff

ITEMS FOR DISCUSSION AND ACTION

2. ACADEMIC, PERSONNEL & STUDENT AFFAIRS

- 2.1 First Round Approval of Deletion of Board Policy 5111; Tenure Recommendations Procedure; Faculty
- 2.2 First Round Approval of Deletion of Board Policy 5112; Granting of Tenure; Faculty
- 2.3 First Round Approval of Deletion of Board Policy 5113; Promotion Criteria and Process; Faculty
- 2.4 First Round Approval of Deletion of Board Policy 5205; Termination of Appointments Prior to Expiration of the Stated Term; Faculty and Professional Staff
- 2.5 First Round Approval of Deletion of Board Policy 5400; Retirement Age and Date; State College Employees
- 2.6 First Round Approval of Changes to Board Policy 5405; Retirement Plan; State College Employees
- 2.7 First Round Approval of Changes to Board Policy 2510; Mission Statement

- 2.8 Approval of Peru State College Mission Statement

3. FISCAL & FACILITIES

- 3.1 Approve Food Service Contract Extensions
- 3.2 Approve 2008-2009 Tuition
- 3.3 Approve 2008-2009 Fees
- 3.4 Approve 2008-2009 Room & Board
- 3.5 Approve Distribution of Funds 2008-2009
- 3.6 Authorize Chancellor to Negotiate Contract for Student Information System and SAP Software
- 3.7 Authorize Chancellor to Approve the Construction Contracts
- 3.8 Approve Contracts & Change Orders

ITEMS FOR INFORMATION AND DISCUSSION

4. FISCAL & FACILITIES

- 4.1 Contracts & Change Orders for Information

MISCELLANEOUS ACTION & INFORMATION ITEMS

- 5.1 Appointment of Board Nominating Committee

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees of the Nebraska State Colleges will be held June 6, 2008, at Lincoln.

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair
Gary Bieganski
Tyler Thompson

April 18, 2008

ACTION: Final Round Approval of Changes to Board Policy 5012; Employment Contract; Faculty

Priority: Educational Excellence Throughout the System

Goal: 3. Recruit, retain and invest in excellent faculty and staff

Strategy: c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students

The new policy language removes the option of having letters of appointment for faculty in lieu of annual contracts and states that all annual contracts will be uniform, on a template approved by the System Office.

Finally, the policy precludes offering any faculty employment warranties or other special conditions in employment contracts in violation of Board Policies or the SCEA Bargaining Agreement.

Attached is a copy of Policy 5012 with the proposed changes.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEMS

POLICY: 5012 Employment Contract; Faculty

Page 1 of 1

BOARD POLICY

Faculty ~~employees~~ shall be issued annual contracts ~~or letters of appointment~~ specifying salary and other terms and conditions of employment in accordance with the ~~policies identified~~ below ~~listed principles on the contract form approved by the System Office~~. The contracts ~~and letters of appointment~~ must be signed by the ~~campus~~ President ~~or Chancellor and be approved subsequent to approval of appointment~~ by the Board.

Appointments to teaching, research, or other faculty positions ~~at each State College of the Nebraska State College System~~ shall be identified as either tenurable or non-tenurable. ~~Tenable appointments shall be either probationary or tenured.~~

EMPLOYMENT TERMS

- a. Tenurable appointments shall be identified as either "Probationary/Tenure Track Appointments" or "Tenured Appointments" ~~and shall be subject to all the conditions and terms of employment as outlined in Board Policy 5014.~~
- b. Non-tenurable faculty appointments shall be identified as "~~Appointments for a~~ Specific Term Appointments" or as "Special Appointments." A ~~n~~ "Appointment for a Specific Term Appointment" shall carry no presumption of ~~reemployment~~ reappointment and will expire at the end of the stated term, if notice is given ~~by the appropriate officer~~ in the time and manner prescribed in Board Policy 5014 ~~and within the stated time period.~~ Special Appointments carry no presumption of reappointment and shall terminate in accordance with the time stated in the written contract.
- c. Appointments at less than full-time or joint appointments of two or more individuals to a single position ~~may shall~~ not be tenurable appointments.
- d. Service in non-tenurable appointments ~~does shall~~ not count towards probationary service for tenure.
- e. An appointment not specifically identified as tenurable is a non-tenurable appointment. A tenured appointment not specifically identified as tenured is probationary.
- f. Colleges shall not include any employment warranties or other special conditions in employment contracts in violation of Board Policies or the SCEA bargaining agreement.

PROCEDURE

1. Each State College may establish policies for non-tenurable appointees regarding other faculty rights and responsibilities, including voting. Such policies may recognize different classes of non-tenurable appointments such as adjunct faculty, visiting faculty, or lecturer, etc.
2. The contract ~~or letter~~ of employment for non-tenurable appointees shall specify the term of the appointment. In the event the term is not specified in the contract ~~or letter~~, the term is considered to be the semester during which employment first occurs.
3. The initial employment contract ~~or letter of appointment~~ for tenurable appointees, ~~those faculty members with a Probationary/Tenure Track Appointment,~~ shall also specify the standards and procedures to be applied in any tenure decision.

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair
Gary Bieganski
Tyler Thompson

April 18, 2008

ACTION: Final Round Approval of Changes to Board Policy 5013; Employment Contract; Professional Staff

Priority: Educational Excellence Throughout the System

- Strategies:
- c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students
 - e. Support an environment that promotes collaborative research and service
 - j. Establish an environment conducive to creating new programs

The most significant changes are found in the last two paragraphs. Employment warranties or other special conditions in employment contracts contrary to Board Policies or the NSCPA Bargaining Agreement will be precluded. Contract terms regarding an employee's right to retain tenure or the right to return to faculty status will be subject to the policy. Current employees who hold contract rights to return to teach or return as tenured faculty will have four (4) years to exercise such rights prior to their expiration.

The policy also requires all annual contracts to be uniform, on a template approved by the System Office.

Attached is a copy of Policy 5013 with the proposed changes.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5013

Employment Contract; Professional Staff

Page 1 of 1

BOARD POLICY

All Professional Staff ~~employees~~ holding regular, full-time budgeted positions shall be issued contracts on the contract form approved by the System Office specifying salary and other terms of employment which must be signed by the ~~applicable~~ President or Chancellor, and be approved by the Board. The ~~contract writing~~ shall contain the following, and may contain additional mutually agreed upon terms:

1. Identification of the type of appointment, either a "Special Appointment," or a ~~"Appointment for a Specific Term~~ Appointment" as defined by Board Policy 5014;
2. A statement that the rights and responsibilities, specified in Sections 24000 and 5000 of Board policies, are a part of the contract; and
3. Identification of the ~~appointee's~~ position title, term of employment, salary, employee benefits, collective bargaining unit status, and, where applicable, the termination date of the appointment.

Colleges shall not include any employment warranties or other special conditions in employment contracts in violation of Board Policies or the NSCPA Bargaining Agreement.

As of 6-1-2008, professional staff members who hold a contract that includes a term regarding the right to retain tenure and/or the right to return to faculty status shall retain such right for a period of four (4) years during which time they can exercise the right, as long as he or she remains employed by the College. During the four (4) year period, if a vacant faculty position at the employing College occurs for which the professional staff member is qualified; the College may offer the vacant position to the professional staff member in writing. Qualifications will be determined by the College. If the professional staff member does not accept the vacant faculty position, he or she will be deemed to have relinquished all future rights to return to a faculty position and/or tenured faculty employment.

At the end of four (4) years, a professional staff member may remain in their non-faculty appointment according to the terms of employment found in the NSCPA Bargaining Agreement and/or applicable Board Policies but shall relinquish all future rights to return to a faculty position and/or tenured faculty employment. In the event a professional staff member exercises a right to return to a faculty position and/or tenured faculty employment in a timely manner, he or she will be employed according to the terms of the current SCEA Bargaining Agreement and/or applicable Board Policies.

Consistent with the terms outlined above, professional staff members hired from College faculty positions after 6-1-2008 may contractually be allowed to retain a right to retain tenure and/or the right to return to faculty status for a period of four (4) years.

At a President's approval and subsequent request to the Chancellor, an extension of the four (4) year time period may be granted by the Chancellor due to extenuating circumstances.

Policy Adopted: 6/5/93
 Policy Revised: 6/2/06
 Policy Revised: 4/18/08

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair
Gary Bieganski
Tyler Thompson

April 18, 2008

ACTION: Final Round Approval of Changes to Board Policy 5014; Types of Appointments; Notice Requirements; Faculty and Professional Staff

Priority: Educational Excellence Throughout the System

- Strategies:
- c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students
 - e. Support an environment that promotes collaborative research and service
 - j. Establish an environment conducive to creating new programs

Under the section for special appointments, a sentence has been added to state that time served in a special appointment position shall not count toward years of service in qualifying for a tenured appointment or promotion in rank. This is identical to the limitation for specific term appointments.

Language has been added to clarify that faculty in specific term positions do not have tenured status with respect to such position, the salary the term, or other employment terms and that they may be terminated for cause, program discontinuance, reduction or curtailments or financial exigencies.

The limitations for professional staff holding contracts that include the right to return to teach or the right to return to tenured faculty (noted in policy #5013) are repeated on page two of this policy.

The majority of language for faculty appointments has been stricken since the SCEA Bargaining Agreement is the governing document regarding their employment terms.

Language referencing "administrative appointments" has been stricken since such employees are already included under the label of professional staff.

Attached is a copy of Policy 5014 with the proposed changes.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5014 **Types of Appointments;
Notice Requirements;
Faculty and Professional Staff**

Page 1 of 5

BOARD POLICY

Each person appointed to a faculty or professional staff position shall be designated as having one of the following types of appointments:

1. **Special Appointment.** Appointments that are not "~~Appointments for a~~ Specific Term Appointments," "Probationary/Tenure Track Appointments," or "Tenured Appointments," shall be "Special Appointments." The following types of appointments to faculty or professional staff positions shall be filled by Special Appointment only:
 - a. Temporary or interim ~~academic~~ appointments for less than one (1) academic year;
 - b. Appointments to part-time positions;
 - ~~c. Appointments for less than one academic year in any academic rank;~~
 - ~~d. Courtesy appointments;~~
 - e. Appointments to volunteer status;
 - ~~f. Annual appointments beyond retirement age for faculty;~~
 - g. Appointments to the rank of assistant instructor, ~~or~~ lecturer, or "visiting" academic faculty rank;
 - h. Appointments of graduate assistants (up to an academic year);
 - ~~i. Appointments to academic ranks preceded by the designation "visiting;" and,~~
 - j. Appointments supported by funds over which the College does not have control or which the College cannot reasonably expect to continue indefinitely.

A "Special Appointment" ~~will~~ shall terminate in accordance with the time stated in the ~~appointment to the position or in the~~ written contract or with ninety (90) days written notice by either party. ~~and, if~~ no time is stated in the ~~appointment to the position or in the~~ written contract, the appointment may be terminated by either party giving the other at least ninety (90) days written notice of the date of termination. ~~Such~~ Special Appointments may also be terminated prior to the expiration of the contract term by the College for adequate cause, ~~disability~~, discontinuance, reduction or curtailment of a program or department, or ~~extraordinary circumstances because of~~ financial exigency according to Board Policies.

Every "Special Appointment" is a non-tenure leading position and carries no presumption of reappointment beyond the termination date. Time in a special appointment position shall not count toward years of service in qualifying for a tenured appointment or promotion in rank.

A member of the faculty may hold a "Special Appointment" coincident with ~~an~~ "Appointment for a Specific Term Appointment," "Probationary/Tenure Track Appointment," or a "Tenured Appointment," and the terms of the "Special Appointment" may be independent of the terms of the other appointment status as a faculty member.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5014 **Types of Appointments;
Notice Requirements;
Faculty and Professional Staff**

Page 2 of 5

-
2. **Appointments for a Specific Term Appointment.** A "Specific Term Appointment" is a professional staff or faculty appointment ~~or a faculty appointment~~ for a term of one academic or fiscal year. A "Specific Term Appointment" for faculty members shall be a non-tenure track appointment and shall not count toward years of service in qualifying for a tenured appointment or promotion in rank. Faculty appointed to a "Specific Term" professional staff position do not have tenured status with respect to such position, the salary of the position, the term (AY/FY) of contract, or any other provisions or perquisites of that position.
- A "Specific Term Appointment" shall carry no presumption of ~~renewal~~ reappointment, and will terminate at the end of the stated term, if written notice of non-reappointment is given ~~to the appointee by the appropriate administrative officer or by the Board~~ in accordance with the following requirements standards:
- a. ~~Except for instances involving termination for cause, professional staff appointments for a Specific Term, shall be given w~~Written notice of intent not to renew ~~their~~ appointments ~~or contracts shall be given~~ at least thirty (30) days prior to expiration during the first year of employment, three (3) months prior to expiration during the second year of employment, or six (6) months prior to expiration during the third or subsequent years of employment in a full-time position. Specific Term Appointments may also be terminated prior to expiration of the contract term for adequate cause, discontinuance, reduction or curtailment of a program or department, or financial exigency according to Board Policies.
- ~~For faculty members who are serving with a Term Appointment, notice requirements will be given in accordance with faculty members on Probation/Tenure Track Appointments.~~
- ~~Notice shall be given by the appropriate administrative officer, or by the Board.~~
- b. ~~A written N~~notice of intent not to renew by an appropriate administrative officer may be signed by the department chair, ~~or~~ immediate supervisor, ~~the~~ Dean or Director, ~~or the campus~~ President, ~~or~~ Chancellor or the Chair of the Board of Trustees. ~~Notice, by action of the Board, shall be signed in the manner directed by the Board.~~ Notice shall be deemed to have been properly given if mailed to the ~~employee's~~ appointee's home address, as reflected by the records of the College or System Office, by certified mail, with sufficient postage attached.
 - c. ~~If written notice is not given to the appointee of a professional position by the appropriate administrative officer or by the Board in the manner herein provided within the time specified,~~ Failure to provide ~~a term appointee with~~ the required notice period shall not result in automatic reappointment or create any right to reappointment for an additional term. The employer shall have the option of providing employment or severance pay in lieu of any portion or all of the notice to which the employee is entitled, so long as the extension of employment or severance pay is commensurate with the notice to which the employee is otherwise entitled.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5014 **Types of Appointments;
Notice Requirements;
Faculty and Professional Staff**

Page 3 of 5

As of 6-1-2008, professional staff members who hold a contract that includes a term regarding the right to retain tenure and/or the right to return to faculty status shall retain such right for a period of four (4) years during which time they can exercise the right, as long as he or she remains employed by the College. During the four (4) year period, if a vacant faculty position at the employing College occurs for which the professional staff member is qualified; the College may offer the vacant position to the professional staff member in writing. Qualifications will be determined by the College. If the professional staff member does not accept the vacant faculty position, he or she will be deemed to have relinquished all future rights to return to a faculty position and/or tenured faculty employment.

At the end of four (4) years, a professional staff member may remain in their non-faculty appointment according to the terms of employment found in the NSCPA Bargaining Agreement and/or applicable Board Policies but shall relinquish all future rights to return to a faculty position and/or tenured faculty employment. In the event a professional staff member exercises a right to return to a faculty position and/or tenured faculty employment in a timely manner, he or she will be employed according to the terms of the current SCEA Bargaining Agreement and/or applicable Board Policies.

Consistent with the terms outlined above, professional staff members hired from College faculty positions after 6-1-2008 may contractually be allowed to retain a right to retain tenure and/or the right to return to faculty status for a period of four (4) years.

~~A specific term appointment may also be terminated for adequate cause, disability, discontinuance, reduction or curtailment of a program or department, or extraordinary circumstances because of financial exigency.~~

At a President's approval and subsequent request to the Chancellor, an extension of the four (4) year time period may be granted by the Chancellor due to extenuating circumstances.

3. **Probationary/Tenure Track Appointments.** A "Probationary/Tenure Track Appointment" is a probationary appointment as a faculty member with the rank of instructor or above for a term of one year. A "Probationary/Tenure Track Appointment" shall carry no presumption of renewal, and will terminate at the end of the stated term, if written notice of non-reappointment is given ~~to the appointee by the appropriate administrative officer or by the Board~~ in accordance with the ~~following standards:~~ terms of the SCEA Bargaining Agreement.

~~a. If the term of the appointment expires at the end of the first academic year or 12 months of service on a "Probationary/Tenure Track Appointment," notice shall be given by an appropriate administrative officer, or by the Board, no later than March 1 of that first year of service, or three months in advance of the termination date if the appointment commenced after the start of an academic or fiscal year.~~

~~b. If the term of appointment expires at the end of the second academic year or 12 months of service on a "Probationary/Tenure Track Appointment," notice shall be given by an appropriate administrative officer, or by the Board, no later than December 15, or six months in advance of the termination date if the appointment commenced after the start of an academic or fiscal year.~~

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5014 **Types of Appointments;
Notice Requirements;
Faculty and Professional Staff**

Page 4 of 5

~~e. If the term of the appointment expires after two or more years of service on a "Probationary/Tenure Track Appointment," notice shall be given by an appropriate administrative officer, or by the Board, by May 30 prior to the final year of appointment.~~

~~d. Notice by the appropriate administrative officer may be signed by the department chair, the Dean, the Academic Vice President, or the Campus President. Notice, by action of the Board, shall be signed in the manner directed by the Board. Notice shall be deemed to have been properly given if mailed to the appointee's home address, as reflected by the records of the College, by certified mail, with sufficient postage attached.~~

~~e. If written notice is not given to the appointee by the appropriate administrative officer or by the Board in the manner herein provided within the time specified, the appointment shall be extended one academic year if the term expired at the end of the academic year, and shall be extended one calendar year if the term expired during the academic year. Any appointment extended as provided in this section shall be considered to be an appointment for one year of service, and subject to reappointment in accordance with the provisions specified above.~~

4. **Tenured Appointment.** A "Tenured Appointment" is an academic appointment terminable only for adequate cause; program or department reduction, curtailment or discontinuance; ~~retirement for age or disability;~~ or ~~extraordinary circumstances because of~~ financial exigency. No person shall have a "Tenured Appointment" until notice has been received that such an appointment has been awarded reported to and accepted by the Board. The President shall inform the Chancellor if the recommendations of the President and the Academic Vice President differ from the recommendations of the College Promotion and Tenure Committee and dean.

~~The Board, upon the recommendation of a Campus President and concurrence of the Chancellor, may grant a "Tenured Appointment" to a person not a faculty member who is a member of the Executive, Administrative or Managerial Staff as defined in Section 5010 of these Policies, but such person may not be appointed in a specific department unless normal procedures are followed. Administrative officers shall not have a "Tenured Appointment" in their administrative positions. Those who have attained tenure in an academic rank shall retain such tenure, but as administrative officers shall not have a "Tenured Appointment" in their administrative positions. Those who have attained tenure in an academic rank shall retain such tenure, but as administrative officers they are subject to the provisions for termination outlined for "Special Appointments" or "Appointments for a Specific Term."~~

~~Persons holding academic rank below Assistant Professor are not eligible for a "Tenured Appointment."~~

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5014 **Types of Appointments;
Notice Requirements;
Faculty and Professional Staff**

~~5. **Administrative Appointments.** Faculty who are appointed to administrative positions do not have tenured status with respect to those positions, the salary of the position, the term (AY/FY) of contract, or any other provisions or perquisites of that administrative position. In the event any of the foregoing individuals have tenured status in an academic position, and are removed or resign from an administrative position but wish to remain employed at the institution, they will be employed under the same conditions and contractual terms as other tenured faculty. Their initial salary as a faculty member shall be set at an amount determined by negotiations between the faculty member and the President or his or her designee. In the event agreement cannot be reached, the salary shall not be less than the average salary for faculty members of like rank and qualifications in the same academic unit in which the individual holds tenure.~~

~~Deans, assistant deans, division heads, directors, heads of departments, chairpersons, and any other persons performing administrative functions serve in those capacities at the discretion of the President and may be removed at any time. Any such individual may be reassigned to other duties for the balance of the individual contract term or terminated for cause. In cases of the non renewal of an administrator's employment contract, the notice provisions of Board Policy 5014 shall apply. However, if an individual is discharged from an administrative position for cause, those notice provisions shall not apply.~~

Policy Adopted: 6/5/93
Policy Revised: 11/11/95
Policy Revised: 6/2/06
| Policy Revised: 4/18/08

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair
Gary Bieganski
Tyler Thompson

April 18, 2008

ACTION: Final Round Approval of Changes to Board Policy 5015; Types of Appointments; Notice Requirements; Support Staff

Priority: Educational Excellence Throughout the System
Goal: 3. Recruit, retain and invest in excellent faculty and staff
Strategy: c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students

There are only minor changes in this policy.

The first paragraph clarifies that support staff appointments are limited to one of the approved classification titles. The hiring of new staff into positions with "new" titles will need the new classification title reviewed and authorized by the System Office.

The second paragraph clarifies that the at-will status does not apply to NAPE employees whose employment terms are addressed in the NAPE Bargaining Agreement.

Attached is a copy of Policy 5015 with the proposed changes.

1.4.-2

PERSONNEL, NEBRASKA STATE COLLEGES SYSTEM

**POLICY: 5015 Types of Appointments;
 Notice Requirements;
 Support Staff**

Page 1 of 1

BOARD POLICY

Every appointment to a Support Staff position shall be assigned to ~~an authorized staff position one of the classification titles as designated by the Board authorized by the System Office and compensated for work performed in accordance with the Nebraska State Colleges Support Staff Classification and Pay Plan.~~

~~Appointments to~~ Support Staff ~~employees positions~~ are not issued written contracts or letters of appointment. ~~as~~ Support Staff employees ~~excluded by the NAPE/AFSCME Bargaining unit~~ serve at the pleasure of the Board and are at-will employees who are employed on an hourly basis and may be terminated at any time with or without cause and with or without notice.

Nothing in this policy or in other Board policies may be construed as a contract or guarantee of employment for a definite period of time. Notwithstanding the foregoing, a reasonable effort will be made to give Support Staff employees, whose employment is being terminated for reasons other than misconduct, two (2) weeks notice if employed full-time and one (1) week notice if employed part-time; provided, however, that if an employee has been employed in excess of five (5) years consecutive, a reasonable effort will be made to give at least four (4) weeks notice.

~~Job Classification~~ titles, general work responsibilities, ~~and qualifications and salary grades~~ are detailed in the ~~Support Staff Classification and Pay Plan~~ Nebraska State College System Classification Descriptions.

Policy Adopted: 6/5/93
| Policy Revised: 4/18/08

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair

Gary Bieganski

Tyler Thompson

April 18, 2008

ACTION: First Round Approval of Deletion of Board Policy 5111; Tenure Recommendations Procedure; Faculty

Priority: Educational Excellence Throughout the System

Goal: 3. Recruit, retain and invest in excellent faculty and staff

Strategy: c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students

The language from this policy has been included in the revised Board Policy 5014 (page 4 of 5). The System Office recommends that 5111 can be deleted.

2.1.-2

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5111 Tenure Recommendations Procedure;
Faculty**

Page 1 of 1

BOARD POLICY

The Board shall receive the list of those individuals awarded tenure appointments.

The President shall inform the Chancellor if the recommendations of the President and the Academic Vice President differ from the recommendations of the College Promotion and Tenure Committee and dean.

Policy Adopted: 6/5/93
Policy Revised: 6/10/04
Policy Revised: 6/2/06
[Policy Deleted:](#)

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair
Gary Bieganski
Tyler Thompson

April 18, 2008

ACTION: First Round Approval of Deletion of Board Policy 5112; Granting of Tenure; Faculty

Priority: Educational Excellence Throughout the System

Goal: 3. Recruit, retain and invest in excellent faculty and staff

Strategy: c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students

Terms governing faculty tenure are contained in the SCEA Bargaining Agreement. This Board Policy is duplicative. The System Office recommends that this policy be deleted.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5112

Granting of Tenure; Faculty

Page 1 of 3

BOARD POLICY

The Award of Tenure

Tenure is the right to reappointment from appointment term to appointment term until such time as the faculty member resigns, retires, is discharged for adequate cause, or is terminated for reasons of financial exigency or program reduction, curtailment or discontinuance. Such reappointment shall be subject to the terms and conditions of employment which exists at the commencement of each contract term. Those terms and conditions of employment are as expressly set forth in the policies adopted or authorized by the Board, and the terms and provisions of this collective bargaining agreement.

Tenure is with the institution and resides within a specific academic unit in which the faculty member is employed and not with the Nebraska State College System.

Tenure to an academic unit is awarded by the college President following peer review and recommendations submitted on March 15th by the appropriate Dean and the Academic Vice President. Tenure review will include a provision for peer review, appropriate administrative review and recommendations, and the opportunity for a faculty member to provide appropriate material to support the application.

Tenure will not be awarded to a specific academic unit without appropriate review and recommendation by peers and supervisors. Tenure is awarded for quality of current professional performance and promise of such future performance, not merely for completing a certain length of service. In the case of academic unit tenure, it is equally incumbent on the faculty member and the administration to ensure that a tenure review occurs at the proper time. In no event shall the failure to give any notice constitute an award of continuous tenure by default. None of the provisions stated herein shall diminish any substantive rights for the acquisition of tenure which the faculty member may have acquired prior to the adoption of this Agreement.

The terms and conditions of every faculty "Probationary/Tenure Track Appointment" shall be stated or confirmed in writing and a copy will be supplied to the faculty member. Any subsequent extensions or modifications of a faculty "Probationary/ Tenure Track Appointment," and any special understandings, or any notices incumbent upon either party to provide, will be stated or confirmed in writing and a copy will be given to the faculty member.

Only faculty members who have the rank of Assistant Professor or higher are eligible for tenure status. No one shall be hired into a rank who does not meet the promotion criteria for that rank. Special appointees are not eligible for tenure.

The contract term for all faculty "Probationary/Tenure Track" appointees shall be the academic year. Regardless of the term of any individual contract, no such person has, or shall acquire, a right to reappointment for a term in excess of the academic year.

Reappointment of faculty "Probationary/Tenure Track" appointees shall be at the discretion of the college President. Written notice of non-renewal of a "Probationary/Tenure Track" appointee shall be in accordance with applicable Board Policy.

The college President, following peer review and recommendations by the Dean and Academic Vice President, shall decide whether a faculty member's current professional performance and promise of such future performance, as outlined in the current SCEA Agreement, warrant the award of tenure.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM**POLICY: 5112****Granting of Tenure; Faculty****Page 2 of 3**

The President shall notify the faculty member in writing by April 1st whether or not he or she has been awarded tenure. Should the President decide not to award tenure to a faculty member, the President's written notification shall contain the reasons for this decision and shall inform the faculty member that a terminal contract will be issued for the next academic year.

A faculty member may grieve the decision to deny tenure on the basis of discrimination, violation of academic freedom, failure to follow procedures outlined in the current SCEA Agreement, or if such action is challenged as arbitrary, partial, or prejudicial.

A decision to grieve the denial of tenure shall be processed in accordance with procedures outlined in the current SCEA Agreement.

Service Requirements for Tenure Eligibility

The maximum amount of full-time probationary service to the College prior to the acquisition of a "Tenured Appointment" shall not exceed seven academic years. Only in exceptional circumstances, such as, but not limited to, maternity or parental leave, family emergencies, or as an accommodation for faculty members with disabilities, may the seven-year academic probationary period be extended.

- a) The normal time a faculty member with no prior service credit may apply for tenure is in the sixth year of full-time service to the institution. Following campus review procedures and favorable campus recommendations, tenure shall be awarded with the seventh contract.
- b) Newly-hired faculty members who have served in an untenured rank position of Assistant Professor or above at regionally accredited institutions of higher education may be given up to three years of prior service credit toward the probationary period of six years. The prior service credit must be agreed to in writing at the time of employment. Such faculty will be reviewed for tenure when the combined prior service credit and the years of continuous service to the institution equals six years. Eligibility for a tenured appointment will be with the issuance of the seventh contract including the years of credit for prior service.
- c) Newly-hired faculty members who have previously attained tenure at another regionally accredited institution of higher education may be granted up to four years of full-time credit for the prior tenured service. Prior credit for tenured service at the rank of Assistant Professor or higher may be granted toward acquiring continuous tenure status by agreement among the faculty member, the academic unit chairperson, the dean, the academic vice president and the campus President. Probationary credit for prior tenured service must be agreed to in writing between the faculty member and the President prior to the initial appointment at the institution.

When credit is given for prior tenured service, such credit will apply toward the six-year probationary period service requirement. In the event that four years of credit for prior tenured service are granted, the faculty member shall apply for tenure consideration during the second year of probationary service to the institution with tenure to be awarded in this instance no sooner than the third year of employment with the institution, if the decision is made to approve the tenure application.

2.2.-4

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5112 Granting of Tenure; Faculty

Page 3 of 3

Terminal Contract for Failure to Achieve Tenure

When a faculty member fails to achieve tenure after undergoing the campus review, that individual will be issued a terminal contract for the following academic year.

Tenure Recommendations

The college President shall inform the Chancellor of his or her decisions regarding tenure applications and awards, and if the recommendations of the President and the Academic Vice President differ from the recommendations of the College Promotion and Tenure Committee and dean, the Chancellor shall be so informed.

For an individual faculty member serving with a probationary/tenure track appointment, there shall be no substantive modification in the standards and procedures for granting of tenure from those outlined in written form at the time of initial employment.

Initial employment contracts for faculty members will specify if the appointment is tenure track or non-tenure track, and if the appointment is tenure track, any special or unique requirements for the award of tenure that are not specified in the current SCEA Agreement.

Tenured faculty reassigned to another academic school on the same college campus shall retain their tenure in the new school.

Policy Adopted: 6/5/93
Policy Revised: 4/1/99
Policy Revised: 6/10/04
Policy Revised: 6/2/06
Policy Deleted:

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair

Gary Bieganski

Tyler Thompson

April 18, 2008

ACTION: First Round Approval of Deletion of Board Policy 5113; Promotion Criteria and Process; Faculty

Priority: Educational Excellence Throughout the System

Goal: 3. Recruit, retain and invest in excellent faculty and staff

Strategy: c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students

Terms governing faculty promotion are contained in the SCEA Bargaining Agreement. This Board Policy is duplicative. The System Office recommends that this policy be deleted.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM**POLICY: 5113****Promotion Criteria and Process; Faculty****Page 1 of 3**

BOARD POLICY**Procedure for Promotions**

Faculty rank at the time of initial hire shall be determined by the President in accordance with negotiated principles outlined in the collectively bargained faculty contract. The criteria that shall be used to make promotion decisions are divided into two categories, Educational Criteria and Performance Criteria. Candidates for promotion in rank must qualify under both the Educational and Performance Criteria to be promoted. In order to be eligible for promotion, a faculty member must first meet the minimum Educational Criteria as listed below. Each State College, through its President, shall consider them as only minimums for promotion. After a candidate has qualified under the minimum Educational Criteria, each candidate should provide evidence of achievement in the Performance Criteria as listed below. Once the minimum Educational Criteria have been met, promotion shall be based on consistent performance and substantial achievement as outlined in the Performance Criteria.

Educational and Service Criteria for Promotions

The Criteria to be used are as follows:

- a) Professor
 - 1) An earned Doctorate, or other appropriate terminal degree.
 - 2) Ten years of experience at the college level with a minimum of five continuous years of service to the college at rank of Associate Professor is required. For example, an applicant may apply for promotion to the professor rank in his or her tenth year of experience at the college level, and be awarded the promotion, if granted, at the beginning of the eleventh year, assuming five continuous years of service to the college has been completed prior to the award. (Continuous service includes periods of leave paid by the institution and temporary non-teaching assignments that a faculty member may be requested to perform.)
- b) Associate Professor
 - 1) An earned Doctorate, or other appropriate terminal degree.
 - 2) Five years of experience at the college level including credit for prior service which was agreed to in writing prior to initial appointment and a minimum of three years of continuous service to the college at rank of Assistant Professor is required. For example, the earliest an eligible faculty member may apply for promotion to the Associate Professor rank is in the third year of service to the college provided two years of credit for prior service was agreed to in writing prior to the initial appointment. In this instance, the promotion award would be granted at the beginning of the faculty member's fourth year of service to the college and sixth year of experience at the college level.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM**POLICY: 5113 Promotion Criteria and Process; Faculty****Page 2 of 3**

- c) Assistant Professor
 - 1) A terminal degree, or in academic disciplines where significant work experiences are essential for classroom performance, such as education, computer science, and business accounting, and earned Master's degree followed by thirty (30) semester hours of study applicable toward an advanced degree, or equivalent outstanding achievement in the appropriate field.
 - 2) A minimum of three years of continuous service to the college at rank of instructor is required.
- d) Instructor
 - 1) An earned Master's degree, or equivalent outstanding achievement in the appropriate field.
 - 2) In rare and unusual circumstances, individuals with outstanding achievement and eminence, but without the required educational and service requirements, may be considered for appointment to an academic rank.

Criteria for Calculating Credit for Prior Experience

For purposes of determining eligibility for promotion in rank in the State College System, a year of experience at the college level may be credited for each full-time academic year teaching or research assignment completed at a regionally accredited institution of higher education. Such credit is to be granted at the discretion of the college in writing at the time of initial employment. Up to three years of credit for prior experience may be granted for purposes of promotion.

Part-time, adjunct, graduate assistant, summer, and high school teaching experience shall not count toward promotion in rank. Nor shall the candidate be allowed to aggregate any prior part-time college experiences to equal one academic year.

Post doctoral studies involving either teaching or research assignments at a regionally accredited institution of higher education will constitute relevant experience for purposes of promotion. Up to three years of credit for prior experience may be granted for purposes of promotion.

In those academic disciplines where significant work experiences are essential for classroom performance, such as education, computer science, and business accounting, credit for prior experience may be negotiated at the time of initial appointment. Up to three years of credit for prior experience may be granted for purposes of promotion.

Performance Criteria for Promotions

Once the minimum Educational Criteria have been met, promotion shall be based on the principles of demonstrated consistent performance and high achievement in the Performance Criteria.

The Performance Criteria to be used are as follows:

- a) Demonstrated ability to teach and contribute to students' academic growth and development.
- b) Continual preparation and study through scholarly and creative activity, which may include but not be limited to professional peer-reviewed achievements and projects.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5113

Promotion Criteria and Process; Faculty

Page 3 of 3

- c) Service to college, institution, community, and profession.
- d) Professional growth.
- e) Collegial relationships.

Promotion Process

Each College shall have its own internal process for recommending tenure and promotion for approval to the college President. This process shall:

- a) Include provision for peer review.
- b) Include provisions for student evaluation of faculty.
- c) Include the opportunity for faculty members to provide appropriate material to support the application.
- d) Include the appropriate administrative review and recommendations.
- e) State clearly that the Educational Criteria for rank promotion are minimums only, and in addition to meeting the Educational Criteria, faculty members must provide evidence of achievement that meets the Performance Criteria.

The rank promotion procedures at each College will be organized so that recommendations for tenure and promotion will be sent to the college President no later than March 15th of each academic year. The President shall decide whether the faculty member's performance meets the standards set forth in the current SCEA Agreement.

The college President shall inform the faculty member in writing by April 1st whether he or she has been promoted. Should the President not promote a faculty member, the President shall give the faculty member written reasons for his or her decision.

A copy of the rank promotion procedures for each College will be placed on file with the Chancellor.

Effective Date of Promotions

All promotions shall take effect the fall semester for the academic year immediately following the promotion.

Policy Adopted: 1/28/77
Policy Revised: 4/28/78
Policy Revised: 3/3/89
Policy Revised: 6/5/93
Policy Revised: 4/1/99
Policy Revised: 6/10/04
Policy Revised: 6/2/06

Policy Deleted:

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair

Gary Bieganski

Tyler Thompson

April 18, 2008

ACTION: First Round Approval of Deletion of Board Policy 5205; Termination of Appointments Prior to Expiration of the State Term; Faculty and Professional Staff

Priority: Educational Excellence Throughout the System

Goal: 3. Recruit, retain and invest in excellent faculty and staff

Strategy: c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students

The key language of this policy has been included in the revised Board Policy 5014. The System Office recommends that this policy be deleted.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

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 appropriate, in the manner provided in Board Policies 5201, 5204, 5110 or 5300.

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

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair

Gary Bieganski

Tyler Thompson

April 18, 2008

ACTION: First Round Approval of Deletion of Board Policy 5400; Retirement Age and Date; State College Employees

Priority: Educational Excellence Throughout the System

Goal: 3. Recruit, retain and invest in excellent faculty and staff

Strategy: c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students

Detailed retirement information is included in Board Policy 5405 and 5406. The System Office recommends that this policy be deleted.

2.5.-2

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5400 Retirement Age and Date;
State College Employees**

Page 1 of 1

BOARD POLICY

In accordance with the federal Age Discrimination in Employment Act, age-based mandatory retirement in the State College System, with the exception of tenured faculty, is prohibited.

Employees may retire at age 55 after ten years of service with the State College System with earned annuity benefits computed on an actuarially equivalent basis. An employee also may be retired because of physical or mental disability that prevents such employee from satisfactorily performing work, such disability to be determined by resolution of the Board.

Policy Adopted: 2/7/83
Policy Revised: 9/18/87
Policy Revised: 6/5/93
Policy Deleted:

Academic, Personnel & Student Affairs Committee

*Doug Christensen, Chair
Gary Bieganski
Tyler Thompson*

April 18, 2008

**ACTION: First Round Approval of Changes to Board Policy 5405; Retirement Plan;
State College Employees**

Priority: Educational Excellence Throughout the System

Goal: 3. Recruit, retain and invest in excellent faculty and staff

Strategy: c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students

Only one of the proposed changes is substantive, the remaining changes consist of minor cleanup revisions. The substantive change is found near the bottom of the first page where a full paragraph is deleted.

Due to the administrative burdens and complex regulatory requirements, the System Office has not allowed new supplemental annuity plans through payroll reductions for several years. Deleting this paragraph does not change an employee's ability to participate in other supplemental annuity plans on their own, outside of NSCS oversight.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

Page 1 of 65

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~~ The Board ~~shall 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 shall provide such~~ 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, contracts 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 e~~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; ~~s~~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; ~~t~~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, and 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.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

Page 2 of 65

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 (6) 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:

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

Page 3 of 65

(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

- 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. ~~As of January 1, 1990 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.~~
- 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)

- ~~All e~~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.
- To participate in the secondary plan, each eligible employee shall complete and return the applicable forms, including a Voluntary Salary Deferral Agreement, to ~~the College 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)

- The employer will not make any non-elective or matching contributions to the Nebraska State College 457(b) Voluntary Deferred Compensation Plan. This ~~P~~plan will accept only elective deferrals made to the ~~P~~plan by the eligible employee.
- Starting the effective date of this ~~P~~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.
- The 457 (b) Voluntary Deferred Compensation ~~p~~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.
- Participants in ~~thi~~se ~~P~~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.
- A participant shall be fully vested at all times in his or her accrued benefits under this ~~P~~plan. Such accrued benefits shall be non-forfeitable at all times.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

Page 4 of 65

6. ~~Employees~~~~A participant~~ may elect to change ~~their~~~~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~~~~Employees~~ may terminate ~~his or her~~~~their~~ election to have compensation deferred in this ~~P~~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~~~~the plan~~, rollovers to the ~~P~~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~~~~Employees~~ 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 but not limited to:

- 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)

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

Page 5 of 65

Investment Options for Primary and Secondary Retirement Plans

The Nebraska State Colleges TIAA/CREF Retirement Plans offer employees a variety of investment options. An ~~employee participant~~ may request that amounts contributed to either ~~P~~plan on his or her behalf be allocated among the available Investment Options established under the ~~P~~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 ~~employee participant~~. An ~~employee participant~~ may change his or her investment allocation by submitting a written request to the ~~E~~mployer or its designee on such form as may be required by the ~~E~~mployer. Such change shall become effective as soon as administratively feasible after the ~~E~~mployer 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.

~~Employees participating 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~~may 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.

~~Questions~~Financial Advice or Retirement Counseling

~~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 Chancellor's office and each Colleges' Human Resource Director's office.~~

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

Social Security

~~All e~~mployees ~~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 r~~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. Age based mandatory retirement is prohibited.~~

~~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.~~

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5405

**Retirement Plan;
State College Employees**

Page 65 of 65

Legal Reference: RRS 85-195

University of Nebraska; State Colleges; Department of Public Institutions;
retirement annuity contracts; purchases

RRS 85-320

State colleges; retirement plan, establishment; terms; investment of funds

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

Policy Revised:

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair
Gary Bieganski
Tyler Thompson

April 18, 2008

ACTION: First Round Approval of Changes to Board Policy 2510; Mission Statement

Priority: Educational Excellence Throughout the System

Goal: 3. Recruit, retain and invest in excellent faculty and staff

Strategy: c. Develop practices that foster a culture of inclusion, openness and collaboration among administrators, faculty, staff, and students

The changes to Board Policy 2510 reflect the mission statement, core values and vision statement adopted April 2007 by the Board of Trustees as a part of the Strategic Plan.

A copy of the proposed changes to Board Policy 2510 is attached.

MISSION STATEMENT

The Nebraska State College System serves our students, communities and state by providing high quality, accessible educational opportunities. ~~-, with campuses at Chadron, Peru and Wayne, offers high quality educational services at reasonable cost in small residential settings emphasizing close student faculty interaction. The System has extended its tradition of service to rural Nebraska by identifying each of the State Colleges as regional service centers, charging them with the role of enhancing the quality of life and assisting with the development of their region's communities through the delivery of public service activities and programs.~~

~~Each college provides a base for holistic student development encompassing intellectual exploration, freedom of inquiry, affective development and personal responsibility as a foundation for all programs. The liberal studies programs develop student competencies in communication skills, analytical and quantitative reasoning, the use of technology, appreciation of the arts and literature, democratic and human values, scientific and environmental understanding, and global and cultural awareness.~~

~~The Nebraska State College System has as its first priority the development of the student in both academic and social areas, through a commitment to exemplary teaching and programs. The Colleges support a successful collegiate experience for traditional, nontraditional and at risk students by encouraging faculty student interaction outside the classroom, and through peer and professional counseling services. In addition, quality off campus course work is offered to allow place bound students the opportunity for personal and professional development.~~

~~Quality teaching and research are mutually inclusive activities, and appropriate faculty and staff research is strongly encouraged.~~

~~Public service has been central to the mission of the State Colleges. In essence, the institutions are partners in the development of the intellectual, cultural, and economic life of their service regions.~~

~~Institutional assistance in economic development is first and foremost based upon excellence in preparation of the regions' human resources. Additional emphasis is placed upon community leadership development, management training, business and industrial technical assistance, and the establishment of partnerships with business and industry for applied research and specific economic development projects.~~

~~The Nebraska State College System promotes equal opportunity, practices affirmative action, and works to foster cooperative educational services with the University of Nebraska system, the community colleges, and the independent colleges and universities in the state.~~

CORE VALUES

Provide a safe, stimulating, caring, and enriching learning experience.

Meet the changing needs of our students and the state.

Assure financial, programmatic, and geographic access to NSCS institutions.

Maintain affordable tuition and fees.

GOVERNANCE AND ADMINISTRATION, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 2510 Mission Statement, Core Values,
and Vision Statement

Page 1 of 21

Provide opportunities for applied research.

Foster cooperative ventures among NSCS institutions and other agencies and organizations.

Emphasize participation in public service and service learning.

Recruit and retain quality faculty and staff.

VISION STATEMENT

Chadron State College, Peru State College, and Wayne State College, along with the System Office and the Board of Trustees constitute the Nebraska State College System.

Working together with a unity of purpose:

We will become a premier system of state colleges that will be recognized as centers for intellectual growth, cultural enlightenment, and economic development.

We will serve as a model of collaborative educational excellence, setting standards for strengthening individuals and communities through knowledge, service, leadership, and global understanding.

Academic, Personnel & Student Affairs Committee

Doug Christensen, Chair
Gary Bieganski
Tyler Thompson

April 18, 2008

ACTION: Approve Revision to Peru State College Mission Statement

Priority: Educational Excellence Throughout the System

- Goals:
1. Promote educational excellence through academic achievement
 2. Create a college experience that enriches the lives of our students and prepares them for their chosen careers.
-

During the past several months, the faculty at Peru reviewed and modified the mission statement for the College. The new mission statement was approved by the Faculty Senate and the President and Cabinet on January 14, 2008. Board Policy 2001 dictates that the Board of Trustees approves college mission statements. At the request of the Academic, Personnel & Student Affairs Committee, the proposed mission statement is submitted to the full board for its consideration. The mission statements for the NSCS, Chadron, and Wayne State Colleges are included for comparison purposes. The System Office recommends approval of the proposed mission statement from Peru State.

The current mission state for the Nebraska State College System reads:

The Nebraska State College System serves our students, communities and state by providing high quality, accessible educational opportunities.

The current mission statement for Peru reads:

Peru State College serves the community through education, research, and a variety of public programs. Our mission is to excel as a comprehensive liberal arts college that encourages student learning with educational priorities in baccalaureate and graduate teacher education, as well as undergraduate programs in business, the humanities, and the sciences. We value free inquiry, professional development, research enhancing our educational role, and public service related to and supportive of instruction. Peru State College serves students from throughout the state, nation, and world but retains a special commitment to serve the residents and needs of Southeastern Nebraska.

The proposed mission statement for Peru reads:

In educating the individual to the benefit of society, Peru State College cultivates the capacity and propensity for life-long learning by fostering independent inquiry and promoting the value of knowledge and discovery. Through innovative undergraduate and graduate programs, Nebraska's first college continues its commitment to making a vital contribution to the future of the region and the state.

The current mission statement for Chadron reads:

Chadron State College provides premier instruction, applied research, and public service programming in an open and welcoming environment. We fulfill our commitment to quality by using advanced instructional technologies, fostering lifelong learning, promoting cultural diversity, and working in partnership with our service communities.

2.8.-2

The current mission state for Wayne State reads:

Wayne State College is a comprehensive institution of higher education dedicated to freedom of inquiry, excellence in teaching and learning, and regional service and development. Offering affordable undergraduate and graduate programs, the College prepares students for careers, advanced study, and civic involvement. The College is committed to faculty-staff-student interaction, public service, and diversity within a friendly and collegial campus community.

Fiscal and Facilities Committee

*Larry Teahon, Chair
Cap Peterson
Jennifer Myers*

April 18, 2008

ACTION: Approve the 2008-09 Food Service Contract Extension Recommendations Submitted by Chadron, Peru and Wayne State Colleges as Follows:

Chadron	CREATIVE DINING SERVICE
Peru	CREATIVE DINING SERVICE
Wayne	CHARTWELLS

Priority: Educational Excellence

Chadron, Peru and Wayne have submitted recommendations on the food service contracts for 2008-09. The System Office concurs with the recommendations of the colleges.

The recommendations on payments to be made to the vendors are as follows:

Chadron requests that the Board approve the continuance of the food service contract with Creative Dining Service for the period of June 1, 2008 through May 31, 2009. Creative Dining Service signed an agreement with Chadron State College effective June 1, 2005 through May 31, 2012 to provide management services for CSC dining services program with appropriate renewal and non-renewal provisions.

Peru requests that the Board approve the contract addendum/extension with Creative Dining Service to provide dining service for the 2008-09 year. The Board previously approved this contract in June 2005 for a period of seven years. The fourth year of the contract will begin on July 1, 2008.

Wayne requests that the Board approve continuation with Chartwells for the fourth year of a seven-year contract. The meal plan costs listed below reflect a 5.7% increase above the 2007-08 rates.

Chadron – rate per year \$75,000 plus additional operating costs

Peru – rate per year \$57,000 plus actual cost

Wayne – rate per meal	19-meal plan + \$50 flex dollars	\$2.488
	15-meal plan + \$75 flex dollars	\$3.001
	10-meal plan + \$100 flex dollars	\$4.389
	5-meal plan/5 Day (commuter only)	\$5.636
	3-meal plan + \$175 flex dollars (commuter only)	\$5.778

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Jennifer Myers

April 18, 2008

ACTION: Approve the following tuition rates and on-line rates per credit hour for 2008-09:

TUITION

Undergraduate, resident	\$116.50
Graduate, resident	\$147.75
Undergraduate, non-resident	\$233.00
Graduate, non-resident	\$295.50

ON-LINE RATE

Undergraduate On-Line	\$168.50
Graduate On-Line	\$210.75

Mission Statement: The Nebraska State Colleges offer high quality, accessible undergraduate degrees, Graduate degrees, and programs that serve the state, benefit individuals, and promote the public good.

Core Values: Assure financial, programmatic, and geographic access to NSC institutions
 Maintain affordable tuition and fees

Priority: Greater System Prominence

Goal: Communicate that a college education is an investment rather than an expense

TUITION

Board policy states that undergraduate resident tuition rates will be established, and the graduate rate will be one hundred twenty-five percent (125%) of the undergraduate rate. Non-resident undergraduate rates will be established at no more than two hundred percent (200%) of resident undergraduate rates, and non-resident graduate rates will be established at one hundred twenty-five percent (125%) of the non-resident undergraduate rate. The rates for 2007-08 are as follows:

TUITION	
Undergraduate, resident	\$110.00
Graduate, resident	\$139.50
Undergraduate, non-resident	\$220.00
Graduate, non-resident	\$279.00

Taking into consideration the Legislature's appropriations, increased operating costs and other needs at the colleges, the tuition increase will fund the system's most critical needs.

3.2.-2

ON-LINE RATE

Special On-Line Rates have been established in the past. The on-line rates are inclusive of all tuition and fees. The 2007-08 single, system-wide rate was:

ON-LINE RATE	
Undergraduate On-Line	\$157.00
Graduate On-Line	\$196.25

Each college will propose the distribution of these revenues generated by the on-line rate for approval by the Chancellor each year following the establishment of the rate.

08-09 Tuition Increase

	Current	Proposed
Undergraduate Resident	\$110.00	\$116.50
Graduate Resident (Rate at 125% of Proposed Undergraduate Resident Rate)	\$139.50	\$147.75
Undergraduate Non-Resident (Proposed rate is 200% of Proposed Undergraduate Resident Rate)	\$220.00	\$233.00
Graduate Non-Resident (Proposed rate is 125% of Proposed Undergraduate Non- Resident Rate)	\$279.00	\$295.50
	<u>\$ INC/CH</u>	<u>ANNUAL \$ INC *</u>
Undergraduate Resident	\$6.50	\$195.00
Graduate Resident	\$8.25	\$247.50
Undergraduate Non-Resident	\$13.00	\$390.00
Graduate Non-Resident	\$16.50	\$495.00
* Based on assumption that a full-time UG student will take 15 hrs. per semester and a full-time Grad student will take 12 hrs. per semester		
Net Increase Per Institution (Based on 2008-09 Estimated Credit Hour Production)		
	CSC	\$ 363,865
	PSC	\$ 306,840
	WSC	\$ 507,706
	TOTAL	\$ 1,178,411

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Jennifer Myers

April 18, 2008

ACTION: Approve the Proposed Fee Schedules for 2008-09 as Submitted by the Colleges

Priority: Financial Strength
 Strategy: 1

The colleges have submitted the following proposed fee changes for FY 2008-09. A summary of all student fees is found on the following pages.

Institution	Fee Changes	Current 2007-08	Proposed 2008-09
Chadron	Capital Improvement Fee (per credit hour)	\$ 8.00	\$ 9.00
	Event Fee:		
	1-6 credit hours	17.40	17.95
	7+ credit hours	34.80	35.90
	Facilities Fee:		
	On-campus	11.75/cr. hr.	13.10/cr. hr.
	Off-campus	9.75/cr. hr.	11.10/cr. hr.
	Health Fee: (per semester)		
	0-11 credit hours	2.70	2.80
	11 credit hours or more	32.40	33.60
Technology Fee: (per credit hour)	4.10	4.25	
New Student Orientation	45.00	65.00	
Peru	Capital Improvement Fee (per credit hour)	\$8.00	\$9.00
	Facilities Fee (per credit hour)	\$6.00	\$7.00
	Student Activity Fee (per credit hour)	\$3.00	\$3.50
	Publications Fee (per credit hour)	\$1.00	\$1.25
Wayne	Capital Improvement Fee (per credit hour)	\$ 8.00	\$ 9.00
	Facilities Fee (per credit hour)		
	0-11 credit hours	12.00	13.00
	12+ credit hours	144.00	156.00

CHADRON STATE COLLEGE

Proposed Student Fee Schedule

Fiscal Year 2009

	Fund				FY 2008	Proposed	Change	
	C*	F*	R*	T*	Rate	FY 2009	Amount	Percent
						Rate		
Mandatory Fees:								
Admission/Matriculation Fee (one time)	x				\$15.00	\$15.00	\$0.00	0.0%
Capital Improvement Fee (per credit hour)				x	\$8.00	\$9.00	\$1.00	12.5%
Event Fee (per semester)								
1-6 credit hours				x	\$17.40	\$17.95	\$0.55	3.2%
7+ credit hours				x	\$34.80	\$35.90	\$1.10	3.2%
Max per semester, if applicable								
Facilities Fee (per credit hour)								
On-Campus *	x	x	x		\$11.75	\$13.10	\$1.35	11.5%
Off-Campus	x		x		\$9.75	\$11.10	\$1.35	13.8%
Health Fee (per semester)								
per credit hour, 0-11 hours	x				\$2.70	\$2.80	\$0.10	3.7%
Max per semester, if applicable	x				\$32.40	\$33.60	\$1.20	3.7%
Student Activity Fee (per credit hour)								
1-10 credit hours				x	\$2.60	\$2.60	\$0.00	0.0%
11+ credit hours								
Max per semester, if applicable				x	\$31.20	\$31.20	\$0.00	0.0%
Technology Fee (per credit hour) #	x				\$4.10	\$4.25	\$0.15	3.7%
Fees which vary from above for off-campus students:								
See facilities fee								
Other Fees:								
Course Lab Fees		x			\$5-\$75	\$5-\$75	\$0.00	0.0%
Degree/Graduation Fee:	x				\$ 20.00	\$ 20.00	\$0.00	0.0%
Housing Deposit			x		\$100.00	\$100.00	\$0.00	0.0%
Library Penalty (per day)		x			\$0.05	\$0.05	\$0.00	0.0%
New Student Orientation		x			\$45.00	\$65.00	\$20.00	44.4%
Parking								
Employee Only	x				\$20.00	\$20.00	\$0.00	0.0%
Penalty	x				\$20.00	\$20.00	\$0.00	0.0%
Placement/Credential Fee	x				\$30.00	\$30.00	\$0.00	0.0%
Student ID Card								
Duplicate ID Card/Old Card Exchanged	x				\$5.00	\$5.00	\$0.00	0.0%
Replacement ID Card	x				\$5.00	\$5.00	\$0.00	0.0%
Transcript Fee (per transcript)	x				\$5.00	\$5.00	\$0.00	0.0%
Fees which vary from above for off-campus students:								
None								
C* = cash fund								
F* = fund 49000								
R* = revolving fund								
T* = trust fund								
* - Two dollars of the on-campus facilities fee is deposited in fund 49000								
# - Although technology fee is deposited entirely in the cash fund some funds are used for auxiliary expenses								

PERU STATE COLLEGE

Proposed Student Fee Schedule

2008-09 Fiscal Year

	Fund			2007-08	Proposed 2008-09	Change	
	C*	R*	T*	Rate	Rate	Amount	Percent
Mandatory Fees:							
Admission/Matriculation Fee (one time)	x			\$10.00	\$10.00	\$0.00	0.0%
Capital Improvement Fee (per credit hour)		x		\$8.00	\$9.00	\$1.00	12.5%
Event Fee (per credit hour)	x			\$1.75	\$1.75	\$0.00	0.0%
Facilities Fee (per credit hour) (C=25% R=75%)	x	x		\$6.00	\$7.00	\$1.00	16.7%
Health Fee (per semester)	x			\$20.00	\$20.00	\$0.00	0.0%
Student Activity Fee (per credit hour)			x	\$3.00	\$3.50	\$0.50	16.7%
Technology Fee (per credit hour)	x			\$3.50	\$3.50	\$0.00	0.0%
Other Fees:							
ARC Services Fee (Per Semester)	x			\$6.00	\$6.00	\$0.00	0.0%
CLEP Test Administration Fee	x			Vary	Vary		
Course Lab Fees	x			Vary	Vary		
Deferment Fee (Per Semester)	x			\$35.00	\$35.00	\$0.00	0.0%
Degree/Graduation Fee:							
Undergraduate/Baccalaureate	x			\$30.00	\$30.00	\$0.00	0.0%
Graduate/Master's	x			\$40.00	\$40.00	\$0.00	0.0%
Distance Learning/Off-Campus/Ext Campus (per cr. hr.)	x			\$15.00	\$15.00	\$0.00	0.0%
Housing Deposit		x		\$100.00	\$100.00	\$0.00	0.0%
International Student Admission Processing Fee				\$0.00	\$0.00	\$0.00	0.0%
Late Payment Fee	x			10% of Unpaid Balance			
Late Registration/Enrollment Fee	x			\$10.00	\$10.00	\$0.00	0.0%
LEAP Fee (Per Semester)	x			\$6.00	\$6.00	\$0.00	0.0%
Library Penalty (per day)	x			\$0.10	\$0.10	\$0.00	0.0%
Library User Fee (annual)				\$0.00	\$0.00	\$0.00	0.0%
Material Fee				\$0.00	\$0.00	\$0.00	0.0%
Music, Private Lessons (per credit hour)	x			\$90.00	\$90.00	\$0.00	0.0%
New Student Registration Fee				\$0.00	\$0.00	\$0.00	0.0%
Parking							
Employee Only	x			\$20.00	\$20.00	\$0.00	0.0%
Annual	x			\$20.00	\$20.00	\$0.00	0.0%
Penalty	x			\$25.00	\$25.00	\$0.00	0.0%
Placement/Credential Fee	x			\$5.00	\$5.00	\$0.00	0.0%
Credential Set-Up Fee	x			\$10.00	\$10.00	\$0.00	0.0%
Publications Fee (Per Credit Hour)			x	\$1.00	\$1.25	\$0.25	25.0%
Returned Check Charge	x			\$20.00	\$20.00	\$0.00	0.0%
Site Specific Fee (Per Course)	x			\$40.00	\$40.00	\$0.00	0.0%
Student ID Card (Per Semester)	x			\$2.00	\$2.00	\$0.00	0.0%
Replacement ID Card	x			\$3.00	\$3.00	\$0.00	0.0%
Transcript Fee (per transcript)				\$0.00	\$0.00	\$0.00	0.0%
C* = cash fund							
R* = revolving fund							
T* = trust fund							

WAYNE STATE COLLEGE

Proposed Student Fee Schedule

2008-09 Fiscal Year

	Fund			2007-08	Proposed 2008-09	Change	
	C*	R*	T*	Rate	Rate	Amount	Percent
Mandatory Fees:							
Admission/Matriculation Fee (one time)	x			\$30.00	\$30.00	\$0.00	0.0%
Capital Improvement Fee (per credit hour)		x		\$8.00	\$9.00	\$1.00	12.5%
Event Fee (per credit hour)							
1-6 credit hours							
7+ credit hours							
0-11 credit hours	x			\$7.50	\$7.50	\$0.00	0.0%
12 credit hours or more							
Max per semester, if applicable	x			\$90.00	\$90.00	\$0.00	0.0%
Facilities Fee (per credit hour)							
On-Campus							
Off-Campus							
0-11 credit hours		x		\$12.00	\$13.00	\$1.00	8.3%
12 credit hours or more							
Max per semester, if applicable		x		\$144.00	\$156.00	\$12.00	8.3%
Health Fee (per semester)							
per credit hour, 0-11 hours	x			\$3.50	\$3.50	\$0.00	0.0%
Max per semester, if applicable	x			\$42.00	\$42.00	\$0.00	0.0%
Student Activity Fee (per credit hour)							
1-10 credit hours							
11+ credit hours							
1-6 credit hours							
7+ credit hours							
0-11 credit hours			x	\$2.75	\$2.75	\$0.00	0.0%
12 credit hours or more							
Max per semester, if applicable			x	\$33.00	\$33.00	\$0.00	0.0%
Student Record Fee (per credit hour)	x			\$0.25	\$0.25	\$0.00	0.0%
Technology Fee (per credit hour)	x			\$6.50	\$6.50	\$0.00	0.0%
12 credit hours or more (on-campus) (per semester)	x			\$78.00	\$78.00	\$0.00	0.0%
Max per semester, if applicable							
Fees which vary from above for off-campus students:							
Extended Campus Fee (per credit hour)	x			\$20.00	\$20.00	\$0.00	0.0%
Technology Fee (extended campus per credit hour)	x			\$6.50	\$6.50	\$0.00	0.0%
Other Fees:							
ARC Services Fee							
CLEP Test Administration Fee							
Course Lab Fees				as published	as published	n/a	n/a
Deferment Fee							
Degree/Graduation Fee:							
Undergraduate/Baccalaureate	x			\$35.00	\$35.00	\$0.00	0.0%
Graduate/Master's	x			\$60.00	\$60.00	\$0.00	0.0%
Distance Learning/Off-Campus/Ext Campus (per cr. hr.)							
Failure to Pay Penalty	x			\$100.00	\$100.00	\$0.00	0.0%
Housing Deposit		x		\$100.00	\$100.00	\$0.00	0.0%
International Student Admission Processing Fee	x			\$20.00	\$20.00	\$0.00	0.0%
Late Payment Fee	x			2% monthly	2% monthly	n/a	n/a
Late Registration/Enrollment Fee	x			\$15.00	\$15.00	\$0.00	0.0%
LEAP Fee							
Library Penalty (per day)	x			\$0.25	\$0.25	\$0.00	0.0%
Library User Fee (annual)	x			\$5.00	\$5.00	\$0.00	0.0%

WAYNE STATE COLLEGE

Proposed Student Fee Schedule

2008-09 Fiscal Year

Material Fee	x			at cost	at cost	n/a	n/a
Music, Private Lessons (per semester)	x			=ug res tuit	=ug res tuit	n/a	n/a
Music, Locker Rental (per semester)	x			\$10.00	\$10.00	\$0.00	0.0%
Music, Instrument Rental Fee (per semester)	x			\$10.00	\$10.00	\$0.00	0.0%
New Student Registration Fee							
Parking							
Employee Only							
Annual 1st Vehicle	x	x		\$40.00	\$40.00	\$0.00	0.0%
Annual 2nd Vehicle	x	x		\$20.00	\$20.00	\$0.00	0.0%
Annual Reserved in Hahn	x	x		\$60.00	\$60.00	\$0.00	0.0%
One Semester	x	x		\$24.00	\$24.00	\$0.00	0.0%
Summer Only	x	x		\$13.00	\$13.00	\$0.00	0.0%
Penalty		x		varies	varies	n/a	n/a
Placement/Credential Fee	x			\$30.00	\$30.00	\$0.00	0.0%
Credential Set-Up Fee							
Publications Fee							
Reinstatement after Administrative Withdrawal	x			\$100.00	\$100.00	\$0.00	0.0%
Returned Check Charge	x			\$35.00	\$35.00	\$0.00	0.0%
Site Specific Fee							
Student ID Card							
Duplicate ID Card/Old Card Exchanged	x			\$0.00	\$0.00	\$0.00	0.0%
Replacement ID Card	x			\$15.00	\$15.00	\$0.00	0.0%
Transcript Fee (per transcript)	x			\$4.00	\$4.00	\$0.00	0.0%
C* = cash fund							
R* = revolving fund							
T* = trust fund							

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Jennifer Myers

April 18, 2008

ACTION: Approve the 2008-09 Room and Board Rate Proposals as Submitted by the Colleges

Priority: Financial Strength
 Strategy: 1

The Colleges have submitted proposals for their respective room and board rates for the 2008-09 fiscal year as follows. Detailed information is found on the following pages.

2008-09 Proposals	Chadron	Peru	Wayne
Double Room Rate Increases	5.00%	0.00%	4.80%
19-Meal Plan Rate Increases +\$100/7 Day Plan	5.11%	N/A	N/A
Meal Plan with no Restrictions Increases	N/A	0.00%	N/A
19-Meal Plan Rate Increases +\$50/7 Day Plan	N/A	N/A	5.70%

Double Room Rate Proposals	Chadron	Peru	Wayne
Double room rates/semester	\$1,092/\$1,202	\$1,130/\$1,326	\$1,195

Meal Plan Proposals	Chadron	Peru	Wayne
10-meal + \$100/7 day per sem.	N/A	N/A	\$1,305
14-meal + \$100/7 day per sem.	\$1,119	N/A	N/A
15-meal + \$75/7 day per sem.	N/A	N/A	\$1,321
19-meal +\$100/7 day per sem.	\$1,235	N/A	\$1,332 (\$50)
Meal Plan with No Restrictions	N/A	\$1,082	N/A

Chadron State College
Room and Board Rate Proposal
2008-09

Board Rates					
	Actual 2006-07	Actual 2007-08	Proposed 2008-09	Difference	Percent Change
19 Meal +\$100/7 Day Plan	\$ 1,130	\$ 1,175	\$ 1,235	\$ 60	5.11%
14 Meal + \$100/7 Day Plan	\$ 1,025	\$ 1,066	\$ 1,119	\$ 53	4.97%
9 Meal + \$100/7 Day Plan	\$ 980	\$ 1,019	\$ 1,070	\$ 51	5.00%
5 Meal + \$250/7 Day Plan	\$ 1,000	\$ 1,040	\$ 1,092	\$ 52	5.00%
135 Meal Block Plan + \$200	\$ 945	\$ 983	\$ 1,032	\$ 49	4.98%
5 Meal Commuter Plan	\$ 440	\$ 458	\$ 481	\$ 23	5.02%
Room Rates					
	Actual 2006-07	Actual 2007-08	Proposed 2008-09	Difference	Percent Change
Residence Halls *					
Private Room	\$ 1,500	\$ 1,560	\$ 1,638	\$ 78	5.00%
Private Room - Edna Hall	\$ 1,650	\$ 1,720	\$ 1,806	\$ 86	5.00%
Semi-Private Room	\$ 1,000	\$ 1,040	\$ 1,092	\$ 52	5.00%
Semi-Private Room - Edna Hall	\$ 1,100	\$ 1,145	\$ 1,202	\$ 57	4.98%
Family Housing **					
West Court 1-16, 32-47	\$ 362	\$ 377	\$ 396	\$ 19	5.04%
West Court 17-18, 24-31	\$ 393	\$ 409	\$ 430	\$ 21	5.13%
West Court 19/20	\$ 440	\$ 458	\$ 481	\$ 23	5.02%
West Court 21-22	\$ 343	\$ 357	\$ 375	\$ 18	5.04%
Brooks Apartments	\$ 322	\$ 335	\$ 352	\$ 17	5.07%
Residence Hall Apartments	\$ 278	\$ 290	\$ 305	\$ 15	5.17%

*Per Semester

**Per Month

Peru State College
Room and Board Rate Proposal
2008-09

Board Rates					
	Actual 2006-07	Actual 2007-08	Proposed 2008-09	Difference	Percent Change
Meal Plan - No Restrictions	\$ 1,082	\$ 1,082	\$ 1,082	\$0	0.00%
Room Rates					
	Actual 2006-07	Actual 2007-08	Proposed 2008-09	Difference	Percent Change
Residence Halls*					
DELZELL					
Private Room	\$ 1,647	\$ 1,696	\$ 1,696	\$0	0.00%
Semi-Private Room	\$ 1,130	\$ 1,130	\$ 1,130	\$0	0.00%
MORGAN					
Private Room (remodel no/ac)	\$ 1,696	\$ 1,696	\$ 1,696	\$0	0.00%
Semi-Private Room (remodel no/ac)	\$ 1,130	\$ 1,130	\$ 1,130	\$0	0.00%
Private Room (new construction)	\$ 1,989	\$ 1,989	\$ 1,989	\$0	0.00%
Semi-Private Room (new construction)	\$ 1,326	\$ 1,326	\$ 1,326	\$0	0.00%
CENTENNIAL COMPLEX					
Private Room	\$ 1,989	\$ 1,989	\$ 1,989	\$0	0.00%
Semi-Private Room	\$ 1,326	\$ 1,326	\$ 1,326	\$0	0.00%
OAK HILL APTS**					
One Bedroom	\$ 330	\$ 330	\$ 330	\$0	0.00%
Two Bedroom (price is per person) (limit - two people)	\$ 395	\$ 395	\$ 395	\$0	0.00%
Apartment rent does not include electricity or phone. Includes cable w/HBO.					
FACULTY APTS**					
One Bedroom	\$ 350	\$ 350	\$ 350	\$0	0.00%
Two Bedroom	\$ 400	\$ 400	\$ 400	\$0	0.00%
Three Bedroom	\$ 425	\$ 425	\$ 425	\$0	0.00%
Apartment rent does not include electricity, gas or phone. Includes cable w/HBO.					
PRIVATE ROOM CHARGE	150% Double	150% Double	150% Double		
ROOM DEPOSIT	\$ 100	\$ 100	\$ 100	n/a	n/a
ROOM CHANGE FEE	\$ 25	\$ 25	\$ 25	n/a	n/a
TECH SERVICE ACCESS FEE	\$ 25	\$ 25	\$ 25	n/a	n/a

*Per Semester

**Per Month

Wayne State College
Room and Board Rate Proposal
2008-09

Board Rates						
	Actual 2006-07	Actual 2007-08	Proposed 2008-09	Difference	Percent Change	
19 Meal/7 Day Plan	\$ 1,150	n/a	n/a			
15 Meal/7 Day Plan	\$ 1,115	n/a	n/a			
10 Meal/7 Day Plan	\$ 1,075	n/a	n/a			
19 Meal + \$50/7 Day Plan	\$ 1,200	\$ 1,260	\$ 1,332	\$ 72	5.71%	
15 Meal + \$75/7 Day Plan	\$ 1,190	\$ 1,250	\$ 1,321	\$ 71	5.68%	
10 Meal + \$100/7 Day Plan	\$ 1,175	\$ 1,235	\$ 1,305	\$ 70	5.67%	
Commuter Plans						
5-Meal/5-Day	\$ 435	\$ 455	\$ 481	\$ 26	5.71%	
3-Meal + \$175/5 Day Plan	\$ 435	\$ 455	\$ 481	\$ 26	5.71%	
Room Rates						
	Actual 2006-07	Actual 2007-08	Proposed 2008-09	Difference	Percent Change	
Residence Halls*						
Standard Room	\$ 1,085	\$ 1,140	\$ 1,195	\$ 55	4.82%	
Premium Room**	\$ 1,630	\$ 1,825	\$ 2,090	\$ 265	14.52%	
Room charge includes telephone, cable tv, and computer network access.						

*Per Semester

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Jennifer Myers

April 18, 2008

ACTION: Approve Distribution of Operations Appropriations for Fiscal Year 2008-09

Priority: Financial Strength
Strategy: 1

The NSCS General Fund appropriation for FY09 is \$45,393,201, which is contained in LB 321. The Cash Fund appropriations displayed are adjusted for the proposed FY09 tuition and fee rate increases. The appropriations are spread among the three colleges and the System Office so that, in combination, each will be able to meet its core operating needs. Any additional cash fund adjustments recommended will be brought forward at the June 6, 2008 board meeting. The Distribution is important at this time to provide a basis for the preparations of Operating Budgets by the colleges and System Office for the June meeting.

The Revenue Bond appropriation reflects the level contained in LB321, adjusted for board-approved increases to-date. Additional adjustments will be made based on Revised and Preliminary Revenue Bond budgets that will be provided for approval at the June 6, 2008 board meeting.

The Federal Fund appropriation reflects the amount contained in LB321 and is adjusted throughout the year as needed by the colleges.

Proposed Distribution of Funds

2008-09

April 18, 2008

	CSC	PSC	WSC	SO	TOTAL
DISTRIBUTION 2007-08					
General Fund	14,914,810	8,539,737	18,393,130	1,262,221	43,109,898
Cash Funds	6,756,825	5,300,725	11,368,029	0	23,425,579
Board Approved Adjustment (9/14/07)	0	0	125,000	0	125,000
Total Cash Funds (est.)	<u>6,756,825</u>	<u>5,300,725</u>	<u>11,493,029</u>	<u>0</u>	<u>23,550,579</u>
Subtotal General and Cash	21,671,635	13,840,462	29,761,159	1,262,221	66,535,477
Federal Funds (est.)	9,000,000	4,866,090	4,225,000	0	18,091,090
Revolving Funds	2,375,601	745,382	3,395,633	0	6,516,616
Board Approved Adjustment (6/7/07)	0	38,801	275,427	0	314,228
Revolving Funds (est.)	<u>2,375,601</u>	<u>784,183</u>	<u>3,671,060</u>	<u>0</u>	<u>6,830,844</u>
2007-08 All Funds Total	33,047,236	19,490,735	37,657,219	1,262,221	91,457,411
<hr/>					
2008-09 Gen./Cash Fund Adjustments					
Gen. Fund - LB 321 - FY2008-09 appropriation	745,776	436,013	1,042,538	58,976	2,283,303
Total Gen. Fund adjustments	<u>745,776</u>	<u>436,013</u>	<u>1,042,538</u>	<u>58,976</u>	<u>2,283,303</u>
Cash Fund - based on proposed tuition increase	363,865	306,840	507,706	0	1,178,411
Cash Fund - based on proposed fee increases	65,000	55,000	0	0	120,000
Total Cash Fund adjustments	<u>428,865</u>	<u>361,840</u>	<u>507,706</u>	<u>0</u>	<u>1,298,411</u>
Total Gen./Cash Adjustments	1,174,641	797,853	1,550,244	58,976	3,581,714
<hr/>					
DISTRIBUTION 2008-09					
Gen. Fund	15,660,586	8,975,750	19,435,668	1,321,197	45,393,201
Cash Funds (est.)	7,185,690	5,662,565	12,000,735	0	24,848,990
Subtotal General and Cash	22,846,276	14,638,315	31,436,403	1,321,197	70,242,191
Federal Funds (est.)**	9,000,000	4,866,090	4,225,000	0	18,091,090
Revolving Funds (est.)***	2,375,601	784,183	3,671,060	0	6,830,844
2008-09 All Funds Total	34,221,877	20,288,588	39,332,463	1,321,197	95,164,125

*Tuition income is net of remissions and refunds -- Tuition rate \$116.50/cr. hr. (undergraduate, resident)

**Federal Funds for 2008-09 are estimates based on LB321. Adjustments are made as needed by the colleges.

***Revolving funds for 2008-09 are estimates based on LB321 and adjusted for Board-approved increases.

Adjustments are made when approved by the Board

Fiscal and Facilities Committee

*Larry Teahon, Chair
Cap Peterson
Jennifer Myers*

April 18, 2008

ACTION: Authorize the Chancellor to Negotiate Contracts for Student Information System and SAP Software

Request for proposal responses have been received for the Nebraska Student Information System (NeSIS). The vendor pool has been reduced to two system providers and four implementation providers through a structured review process involving Nebraska State College and University of Nebraska employees. Vendor presentations for SIS application software are scheduled to conclude on April 17, 2008. Presentations for implementation providers are scheduled for April 22 and 24, 2008. It is the desire of the NeSIS Steering Team to begin negotiations with application vendors in late April.

NSCS migration planning to the University's SAP system for finance, payroll, and human resources will begin after the mid-April completion of an upgrade to the software. Actual implementation scheduling, licensing, implementation and training costs will be determined following the completion of the system upgrade by the University.

The system office is requesting Board of Trustee authorization for the Chancellor to negotiate a best and final offer in, cooperation with the University, for NSCS project costs associated with the student information and implementation components of the project. The system office is also requesting the Board of Trustee to authorize the Chancellor to negotiate on behalf of the BOT for licensing, implementation and training costs associated with the SAP finance, payroll, and human resources project.

Fiscal and Facilities Committee*Larry Teahon, Chair**Cap Peterson**Jennifer Myers*

April 18, 2008

ACTION: Authorize the Chancellor to Sign Construction Contracts for the following projects at Chadron, Peru and Wayne State Colleges:

Chadron**Andrews Hall Renovation****Crites Hall Reroof****Peru****AD Majors Asbestos Abatement****Wayne****Peterson HVAC and Sprinklers****Bowen Roof****Terrace Fire Alarms**

Bidding is currently in process or will soon be in process for each of the projects listed above.

Funding for the projects is as follows:

Chadron:

Andrews Hall Renovation

Contingency Maintenance

Crites Hall Reroof

Cash/Contingency Maintenance

Peru:

AD Majors Asbestos Abatement

Cash

Wayne:

Peterson HVAC and Sprinklers

LB309

Bowen Roof

Contingency Maintenance

Terrace Fire Alarms

Contingency Maintenance

In order to begin the projects as soon as possible and complete in a timely manner over the summer months to minimize disruption to students, the System Office and the colleges request that the Board of Trustees authorize the Chancellor to approve the anticipated construction contracts.

Fiscal and Facilities Committee*Larry Teahon, Chair**Cap Peterson**Jennifer Myers*

April 18, 2008

ACTION: Approve the Following Contracts and Change Orders as Submitted by the Colleges:**Chadron Contracts**

- Nelson Physical Activity Center (HVAC controls upgrade) -- \$192,030
- King Library (Sprinkler system) -- \$229,300
- High Rise Resident Hall (Parking lot) -- \$665,000
- Miller Hall (Window replacement) -- \$181,000

Peru Contract

- AV Larson (Upper deck roof replacement) - \$113,388

Priority: Financial Strength of the System

Goal: 5. Strengthen fiscal, environmental, technological and physical resources

Strategy: j. Maintain facilities and improve physical environment

Board policies 7015, 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: Contracted Work: Contract Amount: Fund Source: Contractor:	Nelson Physical Activity Center HVAC Controls Upgrade \$192,030 LB 1100, Capital Improvement Fee Trane, Inc.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	King Library Sprinkler System \$229,300 LB 309/Capital Improvement Fee Rapid Fire Protection, Inc.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	High Rise Residence Hall Parking Lot \$665,000 Cash, Contingency Maintenance, Master Lease Fuller Construction
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Miller Hall Window Replacement \$181,000 LB 1100 Mac Construction

3.8.-2

Peru State College	
Location on Campus:	AV Larson
Contracted Work:	Upper Deck Roof Replacement
Contract Amount:	\$113,388
Fund Source:	LB 309/Cash
Contractor:	Boone Brothers Roofing

Fiscal and Facilities Committee

Larry Teahon, Chair
Cap Peterson
Jennifer Myers

April 18, 2008

Contracts and Change Orders for Information Only

Priority: Financial Strength of the System

Goal: 3. Strengthen fiscal, environmental, technological and physical resources

Strategy: j. Maintain facilities and improve physical environment

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:	Softball Field Sound system \$5,680 Cash Haggerty's Musicworks
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Nelson Physical Activity Center HVAC controls professional design services \$12,136 LB 1100 Olsson Associates
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	High Rise Residence Hall Parking lot professional design services \$25,260 Cash CG Architects
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Andrews Hall Wing Renovation Professional design services \$3,000 Contingency Maintenance CG Architects

4.1.-2

Peru State College	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Emergency Power Generator/Campus Services Design fuel filter system \$4,850 (Not to exceed) LB 605 Leo A Daly
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	AD Majors/Proposed Parking Lot Environmental study \$39,000 LB 605 Olsson Associates
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	AD Majors Asbestos Abatement Oversight \$19,319 Cash AMI Environmental

CHANGE ORDERS – (including architect/engineer fees, construction contracts, equipment purchases and all other miscellaneous expenditures) which are less than \$20,000. If approval of change order is critical to project schedule, \$20,000 to \$60,000 range change orders may be approved by Chancellor and ratified at next Board meeting.

Peru State College	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	AI Wheeler Activity Center #16 Power disconnects for heat pump per electrical inspector \$2,263 LB 605/Cash/CIF/Foundation Lueder Construction
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	AI Wheeler Activity Center #17 Rigid insulation for existing ductwork \$18,717 LB 605 Lueder Construction
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Emergency Power Generator #1 Electrical change, delete daytank, add support, delete box, overtime at PSC request \$4,528 LB 605 Rogge General Contractors
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	AV Larson #5 Replace windows in office area \$817.60 Cash Herner Construction, Inc.
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	AV Larson #6 Provide wiring to pump control package \$3,900 (reduction of contingency allowance) LB 309/Cash Herner Construction Inc.