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BOARD OF TRUSTEES

MEETING NOTICE

In compliance with the provisions of Neb. Rev. Stat. Section 84-1411, printed notice is hereby given that a Regular Meeting of the Board of Trustees of the Nebraska State Colleges will convene at Wayne State College, Wayne, Nebraska on November 13, 2015

Fundamentals of Higher Education

Finance Workshop	November 12 –	8:00 a.m.
Executive Session	November 12 –	10:30 a.m.
Business Meeting	November 13 –	8:00 a.m.

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

BOARD OF TRUSTEES MEETING

NOVEMBER 12-13, 2015
 WAYNE STATE COLLEGE
 WAYNE, NEBRASKA

WEDNESDAY, NOVEMBER 11 – all meetings will be held at the Student Center unless
 otherwise noted

1:00 – 5:00	Council of Academic Officers	Meadowlark Room
10:00 – 5:00	Council of Business Officers	Bluestem Room

THURSDAY, NOVEMBER 12

8:00 – 10:30	Fundamentals of Higher Education Finance Workshop & Breakfast Board members, System Office staff, Presidents	Elkhorn Room
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10:30 – 1:00	BOARD EXECUTIVE SESSION & Lunch Discuss Personnel, Litigation & Liability Issues	Elkhorn Room
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10:30 – 12:00	Council of Student Affairs, Marketing, & Enrollment Officers	Goldenrod Room
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12:00 – 1:00	Lunch all others	Southeast Quadrant Frey Conference Room
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1:00 – 2:00	Presentations Revised Program Statement and Design Development Documents for Delzell Hall Renovation – PSC Program Statement and Design Development Documents for Bowen Hall Renovation – WSC	Niobrara Room
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2:00 – 3:30	BOARD COMMITTEE MEETINGS Academic & Personnel Committee Fiscal, Facilities & Audit Committee Student Affairs, Marketing & Enrollment Committee	Bluestem Room Meadowlark Room Goldenrod Room
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3:30 - 4:30	Presentations Program Statement Theatre Renovation – PSC Program Statement Applied Engineering Technology Center – WSC	Niobrara Room
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Call to Order

Approval of Meeting Agenda

Public Comments

Minutes Approval

- 1 Board of Trustees of the Nebraska State Colleges - Regular Meeting - Sep 11, 2015 8:00 AM

1. Items for Consent Agenda

- 1.1 Approve Emeritus Status for Dr. James Wright
- 1.2 Approve LB 309 Allocations and Retrievals
- 1.3 Authorize Chancellor to Sign Construction Contracts for Bowen Hall for Wayne State College

Items for Discussion and Action

2. Academic and Personnel

- 2.1 First and Final Round Approval of Revisions to Board Policies 5010, 5102, 5103, 5104 and 5501 Due to the Affordable Care Act Requirements
- 2.2 First and Final Round Approval of Revisions to Board Policy 5015; Adjunct Faculty
- 2.3 Approve Elimination of Physics Option/Endorsements at Chadron State College
- 2.4 Approve Proposed Minors/Options for Chadron State College

3. Student Affairs, Marketing, and Enrollment

- 3.1 First and Final Round Approval of Revisions to Board Policy 3500; Housing

4. Fiscal, Facilities and Audit

- 4.1 Approve the Acceptance of Revenue Bond Audit Report for Fiscal Years Ended June 30, 2015 and 2014
- 4.2 Accept and Approve the Revised Program Statement and Design Development Documents for Delzell Hall Addition and Renovation at Peru State College
- 4.3 Adopt Resolution to Authorize Sale of Revenue Bonds for the W. N. Delzell Residence Hall Addition and Renovation Project at Peru State College
- 4.4 Accept and Approve the Program Statement and Design Development Documents for Bowen Hall Renovation for Wayne State College

- 4.5 Adopt Resolution to Authorize Sale of Revenue Bonds for the Bowen Hall Renovation and Addition Project at Wayne State College
- 4.6 Accept and Approve the Program Statement for Theatre Renovation and Addition at Peru State College
- 4.7 Accept and Approve the Program Statement for the Applied Technology Center at Wayne State College
- 4.8 Approve Use of \$46,000 of Capital Improvement Fee Funds for Chadron State College
- 4.9 Approve Use of \$50,000 in Capital Improvement Fee Funds for Wayne State College
- 4.10 Approve Use of Unappropriated Cash Funds on a One Time Basis for Lindahl Drive for Wayne State College
- 4.11 First and Final Round Approval of Revisions to Board Policy 8066; Capital Construction; Contracts; Professional Consulting Services

Items for Information and Discussion

5. Academic and Personnel

- 5.1 Online Programs Reports
- 5.2 Summer Instructional Load Reports
- 5.3 Off-Campus Course Offerings Summary
- 5.4 Quantitative Academic Reports
- 5.5 Reports of Personnel Actions

6. Student Affairs, Marketing, and Enrollment

- 6.1 NSCS Counselor Tour Update
- 6.2 Summer Enrollment Reports
- 6.3 Board of Trustees Scholarship Acceptance Report
- 6.4 NSCS Advantage Report

7. Fiscal, Facilities, and Audit

- 7.1 Remission Fund Award Report by Category
- 7.2 Special Tuition Rate Reports
- 7.3 Physical Plant Status Reports
- 7.4 Capital Construction Quarterly Reports
- 7.5 Year End Revenue Bond Expenditure Reports
- 7.6 Contracts and Change Orders for Information
- 7.7 Grant Applications and Awards for Information

8. Miscellaneous Action and Information Items

i. Chancellor's Report

8.1.1 Chancellor's Report

ii. Presidents' Report

8.2.1 Presidents' Reports

iii. Student Trustees' Report

Adjournment

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Executive Session - September 10

Call to Order - Executive Session

The meeting was called to order at 10:45 AM by Vice Chair Bieganski.

Motion was made by Trustee Chaney and seconded by Trustee Engles to go into executive session as authorized by Neb. Rev. Stat. §84-1410 for the protection of the public interest, and to prevent needless injury to the reputation of persons who have not requested a public hearing for the purpose of holding a discussion limited to the following subjects:

- Litigation
- Personnel matters
- Liability issues

Vice Chair Bieganski declared that the executive session would be strictly limited to a discussion of:

- Litigation
- Personnel matters
- Liability issues

Motion was made by Trustee Zeiss and seconded by Trustee Peterson to close the executive session at 1:10 PM. Motion was approved. Voting **.AYES:** Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt, Suarez

The Board went into executive session at 10:45 AM. No action was taken in the executive session. The Board reconvened the open meeting at 1:10 PM.

Adjournment - Executive Session

There being no further business, the meeting was adjourned by Vice Chair Bieganski at 1:10 PM.

Minutes Acceptance: Minutes of Sep 11, 2015 8:00 AM (Minutes Approval)

September 11, 2015

Call to Order

The meeting was called to order at 8:00 AM by Chair Michelle Suarez

Attendee Name	Title	Status	Arrived
Michelle Suarez	Chair	Present	
Gary Bieganski	Vice Chair	Present	
John Chaney	Trustee	Present	
Bob Engles	Trustee	Present	
Carter Peterson	Trustee	Present	
Matt Blomstedt	Trustee	Absent	
Jess Zeiss	Trustee	Present	

Approval of Meeting Agenda

A motion was made by Vice Chair Bieganski and seconded by Trustee Peterson to approve the Meeting Agenda. Motion was approved. Voting **AYES:** Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

Public Comments

No public comments

Minutes Approval

A motion was made by Trustee Chaney and seconded by Trustee Peterson to approve the minutes of the Board of Trustees of the Nebraska State Colleges - Regular Meeting - Jun 18, 2015 2:30 PM. Motion was approved. Voting **AYES:** Suarez, Bieganski, Chaney, Engles, Peterson and Zeiss.

ABSENT: Blomstedt

1. Items for Consent Agenda

A motion was made by Vice Chair Bieganski and seconded by Trustee Peterson to approve the following consent agenda items. Motion was approved. Voting **AYES:** Suarez, Bieganski, Chaney, Engles, Peterson and Zeiss.

ABSENT: Blomstedt

1.1 Approve Organizational Charts

Each College has provided its organizational chart for approval.

1.2 Approve LB 309 Allocations and Retrievals

Peru

1. Acceptance of an additional \$35,000 for campus utility metering

Allocation Date/Amount	7/1/15	\$35,000.00
College Contribution		<u>00.00</u>
Estimated Project Cost		\$235,000.00

2. Retrieval of \$352.34 for student security intruder locks in Jindra Fine Arts

Allocation Date/Amount	8/22/14	\$10,000.00
Retrieval Date/Amount	7/11/15	<u>352.34</u>
Estimated Project Cost		\$9,647.66

3. Retrieval of \$125.98 for student security intruder locks in A.V. Larson

Allocation Date/Amount	8/22/14	\$5,500.00
Retrieval Date/Amount	6/5/15	<u>125.98</u>
Estimated Project Cost		\$5,374.02

4. Retrieval of \$435.59 for student security intruder locks in CATS Building

Allocation Date/Amount	8/22/14	\$2,000.00
Retrieval Date/Amount	6/5/15	<u>435.59</u>
Estimated Project Cost		\$1,564.41

5. Acceptance of an additional \$5,000 for pedestrian bridge replacement near Wheeler Center

Allocation Date/Amount	8/19/15	\$5,000.00
College Contribution		<u>00.00</u>
Estimated Project Cost		\$25,000.00

6. Acceptance of \$150,000 for ADA restroom in TJ Majors

Allocation Date/Amount	8/14/15	\$150,000.00
College Contribution		<u>00.00</u>
Estimated Project Cost		\$150,000.00

Wayne

1. Acceptance of an additional \$165,000 for Gardner Hall roof design and replacement

Allocation Date/Amount	3/30/15	\$165,000.00
College Contribution		<u>00.00</u>
Estimated Project Cost		\$185,000.00

1.3 Approve Authorization for Chancellor to Sign Construction Contracts for Delzell Hall for Peru State College

1.4 Approve the Authorization for Chancellor to Sign Payment Gateway System Contract

- 1.5 Approve Authorization for Chancellor to Sign Contract for Field House Project for Peru State College

Items for Discussion and Action

2. Academic and Personnel

- 2.1 Approve Interlocal Agreement with Northeast Community College for Wayne State College

A motion to approve an Interlocal Agreement between Wayne State College and Northeast Community College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

- 2.2 Approval of Supplemental Endorsements in Reading/Writing for Wayne State College

A motion to approve the Supplemental Endorsements in Reading/Writing for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

3. Student Affairs, Marketing, and Enrollment

No action items for the Student Affairs, Marketing and Enrollment Committee.

4. Fiscal, Facilities and Audit

- 4.1 Approve Carryforward of Funds for Operations

The Colleges and the System Office request Board approval for the following carryforward of appropriated cash funds and revolving funds for operations from FY2014-15 to FY2015-16. Funds are from cash funds and revolving (revenue bond funds) appropriated during FY2014-15:

CASH FUNDS

Chadron State	\$1,347,763.35
Peru State College	\$1,377,732.01
Wayne State College	\$3,408,768.42
System Office	\$ 327,492.31

REVOLVING FUNDS

Chadron State	\$ 156,696.07
Peru State College	\$ 130,304.81
Wayne State College	\$ 209,487.79

Minutes Acceptance: Minutes of Sep 11, 2015 8:00 AM (Minutes Approval)

A motion to approve the Carryforward of Funds for Operations was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

4.2 Write-Off of Uncollectible Student Accounts

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

Chadron State College

Cash Fund Accounts (Tuition and Fees)	\$48,053.27
Other Fund Accounts (CIF and Trust)	3,206.08
Revenue Bond Accounts	<u>27,496.74</u>
	\$78,756.09

Peru State College

Cash Fund Accounts (Tuition and Fees)	\$37,088.69
Other Fund Accounts (CIF and Trust)	1,066.59
Revenue Bond Accounts	<u>8,602.20</u>
	\$46,757.48

Wayne State College

Cash Fund Accounts (Tuition and Fees)	\$35,645.16
Other Fund Accounts (CIF and Trust)	794.00
Revenue Bond Accounts	<u>10,427.69</u>
	\$46,866.85

A motion to approve the Write-Off of Uncollectible Student Accounts was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

4.3 Approve Deficit Request for Impact of Proposed FLSA Regulation Changes

Approval is requested to authorize the Chancellor to submit a deficit request in an amount "to be determined" for the impact of proposed FLSA regulation changes on the NSCS. The Colleges are currently working to determine the impact based on the current regulatory proposal. Generally, deficit requests must be submitted by mid-October.

A motion to approve the authorization for the Chancellor to submit a Deficit Request for Impact of Proposed FLSA Regulation Changes was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

4.4 Accept and Approve the Program Statement for the Football Stadium and Track Project at Chadron State College

A motion for the acceptance and approval of the Program Statement for the Football Stadium and Track Project at Chadron State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

- 4.5 Approve Design Development Documents for Field House Renovation for Peru State College

A motion for the acceptance and approval of the Design Development Documents for Field House Renovation for Peru State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

- 4.6 First and Final Round Approval of Revisions to Board Policy 7026; Cell Phones and Stipends

A motion for First and Final Round Approval of Revisions to Board Policy 7026; Cell Phones and Stipends was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

- 4.7 First and Final Round Approval of Board Policy 8007; Real Property; Easements

A motion for First and Final Round Approval of Board Policy 8007; Real Property; Easements was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

- 4.8 Approve the Authorization for the Chancellor to Sign the Quit Claim Deed Pending the Completion and Receipt of the Legal Description for Peru State College

A motion to approve the Authorization for the Chancellor to Sign the Quit Claim Deed Pending the Completion and Receipt of the Legal Description for Peru State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

- 4.9 Approve New Depository and Related Signatories for Peru State College

A motion to approve the New Depository and Related Signatories for Peru State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

4.10 Approve the Return of Unused Capital Improvement Fee Funds for Wayne State College

Wayne State requests approval for the return of the following amounts of unused capital improvement fee funds from projects previously approved by the Board:

Humanities Building Updates	\$ 1,769.00	Approved by the Board on Sept. 6, 2013
Memorial Stadium Repairs	\$25,060.00	Approved by the Board on July 2, 2014

These projects are now complete and the remaining funds can be returned to the capital improvement fee fund for future use.

A motion to approve the Return of Unused Capital Improvement Fee Funds for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

4.11 Approve a Resolution Authorizing Wayne State College to Spend Revenue Bond Surplus Funds of \$900,000 for a Contingency Maintenance Project to Continue Planning and Design for the Bowen Hall Project

A motion to approve a Resolution Authorizing Wayne State College to Spend Revenue Bond Surplus Funds of \$900,000 for a Contingency Maintenance Project to Continue Planning and Design for the Bowen Hall Project was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

4.12 Approve Reallocation of Contingency Maintenance Funds for Chadron State College

Chadron requests the following reallocation of contingency maintenance funds:

To Resolution:		
4/25/14	\$48,632.69	#2 Crites Hall Repair/Replace Front Steps

Minutes Acceptance: Minutes of Sep 11, 2015 8:00 AM (Minutes Approval)

From Resolutions:

4/20/12	\$13,204.55	#5 Revenue Bond Bldgs Asbestos Abatement
4/20/12	\$ 1,447.86	#9 Mechanical Room Upgrades
3/15/13	\$10,000.00	#2 Revenue Bond Bldgs Asbestos Abatement
3/15/13	\$ 236.27	#3 Revenue Bond Bldgs Replacement Flooring
3/15/13	\$15,744.01	#5 Residence Hall Mechanical Room Upgrades
4/25/14	\$ 8,000.00	#4 Revenue Bond Bldgs Replacement Flooring

A motion to approve the Reallocation of Contingency Maintenance Funds for Chadron State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

4.13 Approve Contracts and Change Orders

Peru State Contract

- Campuswide (wireless internet services) -- \$299,938.81

A motion to approve the Contract for Peru State was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Suarez, Bieganski, Chaney, Engles, Peterson, and Zeiss.

ABSENT: Blomstedt

Items for Information and Discussion

5. Academic and Personnel

5.1 Reports of Personnel Actions

The Personnel action reports were provided to the Board for information.

5.2 Foundation Employee Compensation Report

The Wayne State Foundation employee compensation report was provided to the Board for information.

5.3 Updates to Board Policy 4160; Degree Programs; Chadron State College

Board Policy 4160; Degree Programs; Chadron State College had been updated to reflect Board action relating to academic programs.

5.4 Updates to Board Policy 4170; Degree Programs; Peru State College

Board Policy 4170; Degree Programs; Peru State College had been updated to reflect Board action relating to academic programs.

- 5.5 Updates to Board Policy 4180; Degree Programs; Wayne State College
Board Policy 4180; Degree Programs; Wayne State College had been updated to reflect Board action relating to academic programs.
- 5.6 Spring Instructional Load Reports
Spring instructional load reports from each of the Colleges were provided to the Board for information.
- 5.7 Spring Graduation Summaries
Spring graduation summary reports from each of the Colleges were provided to the Board for information.

6. Student Affairs, Marketing, and Enrollment

- 6.1 Spring Enrollment Reports
Spring enrollment reports from each of the Colleges were provided to the Board for information.
- 6.2 NSCS Tour
Vice Chancellor Tande and the College Admissions officers are on the road this fall for the annual NSCS Counselor Tour. The Tour provides the opportunity for high school counselors across Nebraska to get the most current information regarding scholarships, academic programs, athletics and College highlights. The following represents this year's tour schedule.
- Chadron, NE at Chadron State College on Wednesday, Sept. 9 from 3:30 - 5:00 p.m.
Wayne, NE at Wayne State College on Monday, Sept. 21 from 12:00 - 1:30 p.m.
LaVista, NE at LaVista Conference Center on Tuesday, Sept. 22 from 8:00 - 9:30 a.m.
Lincoln, NE at Hillcrest Country Club on Tuesday, Sept. 22 from 12:00 - 1:30 p.m.
Kearney, NE at the Holiday Inn on Wednesday, Sept. 23 from 8:00 - 9:30 a.m.
Scottsbluff, NE at the Hampton Inn & Suites on Thursday, Sept. 24 from 8:00 - 9:30 a.m.
- 6.3 Governor's Proclamation of NSCS Month
On August 12, 2015, the Governor proclaimed October as Nebraska State College System Month, for the eleventh consecutive year. The Colleges will offer \$800 bookstore certificates to three students who visit the Colleges and take a tour during October. One student from each College will be selected to receive the certificate. Prospective students are eligible if they take a full campus tour in October and are only awarded the certificate if they enroll at the College that offered them the certificate.
- The Nebraska State College System will award an iPad to one student at each College who takes a full campus tour, submits an application at the time of the

tour and enrolls at the College the following fall semester.

6.4 Counseling Academy Report

The annual Nebraska School Counselors Association (NSCA) Academy is scheduled to be held November 12-13 in downtown Omaha at the Embassy Suites. School guidance counselors throughout the state attend the two-day event. The NSCS will have a booth at the conference with College personnel from all three Colleges staffing the booth. This year, the NSCS is sponsoring a lunch for counselors in attendance during which the Directors of Admissions from the Colleges will make a presentation highlighting the Colleges.

As part of the marketing strategy to school counselors, the NSCS is also advertising on the NSCA website at neschoolcounselor.org. The NSCS banner on the webpages changes throughout the year to highlight various scholarships and NSCS activities.

7. Fiscal, Facilities, and Audit

7.1 Physical Plant Status Reports

Physical plant status reports from each of the Colleges were provided to the Board for information.

7.2 Capital Construction Quarterly Reports

As required by Board Policy 8050, capital construction quarterly reports for construction projects from each of the Colleges were provided to the Board for information.

Chadron

1. Armstrong Gym & Chicoine Center - Interim report
2. Eagle Ridge Housing - Interim report
3. Rangeland Lab Building - Interim report

Peru

1. Oak Bowl Renovation - Interim report
2. Park Avenue Campus Entrance - Interim report
3. TJ Majors Renovation - Interim report

Wayne

1. Carhart Renovation, Phase III - Interim report
2. Lindahl Drive Improvements - Interim report
3. Press Box Replacement - Interim report
4. U.S. Conn Library Renovation - Interim report

7.3 LB 309 Project Status Reports

LB 309 project status reports from each of the Colleges were provided to the Board for information.

7.4 Contingency Maintenance Progress Reports

Contingency maintenance progress reports from each of the Colleges were

provided to the Board for information.

7.5 Year End Operating Expenditure Reports for FY2014-15

Year end operating expenditure reports for FY2014-15 from each of the Colleges and the System Office were provided to the Board for information.

7.6 Year End Financial Reports

Year end financial reports from each of the Colleges were provided to the Board for information.

7.7 Contracts and Change Orders for Information

Chadron State Contracts

- Market Development Office (recruitment of international students) - not to exceed 10% of out-of-state tuition (13 contracts)
- Chicoine Event Center Office Area (HVAC) -- \$80,500
- Science Department (lead field exercises for camp students) -- \$300
- Student Center (band performance/entertainment) -- \$500
- Student Center (substance awareness edutainment presentation for incoming freshmen) -- \$2,965
- Rangeland Center (leased rodeo cattle) -- \$1,528
- Chicoine Event Center (yoga classes to CSC athletes) -- \$7/athlete/class, not to exceed \$2,500 annually
- Gold Room (carpet installation) -- \$14,877
- King Library (SharePoint troubleshooting) -- \$2,250
- Student Center (plumbing portion of the condensate line replacement) -- \$13,952
- Kent Hall Residence Hall (plumbing portion of the condensate line replacement) -- \$2,043
- Burkhiser Complex ("United We Stand...Unique and Diverse" conference) -- \$9,000
- Chicoine Event Center (install ceiling clouds in locker room) -- \$6,000
- Chicoine Event Center (install ceiling clouds in locker room) -- \$14,950
- CSC President's House (lawn care) -- \$185/month
- Chicoine Event Center (install acoustic ceiling in office area) -- \$14,950
- Chicoine Event Center (install ceiling clouds in locker room) -- \$6,000
- Sandoz Center (guest speaker at Writing Festival) -- \$400
- Student Center (guest speaker on leadership development) -- \$6,100
- Student Center (outreach concert) -- \$5,500
- Colorado State Fair (booth rental and electrical fees) -- \$1,250
- Memorial Hall (art show) -- \$450 plus mileage at .50/mile x 314 miles
- Memorial Hall (art show and life drawing workshop) -- \$1,000 plus mileage at .50/mile one way
- Memorial Hall (art show and life drawing workshop) - mileage at .50/mile one way
- Memorial Hall (art show and life drawing workshop) - mileage at .50/mile one way
- Memorial Hall (art show and lecture) -- \$300 plus mileage at .50/mile one way plus \$100 towards lodging
- Chicoine Event Center (cheer/stunt coach for CSC Cheer Camp) --

- \$2,000 plus flight, motel and meals
- Memorial Hall (art show and lecture) - mileage at .50/mile one way
- Miller Hall (window install in testing center) -- \$3,420
- Miller Hall (network consulting services) -- \$215/hour plus expenses and not to exceed \$34,900
- Memorial Hall (concert and speaker at music classes) -- \$11,000
- Marketing Development (create, update, promote Merit software application - student accomplish.) -- \$8,000

Peru State Contracts

- TJ Majors (40' storage container) -- \$365 each delivery and pickup plus \$145/mo.
- Campuswide (ACR course for international students) -- \$450
- Campuswide (advertising in twelve consecutive issues of Women's Edition) -- \$758.40
- Campuswide (bill and payment of clients software) -- \$28,731.21
- AWAC-Athletics (advertisements for camps for all sports) -- \$400 per weekly camp ad and \$650 for a two week ad
- Campuswide (radio ad and streaming-marketing) -- \$14,658
- Campuswide (1/2 page black/white graduation edition) \$393.75
- AWAC (photography at commencement May 2015) -- \$225
- AWAC (music for commencement May 2015) -- \$1,000
- Campuswide (full page SE Community College newspaper) -- \$1,634
- AWAC (conduct training session on NAIA rules) -- \$325
- Campuswide (Fun Flicks-movie projector and popcorn rental) -- \$857
- Campuswide (balloon artist, body art and Joe's Spray Can) -- \$6,025
- Campuswide (Financial Literacy presentation) -- \$300
- Campuswide (inflatables equipment for attendants) -- \$786.76
- Campuswide (Smoothie Tiki Bar for Welcome Weekend August 2015) -- \$1,300
- Administration Building (legacy student locator) -- \$2,000
- Library (roof repairs) -- \$3,100
- Campuswide (hourly rate for HVAC maintenance and service) -- \$92
- TJ Majors (training session on equipment) -- \$13,500
- Campuswide (online and transfer enrollment data research) -- \$1,500
- AWAC (gym floor re-surfaced) -- \$3,780
- AWAC (basketball player stats panel and locker room clock) -- \$675
- Campuswide (Welcome Weekend speaker) -- \$550
- Dorms/Halls (painting in dorms) -- \$40/hr
- Jindra Fine Arts Building and College Theater (choreographer for Prestige Show Choir) -- \$800 plus lodging
- Campuswide (E-Verify services) -- \$300
- TJ Majors (installation of carpet) -- \$4.50/square yard
- Centennial Complex, Residence Halls (maintenance to fire alarm system) \$145/hr and \$75/trip charge
- Campuswide (providing HVAC and mechanical services) \$78/hr
- Jindra Fine Arts Building and College Theater (clinician and adjudicator for PSC Show Choir) -- \$1,265.60 plus lodging
- College Quad (Brian O'Sullivan - artist to perform during Welcome

- Weekend) -- \$1,400
- College Quad (Six Appeal - artist to perform during Welcome Weekend) -- \$3,500
- College Quad (sound and lighting for Oakstock 2015) -- \$1,450
- Delzell Hall (geotechnical exploration of Delzell Hall Addition) -- \$5,550

Wayne State Contracts

- Lindahl Drive (testing retaining wall) -- \$1,650
- Rec Center (hang metal blinds) -- \$676
- Anderson Hall (install carpet near front desk, in office and storage room) - - \$579
- Humanities to Brandenburg (install sewer line) -- \$4,800
- Anderson Hall (replace cabinets and countertop) -- \$14,920
- Student Center (new carpet in south corridors and west stairs) -- \$14,516
- Berry Hall (install tile and cove base in room 56) -- \$845
- Anderson Hall (floor tile abatement) -- \$978
- Campuswide (semi-annual inspections of fire suppression systems) -- \$1,510
- Campuswide (garbage dumpster and recycling services for 12 months) -- \$66,816
- Studio Arts Room 123 (install 5 roller shades) -- \$2,722
- Campuswide (conduct fire extinguisher testing) -- \$2,749.25
- Carhart Science (install clear low-e insulated glass) -- \$3,234
- Bowen Hall (install static breather roof vent) -- \$1,407
- Rice Auditorium/Men's BB Locker Room (install sprinkler) -- \$680
- Studio Arts Room 207 (install carpet) -- \$75
- Student Center NW Entry (clean and restore stone) -- \$400
- Brandenburg Education (carpet floor) -- \$4,284
- Studio Arts (install 7 insulated units) -- \$1,617
- All Asphalt-Shingled Buildings (install 100 permanent roof anchors) -- \$7,215
- Berry Hall Lounge Area (install vinyl tile) -- \$10,108
- Campuswide (remove trees, stumps, etc.) -- \$3,000
- Shot Put Facilities (new shot put ring) -- \$12,170
- Energy Plant (renovate dock area) -- \$7,670
- Track Storage Pod (construct entry pads and footings) -- \$2,988
- Soccer Shed (install pad) -- \$638
- Baseball Field (replace posts on NW gate) -- \$1,692
- Lindahl Drive (replace street sections) -- \$11,810
- Berry Hall (abatement in lounge) -- \$2,020
- Campus Services, Carhart, Rice, Memorial Stadium (conduct automatic fire sprinkler system inspections) -- \$2,890
- Student Center, Neihardt, Pile Hall (clean hoods and vents) -- \$3,850
- Campus Elevators (safety tests) -- \$5,460
- Studio Arts (install blinds) -- \$484
- Peterson Fine Arts (install 1 insulated unit) -- \$936
- Benthack (program statement) -- \$66,560
- Student Center (fire alarm upgrade) -- \$270,571
- Bowen Hall (asbestos survey) -- \$6,008

- Brandenburg Education (remove floor tile and mastic) -- \$720

Wayne State Change Orders

- Morey Hall Windows (#2-gutter, flashing & accessories replacement) -- \$5,740
- U.S. Conn Library (#9-remove metal ceiling tile) -- \$16,800
- U.S. Conn Library (#10-construct wall and demo built-ins) -- \$2,700
- Gardner (#1-re-roofing) -- \$2,706
- Lindahl Drive (#1-improvements) -- \$33,006

Nebraska State College System Contracts

- System Office and Colleges (legal services) -- \$295/hr
- Colleges (electronic transcripts) -- \$9,000

7.8 Grant Applications and Awards

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

Chadron State Application

- Nebraska Tree Recovery Program (Nebraska Forest Service) -- \$15,000

Chadron State Awards

- Geologic Investigation of the Spotted Tail Range, Pine Ridge Region (NASA Nebraska Space Grant) -- \$2,500
- Reach for the Stars Science Saturdays (NASA Nebraska Space Grant) -- \$5,964
- Trio - Student Support Services (U.S. Department of Education) -- \$247,344
- Upward Bound (U.S. Department of Education) -- \$250,000

Peru State Awards

- Alcohol and Drug Prevention Education (Nemaha Advocates Drug & Alcohol Awareness - Drug Free Communities Support Program) -- \$1,500
- Trio - Student Support Services (U.S. Department of Education) -- \$283,028

Wayne State Application

- Nebraska Business Development Center (U.S. Small Business Administration through the University of Nebraska at Omaha) -- \$65,000

Wayne State Award

- TRiO Student Support Services (U.S. Department of Education) -- \$308,069

NSCS Office Award

- Data Analyst and Reports Developer (Susan Thompson Buffett Foundation) -- \$22,270.20

8. Miscellaneous Action and Information Items

i. Chancellor's Report

Chancellor Carpenter welcomed WSC President Marysz Rames to her first Board of Trustees meeting.

Chancellor Carpenter noted that several state senators and System Office staff will be visiting Chadron State on Thursday, October 1 to discuss the proposed renovation of the Math-Science Building. Chancellor Carpenter further noted that some senators would also be visiting Wayne State on October 7 to discuss the industrial technology program and the capital construction plans associated with the program. These projects, along with the Theatre project at Peru State, will be presented to the Legislative Appropriations Committee in January for a monetary request to assist with the projects.

The Chancellor reported that Vice Chancellor Jodi Kupper was not at the meeting because she was representing him at an Education Committee hearing about college affordability.

Chancellor Carpenter indicated the college rating system that he had discussed several times with Under Secretary of Education Studley had been changed to a consumer information system.

ii. Presidents' Report

PSC President Hanson discussed the importance of the TRiO program at Peru State. He also introduced the new Vice President for Academic Affairs, Dr. Tim Borchers. President Hanson also noted the TJ Majors ribbon cutting would be held October 31.

WSC President Rames noted she was following the transition plan that she had developed which included meetings with various constituents on campus to hear their thoughts and views on the College and its future. She further noted that the new website for WSC had been launched.

CSC President Rhine noted that two faculty members had books published, a CSC freshman had become a national champion long jumper over the summer and the Chicoine Event Center and Rangeland dedications would be held September 26.

iii. Student Trustees' Report

CSC Student Trustee Mikayla Gallagher reported on the various activities that occurred at Chadron State. She indicated that for the first time in a long while, all Student Senate positions would be filled.

WSC Student Trustee Matthew Mullins reported on the construction projects at Wayne State and the College's new website and email system. He further indicated that many conversations had been held on campus regarding the changes to the Good Samaritan Law.

PSC Student Trustee Millie Anderson reported on the new website at PSC and various other activities that were scheduled on campus including; 1% art statue ribbon cutting, tree planting for the Park Avenue project and the Welcome Back Weekend.

Adjournment

The meeting was closed at 9:34 AM

Stan Carpenter, Chancellor

ITEMS FOR CONSENT AGENDA

November 13, 2015

***ACTION:* Approve Emeritus Status for Dr. James Wright**

Dr. James Wright, a retired faculty member from Chadron State College, has applied for emeritus faculty status and submitted supporting materials that document the five required criteria for granting emeritus status, as outlined below:

1. Minimum of 15 years of full time employment is met through 30 years of teaching.
2. Evidence of exceptional teaching, research, administrative services and/or professional achievement includes development of new courses and implementation of various instructional approaches to positively impact student learning; positive student evaluation data and comments from past students; positive annual faculty evaluations; numerous professional presentations and publications, for which several examples were provided; serving as chair for MBA oral committees; and leadership of ACBSP specialized accreditation for the Business Academy.
3. Recognized record of College service and contribution beyond normal expectations includes service as co-chair of the annual Scholastic Day Contest Committee for a number of years; chair and/or member of numerous college committees, including Faculty Senate, Promotion and Tenure, and Institutional Review Board; President of Chadron State College Education Association (CSCEA); faculty negotiator for SCEA; and national grant reader for U.S. Department of Education. Also served as Interim Dean and Dean of Graduate Studies and Research, during which time he oversaw institutional research and developed and implemented numerous College policies.
4. Defined plans for continuing service to the College and College community which include, continued service as an adjunct instructor and student mentor/advisor; continued service on the CSC Scholastic Day Contest Committee; serving as faculty mentor; and working with CSC Foundation to promote College and host gatherings for alumni and/or donors.
5. Retired status for at least one year is met, as he retired spring of 2013.

Chancellor Carpenter and CSC President Rhine support Dr. Wright's request and recommend that emeritus faculty status be granted.

The System Office and Chadron State College recommend approval of the Emeritus Status.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5010 Categories of Personnel;
Employees**

Page 1 of 1

BOARD POLICY

Personnel employed in the System shall be placed in one of the following categories:

1. **Faculty.** This category includes persons serving in full-time, ranked faculty positions. Faculty includes all persons holding academic rank of instructor and above, or formally approved equivalent ranks.
2. **Non-Ranked Faculty.** This subcategory includes all persons employed under a special appointment as a graduate assistant, lecturer, part-time faculty, or adjunct faculty and other positions as designated by the Board.
3. **Professional Staff.** This category includes all personnel who are not included in the faculty, non-ranked faculty, support staff, student or temporary employee categories. Included in this category are all employees holding titles such as Chancellor, Vice Chancellor, President, Vice President, Dean, and Director, as well as other administrative, professional and managerial staff and some graduate assistant positions.
4. **Support Staff.** This category includes all persons who are not included in the faculty, non-ranked faculty, professional staff, student or temporary employee categories; who may perform clerical, office, custodial, or maintenance duties and are compensated on an hourly basis.
5. **Student Employees.** This category includes all employees whose primary occupation or involvement is that of student. Regardless of the funding source, student employees may not work more than one thousand four hundred fifty-six (1,456) hours during the twelve (12) month calendar year.
 - a. International students or non-resident alien student employees who are on F-1 Visas are not allowed to work more than twenty (20) hours per week during the regular academic year. These students can work a maximum of forty (40) hours per week during the summer.
 - b. Work study student employees may not work more than twenty (20) hours per week during the academic year in which they receive work study funds.
6. **Temporary Employees.** This category includes hourly employees such as seasonal, special events, short term replacements, and other employees who are hired into non-budgeted positions. Temporary employees shall not work more than twenty-four (24) hours in any given week. An exception to that limitation may be allowed by the Vice President of Administration and Finance, so long as the total number of hours worked in a year does not exceed one thousand four hundred fifty-six (1,456) during the twelve (12) month calendar year. Temporary employment opportunities may be posted at the discretion of the College. Temporary employees shall receive a letter at the time of hire explaining the limited nature of their position. Temporary employees shall be paid through bi-weekly payroll unless insurance coverage is required pursuant to the Affordable Care Act. If insurance coverage is required, the temporary employee shall be paid through monthly payroll.

Policy Adopted: 1/28/77
 Policy Revised: 6/5/93
 Policy Revised: 11/11/95
 Policy Revised: 6/2/06
 Policy Revised: 6/2/11
 Policy Revised: 4/25/14
Policy Revised:

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5102 Faculty Employees Excluded from the
SCEA Bargaining Unit**

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BOARD POLICY

The terms and conditions of employment described in this policy apply to faculty employees who are excluded from the SCEA collective bargaining unit.

ABANDONMENT

Employees may be considered to have abandoned the job if absent from work for longer than two (2) scheduled work days without being on approved leave. Abandonment shall be considered as a voluntary resignation not in good standing.

BACKGROUND CHECKS

Offers of employment may be contingent on the applicant/employee successfully passing a background check.

BENEFITS

The Board shall make group medical, dental, vision, life, and long-term disability insurance coverages available to employees who are employed full-time on a continuing basis in a budgeted position (at least .75 FTE). Employees employed less than .75 FTE are not eligible for group medical, dental, vision, life or long-term disability coverages, unless coverage is required under the Affordable Care Act.

For medical and dental insurance, the Board will contribute a fixed dollar amount equivalent to eighty-five percent (85%) of the aggregate costs of the individual plan, with the employee responsible for the remaining amount of the cost of coverage. For those employees who opt for coverage under a family plan, the Board will contribute toward either family plan, employee/children or employee/spouse a fixed dollar amount equivalent to seventy-five percent (75%) of the aggregate costs of the family plan, with the employee responsible for the remaining amount of the cost of coverage. When both members of a married couple are employed and request family coverage, each individual will be required to contribute an amount equal to the contribution an employee makes toward single coverage.

The Board will contribute fifty percent (50%) toward the cost of single vision coverage for any plan option selected by the employee.

A life insurance plan offering group term life insurance coverage in the amount of thirty thousand dollars (\$30,000) will be provided at the Board's expense with the employee permitted to supplement the basic coverage with either a ten thousand dollar (\$10,000), twenty thousand dollar (\$20,000), fifty-thousand dollar (\$50,000), one-hundred thousand dollar (\$100,000), or one-hundred eighty thousand dollar (\$180,000) optional life insurance policy addition at the employee's expense. Employees may also purchase a two thousand dollar (\$2,000) dependent life policy on spouse and child, or a five-thousand dollar (\$5,000) dependent life policy on a child, or ten-thousand dollar (\$10,000) coverage for a spouse at the employee's expense. Eligible coverage for children begins at six (6) months of age. In accordance with current policy provisions, employees' life insurance benefits are reduced to 50% at seventy (70) years of age.

A group long-term disability plan will be provided which will pay sixty-six and two-thirds percent (66 2/3%) of salary after ninety (90) days of continuous disability as defined by the insurance carrier. The Board will provide seventy-five percent (75%) of the aggregate costs of this coverage.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5102 Faculty Employees Excluded from the
SCEA Bargaining Unit**

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The Board shall provide an opportunity for employees (employed at least .75 FTE full-time) to voluntarily participate in a flexible spending account, subject to provisions of IRS Code Section 125. Employees may choose to set aside an amount from their paychecks, which is not taxed, in a medical or dependent care account for payment of eligible expenses.

The Board shall make an Employee Assistance Program available for employees (employed at least .75 FTE full-time). The Board shall pay the annual flat rate as established by the program. Any other costs shall be borne by the employee. Records concerning an employee's treatment for alcoholism, drug or stress related problems shall remain separate from other personnel materials. All employee assistance records shall remain confidential.

DISCIPLINARY ACTION

Employees may be terminated from employment prior to the expiration of the current employment appointment for adequate cause. The exercise of academic freedom or constitutionally guaranteed civil rights will not be used as a basis for termination of employment. The College shall adopt and promulgate rules of conduct for distribution to employees in the form of an employee handbook, including but not limited to grounds for disciplinary action.

A decision to terminate an employee for cause will be made by the President, after the employee has had an opportunity for a hearing before a committee established by the President. When considering a termination for cause, the President or designee shall prepare a formal statement of charges, framed with reasonable particularity, and setting forth the grounds for termination. Said statement of charges shall be provided to the employee.

Within twenty (20) calendar days of the receipt of the charges, the employee may submit a written response to the President and shall indicate whether he or she desires a hearing before the committee. If no written response is received, or if a hearing is not requested within the specified time, such failure constitutes the waiver of the right to a hearing.

If the employee requests a hearing, the committee shall set the date and time for that hearing as soon as possible in order to permit the parties to reasonably prepare for the hearing.

During the hearing, the employee may bring an advisor and/or counsel at his or her own expense to the proceedings. A complete recording of the hearing will be made, and upon request, a copy will be made available to the employee at his or her own cost. The employee will be afforded an opportunity to obtain and present necessary witnesses and documentary or other evidence. The employee and the College will have the right to confront and cross-examine all adverse witnesses.

The committee shall prepare a written statement of findings of fact and recommendation, which shall be delivered to the employee, the President, and the Chancellor, within ten (10) days following conclusion of the hearing. The findings of fact shall be based on a preponderance of the evidence in the record considered as a whole, as determined by a majority of the committee. The President shall review and consider the committee's recommendations prior to making a decision regarding the termination of employment.

If the employee is not satisfied with the decision of the President the employee may make a written request to the Chancellor within ten (10) working days of the receipt of the President's decision. The Chancellor shall render a written decision regarding the dismissal within twenty (20) working days. The decision of the Chancellor, on behalf of the Employer, will be final. The dismissed employee may only seek additional recourse under available state and federal law.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5102 Faculty Employees Excluded from the
SCEA Bargaining Unit**

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An employee recommended for dismissal for cause shall continue to be an employee until the appeal procedure, up to and including the Chancellor, has been exhausted or until the employee has failed to advance his or her appeal in a timely fashion. The President may, at his or her discretion, suspend or reassign the employee to other professional duties with pay while a dismissal recommendation is pending.

DRUG AND ALCOHOL TESTING

In the interest of maintaining a safe, healthy, and efficient workplace for all employees, and to protect the Board's property, information, equipment, and reputation, the Board has established a program to test for drug and alcohol use in the workplace. Testing will be required when reasonable cause exists in the workplace to conduct such a test. The Board shall be responsible to pay for the costs of any such tests. Employees, who may be required under federal law or regulations to submit to random drug and alcohol testing, will be notified of the general testing requirements in writing in advance.

GRIEVANCE PROCEDURE

The grievance and arbitration procedure as set forth herein is designed to provide a prompt and efficient method for the resolution of grievances. The grievance procedure hereinafter set forth shall be the exclusive method for resolving grievances. Time limits provided herein should be adhered to unless modifications are agreed to in writing by the parties to the grievance.

A grievance is defined to be a dispute filed by an employee concerning the interpretation or application of policies, or other terms and conditions of employment, and filed in accordance with the terms of this policy. Employees who have been recommended for dismissal from employment for cause under the provisions of this policy, may not file grievances while the dismissal process is pending.

Informal Grievance. Prior to the filing of a formal grievance hereunder, an employee shall discuss his or her dispute with the appropriate Dean or the administrator who made the decision at issue in an attempt to resolve the dispute.

Formal Grievance. In reducing a grievance to writing, the following information must be stated with reasonable clarity: the exact nature of the grievance; the act or acts of commission or omission; the dates of the act or acts; the identity of the party or parties alleged to have caused the grievance; the specific policies that are alleged to have been violated; and the remedy that is sought.

Procedure. A formal grievance shall be processed in the following manner:

- a) **Step 1.** A formal grievance shall be filed in writing with the Human Resource Director within twenty (20) working days following the act or omission giving rise thereto, or the date on which the grievant knew, or reasonably should have known, of such act or omission if the date is later.

The Human Resource Director and Academic Vice President have ten (10) working days after receipt of the grievance, or any extension provided for herein, to review the grievance. The Academic Vice President shall issue a determination in writing to the grievant within the ten (10) working day period. If the written determination refers to documents, copies of such documents shall be attached.

Upon the written request of either party to the other, an additional ten (10) working days extension shall be granted during which period efforts to resolve the grievance shall be made.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5102 Faculty Employees Excluded from the
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- b) Step 2.** The grievant shall have five (5) working days from receipt of the Academic Vice President's determination to appeal by filing the grievance and all prior responses with the President.

Within ten (10) working days of receipt of the grievance appeal, the President shall submit the grievance to a "Grievance Advisory Committee" established by the President. The Grievance Advisory Committee shall hold a hearing within ten (10) working days after receipt of the grievance and shall admit and consider evidence submitted by the parties in the form of documents or the testimony of witnesses. The grievant shall have the right to attend all evidentiary proceedings of the committee, to present evidence, to examine documents, to question witnesses, and to otherwise present any relevant argument or evidence. The grievant shall also have the right to assistance by counsel at the grievant's expense. The committee following its own procedures shall submit a complete recording of the hearing, copies of all exhibits, and the committee's findings and recommendations to the President and grievant within ten (10) working days following the hearing. Any party who wishes to use a court reporter to take a verbatim transcript may do so at their own expense.

The President shall issue a written decision to the grievant within five (5) working days following receipt of the recommendation of the Grievance Advisory Committee.

- c) Step 3.** The grievant shall have ten (10) working days from receipt of the President's decision to appeal that decision to the Chancellor. A copy of the grievance and all prior written recommendations and responses is to be provided. The Chancellor shall review and notify the grievant of his or her final decision within fifteen (15) working days.

If the Chancellor's decision under this Step fails to satisfy the grievant, the grievant wishing to continue may seek relief under one of the following three (3) options:

- 1) applicable State or Federal laws;
- 2) by mutual agreement of the parties, pursue mediation;
- 3) or by mutual agreement of the parties to binding arbitration. Should the parties agree to arbitration and are unable to agree on an arbitrator within ten (10) working days, the dispute shall be referred to the American Arbitration Association for resolution by an arbitrator from its labor panel in accord with its voluntary rules of labor arbitration. The cost of arbitration shall be shared equally by the Board and the grievant. Such cost shall be limited to the arbitrator's fees and expenses and charges of the American Arbitration Association.

There shall be no reprisals taken against an employee for the filing of a grievance or participating as a witness in a grievance hearing.

LAYOFFS

The President or Chancellor, as appropriate, decides when a layoff is necessary, and which employees and positions will be affected. Layoffs may be determined necessary because of budget adjustments or reallocations, a modification of position workloads, or elimination of or change in scope of institutional services, or as the result of any other job-related management decision. Employees shall receive written layoff notices at least ninety (90) calendar days in advance.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5102 Faculty Employees Excluded from the
SCEA Bargaining Unit**

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LEAVE

Bereavement Leave.

Employees shall be granted leaves of absence without loss of salary for up to five (5) days during each academic year in the event of a death in the immediate family. Immediate family shall be defined as spouse, children, stepchildren, grandchildren, adopted children or wards, parents, brothers, sisters, grandparents, or someone who bears a similar relationship to the spouse of the employee. Such leave must be approved through the usual leave practices or procedures.

Civil Duty Leave.

An absence with pay will be granted an employee for jury service during the actual period of service, and the employee will retain fees paid him or her as a juror; provided that the employee calls his or her supervisor to determine whether he or she should report for work upon being released from jury duty on any day prior to the end of his or her regular shift.

Absence with pay may be granted for an employee who is subpoenaed as a witness during the actual period of such service; provided that the absence is limited to that period the employee is actually compelled to be present at court, having made reasonable efforts to arrange with the subpoenaing party that the attendance would be so limited. Copies of summons and subpoenas should be provided to the Human Resource Office in advance of the absence.

If an employee is appointed as a clerk, election inspector, or judge on an election or counting board, the employee shall be granted an absence with pay during the time when the employee's physical presence is required by the court or the board. The employee shall retain all fees paid for their civil service.

Crisis Leave Sharing Program.

Employees may contribute one (1) day of accrued sick leave per calendar year to benefit another employee at the same College who is suffering from a catastrophic illness. Sick leave shall be donated in no less than a one (1) day increment. Hours donated, but not used, will be maintained in a shared leave pool and distributed on an as needed basis to eligible employees by a Shared Leave Committee designated by the College.

The Committee will determine the amount of donated leave an employee may receive and may only authorize an employee to use up to a maximum of ninety days (90) in a twelve (12) month period. To be eligible to receive donated leave, an employee must have been employed for at least twelve (12) consecutive months and have had absences of at least thirty (30) days during the prior six (6) months and have exhausted all paid leave due to his or her own serious health condition, as defined, and which has caused, or is likely to cause, the employee to take leave without pay. The crisis leave-sharing program will permit salary and health insurance continuation for those employees receiving shared leave.

Family and Medical Leave

Employees with one (1) year of service and who have worked at least one thousand two hundred fifty (1,250) hours during the previous twelve (12) month period shall be entitled, in accordance with federal regulations under the Family and Medical Leave Act (FMLA), to take up to twelve (12) work weeks of unpaid family and medical leave during any twelve (12) month period for reasons related to family and medical needs. Eligible employees, may use FMLA leave:

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5102 Faculty Employees Excluded from the SCEA Bargaining Unit

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- a) for the birth of a child, or the placement of a child for adoption or for foster care;
 - b) to care for a spouse, children, parents, or persons bearing the same relationship to the employee's spouse with a serious health condition;
 - c) for the employee's own serious health condition; or,
 - d) for any qualifying exigency arising out of the fact that the spouse, son, daughter or parent of the employee is on active duty (or has been notified of any impending call or order to active duty) in the Armed Forces in support of a contingency operation.

Note: "Children" shall mean a biological, adopted or foster child, a step-child or legal ward.

A serious health condition is defined to include:

- a) an illness, injury, impairment, or physical or mental condition that involves either inpatient care, meaning an overnight stay in a hospital, hospice, or residential care facility, or continuing treatment by a health care provider for three (3) or more consecutive days;
- b) any period of incapacity because of pregnancy or prenatal care (even without treatment by a health care provider and even if the absence is less than three (3) days, e.g., morning sickness);
- c) any period of incapacity because of a chronic serious condition (even without treatment by a health care provider and even if the absence is less than three (3) days, e.g., an asthma attack);
- d) any period of absence to receive multiple treatments by health care providers for reconstructive surgery after an accident or injury, or for a condition that would likely result in a period of incapacity of more than three (3) consecutive days if untreated, e.g., cancer (chemotherapy), kidney disease (dialysis).

Sick leave may be used at the election of the employee during family and medical leave. Although employees may retain accrued, unused sick leave, such leave shall not accrue while on FMLA leave. Requests for family and medical leave must be submitted to the Dean and Human Resource Director for approval. Appropriate medical certification or documentation may be required.

To the extent possible, thirty (30) days' notice will be given by the employee, and where possible, an effort will be made, in the case of an employee, to begin and end the leave to coincide with the beginning of academic semesters.

The Board agrees to continue to pay its portion of insurance premiums during the term of FMLA leave. In the event both parents are eligible under this policy, the couple shall be entitled to a combined total of twelve (12) work weeks of leave for the birth and care of a newborn child, for placement of a child for adoption or foster care, and to care for a parent who has a serious health condition.

An employee who is a spouse, child, parent or next of kin (nearest blood relative) to a member of the Armed Forces who is being treated for, recuperating from, or is on the temporary disability retired list due to a serious injury or illness, is entitled to a total of twenty-six (26) work weeks of leave during a twelve (12) month period to provide care for the service member as provided by the Family and Medical Leave Act as amended by the National Defense Authorization Act for FY 2008.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5102 Faculty Employees Excluded from the
SCEA Bargaining Unit**

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Inclement Weather/College Closure Leave

When inclement weather causes College classes to be canceled, all employees, other than those required to report to work to provide emergency or other essential services, will be entitled to take Inclement Weather Leave. Such leave does not require the prior approval of the employee's supervisor. When the President declares the College closed, absences will not be charged against employee leave balances. The Chancellor is authorized to make inclement weather leave decisions for employees located in the NSCS Office.

Leave of Absence

Employees who have been employed at the College for three (3) consecutive years shall be eligible to apply for a leave of absence for the purpose of research, education, travel, work at other institutions, or private business organizations, or engaging in other activities which will improve the employee professionally and be of benefit to the College. Such leave of absence is without pay. However, if the leave of absence is at the request of the President, and the employee has been employed at the College for four (4) consecutive years, such leave may be compensated with one-half (1/2) pay for one (1) academic year, full pay for one (1) semester, or a lesser amount by mutual agreement of the employee and the President.

The recipient of a paid leave of absence may, at the discretion of the President, be required to return to the College for a period of one (1) year or to immediately repay the salary and cost of benefits received while on the leave of absence.

Requests for leave of absence must be submitted according to a deadline established by the Academic Vice President, but no later than December 1 of the year preceding the year for which the leave is requested. Requests for a leave of absence without pay may be requested after the December 1 deadline if there are extenuating circumstances, such as receipt of a Fulbright award. Such leaves are limited to one (1) year but leave without pay may be extended one (1) additional year by mutual agreement. Requests for extension must be received by February 1. Granting leaves of absence is at the discretion of the President and is a non-grievable matter. Time on leave without pay does not count toward time requirements for tenure or rank promotion unless mutually agreed upon in writing by the employee and the President at the time of leave approval.

Employees on a paid leave of absence will continue to receive the proportionate share of the Board's contribution for applicable insurance and retirement plans. The remaining portion will be paid by the employee.

Employees on an unpaid leave of absence may contribute to the retirement plan and participate in applicable insurance programs at his or her own expense.

Within ninety (90) days following return from a leave of absence, the employee shall submit to the Academic Vice President a written report summarizing the activities and results of the leave.

Sick Leave

Paid sick leave for full-time employees (1.0 FTE) shall accrue at the rate of twelve (12) days per academic year. Sick leave accrual shall be prorated as of the first day of employment, and unused sick leave may be accumulated up to and including one hundred-eighty (180) working days. Supervisors may require documentation to substantiate the legitimate use of sick leave. Sick leave is not intended as any earned time off with pay, and will not be granted as such. Unused sick leave will not be paid out at the end of employment.

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5102 Faculty Employees Excluded from the
SCEA Bargaining Unit**

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Reasons to Utilize Sick Leave. Sick leave may be taken for absences made necessary by reason of illness, injury, medical appointments or disability (including temporary illnesses caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery), by exposure to contagious disease which may endanger the employee or public health, or by reason of the illness of a family member who resides in the employee's household.

Up to ten (10) days of earned but unused sick leave in an academic year may also be taken by reason of the serious illness of a family member who does not reside with the employee. Family member shall be defined to include the spouse, child, stepchild, legal ward, parent, or persons bearing the same relationship to the faculty member's spouse. Serious illness shall mean a disabling physical or mental illness which requires in-patient care in a hospital, nursing home, or hospice, or significant in-home care.

Up to five (5) days of earned but unused sick leave in an academic year may also be taken for the placement of a child with the employee for adoption or for foster care. A reasonable extension may be requested which shall not unreasonably be denied.

PERFORMANCE EVALUATION

The President is responsible for determining how and when the performance of employees will be evaluated at the College. The Chancellor is responsible for determining how and when the performance of employees will be evaluated in the NSCS Office.

The purpose of performance evaluations is to promote high levels of achievement; measure, maintain and improve performance; and, provide opportunities for discussion and planning of goals and objectives. Employees will be allowed to participate in the evaluation process and shall be informed of the criteria used to evaluate performance.

TUITION PROGRAMS

Only full-time (at least .75 FTE) employees are eligible for the following programs. These programs are not available to the immediate family members of employees whose anticipated employment period is less than six (6) months, regardless of FTE employment status.

A sixty-seven percent (67%) tuition remission shall be available for the employee's immediate family (spouse and children who are twenty-four (24) years of age or younger) members on a space available basis. The remission does not apply to fees. Although online courses have a single rate, a portion of the rate consists of fees. The remission provided for online courses will be sixty-seven percent (67%) of the equivalent resident tuition rate for an on-campus course. Remissions are subject to the following conditions:

- a. The immediate family member must be admitted as a student of the College and must have met all normal academic requirements for the courses taken.

Employees shall be eligible to enroll in credit courses for one dollar (\$1.00) per course plus applicable course related fees, such as lab, materials, etc., which are normally added above tuition. One dollar (\$1.00) covers the cost of tuition for purposes of this waiver program. Although online courses have a single rate, a portion of the rate consists of fees. The waiver provided for online courses will be based on the equivalent resident tuition rate for an on-campus course beyond one dollar (\$1.00). Tuition waiver under this program will be limited to one (1) course per

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term on a space available basis and such enrollment will not be counted toward minimums necessary for a course to be offered.

An employee may not enroll in the tuition remission and tuition waiver courses simultaneously the same semester. Tuition remissions and tuition waivers will not apply to already discounted tuition rates for dual enrollment courses.

Policy Adopted:	3/19/82	
Policy Revised:	6/5/93	
Policy Effective:	7/1/09	Approved: 4/17/09
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Policy Effective:	7/1/13	Approved: 3/15/13

Policy Revised:

Attachment: Revisions to Board Policy 5102 (1636 : Revisions to Board Policies 5010, 5102, 5103, 5104 and 5501)

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BOARD POLICY

The terms and conditions of employment described in this policy apply to full-time and part-time professional staff employees who are excluded from the NSCPA collective bargaining unit. This policy does not apply to temporary employees or student employees.

ABANDONMENT

Employees may be considered to have abandoned the job if absent from work for longer than two (2) work days without being on approved leave. Abandonment shall be considered as a voluntary resignation not in good standing.

BACKGROUND CHECKS

Offers of employment are contingent on the applicant/employee successfully passing a background check.

BENEFITS

The Board shall make group medical, dental, vision, life, and long-term disability insurance coverages available to employees who are employed full-time on a continuing basis in a budgeted position (at least .75 FTE). Employees employed less than .75 FTE are not eligible for group medical, dental, vision, life or long-term disability coverages, unless coverage is required under the Affordable Care Act.

For medical and dental insurance, the Board will contribute a fixed dollar amount equivalent to eighty-five percent (85%) of the aggregate costs of the individual plan, with the employee responsible for the remaining amount of the cost of coverage. For those employees who opt for coverage under a family plan, the Board will contribute toward either family plan, employee/children or employee/spouse a fixed dollar amount equivalent to seventy-five percent (75%) of the aggregate costs of the family plan, with the employee responsible for the remaining amount of the cost of coverage. When both members of a married couple are employed and request family coverage, each individual will be required to contribute an amount equal to the contribution an employee makes toward single coverage.

The Board will contribute fifty percent (50%) toward the cost of single vision coverage for any plan option selected by the employee.

A life insurance plan offering group term life insurance coverage in the amount of thirty thousand dollars (\$30,000) will be provided at the Board's expense with the employee permitted to supplement the basic coverage with either a ten thousand dollar (\$10,000), twenty thousand dollar (\$20,000), fifty-thousand dollar (\$50,000), one-hundred thousand dollar (\$100,000), or one-hundred eighty thousand dollar (\$180,000) optional life insurance policy addition at the employee's expense. Employees may also purchase a two thousand dollar (\$2,000) dependent life policy on spouse and child, or a five-thousand dollar (\$5,000) dependent life policy on a child, or ten-thousand dollar (\$10,000) coverage for a spouse at the employee's expense. Eligible coverage for children begins at six (6) months of age. In accordance with current policy provisions, employees' life insurance benefits are reduced to 50% at seventy (70) years of age.

A group long-term disability plan will be provided which will pay sixty-six and two-thirds percent (66 2/3%) of salary after ninety (90) days of continuous disability as defined by the insurance carrier. The Board will provide seventy-five percent (75%) of the aggregate costs of this coverage.

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The Board shall provide an opportunity for employees (employed at least .75 FTE full-time) to voluntarily participate in a flexible spending account, subject to provisions of IRS Code Section 125. Employees may choose to set aside an amount from their paychecks, which is not taxed, in a medical or dependent care account for payment of eligible expenses.

The Board shall make an Employee Assistance Program available for employees (employed at least .75 FTE full-time). The Board shall pay the annual flat rate as established by the program. Any other costs shall be borne by the employee. Records concerning an employee's treatment for alcoholism, drug or stress related problems shall remain separate from other personnel materials. All employee assistance records shall remain confidential.

Employees and their spouses will be allowed to use, free of charge during non-working hours, those facilities belonging to the College that are used to promote wellness. Dependents of employees will be permitted to use these facilities at a reduced rate. Such facilities will be available to employees, their spouses and dependents during the facilities' normal hours of operation and when not being used for classroom instruction or program activities.

CORRECTIVE AND DISCIPLINARY ACTION

The Colleges shall adopt and promulgate rules of conduct for distribution to employees in the form of an employee handbook, including, but not limited to grounds for disciplinary action. The same rules of conduct and disciplinary grounds shall apply to employees located in the NSCS Office.

The Chancellor is authorized to implement corrective and disciplinary action for System Office employees, pursuant to the procedures established in this policy.

The right to exercise discipline for just cause is vested exclusively in the Board; provided that an employee who has been disciplined will be advised of the reason or reasons for such action. The level of discipline imposed shall be based on the nature and severity of the infraction. Disciplinary action challenged by the employee as not in conformance with this policy, may be grieved.

Investigatory Suspension. An employee who is under investigation for alleged misconduct, or charged with criminal activity may, at the discretion of the President or designee, be suspended with pay and full benefits, until such time as it is possible to determine if disciplinary action should be taken. Such investigatory suspensions are not grievable. The Chancellor is authorized to implement corrective and disciplinary action for System Office employees, pursuant to the procedures established in this policy.

Verbal Counseling. Verbal counseling is an informal level of corrective action. Verbal counseling is not disciplinary action. Verbal counseling is not grievable. It is a warning given by an immediate supervisor in conference with an employee in which the matter is discussed with the employee. The employee will be advised what action is expected of him or her to correct the problem.

Predisciplinary Notice. Prior to imposing discipline, employees are entitled to notice of the allegations against them which will identify the nature of the offense, the rule, policy, or performance standard violated and include an explanation of the evidence against them. The notice will include a description of the incident(s) involved and date(s) of occurrence as applicable.

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Employee Opportunity to Respond. Prior to imposing discipline the employee will additionally be entitled to an opportunity to respond to the allegations, present mitigating evidence, or present reasons why disciplinary action should not be taken.

Notice of Disciplinary Action. An employee will be notified in writing whenever any disciplinary action is taken against him or her. The employee must acknowledge receipt by signing the written disciplinary notice. The employee's signature does not constitute agreement with the content of the notice. If the employee refuses to sign, the supervisor and a witness will sign a notation of the employee's refusal on the notice. A copy of the written disciplinary notice will be placed in the employee's personnel file.

Types of Disciplinary Action

Written Warning. Written warnings consist of a discussion between the employee and the supervisor in which the supervisor explains in detail the reasons for the warning and then provides a written disciplinary notice to the employee of the action required to correct the unsatisfactory performance with applicable time requirements. Written reprimands will include a place for supervisors to note in writing when unsatisfactory performance issues have been resolved. Employees will receive a copy of this written note.

Disciplinary Probation. A disciplinary probation may be imposed by the appropriate Vice President or designee for a period of up to six (6) months, but may be extended during which time the employee's performance must improve. A corrective action plan including improvement standards and time frames shall be included in the written disciplinary notice.

- i) Employees on disciplinary probation shall not be granted pay increases.
- ii) Employees granted leave while serving disciplinary probation may have their probation period extended by the number of days absent on leave.
- iii) Employees may be removed from disciplinary probation by a written notice of the appropriate Vice President or designee.

Disciplinary Suspension Without Pay. A period of suspension imposed by the President shall be without pay and shall not exceed twenty (20) working days. The disciplinary notice informing the employee of suspension shall be dated and include the reason for the suspension and the number of days of the suspension.

- i) The employee's service date shall be adjusted by the number of calendar days absent during a suspension.
- ii) Employees on suspension shall not be granted paid leave during the suspension period.

Demotion. A President may transfer an employee to a position of lesser responsibility as a disciplinary action. Upon transfer, a President shall place the employee in the new position at an appropriate, reduced salary.

Dismissal. Dismissal is removal from employment for failure to respond to previous disciplinary actions or when extreme circumstances render any preceding steps unnecessary or inappropriate. Employees may be dismissed for cause prior to the expiration of his or her current appointment term.

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Upon receipt of a supervisor's and/or Vice President's recommendation to dismiss an employee, the President shall inform the employee, in writing, of a time at which the employee may present to the President or designee, any additional facts, material, or evidence regarding the employee's potential dismissal. Failure by the employee to appear shall constitute a waiver by the employee of the aforementioned meeting. The employee may be represented by a third party at the meeting, but the time, date, or place of said meeting shall not be postponed or rescheduled because the representative of the employee is unable to attend unless both the President and the employee mutually agree to another time, date, and/or place.

Within five (5) work days following the scheduled date of the meeting, the President shall provide the employee a copy of his or her recommendations regarding the dismissal. The five (5) day period may be extended upon agreement between the President and the employee. A copy of the President's recommendation shall be forwarded to the employee and the Chancellor. If the President recommends that the employee be dismissed, the written notice shall inform the employee that he or she may request a hearing before an advisory committee by submitting a written request to the President within ten (10) work days of receipt of the notice. If the employee submits a written request for a hearing the President shall refer the proposed dismissal to an advisory committee for a hearing and recommendation. The committee members will be appointed by the President.

The committee will then establish the date, time and place for the hearing and so inform the employee and the President. The committee shall admit and consider evidence submitted by the parties in the form of documents or the testimony of witnesses. The committee will arrange for the hearing to be recorded. The employee shall have the right to attend all evidentiary proceedings of the committee, to present evidence, to examine documents, to question witnesses, and to otherwise present any relevant evidence with respect to the statement of reasons for dismissal. The employee shall also have the right to be represented by an attorney at the employee's expense. Any party who wishes to use a court reporter to take a verbatim transcript may do so at party's own expense. The committee shall adopt rules to be followed which ensure substantive and procedural due process including prior notice of witnesses to be called and documents to be offered in evidence at the hearing, no documents or witnesses not so listed shall be heard, except for the purpose of rebutting oral testimony of the other party or for other justifiable cause found to exist by the committee. The Committee may admit probative evidence as well as exclude incompetent or repetitive evidence.

The hearing shall be conducted within twenty (20) working days of the request for a hearing. The committee shall render its written recommendation along with a complete recording of the hearing to the employee and the President within ten (10) working days after the hearing is closed.

Within ten (10) working days after receiving the recommendation from the committee, the President shall render a decision in writing to the employee and committee. If the President rejects the recommendations of the committee, the President shall state reasons for doing so, in writing, to the committee and the employee. The committee shall have the opportunity within five (5) working days to provide a response for the record.

If the employee is not satisfied with the decision of the President, the employee may make a written request to the Chancellor within ten (10) working days of the receipt of the President's decision. The Chancellor shall render a written decision regarding the dismissal within twenty (20) working days. The decision of the Chancellor, on behalf of the Employer, will be final.

An employee recommended for dismissal for cause shall continue to be an employee until the appeal procedure up to and including the Chancellor only has been exhausted or until the employee has failed to advance his or her

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appeal in a timely fashion. The President may, at his or her discretion, suspend or reassign the employee to other professional duties with pay during the appeal procedure.

If the Chancellor recommends dismissal for an employee in the NSCS Office, the employee may request a hearing before a hearing officer by submitting a written request to the Board Chair within ten (10) work days of receipt of the notice. If the employee submits a written request for a hearing the Board shall appoint a hearing officer to conduct a hearing and submit findings of facts and recommendations to the Board for a vote on the dismissal decision. The Board's decision will be final.

DRUG AND ALCOHOL TESTING

In the interest of maintaining a safe, healthy, and efficient workplace for all employees, and to protect the Board's property, information, equipment, and reputation, the Board has established a program to test for drug and alcohol use in the workplace. Testing will be required when reasonable cause exists in the workplace to conduct such a test. The Board shall be responsible to pay for the costs of any such tests. Employees, who may be required under federal law or regulations to submit to random drug and alcohol testing, will be notified of the general testing requirements in writing in advance.

GRIEVANCE PROCEDURE

All regularly employed full-time employees (at least .75 FTE) have grievance rights. Applicants, temporary employees, part-time employees (less than .75 FTE) and employees located in the NSCS Office do not have grievance rights under this policy.

Employees who are aggrieved as a result of administrative or management actions resulting in an injury, injustice, or wrong involving a misinterpretation or misapplication of rules promulgated by the Board or College rules and regulations may grieve such actions. Presidents and the Chancellor, as appropriate, shall ensure that every possible effort is made to resolve grievances at the College and NSCS Office levels.

The Board has final authority to determine whether or not an issue is grievable, and may elect to hear any issue at its discretion. Issues determined to be non-grievable are subject to summary dismissal. The following issues, when done in compliance with established law, rule or policy, are examples of non-grievable matters: performance evaluations; employment appointments including promotions to positions; leave of absence decisions; salary allocations; and, position classification. Employees who have been recommended for dismissal from employment for cause under the provisions of this policy, may not file grievances while the dismissal process is pending.

Prior to filing a formal grievance, an employee shall discuss the matter with the immediate supervisor or the administrator who made the decision at issue in an attempt to resolve the dispute.

Steps. A formal grievance will be processed in the following manner:

Step 1. A formal grievance shall be filed in writing with the Human Resource Director within twenty (20) working days following the act or omission giving rise thereto, or the date on which the grievant knew, or reasonably should have known, of such act or omission if the date is later. The Human Resource Director and appropriate Vice President have ten (10) working days after receipt of the grievance, or any extension provided for herein, to review the matter. The Vice President shall issue a determination in writing to the employee within the ten (10) working day period.

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Step 2. The employee shall have five (5) working days from receipt of the Vice President's decision to appeal that decision to the President, by filing the written grievance form and all prior written responses with the President. At the employee's request, the President will conduct a conference with the employee in an attempt to resolve the grievance. Within ten (10) working days of receipt of the written grievance form and all prior written responses, the President will render a written decision to the employee.

Step 3. The employee may appeal the President's decision to the Chancellor, within ten (10) working days of the receipt of the written response in Step 2 by filing the written grievance form and all prior written responses with the Chancellor.

The Chancellor shall notify the employee of his or her final decision, within twenty (20) working days after receipt of the written grievance form, all prior written responses and any additional information the employee wishes to have considered.

Time Limits. Failure of the Employer in any step to render a decision to the unit member within the maximum time limits shall automatically allow the unit member to proceed to the next step. Failure of the unit member to proceed to the next step within the maximum time limit shall be considered as termination of the grievance.

HOLIDAY SCHEDULE

Twelve (12) paid holidays are provided each year. Additional holidays may be scheduled at the discretion of the President or Chancellor to match state and federal holiday observances. In order for an employee to be eligible for holiday pay the employee must work his or her scheduled work day before and after the holiday or be authorized to use paid or unpaid leave on the day before and after the holiday. Part-time employees shall receive paid holiday time on a pro-rated basis.

LAYOFFS

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

Employees shall receive written layoff notices at least ninety (90) calendar days in advance.

LEAVE

Bereavement Leave

At the discretion of the immediate supervisor, up to six (6) days of paid bereavement leave, per fiscal year, may be granted to employees for death in the immediate family. Immediate family as used in this section shall mean spouse, parent, grandparent, sibling, child, stepchild, legal ward, grandchild, a spouse of any of these, or someone who bears a similar relationship to the spouse of the employee each year. For persons not of the immediate family, up to one (1) day of bereavement leave each year may be granted at the discretion of the immediate supervisor. No employee shall be unreasonably denied the use of vacation leave when such additional time is required to settle personal matters related to a death in the immediate family.

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Civil Duty Leave

An absence with pay will be granted an employee for jury service during the actual period of service, and the employee will retain fees paid him or her as a juror; provided that the employee calls his or her supervisor to determine whether he or she should report for work upon being released from jury duty on any day prior to the end of his or her regular shift.

Absence with pay may be granted for an employee who is subpoenaed as a witness during the actual period of such service; provided that the absence is limited to that period the employee is actually compelled to be present at court, having made reasonable efforts to arrange with the subpoenaing party that the attendance would be so limited. Copies of summons and subpoenas should be provided to the Human Resource Office in advance of the absence.

If an employee is appointed as a clerk, election inspector, or judge on an election or counting board, the employee shall be granted an absence with pay during the time when the employee's physical presence is required by the court or the board. The employee shall retain all fees paid for their civil service.

Crisis Leave Sharing Program

Employees may contribute accrued vacation or one (1) day of accrued sick leave per calendar year to benefit another employee at the same College who is suffering from a catastrophic illness. To be eligible to receive leave, employees must have been employed for at least twelve (12) consecutive months and have had exhausted their own leave options and have been absent for more than fifteen (15) consecutive days. To be eligible to donate sick leave, employees must maintain a minimum of one hundred sixty (160) hours of sick leave. Accrued vacation or sick leave may be donated in no less than one (1) day increments. Hours donated but not used will be maintained in a shared leave pool and distributed on an as needed basis to eligible employees by a Shared Leave Committee designated by the College.

The Committee will determine the amount of donated leave an employee may receive and may only authorize an employee to use up to a maximum of ninety (90) days in a twelve (12) month period. To be eligible to receive donated leave, an employee must have been employed for at least twelve (12) consecutive months and had an absence of at least fifteen (15) days during the prior six (6) months and have exhausted all paid leave due to his or her own serious health condition, as defined, and which has caused, or is likely to cause, the employee to take leave without pay.

The crisis leave sharing program will permit salary and insurance continuation for those employees receiving shared leave.

Employees located in the NSCS Office may contribute vacation leave to benefit another employee in the NSCS Office under the same terms and conditions listed above.

Family and Medical Leave

Eligibility. Employees with one (1) year service and who have worked at least one thousand two hundred fifty (1,250) hours during the previous twelve (12) month period will be entitled to take up to twelve (12) work weeks of unpaid family leave during any twelve (12) month period for reasons related to family and medical needs. Eligible employees, male or female, may use family and medical leave:

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- 1) for the birth of a child, or the placement of a child with the employee for adoption or for foster care (leave for birth and care, or placement for adoption or foster care must conclude within twelve (12) months of the birth or placement);
- 2) to care for a spouse, child, parents, or persons bearing the same relationship to the employee's spouse with a serious health condition;
- 3) for the employee's own serious health condition; and
- 4) for any qualifying exigency arising out of the fact that the spouse, or a son, daughter or parent of the employee is on active duty (or has been notified of any impending call or order to active duty) in the Armed Forces in support of a contingency operation.

Note: "Child" shall mean biological, adopted or foster child, a stepchild, a legal ward, or child of a person standing in loco parentis

Serious Health Condition. A serious health condition is defined to include:

- 1) An illness, injury, impairment, or physical or mental condition that involves either inpatient care, meaning an overnight stay in a hospital, hospice, or residential care facility, or continuing treatment by a health care provider for three (3) or more consecutive days.
- 2) Any period of incapacity because of pregnancy or prenatal care (even without treatment by a health care provider and even if the absence is less than three (3) days, e.g., morning sickness).
- 3) Any period of incapacity because of a chronic serious condition (even without treatment by a health care provider and even if the absence is less than three (3) days, e.g., an asthma attack).
- 4) Any period of absence to receive multiple treatments by health care providers for reconstructive surgery after an accident or injury, or for a condition that would likely result in a period of incapacity of more than three (3) consecutive days if unrelated, e.g., cancer (chemotherapy), kidney disease, (dialysis).

Use of Paid Leave. Sick or vacation leave may be used at the election of the employee during family and medical leave. Although employees may retain accrued, unused vacation and sick leave, such leave shall not accrue while on family and medical leave.

Requests. Requests for family and medical leave must be submitted to the Human Resource Director for approval. Appropriate medical certification or documentation may be required. Requests in the NSCS Office should be submitted to the Chancellor. To the extent possible, thirty (30) days' notice will be given by the employee.

Insurance Contributions. The Board agrees to continue to pay its portion of insurance premiums during the term of any family and medical leave.

Limitation. In the event two employees are both eligible under this policy, the couple shall be entitled to a combined total of twelve (12) work weeks of leave for the birth and care of the newborn child, for placement of a child for adoption or foster care, and to care for a parent who has a serious health condition.

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According to the terms of the Family Military Leave Act (Neb. Rev. Stat. §§55-501 to 507), an eligible employee who is the spouse or parent of a person called to military service lasting one hundred seventy nine (179) days or longer with the state or United States pursuant to the orders of the Governor or the President shall receive up to thirty (30) work days of unpaid leave. An eligible employee must have been employed for at least one thousand two hundred fifty (1,250) hours during a twelve (12) month period immediately preceding the commencement of leave.

The employee shall give at least fourteen (14) days' notice of the intended date upon which the family military leave will commence, if leave will consist of five (5) or more consecutive work days. Employees taking family military leave for less than five (5) consecutive days shall give as much advanced notice as is practicable. The employee shall consult with his or her supervisor to schedule the leave so as not to unduly disrupt College operations. Certification may be requested from the proper military authority to verify the employee's eligibility for the family military leave requested. For benefit purposes, employees taking Family Military Leave will be treated the same as other employees taking unpaid Family and Medical Leave.

National Defense Authorization Act. An employee who is a spouse, child, parent or next of kin (nearest blood relative) to a member of the Armed Forces who is being treated for, recuperating from or is on the temporary disability retired list due to a serious injury or illness is entitled to a total of twenty-six (26) work weeks of leave during a twelve (12) month period to provide care for the service member as provided by the Family and Medical Leave Act as amended by the National Defense Authorization Act for FY 2008.

Inclement Weather/College Closure Leave

When inclement weather causes College classes to be canceled, all employees, other than those required to report to work to provide emergency or other essential services, will be entitled to take Inclement Weather Leave. Such leave does not require the prior approval of the employee's supervisor. Time spent on Inclement Weather Leave will be charged against the employee's vacation leave balance or time can be made up within thirty (30) working days at the request of the employee, which request shall not unreasonably be denied. When the President declares the College closed, absences will not be charged against employee leave balances. Employees required to report to work to provide emergency or other essential services as determined by the President will be allowed comparable time off on an alternate date mutually agreed upon by the supervisor and the employee. The Chancellor is authorized to make inclement weather leave decisions for employees located in the NSCS Office.

Leave of Absence

Employees who have been employed for three (3) consecutive years, shall be eligible to apply for a leave of absence for the purpose of research, education, travel, work at other institutions, or private business organizations, or engaging in other activities which will improve the employee professionally and be of benefit to the Board. Granting leaves of absence is discretionary and is a non-grievable matter. Such leave of absence is without pay. However, if the leave of absence is at the request of the President or Chancellor and the employee has been employed for four (4) consecutive years such leave may be compensated with half (1/2) pay for one (1) academic year, full pay for one (1) semester or a lesser amount by mutual agreement.

A recipient of a paid leave of absence may be required to return to employment for a period of one (1) year or to immediately repay the salary and cost of benefits received while on the leave of absence, at the discretion of the President or Chancellor.

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Employees will continue to receive the proportionate share of the Board's contribution for applicable insurance and retirement plans. The remaining portion will be paid by the employee. Employees on unpaid leave of absence may contribute to the retirement plan and participate in the insurance programs at their own expense.

Within ninety (90) days following the employees return from the leave of absence, the employee shall submit to the President or Chancellor a written report summarizing the activities and results of the leave.

Sick Leave

Employees shall be allowed sick leave with pay. Medical documentation to substantiate the use of sick leave may be required by supervisors.

Sick leave shall accrue at the rate of one (1) day per calendar month of consecutive service during the first five (5) years of service for full-time employees (1.0 FTE). Part-time employees (less than 1.0 FTE) shall earn sick leave on a prorated basis. Employees who have completed six (6) or more years of consecutive service shall accrue sick leave according to the following schedule:

1st through 5th year	1.0 day per month
6th year	1.1 days per month
7th year	1.2 days per month
8th year	1.3 days per month
9th year	1.4 days per month
10th year/thereafter	1.5 days per month

Accrual of sick leave shall begin the first day of employment, and unused sick leave may be accumulated up to and including one hundred eighty (180) days [one thousand four hundred forty (1,440) hours]. At no time will an employee be allowed to accrue sick leave hours in excess of the one thousand four hundred forty (1,440) hours [or one hundred eighty (180) day] accumulation limit. Employees with appointments less than twelve (12) months shall accrue sick leave at a proportional pro-rated amount.

Sick pay is available with the realization that an employee may become ill or injured to the extent of being unable to work. Sick leave may be taken for absences made necessary by reason of illness, injury, or disability, including temporary illnesses covered by or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery there from, by exposure to dangerous disease which may endanger the employee or public health, medical appointments, or by illness in the immediate family making it necessary that the employee be absent from his or her duties. The term "immediate family" as used in this section shall be defined to include the spouse, children (adopted, foster, step, biological, or legal ward), grandchildren, siblings, parents, grandparents, or parents of the spouse. It is not intended as any earned time off with pay, and shall not be granted as such. Employees shall not be compensated for unused sick leave upon separation of employment except in cases of retirement and death as provided below.

The President may advance sick leave to employees in an amount not to exceed a total of forty (40) hours. Sick leave earned thereafter will be applied toward the negative sick leave account balance until the amount advanced is fully reimbursed. Upon separation from employment, employees who have been advanced sick leave and have not repaid it, shall reimburse the Board for all advanced and unreimbursed sick leave. The Board is authorized to deduct such amount from the final pay. The Chancellor may advance sick leave to employees located in the NSCS Office.

Should an employee become ill or disabled and require hospitalization while on vacation, vacation leave shall be changed to sick leave, effective the date of hospitalization, upon request to the immediate supervisor.

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Documentation regarding the hospitalization may be requested.

An employee who is eligible for retirement in the NSCS will, upon separation of employment by reason of retirement, be entitled to a one-time payment of one-fourth (1/4) of their accumulated sick leave, with the rate of payment based upon their regular pay at the time of retirement. Upon the death of the employee, his or her beneficiary will be paid one-fourth (1/4) of his or her accumulated, unused sick leave, with the rate of payment based upon the employee's regular pay at the time of death.

Return to Employment Within One Year. Employees who have separated employment and who return to employment within one (1) year from the date of such separation shall have service for sick leave reinstated at the level established prior to the separation, unless they received the one-fourth (1/4) retirement payment. Employees who have been dismissed for disciplinary reasons shall not have service for sick leave reinstated.

Transfer Employees. An employee who is transferred within the NSCS shall have his or her accrued sick leave transferred. Employees transferring as an employee from Nebraska State Government or the University of Nebraska System may be eligible to have sick leave hours transferred to the receiving College or System Office at the discretion of the receiving President or Chancellor. Employees transferring to Nebraska State Government or the University of Nebraska System may be eligible to have sick leave hours transferred to the new employer at the discretion of the new employer.

Vacation Leave

Full time employees (1.0 FTE) shall accrue three (3) weeks' vacation with pay, which consists of fifteen (15) working days. Part-time employees (less than 1.0 FTE) shall earn vacation leave on a prorated basis. The basis for computation is the accrual of 1.25 vacation days per month of employment. Accrual of vacation leave shall begin the first day of employment. Employees with appointments less than twelve (12) months shall accrue vacation leave at a proportional pro-rated amount. Following the fifth (5th) year of continuous employment, the following accrual schedule shall be followed:

1st year through 5th year	15 days
6th year	16 days
7th year	17 days
8th year	18 days
9th year	19 days
10th year/thereafter	20 days

At no time will an employee be allowed to accrue vacation leave hours in excess of the two hundred eighty (280) hours [or thirty-five (35) days] accumulation limit.

The President may advance vacation leave to an employee in an amount not to exceed a total of forty (40) hours. Vacation time earned thereafter will be applied to the negative vacation balance until the advanced amount has been fully reimbursed. Upon separation from employment, employees who have been advanced vacation leave shall reimburse the Board for all advanced and unreimbursed vacation leave. The Board is authorized to deduct such amount from the final pay. The Chancellor may advance vacation leave to employees located in the NSCS Office.

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

Employee requests for up to ten (10) consecutive days of accumulated vacation leave shall not be unreasonably denied.

Supervisors shall respond to written requests for vacation leave within five (5) working days of the request. Requests for use of accumulated vacation leave shall not be unreasonably denied.

Return to Employment Within One Year. Employees who have separated employment and who return to employment within one (1) year from the date of such separation shall have service for vacation leave reinstated at the level established prior to the separation. However, employees who have been dismissed for disciplinary reasons shall not have service for vacation leave reinstated.

Transfer Employees. An employee who is transferred within the NSCS shall have his or her accrued vacation leave transferred. Employees transferring as an employee from Nebraska State Government or the University of Nebraska System may be eligible to have vacation leave hours transferred to the receiving College or System Office at the discretion of the receiving President or Chancellor. Employees transferring to Nebraska State Government or the University of Nebraska System may be eligible to have vacation leave hours transferred to the new employer at the discretion of the new employer.

PAY

Annual pay increases shall only be provided to employees with satisfactory or better performance evaluation reports.

Salary base increases may be paid upon the completion of each academic degree earned after the commencement of employment. Base salary increases will be awarded only on July 1st following completion of the degree program. Official transcripts or other appropriate documentation from the awarding institution must be provided to the Human Resources Office prior to July 1st in order to receive the salary increase. The amount of the salary base increase will be determined by the President, or by the Chancellor for employees in the System Office.

An employee assigned by a supervisor to perform the duties of another position may receive a temporary pay increase at the discretion of the President, or Chancellor for employees in the System Office.

PERFORMANCE EVALUATION

The President is responsible for determining how and when the performance of employees will be evaluated at the College. The Chancellor is responsible for determining how and when the performance of employees will be evaluated at the NSCS Office.

The purpose of performance evaluations is to promote high levels of achievement; measure, maintain and improve performance; and, provide opportunities for discussion and planning of goals and objectives. Employees will be allowed to participate in the evaluation process and shall be informed of the criteria used to evaluate performance.

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RESIGNATION

To resign in good standing, written notice must be given to the campus President or Chancellor, as appropriate, at least ten (10) working days before separation, unless the President or Chancellor agrees to a shorter period.

TUITION PROGRAMS

Only full-time (at least .75 FTE) employees are eligible for the following programs. These programs are not available to the immediate family members of employees whose anticipated employment period is less than six (6) months, regardless of FTE employment status.

Immediate Family Tuition Remission. A sixty-seven percent (67%) tuition remission shall be available for immediate family (children who are twenty-four (24) years of age or younger at the beginning of the semester or session and a spouse) of employees who enroll at a Nebraska State College on a space available basis. The remission does not apply to fees. Although online courses have a single rate, a portion of the rate consists of fees. The remission provided for online courses will be sixty-seven percent (67%) of the equivalent resident tuition rate for an on-campus course. Remissions are subject to the following condition:

- a) The immediate family member must be admitted as a student of the College and must have met all normal academic requirements for the courses taken.

Employee Tuition Waiver. Employees shall be eligible to enroll for credit in courses during non-work hours for one dollar (\$1.00) per course on a space available basis. Enrollment and tuition waiver under this provision will be limited to one (1) course of not more than four (4) hours in each of the Fall and Spring semesters and one (1) Summer term. One dollar (\$1.00) covers the cost of tuition for purposes of this waiver program. Fees connected with course enrollment must be paid by the employee including the same institutional and class fees paid by all other students. Although online courses have a single rate, a portion of the rate consists of fees. The waiver provided for online courses will be based on the equivalent resident tuition rate for an on-campus course (beyond one dollar (\$1.00)). Waivers are subject to the following conditions:

- a) Employees must be admitted as students of the College and must have met all normal academic requirements for the courses taken.
- b) An employee's work schedule may be arranged, with appropriate supervisory approvals, to accommodate enrollment. Such approval shall not be unreasonably denied.

An employee may not enroll in courses under these two programs simultaneously during the same semester. Only one (1) tuition waiver course may be taken per semester by an employee. Tuition remissions and tuition waivers will not apply to already discounted tuition rates for dual enrollment courses.

Policy Adopted:	6/5/93	
Policy Revised:	8/29/97	
Policy Revised:	6/2/06	
Policy Effective:	7/1/09	Approved: 4/17/09
Policy Effective:	7/1/11	Approved: 3/25/11
Policy Effective:	7/1/13	Approved: 3/15/13
<u>Policy Revised:</u>		

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BOARD POLICY

The terms and conditions of employment described in this policy apply to full-time and part-time support staff employees who are excluded from the NAPE/AFSCME collective bargaining unit. This policy does not apply to temporary employees or student employees.

ABANDONMENT

Employees may be considered to have abandoned the job if absent from work for longer than two (2) work days without being on approved leave. Abandonment shall be considered as a voluntary resignation not in good standing.

BACKGROUND CHECKS

Offers of employment are contingent on the applicant/employee successfully passing a background check.

BENEFITS

The Board shall make group medical, dental, vision, life, and long-term disability insurance coverages available to employees who are employed full-time on a continuing basis in a budgeted position (at least .75 FTE). Employees employed less than .75 FTE are not eligible for group medical, dental, vision, life or long-term disability coverages, unless coverage is required under the Affordable Care Act.

For medical and dental insurance, the Board will contribute a fixed dollar amount equivalent to eighty-five percent (85%) of the aggregate costs of the individual plan, with the employee responsible for the remaining amount of the cost of coverage. For those employees who opt for coverage under a family plan, the Board will contribute toward either family plan, employee/children or employee/spouse a fixed dollar amount equivalent to seventy-five percent (75%) of the aggregate costs of the family plan, with the employee responsible for the remaining amount of the cost of coverage. When both members of a married couple are employed and request family coverage, each individual will be required to contribute an amount equal to the contribution an employee makes toward single coverage.

The Board will contribute fifty percent (50%) toward the cost of single vision coverage for any plan option selected by the employee.

A life insurance plan offering group term life insurance coverage in the amount of thirty thousand dollars (\$30,000) will be provided at the Board's expense with the employee permitted to supplement the basic coverage with either a ten thousand dollar (\$10,000), twenty thousand dollar (\$20,000), fifty-thousand dollar (\$50,000), one-hundred thousand dollar (\$100,000), or one-hundred eighty thousand dollar (\$180,000) optional life insurance policy addition at the employee's expense. Employees may also purchase a two thousand dollar (\$2,000) dependent life policy on spouse and child, or a five-thousand dollar (\$5,000) dependent life policy on a child, or ten-thousand dollar (\$10,000) coverage for a spouse at the employee's expense. Eligible coverage for children begins at six (6) months of age. In accordance with current policy provisions, employees' life insurance benefits are reduced to 50% at seventy (70) years of age.

A group long-term disability plan will be provided which will pay sixty-six and two-thirds percent (66 2/3%) of salary after ninety (90) days of continuous disability as defined by the insurance carrier. The Board will provide seventy-five percent (75%) of the aggregate costs of this coverage.

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The Board shall provide an opportunity for employees (employed at least .75 FTE full-time) to voluntarily participate in a flexible spending account, subject to provisions of IRS Code Section 125. Employees may choose to set aside an amount from their paychecks, which is not taxed, in a medical or dependent care account for payment of eligible expenses.

The Board shall make an Employee Assistance Program available for employees (employed at least .75 FTE full-time). The Board shall pay the annual flat rate as established by the program. Any other costs shall be borne by the employee. Records concerning an employee's treatment for alcoholism, drug or stress related problems shall remain separate from other personnel materials. All employee assistance records shall remain confidential.

Employees and their spouses will be allowed to use, free of charge during non-working hours, those facilities belonging to the College that are used to promote wellness. Dependents of employees will be permitted to use these facilities at a reduced rate. Such facilities will be available to employees, their spouses and dependents during the facilities' normal hours of operation and when not being used for classroom instruction or program activities.

CORRECTIVE AND DISCIPLINARY ACTION

The Colleges shall adopt and promulgate rules of conduct for distribution to employees in the form of an employee handbook, including, but not limited to grounds for disciplinary action. The same rules of conduct and disciplinary grounds shall apply to employees located in the NSCS Office.

The right to exercise discipline for just cause is vested exclusively in the Board; provided that an employee who has been disciplined will be advised of the reason or reasons for such action. The level of discipline imposed shall be based on the nature and severity of the infraction. Disciplinary action challenged by the employee as not in conformance with this policy, may be grieved.

The Chancellor is authorized to implement corrective and disciplinary action for System Office employees pursuant to the procedures established in this policy.

Investigatory Suspension. An employee who is under investigation for misconduct, or charged with criminal activity or for other reasons at the discretion of the President or designee may be suspended with pay until such time as it is possible to determine if disciplinary action should be taken. The Chancellor is authorized to implement corrective and disciplinary action for System Office employees pursuant to the procedures established in this policy.

Verbal Counseling. Verbal counseling is an informal level of corrective action. Verbal counseling is not disciplinary action. Verbal counseling is not grievable. It is a warning given by an immediate supervisor in conference with an employee in which the matter is discussed with the employee. The employee will be advised what action is expected of him or her to correct the problem.

Predisciplinary Notice. Prior to imposing discipline, employees are entitled to notice of the allegations against them which will identify the nature of the offense, the rule, policy, or performance standard violated and include an explanation of the evidence against them. The notice will include a description of the incident(s) involved and date(s) of occurrence as applicable.

Employee Opportunity to Respond. Prior to imposing discipline the employee will additionally be entitled to an opportunity to respond to the allegations, present mitigating evidence, or present reasons why disciplinary action should not be taken.

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Notice of Disciplinary Action. An employee will be notified in writing whenever any disciplinary action is taken against him or her. The employee must acknowledge receipt by signing the written disciplinary notice. The employee's signature does not constitute agreement with the content of the notice. If the employee refuses to sign, the supervisor and a witness will sign a notation of the employee's refusal on the notice. A copy of the written disciplinary notice will be placed in the employee's personnel file.

Types of Disciplinary Action.

Written Warning. Written warnings consist of a discussion between the employee and a supervisor in which the supervisor explains in detail the reasons for the warning and then provides a written disciplinary notice to the employee of the action required to correct the unsatisfactory performance, the time allowed for improvement and the consequences, including dismissal, for future violations or failure to improve.

Disciplinary Probation. A disciplinary probation may be imposed by the appropriate Vice President or designee for a period of up to six (6) months, but may be extended to a total of one (1) year, during which time the employee's performance must improve. A corrective action plan including the time allowed for improvement and the consequences, including dismissal, for future violations or failure to improve shall be included in the written disciplinary notice.

- i) Employees on disciplinary probation shall not be promoted or granted merit pay increases.
- ii) Employees granted leave while serving disciplinary probation may have their probation extended by the number of days absent on leave.
- iii) Employees may be removed from disciplinary probation by a written notice of the appropriate Vice President or designee.

Disciplinary Suspension Without Pay. A period of suspension imposed by the President shall be without pay and shall not exceed five (5) working days. The disciplinary notice informing the employee of suspension shall be dated and include the reason for the suspension, the number of days of the suspension, time allowed for improvement and the consequences, including dismissal, for future violations or failure to improve.

- i) The employee's service date shall be adjusted by the number of calendar days absent during a suspension.
- ii) Employees on suspension shall not be granted paid leave during the suspension period.

Demotion. A President may demote an employee to a class of a lower salary grade as a disciplinary action. The employee's duties shall be changed to reflect the new classification. Upon demoting an employee for disciplinary reasons, a President shall reduce the employee's salary a minimum of five percent (5%) and the salary may not be above the Maximum Rate of the new salary grade. However, demoted employees' salaries may be reduced no lower than the minimum salary of the new salary grade. The written notice regarding the demotion time shall specify the time allowed for improvement and the consequences, including dismissal, for future violations or failure to improve.

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Dismissal. Dismissal is removal from employment for failure to respond to previous disciplinary actions or when extreme circumstances render any preceding steps unnecessary or inappropriate.

Upon receipt of a supervisor's and/or Vice President's recommendation to dismiss an employee, the President shall inform the employee, in writing, of a time at which the employee may present to the President or designee, any additional facts, material, or evidence regarding the employee's potential dismissal. Failure by the employee to appear shall constitute a waiver by the employee of the aforementioned meeting. The employee may be represented by a third party at the meeting, but the time, date, or place of said meeting shall not be postponed or rescheduled because the representative of the employee is unable to attend unless both the President and the employee mutually agree to another time, date, and/or place.

Within five (5) work days following the scheduled date of the meeting, the President shall provide the employee a copy of his or her recommendations regarding the dismissal. The five (5) day period may be extended upon agreement between the President and the employee. A copy of the President's recommendation shall be forwarded to the employee and the Chancellor. If the President recommends that the employee be dismissed, the written notice shall inform the employee that he or she may request a hearing before an advisory committee by submitting a written request to the President within ten (10) work days of receipt of the notice. If the employee submits a written request for a hearing the President shall refer the proposed dismissal to an advisory committee for a hearing and recommendation. The committee members will be appointed by the President.

The committee will then establish the date, time and place for the hearing and so inform the employee and the President. The committee shall admit and consider evidence submitted by the parties in the form of documents or the testimony of witnesses. The committee will arrange for the hearing to be recorded. The employee shall have the right to attend all evidentiary proceedings of the committee, to present evidence, to examine documents, to question witnesses, and to otherwise present any relevant evidence with respect to the statement of reasons for dismissal. The employee shall also have the right to be represented by an attorney at the employee's expense. Any party who wishes to use a court reporter to take a verbatim transcript may do so at party's own expense. The committee shall adopt rules to be followed which ensure substantive and procedural due process including prior notice of witnesses to be called and documents to be offered in evidence at the hearing, no documents or witnesses not so listed shall be heard, except for the purpose of rebutting oral testimony of the other party or for other justifiable cause found to exist by the committee. The Committee may admit probative evidence as well as exclude incompetent or repetitive evidence.

The hearing shall be conducted within twenty (20) working days of the request for a hearing. The committee shall render its written recommendation along with a complete recording of the hearing to the employee and the President within ten (10) working days after the hearing is closed.

Within ten (10) working days after receiving the recommendation from the committee, the President shall render a decision in writing to the employee and committee. If the President rejects the recommendations of the committee, the President shall state reasons for doing so, in writing, to the committee and the employee. The committee shall have the opportunity within five (5) working days to provide a response for the record.

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If the employee is not satisfied with the decision of the President, the employee may make a written request to the Chancellor within ten (10) working days of the receipt of the President's decision. The Chancellor shall render a written decision regarding the dismissal within twenty (20) working days. The decision of the Chancellor, on behalf of the Employer, will be final.

An employee recommended for dismissal for cause shall continue to be an employee until the appeal procedure up to and including the Chancellor only has been exhausted or until the employee has failed to advance his or her appeal in a timely fashion. The President may, at his or her discretion, suspend or reassign the employee to other duties with pay during the appeal procedure.

If the Chancellor recommends dismissal for an employee in the NSCS Office, the employee may request a hearing before a hearing officer by submitting a written request to the Board Chair within ten (10) work days of receipt of the notice. If the employee submits a written request for a hearing the Board shall appoint a hearing officer to conduct a hearing and submit findings of facts and recommendations to the Board for a vote on the dismissal decision. The Board's decision will be final.

DRUG AND ALCOHOL TESTING

In the interest of maintaining a safe, healthy, and efficient workplace for all employees, and to protect the Board's property, information, equipment, and reputation, the Board has established a program to test for drug and alcohol use in the workplace. Testing will be required when reasonable cause exists in the workplace to conduct such a test. The Board shall be responsible to pay for the costs of any such tests. Employees, who may be required under federal law or regulations to submit to random drug and alcohol testing, will be notified of the general testing requirements in writing in advance.

GRIEVANCE PROCEDURE

All regularly employed full-time employees (at least .75 FTE) have grievance rights. Applicants, temporary employees, probationary, part-time employees (less than .75 FTE) and employees located in the NSCS Office do not have grievance rights under this policy.

Employees who are aggrieved as a result of administrative or management actions resulting in an injury, injustice, or wrong involving a misinterpretation or misapplication of rules promulgated by the Board or College rules and regulations may grieve such actions. Presidents and the Chancellor, as appropriate, shall ensure that every possible effort is made to resolve grievances at the College and NSCS Office levels.

The Board has final authority to determine whether or not an issue is grievable and may elect to hear any issue at its discretion. Issues determined to be non-grievable are subject to summary dismissal. The following issues, when done in compliance with established law, rule or policy, are examples of non-grievable matters: performance evaluations; employment appointments including promotions to positions; leave of absence decisions; salary allocations; and, position classification. Employees who have been recommended for dismissal from employment for cause under the provisions of this policy, may not file grievances while the dismissal process is pending.

Steps. A grievance will be processed in the following manner:

Step 1. The employee will discuss the grievance with his or her immediate supervisor in an attempt to settle the grievance.

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Step 2. If the grievance is not settled in Step 1, the employee may file a written grievance with the Human Resources Director within no more than fifteen (15) working days after the employee has knowledge or should have had knowledge of the facts giving rise to the grievance. The written grievance shall be recorded on the designated form. When reducing a grievance to writing, the following information must be stated with reasonable clarity: the exact nature of the grievance, the act(s) of commission or omission, relevant date(s) if known, the identity of individual(s) alleged to have caused the grievance, the rule or policy that was misinterpreted or misapplied and the relief requested.

Upon receipt of the written grievance and prior to issuance of a written response, the Human Resources Director and the appropriate Vice President shall meet and confer with the employee in an attempt to resolve the grievance. The Vice President shall provide a written response to the employee within ten (10) working days of the date the grievance was filed. If a written response is not received within ten (10) working days, the employee may proceed to Step 3.

Step 3. If the grievance is not settled in Step 2, the employee may appeal to the President within ten (10) working days of the receipt of the written response in Step 2, by filing the written grievance form and all prior written responses with the President.

At the employee's request, the President will conduct a conference with the employee in an attempt to resolve the grievance.

Within ten (10) working days of receipt of the written grievance form and all prior written responses, the President will render a written decision to the employee.

Step 4. If the grievance is not settled in Step 3, the employee may appeal to the Chancellor, within ten (10) working days of the receipt of the written response in Step 3 by filing the written grievance form and all prior written responses with the Chancellor.

The Chancellor shall notify the employee of his or her final decision, within twenty (20) working days after receipt of the written grievance form, all prior written responses and any additional information the employee wishes to have considered.

Time Limits. Failure of the Employer in any step to render a decision to the employee with the maximum time limits shall automatically allow the employee to proceed to the next step. Failure of the employee to proceed to the next step within maximum time limit shall be considered as termination of the grievance.

HOLIDAY SCHEDULE

Twelve (12) paid holidays are provided each year. Additional holidays may be scheduled at the discretion of the President or Chancellor to match state and federal holiday observances. In order for an employee to be eligible for holiday pay the employee must work his or her scheduled work day before and after the holiday or be authorized to use paid or unpaid leave on the day before and after the holiday. Part-time employees shall receive paid holiday time on a pro-rated basis.

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LAYOFFS

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

Employees to be laid off shall be given as much notice as possible, but at least fifteen (15) working days written notice if employed full-time (at least .75 FTE) and ten (10) working days written notice if employed part-time (less than .75 FTE).

LEAVE

Bereavement Leave.

At the discretion of the immediate supervisor, up to five (5) days of bereavement leave, per fiscal year may be granted to employees for death in the immediate family. Immediate family as used in this section shall mean spouse, parent, grandparent, sibling, child, stepchild, legal ward, grandchild, a spouse of any of these, or someone who bears a similar relationship to the spouse of the employee each year. For persons not of the immediate family, up to one (1) day of bereavement leave each year may be granted at the discretion of the immediate supervisor. No employee shall be unreasonably denied the use of vacation leave when such additional time is required to settle personal matters related to a death in the immediate family.

Civil Duty Leave.

An absence with pay will be granted an employee for jury service during the actual period of service, and the employee will retain fees paid him or her as a juror; provided that the employee calls his or her supervisor to determine whether he or she should report for work upon being released from jury duty on any day prior to the end of his or her regular shift.

Absence with pay may be granted for an employee who is subpoenaed as a witness during the actual period of such service; provided that the absence is limited to that period the employee is actually compelled to be present at court, having made reasonable efforts to arrange with the subpoenaing party that the attendance would be so limited. Copies of summons and subpoenas should be provided to the Human Resource Office in advance of the absence.

If an employee is appointed as a clerk, election inspector, or judge on an election or counting board, the employee shall be granted an absence with pay during the time when the employee's physical presence is required by the court or the board. The employee shall retain all fees paid for their civil service.

Crisis Leave Sharing Program.

Employees may contribute accrued vacation leave or compensatory hours to benefit another employee at the same College who is suffering from a catastrophic illness. Vacation leave or compensatory hours may be donated in no less than one (1) day increments. Hours donated but not used will be maintained in a crisis leave sharing pool and distributed on an as needed basis to eligible employees by a Shared Leave Committee designated by the College.

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The Committee will determine the amount of donated leave an employee may receive and may only authorize an employee to use up to a maximum of ninety (90) days in a twelve (12) month period. To be eligible to receive donated leave, an employee must have been employed for at least twelve (12) consecutive months and have had absences of at least thirty (30) days during the prior six (6) months and have exhausted all paid leave due to his or her own serious health condition, as defined, and which has caused, or is likely to cause, the employee to take leave without pay.

The crisis leave sharing program will permit salary and health insurance continuation for those employees receiving shared leave.

Employees located in the NSCS Office may contribute vacation leave or compensatory hours to benefit another employee in the NSCS Office under the same terms and conditions listed above.

Family and Medical Leave

Eligibility. Employees with one (1) year service and who have worked at least one thousand two hundred fifty (1,250) hours during the previous twelve (12) month period will be entitled to take up to twelve (12) work weeks of unpaid family leave during any twelve (12) month period for reasons related to family and medical needs. Eligible employees, male or female, may use family and medical leave:

- 1) for the birth of a child, or the placement of a child with the employee for adoption or for foster care (leave for birth and care, or placement for adoption or foster care must conclude within twelve (12) months of the birth or placement);
- 2) to care for a spouse, child, parents, grandparents, or persons bearing the same relationship to the employee's spouse with a serious health condition;
- 3) for the employee's own serious health condition;
- 4) for any qualifying exigency arising out of the fact that the spouse, or a son, daughter or parent of the employee is on active duty (or has been notified of any impending call or order to active duty) in the Armed Forces in support of a contingency operation.

Note: "Child" shall mean biological, adopted or foster child, a stepchild, a legal ward, or child of a person standing in loco parentis

Serious Health Condition. A serious health condition is defined to include:

- 1) An illness, injury, impairment, or physical or mental condition that involves either inpatient care, meaning an overnight stay in a hospital, hospice, or residential care facility, or continuing treatment by a health care provider for three (3) or more consecutive days.
- 2) Any period of incapacity because of pregnancy or prenatal care (even without treatment by a health care provider and even if the absence is less than three (3) days, e.g., morning sickness).
- 3) Any period of incapacity because of a chronic serious condition (even without treatment by a health care provider and even if the absence is less than three (3) days, e.g., an asthma attack).

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- 4) any period of absence to receive multiple treatments by health care providers for reconstructive surgery after an accident or injury, or for a condition that would likely result in a period of incapacity of more than three (3) consecutive days if unrelated, e.g., cancer (chemotherapy), kidney disease, (dialysis).

Use of Paid Leave. Sick or vacation leave may be used at the election of the employee during family and medical leave. Although employees may retain accrued, unused vacation and sick leave, such leave shall not accrue while on family and medical leave.

Requests. Requests for family and medical leave must be submitted to the Human Resource Director for approval. Appropriate medical certification or documentation may be required. Requests in the NSCS Office should be submitted to the Chancellor.

Notice. To the extent possible, thirty (30) days' notice will be given by the employee.

Insurance Contributions. The Board agrees to continue to pay its portion of insurance premiums during the term of any family and medical leave.

Limitation. In the event two employees are both eligible under this policy, the couple shall be entitled to a combined total of twelve (12) work weeks of leave.

National Defense Authorization Act. An employee who is a spouse, child, parent or next of kin (nearest blood relative) to a member of the Armed Forces who is being treated for, recuperating from or is on the temporary disability retired list due to a serious injury or illness is entitled to a total of twenty-six (26) work weeks of leave during a twelve (12) month period to provide care for the service member as provided by the Family and Medical Leave Act as amended by the National Defense Authorization Act for FY 2008.

Inclement Weather/College Closure Leave

When inclement weather causes College classes to be canceled, all employees, other than those required to report to work to provide emergency or other essential services, will be entitled to take Inclement Weather Leave. Such leave does not require the prior approval of the employee's supervisor. Time spent on Inclement Weather Leave will be charged against the employee's vacation leave balance or time can be made up within thirty (30) working days at the request of the employee, which request shall not unreasonably be denied. When the President declares the College closed, absences will not be charged against employee leave balances. Employees required to report to work to provide emergency or other essential services as determined by the President will be allowed comparable time off on an alternate date mutually agreed upon by the supervisor and the employee. The Chancellor is authorized to make inclement weather leave decisions for employees located in the NSCS Office.

Sick Leave

Employees Hired After 7-1-93. Full-time employees (1.0 FTE) hired after July 1, 1993 shall accrue paid sick leave computed at the rate of eight (8) work hours per month for each calendar month of completed service, not to exceed one-thousand four hundred forty (1,440) hours [or one-hundred eighty (180) days] maximum accumulation of unused sick leave. Part-time employees (less than 1.0 FTE) shall earn sick leave on a prorated basis. Accrual of sick leave shall begin the first day of employment.

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Employees Hired Prior to 7-1-93. Full time employees (1.0 FTE) hired prior to July 1, 1993 shall accrue paid sick leave computed at the rate of eight (8) work hours per month for each calendar month of completed service during the first five (5) years of service. Part-time employees (less than 1.0 FTE) shall earn sick leave on a prorated basis. Additional sick leave days, not to exceed one thousand four hundred forty (1,440) hours [or one hundred eighty (180) days] maximum accumulation of unused sick leave will accrue according to the following schedule:

1-5 years of continuous employment	12 days/year or 96 hours/year
6th year of continuous employment	17 days/year or 136 hours/year
7th year of continuous employment	18 days/year or 144 hours/year
8th year of continuous employment	19 days/year or 152 hours/year
9th year of continuous employment	20 days/year or 160 hours/year
10th year of continuous employment	21 days/year or 168 hours/year
11th year of continuous employment	22 days/year or 176 hours/year
12th year of continuous employment	23 days/year or 184 hours/year
13th year of continuous employment	24 days/year or 192 hours/year
14th year of continuous employment	25 days/year or 200 hours/year
15th year of continuous employment	26 days/year or 208 hours/year
16th year of continuous employment	27 days/year or 216 hours/year
17th year of continuous employment	28 days/year or 224 hours/year
18th year of continuous employment	29 days/year or 232 hours/year
19th year of continuous employment/thereafter	30 days/year or 240 hours/year
Maximum Accumulation	180 days or 1,440 hours

Reasons to Use Sick Leave. Sick leave is available when an employee is ill or injured to the extent of being unable to work. Sick leave may be taken for absences made necessary for medical appointments or by reason of illness, injury, or disability, including temporary illnesses caused by or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery there from, by exposure to contagious disease which may endanger the employee or public health, or by illness in the immediate family making it necessary that the employee be absent from his or her duties. Sick leave is not intended as any earned time off with pay, and will not be granted as such. The term "immediate family" as used in this section will be defined to include the spouse, parents, grandparents, children, stepchildren, grandchildren, legal wards, brothers, and sisters, or persons bearing the same relationship to the employee's spouse.

Transfer. An employee who is transferred within the State College System shall have his or her accrued sick leave transferred to the receiving College or System Office. Employees transferring as an employee from Nebraska State Government or the University of Nebraska System may be eligible to have sick leave hours transferred to the receiving College or System Office at the discretion of the receiving President or Chancellor. Employees transferring to Nebraska State Government or the University of Nebraska System may be eligible to have sick leave hours transferred to the new employer at the discretion of the new employer.

Employees Returning Within One Year. An employee who separates (other than for disciplinary reasons) from employment and returns to employment within one (1) year from the date of termination shall have his or her service for sick leave computed by combining prior continuous service with current continuous service disregarding such period of absence and shall have reinstated to his or her sick leave account all earned sick leave not used at the time of departure.

Employees Returning After One Year. An employee who returns to employment after one (1) year or longer or who retired or voluntarily separated in lieu of retirement shall be considered a new employee (i.e., a new hire) for the purpose of sick leave entitlement.

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No Compensation for Unused Sick Leave, Except for Retirement or Death. All sick leaves will expire on the date of separation from employment and no employee will be reimbursed for sick leave outstanding at the time of termination, except in the case of retirement or death.

Compensation at time of Retirement or Death. Employees who are eligible for retirement in the State College System will, upon termination of employment by reason of retirement, be entitled to a one-time payment of one-fourth (1/4) of their accumulated unused sick leave, with the rate of payment based upon their regular pay at the time of retirement. Upon the death of an employee, his or her beneficiary will be paid one-fourth (1/4) of his or her accumulated unused sick leave, with the rate of payment based upon the employee's regular pay at the date of death.

Vacation Leave

Employees Hired After 7-1-93. Full time employees (1.0 FTE) hired after July 1, 1993 shall, during the first and second year of employment, accrue paid vacation leave at the rate of eight (8) hours for each calendar month of service completed. Part-time employees (less than 1.0 FTE) shall earn sick leave on a prorated basis. Applicable accrual rates for paid vacation leave after the first two (2) years of employment, up to a maximum accumulation of two hundred eighty (280) hours, are as follows:

1 and 2 years of continuous employment	12 days
3rd year of continuous employment	13 days
4th year of continuous employment	14 days
5th year of continuous employment	15 days
6th year of continuous employment	16 days
7th year of continuous employment	17 days
8th year of continuous employment	18 days
9th year of continuous employment	19 days
10th year of continuous employment/thereafter	20 days
Maximum Accumulation	35 days or 280 hours

Accrual of vacation leave shall begin the first day of employment. At no point in time will an employee be allowed to accrue vacation leave hours in excess of the two hundred eighty (280) hours [or thirty five (35) days] accumulation limit.

Employees Hired Prior to 7-1-93. Full-time employees (1.0 FTE) hired prior to July 1, 1993 shall accrue paid vacation leave at the rate of eight (8) hours for each calendar month of service completed during the first five (5) years of service. Part-time (less than 1.0 FTE) shall earn vacation leave on a prorated basis. Applicable accrual rates for paid vacation leave after the first five (5) years of employment, up to a maximum accumulation of two hundred (280) hours, are as follows:

1-5 years of continuous employment	12 days/year or 96 hours/year
6th year of continuous employment	15 days/year or 120 hours/year
7th year of continuous employment	16 days/year or 128 hours/year
8th year of continuous employment	17 days/year or 136 hours/year
9th year of continuous employment	18 days/year or 144 hours/year
10th year of continuous employment	19 days/year or 152 hours/year
11th year of continuous employment	20 days/year or 160 hours/year
12th year of continuous employment	21 days/year or 168 hours/year
13th year of continuous employment	22 days/year or 176 hours/year

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14th year of continuous employment	23 days/year or 184 hours/year
15th year of continuous employment	24 days/year or 192 hours/year
16th year of continuous employment/thereafter	25 days/year or 200 hours/year
Maximum Accumulation	35 days/year or 280 hours/year

At no point in time will an employee be allowed to accrue vacation leave hours in excess of the two hundred eighty (280) hours [or thirty five (35) days] accumulation limit.

Reasons to Use Vacation Leave. Employees can request to use vacation leave for whatever purpose they choose.

Transfer. An employee who is transferred within the State College System will have his or her accrued vacation leave transferred to the receiving College or System Office. Employees transferring as an employee from Nebraska State Government or the University of Nebraska System may be eligible to have vacation hours transferred to the receiving College or System Office at the discretion of the receiving President or Chancellor. Employees transferring to Nebraska State Government or the University of Nebraska System may be eligible to have vacation hours transferred to the new employer at the discretion of the new employer.

Employees Returning Within One (1) Year. An employee who has separated from employment for any reason other than disciplinary and who returns to employment within one (1) year from the date of separation will have his or her service for vacation leave accrual computed by combining prior continuous service with current continuous disregarding the period of absence.

Compensation for Unused Vacation Leave. Employees upon retirement or separation from employment, will be paid for unused accumulated vacation leave. Upon the death of an employee, his or her beneficiary will be paid for the unused accumulated vacation leave. Payment rates will be based on the regular rate of pay at the time of retirement, separation or death.

Approval to Use Vacation Leave. Approval of employee requests with reasonable and adequate notice for consecutive days of accumulated vacation leave will be subject to the needs of the Board but will not be unreasonably denied.

Transfer Employee. An employee who is transferred within the NSCS will have his or her accrued vacation leave transferred.

Advancing Vacation Leave. The President may advance vacation leave in an amount not to exceed a total of forty (40) hours. Vacation time earned thereafter will be applied to the negative vacation balance until the advanced amount has been fully reimbursed. Upon separation from employment, employees who have been advanced vacation leave and have not yet paid it back, shall reimburse the Board for all advanced and unreimbursed vacation leave. The Board is authorized to deduct such amount from the final pay. The Chancellor may advance vacation leave to employees located in the System Office.

PAY

Annual pay increases shall only be provided to employees with satisfactory or better performance evaluation reports.

Salary base increases may be paid upon the completion of each academic degree earned after the commencement of employment. Base salary increases will be awarded only on July 1st following completion of the degree program. Official transcripts or other appropriate documentation from the awarding institution must be provided to the Human

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Resources Office prior to July 1st in order to receive the salary increase. The amount of the salary base increase will be determined by the President, or by the Chancellor for employees in the System Office.

Salary base increases may be paid upon the completion of each certification program approved by the immediate supervisor in writing that relates to the employee's position and better qualifies the employee to perform assigned tasks. The amount of the salary base increase will be determined by the President, or by the Chancellor for employees in the System Office. After providing the salary increase, the Board has the right to continue to require the employee to maintain a current certificate without further compensation.

An employee assigned by a supervisor to perform the duties of a position in a classification higher than the classification currently held by the employee may receive a temporary pay increase at the discretion of the President, or Chancellor for employees in the System Office.

PERFORMANCE EVALUATION

The President is responsible for determining how and when the performance of employees will be evaluated at the College. The Chancellor is responsible for determining how and when the performance of employees will be evaluated at the NSCS Office.

The purpose of performance evaluations is to promote high levels of achievement; measure, maintain and improve performance; and, provide opportunities for discussion and planning of goals and objectives. Employees will be allowed to participate in the evaluation process and shall be informed of the criteria used to evaluate performance.

PROBATION PERIOD

New employees shall be required to complete a probation period of six (6) months from the date of hire and shall be so notified. Employees who transfer from one College to another may be required, by the immediate supervisor, to complete a probation period. Employees who transfer to another position at the same College may be required, with sufficient written notice, to complete a new probation period.

Extensions. A probationary employee may have the probation period extended for up to an additional six (6) months for reasons of performance, transfer, promotion or leave of absence, at the discretion of the immediate supervisor. The notice of extension will be in writing and will include the specific period of extension. In case of extension for performance reasons the employee will be provided specific performance improvement requirements.

Discharge. Employees may be discharged at any time during the probation period with or without cause. The President or Chancellor will notify the employee in writing of the date the discharge is effective.

RESIGNATION

To resign in good standing, written notice must be given to the campus President or Chancellor, as appropriate, at least ten (10) working days before separation, unless the President or Chancellor agrees to a shorter period.

RETIREMENT PROGRAMS

Voluntary Retirement Settlement Program. Eligible full-time employees (at least .75 FTE) who elect to surrender their right to continued employment and retire on June 30, 2014, shall in exchange for the surrender of such right,

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receive a financial settlement incentive of twenty-five percent (25%) of their final year base salary with payment to be made in twelve (12) equal monthly installments following termination of employment. An eligible employee must be fifty-five (55) years of age with ten (10) or more years of consecutive service within the NSCS and must provide six (6) months of advanced written notice. Part-time employees (less than .75 FTE) shall not be eligible for this program.

In addition, the employee will be permitted to remain in the group medical and dental insurance plan offered retirees by Blue Cross/Blue Shield at the time of the employee's retirement. The Board will pay the full cost of such coverage, which includes both the cost the employee would pay if still employed and the cost that the Board pays for such coverage as the employer. Coverage payments will continue for a period of twelve (12) months following retirement. Any COBRA benefits remaining will be available following cessation of the coverage payments. COBRA benefits are not available if the employee elects to enroll in the Direct Bill program. The employee shall be responsible for membership fees required by NSEA.

If the retired employee reaches the age of sixty-five years (65) at any time during the twelve (12) month period of payout, at which time eligibility to participate in the BC/BS retiree plan ceases, the Board will pay an amount equivalent to the full-cost of the 65 Gold Plus Medicare Supplemental Plan offered by the NSEA for the payout period remaining.

If death occurs during the payout period, the employee's beneficiaries or estate will receive any remaining incentive payments due under the terms of this program. The medical and dental benefit will terminate upon the date of death.

No employee will be coerced into participating in this Voluntary Retirement Settlement Program, or have his or her employment terminated for the purpose of preventing him or her from becoming eligible to participate.

The Program is intended to be operative through the time period indicated with salary payments and insurance coverage available only during the fiscal year following retirement.

Early Retirement Incentive Program. The Program is designed to encourage the early retirement of eligible full-time (at least .75 FTE) employees by offering an incentive to retire in the form of paid premiums in the group medical and dental health insurance program offered retirees by Blue Cross Blue Shield at the time of the eligible employees' retirement. The payment of premium will continue until the retired employee becomes eligible for coverage under the federal Medicare program, at which time the paid premiums shall cease. Full-time employees who have completed at least ten (10) years of continuous service within the State College System, and who are sixty (60) years of age or older are eligible to participate in this program upon providing six (6) months of advanced written notice. The employee shall be responsible for membership fees required by NSEA. Part-time employees (less than .75 FTE) shall not be eligible for this program. In order to be eligible for this program, the employee has to meet the five (5) year Educator's Health Alliance continuous coverage requirement.

TUITION PROGRAMS

Only full-time (at least .75 FTE) employees are eligible for the following programs. These programs are not available to the immediate family members of employees whose anticipated employment period is less than six (6) months, regardless of FTE employment status.

Immediate Family Tuition Remission. A sixty-seven percent (67%) tuition remission will be available for employees and immediate family (spouse and children who are twenty-four (24) years of age or younger) members of

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employees who enroll at a Nebraska State College on a space available basis. The remission does not apply to fees. Although online courses have a single rate, a portion of the rate consists of fees. The remission provided for online courses will be sixty-seven percent (67%) of the equivalent resident tuition rate for an on-campus course. Remissions are subject to the following conditions:

- a) The employee or immediate family member must be admitted as a student of the College and must have met all normal academic requirements for the courses taken.

Employee Tuition Waiver. Employees will be eligible to enroll for credit in course offerings during non-work hours for one dollar (\$1.00) per course on a space available basis. Enrollment and tuition waiver under this provision will be limited to one (1) course of not more than four (4) credit hours each fall and spring semester, and one (1) summer term. One dollar (\$1.00) covers the cost of tuition for purposes of this waiver program. Any mandatory or applicable fees which are charged with the course enrollment must be paid for by the employee. Although online courses have a single rate, a portion of the rate consists of fees. The waiver provided for online courses will be based on the equivalent resident tuition rate for an on-campus course beyond one dollar (\$1.00). Waivers are subject to the following conditions:

- a) Employees must be admitted as students of the College and must have met all normal academic requirements for the courses taken.
- b) An employee's work schedule may be arranged, with appropriate supervisory approvals, to accommodate enrollment.

Limitation. An employee may not enroll in courses under the two programs described above simultaneously during the same semester. Only one (1) tuition waiver course may be taken per semester by an employee. Tuition remissions and tuition waivers will not apply to already discounted tuition rates for dual enrollment courses.

Policy Adopted:	1/28/77	
Policy Revised:	6/5/93	
Policy Revised:	6/2/06	
Policy Effective:	7/1/09	Approved: 4/17/09
Policy Effective:	7/1/11	Approved: 3/25/11
Policy Revised:	7/1/13	Approved: 3/15/13

Policy Revised:

Attachment: Revisions to Board Policy 5104 (1636 : Revisions to Board Policies 5010, 5102, 5103, 5104 and 5501)

PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 5501 Insurance and Benefits;
Ancillary Organizations**

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BOARD POLICY

Full-time employees (at least .75 FTE) of organizations ancillary to the State Colleges and the State College System are eligible for participation in the System Group Insurance and Retirement Plans, namely the group medical/dental, vision, life, long-term disability insurance plans and the TIAA/CREF retirement plans. Part-time employees are eligible for medical/dental insurance coverages according to the Affordable Care Act. Employees will also be eligible to participate in the immediate family tuition remission program, the tuition waiver program and the Employee Assistance Program.

No State College contribution to the employee's premium cost will be involved. The ancillary organization shall be responsible to reimburse the College or System for the employer's share of the benefit cost. Ancillary organizations must have a written Collaborative Agreement with the Board addressing access to insurance and benefit plans. Ancillary organizations include: Chadron State Foundation; Peru State College Foundation; and Wayne State Foundation.

Policy Adopted: 6/5/93
Policy Effective: 4/1/10
Policy Revised:

Approved: 3/26/10

ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 5015 Adjunct Faculty

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BOARD POLICY

PURPOSE

This policy addresses terms and conditions of employment for adjunct faculty in the Nebraska State College System. The Board recognizes the contribution made to the mission of the system by the dedicated group of individuals who teach and/or provide services on an adjunct basis.

APPLICABILITY AND APPOINTMENT

This policy applies only to adjunct faculty, defined in Board Policy 5014 (a) and (b) as non-ranked, non-tenured faculty. Adjunct faculty are compensated on a course-by-course basis without expectation of continued employment.

Adjunct faculty are employed to provide instructional services on a part-time basis, less than 0.75 FTE. Adjunct faculty shall not be assigned more than twenty-four (24) credit hours per calendar year within the Nebraska State College System. The Vice President for Academic Affairs is responsible for monitoring and enforcing the twenty-four (24) credit hour and less than .75 FTE limitation in conjunction with the Director of Human Resources.

This policy does not apply to visiting faculty, graduate assistants, or lecturers. This policy does not apply to College employees who may teach in addition to their regular assignments.

PROCEDURE

SELECTION OF ADJUNCT FACULTY

Selection

Hiring practices must comply with the Board's Equal Employment Opportunity requirements noted in Board Policy 5000.

Credentials

Adjunct faculty must possess, at a minimum, a master's degree in a discipline related to the area of the teaching assignment. At the discretion of the President, an exception to the master's degree requirement may be granted. When such an exception is granted the President shall provide notice to the Vice Chancellor for Academic Planning and Partnerships. Additional professional certifications or professional experience requirements for adjunct appointments may be established at the discretion of the hiring College and may vary depending on the academic program and course level.

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POLICY: 5015 Adjunct Faculty

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Records

As part of the hiring process, the College Human Resources Office shall maintain records of all adjunct faculty including: official transcripts, a curriculum vitae, and other materials that were used in the selection process.

Contracts

Each adjunct faculty member shall be provided a written contract noting the contract term, compensation and a description of the course assignment(s). The term of appointment shall be consistent with the published course schedule.

WORKING CONDITIONS

Adjunct faculty are responsible for the instructional quality and the overall conduct of the courses which they are assigned to teach. This responsibility includes, but is not limited to, the conduct of lectures and/or laboratory sessions, evaluation through examinations or other appropriate assessment methods, recitation sessions and homework. Course content shall reflect the focus described in the catalog course description.

Although designated “office hours” are not required, adjunct faculty are required to be available and responsive to students’ questions in a timely manner.

Routine orientation, supervision and evaluation for adjunct faculty shall be implemented through a process determined at each College.

Adjunct faculty shall not be given committee assignments or other duties *as part of* their adjunct instructional services. Employment appointments *in addition to* adjunct instructional services are still subject to the less than .75 FTE limitation and shall be detailed separately in an employment contract.

Adjunct faculty members shall practice academic responsibility, professional ethics, academic honesty and integrity, and shall abide by all College rules and policies.

COMPENSATION

The rate of pay for adjunct faculty is set by the hiring College. Prior to implementing any rate change, the College must obtain approval from the Chancellor. Presidents can request an exception from the Chancellor to exceed the established adjunct rate, in individual cases where a unique need or emergency exists.

Policy Adopted: 4/25/14

Policy Revised:

Chadron State College Proposal to Eliminate Options/Endorsements

Physics Option, Physics Field Endorsement, Physics Subject Endorsement

1. Descriptive Information Concerning Program – Evidence of Need and Demand

While Chadron State College recognizes the importance of maintaining coursework in physics, it must also acknowledge the reality of limited student demand for a physics program. The Physics Option, Physics Field Endorsement, and Physics Subject Endorsement have historically had low student enrollments. At the time of the decision to close the program, there were only two students majoring in the three options. Ensuring that the limited number of students in the program are able to move through in a timely fashion has redirected faculty and resources away from other more fully enrolled science programs. No loss of students is anticipated as students with an interest in physics programs will select another of the STEM majors currently being offered.

2. Procedures to Teach Out the Program

In accordance with NSCS Board Policy 3011, the Teach Out plan (below) was distributed to the two students in the program on May 14, 2015. At that time the faculty and administration worked with the two students to identify program completion options inside and outside the State College System. One student changed to a different science major. The other student was given two options for completing the degree. That student, prior to the closing of the program, had already applied and been accepted at Colorado School of Mines and South Dakota School of Mines and eventually transferred. On May 28, 2015, the option and endorsements were closed to new enrollees.

3. Impact on Faculty Resources

There is no impact on faculty or staff as physics courses will still be taught as a part of the science curriculum. No faculty or staff were dedicated solely to the Physics Option, the Field Endorsement, or the Subject Endorsement.

4. Impact on Physical Resources

There is no impact on physical resources as physics courses will still be taught as a part of the science curriculum.

5. Impact on Instructional Equipment and Informational Resources

There is no impact on instructional equipment and/or informational resources as physics courses will still be taught as a part of the science curriculum.

6. Consistency with the Comprehensive Statewide Plan for Postsecondary Education

Elimination of these program will allow for more effective utilization of resources in STEM areas. This reflects the Nebraska State College System emphasis on providing students with career-

oriented training in areas of high and growing demand. This proposal was initiated by the current faculty members of the physics program within the Department of Physical and Life Sciences.

PHYSICS TEACH OUT OPTIONS

Each student impacted by the elimination of this option had their transcript analyzed to develop an individualized teach out plan that met their specific needs. One student (Student A) chose to change to a different science major. The second student (Student B) had 92 credits completed with 28 credits remaining in order to graduate. All 28 credits needed to be upper division coursework. In order to complete the Physics option, the following courses or substitutions needed to be met:

- | | |
|---|----------|
| ○ PHYS 310, Capstone I, | 1 credit |
| ○ PHYS 401, Capstone II, | 1 credit |
| ○ PHYS 410, Capstone III, | 1 credit |
| ○ PHYS 370A, Modern Physics | 3 credit |
| ○ PHYS 370D, Scientific Computer Applications | 3 credit |
| ○ PHYS 434, Mechanics | 3 credit |
| ○ PHYS 444, Thermodynamics | 3 credit |
| ○ PHYS 454, Electricity and Magnetism | 3 credit |
| ○ PHYS 464, Quantum Mechanics I | 3 credit |

The two teach out options developed and presented to the student were:

OPTION 1:

Substitute PHYS 333 and L, Astronomy and Lab, and PHYS 334, Meteorology (two courses already taken), for upper division Physics Option course

Fall 2015:

Math 336, Calculus III, for upper division Physics Option course

PHYS 390, Internship in Physics (3 credits), for upper division Physics Option course

Spring 2016:

PHYS 390, Internship in Physics (3 credits), for upper division Physics Option course

PHYS 310, Capstone I, (1 credit)

MATH 330, Differential Equations, for upper division Physics Option course

Fall 2016:

PHYS 401, Capstone II, (1 credit)

Four credits of upper division coursework in any discipline

Spring 2017:

PHYS 410, Capstone III, (1 credit)

Three credits of upper division coursework in any discipline

OPTION 2:**Fall 2015:**

PHYS 370A, Modern Physics

PHYS 370D, Scientific Computer Applications

Spring 2016:

PHYS 434, Mechanics

PHYS 444, Thermodynamics

PHYS 310, Capstone I, (1 credit)

Fall 2016:

PHYS 454, Electricity and Magnetism

PHYS 464, Quantum Mechanics I

PHYS 401, Capstone II, (1 credit)

Spring 2017:

PHYS 410, Capstone III, (1 credit)

Seven credits of upper division coursework in any discipline

Chadron State College
Proposal to Add Minor in Interdisciplinary Studies
(English & Humanities)

1. Descriptive information

- A. Name of institution
Chadron State College (CSC)
- B. Name of program
English and Humanities
- C. Degrees/credentials to be awarded graduates of the program
Minor: Interdisciplinary Humanities
- D. Other programs offered in this field by the institution
None
- E. CIP code
24
- F. Administrative units for the program
School of Liberal Arts
- G. Proposed delivery site(s) and type(s) of delivery, if applicable
CSC and regional sites. The courses will be offered in face-to-face, blended, and distance delivery formats.
- H. Proposed date (term/year) the program will be initiated
Fall 2017
- I. Description, including credit hours and other requirements (program of study) and purpose of the proposed program.
The Interdisciplinary Humanities minor will be housed under the English program within the Department of English and Humanities. This new minor is designed to respond to the growing demand for interdisciplinary study and the nurturing of enhanced creative and critical think skills that employers are looking for in a 21st century workforce in Nebraska, the U.S., and the globe.

Minor: Interdisciplinary Humanities

Required credit hours: 21

Participating disciplines: Humanities, Philosophy, English, History, Music, Art, and Theatre

A. Core

9 core hours in Interdisciplinary Humanities chosen from:

HUM 231 Humanistic Perspectives	3
HUM 232 The Classical World	3
HUM 233 The Middle-Ages to the Renaissance	3
HUM 234 Enlightenment to Romanticism	3
HUM 235 Modernism to Postmodern	3

B. Concentration

Upper-division courses in one of the participating humanistic disciplines. 9

C. Humanities elective

Upper division courses listed with an HUM prefix. 3

Total 21

Other requirements: Must complete all of the ESP requirements along with a major

For the core, the courses are listed. For the concentration, students will choose one of the participating discipline and take any upper-division courses with that prefix that they wish to take. For the Humanities elective, students can take any upper-division course with the HUM prefix.

2. Centrality to Role and Mission

Assurances that proposed program is consistent with its role and mission, as defined in Nebraska statutes, and that consideration of this program proposal at the College included faculty from across the institution.

This option reflects Chadron State College’s efforts to provide students with career-oriented training in areas of high and growing demand as well as leverage current faculty strength’s and course offerings. This new minor is designed to respond to the growing demand for interdisciplinary study and the nurturing of enhanced creative and critical think skills that employers are looking for in a 21st century workforce in Nebraska, the U.S., and the globe. Industry has rediscovered that the humanities provide the coursework and develop the skillsets required in today’s rapidly changing environment.

3. Evidence of Need and Demand

- a. Need for the program – provide information, such as data, surveys, or studies, regarding:
 - i. Workforce needs of business, industry, and employers;
 - ii. Job and educational advancement opportunities for graduates; and
 - iii. Potential for the program to contribute to society and economic development, where appropriate.

Recent studies and news articles confirm that the job market for liberal arts majors and minors is growing (<http://www.aacu.org/nchems-report>) and that a significant number of CEOs of major companies prefer to hire college graduates with a broad liberal arts based education

(<http://www.fastcompany.com/3034947/the-future-of-work/why-top-tech-ceos-want-employees-with-liberal-arts-degrees>).

- b. Demand for the program – provide studies, surveys, or other evidence about student demand, including:

Number of students expected to enroll in the program in each of the first five years of operation and minimum number of students required to make the program viable.

It is anticipated that majors within the liberal arts, such as Literature, Music, and Theatre will be inclined to enroll in the minor. The minor will also be appropriate for majors in History and students with non-comprehensive majors in Business. The minor is expected to attract between ten to twelve students each year. Since the degree encompasses existing courses, the concern about building student cohorts capable of sustaining the degree is not a factor. Addition of the degree will facilitate enrollment growth across the program courses since students completing this degree would be enrolled in existing courses.

4. Adequacy of Resources

- a. Faculty and Staff Resources

Number of current faculty and staff required to implement the proposed program in the responsible unit; and additional new faculty and/or administrative and support staff required, including graduate assistants, along with expected qualifications for these individuals.

This degree will only utilize current faculty members with no need for additional faculty or staff.

b. Physical Facilities

- i. Location of the proposed program;
Chadron State College, regional, and distance delivery sites.
- ii. Additional physical facilities, such as classrooms, laboratories, and offices, which will be required for the program; and plans for renovating existing facilities, constructing new facilities, or leasing additional facilities for the proposed program within the next ten years.

This degree will only utilize existing facilities with no need for additional facilities.

c. Instructional Equipment and Informational Resources

- i. Computers;
- ii. Library holdings;
- iii. Data services; and
- iv. Telecommunication connectivity.

This degree will only utilize current technology equipment, library holdings, data services, and telecommunication connectivity with no need for additional technology equipment, library holdings, data services, or telecommunication connectivity.

d. Budget Projections for first five years of program

- i. Projected expenses (CCPE Table 1 or comparable representation)
- ii. Reallocation of existing resources and/or other revenue sources for expenses (CCPE Table 2 or comparable representation)

There are no projected expenses since this degree will only utilize current faculty members, facilities and equipment, and library holdings. The degree is a repackaging of current courses being offered. There is no need for additional faculty members, facilities and equipment, or library holdings that would incur increased expenses.

5. Avoidance of Unnecessary Duplication

- a. Identify other similar programs offered in the state by public or private institutions;

There are humanities degrees and there are interdisciplinary degrees; however, no interdisciplinary humanities minor programs could be found to be offered in Nebraska.

- b. Identify any similar programs offered within the states that are members of the Midwestern Higher Education Compact; and

There are numerous programs in the humanities and interdisciplinary studies offered within the Midwestern Higher Education Compact. As with the search in Nebraska, no interdisciplinary humanities minor programs could be found.

- c. For graduate and professional programs, identify similar programs offered in contiguous states that would be reasonably accessible to Nebraska residents.

As with the results of the searches for this type of program within the state of Nebraska and the Midwestern Higher Education Compact, no interdisciplinary humanities minor programs could be found.

6. Consistency with the Comprehensive Statewide Plan for Postsecondary Education

Explain how this program would enhance relevant statewide goals for education. In all cases, the Board may require objective consultants to assist the Board in analyzing the proposal and arriving at a decision. A copy of every proposal shall be forwarded to the Vice Chancellor for Academic Planning and Partnerships once it has been approved at the College level.

This new program will prepare graduates for the growing demand for interdisciplinary study and the nurturing of enhanced creative and critical think skills that employers are looking for in a 21st century workforce in Nebraska, the U.S., and the globe. Industry has rediscovered that the humanities provide the coursework and develop the skillsets required in today's rapidly changing environment. This reflects the Nebraska State College Systems efforts to provide students with career-oriented training throughout their work life.

Chadron State College
Proposal to Add Minor in Public Health Promotion & Education
(Family & Consumer Science)

1. Descriptive information

- A. Name of institution
Chadron State College (CSC)
- B. Name of program
Family and Consumer Science
- C. Degrees/credentials to be awarded graduates of the program
Minor: Public Health Promotion and Education
- D. Other programs offered in this field by the institution
None
- E. CIP code
51.2207
- F. Administrative units for the program
School of BEAMSS
- G. Proposed delivery site(s) and type(s) of delivery, if applicable
CSC and regional sites. The courses will be offered in face-to-face, blended, and distance delivery formats.
- H. Proposed date (term/year) the program will be initiated
Fall 2017
- I. Description, including credit hours and other requirements (program of study) and purpose of the proposed program.
The minor in Public Health Promotion and Education will be housed under the Applied Sciences department and Family and Consumer Sciences program. The Family and Consumer Sciences faculty recognize a growing demand for highly qualified and well trained professionals in the public health industry. In order to stay abreast of the demand for professionals, the Family and Consumer Sciences faculty propose the addition of a new minor in Public Health Promotion and Education.

Minor in Public Health Promotion and Education

Required credit hours: 21

The FCS faculty identified a new trend in professional careers recently that focused on the importance for promoting and educating the public on health issues. The new minor would be called 'Public Health Promotion and Education', and consist of the following courses that already exist in the FCS program or current catalog.

MKTG 231	Principles of marketing	3
HPER 236	Health Topics	3
FCS 234	Introduction to Health and Human Services	3
CTE 430	Introduction to Special Vocational Needs	3
FCS 434	Issues in Health and Human Services	3
FCS 437	Family Strengths	<u>3</u>
		18

2. Centrality to Role and Mission

Assurances that proposed program is consistent with its role and mission, as defined in Nebraska statutes, and that consideration of this program proposal at the College included faculty from across the institution.

This option reflects Chadron State College's efforts to provide students with career-oriented training in areas of high and growing demand as well as leverage current faculty strength's and course offerings. The Family and Consumer Sciences faculty recognize a growing demand for highly qualified and well trained professionals in the public health industry. In order to stay abreast of the demand for professionals, the Family and Consumer Sciences faculty propose the addition of a new minor in Public Health Promotion and Education.

3. Evidence of Need and Demand

- a. Need for the program – provide information, such as data, surveys, or studies, regarding:
 - i. Workforce needs of business, industry, and employers;
 - ii. Job and educational advancement opportunities for graduates; and
 - iii. Potential for the program to contribute to society and economic development, where appropriate.

It is anticipated by the Applied Sciences department and faculty in the Family and Consumer Sciences program that a high demand already exists for professionals in public health and education programs. According to current trends for health and

human services required by citizens in Nebraska and other states, well trained professionals are needed to meet the demands of the future. The United States Department of Labor projects that over the next 8 years the field will grow by 21%. The new minor will be a great addition for students enrolled in the FCS Child and Family option and Nutrition and Wellness option that currently is offered at Chadron State College.

- b. Demand for the program – provide studies, surveys, or other evidence about student demand, including:
 - Number of students expected to enroll in the program in each of the first five years of operation and minimum number of students required to make the program viable.

This degree will appeal to a wide range of students and it is anticipated that 12 to 15 students will enter this minor each year.

4. Adequacy of Resources

a. Faculty and Staff Resources

Number of current faculty and staff required to implement the proposed program in the responsible unit; and additional new faculty and/or administrative and support staff required, including graduate assistants, along with expected qualifications for these individuals.

This degree will only utilize current faculty members with no need for additional faculty or staff.

b. Physical Facilities

- i. Location of the proposed program;
 - Chadron State College, regional, and distance delivery sites.
- ii. Additional physical facilities, such as classrooms, laboratories, and offices, which will be required for the program; and plans for renovating existing facilities, constructing new facilities, or leasing additional facilities for the proposed program within the next ten years.

This degree will only utilize existing facilities with no need for additional facilities.

c. Instructional Equipment and Informational Resources

- i. Computers;
- ii. Library holdings;
- iii. Data services; and

iv. Telecommunication connectivity.

This degree will only utilize current technology equipment, library holdings, data services, and telecommunication connectivity with no need for additional technology equipment, library holdings, data services, or telecommunication connectivity.

d. Budget Projections for first five years of program

- i. Projected expenses (CCPE Table 1 or comparable representation)
- ii. Reallocation of existing resources and/or other revenue sources for expenses (CCPE Table 2 or comparable representation)

There are no projected expenses since this degree will only utilize current faculty members, facilities and equipment, and library holdings. The degree is a repackaging of current courses being offered. There is no need for additional faculty members, facilities and equipment, or library holdings that would incur increased expenses.

5. Avoidance of Unnecessary Duplication

a. Identify other similar programs offered in the state by public or private institutions;

There are a limited number of programs similar to this minor offered around the state. However, since it is intended to provide additional career opportunities to students majoring in other health related majors those programs will have no effect on anticipated enrollment in the minor.

b. Identify any similar programs offered within the states that are members of the Midwestern Higher Education Compact; and

There are numerous programs in the humanities and interdisciplinary studies offered within the Midwestern Higher Education Compact. However, since it is intended to provide additional career opportunities to students majoring in other health related majors those programs will have no effect on anticipated enrollment in the minor.

c. For graduate and professional programs, identify similar programs offered in contiguous states that would be reasonably accessible to Nebraska residents.

There are a limited number programs similar to this minor offered in the surrounding states. However, since it is intended to provide additional career opportunities to students majoring in other health related majors those programs will have no effect on anticipated enrollment in the minor.

6. Consistency with the Comprehensive Statewide Plan for Postsecondary Education

Explain how this program would enhance relevant statewide goals for education. In all cases, the Board may require objective consultants to assist the Board in analyzing the proposal and arriving at a decision. A copy of every proposal shall be forwarded to the Vice Chancellor for Academic Planning and Partnerships once it has been approved at the College level.

This new minor will address the high demand that already exists for professionals in public health and education programs. According to current trends for health and human services required by citizens in Nebraska and other states, well trained professionals are needed to meet the demands of the future. The new minor will be a great addition for students enrolled in the FCS Child and Family option and Nutrition and Wellness option which are currently offered at Chadron State College. This reflects the Nebraska State College Systems efforts to provide students with career-oriented training that will assist them throughout their work life.

Chadron State College
Proposal to Add Option in Rangeland Equine Management
(Rangeland Management)

1. Descriptive information

- A. Name of institution
Chadron State College (CSC)
- B. Name of program
Rangeland Management
- C. Degrees/credentials to be awarded graduates of the program
Bachelor of Science with a Comprehensive Major in Rangeland Management
- D. Other programs offered in this field by the institution
Rangeland Ecology Option
Rangeland Fire Management Option
Rangeland Livestock Management Option
Rangeland Wildlife Management Option
- E. CIP code
01.0307
- F. Administrative units for the program
School of Business, Entrepreneurship, Applied and Mathematical Sciences and Sciences
- G. Proposed delivery site(s) and type(s) of delivery, if applicable
CSC and regional sites. The courses will be offered in face-to-face, blended, and distance delivery formats.
- H. Proposed date (term/year) the program will be initiated
Fall 2017
- I. Description, including credit hours and other requirements (program of study) and purpose of the proposed program.
The Rangeland Equine Management Option is intended to be housed under the Agriculture and Rangeland Management program at CSC. This option is designed to complement increasing student interest in equine management due to the building of the range arena and increasing employment opportunities in equine industry.

Bachelor of Science with a Comprehensive Major in Rangeland Management

Rangeland Equine Management Option

A student must complete the following Core Requirement in addition to an option and the Essential Studies requirements.

Core Requirements

AGRI 110 Agriculture Seminar I	1
AGRI 132 Introduction to Animal Science	3
AGRI 141 Introduction to Plant Science	3
AGRI 234 Prin of Animal Nutrition	3
AGRI 242 Prin of Rangeland & Forage Mgmt	3
AGRI 245 & 245L Prin of Soil Science & Lab	4
AGRI 334 Vegetation Manipulation Practices	3
AGRI 348 Rangeland Hydrology	3
AGRI 339 & 339L Rangeland Plant ID & Lab	3
AGRI 350 Rangeland Ungulate Production	3
AGRI 410 Agriculture Seminar II	1
AGRI 428 & 428L Habitat Invent & Analysis & lab	3
AGRI 438A-B Land Resource Management Planning	3
OR	
AGRI 438C Land Resource Management Planning	<u>3</u>
Total	36

A student must complete the following program in addition to the Core and Essential Studies requirements.

AGRI 329 Agriculture Marketing	3
AGRI 331 Farm & Ranch Management	3
AGRI 335 Horse Production	3
AGRI 346 & 346L Equine Communications I & Lab	3
AGRI 347 & 347L Equine Communications II & Lab	3
AGRI 429 Equine Industry Applied Field Studies	3
Animal Science elective from list below	3
Total	57

Animal Science Elective: Select at least three (3) hours from the following:

AGRI 324	3
AGRI 336	3
AGRI 337	3
AGRI 390	3
AGRI 447	3

2. Centrality to Role and Mission

Assurances that proposed program is consistent with its role and mission, as defined in Nebraska statutes, and that consideration of this program proposal at the College included faculty from across the institution.

This option reflects Chadron State College's efforts to provide students with career-oriented training in areas of high and growing demand as well as leverage current faculty strength's and course offerings. Currently there are no equine management options available in Nebraska. Since the degree encompasses existing courses, the concern about building student cohorts capable of sustaining the degree is not a factor. Addition of the degree will facilitate enrollment growth across the program courses since students completing this degree would be enrolled in existing courses. This proposal was initiated by the current faculty members of the programs housing the option.

3. Evidence of Need and Demand

- a. Need for the program – provide information, such as data, surveys, or studies, regarding:
 - i. Workforce needs of business, industry, and employers;
 - ii. Job and educational advancement opportunities for graduates; and
 - iii. Potential for the program to contribute to society and economic development, where appropriate.

The Bureau of Labor Statistics predicts employment of animal care and service workers, the area encompassing equine management, to grow 15 percent from 2012 to 2022, faster than the average for all occupations. Employment growth coupled with high job turnover should result in very good job opportunities for candidates for most positions. With 9.2 million horses in the United States, the equine industry provides for 460,000 FTE's and has a direct economic effect of \$39 billion on the U.S. economy. There are numerous job opportunities in many facets of the industry.

- b. Demand for the program – provide studies, surveys, or other evidence about student demand, including:

Number of students expected to enroll in the program in each of the first five years of operation and minimum number of students required to make the program viable.

The program expects to attract ten to twelve new students in the program each year. With a projected growth over 15% and no baccalaureate degree offerings in Nebraska, this option should appeal to students interested in careers in equine management. Since the degree encompasses existing courses, the concern about building student cohorts capable of sustaining the degree is not a factor. Addition of the degree will facilitate enrollment growth across the program courses since students completing this degree would be enrolled in existing courses.

4. Adequacy of Resources

a. Faculty and Staff Resources

Number of current faculty and staff required to implement the proposed program in the responsible unit; and additional new faculty and/or administrative and support staff required, including graduate assistants, along with expected qualifications for these individuals.

This degree will only utilize current faculty members. The degree is a repackaging of current courses being offered with no need for additional faculty or staff.

b. Physical Facilities

- i. Location of the proposed program;
Chadron State College, regional, and distance delivery sites.
- ii. Additional physical facilities, such as classrooms, laboratories, and offices, which will be required for the program; and plans for renovating existing facilities, constructing new facilities, or leasing additional facilities for the proposed program within the next ten years.

This degree will only utilize existing facilities. The degree is a repackaging of current courses being offered with no need for additional facilities. However, the recent construction of the range arena will be beneficial to the promotion and growth of this option.

c. Instructional Equipment and Informational Resources

- i. Computers;
- ii. Library holdings;
- iii. Data services; and
- iv. Telecommunication connectivity.

This degree will only utilize current technology equipment, library holdings, data services, and telecommunication connectivity. The degree is a repackaging of current courses being offered with no need for additional technology equipment, library holdings, data services, or telecommunication connectivity.

- d. Budget Projections for first five years of program
- i. Projected expenses (CCPE Table 1 or comparable representation)
 - ii. Reallocation of existing resources and/or other revenue sources for expenses (CCPE Table 2 or comparable representation)

There are no projected expenses since this degree will only utilize current faculty members, facilities and equipment, and library holdings. The degree is a repackaging of current courses being offered. There is no need for additional faculty members, facilities and equipment, or library holdings that would incur increased expenses.

5. Avoidance of Unnecessary Duplication

- a. Identify other similar programs offered in the state by public or private institutions;

There are currently no bachelor programs in equine management offered in Nebraska.

- b. Identify any similar programs offered within the states that are members of the Midwestern Higher Education Compact; and

There are six (6) programs offered in the twelve states that make up the Midwestern Higher Education Compact. Of these programs **three (3)** are in Ohio, one (1) each in Illinois, Indiana, and Minnesota.

- c. For graduate and professional programs, identify similar programs offered in contiguous states that would be reasonably accessible to Nebraska residents.

Colorado and Missouri each have one (1) program.

6. Consistency with the Comprehensive Statewide Plan for Postsecondary Education

Explain how this program would enhance relevant statewide goals for education. In all cases, the Board may require objective consultants to assist the Board in analyzing the proposal and arriving at a decision. A copy of every proposal shall be forwarded to the Vice Chancellor for Academic Planning and Partnerships once it has been approved at the College level.

The Bachelor of Science with a Comprehensive Major in Rangeland Management, Equine Management option allows students the opportunity to focus on equine management. The program will enhance the use of the rangeland arena and address increasing employment opportunities in equine industry. With the limited number of programs available to students in the CSC geographic area this degree opportunity reflects the Nebraska State College Systems efforts to provide students with career-oriented training in areas of high and growing demand.

Chadron State College

Proposal to Add Option in Special Education-Early Childhood (Curriculum & Instruction)

1. Descriptive information

- A. Name of institution
Chadron State College (CSC)
- B. Name of program
Curriculum & Instruction
- C. Degrees/credentials to be awarded graduates of the program
Master of Education, Curriculum and Instruction – Special Education – Early Childhood Endorsement Option
- D. Other programs offered in this field by the institution
Master of Education, Curriculum and Instruction – K-12 Special Education
Master of Education, Educational Administration – Focus Area – Special Education Curriculum Supervision PK-12
- E. CIP code
13.10
- F. Administrative units for the program
School of Education, Human Performance, Counseling, Psychology, & Social Work
- G. Proposed delivery site(s) and type(s) of delivery, if applicable
CSC and regional sites. The courses will be offered in face-to-face, blended, and distance delivery formats.
- H. Proposed date (term/year) the program will be initiated
Fall 2017
- I. Description, including credit hours and other requirements (program of study) and purpose of the proposed program.

The Master of Education, Curriculum and Instruction degree will be housed under the Education department. The Special Education – Early Childhood Special Education degree was defined by the Nebraska Department of Education

and approved by the State Board of Education in December 2013 (Rule 24 - 006.58). This new Master’s degree program is a subject endorsement that will offer educational and clinical opportunities to students working with young children birth through kindergarten. Persons with this endorsement may teach, coordinate, or serve as a consultant to programs or serve children, ages birth through kindergarten, with special developmental and/or learning needs as defined in Section 79-1118.01 R.R.S., and to support families and other personnel with responsibilities to their care and education.

This degree will be a collaborative effort demonstrating inter-departmental support from faculty in the Education, Special Education and Family & Consumer Sciences programs at Chadron State College. Faculty worked collaboratively from these departments to design the course content required to meet the competencies and certification requirements for this degree and demands of the workforce of the future.

Master of Education -- Special Education – Early Childhood Endorsement Option

Notes: EDCI 631, Introduction to Graduate Study, should be completed within the first 12 hours of a student’s program of study.

Degree program requires a minimum of 100 clock hours working with young children birth through kindergarten

Basic Core courses:

EDCI 631 Research Design and Data Analysis	3
EDCI 633 Educational Philosophy	3
EDCI 635 Curriculum Development	3
EDCI 638 School Law	3
Total	12

**** Required Early Childhood Special Education Performance Courses: -- min. of 18 credits**

FCS 537 Family Strengths	3
SPED 538 Consultation and Collaboration	3
SPED 539 Language and Learning Disorders	3
SPED 630 Characteristics of Behavioral & Emotional Disorders	3
SPED 640 Assessment and Diagnosis for Young Children (NEW)	3
FCS 690 Internship or Practicum in Early Childhood Education	3
Or	
EDCI 655 Scholarly Project	3
Total	18

*****Required in Early Childhood Education -- min. of 12 credits**

FCS 532 Issues and Trends in FCS - Emphasis: Child Development - Play-Based Learning in Early Childhood	3
FCS 540 Special Topics Early Childhood Education: Methods and Models	3
FCS 520 Loss Across the Lifespan	3
COUN 637 Advanced Human Development	3
Total	12

Total Program Credit Hours 42

**** Must have 18 hours at the 600 level – EDCI 631, EDCI 633, EDCI 635, EDCI 638, SPED 630, FCS 690 or EDCI 655, COUN 637 = 18 hours**

***** NDE Rule 24 requires a minimum of 12 hours in Early Childhood – FCS 532, FCS 540, SPED 540, FCS 690 = 12 hours**

2. Centrality to Role and Mission

Assurances that proposed program is consistent with its role and mission, as defined in Nebraska statutes, and that consideration of this program proposal at the College included faculty from across the institution.

This degree program will directly address CSC’s role and mission by “providing educational opportunities, research, service and programs that contribute significantly to the vitality and diversity of the region.” It was initiated by the current faculty members of the Special Education program within the Department of Education. Faculty from every department across the College sit on the Curriculum Committee and oversee any and all course and program changes. Faculty, chairs, and administrators in the program and department worked together to create a program to better prepare graduates to meet the needs of this special population.

3. Evidence of Need and Demand

- a. Need for the program – provide information, such as data, surveys, or studies, regarding:
 - i. Workforce needs of business, industry, and employers;
 - ii. Job and educational advancement opportunities for graduates; and
 - iii. Potential for the program to contribute to society and economic development, where appropriate.

The U.S. Department of Labor predicts up to seven percent growth in the need for special education teachers by 2022, with slightly higher growth in the early childhood concentration. It is anticipated by the Nebraska Department of Education, NDE Office of Early Childhood Special Education, and faculty at Chadron State College that there will be a large number of graduate students enrolling in this degree program because of the demand across Nebraska for highly qualified professionals desiring to work in early childhood public school programs and other early childhood environments.

- b. Demand for the program – provide studies, surveys, or other evidence about student demand, including:
 - i. Number of students expected to enroll in the program in each of the first five years of operation and minimum number of students required to make the program viable.

The program expects to attract a small, estimate of eight to ten new students in the program each year, but dedicated number of students

4. Adequacy of Resources

a. Faculty and Staff Resources

Number of current faculty and staff required to implement the proposed program in the responsible unit; and additional new faculty and/or administrative and support staff required, including graduate assistants, along with expected qualifications for these individuals.

The courses designed as part of this Master’s degree program will utilize current faculty members with no additional faculty members needed to teach the courses required for this degree.

One new course will be added to the degree program in addition to the current graduate courses offered at Chadron State College. This new course will focus on assessment and diagnosis of young children specifically infants, toddlers, and preschool age children up to age 5. The competencies of the course will meet the certification endorsement requirements defined in Rule 24 by Nebraska Department of Education.

New course: Course number and title: SPED 640 Assessment and Diagnosis for Young Children - 3 credit hours.

b. Physical Facilities

- i. Location of the proposed program;
Chadron State College, regional, and distance delivery sites.
- ii. Additional physical facilities, such as classrooms, laboratories, and offices, which will be required for the program; and plans for renovating existing facilities, constructing new facilities, or leasing additional facilities for the proposed program within the next ten years.

This degree will only utilize current facilities with no need for additional facilities.

c. Instructional Equipment and Informational Resources

- i. Computers;
- ii. Library holdings;
- ii. Data services; and
- iii. Telecommunication connectivity.

This degree will only utilize current technology equipment, library holdings, data services, and telecommunication connectivity with no need for additional technology equipment, library holdings, data services, or telecommunication connectivity.

d. Budget Projections for first five years of program

- i. Projected expenses (CCPE Table 1 or comparable representation)
- ii. Reallocation of existing resources and/or other revenue sources for expenses (CCPE Table 2 or comparable representation)

There are no projected expenses since this degree will only utilize current faculty members, facilities and equipment, and library holdings that will incur increased expenses.

5. Avoidance of Unnecessary Duplication

- a. Identify other similar programs offered in the state by public or private institutions;

There are two Early Childhood Special Education programs in the state. Both of them are on the east side of the state, although the University of Nebraska Lincoln's program is on-line.

- b. Identify any similar programs offered within the states that are members of the Midwestern Higher Education Compact; and

There are a number of programs offered in the twelve states that make up the Midwestern Higher Education Compact. Since many people seeking this degree option are currently teaching, none of the programs are geographically feasible for them.

- c. For graduate and professional programs, identify similar programs offered in contiguous states that would be reasonably accessible to Nebraska residents.

There are a limited number of graduate program in early childhood special education in the contiguous states; however, since many people seeking this degree option are currently teaching, none of the programs are geographically feasible for them.

6. Consistency with the Comprehensive Statewide Plan for Postsecondary Education

Explain how this program would enhance relevant statewide goals for education. In all cases, the Board may require objective consultants to assist the Board in analyzing the proposal and arriving at a decision. A copy of every proposal shall be forwarded to the Vice Chancellor for Academic Planning and Partnerships once it has been approved at the College level.

The Master of Education, Curriculum and Instruction: Special Education-Early Childhood Special Education option allows students the opportunity to pursue additional content and pedagogical knowledge to be able to support and improve the lives of these young people. With the limited number of programs available to students in the CSC geographical area this degree opportunity reflects the Nebraska State College Systems efforts to provide students with career-oriented training in areas of high and growing demand.

**ITEMS FOR DISCUSSION AND ACTION\STUDENT AFFAIRS, MARKETING, AND
ENROLLMENT**

November 13, 2015

ACTION: **First and Final Round Approval of Revisions to Board Policy
3500; Housing**

This policy revision is proposed to provide a minimum age requirement for students living in college housing.

The System Office recommends approval of the Revisions to Board Policy 3500; Housing.

ATTACHMENTS:

- Revisions to Board Policy 3500 (PDF)

STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 3500 Housing

Page 1 of 1

BOARD POLICY

Upon recommendation of the College administration and the approval of the Board, the right is reserved to require as many students, men or women, as it may be considered practicable, to reside in College residence halls or housing. A student must be at least seventeen (17) years of age to reside in College residence halls or housing.

Residence halls will be open for occupancy at least one (1) day prior to classes commencing for any regular academic period and provisions for housing after the completion of any final examination for students who have extenuating circumstances.

The Colleges are authorized to establish specific housing regulations. (See Board Policy 9011 "Residence Hall; Students, Contracts, Room Reservation Processing Fee")

Legal Reference: RRS 85-408

Dormitories; housing facilities; rates, fee; charges; pledge for payment of bonds; supplies; expenses; approval of Legislature; exceptions

Policy Adopted: 1/28/77

Policy Revised: 6/5/93

Policy Revised: 3/11/94

Policy Revised: 4/20/12

[Policy Revised:](#)

Attachment: Revisions to Board Policy 3500 (1563 : Revisions to Board Policy 3500; Housing)

ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT

November 13, 2015

ACTION: **Approve the Acceptance of Revenue Bond Audit Report for Fiscal Years Ended June 30, 2015 and 2014**

BKD has completed the audit report for the revenue bond programs at the Colleges for fiscal years 2014 and 2015. The 2002 Master Resolution calls for an annual audit of the records of the revenue bond program to show revenues, fees, and earnings credited to the program, the financial condition at the close of the fiscal year, transactions during the year, a review of insurance carried on the facilities and other buildings, the percentage of occupancy and use of the facilities, and any other matters deemed relevant and necessary to make the audit informative. The audit is a systemwide report, with information for each of the colleges provided, along with system summaries. The audit incorporates information for the 2010, 2011, 2012, 2013, and 2014 supplemental issues.

The audit is completed on an accrual basis for the second time, the first being the audit for fiscal year 2014. Audits for fiscal year 2013 and prior audits were performed on a cash basis. This year's audit presents two years of audited information.

Board Policy 9005 requires that CSC and WSC maintain a minimum 125% debt service coverage and PSC a 135% debt service coverage ratio. This policy helps make our bonds attractive in the market. Historical and current ratios are shown below.

DEBT SERVICE COVERAGE

Cash Basis

	FY 2011	FY 2012	FY 2013
CSC	224%	429%	442%
PSC	415%	245%	184%
WSC	347%	248%	321%

Accrual Basis

	FY 2014	FY 2015
CSC	331%	875%
PSC	292%	332%
WSC	272%	371%

BKD indicates that the financial statements “present fairly, in all material respects, the financial position of the Nebraska State Colleges Student Fees and Facilities Revenue and Refunding Bond Program as of June 30, 2015 and 2014, and the changes in its financial position and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.”

The System Office recommends approval of the Acceptance of Revenue Bond Audit Reports for Years Ended June 30, 2015 and 2014.

Action Item (ID # 1620)

Meeting of November 13, 2015

ATTACHMENTS:

- Revenue Bond Program Audit 2015 (PDF)

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Independent Auditor's Report and Financial Statements
June 30, 2015 and 2014



Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
June 30, 2015 and 2014

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Independent Auditor's Report

The Board of Trustees
 Nebraska State Colleges Student Fees and Facilities Revenue and Refunding Bond Program
 Lincoln, Nebraska

We have audited the accompanying basic financial statements, which are comprised of statements of net position as of June 30, 2015 and 2014, and the related statements of revenues, expenses and changes in net position and of cash flows for the years then ended and the related notes to the basic financial statements, as listed in the table of contents, of the Nebraska State Colleges Student Fees and Facilities Revenue and Refunding Bond Program (the Program), a program of the Nebraska State College System.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Nebraska State Colleges Student Fees and Facilities Revenue and Refunding Bond Program as of June 30, 2015 and 2014, and the changes in its financial position and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Program's basic financial statements. Schedules 1-5, 7 and 8, listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Information

Our audit was conducted for the purpose of forming an opinion on the basic financial statements as a whole. Schedules 6 and 9 listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

BKD, LLP

Lincoln, Nebraska
October 23, 2015

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Statements of Net Position
June 30, 2015 and 2014

Assets and Deferred Outflow of Resources	<u>2015</u>	<u>2014</u>
Current Assets		
Restricted cash and cash equivalents	\$ 17,635,924	\$ 15,082,010
Accounts receivable, net	466,591	561,647
Interest receivable	18,460	17,654
Prepaid expenses and other charges	2,973	6,545
Deposit with vendor	18,658	6,780
Total current assets	<u>18,142,606</u>	<u>15,674,636</u>
Noncurrent Assets		
Restricted cash and cash equivalents	2,235,170	4,596,086
Capital assets, net of accumulated depreciation	39,148,759	37,686,345
Total noncurrent assets	<u>41,383,929</u>	<u>42,282,431</u>
Total assets	<u>59,526,535</u>	<u>57,957,067</u>
Deferred Outflow of Resources		
Unamortized bond refunding amount, net	47,293	51,070
Total deferred outflow of resources	<u>47,293</u>	<u>51,070</u>
Liabilities		
Current Liabilities		
Accounts payable and accrued liabilities	1,081,473	1,394,048
Accrued compensated absences	21,825	21,656
Unearned revenue	317,162	318,335
Interest payable	346,111	304,245
Capital lease payable-current portion	32,283	-
Revenue bonds payable-current portion	1,515,000	885,000
Deposits held in custody for others	700	4,800
Other	4,100	837
Total current liabilities	<u>3,318,654</u>	<u>2,928,921</u>
Noncurrent Liabilities		
Accrued compensated absences	289,965	287,710
Unearned revenue	883,528	1,198,085
Capital lease payable, net of current portion	96,634	-
Revenue bonds payable, net of current portion	25,407,913	26,917,391
Total noncurrent liabilities	<u>26,678,040</u>	<u>28,403,186</u>
Total liabilities	<u>29,996,694</u>	<u>31,332,107</u>
Net Position		
Net investment in capital assets	14,002,452	13,369,094
Restricted		
Expendable		
Debt service	1,516,118	885,037
By enabling legislation	14,058,564	12,421,899
Total net position	<u>\$ 29,577,134</u>	<u>\$ 26,676,030</u>

See Notes to Financial Statements

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Statements of Revenues, Expenses and Changes in Net Position
Years Ended June 30, 2015 and 2014

	<u>2015</u>	<u>2014</u>
Operating Revenues		
Rentals	\$ 7,965,011	\$ 7,589,301
Food service	8,957,884	8,515,661
Food service commission	68,845	73,119
Facilities fees	3,179,003	3,055,548
Application fee	83,700	92,000
Bookstore	225,944	276,717
Parking permits	84,267	82,357
Vending	80,705	63,057
Recreation center	10,130	8,590
Other	117,128	134,486
	<u>20,772,617</u>	<u>19,890,836</u>
Operating Expenses		
Compensation and benefits	4,592,912	4,504,252
Contractual services	474,625	351,952
Supplies and materials	941,047	950,695
Depreciation	1,604,386	1,515,366
Utilities	1,762,759	1,869,541
Repairs and maintenance	1,825,930	2,616,188
Communications	252,130	258,670
Food service	5,833,914	5,605,751
Other	122,451	68,214
	<u>17,410,154</u>	<u>17,740,629</u>
Operating Income	<u>3,362,463</u>	<u>2,150,207</u>
Nonoperating Revenue (Expenses)		
Investment income	226,888	177,712
Interest expense	(684,267)	(716,651)
Bond issuance costs	-	(61,930)
Loss on disposal of asset	-	(87,232)
Other nonoperating expenses	(3,980)	(6,179)
	<u>(461,359)</u>	<u>(694,280)</u>
Increase in Net Position	2,901,104	1,455,927
Net Position, Beginning of Year	<u>26,676,030</u>	<u>25,220,103</u>
Net Position, End of Year	<u>\$ 29,577,134</u>	<u>\$ 26,676,030</u>

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Statements of Cash Flows
Years Ended June 30, 2015 and 2014

	<u>2015</u>	<u>2014</u>
Operating Activities		
Rentals	\$ 7,963,468	\$ 7,504,208
Food service	8,709,456	8,559,388
Food service commission	65,757	73,119
Facilities fees	3,162,881	3,050,100
Application fee	83,560	91,800
Bookstore	237,139	265,081
Parking permits	84,236	82,451
Vending	63,236	17,677
Recreation center	10,130	8,590
Payment to vendors	(11,103,686)	(11,854,257)
Payments to employees	(4,607,420)	(4,507,952)
Other	127,197	129,932
	<u>4,795,954</u>	<u>3,420,137</u>
Net cash provided by operating activities		
Capital and Related Financing Activities		
Proceeds from bonds	-	4,270,000
Purchase of capital assets	(3,291,147)	(4,299,367)
Principal paid on bonds payable	(885,000)	(6,450,000)
Interest paid on capital lease	(2,817)	-
Interest paid on bonds payable	(650,692)	(790,793)
Bond issuance costs	-	(61,930)
Other	(2,000)	(6,179)
	<u>(4,831,656)</u>	<u>(7,338,269)</u>
Net cash used in capital and related financing activities		
Investing Activities		
Investment income	228,700	180,733
	<u>228,700</u>	<u>180,733</u>
Net cash provided by investing activities		
Increase (Decrease) in Cash and Cash Equivalents	192,998	(3,737,399)
Cash and Cash Equivalents, Beginning of Year	<u>19,678,096</u>	<u>23,415,495</u>
Cash and Cash Equivalents, End of Year	<u>\$ 19,871,094</u>	<u>\$ 19,678,096</u>
Reconciliation of Cash and Cash Equivalents to the Statements of Net Position		
Restricted cash and cash equivalents - current	\$ 17,635,924	\$ 15,082,010
Restricted cash and cash equivalents - noncurrent	2,235,170	4,596,086
	<u>\$ 19,871,094</u>	<u>\$ 19,678,096</u>
Total cash and cash equivalents		

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Statements of Cash Flows - Continued
Years Ended June 30, 2015 and 2014

	2015	2014
Reconciliation of Net Operating Income to Net Cash		
Provided by Operating Activities		
Operating income	\$ 3,362,463	\$ 2,150,207
Depreciation expense	1,604,386	1,515,366
Changes in operating assets and liabilities		
Accounts receivable	93,076	(94,435)
Prepays	(8,306)	26,185
Unearned revenue	(315,730)	61,847
Accounts payable and accrued liabilities	56,878	(238,363)
Accrued compensated absences	2,424	(23,632)
Other assets and liabilities	763	22,962
	\$ 4,795,954	\$ 3,420,137
Net Cash Provided by Operating Activities		
Supplemental Cash Flows Information		
Accounts payable incurred for capital asset purchases	\$ 376,940	\$ 747,993

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 1: Description of the Entity and Program

The Board of Trustees (the Board) of the Nebraska State College System (NSCS) was established in 1919 under a provision of the state constitution. The Board has seven members, six of whom are appointed by the governor to six-year terms with legislative approval. The Nebraska Commissioner of Education serves as an ex-officio member. The Board is responsible for policy and oversight of Nebraska's three state Colleges: Chadron State College (established in 1911), Peru State College (established in 1867), and Wayne State College (established in 1910).

The Board, for the benefit of the Nebraska State Colleges, issues bonds to finance the construction, repair, and maintenance of revenue bond buildings owned and operated by the three state colleges (the Colleges). The Student Fees and Facilities Revenue and Refunding Bond Program (the Program) provides funding for general operations as well as funding for various construction and renovation projects as specified by the individual bond documents. The Program is designed to provide greater flexibility to finance revenue bond projects at the three Colleges. The current revenue bond master resolution was approved in 2002 by the Board.

Note 2: Basis of Presentation

The accompanying financial statements of the Program, which include Bond Series 2003, 2010, 2011, 2012, 2013, and 2014, have been prepared in accordance with U.S. generally accepted accounting principles, as prescribed by the Governmental Accounting Standards Board (GASB) using the accrual basis of accounting. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange transaction takes place. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from nonexchange activities are recognized when all applicable eligibility requirements are met. Nonexchange transactions that are not program specific, investment income, and interest on capital asset-related debt are included in nonoperating revenues and expenses.

Note 3: Summary of Significant Accounting Policies

Cash and Cash Equivalents

Cash and cash equivalents are stated at fair value. Cash and cash equivalents held by the Nebraska State Treasurer are deposited on a pooled basis in a State fund. Income earned by the pool is allocated to the Program based upon average daily balances. From time to time, the Nebraska State Investment Officer, as allowed by statute, participates in securities lending transactions, which make use of amounts on deposit from the Program. Securities lending transactions cannot be

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 3: Summary of Significant Accounting Policies - Continued

Cash and Cash Equivalents - Continued

specifically identified as amounts on deposit from the Program and, as such, are not included in the financial statements for the years ended June 30, 2015 and 2014.

The Program considers all liquid investments with original maturities of three months or less to be cash equivalents. At June 30, 2015 and 2014, cash equivalents consisted of money market accounts held by the bond trustee and pooled funds invested by the Nebraska State Investment Officer. All amounts are considered restricted, either for debt service or by enabling legislation.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities and deferred inflows and outflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expense, and other changes in net position during the reporting period. Actual results could differ from those estimates.

Accounts Receivable

The Program's accounts receivable consist primarily of charges for student room and board and facilities fees, charges for room and board for various summer camps, a guaranteed bookstore commission, and vending contract receivable. The accounts receivable for charges for student room and board and facilities fees are recorded net of estimated uncollectible amounts. The allowance for uncollectible amounts was \$373,654 and \$334,952 at June 30, 2015 and 2014, respectively. Management does not believe an allowance for doubtful accounts is necessary for the other accounts receivable at June 30, 2015 and 2014.

Capital Assets

The Program's capital assets are recorded at cost as of the date of acquisition, or fair value at the date of donation if acquired by gift. The Program follows the capitalization policy set forth by the Board for the NSCS. Generally, equipment that has a cost in excess of \$5,000 at the date of acquisition and has an expected useful life of two or more years is capitalized. Also, all land, buildings, infrastructure and construction in progress are capitalized if they are expected to meet the Program's capitalization threshold as dictated by the capitalization policy. In addition, interest incurred during the construction phase of capital assets is included as part of the capitalized value of the assets constructed. Art objects, specimens, artifacts, and collections are expensed so long as the items meet three conditions in accordance with GASB 34. Asset depreciation is computed

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 3: Summary of Significant Accounting Policies - Continued

Capital Assets - Continued

using the straight-line method over the estimated useful life of each asset beginning with the month of purchase. The following estimated useful lives are being used by the NSCS:

Buildings and improvements	25-50 years
Infrastructure	10-30 years
Furniture, fixtures and equipment	3-10 years

Compensated Absences

The NSCS's policies permit most employees to accumulate vacation benefits. Staff earn 12 to 25 days of vacation each year and may accrue vacation up to the maximums established in Board policy and/or in the respective bargaining agreements. An employee's accrued vacation is paid out to the employee upon termination. Expense and the related liability are recognized as vacation benefits when earned whether the employee is expected to realize the benefit as time off or cash. In addition, professional and support staff receive a cash payment of one-fourth of accrued sick leave upon retirement from the NSCS. Expense and the related liability for sick leave benefits are recognized when earned to the extent the employee is expected to realize the benefit in cash determined using the termination payment method. Sick leave benefits expected to be realized as paid time off are recognized as an expense when the time off occurs.

Unearned Revenue

Unearned revenue represents facilities fees collected in advance for the summer term for which the College has not met all the applicable eligibility requirements and longevity bonus revenues and investment (improvement) revenues from food service and/or vending contractors, which are being amortized over the life of the contracts.

Income Taxes

As a state institution, the income of the NSCS and the Program is generally exempt from federal and state income taxes under Section 115(a) of the Internal Revenue Code and provisions of state law. However, the NSCS and the Program is subject to federal income tax on any unrelated business taxable income.

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 3: Summary of Significant Accounting Policies - Continued

Deferred Outflows of Resources and Deferred Inflows of Resources

A deferred outflow of resources is a consumption of net position by the Program that is applicable to a future reporting period and a deferred inflow of resources is an acquisition of net position by the Program that is applicable to a future reporting period. Both deferred inflows and outflows are reported in the statement of net position but are not recognized in the financial statements as revenues and expenses until the period(s) to which they relate. Deferred outflows of resources of the Program consist of unamortized bond refunding amounts. The Program has no deferred inflows of resources as of June 30, 2015 and 2014.

Classification of Revenues and Expenses

The Program has classified its revenues and expenses as either operating or nonoperating according to the following criteria:

Operating revenues include activities that have the characteristics of exchange transactions, such as 1) student tuition and fees, net of waivers and 2) sales and services of auxiliary enterprises. Operating expenses represent the full cost of providing the services and goods associated with operating revenues. These expenses are accrued when incurred and measurable.

Nonoperating revenues include activities that have the characteristics of nonexchange transactions, such as gifts and contributions and investment income. Nonoperating expenses include debt service expenses.

Application of Restricted and Unrestricted Resources

When both restricted and unrestricted resources are available for use, it is the Program's policy to use restricted resources first, and then unrestricted resources as they are needed.

Net Position

Net position of the Program is required to be classified into three components – net investment in capital assets, restricted, and unrestricted. The Program has no unrestricted net position component as any Program revenues not restricted by other sources are restricted for the purpose of the operation and maintenance of the Program per enabling legislation. The Program's net position is classified as follows:

The net investment in capital assets component of net position represents the total investment in capital assets, net of accumulated depreciation and outstanding debt obligations related to the acquisition, construction or improvement of those capital assets. Deferred outflows and inflows of resources that are attributable to the acquisition, construction or improvement of those assets, if any, are included in this component of net position. If there are significant unspent related debt

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 3: Summary of Significant Accounting Policies - Continued

Net Position - Continued

proceeds at year-end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of net investment in capital assets.

The restricted expendable component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), contributors, or law or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

Waivers

Room and board are reported net of institutional waiver allowances in the statement of revenues, expenses and changes in net position. The institutional waivers on room and board for the Program for the years ended June 30, 2015 and 2014, were approximately \$1,698,000 and \$1,498,000, respectively.

Reclassifications

Certain reclassifications have been made to the 2014 financial statements to conform to the 2015 financial statement presentation. These reclassifications had no effect on change in net position.

Note 4: Cash and Cash Equivalents

Deposits

All Program deposits are either insured or collateralized. By state statute, the State Treasurer is required to ensure that all state funds are either insured by Federal Deposit Insurance Corporation (FDIC), collateralized by securities held by the cognizant Federal Reserve Bank, or invested in U.S. government obligations. The Program's deposits with the State Treasurer are pooled with the funds of other state agencies and then, in accordance with statutory limitations, deposited in banks or invested as the State Treasurer may determine. Interest on funds held by the State Treasurer is periodically disbursed to the participating agencies. These funds are considered to be cash and cash equivalents which are available for expenditures as needed.

At June 30, 2015 and 2014, cash and cash equivalents of \$11,568,048 and \$10,794,292 on the statements of net position represent the Program's equity position in the State Treasurer's Short-Term Investment Pool (STIP). Additional information on the deposit and investment risk associated with STIP funds may be obtained from the State of Nebraska's Comprehensive Annual Financial Report (CAFR). An electronic version of this report is available by accessing the Nebraska Auditor of Public Accounts website (www.auditor.nebraska.gov) and clicking "APA Reports Issued."

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 4: Cash and Investments - Continued

Cash Equivalents

At June 30, 2015 and 2014, the Program has money market mutual funds and cash accounts held by the bond trustee totaling \$8,303,046 and \$8,883,804, respectively, which were entirely covered by collateral in the trustee's name. Management of these assets of the Program is delegated to the bond trustee as appointed by the Board. All money market mutual funds are redeemable in full immediately and are shown as restricted cash and cash equivalents in the statements of net position as they are held for the Program's debt service and expenditures. The money market mutual funds held by the bond trustee are rated AAAM by S&P and Aaa by Moody's.

Note 5: Capital Assets

The Program's capital assets activity for the year ended June 30, 2015, was:

	Beginning Balance	Additions	Disposals	Transfers	Ending Balance
Assets					
Land	\$ 498,649	\$ -	\$ -	\$ -	\$ 498,649
Building and improvements	59,964,255	670	-	6,669,187	66,634,112
Equipment	664,152	203,841	(5,660)	-	862,333
Infrastructure	605,252	977	-	10,900	617,129
Construction in progress	5,184,528	2,861,312	-	(6,680,087)	1,365,753
Total assets	66,916,836	3,066,800	(5,660)	-	69,977,976
Accumulated depreciation					
Building and improvements	28,728,470	1,500,859	-	-	30,229,329
Equipment	390,492	66,035	(5,660)	-	450,867
Infrastructure	111,529	37,492	-	-	149,021
Total accumulated depreciation	29,230,491	1,604,386	(5,660)	-	30,829,217
Net capital assets	\$ 37,686,345	\$ 1,462,414	\$ -	\$ -	\$ 39,148,759

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 5: Capital Assets - Continued

The Program's capital assets activity for the year ended June 30, 2014, was:

	Beginning Balance	Additions	Disposals	Transfers	Ending Balance
Assets					
Land	\$ 498,649	\$ -	\$ -	\$ -	\$ 498,649
Building and improvements	59,805,981	-	(205,246)	363,520	59,964,255
Equipment	464,502	34,521	-	165,129	664,152
Infrastructure	307,108	-	-	298,144	605,252
Construction in progress	1,144,577	4,866,744	-	(826,793)	5,184,528
Total assets	62,220,817	4,901,265	(205,246)	-	66,916,836
Accumulated depreciation					
Building and improvements	27,570,141	1,371,288	(118,014)	(94,945)	28,728,470
Equipment	184,768	110,779	-	94,945	390,492
Infrastructure	78,230	33,299	-	-	111,529
Total accumulated depreciation	27,833,139	1,515,366	(118,014)	-	29,230,491
Net capital assets	<u>\$ 34,387,678</u>	<u>\$ 3,385,899</u>	<u>\$ (87,232)</u>	<u>\$ -</u>	<u>\$ 37,686,345</u>

Interest expense capitalized, net of related interest income for the Program, was \$14,447 and \$55,376 for the fiscal years ended June 30, 2015 and 2014, respectively.

Note 6: Long-Term Liabilities

The following is a summary of long-term obligation transactions for the Program for the year ended June 30, 2015:

	Beginning Balance	Additions	Deductions	Ending Balance	Current Portion
Accrued compensated absences	\$ 309,366	\$ 21,825	\$ (19,401)	\$ 311,790	\$ 21,825
Capital lease payable	-	131,588	(2,671)	128,917	32,283
Bonds payable	27,900,000	-	(885,000)	27,015,000	1,515,000
Bond premium, net of accumulated amortization	39,017	-	(2,787)	36,230	-
Bond discount, net of accumulated amortization	(136,626)	-	8,309	(128,317)	-
Total long-term liabilities	<u>\$ 28,111,757</u>	<u>\$ 153,413</u>	<u>\$ (901,550)</u>	<u>\$ 27,363,620</u>	<u>\$ 1,569,108</u>

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 6: Long-Term Liabilities - Continued

The following is a summary of long-term obligation transactions for the Program for the year ended June 30, 2014:

	Beginning Balance	Additions	Deductions	Ending Balance	Current Portion
Accrued compensated absences	\$ 332,997	\$ 21,656	\$ (45,287)	\$ 309,366	\$ 21,656
Bonds payable	30,080,000	4,270,000	(6,450,000)	27,900,000	885,000
Bond premium, net of accumulated amortization	-	39,249	(232)	39,017	-
Bond discount, net of accumulated amortization	(147,816)	-	11,190	(136,626)	-
Total long-term liabilities	<u>\$ 30,265,181</u>	<u>\$ 4,330,905</u>	<u>\$ (6,484,329)</u>	<u>\$ 28,111,757</u>	<u>\$ 906,656</u>

Note 7: Capital Lease

The State of Nebraska, through the Department of Administrative Services (DAS) – Accounting Division, has a Master Lease Agreement to be used by various agencies to purchase equipment. Peru State College used this financing arrangement to finance equipment for their wireless internet upgrade. Payback of this lease will be funded 43% through the Program and 57% through Peru State College general funds. Peru State College's Master Lease expires in fiscal year 2019.

Future minimum Master Lease payments for the Program as of June 30, 2015, were:

Year(s) ending June 30:	Principal	Interest	Total
2016	\$ 32,283	\$ 1,511	\$ 33,794
2017	32,713	1,081	33,794
2018	33,148	645	33,793
2019	30,773	204	30,977
	<u>\$ 128,917</u>	<u>\$ 3,441</u>	<u>\$ 132,358</u>

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 8: Revenue and Refunding Bonds Outstanding

Under the bond resolutions for the Student Fees and Facilities Revenue and Refunding Bond Program, revenues and earnings derived from operations of all revenue facilities and special student fees are pledged for payment of the principal and interest amount of the bonds. The bonds are not obligations of the State of Nebraska, and no tax funds shall be appropriated for payment of principal and interest.

Student Fees and Facilities Revenue Bonds Series 2003

In June 2003, the Board authorized the issuance of \$6,910,000 of Student Fees and Facilities Revenue Bonds Series 2003 (Series 2003A - \$5,085,000 and Series 2003B - \$1,825,000). The purpose of the issuance was to finance improvements to the Colleges' facilities.

Bonds maturing on or after July 1, 2014, were redeemable on or after July 1, 2013. On June 5, 2014, the Series 2003B debt, with principal outstanding of \$755,000, was extinguished while Series 2003A debt, with principal outstanding of \$4,490,000, was refunded using Student Fees and Facilities Revenue and Refunding Bonds Series 2014 proceeds.

Student Fees and Facilities Revenue Bonds Series 2010

In September 2010, the Board authorized the issuance of \$5,000,000 of Student Fees and Facilities Revenue Bonds Series 2010. The purpose of the issuance was to finance improvements to Wayne State's Pile Hall.

Bonds outstanding as of June 30, 2015 and 2014, totaled \$4,135,000 and \$4,340,000, respectively. Annual principal installments are due on July 1 in variable amounts ranging from \$210,000 to \$275,000 through July 1, 2025, and term bonds of \$1,535,000 due on July 1, 2030, with mandatory sinking fund redemption payments ranging from \$285,000 to \$330,000, with interest ranging from 1.60% to 4.00%.

Bonds maturing on or after July 1, 2016, are able to be redeemed, in part or in whole, on or after January 1, 2016.

Student Fees and Facilities Revenue Bonds Series 2011

In November 2010, the Board authorized the issuance of \$3,600,000 of Student Fees and Facilities Revenue Bonds Series 2011. The purpose of the issuance was to finance improvements to Peru State's Morgan Hall.

Bonds outstanding as of June 30, 2015 and 2014, totaled \$3,190,000 and \$3,330,000, respectively. Annual principal installments are due on July 1 in variable amounts ranging from \$140,000 to \$205,000 through July 1, 2026, and term bonds of \$1,185,000 due on July 1, 2031, with mandatory sinking fund redemption payments ranging from \$215,000 to \$260,000, with interest ranging from 2.00% to 5.05%.

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 8: Revenue and Refunding Bonds Outstanding - Continued

Student Fees and Facilities Revenue Bonds Series 2011 - Continued

Bonds maturing on or after July 1, 2017, are able to be redeemed, in part or in whole, on or after July 1, 2016.

Student Fees and Facilities Revenue and Refunding Bonds Series 2012

In April 2012, the Board authorized the issuance of \$8,750,000 of Student Fees and Facilities Revenue and Refunding Bonds Series 2012 (Series 2012A - \$6,045,000 and Series 2012B - \$2,705,000). The purpose of the issuance was to redeem in full the outstanding principal amount of the Student Fees and Facilities Revenue and Refunding Bonds Series 2002.

On July 1, 2012, the net proceeds from Series 2012 bonds were used to redeem the Series 2002 bonds. This advanced refunding reduced total debt service payments over the remaining 15 years by \$2,264,673. Bond refunding resulted in an estimated economic gain of \$1,515,352. The difference between the reacquisition price and the net carrying amount of the old debt has been deferred and is amortized over the remaining life of the new debt, which is same as the life of the refunded debt.

Bonds outstanding as of June 30, 2015 and 2014, totaled \$7,685,000 and \$8,225,000, respectively, and consisted of Series 2012A (Wayne State College Project - \$5,305,000 and \$5,680,000, respectively) and Series 2012B (Peru State College Project - \$2,380,000 and \$2,545,000, respectively). Annual principal installments are due on July 1. Series 2012A annual installments range from \$380,000 to \$460,000 through July 1, 2027, with interest rates ranging from 0.60% to 3.20%. Series 2012B annual installments range from \$165,000 to \$205,000 through July 1, 2027, with interest rates ranging from 0.60% to 3.20%.

Bonds maturing on or after July 1, 2018, are able to be redeemed, in part or in whole, on or after July 1, 2017.

Student Fees and Facilities Revenue Bonds Series 2013

In September 2012, the Board authorized the issuance of \$7,735,000 of Student Fees and Facilities Revenue Bonds Series 2013. The purpose of the issuance was to finance the construction of Chadron State's Eagle Ridge housing and maintenance to several revenue bond building roofs.

Bonds outstanding as of both June 30, 2015 and 2014, totaled \$7,735,000. Annual principal installments are due on July 1 in variable amounts ranging from \$355,000 to \$435,000 through July 1, 2028, and term bonds of \$2,360,000 due on July 1, 2033, with mandatory sinking fund redemption payments ranging from \$445,000 to \$500,000, with interest ranging from 0.60% to 3.00%.

Bonds maturing on or after July 1, 2018, are able to be redeemed, in part or in whole, on or after January 3, 2018.

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 8: Revenue and Refunding Bonds Outstanding - Continued

Student Fees and Facilities Revenue Refunding Bonds Series 2014

In April 2014, the Board authorized the issuance of \$4,270,000 of Student Fees and Facilities Revenue and Refunding Bonds Series 2014. The purpose of the issuance was to redeem in full the outstanding principal amount of the Student Fees and Facilities Revenue and Refunding Bonds Series 2003A.

On June 5, 2014, the net proceeds from Series 2014 bonds were used to redeem the Series 2003A bonds. This current refunding reduced total debt service payments over the remaining 14 years by \$1,085,523. Bond refunding resulted in an estimated economic gain of \$654,661. The difference between the reacquisition price and the net carrying amount of the old debt has been deferred and is amortized over the remaining life of the new debt, which is same as the life of the refunded debt.

Bonds outstanding as of June 30, 2015 and 2014, totaled \$4,270,000. Annual principal installments are due on July 1 in variable amounts ranging from \$265,000 to \$360,000 through July 1, 2028, with interest ranging from 0.35% to 4.00%.

Bonds maturing on or after July 1, 2020, are able to be redeemed, in part or in whole, on or after July 1, 2019.

Bond Maturities

Maturities of revenue and refunding bonds outstanding and related interest payments as of June 30, 2015, are as follows:

<u>Chadron State College</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year(s) ending June 30:			
2016	\$ 620,000	\$ 266,471	\$ 886,471
2017	630,000	262,786	892,786
2018	635,000	256,604	891,604
2019	640,000	247,888	887,888
2020	655,000	238,108	893,108
2021 – 2025	3,435,000	978,861	4,413,861
2026 – 2030	3,475,000	519,735	3,994,735
2031 – 2034	1,915,000	116,925	2,031,925
	<u>\$ 12,005,000</u>	<u>\$ 2,887,378</u>	<u>\$ 14,892,378</u>

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 8: Revenue and Refunding Bonds Outstanding - Continued

Bond Maturities - Continued

<u>Peru State College</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year(s) ending June 30:			
2016	\$ 305,000	\$ 178,960	\$ 483,960
2017	320,000	174,741	494,741
2018	315,000	169,646	484,646
2019	325,000	163,531	488,531
2020	330,000	156,318	486,318
2021 – 2025	1,795,000	633,590	2,428,590
2026 – 2030	1,670,000	295,308	1,965,308
2031 – 2032	510,000	26,008	536,008
	<u>\$ 5,570,000</u>	<u>\$ 1,798,102</u>	<u>\$ 7,368,102</u>
<u>Wayne State College</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year(s) ending June 30:			
2016	\$ 590,000	\$ 240,357	\$ 830,357
2017	595,000	234,070	829,070
2018	590,000	226,362	816,362
2019	605,000	217,021	822,021
2020	620,000	205,921	825,921
2021 – 2025	3,295,000	798,654	4,093,654
2026 – 2030	2,815,000	280,571	3,095,571
2031	330,000	6,600	336,600
	<u>\$ 9,440,000</u>	<u>\$ 2,209,556</u>	<u>\$ 11,649,556</u>
<u>Nebraska State Colleges (Total)</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year(s) ending June 30:			
2016	\$ 1,515,000	\$ 685,788	\$ 2,200,788
2017	1,545,000	671,597	2,216,597
2018	1,540,000	652,612	2,192,612
2019	1,570,000	628,440	2,198,440
2020	1,605,000	600,347	2,205,347
2021 – 2025	8,525,000	2,411,105	10,936,105
2026 – 2030	7,960,000	1,095,614	9,055,614
2031 – 2034	2,755,000	149,533	2,904,533
	<u>\$ 27,015,000</u>	<u>\$ 6,895,036</u>	<u>\$ 33,910,036</u>

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 8: Revenue and Refunding Bonds Outstanding - Continued

Bond Covenants

The bond resolution requires the revenues of the facilities paid into the revenue bond fund during any fiscal year shall, after deducting from these the costs of operations and maintenance of the facilities and food service costs during such fiscal year, be at least equal to 110% of the amount of principal and interest maturing during such year. Board policy is more restrictive than the bond resolution and requires Chadron State College and Wayne State College maintain a minimum 125% debt service coverage and Peru State College maintain a 135% debt service coverage ratio. The debt service coverage for the years ended June 30, 2015 and 2014, was as follows:

	<u>2015</u>	<u>2014</u>
Chadron State College	875 %	331 %
Peru State College	332 %	292 %
Wayne State College	371 %	272 %

Note 9: Pension Plan

The Nebraska State Colleges have a defined contribution retirement plan currently in effect, which was established by the Board of Trustees and may be amended by the Board in accordance with Neb. Rev. Stat. § 85-320 (Reissue 2008). The plan covers all faculty, professional staff, and support staff, and provides investment options and annuity contracts administered by the Teachers Insurance and Annuity Association - College Retirement Equities Fund (TIAA-CREF). The plan provides retirement and death benefits to plan members and their beneficiaries. Benefit provisions are contained in the plan document and may be amended by action of the Board of Trustees. Contribution rates for both 2015 and 2014, expressed as a percentage of covered payroll, were 6% for plan members and 8% for the Nebraska State Colleges. Contributions actually made for the fiscal year ended June 30, 2015 and 2014, by plan members and the Nebraska State Colleges related to the Program were approximately \$136,700 and \$182,300; and \$140,600 and \$187,400, respectively. A total of 101 and 96 Program employees participated in the plan during fiscal years 2015 and 2014, respectively.

Membership in the plan was mandatory for all full-time faculty and staff who attained the age of thirty. Voluntary membership is permitted for all full-time faculty and staff upon reaching the second anniversary of their employment and the attainment of age twenty-five. The plan benefits are fully vested at the date of contribution.

The NSCS also sponsors a supplemental retirement annuity (SRA) plan, Roth individual retirement account (IRA), and 457 deferred compensation supplemental plan. Program plan members contributed approximately \$20,600 to the SRA, \$7,000 to the Roth IRA, and \$0 to the 457 plan in 2015 and contributed approximately \$51,500 to the SRA, \$900 to the Roth IRA, and \$0 to the 457 plan in 2014. The NSCS does not contribute to these supplemental plans.

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Notes to the Financial Statements
Years Ended June 30, 2015 and 2014

Note 10: Commitments and Contingencies

The Board has approved resolutions for capital improvements and extraordinary repairs to be made from Contingency Maintenance and Surplus Funds held by the bond fund trustee. At June 30, 2015, the unexpended balance of outstanding Board resolutions under construction commitments totaled:

Chadron State College	\$	1,458,000
Peru State College		988,000
Wayne State College		<u>1,312,000</u>
	\$	<u><u>3,758,000</u></u>

Included in the table above are Board-approved resolutions for capital improvements and extraordinary repairs, which were approved at the March 26, 2015 Board meeting for \$650,000, \$875,000, and \$950,000 for Chadron State College, Peru State College, and Wayne State College, respectively. These funds are restricted from use until July 1, 2015.

Supplementary Information

Schedule 1-1

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Schedules of Net Position
June 30, 2015

	Chadron	Peru	Wayne	Total
Assets and Deferred Outflow of Resources				
Current Assets				
Restricted cash and cash equivalents	\$ 5,951,969	\$ 3,130,225	\$ 8,553,730	\$ 17,635,924
Accounts receivable, net	102,862	194,855	168,874	466,591
Interest receivable	4,269	1,431	12,760	18,460
Prepaid expenses and other charges	1,193	1,780	-	2,973
Deposit with vendor	18,658	-	-	18,658
Total current assets	<u>6,078,951</u>	<u>3,328,291</u>	<u>8,735,364</u>	<u>18,142,606</u>
Noncurrent Assets				
Restricted cash and cash equivalents	900,217	498,773	836,180	2,235,170
Capital assets, net of accumulated depreciation	13,036,256	7,236,321	18,876,182	39,148,759
Total noncurrent assets	<u>13,936,473</u>	<u>7,735,094</u>	<u>19,712,362</u>	<u>41,383,929</u>
Total assets	<u>20,015,424</u>	<u>11,063,385</u>	<u>28,447,726</u>	<u>59,526,535</u>
Deferred Outflow of Resources				
Unamortized bond refunding amount, net	25,426	7,789	14,078	47,293
Total deferred outflow of resources	<u>25,426</u>	<u>7,789</u>	<u>14,078</u>	<u>47,293</u>
Liabilities				
Current Liabilities				
Accounts payable and accrued liabilities	58,277	306,975	716,221	1,081,473
Accrued compensated absences	9,732	1,644	10,449	21,825
Unearned revenue	-	-	317,162	317,162
Interest payable	134,000	90,522	121,589	346,111
Capital lease payable-current portion	-	32,283	-	32,283
Revenue bonds payable-current portion	620,000	305,000	590,000	1,515,000
Deposits held in custody for others	-	-	700	700
Other	4,100	-	-	4,100
Total current liabilities	<u>826,109</u>	<u>736,424</u>	<u>1,756,121</u>	<u>3,318,654</u>
Noncurrent Liabilities				
Accrued compensated absences	129,305	21,837	138,823	289,965
Unearned revenue	-	-	883,528	883,528
Capital lease payable, net of current portion	-	96,634	-	96,634
Revenue bonds payable, net of current portion	11,335,410	5,251,853	8,820,650	25,407,913
Total non-current liabilities	<u>11,464,715</u>	<u>5,370,324</u>	<u>9,843,001</u>	<u>26,678,040</u>
Total liabilities	<u>12,290,824</u>	<u>6,106,748</u>	<u>11,599,122</u>	<u>29,996,694</u>
Net Position				
Net investment in capital assets	1,985,569	1,867,814	10,149,069	14,002,452
Restricted				
Expendable				
Debt service	621,058	305,032	590,028	1,516,118
By enabling legislation	5,143,399	2,791,580	6,123,585	14,058,564
Total net position	<u>\$ 7,750,026</u>	<u>\$ 4,964,426</u>	<u>\$ 16,862,682</u>	<u>\$ 29,577,134</u>

Schedule 1-1

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Schedules of Net Position
June 30, 2014

	Chadron	Peru	Wayne	Total
Assets and Deferred Outflow of Resources				
Current Assets				
Restricted cash and cash equivalents	\$ 4,683,462	\$ 2,440,489	\$ 7,958,059	\$ 15,082,010
Accounts receivable, net	242,520	134,447	184,680	561,647
Interest receivable	3,487	1,333	12,834	17,654
Prepaid expenses and other charges	1,155	5,390	-	6,545
Deposit with vendor	6,780	-	-	6,780
Total current assets	<u>4,937,404</u>	<u>2,581,659</u>	<u>8,155,573</u>	<u>15,674,636</u>
Noncurrent Assets				
Restricted cash and cash equivalents	2,895,089	498,773	1,202,224	4,596,086
Capital assets, net of accumulated depreciation	11,997,964	6,956,599	18,731,782	37,686,345
Total noncurrent assets	<u>14,893,053</u>	<u>7,455,372</u>	<u>19,934,006</u>	<u>42,282,431</u>
Total assets	<u>19,830,457</u>	<u>10,037,031</u>	<u>28,089,579</u>	<u>57,957,067</u>
Deferred Outflow of Resources				
Unamortized bond refunding amount, net	27,381	8,438	15,251	51,070
Total deferred outflow of resources	<u>27,381</u>	<u>8,438</u>	<u>15,251</u>	<u>51,070</u>
Liabilities				
Current Liabilities				
Accounts payable and accrued liabilities	857,494	97,944	438,610	1,394,048
Accrued compensated absences	9,093	2,599	9,964	21,656
Unearned revenue	-	-	318,335	318,335
Interest payable	88,697	91,877	123,671	304,245
Revenue bonds payable-current portion	-	305,000	580,000	885,000
Deposits held in custody for others	-	2,500	2,300	4,800
Other	837	-	-	837
Total current liabilities	<u>956,121</u>	<u>499,920</u>	<u>1,472,880</u>	<u>2,928,921</u>
Noncurrent Liabilities				
Accrued compensated absences	120,809	34,527	132,374	287,710
Unearned revenue	-	-	1,198,085	1,198,085
Revenue bonds payable, net of current position	11,953,429	5,555,758	9,408,204	26,917,391
Total non-current liabilities	<u>12,074,238</u>	<u>5,590,285</u>	<u>10,738,663</u>	<u>28,403,186</u>
Total liabilities	<u>13,030,359</u>	<u>6,090,205</u>	<u>12,211,543</u>	<u>31,332,107</u>
Net Position				
Net investment in capital assets	2,194,678	1,594,614	9,579,802	13,369,094
Restricted				
Expendable				
Debt service	-	305,002	580,035	885,037
By enabling legislation	4,632,801	2,055,648	5,733,450	12,421,899
Total net position	<u>\$ 6,827,479</u>	<u>\$ 3,955,264</u>	<u>\$ 15,893,287</u>	<u>\$ 26,676,030</u>

Attachment: Revenue Bond Program Audit 2015 (1620 : Acceptance of Revenue Bond Audit Reports for Years Ended June 30, 2015 and 2014)

Schedule 1-2

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Schedules of Revenues, Expenses and Changes in Net Position
Year Ended June 30, 2015

	Chadron	Peru	Wayne	Total
Operating Revenues				
Rentals	\$ 2,857,450	\$ 1,606,511	\$ 3,501,050	\$ 7,965,011
Food service	2,723,687	1,534,776	4,699,421	8,957,884
Food service commission	-	-	68,845	68,845
Facilities fees	1,096,816	876,762	1,205,425	3,179,003
Application fee	32,250	15,500	35,950	83,700
Bookstore	27,796	38,148	160,000	225,944
Parking permits	-	8,340	75,927	84,267
Vending	28,872	6,415	45,418	80,705
Recreation center	-	-	10,130	10,130
Other	50,216	26,026	40,886	117,128
	<u>6,817,087</u>	<u>4,112,478</u>	<u>9,843,052</u>	<u>20,772,617</u>
Operating Expenses				
Compensation and benefits	1,731,329	607,037	2,254,546	4,592,912
Contractual services	97,541	185,347	191,737	474,625
Supplies and materials	213,100	166,125	561,822	941,047
Depreciation	463,143	295,385	845,858	1,604,386
Utilities	547,708	299,198	915,853	1,762,759
Repairs and maintenance	388,142	174,567	1,263,221	1,825,930
Communications	136,915	8,993	106,222	252,130
Food service	2,036,694	1,179,703	2,617,517	5,833,914
Other	72,132	22,770	27,549	122,451
	<u>5,686,704</u>	<u>2,939,125</u>	<u>8,784,325</u>	<u>17,410,154</u>
Operating Income	<u>1,130,383</u>	<u>1,173,353</u>	<u>1,058,727</u>	<u>3,362,463</u>
Nonoperating Revenue (Expenses)				
Investment income	48,125	18,359	160,404	226,888
Interest expense	(255,961)	(182,550)	(245,756)	(684,267)
Other nonoperating expense	-	-	(3,980)	(3,980)
	<u>(207,836)</u>	<u>(164,191)</u>	<u>(89,332)</u>	<u>(461,359)</u>
Increase in Net Position	922,547	1,009,162	969,395	2,901,104
Net Position, Beginning of Year	<u>6,827,479</u>	<u>3,955,264</u>	<u>15,893,287</u>	<u>26,676,030</u>
Net Position, End of Year	<u>\$ 7,750,026</u>	<u>\$ 4,964,426</u>	<u>\$ 16,862,682</u>	<u>\$ 29,577,134</u>

Attachment: Revenue Bond Program Audit 2015 (1620 : Acceptance of Revenue Bond Audit Reports for Years Ended June 30, 2015 and 2014)

Schedule 1-2

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Schedules of Revenues, Expenses and Changes in Net Position
Year Ended June 30, 2014

	Chadron	Peru	Wayne	Total
Operating Revenues				
Rentals	\$ 2,643,800	\$ 1,572,438	\$ 3,373,063	\$ 7,589,301
Food service	2,582,061	1,445,228	4,488,372	8,515,661
Food service commission	-	-	73,119	73,119
Facilities fees	1,095,580	788,407	1,171,561	3,055,548
Application fee	32,000	18,300	41,700	92,000
Bookstore	76,423	36,294	164,000	276,717
Parking permits	-	7,025	75,332	82,357
Vending	8,962	7,246	46,849	63,057
Recreation center	-	-	8,590	8,590
Other	54,506	31,020	48,960	134,486
Total operating revenues	<u>6,493,332</u>	<u>3,905,958</u>	<u>9,491,546</u>	<u>19,890,836</u>
Operating Expenses				
Compensation and benefits	1,565,204	596,795	2,342,253	4,504,252
Contractual services	64,651	99,312	187,989	351,952
Supplies and materials	162,185	189,041	599,469	950,695
Depreciation	406,866	293,059	815,441	1,515,366
Utilities	564,814	344,763	959,964	1,869,541
Repairs and maintenance	1,368,591	195,168	1,052,429	2,616,188
Communications	134,626	17,591	106,453	258,670
Food service	1,931,786	1,148,684	2,525,281	5,605,751
Other	58,898	22,423	(13,107)	68,214
Total operating expenses	<u>6,257,621</u>	<u>2,906,836</u>	<u>8,576,172</u>	<u>17,740,629</u>
Operating Income	<u>235,711</u>	<u>999,122</u>	<u>915,374</u>	<u>2,150,207</u>
Nonoperating Revenue (Expenses)				
Investment income	10,732	17,097	149,883	177,712
Interest expense	(249,744)	(185,500)	(281,407)	(716,651)
Bond issuance costs	(61,930)	-	-	(61,930)
Loss on disposal of asset	(87,232)	-	-	(87,232)
Other nonoperating expense	-	-	(6,179)	(6,179)
Net nonoperating expenses	<u>(388,174)</u>	<u>(168,403)</u>	<u>(137,703)</u>	<u>(694,280)</u>
Increase (Decrease) in Net Position	<u>(152,463)</u>	<u>830,719</u>	<u>777,671</u>	<u>1,455,927</u>
Net Position, Beginning of Year	<u>6,979,942</u>	<u>3,124,545</u>	<u>15,115,616</u>	<u>25,220,103</u>
Net Position, End of Year	<u>\$ 6,827,479</u>	<u>\$ 3,955,264</u>	<u>\$ 15,893,287</u>	<u>\$ 26,676,030</u>

Schedule 1-3

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Schedules of Cash Flows
Year Ended June 30, 2015

	Chadron	Peru	Wayne	Total
Operating Activities				
Rentals	\$ 2,896,538	\$ 1,566,031	\$ 3,500,899	\$ 7,963,468
Food service	2,795,394	1,509,014	4,405,048	8,709,456
Food service commission	-	-	65,757	65,757
Facilities fees	1,095,706	869,922	1,197,253	3,162,881
Application fee	32,100	15,510	35,950	83,560
Bookstore	28,304	38,858	169,977	237,139
Perking permits	-	8,340	75,896	84,236
Vending	28,872	6,295	28,069	63,236
Recreation center	-	-	10,130	10,130
Payment to vendors	(3,540,387)	(2,006,814)	(5,556,485)	(11,103,686)
Payment to employees	(1,720,415)	(622,524)	(2,264,481)	(4,607,420)
Other	45,410	30,895	50,892	127,197
Net cash provided by operating activities	<u>1,661,522</u>	<u>1,415,527</u>	<u>1,718,905</u>	<u>4,795,954</u>
Capital and Related Financing Activities				
Purchase of capital assets	(2,214,721)	(253,930)	(822,496)	(3,291,147)
Principal paid on bonds payable	-	(305,000)	(580,000)	(885,000)
Principal paid on capital lease	-	(2,817)	-	(2,817)
Interest paid on bonds payable	(223,127)	(182,305)	(245,260)	(650,692)
Other	-	-	(2,000)	(2,000)
Net cash used in capital and related financing activities	<u>(2,437,848)</u>	<u>(744,052)</u>	<u>(1,649,756)</u>	<u>(4,831,656)</u>
Investing Activities				
Investment income	49,961	18,261	160,478	228,700
Net cash provided by investing activities	<u>49,961</u>	<u>18,261</u>	<u>160,478</u>	<u>228,700</u>
Increase (Decrease) in Cash and Cash Equivalents	(726,365)	689,736	229,627	192,998
Cash and Cash Equivalents, Beginning of Year	<u>7,578,551</u>	<u>2,939,262</u>	<u>9,160,283</u>	<u>19,678,096</u>
Cash and Cash Equivalents, End of Year	<u>\$ 6,852,186</u>	<u>\$ 3,628,998</u>	<u>\$ 9,389,910</u>	<u>\$ 19,871,094</u>
Reconciliation of Cash and Cash Equivalents to the Statement of Net Position				
Restricted cash and cash equivalents - current	\$ 5,951,969	\$ 3,130,225	\$ 8,553,730	\$ 17,635,924
Restricted cash and cash equivalents - noncurrent	900,217	498,773	836,180	2,235,170
Total cash and cash equivalents	<u>\$ 6,852,186</u>	<u>\$ 3,628,998</u>	<u>\$ 9,389,910</u>	<u>\$ 19,871,094</u>

Schedule 1-3

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Schedules of Cash Flows - Continued
Year Ended June 30, 2015

**Reconciliation of Net Operating Income
to Net Cash Provided by Operating Activities**

	<u>Chadron</u>	<u>Peru</u>	<u>Wayne</u>	<u>Total</u>
Operating income	\$ 1,130,383	\$ 1,173,353	\$ 1,058,727	\$ 3,362,463
Depreciation expense	463,143	295,385	845,858	1,604,386
Changes in operating assets and liabilities				
Accounts receivable	139,658	(60,408)	13,826	93,076
Prepays	(11,916)	3,610	-	(8,306)
Unearned revenue	-	-	(315,730)	(315,730)
Accounts payable and accrued liabilities	(72,144)	19,732	109,290	56,878
Accrued compensated absences	9,135	(13,645)	6,934	2,424
Other assets and liabilities	3,263	(2,500)	-	763
Net Cash Provided by Operating Activities	<u>\$ 1,661,522</u>	<u>\$ 1,415,527</u>	<u>\$ 1,718,905</u>	<u>\$ 4,795,954</u>
Supplemental Cash Flows Information				
Accounts payable incurred for capital asset purchases	\$ 20,920	\$ 189,299	\$ 166,721	\$ 376,940

Schedule 1-3

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Schedules of Cash Flows
Year Ended June 30, 2014

	Chadron	Peru	Wayne	Total
Operating Activities				
Rentals	\$ 2,593,472	\$ 1,538,747	\$ 3,371,989	\$ 7,504,208
Food service	2,565,105	1,421,058	4,573,225	8,559,388
Food service commission	-	-	73,119	73,119
Facilities fees	1,087,210	779,272	1,183,618	3,050,100
Application fee	31,800	18,300	41,700	91,800
Bookstore	82,420	35,686	146,975	265,081
Perking permits	-	7,015	75,436	82,451
Vending	8,962	7,215	1,500	17,677
Recreation center	-	-	8,590	8,590
Payment to vendors	(4,566,797)	(1,946,671)	(5,340,789)	(11,854,257)
Payment to employees	(1,582,309)	(601,681)	(2,323,962)	(4,507,952)
Other	53,959	31,618	44,355	129,932
Net cash provided by operating activities	<u>273,822</u>	<u>1,290,559</u>	<u>1,855,756</u>	<u>3,420,137</u>
Capital and Related Financing Activities				
Proceeds from bonds	4,270,000	-	-	4,270,000
Purchase of capital assets	(4,096,550)	-	(202,817)	(4,299,367)
Principal paid on bonds payable	(4,695,000)	(295,000)	(1,460,000)	(6,450,000)
Interest paid on bonds payable	(309,962)	(184,806)	(296,025)	(790,793)
Bond issuance costs	(61,930)	-	-	(61,930)
Other	-	-	(6,179)	(6,179)
Net cash used in capital and related financing activities	<u>(4,893,442)</u>	<u>(479,806)</u>	<u>(1,965,021)</u>	<u>(7,338,269)</u>
Investing Activities				
Investment income	<u>16,529</u>	<u>16,963</u>	<u>147,241</u>	<u>180,733</u>
Net cash provided by investing activities	<u>16,529</u>	<u>16,963</u>	<u>147,241</u>	<u>180,733</u>
Increase (Decrease) in Cash and Cash Equivalents	(4,603,091)	827,716	37,976	(3,737,399)
Cash and Cash Equivalents, Beginning of Year	<u>12,181,642</u>	<u>2,111,546</u>	<u>9,122,307</u>	<u>23,415,495</u>
Cash and Cash Equivalents, End of Year	<u>\$ 7,578,551</u>	<u>\$ 2,939,262</u>	<u>\$ 9,160,283</u>	<u>\$ 19,678,096</u>
Reconciliation of Cash and Cash Equivalents to the Statement of Net Position				
Restricted cash and cash equivalents - current	\$ 4,683,462	\$ 2,440,489	\$ 7,958,059	\$ 15,082,010
Restricted cash and cash equivalents - noncurrent	<u>2,895,089</u>	<u>498,773</u>	<u>1,202,224</u>	<u>4,596,086</u>
Total cash and cash equivalents	<u>\$ 7,578,551</u>	<u>\$ 2,939,262</u>	<u>\$ 9,160,283</u>	<u>\$ 19,678,096</u>

Schedule 1-3

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Schedules of Cash Flows - Continued
Year Ended June 30, 2014

**Reconciliation of Net Operating Income
to Net Cash Provided by Operating Activities**

	<u>Chadron</u>	<u>Peru</u>	<u>Wayne</u>	<u>Total</u>
Operating income	\$ 235,711	\$ 999,122	\$ 915,374	\$ 2,150,207
Depreciation expense	406,866	293,059	815,441	1,515,366
Changes in operating assets and liabilities				
Accounts receivable	(12,242)	(41,701)	(40,492)	(94,435)
Prepays	27,390	(5,390)	4,185	26,185
Unearned revenue	-	-	61,847	61,847
Accounts payable and accrued liabilities	(360,810)	25,054	97,393	(238,363)
Accrued compensated absences	(17,857)	(7,783)	2,008	(23,632)
Other assets and liabilities	(5,236)	28,198	-	22,962
Net Cash Provided by Operating Activities	<u>\$ 273,822</u>	<u>\$ 1,290,559</u>	<u>\$ 1,855,756</u>	<u>\$ 3,420,137</u>
Supplemental Cash Flows Information				
Accounts payable incurred for capital asset purchases	\$ 747,993	\$ -	\$ -	\$ 747,993

Nebraska State Colleges

Student Fees and Facilities Revenue and Refunding Bond Program

Schedules of Revenues, Expenses and Changes in Net Position by Fund Type

Year Ended June 30, 2015

	Operation and Maintenance Funds				Funds Held by Trustee and State of Nebraska Operations				Plant				Overall Total
	Chadron State College	Peru State College	Wayne State College	Total	Investment Pool			Total	Chadron State College	Peru State College	Wayne State College	Total	
					Chadron State College	Peru State College	Wayne State College						
Operating Revenues													
Rentals	\$ 2,857,450	\$ 1,606,511	\$ 3,501,050	\$ 7,965,011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,965,011
Food service	2,723,687	1,534,776	4,699,421	8,957,884	-	-	-	-	-	-	-	-	8,957,884
Food service commission	-	-	68,845	68,845	-	-	-	-	-	-	-	-	68,845
Facilities fees	1,096,816	876,762	1,205,425	3,179,003	-	-	-	-	-	-	-	-	3,179,003
Application fee	32,250	15,500	35,950	83,700	-	-	-	-	-	-	-	-	83,700
Bookstore	27,796	38,148	160,000	225,944	-	-	-	-	-	-	-	-	225,944
Parking permits	-	8,340	75,927	84,267	-	-	-	-	-	-	-	-	84,267
Vending	28,872	6,415	45,418	80,705	-	-	-	-	-	-	-	-	80,705
Recreation center	-	-	10,130	10,130	-	-	-	-	-	-	-	-	10,130
Other	50,216	26,026	40,886	117,128	-	-	-	-	-	-	-	-	117,128
Total operating revenues	6,817,087	4,112,478	9,843,052	20,772,617	-	-	-	-	-	-	-	-	20,772,617
Operating Expenses													
Compensation and benefits	1,731,329	607,037	2,254,546	4,592,912	-	-	-	-	-	-	-	-	4,592,912
Contractual services	97,541	185,347	191,737	474,625	-	-	-	-	-	-	-	-	474,625
Supplies and materials	213,100	166,125	561,822	941,047	-	-	-	-	-	-	-	-	941,047
Depreciation	-	-	-	-	-	-	-	463,143	295,385	845,858	1,604,386	1,604,386	1,604,386
Utilities	547,708	299,198	915,853	1,762,759	-	-	-	-	-	-	-	-	1,762,759
Repairs and maintenance	77,666	43,345	267,753	388,764	310,476	131,222	995,468	1,437,166	-	-	-	-	1,825,930
Communications	136,915	8,993	106,222	252,130	-	-	-	-	-	-	-	-	252,130
Food service	-	-	-	-	2,036,694	1,179,703	2,617,517	5,833,914	-	-	-	-	5,833,914
Other	72,132	22,770	27,549	122,451	-	-	-	-	-	-	-	-	122,451
Total operating expenses	2,876,391	1,332,815	4,325,482	8,534,688	2,347,170	1,310,925	3,612,985	7,271,080	463,143	295,385	845,858	1,604,386	17,410,154
Operating Income (Loss)	3,940,696	2,779,663	5,517,570	12,237,929	(2,347,170)	(1,310,925)	(3,612,985)	(7,271,080)	(463,143)	(295,385)	(845,858)	(1,604,386)	3,362,463
Nonoperating Revenue (Expenses)													
Investment income	7,243	7,400	21,382	36,025	40,882	10,959	139,022	190,863	-	-	-	-	226,888
Interest expense	-	-	-	-	(255,961)	(182,550)	(245,756)	(684,267)	-	-	-	-	(684,267)
Other nonoperating revenue (expense)	-	-	(3,980)	(3,980)	-	-	-	-	-	-	-	-	(3,980)
Net nonoperating revenues (expenses)	7,243	7,400	17,402	32,045	(215,079)	(171,591)	(106,734)	(493,404)	-	-	-	-	(461,359)
Income (Loss) Before Other Revenues, Expenses, Gains or (Losses)	3,947,939	2,787,063	5,534,972	12,269,974	(2,562,249)	(1,482,516)	(3,719,719)	(7,764,484)	(463,143)	(295,385)	(845,858)	(1,604,386)	2,901,104
Other Revenues, Expenses, or Gains (Losses)													
Transfers in (out), net	(4,080,133)	(2,728,494)	(5,582,932)	(12,391,559)	2,578,698	2,153,387	4,592,674	9,324,759	1,501,435	575,107	990,258	3,066,800	-
Net other revenues, expenses, or gains (losses)	(4,080,133)	(2,728,494)	(5,582,932)	(12,391,559)	2,578,698	2,153,387	4,592,674	9,324,759	1,501,435	575,107	990,258	3,066,800	-
Increase (Decrease) in Net Position	(132,194)	58,569	(47,960)	(121,585)	16,449	670,871	872,955	1,560,275	1,038,292	279,722	144,400	1,462,414	2,901,104
Position, Beginning of Year	162,470	280,280	(697,383)	(254,633)	(5,332,955)	(3,281,615)	(2,141,112)	(10,755,682)	11,997,964	6,956,599	18,731,782	37,686,345	26,676,030
Position, End of Year	\$ 30,276	\$ 338,849	\$ (745,343)	\$ (376,218)	\$ (5,316,506)	\$ (2,610,744)	\$ (1,268,157)	\$ (9,195,407)	\$ 13,036,256	\$ 7,236,321	\$ 18,876,182	\$ 39,148,759	\$ 29,577,134

Nebraska State Colleges

Student Fees and Facilities Revenue and Refunding Bond Program

Schedules of Revenues, Expenses and Changes in Net Position by Fund Type

Year Ended June 30, 2014

	Operation and Maintenance Funds				Funds Held by Trustee and State of Nebraska Operations				Plant				Overall Total
					Investment Pool								
	Chadron State College	Peru State College	Wayne State College	Total	Chadron State College	Peru State College	Wayne State College	Total	Chadron State College	Peru State College	Wayne State College	Total	
Operating Revenues													
Rentals	\$ 2,643,800	\$ 1,572,438	\$ 3,373,063	\$ 7,589,301	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,589,301
Food service	2,582,061	1,445,228	4,488,372	8,515,661	-	-	-	-	-	-	-	-	8,515,661
Food service commission	-	-	73,119	73,119	-	-	-	-	-	-	-	-	73,119
Facilities fees	1,095,580	788,407	1,171,561	3,055,548	-	-	-	-	-	-	-	-	3,055,548
Application fee	32,000	18,300	41,700	92,000	-	-	-	-	-	-	-	-	92,000
Bookstore	76,423	36,294	164,000	276,717	-	-	-	-	-	-	-	-	276,717
Parking permits	-	7,025	75,332	82,357	-	-	-	-	-	-	-	-	82,357
Vending	8,962	7,246	46,849	63,057	-	-	-	-	-	-	-	-	63,057
Recreation center	-	-	8,590	8,590	-	-	-	-	-	-	-	-	8,590
Other	54,506	31,020	48,960	134,486	-	-	-	-	-	-	-	-	134,486
Total operating revenues	6,493,332	3,905,958	9,491,546	19,890,836	-	-	-	-	-	-	-	-	19,890,836
Operating Expenses													
Compensation and benefits	1,565,204	596,795	2,342,253	4,504,252	-	-	-	-	-	-	-	-	4,504,252
Contractual services	60,400	99,312	187,989	347,701	4,251	-	-	4,251	-	-	-	-	351,952
Supplies and materials	159,935	189,041	599,469	948,445	2,250	-	-	2,250	-	-	-	-	950,695
Depreciation	-	-	-	-	-	-	-	-	406,866	293,059	815,441	1,515,366	1,515,366
Utilities	564,814	344,763	959,964	1,869,541	-	-	-	-	-	-	-	-	1,869,541
Repairs and maintenance	73,317	76,145	261,225	410,687	1,295,274	119,023	791,204	2,205,501	-	-	-	-	2,616,188
Communications	134,626	17,591	106,453	258,670	-	-	-	-	-	-	-	-	258,670
Food service	-	-	-	-	1,931,786	1,148,684	2,525,281	5,605,751	-	-	-	-	5,605,751
Other	58,898	22,423	(13,107)	68,214	-	-	-	-	-	-	-	-	68,214
Total operating expenses	2,617,194	1,346,070	4,444,246	8,407,510	3,233,561	1,267,707	3,316,485	7,817,753	406,866	293,059	815,441	1,515,366	17,740,629
Operating Income (Loss)	3,876,138	2,559,888	5,047,300	11,483,326	(3,233,561)	(1,267,707)	(3,316,485)	(7,817,753)	(406,866)	(293,059)	(815,441)	(1,515,366)	2,150,207
Nonoperating Revenue (Expenses)													
Investment income	6,721	6,324	27,624	40,669	4,011	10,773	122,259	137,043	-	-	-	-	177,712
Interest expense	-	-	-	-	(249,744)	(185,500)	(281,407)	(716,651)	-	-	-	-	(716,651)
Bond issuance costs	-	-	-	-	(61,930)	-	-	(61,930)	-	-	-	-	(61,930)
Loss on disposal of asset	-	-	-	-	-	-	-	-	(87,232)	-	-	(87,232)	(87,232)
Other nonoperating revenue (expense)	-	-	(202)	(202)	-	-	(5,977)	(5,977)	-	-	-	-	(6,179)
Net nonoperating revenues (expenses)	6,721	6,324	27,422	40,467	(307,663)	(174,727)	(165,125)	(647,515)	(87,232)	-	-	(87,232)	(694,280)
Income (Loss) Before Other Revenues, Expenses, Gains or (Losses)	3,882,859	2,566,212	5,074,722	11,523,793	(3,541,224)	(1,442,434)	(3,481,610)	(8,465,268)	(494,098)	(293,059)	(815,441)	(1,602,598)	1,455,927
Other Revenues, Expenses, or Gains (Losses)													
Transfers in (out), net	(3,849,846)	(2,484,158)	(5,519,478)	(11,853,482)	(848,602)	2,484,158	5,316,661	6,952,217	4,698,448	-	202,817	4,901,265	-
Net other revenues, expenses, or gains (losses)	(3,849,846)	(2,484,158)	(5,519,478)	(11,853,482)	(848,602)	2,484,158	5,316,661	6,952,217	4,698,448	-	202,817	4,901,265	-
Increase (Decrease) in Net Position	33,013	82,054	(444,756)	(329,689)	(4,389,826)	1,041,724	1,835,051	(1,513,051)	4,204,350	(293,059)	(612,624)	3,298,667	1,455,927
Net Position, Beginning of Year	129,457	198,226	(252,627)	75,056	(943,129)	(4,323,339)	(3,976,163)	(9,242,631)	7,793,614	7,249,658	19,344,406	34,387,678	25,220,102
Net Position, End of Year	\$ 162,470	\$ 280,280	\$ (697,383)	\$ (254,633)	\$ (5,332,955)	\$ (3,281,615)	\$ (2,141,112)	\$ (10,755,682)	\$ 11,997,964	\$ 6,956,599	\$ 18,731,782	\$ 37,686,345	\$ 26,676,030

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Cash Receipts and Disbursements, Trustee's Account
Year Ended June 30, 2015
(With Comparative Totals for Year Ended June 30, 2014)

		Chadron State College								
		2015								
	Revenue Fund	Surplus Fund	Bond Fund	Reserve Fund 2013	Project Fund 2013	Reserve Fund 2014	COI Fund 2014	Total 2015	Total 2014	
Receipts										
Bond issuance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,270,819	
Board of trustees deposits	6,607,994	-	-	-	-	-	-	6,607,994	6,432,222	
Income from investments	21	36,996	4	52	5,758	4	-	42,835	83,538	
Receipts before transfer of funds	6,608,015	36,996	4	52	5,758	4	-	6,650,829	10,786,579	
Transfer of funds, net	(3,245,507)	2,350,005	896,616	(104)	(5)	(4)	(1,001)	-	-	
Total receipts	3,362,508	2,387,001	896,620	(52)	5,753	-	(1,001)	6,650,829	10,786,579	
Disbursements										
Remitted to operation and maintenance fund	2,665,000	-	-	-	-	-	-	2,665,000	2,580,000	
Payments on food service contract	2,048,572	-	-	-	-	-	-	2,048,572	1,903,907	
Remitted to paying agent										
Bond principal	-	-	-	-	-	-	-	-	4,695,000	
Bond interest	-	-	223,128	-	-	-	-	223,128	480,249	
Payments to contractors and others	-	595,342	-	-	1,999,571	-	-	2,594,913	5,711,534	
Total disbursements	4,713,572	595,342	223,128	-	1,999,571	-	-	7,531,613	15,370,690	
Excess (deficiency) of receipts over disbursements	(1,351,064)	1,791,659	673,492	(52)	(1,993,818)	-	(1,001)	(880,784)	(4,584,111)	
Balance at Beginning of Year	2,281,512	2,239,921	81,565	518,362	1,993,818	381,908	1,001	7,498,087	12,082,198	
Balance at End of Year	\$ 930,448	\$ 4,031,580	\$ 755,057	\$ 518,310	\$ -	\$ 381,908	\$ -	\$ 6,617,303	\$ 7,498,087	
Balance at End of Year Consisted of										
Cash	\$ -	\$ -	\$ -	\$ 518,310	\$ -	\$ -	\$ -	\$ 518,310	\$ 894,077	
Savings and money market accounts	930,448	1,634,110	755,057	-	-	381,908	-	3,701,523	4,704,424	
State of Nebraska Operating Investment Pool	-	2,397,470	-	-	-	-	-	2,397,470	1,899,586	
	\$ 930,448	\$ 4,031,580	\$ 755,057	\$ 518,310	\$ -	\$ 381,908	\$ -	\$ 6,617,303	\$ 7,498,087	

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Cash Receipts and Disbursements, Trustee's Account
Year Ended June 30, 2015
(With Comparative Totals for Year Ended June 30, 2014)

	Peru State College						
	2015						
	Revenue Bond	Surplus Fund	Bond Fund	Reserve Fund 2011	Reserve Fund 2012B	2015	Total 2014
Receipts							
Board of trustees deposits	\$ 3,966,650	\$ -	\$ -	\$ -	\$ -	\$ 3,966,650	\$ 3,782,091
Income from investments	12	10,944	9	3	23	10,991	10,610
Receipts before transfer of funds	3,966,662	10,944	9	3	23	3,977,641	3,792,701
Transfer of funds, net	(2,245,822)	1,760,000	485,876	(9)	(45)	-	-
Total receipts	1,720,840	1,770,944	485,885	(6)	(22)	3,977,641	3,792,701
Disbursements							
Remitted to operation and maintenance fund	1,185,980	-	-	-	-	1,185,980	1,350,000
Payments on food service contract	1,197,722	-	-	-	-	1,197,722	1,085,550
Remitted to paying agent:							
Bond principal	-	-	305,000	-	-	305,000	295,000
Bond interest	-	-	182,305	-	-	182,305	184,805
Payments to contractors and others	-	394,702	-	-	-	394,702	120,661
Total disbursements	2,383,702	394,702	487,305	-	-	3,265,709	3,036,016
Excess (deficiency) of receipts over disbursements	(662,862)	1,376,242	(1,420)	(6)	(22)	711,932	756,685
Balance at Beginning of Year	960,402	807,250	396,880	276,126	222,675	2,663,333	1,906,648
Balance at End of Year	<u>\$ 297,540</u>	<u>\$ 2,183,492</u>	<u>\$ 395,460</u>	<u>\$ 276,120</u>	<u>\$ 222,653</u>	<u>\$ 3,375,265</u>	<u>\$ 2,663,333</u>
Balance at End of Year Consisted of:							
Cash	\$ -	\$ -	\$ -	\$ -	\$ 222,653	\$ 222,653	\$ 222,675
Savings and money market accounts	297,540	1,618,225	395,460	276,120	-	2,587,345	1,886,327
State of Nebraska Operating Investment Pool	-	565,267	-	-	-	565,267	554,331
	<u>\$ 297,540</u>	<u>\$ 2,183,492</u>	<u>\$ 395,460</u>	<u>\$ 276,120</u>	<u>\$ 222,653</u>	<u>\$ 3,375,265</u>	<u>\$ 2,663,333</u>

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Cash Receipts and Disbursements, Trustee's Account
Year Ended June 30, 2015
(With Comparative Totals for Year Ended June 30, 2014)

	Wayne State College					Total	
	2015					2015	2014
	Revenue Fund	Surplus Fund	Bond Fund	Reserve Fund 2010	Reserve Fund 2012A		
Receipts							
Board of trustees deposits	\$ 9,532,475	\$ -	\$ -	\$ -	\$ -	\$ 9,532,475	\$ 9,490,182
Income from investments	14	139,048	34	-	-	139,096	119,615
Receipts before transfer of funds	9,532,489	139,048	34	-	-	9,671,571	9,609,797
Transfer of funds, net	(2,533,093)	1,700,000	833,137	(7)	(37)	-	-
Total receipts	6,999,396	1,839,048	833,171	(7)	(37)	9,671,571	9,609,797
Disbursements							
Remitted to operation and maintenance fund	4,400,000	-	-	-	-	4,400,000	4,000,000
Payments on food service contract	2,617,517	-	-	-	-	2,617,517	2,525,281
Remitted to paying agent:							
Bond principal	-	-	580,000	-	-	580,000	1,460,000
Bond interest	-	-	245,260	-	-	245,260	297,816
Payments to contractors and others	-	1,242,831	-	-	-	1,242,831	894,170
Total disbursements	7,017,517	1,242,831	825,260	-	-	9,085,608	9,177,267
Excess (deficiency) of receipts over disbursements	(18,121)	596,217	7,911	(7)	(37)	585,963	432,530
Balance at Beginning of Year	128,168	6,584,808	703,706	346,407	489,817	8,252,906	7,820,376
Balance at End of Year	\$ 110,047	\$ 7,181,025	\$ 711,617	\$ 346,400	\$ 489,780	\$ 8,838,869	\$ 8,252,906
Balance at End of Year Consisted of							
Cash	\$ -	\$ -	\$ 711,617	\$ -	\$ -	\$ 711,617	\$ 703,743
Savings and money market accounts	110,047	451,552	-	-	-	561,599	472,557
State of Nebraska Operating Investment Pool	-	6,729,473	-	346,400	489,780	7,565,653	7,076,606
	\$ 110,047	\$ 7,181,025	\$ 711,617	\$ 346,400	\$ 489,780	\$ 8,838,869	\$ 8,252,906

Schedule 4

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Rentals
Years Ended June 30, 2015 and 2014

<u>Chadron State College</u>	<u>2015</u>	<u>2014</u>
Facility		
High Rise Dormitory	\$ 1,004,104	\$ 888,766
Andrews Hall	604,407	583,666
Kent Hall	694,166	630,954
Edna Work Hall	230,422	224,303
Edna Work Wing	212,428	220,679
Brooks Hall	167,387	193,018
Eagle Ridge	169,531	-
Family housing	147,176	151,695
Guest housing	72,941	78,430
Less room waivers	<u>(445,112)</u>	<u>(327,711)</u>
Total rentals	<u>\$ 2,857,450</u>	<u>\$ 2,643,800</u>
<u>Peru State College</u>	<u>2015</u>	<u>2014</u>
Facility		
Centennial Complex	\$ 811,027	\$ 798,609
Eliza Morgan Hall	450,546	507,643
Delzell Hall	374,857	332,683
Guest and temporary housing	33,316	21,439
Faculty housing	49,775	38,908
Oak Hill	91,587	48,252
Less room waivers	<u>(204,597)</u>	<u>(175,096)</u>
Total rentals	<u>\$ 1,606,511</u>	<u>\$ 1,572,438</u>
<u>Wayne State College</u>	<u>2015</u>	<u>2014</u>
Facility		
Bowen Hall	\$ 1,036,402	\$ 991,249
Berry Hall	840,503	737,220
Morey Hall	525,024	540,691
Neihardt Hall	445,195	446,027
Anderson Hall	399,659	438,421
Pile Hall	425,032	389,625
Terrace Hall	370,278	358,216
Family housing	-	4,400
Guest housing	57,495	51,934
Less room waivers	<u>(598,538)</u>	<u>(584,720)</u>
Total rentals	<u>\$ 3,501,050</u>	<u>\$ 3,373,063</u>

Schedule 5

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Operation and Maintenance Fund Expenditures
Years Ended June 30, 2015 and 2014

Chadron State College	2015	2014
Salaries, payroll taxes, and benefits	\$ 1,731,329	\$ 1,565,204
Utilities	547,708	564,814
Communication services	136,915	134,626
Supplies	213,100	159,935
Repairs and maintenance	77,666	73,317
Professional and contractual services	97,541	60,400
Other	72,132	58,898
	<u>\$ 2,876,391</u>	<u>\$ 2,617,194</u>
Peru State College	2015	2014
Salaries, payroll taxes, and benefits	\$ 607,037	\$ 596,795
Utilities	299,198	344,763
Communications	8,993	17,591
Supplies	166,125	189,041
Repairs and maintenance	43,345	76,145
Professional and contractual services	185,347	99,312
Other	22,770	22,423
	<u>\$ 1,332,815</u>	<u>\$ 1,346,070</u>
Wayne State College	2015	2014
Salaries, payroll taxes, and benefits	\$ 2,254,546	\$ 2,342,253
Utilities	915,853	959,964
Communication services	106,222	106,453
Supplies	561,822	599,469
Repairs and maintenance	267,753	261,225
Professional and contractual services	191,737	187,989
Other	27,549	(13,107)
	<u>\$ 4,325,482</u>	<u>\$ 4,444,246</u>

Schedule 6

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Insurance in Force
(Unaudited)
Year Ended June 30, 2015

Chadron State College	
Type	Coverage Amount
Business interruption value	\$ 6,700,000
Blanket contents	4,305,789
Fire and extended coverage:	
Dormitories and housing facilities, 90% coinsurance	53,901,988
Student union and other buildings, 90% coinsurance	13,399,620
Peru State College	
Type	Coverage Amount
Business interruption value	\$ 4,939,041
Blanket contents	2,137,713
Fire and extended coverage:	
Dormitories and housing facilities, 90% coinsurance	18,470,529
Student union and other buildings, 90% coinsurance	5,542,234
Wayne State College	
Type	Coverage Amount
Business interruption value	\$ 16,104,158
Blanket contents	5,706,687
Fire and extended coverage:	
Dormitories and housing facilities, 90% coinsurance	47,790,046
Student union and other buildings, 90% coinsurance	23,440,899

Schedule 7-1

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Debt Service Coverage
Years Ended June 30, 2015 and 2014

<u>Chadron State College</u>	<u>2015</u>	<u>2014</u>
Receipts		
Rentals	\$ 2,857,450	\$ 2,643,800
Facilities fees	1,096,816	1,095,580
Food service	2,723,687	2,582,061
Other	<u>139,134</u>	<u>171,891</u>
Total receipts	6,817,087	6,493,332
Interest earned	<u>48,125</u>	<u>10,732</u>
Total additions	<u>6,865,212</u>	<u>6,504,064</u>
Deductions		
Operation and maintenance expenditures (note)	2,876,391	2,617,194
Food service contract payments	<u>2,036,694</u>	<u>1,931,786</u>
Total deductions	<u>4,913,085</u>	<u>4,548,980</u>
Available for debt service, reserves, etc.	<u>\$ 1,952,127</u>	<u>\$ 1,955,084</u>
Debt service: principal and interest requirement (note)	223,127	591,170
Debt service coverage	875%	331%

Note: In accordance with the debt agreement, expenditures paid for capital improvements and extraordinary repairs that were charged to surplus and construction funds held by the trustee in the amount of \$310,476 and \$1,301,775 during the years ended June 30, 2015 and 2014, respectively, have not been deducted in arriving at the debt service coverage. The debt service requirement amount includes principal and interest payments due in 2015 and 2014.

Schedule 7-2

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Debt Service Coverage
Years Ended June 30, 2015 and 2014

Peru State College	2015	2014
Receipts		
Rentals	\$ 1,606,511	\$ 1,572,438
Facilities fees	876,762	788,407
Food service	1,534,776	1,445,228
Other	94,429	99,885
Total receipts	<u>4,112,478</u>	<u>3,905,958</u>
Interest earned	<u>18,359</u>	<u>17,097</u>
Total additions	<u>4,130,837</u>	<u>3,923,055</u>
Deductions:		
Operation and maintenance expenditures (note)	1,332,815	1,346,070
Food service contract payments	<u>1,179,703</u>	<u>1,148,684</u>
Total deductions	<u>2,512,518</u>	<u>2,494,754</u>
Available for debt service, reserves, etc.	<u>\$ 1,618,319</u>	<u>\$ 1,428,301</u>
Debt service: principal and interest requirement (note)	487,305	488,755
Debt service coverage	332%	292%

Note: In accordance with the debt agreement, expenditures paid for capital improvements and extraordinary repairs that were charged to surplus and construction funds held by the trustee in the amount of \$131,222 and \$119,023 during the years ended June 30, 2015 and 2014, respectively, have not been deducted in arriving at the debt service coverage. The debt service requirement amount includes principal and interest payments due in 2015 and 2014.

Schedule 7-3

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Debt Service Coverage
Years Ended June 30, 2015 and 2014

Wayne State College	2015	2014
Receipts		
Rentals	\$ 3,501,050	\$ 3,373,063
Facilities fees	1,205,425	1,171,561
Food service	4,768,266	4,561,491
Other	368,311	385,431
Total receipts	9,843,052	9,491,546
Interest earned	160,404	149,883
Total additions	10,003,456	9,641,429
Deductions		
Operation and maintenance expenditures (note)	4,325,482	4,444,246
Food service contract payments	2,617,517	2,525,281
Total deductions	6,942,999	6,969,527
Available for debt service, reserves, etc.	<u>\$ 3,060,457</u>	<u>\$ 2,671,902</u>
Debt service: principal and interest requirement (note)	825,260	982,386
Debt service coverage	371%	272%

Note: In accordance with the debt agreement, expenditures paid for capital improvements and extraordinary repairs that were charged to surplus and construction funds held by the trustee in the amount of \$995,468 and \$791,204 during the year ended June 30, 2015 and 2014, respectively, have not been deducted in arriving at the debt service coverage. The debt service requirement amount includes principal and interest payments due in 2015 and 2014.

Schedule 8-1

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Bonds Outstanding
Year Ended June 30, 2015

Chadron State College	Principal Amount, Series 2013 and Series 2014
Maturing July 1:	
2015	\$ 620,000
2016	630,000
2017	635,000
2018	640,000
2019	655,000
2020	655,000
2021	675,000
2022	690,000
2023	700,000
2024	715,000
2025	740,000
2026	760,000
2027	780,000
2028	750,000
2029	445,000
2030	460,000
2031	470,000
2032	485,000
2033	500,000
	<hr/>
Total	<u>\$ 12,005,000</u>

Note: The schedule above has been prepared using the mandatory sinking fund redemption requirements for term bonds rather than the actual maturity date.

Schedule 8-2

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Bonds Outstanding
Year Ended June 30, 2015

Peru State College	Principal Amount, Series 2011 and Series 2012B
Maturing July 1:	
2015	\$ 305,000
2016	320,000
2017	315,000
2018	325,000
2019	330,000
2020	335,000
2021	345,000
2022	360,000
2023	370,000
2024	385,000
2025	395,000
2026	410,000
2027	405,000
2028	225,000
2029	235,000
2030	250,000
2031	260,000
	<hr/>
Total	\$ 5,570,000

Note: The schedule above has been prepared using the mandatory sinking fund redemption requirements for term bonds rather than the actual maturity date.

Attachment: Revenue Bond Program Audit 2015 (1620 : Acceptance of Revenue Bond Audit Reports for Years Ended June 30, 2015 and 2014)

Schedule 8-3

Nebraska State Colleges
Student Fees and Facilities Revenue and Refunding Bond Program
Bonds Outstanding
Year Ended June 30, 2015

<u>Wayne State College</u>	<u>Principal Amount, Series 2010 and Series 2012A</u>
Maturing July 1:	
2015	\$ 590,000
2016	595,000
2017	590,000
2018	605,000
2019	620,000
2020	630,000
2021	640,000
2022	655,000
2023	675,000
2024	695,000
2025	715,000
2026	745,000
2027	730,000
2028	305,000
2029	320,000
2030	<u>330,000</u>
Total	<u>\$ 9,440,000</u>

Note: The schedule above has been prepared using the mandatory sinking fund redemption requirements for term bonds rather than the actual maturity date.

Attachment: Revenue Bond Program Audit 2015 (1620 : Acceptance of Revenue Bond Audit Reports for Years Ended June 30, 2015 and 2014)

Nebraska State Colleges Student Fees and Facilities Revenue and Refunding Bond Program Occupancy (Unaudited) Year Ended June 30, 2015

	Chadron State College											
	Summer session 2014			First term			Second term			Summer session 2015		
	Capacity	Number	Percentage	Capacity	Number	Percentage	Capacity	Number	Percentage	Capacity	Number	Percentage
High Rise Dormitory	422	-	-	422	312	74	422	278	66	422	2	-
Edna Work/Wing Hall	186	6	3	186	132	71	186	107	58	186	9	5
Kent Hall	275	-	-	275	249	91	275	182	66	275	2	1
Andrews Hall	284	1	-	284	182	64	284	149	52	284	2	1
Brooks Hall	84	-	-	84	46	55	84	40	48	84	1	1
Eagle Ridge	69	-	-	69	49	71	69	38	55	69	3	4
Family housing*	41	16	39	40	36	90	40	29	73	28	15	54
	<u>1,361</u>	<u>23</u>		<u>1,360</u>	<u>1,006</u>		<u>1,360</u>	<u>823</u>		<u>1,348</u>	<u>34</u>	

* One West Court unit was taken offline in Fall 2014. In the Summer of 2015 Chadron State College demolished several of the West Court units.

	Peru State College								
	First term			Second term			Summer session		
	Capacity	Number	Percentage	Capacity	Number	Percentage	Capacity	Number	Percentage
Centennial Complex	296	236	80	296	183	62	296	-	-
Eliza Morgan Hall	148	118	80	148	117	79	148	-	-
Delzell Hall	146	124	85	146	91	62	146	-	-
Faculty housing	8	8	100	8	8	100	8	8	100
Oak Hill**	11	11	100	11	11	100	11	-	-
	<u>609</u>	<u>497</u>		<u>609</u>	<u>410</u>		<u>609</u>	<u>8</u>	

** Oak Hill is apartment housing which has been converted to student housing. Students are paying the regular housing rates on a per bed basis. The 11 apartment units can house up to 40 students. Occupancy for first and second term were 32 and 26 beds, respectively

	Wayne State College											
	Summer - July 2014			First term		Second term		Summer - May 2015		Summer - June 2015		
	Capacity	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	
Anderson Hall	159	-	-	132	83	114	72	-	-	-	-	
Berry Hall	306	-	-	272	89	245	80	-	-	-	-	
Bowen Hall	435	-	-	353	81	283	65	-	-	-	-	
Morey Hall	231	-	-	184	80	136	59	-	-	-	-	
Neihardt Hall	161	-	-	137	85	120	75	-	-	-	-	
Pile Hall	139	8	6	128	92	116	83	12	9	7	5	
Terrace Hall	140	-	-	118	84	109	78	-	-	-	-	
	<u>1,571</u>	<u>8</u>		<u>1,324</u>		<u>1,123</u>		<u>12</u>		<u>7</u>		

Note: Occupancy numbers are based on occupancy levels at the end of each term and do not reflect changes that may occur during the course of each term. The occupancy percentages are based on the number of beds occupied, as the rooms were designed. In many cases, students elect to pay a higher rate for a two-bed room and occupy it as a private room. The "room occupancy" rate, which is higher at all three colleges than the bed occupancy percentages, gives a clearer picture of the situation that exists.

ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT

November 13, 2015

ACTION: **Adopt Resolution to Authorize Sale of Revenue Bonds for the W. N. Delzell Residence Hall Addition and Renovation Project at Peru State College**

Approval is hereby requested for the attached Adopting Resolution which authorizes the sale of up to \$9.2 million in bonds for the Delzell Hall project.

To execute the purchase of the bonds, the Board of Trustees must approve a Resolution that includes the following:

- 1) Approving the form of Twelfth Supplemental Resolution providing for the issuance and sale of not to exceed \$9,200,000 Student Fees and Facilities Revenue Bonds, Series 2015 (Peru State College Project);
- 2) Authorizing the sale of such 2015 Bonds at a negotiated sale, and approving a form of Bond Purchase Agreement;
- 3) Approving the preparation and use of a Preliminary Official Statement of the Board with respect to the 2015 Bonds and the preparation of a Final Official Statement to include the terms of the 2015 Bonds; and
- 4) Approving the forms of Continuing Disclosure Agreement and Tax Compliance Agreement with respect to the 2015 Bonds.

NSCS bond counsel from Gilmore Bell, P.C., Michael Rogers and Colleen Duncan, have prepared the attached resolution and are working with the System Office on preparation of the related documents. Scott Keene from Ameritas is serving as the bond underwriter. Michael and Scott will be present at the Fiscal, Facilities, & Audit Committee meeting on November 12 to answer any questions at that time.

The System Office and Peru State College recommend approval of the Resolution to Authorize Sale of Revenue Bonds for Delzell Hall Project at Peru State College.

ATTACHMENTS:

- 2015 SF&F Revenue Bonds (Peru) - Adopting Resol (PDF)

PSC BONDS

I.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES that the Supplemental Resolution entitled “Twelfth Supplemental Resolution Providing for the Issuance and Sale of Not to Exceed Nine Million Two Hundred Thousand Dollars (\$9,200,000) Student Fees and Facilities Revenue Bonds, Series 2015 (Peru State College Project) of The Board of Trustees of the Nebraska State Colleges” (the “**Twelfth Supplemental Resolution**”) in the form presented to the Board as **Exhibit “A”** and made a part hereof by reference is hereby approved, adopted, ratified and affirmed, together with such changes or modifications as the Chancellor or Vice Chancellor for Finance and Administration (each, an “**Authorized Officer**”) and bond counsel shall approve as being in the best interests of the Board and the Nebraska State Colleges.

II.

BE IT FURTHER RESOLVED BY THE BOARD that the not to exceed \$9,200,000 aggregate principal amount of The Board of Trustees of the Nebraska State Colleges Student Fees and Facilities Revenue Bonds, Series 2015 (Peru State College Project) dated as of such date as shall be determined by an Authorized Officer (the “**2015 PSC Bonds**”) authorized by the Twelfth Supplemental Resolution, shall be sold by negotiated sale at a true interest cost not to exceed four and three-tenths percent (4.3%) to Ameritas Investment Corp. (the “**Underwriter**”) at an underwriter’s discount not to exceed one percent (1.0%) pursuant to a Bond Purchase Agreement dated as of such date as shall be determined by an Authorized Officer in substantially the form entered into in connection with the sale of the Board’s Student Fees and Facilities Revenue Refunding Bonds, Series 2014 (Chadron State College Project) (the “**Prior Financing**”) and made a part hereof by this reference, which Bond Purchase Agreement is hereby adopted, ratified, affirmed and approved, together with such changes or modifications as an Authorized Officer and bond counsel shall approve as being in the best interests of the Board and the Nebraska State Colleges. Each Authorized Officer is hereby authorized and directed to determine with respect to the 2015 PSC Bonds the principal amount of such 2015 PSC Bonds to be issued, the principal maturities,

interest rates and redemption provisions thereof, and to take all necessary actions and execute all necessary documents to effect the sale of the 2015 PSC Bonds and the application of the proceeds thereof, including to finance the 2015 PSC Project (as such term is defined in the Twelfth Supplemental Resolution).

III.

BE IT FURTHER RESOLVED BY THE BOARD that the Preliminary Official Statement of the Board with respect to the 2015 PSC Bonds, dated such date as shall be determined by an Authorized Officer in the form presented to the Board as **Exhibit “B,”** together with such changes or modifications as an Authorized Officer and bond counsel shall approve as being in the best interests of the Board and the Nebraska State Colleges, and the final Official Statement to be dated as of the respective dates of sale with respect to the 2015 PSC Bonds, which final Official Statement shall include the terms of the 2015 PSC Bonds, are hereby approved and authorized for delivery to the purchasers of the 2015 PSC Bonds.

IV.

BE IT FURTHER RESOLVED BY THE BOARD that (a) the Continuing Disclosure Agreement dated as of such date as shall be determined by an Authorized Officer on behalf of the Board to assist the Underwriter with its obligations under Rule 15c2-12 of the Securities and Exchange Commission with respect to the 2015 PSC Bonds and (b) the Tax Compliance Agreement dated as of such date as shall be determined by an Authorized Officer on behalf of the Board by and between the Board and the Trustee to satisfy the requirements of the Internal Revenue Code of 1986, as amended, and the applicable regulations thereunder with respect to the 2015 PSC Bonds each in substantially the respective forms entered into in connection with the Prior Financing and made a part hereof by reference, are each hereby approved, adopted, ratified and affirmed, together with such changes, additions, deletions or modifications as an Authorized Officer and bond counsel shall approve as being in the best interests of the Nebraska State Colleges.

V.

BE IT FURTHER RESOLVED BY THE BOARD that the members and officers of this Board and the officials of the Nebraska State Colleges, or any of them, be, and they hereby are, and each of them hereby is, authorized and directed to take any and all action, including the execution of all papers, certificates, receipts and documents, they or any of them may deem necessary or desirable to effectuate, in accordance with the terms of the Resolutions pertaining thereto adopted at this meeting, the delivery and payment for the 2015 PSC Bonds.

VI.

BE IT FURTHER RESOLVED BY THE BOARD that all actions heretofore taken for or on behalf of, or in the name of the Board, by any of the members or officers thereof or by any officers of the Nebraska State Colleges with respect to the authorization or offering for sale of the 2015 PSC Bonds are hereby validated, ratified and confirmed.

WSC BONDS

I.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES that the Supplemental Resolution entitled “Thirteenth Supplemental Resolution Providing for the Issuance and Sale of Not to Exceed Eleven Million Five Hundred Thousand Dollars (\$11,500,000) Student Fees and Facilities Revenue Bonds, Series 2016 (Wayne State College Project) of The Board of Trustees of the Nebraska State Colleges” (the “**Thirteenth Supplemental Resolution**”) in the form presented to the Board as **Exhibit “A”** and made a part hereof by reference is hereby approved, adopted, ratified and affirmed, together with such changes or modifications as the Chancellor or Vice Chancellor for Finance and Administration (each, an “**Authorized Officer**”) and bond counsel shall approve as being in the best interests of the Board and the Nebraska State Colleges.

II.

BE IT FURTHER RESOLVED BY THE BOARD that the not to exceed \$11,500,000 aggregate principal amount of The Board of Trustees of the Nebraska State Colleges Student Fees and Facilities Revenue Bonds, Series 2016 (Wayne State College Project) dated as of such date as shall be determined by an Authorized Officer (the “**2016 WSC Bonds**”) authorized by the Thirteenth Supplemental Resolution, shall be sold by negotiated sale at a true interest cost not to exceed four and three-fourths percent (4.75%) to Ameritas Investment Corp. (the “**Underwriter**”) with an underwriter’s discount not to exceed one percent (1.0%) pursuant to a Bond Purchase Agreement dated as of such date as shall be determined by an Authorized Officer in substantially the form entered into in connection with the sale of the Board’s Student Fees and Facilities Revenue Refunding Bonds, Series 2014 (Chadron State College Project) (the “**Prior Financing**”) and made a part hereof by this reference, which Bond Purchase Agreement is hereby adopted, ratified, affirmed and approved, together with such changes or modifications as an Authorized Officer and bond counsel shall approve as being in the best interests of the Board and the Nebraska State Colleges. Each Authorized Officer is hereby authorized and directed to determine with respect to the 2016 WSC Bonds the principal amount of such 2016 WSC Bonds to be

issued, the principal maturities, interest rates and redemption provisions thereof, and to take all necessary actions and execute all necessary documents to effect the sale of the 2016 WSC Bonds and the application of the proceeds thereof, including to finance the 2016 WSC Project (as such term is defined in the Thirteenth Supplemental Resolution).

III.

BE IT FURTHER RESOLVED BY THE BOARD that the Preliminary Official Statement of the Board with respect to the 2016 WSC Bonds, dated such date as shall be determined by an Authorized Officer in the substantially the form used in connection with the Prior Financing, together with such changes or modifications as an Authorized Officer and bond counsel shall approve as being in the best interests of the Board and the Nebraska State Colleges, and the final Official Statement to be dated as of the respective dates of sale with respect to the 2016 WSC Bonds, which final Official Statement shall include the terms of the 2016 WSC Bonds, are hereby approved and authorized for delivery to the purchasers of the 2016 WSC Bonds.

IV.

BE IT FURTHER RESOLVED BY THE BOARD that (a) the Continuing Disclosure Agreement dated as of such date as shall be determined by an Authorized Officer on behalf of the Board to assist the Underwriter with its obligations under Rule 15c2-12 of the Securities and Exchange Commission with respect to the 2016 WSC Bonds and (b) the Tax Compliance Agreement dated as of such date as shall be determined by an Authorized Officer on behalf of the Board by and between the Board and the Trustee to satisfy the requirements of the Internal Revenue Code of 1986, as amended, and the applicable regulations thereunder with respect to the 2016 WSC Bonds each in substantially the respective forms entered into in connection with the Prior Financing and made a part hereof by reference, are each hereby approved, adopted, ratified and affirmed, together with such changes, additions, deletions or modifications as an Authorized Officer and bond counsel shall approve as being in the best interests of the Nebraska State Colleges.

V.

BE IT FURTHER RESOLVED BY THE BOARD that the members and officers of this Board and the officials of the Nebraska State Colleges, or any of them, be, and they hereby are, and each of them hereby is, authorized and directed to take any and all action, including the execution of all papers, certificates, receipts and documents, they or any of them may deem necessary or desirable to effectuate, in accordance with the terms of the Resolutions pertaining thereto adopted at this meeting, the delivery and payment for the 2016 WSC Bonds.

VI.

BE IT FURTHER RESOLVED BY THE BOARD that all actions heretofore taken for or on behalf of, or in the name of the Board, by any of the members or officers thereof or by any officers of the Nebraska State Colleges with respect to the authorization or offering for sale of the 2016 WSC Bonds are hereby validated, ratified and confirmed.

ITEMS FOR DISCUSSION AND ACTION/FISCAL, FACILITIES AND AUDIT

November 13, 2015

ACTION: **First and Final Round Approval of Revisions to Board Policy 8066; Capital Construction; Contracts; Professional Consulting Services**

The System Office requests revisions to Board Policy 8066 to make it consistent with Board Policy 8065 regarding the dollar amount of architect/engineer contracts under which the respective College Presidents are delegated the responsibility for consultant selection, negotiating, and signing the contracts on behalf of the Board of Trustees. The threshold for both policies should be \$65,000 to coincide with the State Building Division threshold for when a formal architect or engineer selection process is required.

The System Office recommends approval of the Revisions to Board Policy 8066; Capital Construction; Contracts; Professional Consulting Services.

ATTACHMENTS:

- Revisions to Board Policy 8066 (PDF)

FACILITIES, NEBRASKA STATE COLLEGE SYSTEM

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

Page 1 of 3

BOARD POLICY

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

PROCEDURE

For projects whose basic construction costs are estimated to be more than the limit established in state statute §§81-1108.43 and periodically adjusted by the State Building Division (currently six hundred forty thousand dollars [\$640,000] until January 1, 2018) and the estimated fee is anticipated to exceed the limit established in state statute §§81-1712 and periodically adjusted by the State Building Division (currently sixty five thousand dollars [\$65,000] until January 1, 2018), except in cases of public emergencies so certified by the President, and in cases where the DAS "Open End Agreement" is utilized, the following procedures shall be followed:

1. A Request for Proposal advertisement for the project shall be drafted by the College and reviewed by System Office staff before publication. The advertisement shall include a general description of the project and the name of the person at the College to contact for additional information. This advertisement must be published once a week (weekdays only) for three (3) consecutive weeks in a publication based in or near the locality of the project and in other widely circulated publications as deemed necessary by the College. A timeline shall be noted in the advertisement for letters of interest to be submitted by the professional consultants. The College shall then notify the interested firms of the deadline for submittal of proposals and direct the firms to include specific forms/information with their proposals.
2. The President is authorized to appoint a campus screening committee to review the professional consultants' proposals and to select three or four firms for interviews by the selection committee. It is suggested that the local committee include the Chair/Dean of the College/Division/Department for which the facility is being constructed/renovated; the College's Vice President of Administration; the College Director of Physical Plant; and others deemed appropriate by the President.

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

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

FACILITIES, NEBRASKA STATE COLLEGE SYSTEM

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

Page 2 of 3

4. The College representative in charge of the selection process shall consult with the System Office staff in scheduling the date for the interviews. Once the firms to be interviewed have been identified by the screening committee, notification and appropriate material shall be forwarded to the selection committee for review prior to the interviews. The objective criteria shall be similar to that identified in the preceding paragraph 2.
5. Unless time is not available, each firm shall be interviewed for one (1) hour, including questions from the selection committee. When the interviews have all been completed, the committee shall discuss the strengths of the firms in relation to the proposed project and shall arrive at agreement on the first-, second- and third-place firms. The College shall then negotiate a contract, in consultation with System Office staff, with the selected firm, keeping in mind the budget for professional fees. If the negotiations are concluded within the budget limitations and all other issues resolved, a recommendation shall be made by the President to the members of the Fiscal, Facilities & Audit Committee who shall then submit a recommendation to the Board of Trustees for approval. If the fee cannot be negotiated with the first-place firm within the budget limits and required terms, negotiations shall be held with the second-place firm. If agreement cannot be reached with the second qualified firm, negotiations shall be undertaken with the third-place firm. If those negotiations do not result in a satisfactory agreement, the College and System Office staff will determine the next steps.

The Presidents are delegated the responsibility for the selection process and for negotiating on behalf of the Board and reporting the same to them, contracts for architectural or engineering services, under ~~twenty-sixty~~ twenty-sixty five thousand dollars (~~\$25,000~~\$65,000) which have been included in the operations budget, revenue bond budget or capital construction budgets. These contracts shall be signed by the President or Vice President for Administration and Finance. ~~Contracts for architectural or engineering services with a fee that is more than twenty five thousand dollars (\$25,000) but less than sixty five thousand dollars (\$65,000) shall be submitted to the Chancellor for approval prior to acceptance by the College and signature by the President or Vice President for Administration and Finance.~~ The College will include information on these contracts in its subsequent report to the Board.

For contracts above sixty five thousand dollars (\$65,000), once approved by the Board, or the Chancellor as per Policy 8065, the contract shall be signed by the consultant, President or Vice President for Administration and Finance, and then by the Chancellor or Vice Chancellor for Finance and Administration or General Counsel.

A consultant services contract may be conditioned upon later refinements in scope and price and may permit the College in agreement with the consultant to make changes in the project without invalidating the contract. Later refinements shall not exceed the scope of the program statement contained in the request for proposals.

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

The Department of Administrative Services "Open End Agreement" as defined by DAS Standard Form of Consulting Services: Design and Contract Administration, Nebraska Open End Agreement may be substituted as defined by DAS policy. Per the current DAS-BD Open End Agreement, which expires in January of 2017, the policy applies to projects not to exceed one million seven hundred fifty thousand dollars (\$1,750,000). The policy recognizes the DAS-BD Open End Agreement as an already complete Proposal Request.

FACILITIES, NEBRASKA STATE COLLEGE SYSTEM

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

Page 3 of 3

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

Legal Reference: RRS 81-1108.43 Requirement to hire consultant for design
RRS 81-1701 through Nebraska Consultant's Competitive Negotiation Act
RRS 81-1721
RRS 85-411 Campus buildings and facilities; board; powers
RRS 85-306 State college; president; duties; responsible to board
RRS 85-304 Board of Trustees; powers; enumerated

Policy Adopted: 3/11/94
Policy Revised: 6/19/98
Policy Revised: 9/10/02
Policy Revised: 2/12/04
Policy Revised: 9/15/06
Policy Revised: 11/13/09
Policy Revised: 4/22/10
Policy Revised: 3/15/13
Policy Revised: 11/15/13
Policy Revised: 11/7/14

Policy Revised:

Attachment: Revisions to Board Policy 8066 (1642 : Revisions to Board Policy 8066; Capital Construction; Contracts; Professional Consulting

ITEMS FOR INFORMATION AND DISCUSSION\ACADEMIC AND PERSONNEL

November 13, 2015

INFORMATION ONLY: Online Programs Reports

The online programs reports from each of the Colleges are provided to the Board for information.

Board Policy 4730 states that each College shall provide an annual Online Programs Report for review at the October or November meeting each year. The reports are included in the Board materials to establish a record of such action.

ATTACHMENTS:

- CSC Online Programs Report (PDF)
- PSC Online Programs Report (PDF)
- WSC Online Programs Report (PDF)

Chadron State College—2015 Online Program Report

Accreditation

CSC has been granted permission by the Higher Learning Commission for distance education up to 100% of total degree programs. Currently the following programs are offered:

- Bachelor
 - Business Administration
 - Elementary Education
 - Interdisciplinary Studies
 - Psychology
 - Special Education
 - Mathematics
 - Technical Occupations
- Graduate
 - Business Administration—MBA
 - Community Counseling —MAE
 - Curriculum & Instruction—M.Ed.
 - Education Administration—M.Ed.
 - Mathematics—MAE
 - Organizational Management—MS
 - School Counseling—M.Ed.

Course Definitions

- Face-to-Face (Sections 01-10) - Sections are conducted in an on-site face-to-face format and may include Internet enhancements.
- Hybrid (Section 99) - Sections are conducted in an on-site face-to-face format that includes a virtual learning experience and/or component.
- Additional Location courses - Scottsbluff courses (section 40) and North Platte courses (section 65) that require students to be present at a site separate from Chadron and may include instruction from interactive TV, video, or online teaching.
- Online (Sections 79) - Requires that all students participate completely online
- Blended (Section 89) – Sections are designed to accommodate both on-campus and distance learners. Campus-based learners have online access to course materials, but are required to attend regularly scheduled face-to-face classroom instruction. Distance learners access all course materials online. Required participation is electronically mediated.

Course Inventory

- Fall 2015 – 526 total CSC courses, with 354 Face-to-Face (01-10) sections, 113 Hybrid (99) sections, 47 Additional Location (40 & 65) sections, 108 Online (79) sections, and 22 Blended (89) sections.
- Essential Studies courses are provided in Online (79) or Blended (89) format for distance learners.

Enrollment

- Total Student Credit Hour Production (SCHP) for Fall 2015 as of 9-24-2015 equals 32,276 with the student credit hour production for each delivery type as follows: Face to Face (Sections 01-10 & 99) 19,325, Online (Sections 79, 30 & 89) 11,981, Additional Location (40 & 65) 892.
- Duplicated headcount in all online and blended courses for Fall 2015— 4,071
- Unduplicated headcount of students taking at least one online or blended course for Fall 2015— 2,003

Term Year	Course Type	Course Inventory Offered Online	Enrollment Duplicated Headcount	Enrollment SCH Production
Fall 2015	Online (79) and Blended (89)	207	4,037	11,875
Fall 2014	Online (79) and Blended (89)	270	4,232	12,025
Fall 2013	Online (79)	230	4,425	12,663
Fall 2012	Online (79), Blended (89), Hybrid (99)	291	6,423	18,058
Fall 2011	Online (79), Blended (89), Hybrid (99)	258	5,550	15,910
Fall 2010	Online (79), Blended (89), Hybrid (99)	255	4,342	12,594

Course Delivery System

- All approved courses posted in PeopleSoft for the term may be activated in the campus Learning Management System (LMS). The courses and rosters are loaded and prior to the start of the term and updated as needed. Students officially enrolled in the courses may access their courses with Internet capable devices.

Online Faculty

- As with all delivery formats, the departments and academic deans review instructor credentials for online and blended courses. If approved by the academic dean the instructor may be scheduled to teach classes.
- The Teaching and Learning Center (TLC) staff embraces a continuous improvement approach and supports faculty and learning management system (LMS) training and instructional design.

Course Approval Process

- The online/blended and campus structures are fully integrated, including the course approval process. All new courses are submitted for department, dean, faculty senate academic review committee, and academic vice president approval.
- The deans oversee the process (from request to scheduling of the course) for online/blended course development and development conditions/agreements.

Faculty Oversight

- Evaluation of full time faculty members is conducted in an equivalent manner across all delivery modes.
- Evaluation of part-time faculty is conducted in an equivalent manner across all delivery modes.
- The academic deans, chairs and/or mentors monitor course performance. Enrollment is typically limited to 30 students per online course.
- The institution's quality mechanisms, course design process, learning goals, and assessment are consistent across all modes of delivery.

Academic Support

Online Faculty Support

- The TLC provides assistance in course development and design, and provides LMS training and support. Additional faculty publication, committee, and program support include Adjunct Support and Knowledge Center (ASKc) site, the Faculty Senate's Subcommittee on Educational Technology, the New Faculty Orientation and Faculty mentor programs, Quality Matters work sessions, and department mentors.
- Access to help desk for technical assistance.

Student Support

- 24/7 Access to help desk for technical assistance.
- Access to faculty (through LMS and email) for help with course related issues.
- Online student services (registration, library, tutoring, advising, etc.).
- An orientation to the LMS is provided via the LMS.

**Peru State College
Online Course/Program Report
2015**

Accreditation

Peru State College has been granted permission by the Higher Learning Commission to offer 100% of its degree programs online. The following are currently offered:

- **Undergraduate**
 - Business Administration – B.S. (*minors also available*)
 - Accounting
 - Computer and Management Information Systems
 - Management
 - Marketing
 - Business Administration – B.A.S.
 - Management
 - Criminal Justice – B.S. (*minor also available*)
 - Justice Administration
 - Justice Counseling
 - Justice Law & Society
 - Psychology – B.S. (*minor also available*)
- **Graduate**
 - Masters of Science in Education - Curriculum and Instruction
 - Masters of Science in Organizational Management

Course Definitions

Courses with online components are defined as:

- **Online Courses** – classes that are available only online. Students are not required to meet in a physical location or to visit campus. These courses are held in the virtual classroom via the Internet.
- **Hybrid Courses** – classes that are offered in the classroom, but also have an online component. These courses require face-to-face interaction for the program. Students are able to complete most of their work via the Internet; however, they are scheduled to meet with their instructor in a traditional classroom setting throughout the term.
- **Web Enhanced Courses** – classes that are available only in the classroom. Students are required to meet on campus, in a traditional classroom setting. An online version of the course is made available to students to enhance their course. The online platform is often used to submit homework or make class announcements.

Course Inventory

- Fall 2015—118 courses, including 160 total sections taught online or hybrid
- All courses support HLC approved programs.
- Many courses are offered through the web enhanced format, which has dramatically grown in popularity with the students and faculty members.

Enrollment

(Data as of 09/29/15)

- Total online and hybrid duplicated enrollments—3,379

- Total online and hybrid SCH— 9,942

Course Delivery System

All online, hybrid, and web enhanced courses are accessed through Blackboard, PSC's learning management system. Blackboard may be accessed by faculty, staff, and students 24 hours a day, seven days a week. To access a Blackboard course, a student only needs a computer, browser, Internet access, and to be enrolled at PSC.

Faculty

- All online and hybrid faculty members meet the standards and procedures used by Peru State College for appointment to teach on-campus courses.
- All faculty members teaching online have been formally trained on Blackboard, and are offered retraining when updates occur.

Course Approval Process

1. All new courses intended for online delivery must be formally approved by their respective School, the Faculty Senate, and the Vice President of Academic Affairs prior to being developed in an online or hybrid format.
2. If approved, the faculty member works with the Distance Education & Online Services Department to develop the course. Once completed, the course is reviewed for technical design issues and then submitted to the appropriate Dean for review, suggestions, and potential modification prior to instruction. Both the technical and Dean reviews apply knowledge of best practices.
 - The course description and objectives are the same for online and hybrid courses as on-campus courses.
 - Online or hybrid courses must include assessment activities that are equivalent to those in an on-campus course (i.e. written exercises, papers, examinations, etc.).
 - Standards in online and hybrid courses must be as rigorous as those for on-campus courses.

Faculty Oversight

- Evaluation of online faculty is conducted the same as faculty teaching on-campus courses. Both are guided by the faculty negotiated agreement.
- All online and hybrid instructors are expected to provide timely feedback to students regarding their progress and performance, by means that are comparable to on-campus courses.

Academic Support

Online Faculty Support:

- Access to a full-time professional staff for creating and modifying online courses and for ongoing technical support
- Technical support is available daily, from 9 am to 9 pm by telephone or by email
- Initial training on Blackboard is required
- All faculty members receive a 150+ page, internally created, online training manual
- Access to campus-based online pedagogy and course management workshops throughout each semester
- This summer, due to construction in TJ Majors, we did not hold the annual online instruction workshop, instead offering individual tutoring sessions for new faculty or assisting current faculty who requested it.

- Monthly eNewsletter sent to all faculty members to relay updates, important policy information, and to share new, helpful or engaging strategies to incorporate
- 35+ training handouts for unlimited access on the PSC website

Online Student Support:

- Technical support is available daily, from 9 am to 9 pm by telephone or by email
- Access to faculty, through Blackboard or by email, for help with course-related inquiries
- Online enrollment
- Online student services (registration, advising, etc.)
- Online orientation course
- Online library access – offered 24 hours a day, seven days a week
- Online tutoring
- Online training handouts for unlimited access on the PSC website

Online Course/Program Report

Accreditation

WSC received accreditation from the HLC to offer the following graduate programs completely online: Business Administration (MBA), School Administration/Educational Leadership (EdS & MSE), and Organizational Management (MSOM).

Course Definitions

- Online - all course requirements completed online
- Hybrid – course combines both online and face-to-face methods of delivery
- Traditional Face-to-Face – no online requirements for the course.

Course Inventory

- WSC has approximately 320 courses that have been approved and developed in online or hybrid formats.
- For Fall 2015, 105 course sections are being taught online or hybrid.

Enrollment

- Duplicated enrollments in all online and hybrid courses for Fall 2015 (as of 9/15/15): 1,476
- Online and hybrid SCH for Fall 2015 (as of 9/15/15): 4,084

Course Delivery System

When courses and enrollments are processed through PeopleSoft/SAP, all classes for the term are ported into Sakai, WSC's learning management system, 30 days before term start-date. All courses for the term are available for faculty to activate in Sakai, and enrollment updates are automatically pushed through PeopleSoft/SAP and reflected in the Sakai class rosters. Active Sakai classes are accessible to officially enrolled students via any internet-enabled device.

Online Faculty

Approximately 175 current faculty and staff members have been formally trained on Sakai.

Course Approval Process

1. All courses must be formally submitted for department, school and academic vice presidential approval.
2. If approved, faculty work with the WSC Director of Teaching and Learning Technology to develop the course. The Director of Teaching and Learning Technology also provides ongoing support for faculty teaching online courses.

Faculty Oversight

An evaluation instrument for online courses was piloted in Spring and Summer 2014 and is currently required for all online courses taught by non-tenured and adjunct faculty. Tenured faculty may opt to have their courses evaluated using the same instrument.

Academic Support

Online faculty Support:

- Assistance for creating and modifying online courses is available from the Director of Teaching and Learning Technology.
- Toll free and email access to the WSC Network and Technology Services Help Desk.
- Initial training on Sakai.
- Instructional support during the initial offering of the course.
- Access to campus-based online pedagogy and course management workshops throughout each semester.

Student Support:

- Access to the NATS Help Desk for technical issues (toll free and email)
- Access to faculty (through Sakai and email) for help with course-related issues
- Online enrollment
- Online student services (registration, library, advising, etc.) via a link that is automatically added to all Sakai classes during the setup process.
- Online orientation and tutorials

ITEMS FOR INFORMATION AND DISCUSSION\ACADEMIC AND PERSONNEL

November 13, 2015

INFORMATION ONLY: Summer Instructional Load Reports

Summer instructional load reports from each of the Colleges are provided to the Board for information.

The following table summarizes the information regarding student credit hour production and FTE faculty. As you will note, the number of student credit hours has increased 4.22%, FTE faculty has increased 7.75% and student credit hour/FTE faculty has decreased 1.46%

		Summer 2015				Summer 2014
		Undergraduate Level	Graduate Level	Total	System Total	System Total
Student Credit Hour	Chadron	3,758	3,046	6,084	18,435	17,689
	Peru	2,563	1,932	4,495		
	Wayne	3,747	3,389	7,136		
Total FTE Faculty	Chadron	20.8	13.3	34.1	105.13	97.57
	Peru	11	10.8	21.8		
	Wayne	19.12	30.11	49.23		
Student Credit Hour/FTE Faculty	Chadron	181	229	200	UG Avg: 203	UG Avg: 206
	Peru	233	179	206	Grad Avg: 174	Grad Avg: 175
	Wayne	196	113	145	Avg: 184	Avg: 187
FTE Students/FTE Faculty	Chadron	12	19			13/20
	Peru	16	15			14/14
	Wayne	13	9			14/9

ATTACHMENTS:

- CSC Summer 2015 Instructional Load Report (PDF)
- PSC Summer 2015 Instructional Load Report (PDF)
- WSC Summer 2015 Instructional Load Report (PDF)
- Summer 2015 Instructional Load Table and Charts (PDF)

STUDENT CREDIT HOUR PRODUCTION BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH Production (Ranked Faculty)	1,596	1,453	3,049	1,962	5,011
SCH Production (Adjunct/Part-Time)	253	417	670	1,084	1,754
SCH Production (Graduate Assistant)	39	0	39	0	39
Total SCH Production	1,888	1,870	3,758	3,046	6,804

DISTRIBUTION OF FTE FACULTY BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
Professor	2.8	2.3	5.0	3.7	8.7
Associate Professor	2.3	2.8	5.1	4.3	9.4
Assistant Professor	2.5	3.0	5.5	3.0	8.5
Instructor	1.5	0.9	2.4	0.0	2.4
Lecturer	0.0	0.0	0.0	0.0	0.0
Adjunct/Part-Time	1.0	1.5	2.5	2.3	4.8
Graduate Assistant	0.3	0.0	0.3	0.0	0.3
Total FTE Faculty	10.3	10.4	20.8	13.3	34.1
Total Headcount Faculty					77
FTE Students	126	125	251	254	504

DISTRIBUTION OF FTE FACULTY AND STUDENT CREDIT HOUR PRODUCTION BY TRADITIONAL DELIVERY					
	Lower Div	Upper Div	UG Total	Grad Div	Total
FTE Ranked Faculty -- On-Campus*	0.5	1.4	1.9	0.3	2.2
FTE Adjunct/Part-Time -- On-Campus*	0.0	0.0	0.0	0.0	0.0
FTE Graduate Assistant -- On-Campus*	0.0	0.0	0.0	0.0	0.0
SCH Production -- On-Campus*	54	84	138	165	303
FTE Ranked Faculty -- Off-Campus**	0.0	0.5	0.5	0.0	0.5
FTE Adjunct/Part-Time -- Off-Campus**	0.0	0.3	0.3	0.0	0.3
FTE Adjunct -- Off Campus Dual Enrollment^	0.0	0.0	0.0	0.0	0.0
FTE Graduate Assistant -- Off-Campus**	0.0	0.0	0.0	0.0	0.0
SCH Production -- Off-Campus**	8	128	136	134	270

DISTRIBUTION OF FTE FACULTY AND STUDENT CREDIT HOUR PRODUCTION BY ON-LINE AND ASYNCHRONOUS DELIVERY					
	Lower Div	Upper Div	UG Total	Grad Div	Total
FTE Ranked Faculty-OnLine/Hybrid***	8.6	7.0	15.6	10.7	26.3
FTE Adjunct/Part-Time-OnLine/Hybrid***	1.0	1.3	2.3	2.3	4.6
FTE Graduate Assistant-OnLine/Hybrid***	0.3	0.0	0.3	0.0	0.3
SCH Production - OnLine/Hybrid***	1,771	1,658	3,429	2,691	6,120
FTE Ranked Faculty-Other Asynch****	0.0	0.0	0.0	0.0	0.0
FTE Adjunct/Part-Time-Other Asynch****	0.0	0.0	0.0	0.0	0.0
FTE Graduate Assistant-Other Asynch****	0.0	0.0	0.0	0.0	0.0
SCH Production-Other Asynch****	55	0	55	56	111

PRODUCTION RATIOS BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH/FTE Ranked Faculty	176	163	169	178	173
SCH/FTE Adjunct/Part-Time	253	276	267	465	362
SCH/FTE Graduate Assistant	156	0	156	0	156
Total SCH/FTE Faculty	183	179	181	229	200
FTE Student/FTE Ranked Faculty	12	11	11	15	13
FTE Student/FTE Adjunct/Part-Time	17	18	18	39	28
FTE Student/FTE Graduate Assistant	10	0	10	0	10
Total FTE Student/FTE Faculty	12	12	12	19	15

*Face-to-face at each of the respective institutions

**Remote campus locations, traditional format, interactive distance learning originating from off-campus location

***At least 50% or more of delivery is by internet

****CD, video

^High school teachers assigned to dual enrollment courses held at the high school (Not CSC instructors or paid by CSC)

Attachment: CSC Summer 2015 Instructional Load Report (1610 : Summer Instructional Load Reports)

STUDENT CREDIT HOUR PRODUCTION BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH Production (Ranked Faculty)	522	1,189	1,711	1,032	2,743
SCH Production (Adjunct/Part-Time)	685	167	852	900	1,752
SCH Production (Graduate Assistant)	0	0	0	0	0
Total SCH Production	1,207	1,356	2,563	1,932	4,495

DISTRIBUTION OF FTE FACULTY BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
Professor	0.5	0.8	1.3	1.0	2.3
Associate Professor	0.5	0.8	1.3	0.7	1.9
Assistant Professor	0.3	1.5	1.8	3.3	5.1
Instructor	1.0	2.0	3.0	0.7	3.7
Lecturer	0.0	0.0	0.0	0.0	0.0
Adjunct/Part-Time	3.3	0.5	3.8	5.1	8.9
Graduate Assistant	0.0	0.0	0.0	0.0	0.0
Total FTE Faculty	5.5	5.5	11.0	10.8	21.8
Total Headcount Faculty					53
FTE Students	80	90	171	161	332

DISTRIBUTION OF FTE FACULTY AND STUDENT CREDIT HOUR PRODUCTION BY TRADITIONAL DELIVERY					
	Lower Div	Upper Div	UG Total	Grad Div	Total
FTE Ranked Faculty -- On-Campus*	0.0	0.5	0.5	0.0	0.5
FTE Adjunct/Part-Time -- On-Campus*	0.3	0.3	0.5	0.0	0.5
FTE Graduate Assistant -- On-Campus*	0.0	0.0	0.0	0.0	0.0
SCH Production -- On-Campus*	27	68	95	0	95
FTE Ranked Faculty -- Off-Campus**	0.0	0.0	0.0	0.0	0.0
FTE Adjunct/Part-Time -- Off-Campus**	0.0	0.0	0.0	0.3	0.3
FTE Adjunct -- Off Campus Dual Enrollment^	0.0	0.0	0.0	0.0	0.0
FTE Graduate Assistant -- Off-Campus**	0.0	0.0	0.0	0.0	0.0
SCH Production -- Off-Campus**	0	0	0	11	11

DISTRIBUTION OF FTE FACULTY AND STUDENT CREDIT HOUR PRODUCTION BY ON-LINE AND ASYNCHRONOUS DELIVERY					
	Lower Div	Upper Div	UG Total	Grad Div	Total
FTE Ranked Faculty-OnLine/Hybrid***	2.3	4.5	6.8	5.7	12.4
FTE Adjunct/Part-Time-OnLine/Hybrid***	3.0	0.3	3.3	4.8	8.0
FTE Graduate Assistant-OnLine/Hybrid***	0.0	0.0	0.0	0.0	0.0
SCH Production - OnLine/Hybrid***	1,180	1,288	2,468	1,921	4,389
FTE Ranked Faculty-Other Asynch****	0.0	0.0	0.0	0.0	0.0
FTE Adjunct/Part-Time-Other Asynch****	0.0	0.0	0.0	0.0	0.0
FTE Graduate Assistant-Other Asynch****	0.0	0.0	0.0	0.0	0.0
SCH Production-Other Asynch****	0	0	0	0	0

PRODUCTION RATIOS BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH/FTE Ranked Faculty	232	238	236	182	212
SCH/FTE Adjunct/Part-Time	211	334	227	176	198
SCH/FTE Graduate Assistant	0	0	0	0	0
Total SCH/FTE Faculty	219	247	233	179	206
FTE Student/FTE Ranked Faculty	15	16	16	15	15
FTE Student/FTE Adjunct/Part-Time	14	22	15	15	15
FTE Student/FTE Graduate Assistant	0	0	0	0	0
Total FTE Student/FTE Faculty	15	16	16	15	15

*Face-to-face at each of the respective institutions

**Remote campus locations, traditional format, interactive distance learning originating from off-campus location

***At least 50% or more of delivery is by internet

****CD, video

^High school teachers assigned to dual enrollment courses held at the high school

Attachment: PSC Summer 2015 Instructional Load Report (1610 : Summer Instructional Load Reports)

STUDENT CREDIT HOUR PRODUCTION BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH Production (Ranked Faculty)	1,399.5	2,013	3,412.5	1,750	5,162.5
SCH Production (Adjunct/Part-Time)	103.0	231	334.0	1,639	1,973.0
SCH Production (Graduate Assistant)	0	0	0	0	0
Total SCH Production	1,502.5	2,244	3,746.5	3,389	7,135.5

DISTRIBUTION OF FTE FACULTY BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
Professor	6.04	5.04	11.08	6.33	17.41
Associate Professor	0.75	1.75	2.50	3.89	6.39
Assistant Professor	1.00	1.25	2.25	4.22	6.47
Instructor	0.83	0.00	0.83	0.00	0.83
Lecturer	0.00	0.00	0.00	0.00	0.00
Adjunct/Part-Time	0.92	1.54	2.46	15.67	18.13
Graduate Assistant	0.00	0.00	0.00	0.00	0.00
Total FTE Faculty	9.54	9.58	19.12	30.11	49.23
Total Headcount Faculty					106
FTE Students	100	150	250	282	532

DISTRIBUTION OF FTE FACULTY AND STUDENT CREDIT HOUR PRODUCTION BY TRADITIONAL DELIVERY					
	Lower Div	Upper Div	UG Total	Grad Div	Total
FTE Ranked Faculty -- On-Campus*	1.75	3.79	5.54	0.33	5.87
FTE Adjunct/Part-Time -- On-Campus*	0.25	0.37	0.62	0.45	1.07
FTE Graduate Assistant -- On-Campus*	0.00	0.00	0.00	0.00	0.00
SCH Production -- On-Campus*	282	1,314	1,596	128	1,724
FTE Ranked Faculty -- Off-Campus**	0.54	0.50	1.04	0.00	1.04
FTE Adjunct/Part-Time -- Off-Campus**	0.00	0.00	0.00	2.78	2.78
FTE Adjunct -- Off Campus Dual Enrollment^	0.00	0.00	0.00	0.00	0.00
FTE Graduate Assistant -- Off-Campus**	0.00	0.00	0.00	0.00	0.00
SCH Production -- Off-Campus**	61.5	69.0	130.5	311.0	441.5

DISTRIBUTION OF FTE FACULTY AND STUDENT CREDIT HOUR PRODUCTION BY ON-LINE AND ASYNCHRONOUS DELIVERY					
	Lower Div	Upper Div	UG Total	Grad Div	Total
FTE Ranked Faculty-OnLine/Hybrid***	6.33	3.75	10.08	14.11	24.19
FTE Adjunct/Part-Time-OnLine/Hybrid***	0.67	1.17	1.84	8.22	10.06
FTE Graduate Assistant-OnLine/Hybrid***	0.00	0.00	0.00	0.00	0.00
SCH Production - OnLine/Hybrid***	1,159	861.0	2,020.0	2,663	4,683.0
FTE Ranked Faculty-Other Asynch****	0.00	0.00	0.00	0.00	0.00
FTE Adjunct/Part-Time-Other Asynch****	0.00	0.00	0.00	4.22	4.22
FTE Graduate Assistant-Other Asynch****	0.00	0.00	0.00	0.00	0.00
SCH Production-Other Asynch****	0	0	0	287	287

PRODUCTION RATIOS BY RANK AND LEVEL OF INSTRUCTION					
	Lower Div	Upper Div	UG Total	Grad Div	Total
SCH/FTE Ranked Faculty	162	250	205	121	166
SCH/FTE Adjunct/Part-Time	112	150	136	105	109
SCH/FTE Graduate Assistant	0	0	0	0	0
Total SCH/FTE Faculty	157	234	196	113	145
FTE Student/FTE Ranked Faculty	11	17	14	10	12
FTE Student/FTE Adjunct/Part-Time	7	10	9	9	9
FTE Student/FTE Graduate Assistant	0	0	0	0	0
Total FTE Student/FTE Faculty	10	16	13	9	11

*Face-to-face at each of the respective institutions

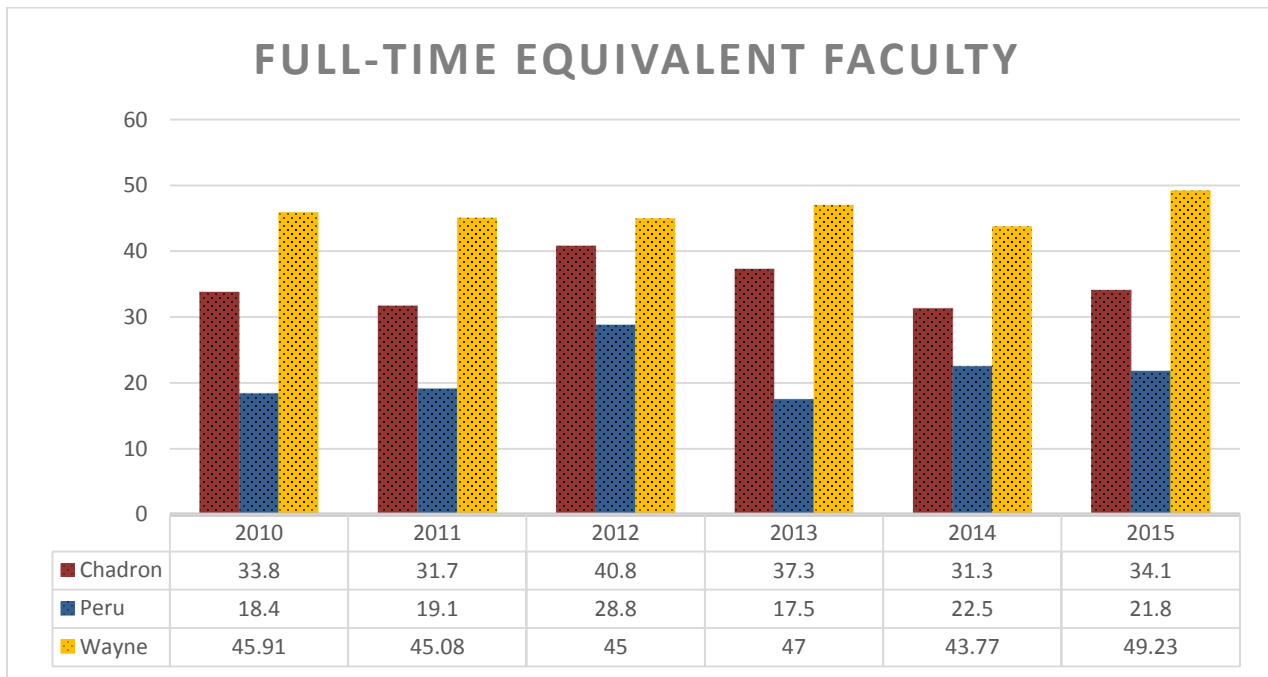
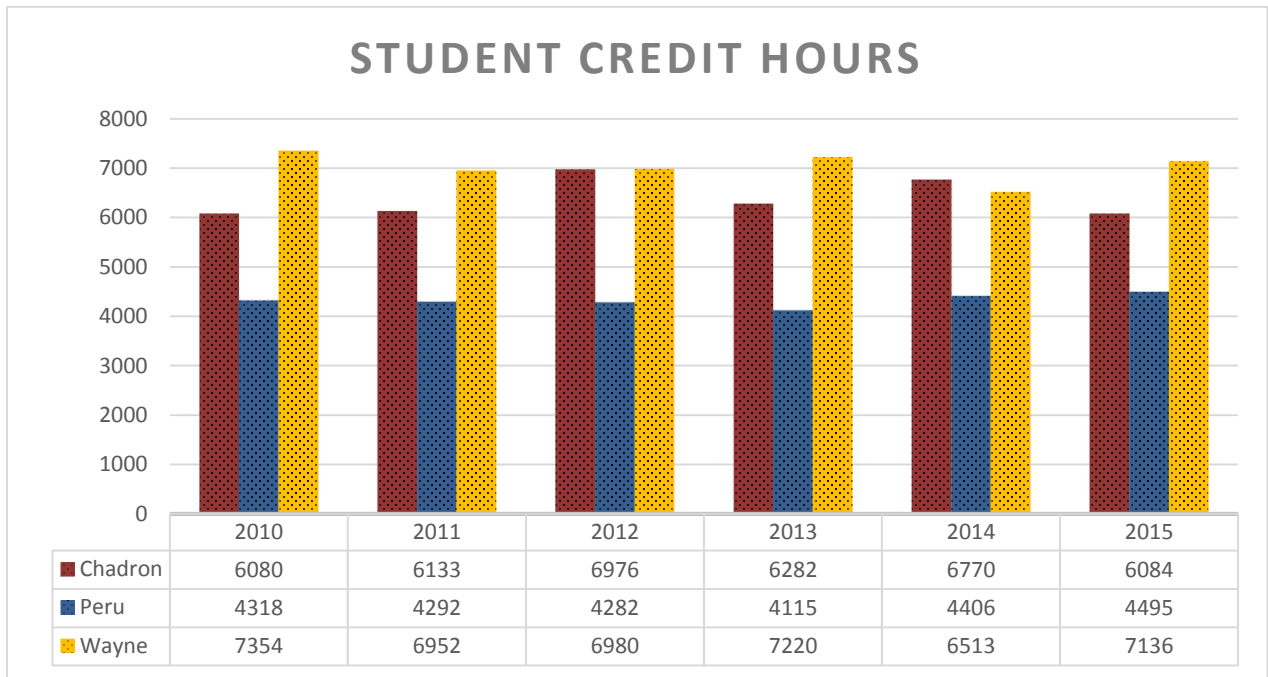
**Remote campus locations, traditional format, interactive distance learning originating from off-campus location

***At least 50% or more of delivery is by internet

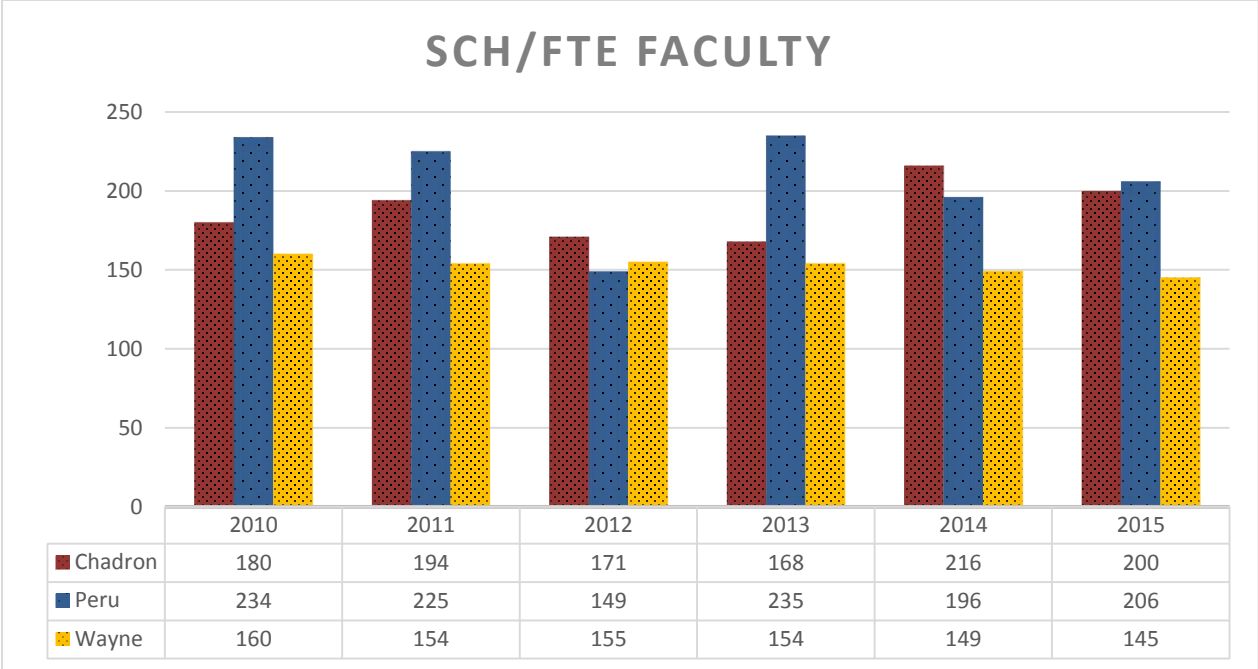
****CD, video

^High school teachers assigned to dual enrollment courses held at the high school

Summer 2015 Instructional Load Table and Charts



Attachment: Summer 2015 Instructional Load Table and Charts (1610 : Summer Instructional Load Reports)



ITEMS FOR INFORMATION AND DISCUSSION\ACADEMIC AND PERSONNEL

November 13, 2015

INFORMATION ONLY: Off-Campus Course Offerings Summary

The off-campus course offerings summary report is provided to the Board for information.

Board Policy 4170 provides guidelines for the delivery of courses to locations away from a College campus. Included is a definition of the service regions of the Colleges and a description of how delivery of courses will be made in an off-campus setting.

During the 2014-2015 academic year, the Colleges delivered 1,664 class sections to 24,745 students at off-campus locations, compared to 1,753 class sections and 26,769 students in 2013-2014. Average off-campus class size for the System was 15.

Attached is a summary of the off-campus courses delivered by the Colleges.

ATTACHMENTS:

- Off-Campus Course Offerings Report (PDF)

2014-15 System Summary	Locations (unduplicated)	Sections	Enrollment	Ave. Class Size
Off-Campus Courses	15	120	1,271	11
Traditional Classroom Delivery	6	32	382	12
Synchronous (interactive distance learning)	3	1,310	20,565	16
Non-synchronous (Internet, CD ROM)				
Early Entry Courses	44	202	2,527	13
FY 2014-15 Total	68	1,664	24,745	15

FY 2013-14 Total	82	1,753	26,769	15
FY 2012-13 Total	73	1,717	26,654	16
FY 2011-12 Total	84	1,272	25,080	20
FY 2010-11 Total	78	1,789	25,786	14
FY 2009-10 Total	76	1,451	23,110	16
FY 2008-09 Total	71	1,616	24,671	15

Following is a breakdown of delivery per college.

Off-Campus Courses (Traditional, Synch. and Non- synchronous)	Locations	Sections	Enrollment	Ave. Class Size
Chadron	1	16	153	10
Summer 2014	6	264	4,311	16
Fall Semester 2014	4	293	4,358	15
Spring Semester 2015	6	175	1,929	11
Summer 2015	8	748	10,751	14
Total	Unduplicated			
Peru	1	123	2,655	22
Fall Semester 2014	1	125	2,465	20
Spring Semester 2015	2	75	1,415	19
Summer 2015	2	323	6,535	20
Total	Unduplicated			
Wayne	10	149	1,885	13
Fall Semester 2014	12	150	2,075	14
Spring Semester 2015	7	111	1,136	10
May-June 2015	10	410	5,096	12
Total	Unduplicated			

Early Entry Courses	Locations	Sections	Enrollment	Ave. Class Size
Chadron	Summer 2014	0	0	0
	Fall Semester 2014	6	14	124
	Spring Semester 2015	2	6	44
	May-June 2015	0	0	0
Total	6 Unduplicated	20	168	8
Peru	Fall Semester 2014	18	51	778
	Spring Semester 2015	26	103	1,276
	Summer 2015	0	0	0
Total	26 Unduplicated	154	2,054	13
Wayne	Fall Semester 2014	6	7	76
	Spring Semester 2015	12	21	229
	May-June 2015	0	0	0
Total	12 Unduplicated	28	305	11

Attachment: Off-Campus Course Offerings Report (1643 : Off-Campus Course Offerings Summary)

ITEMS FOR INFORMATION AND DISCUSSION\ACADEMIC AND PERSONNEL

November 13, 2015

INFORMATION ONLY: Quantitative Academic Reports

Quantitative academic reports from each of the Colleges are provided to the Board for information.

Please be aware that CCPE thresholds for approval of existing programs include the following minimum requirements for program continuation:

Number of degrees/awards in program: Five year minimum mean of 7 graduates for baccalaureate, 5 graduates for masters, and 4 graduates for specialist degrees

Student Credit Hour Production by Department per Full-Time Equivalent Faculty: Five year minimum mean of 300 SCH/FTE

ATTACHMENTS:

- CSC QAR Summary Report(PDF)
- PSC QAR Summary Report(PDF)
- WSC QAR Summary Report (PDF)

**Chadron Quantitative Academic Report Summary
2010-2011 through 2014-2015**

	Majors Enrolled in Fall Semester	Graduates	Student Credit Hour Production/FTE
	Five-year Average	Five-year Average	Five-year Average
CCPE Undergraduate Threshold:	N/A	7	300.00
CCPE Graduate Threshold:	N/A	5	300.00

UNDERGRADUATE DEGREE PROGRAMS

SCHOOL OF LIBRAL ARTS

Visual & Performing Arts Department			402.78
Art	57	10	
Theatre	25	4	
Music Department			233.84
Music	53	5	
English & Humanities Department			529.62
English	33	7	
Language Arts	20	2	
Social & Communication Arts Department			616.94
Communication Arts	35	6	
History	44	8	
Social Science	40	10	
Justice Studies Department			533.15
Criminal Justice	106	16	
Legal Studies	24	6	

SCHOOL OF BUSINESS, ENTREPRENEURSHIP, APPLIED & MATHEMATICAL SCIENCES & SCIENCES

Business Department			623.34
Business Administration	442	85	
Applied Sciences Department			827.61
Family & Consumer Sciences	49	12	
Design Technology	9	1	
Range Management	122	22	
Mathematical Sciences Department			619.52
Information Science Technology	1	0	
Mathematics	76	14	
Physical & Life Sciences Department			536.65
Biology	242	26	
Physical Sciences	37	5	

SCHOOL OF EDUCATION, HUMAN PERFORMANCE, COUNSELING, PSYCHOLOGY & SOCIAL WORK

Counseling, Psychology & Social Work Department			529.59
Psychology	121	18	
Social Work	49	9	
Education Department			664.84
Educational Library Media	15	3	
Library	7	0	
Elementary Education	273	58	
Special Education	71	13	
Health, Physical Education & Recreation Department			574.72
Health & Physical Education	97	9	
Recreation	75	13	
INTERDISCIPLINARY STUDIES			
Interdisciplinary Studies			135.02
Interdisciplinary Studies	42	24	
Pre-Professional Programs	14	0	
Technical Occupations	22	7	
GRADUATE DEGREE PROGRAMS			
Business Administration (MBA)	140	44	419.32
Education (MEd)			365.86
Curriculum & Instruction			
Elementary	33	15	
Secondary	20	9	
Educational Administration	68	23	
School Counseling	42	9	
School & Library Media	1	1	
Special Education	1	0	
Education (MAE)			
Community Counseling	57	14	
History	8	2	
Mathematics	21	6	
Science	1	1	
Educational Administration Specialist (Ed.S)			
Superintendent of Schools	1	0	
Organizational Management Department	96	28	0.00

**Peru Quantitative Academic Report Summary
2010-2011 through 2014-2015**

	Majors Enrolled in Fall Semester	Graduates	Student Credit Hour Production/FTE
	Five-year Average	Five-year Average	Five-year Average
CCPE Undergraduate Threshold:	N/A	7	300.00
CCPE Graduate Threshold:	N/A	5	300.00

UNDERGRADUATE DEGREE PROGRAMS

SCHOOL OF PROFESSIONAL STUDIES

Business Department			566.13
Business Administration	346	61	
Bachelor of Applied Science	140	59	
Psychology Department			572.03
Psychology	180	32	
Criminal Justice Department			596.79
Criminal Justice	186	31	
Pre-Law	2	0	

SCHOOL OF EDUCATION

Education Department			613.19
Teacher Education	437	87	
Physical Education	137	19	

SCHOOL OF ARTS AND SCIENCES

English Department			458.94
English	39	7	
Performing and Fine Arts Department			440.97
Art	52	7	
Music	36	5	
Social Science Department			406.24
Social Science	66	13	
Mathematics Department			401.83
Mathematics	22	4	
Natural Science Department			427.20
Natural Science	130	13	
Liberal Arts Department			0.00
Liberal Arts	17	4	

GRADUATE DEGREE PROGRAMS

Curriculum and Instruction	189	95	415.71
Organizational Management	62	22	556.93

**Wayne Quantitative Academic Report Summary
2010-2011 through 2014-2015**

	Majors Enrolled in Fall Semester	Graduates	Student Credit Hour Production/FTE
	Five-year Average	Five-year Average	Five-year Average
CCPE Undergraduate Threshold:	N/A	7	300.00
CCPE Graduate Threshold:	N/A	5	300.00

UNDERGRADUATE DEGREE PROGRAMS

SCHOOL OF ARTS & HUMANITIES

Art & Design Department			420.16
Art	98	16	
Communication Arts Department			413.37
Mass Communication	49	8	
Speech Communication	45	13	
Theatre	5	1	
Language & Literature Department			468.48
English	93	17	
Modern Language & Culture	30	5	
Music Department			312.09
Music	81	13	

SCHOOL OF BUSINESS & TECHNOLOGY

Business & Economics Department			503.05
Business Administration	392	95	
Business	13	1	
Computer Technology & Information Systems Dept.			370.30
Computer Information Systems	71	15	
Computer Science	34	6	
Technology & Applied Sciences Department			458.99
Family & Consumer Science	96	25	
Industrial Technology	135	26	

SCHOOL OF EDUCATION & COUNSELING

Counseling Department			385.84
Human Service Counseling	120	35	
Educational Foundations & Leadership Department			454.91
Education	524	90	
Special Education	113	13	

SCHOOL OF NATURAL & SOCIAL SCIENCES

Health, Human Performance & Sport Department			655.73
Applied Human & Sport Physiology	42	9	
Exercise Science/Wellness	89	21	
Health & Physical Education	72	13	
Sport Management	107	22	

**Wayne Quantitative Academic Report Summary
2010-2011 through 2014-2015**

	Majors Enrolled in Fall Semester	Graduates	Student Credit Hour Production/FTE
	Five-year Average	Five-year Average	Five-year Average
CCPE Undergraduate Threshold:	N/A	7	300.00
CCPE Graduate Threshold:	N/A	5	300.00
History, Politics & Geography Department			660.49
Geography	24	7	
History	50	9	
Political Science	28	8	
Social Sciences	48	8	
Life Sciences Department			418.80
Life Sciences	123	27	
Physical Sciences & Math Department			422.86
Chemistry	47	19	
Mathematics	37	7	
Natural Science	12	2	
Physical Science	5	1	
Science Education	10	3	
Sociology, Psychology & Criminal Justice Dept			656.41
Criminal Justice	202	45	
Psychology	90	17	
Social Sciences	6	3	
Sociology	18	6	
Interdisciplinary Studies			406.17
Interdisciplinary Studies	5	4	
Pre-Professional Programs	257	0	
GRADUATE DEGREE PROGRAMS			
Organizational Management	27	12	297.18
Business Administration	98	27	401.13
Education and Counseling			253.72
Counseling	66	19	
Curriculum and Instruction	137	72	
Sport Management/Exercise Science	7	3	
School Administration (MSE)	97	22	
School Administration (EdS)	29	12	
Special Education	2	1	

ITEMS FOR INFORMATION AND DISCUSSION\ACADEMIC AND PERSONNEL

November 13, 2015

INFORMATION ONLY: Reports of Personnel Actions

The Personnel action reports are provided to the Board for information.

Board Policy 5021 states that all full-time (0.75 FTE or more) and part-time (less than 0.75 FTE) personnel appointments must be reviewed and approved by the President and reported to the Chancellor. All full-time employment separations are also reported to the Chancellor. The Chancellor is required to report these changes along with changes in the System Office staffing to the Board on a regular basis.

ATTACHMENTS:

- CSC Personnel Report November 2015 (PDF)
- PSC Personnel Report November 2015 (PDF)
- WSC Personnel Report November 2015 (PDF)
- SO Personnel Report November 2015 (PDF)

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Chadron State College

MEETING DATE: November 13, 2015

RANKED FACULTY

(FULL-TIME/.75 FTE OR MORE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Badura, Victoria	Business	Assistant Professor	53,586.00	State	08/21/2015-05/15/2016	1.00	Correction to Salary Recommendations	NA
Brammer, Dawn	HPER	Associate Professor	50.00	State	8/21/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Donahue, Mary	Visual & Performing Arts	Professor	250.00	State	08/24/2015-12/18/2015	1.00	Mentor Payment	Special
Enos, Karen	Education	Professor	50.00	State	8/30/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
French, Shaunda	Communication Arts	Assistant Professor	3,000.00	State	08/24/2015-05/15/2016	1.00	Degree Completion	NA
French, Shaunda	Communication Arts	Assistant Professor	50.00	State	8/27/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Gaudet, Laura	Counseling, Psychology, & Social Work	Professor	500.00	State	08/24/2015-12/18/2015	1.00	Mentor Payment	Special
Gaudet, Laura	Counseling, Psychology, & Social Work	Professor	50.00	State	8/20/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Haynes, Janice	Communication Arts	Assistant Professor	49,000.00	State	08/21/2015-05/15/2016	1.00	New Appointment	Tenure Track
Jamison, Todd	Business	Professor	5,000.00	State	08/24/2015-12/18/2015	1.00	Head Business Consultant NBDC	Special
Jamison, Todd	Business	Professor	50.00	State	8/25/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Kenney, Richard	Counseling, Psychology, & Social Work	Assistant Professor	50.00	State	8/28/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Kinbacher, Kurt	Communication Arts	Assistant Professor	50.00	State	8/20/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Madison, Lara	Physical & Life Sciences	Assistant Professor	50.00	State	8/24/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Mays, Rodger	Visual & Performing Arts	Professor	50.00	State	8/29/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Ritzen, Donna	HPER	Associate Professor	50.00	State	8/22/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Roweton, William	Counseling, Psychology, & Social Work	Professor	50.00	State	8/23/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special
Stack, Robert	Mathematical Sciences	Professor	16,398.00	State	08/24/2015-05/15/2016	1.00	Head Women's Softball Coach duties	Special
Wada, James	Justice Studies	Associate Professor	50.00	State	8/26/2015	1.00	New Student Orientation; 2 hrs @ \$25/hr	Special

Attachment: CSC Personnel Report November 2015 (1605 : Reports of Personnel Actions)

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Chadron State College

MEETING DATE: November 13, 2015

NON-RANKED FACULTY (FULL-TIME/.75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Helmbrecht, Brittany	HPER	Instructor	36,262.00	State	08/21/2015-05/15/2016	1.00	New appointment	Tenure Track
Helmbrecht, Brittany	HPER	Instructor	849.17	State	08/24/2015-09/18/2015	NA	Student Financials; 49 hrs @ \$17.33/ hr	Special

NON-RANKED FACULTY (PART-TIME/LESS THAN .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Basnet, Hem	Adjunct	NA	5,010.00	State	08/24/2015-10/16/2015	NA	ECON 637 (2 sections) (6 cr hr)	Special
Basnet, Hem	Adjunct	NA	2,505.00	State	10/26/2015-12/18/2015	NA	ECON 637 (3 cr hr)	Special
Benitez, Cassandra	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	WLAN 100 (3 cr hr)	Special
Benson, Gary	Adjunct	NA	7,515.00	State	08/24/2015-12/18/2015	NA	MKTG 331, MKTG 630, MKTG 630 (9 cr hr)	Special
Bird, Richard	Adjunct	NA	5,010.00	State	08/24/2015-12/18/2015	NA	ART 237, ART 330 (6 cr hr)	Special
Brochtrup, Paul	Adjunct	NA	835.00	State	08/24/2015-12/18/2015	NA	Supervision; (1 cr hr)	Special
Caporaso, Jeanice	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	SW 271 (3 cr hr)	Special
Carey, Charles	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	MUS 235 (3 cr hr)	Special
Cates, Elizabeth	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	SOC 231 (3 cr hr)	Special
Colgate, Stephanie	Adjunct	NA	3,340.00	State	08/24/2015-12/18/2015	NA	MATH 142 (4 cr hr)	Special
Courts, Bari	Adjunct	NA	2,505.00	State	08/24/2015-10/16/2015	NA	ACTG 341 (3 cr hr)	Special
Courts, Bari	Adjunct	NA	2,505.00	State	10/26/2015-12/18/2015	NA	ECON 130 (3 cr hr)	Special
Covello, Christin	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	COUN 523 (3 cr hr)	Special
Cressy, Charles	Adjunct	NA	350.00	State	08/20/2015-08/22/2015	NA	Internship portfolio grading 14 hrs @ \$25/hr	Special
Cressy, Charles	Adjunct	NA	5,325.00	State	07/20/2015-08/13/2015	NA	Internship portfolio grading 213 hrs @ \$25/hr	Special

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REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Chadron State College

MEETING DATE: November 13, 2015

NON-RANKED FACULTY
(PART-TIME/LESS THAN .75 FTE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Crouse, Kerma	Adjunct	NA	5,845.00	State	10/16/2015-12/18/2015	NA	EDUC 270, HPER 233 (2 sections) (7 cr hr)	Special
Crouse, Kerma	Adjunct	NA	835.00	State	08/24/2015-12/18/2015	NA	EDUC 270 (1 cr hr)	Special
Crouse, Margaret	Adjunct	NA	173.50	State	07/01/2015-07/20/2015	NA	CCPE Program reviews 10 hrs @ \$17.35/ hr	Special
Crouse, Margaret	Adjunct	NA	841.48	State	08/20/2015-09/17/2015	NA	CCPE Program reviews 10 hrs @ \$17.35/ hr	Special
Crouse, Margaret	Adjunct	NA	871.35	State	08/03/2015-08/19/2015	NA	CCPE Program reviews 10 hrs @ \$17.35/ hr	Special
Doherty, Nathaniel	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	ENG 111 (3 cr hr)	Special
Dorrel, Bryan	Adjunct	NA	5,010.00	State	08/24/2015-12/18/2015	NA	CAP 469 (3 sections) (6 cr hr)	Special
Dowart, Jennifer	Adjunct	NA	7,515.00	State	10/26/2015-12/18/2015	NA	FIN 239 (2 sections) FIN 330 (9 cr hr)	Special
Erwin, Sean	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	PHIL 432 (3 cr hr)	Special
Estes, Clare	Adjunct	NA	835.00	State	08/24/2015-12/18/2015	NA	Supervision; (1 cr hr)	Special
Fette, Lisa Marie	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	PSYC 433 (3 cr hr)	Special
Follis, Nikki	Adjunct	NA	2,505.00	State	08/24/2015-10/16/2015	NA	ECON 231 (3 cr hr)	Special
Follis, Nikki	Adjunct	NA	5,010.00	State	10/26/2015-12/18/2015	NA	ECON 231, MGMT 630 (6 cr hr)	Special
Fredrick, Lori	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	MKTG 334 (3 cr hr)	Special
Heath, Carly	Adjunct	NA	7,515.00	State	08/24/2015-12/18/2015	NA	ART 229 (3 sections) (9 cr hr)	Special
Hedger, Eva	Adjunct	NA	5,010.00	State	08/24/2015-12/18/2015	NA	ENG 135 (2 sections) (6 cr hr)	Special
Jewett, Janell	Adjunct	NA	1,670.00	State	08/24/2015-12/18/2015	NA	FCS 321 (2 cr hr)	Special
Kerry, Lucyann	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	CA 630 (3 cr hr)	Special
Knott, Allen	Adjunct	NA	835.00	State	08/24/2015-12/18/2015	NA	Supervision; (1 cr hr)	Special
Kraybill, Jeanine	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	PS 369 (3 cr hr)	Special

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NON-RANKED FACULTY

(PART-TIME/LESS THAN .75 FTE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Leland, Dana	Adjunct	NA	7,515.00	State	10/26/2015-12/18/2015	NA	FIN 331, MGMT 610, MGMT 610 (9 cr hr)	Special
Leshner, Richard	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	Supervision (3 cr hr)	Special
Ludvigsen, Lindsay	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	ENG 165 (3 cr hr)	Special
Margetts, Colleen	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	MUS 333 (3 cr hr)	Special
Margetts, Colleen	Adjunct	NA	792.00	State	08/24/2015-09/16/2015	NA	Education 66 hrs @ \$12/hr	Special
McCarty Joseph	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	HIST 152 (3 cr hr)	Special
McCoy, Dylan	Graduate Assistant-Math	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
McCreery, Janan	Adjunct	NA	835.00	State	08/24/2015-12/18/2015	NA	Supervision; (1 cr hr)	Special
McDermott, David	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	GEOG 232 (3 cr hr)	Special
Miller, Shannon	Adjunct	NA	835.00	State	08/24/2015-12/18/2015	NA	EDUC 100 (1 cr hr)	Special
Moeller, Janet	Adjunct	NA	3,340.00	State	08/24/2015-12/18/2015	NA	SPED 334, Supervision; (4 cr hr)	Special
Myers, Suzanne	Adjunct	NA	1,670.00	State	08/24/2015-12/18/2015	NA	FCS 421/540 (2 cr hr)	Special
Nealeigh, Norma	Adjunct	NA	7,515.00	State	08/24/2015-12/18/2015	NA	CTE 632 CTE 452/552 FYI 169 (9 cr hr)	Special
Nelson, Kandice	Graduate Assistant-Psychology	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
Neuharth, Marvin	Adjunct	NA	7,515.00	State	08/24/2015-12/18/2015	NA	PSYC 334 (2 sections) PSYC 433 (9 cr hr)	Special
Neumann, Adam	Graduate Assistant-Science	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
New, Douglas	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	Supervision; 3 cr hr	Special
Paopao, Eliu	Adjunct	NA	3,340.00	State	08/24/2015-12/18/2015	NA	EDUC 224 (2 sections) 4 cr hr	Special
Petersen, Grace	Adjunct	NA	5,010.00	State	08/24/2015-12/18/2015	NA	READ 532, 430/530 6 cr hr	Special
Plummer, Scott	Adjunct	NA	7,515.00	State	08/24/2015-12/18/2015	NA	EDUC 434, EDUC 534, EDUC 535 (9 cr hr)	Special

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NON-RANKED FACULTY

(PART-TIME/LESS THAN .75 FTE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Pollard, Tracie	Adjunct	NA	7,515.00	State	08/24/2015-12/18/2015	NA	Supervision; EDUC 361 (9 cr hr)	Special
Robbins, Jennie	Graduate Assistant-Counseling	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
Sanders-Brunner, Maureen	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	EDUC 434 (3 cr hr)	Special
Schumacher, Elizabeth	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	Eng 136 (3 cr hr)	Special
Seger, Russell	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	FCS 320 (3 cr hr)	Special
Sharps, Nancy	Adjunct	NA	5,010.00	State	08/24/2015-12/18/2015	NA	ART 131, ART 133 (6 cr hr)	Special
Shuler, Pamela	Adjunct	NA	6,746.80	State	08/24/2015-12/18/2015	NA	EDUC 121, MUS 100, MUS 115, MUS 315, MUS 018, MUS 107/307 (8.08 cr hr)	Special
Smiley, Nicole	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	HPER 233 (3 cr hr)	Special
Smith, Amanda	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	CA 351 (3 cr hr)	Special
Stephens, Lauren	Adjunct	NA	1,118.90	State	08/24/2015-12/18/2015	NA	MUS 115F, MUS 215F (1.34 cr hr)	Special
Taylor, Jennifer	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	PSYC 430 (3 cr hr)	Special
Taylor, Nathaniel	Graduate Assistant-Counseling, Psychology, & Social Work	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
Thompson, Sherry Lee	Adjunct	NA	1,670.00	State	08/24/2015-12/18/2015	NA	EDUC 361 (2 cr hr)	Special
Tingley, Lesley	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	PSYC 430 (3 cr hr)	Special
Watson, Loni	Adjunct	NA	3,340.00	State	08/24/2015-12/18/2015	NA	MATH 15, MATH 142 (4 cr hr)	Special
Waugh, Barbara	Adjunct	NA	7,515.00	State	08/24/2015-12/18/2015	NA	MATH 15, MATH 100, MATH 142 (9 cr hr)	Special
Wilson, Aaron	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	HIST 152 (3 cr hr)	Special
Winchester, Caroline	Adjunct	NA	2,505.00	State	08/24/2015-12/18/2015	NA	EDUC 639 (3 cr hr)	Special
Zuckowski, Stephanie	Adjunct	NA	2,505.00	State	10/26/2015-12/18/2015	NA	MUS 333 (3 cr hr)	Special

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UNIONIZED PROFESSIONAL STAFF

(FULL-TIME/.75 FTE OR MORE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Binkard, Daniel	Digital Graphic Designer	NA	2,505.00	State	08/24/2015-12/18/2015	NA	Art 343 (3 cr hr)	Special
Cullan, Morgan	Project Coordinator	NA	25,500 prorated 21,351.19	State	08/31/2015-06/30/2016	0.75	New appointment replaces Diers	Special
Cummings, Kristol	Project Coordinator	NA	25,000 prorated 20,359.85	State	9/8/2015-06/30/2016	0.75	New appointment	Special
Diers, Ameer	Manager-Payroll	NA	3,000.00	State 75% Revenue Bond 25%	08/01/2015-01/31/2016	NA	Additional duties	NA
Gimeson, Merle Dewayne	Publication Specialist	NA	2,505.00	State	08/24/2015-12/18/2015	NA	Art 319 (3 cr hr)	Special
Haynes, Teresa	Academic Advisor	NA	2,505.00	State	08/24/2015-12/18/2015	NA	EDUC 121 (3 cr hr)	Special
Helmbrecht, Brittany	Accountant	NA	36,050 prorated 4,863.88	State	05/05/2014-08/19/2015	1.00	Resignation	NA
Jersild, Craig	Assistant Coach	NA	12,928.58	State	06/03/2015-06/17/2015	NA	Camp Duties	Special
Kennell, Deena	Director- Internships & Career Services	NA	2,505.00	State	08/24/2015-12/18/2015	NA	FCS 422 (3 cr hr)	Special
Larson, Jeff	Football Defensive Coordinator	NA	12,928.58	State	06/03/2015-06/17/2015	NA	Camp Duties	Special
Lecher, Danielle	Director-Market Development	NA	47,000 prorated 41,777.81	State	08/12/2015-06/30/2016	1.000	New appointment	Special
Lecher, Danielle	Academic Advisor	NA	44,102 prorated 4,844.53	State	01/11/2010-08/11/2015	1.000	Resignation	NA
Lewin, Amanda	Retention Specialist	NA	32,500 prorated 1934.52	Grant	08/11/2015-08/31/2015	0.92	New appointment replaces Curtis	Special
Lewin, Amanda	Retention Specialist	NA	32,500.00	Grant	9/1/2015-8/31/2016	0.92	New contract	NA
Pace, Robert	Accompanist	NA	37,700 prorated 35,415.12	State	08/21/2015-06/30/2016	0.92	New appointment replaces Haffey	Special

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UNIONIZED PROFESSIONAL STAFF

(FULL-TIME/.75 FTE OR MORE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Reynolds, Heath	Director-Sports Information	NA	35,000 prorated 28,503.79	State	09/08/2015- 06/30/2016	1.00	New appointment	Special
Reynolds, Heath	Director-Sports Information	NA	35,000 prorated 1193.18	State	09/08/2015- 09/18/2015	1.00	Resignation	NA
Senecal, Brittany	Assistant Director-Residence Life	NA	26,500 prorate 24,186.52	Revenue Bond	08/04/2015- 06/30/2016	1.00	New appointment replaces Adams	Special
Stein, Chris	Football Offensive Coordinator	NA	12,928.58	State	06/03/2015- 06/17/2015	NA	Camp Duties	Special
Tewahade, Tewahade	IT Analyst	NA	2,505.00	State	08/24/2015- 12/18/2015	NA	EDUC 434 (3 cr hr)	Special
Toomey, Tamara	Academic Advisor	NA	2,505.00	State	08/24/2015- 12/18/2015	NA	ENG 111 (3 cr hr)	Special
Zeller, Lawayne	Certification Officer	NA	1,670.00	State	08/24/2015- 12/18/2015	NA	SPED 316 (2 cr hr)	Special

NON-UNIONIZED PROFESSIONAL STAFF

(FULL TIME/.75 FTE OR MORE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Archibald, Gavan	Graduate Assistant-Residence Life	NA	6,400.00	Revenue Bond	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
Aye, Kellie	Graduate Assistant-NBDC	NA	3,200.00	State	08/21/2015- 12/18/2015	0.16	Graduate Assistant	Special
Bargen, Brent	Head Men's Basketball Coach	NA	2,049.44	State	06/22/2015- 06/30/2015	NA	Camp Duties	Special
Bargen, Brent	Head Men's Basketball Coach	NA	2,910.78	State	03/27/2015- 03/29/2015	NA	Hoop Shoot Duties	Special
Bargen, Zacheriah	Graduate Assistant-Business	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
Bauer, Alyssa	Graduate Assistant-Event Management	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
Beu, Pat	Senior Director- Student Affairs	NA	2,505.00	State	08/24/2015- 12/18/2015	NA	EDUC 121 (3 cr hr)	Special
Bugrov, Sergei	Graduate Assistant-Communication Arts	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special

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NON-UNIONIZED PROFESSIONAL STAFF

(FULL TIME/.75 FTE OR MORE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Center, Kaleb	Interim Director- Sports Information	NA	35,000 prorated 27,045.45	State	09/23/2015- 06/30/2016	NA	New appointment replaces Reynolds	Special
Clark, Jeffery	Graduate Assistant- Rodeo	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
Connealy, Timothy	Head Women's Basketball Coach	NA	307.42	State	06/08/2015- 6/12/2015	NA	Camp Duties	Special
Connealy, Timothy	Head Women's Basketball Coach	NA	2,910.78	State	03/27/2015- 03/29/2015	NA	Hoop Shoot Duties	Special
Coon, Alexander	Graduate Assistant- Communications/Marketing	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
DeMersseman, Anne	Associate VP HR	NA	90,000 prorated 357.14	State	08/28/2015- 08/28/2015	NA	1 day training	Special
DeMersseman, Anne	Associate VP HR	NA	90,000 prorated 73,295.45	State	09/08/2015- 06/30/2015	1.00	New appointment	Special
Espinoza, Theodore	Graduate Assistant- Athletic Training	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
Graham, Alex	Graduate Assistant- Teaching & Learning Center	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
Green, Chris	Director-Student Activities & Recreation	NA	54,500 prorated 45,416.67	State	09/01/2015- 06/30/2015	NA	Title Change	Special
Hare, Jessica	Graduate Assistant- Sandoz Center	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
Heiting, Jordan	Interim Accountant	NA	35,000 prorated 28,503.79	State	09/08/2015- 06/30/2016	NA	New appointment replaces Helmbrecht	Special
Herl, Melody	Graduate Assistant- Family & Consumer Science	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
Hunter, Brett	Head Wrestling Coach	NA	4,017.08	State	06/21/2015- 06/24/2015	NA	Camp Duties	Special
Johnson, Derby	Interim Director HR	NA	90,000 prorated 22,500	State	06/01/2015- 08/31/2015	1.00	Resignation	NA
Jones, Nigel	Graduate Assistant- Project Strive	NA	6,400.00	Grant	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special
Kapukotuwa, Charith	Graduate Assistant- CAEP	NA	6,400.00	State	08/21/2015- 05/07/2016	0.31	Graduate Assistant	Special

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NON-UNIONIZED PROFESSIONAL STAFF

(FULL TIME/.75 FTE OR MORE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Kennedy, Amy	Graduate Assistant-Athletic Trainer	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
Kries, Earl	Graduate Assistant-Strength & Conditioning	NA	6,400 prorate 400	State	08/21/2015-09/01/2015	NA	Resignation	NA
Kries, Earl	Graduate Assistant-Strength & Conditioning	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
Lewis, Jamie	Graduate Assistant-Student Academic Issues & Concerns	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
Long, Jay	Head Football Coach	NA	12,928.58	State	06/03/2015-06/17/2015	NA	Camp Duties	Special
Luper, Dustin	Head Rodeo Coach	NA	2,505.00	State	08/24/2015-12/18/2015	NA	AGRI 347, AGRI 347L (3 cr hr) increase FTE to 1.00	Special
McCarthy, Kyle	Graduate Assistant-International Office	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
McFarlane, Karl	Graduate Assistant-Student Life, Activities & Programming	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
Medigovich, Brian	Head Cross Country Coach	NA	177.44	State	06/28/2015-06/30/2015	NA	Hoop Shoot Duties	Special
Murphy, Jacob	Graduate Assistant-Learning Center	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
Piper, Jessica	Graduate Assistant-Volleyball	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special
Roybal, Erika	Graduate Assistant-Business	NA	6,400.00	State	08/21/2015-05/07/2015	0.31	Graduate Assistant	Special
Schaer, Jennifer	Project Director- TRiO Project Strive	NA	2,505.00	State	08/24/2015-12/18/2015	NA	HPER 233, (3 cr hr)	Special
Smith-Bruehlman, Martha	Project Director-Upward Bound	NA	835.00	State	08/24/2015-12/18/2015	NA	HPER 50 (1 cr hr)	Special
Snare, Charles	VP Academic Affairs	NA	135,000 prorate 101,250	State	10/01/2015-06/30/2016	NA	Salary Increase	Special
Stodola, Dustin	Graduate Assistant-Wrestling	NA	6,400.00	State	08/21/2015-05/07/2016	0.31	Graduate Assistant	Special

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(PART-TIME/LESS THAN .75 FTE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Bahr, Katherine	HLC Assurance Argument Lead	NA	19,275.00	State	07/01/2015-06/30/2016	0.62	New appointment	Special
Gaston, Brad	Test Coordinator/Academic Advisor- Upward Bound	NA	18,250 prorated 796.63	Grant	08/17/2015-08/31/2015	0.50	New appointment replaces Stephens	Special
Kuhnel, Katy	Academic Advisor-TRiO	NA	17,900 prorated 923.41	Grant	08/13/2015-08/31/2015	0.50	New appointment replaces Koza	Special
Stetson, Gayle	Interim HR Coordinator	NA	41,042 prorated 12,129.05	State	08/14/2015-11/30/2015	1.00	Temporary appointment	Special

UNIONIZED SUPPORT STAFF
(FULL-TIME/.75 FTE OR MORE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Bratcher, Clarisa	Office Assistant II	NA	1,915.75	State	01/01/2015-09/16/2015	1.00	Resignation	NA
Brennan, Colleen	Medical Assistant	NA	1,590.08	State	8/1/2015	0.83	Increase in FTE	NA
Cummings, Kristol	Office Assistant II	NA	1,639.00	State	02/26/2007-09/07/2015	0.75	Resignation	NA
Emmett, Thomas	Custodian	NA	1,728.13	State	9/8/2015	1.00	New hire replaces Johnson	Probationary
Evans, Wayne Jr.	Maintenance Repair Worker	NA	1,188.16	State 50% Revenue Bond 50%	10/20/2014-08/31/2015	1.00	Resignation	NA
Gilmore, Roberta	Office Assistant II	NA	2,168.42	State	08/11/2008-09/01/2015	1.00	Resignation	NA
Gunderson, Benjamin	Custodian	NA	1,728.13	Revenue Bond	9/10/2015	1.00	New hire replaces Moxon	Probationary
Henderson, Shane	Custodian	NA	1,780.00	Revenue Bond	03/23/2015-09/11/2015	1.00	Resignation	NA
Johnson, Dustin	Custodian	NA	1,728.13	State	02/23/2015-08/31/2015	1.00	Resignation	NA
McCoy, Samantha	Custodian	NA	1,693.47	State	8/3/2015	1.00	New hire replaces Mefferd	Probationary
McFarland, Jeffrey	Custodian	NA	1,728.13	Revenue Bond	9/8/2015	1.00	New hire replaces Henderson	Probationary
Moxon, Dustin	Custodian	NA	1,780.00	Revenue Bond	07/01/2014-08/23/2015	1.00	Resignation	NA
Raben, Shane	Custodian	NA	1,728.13	Revenue Bond	8/21/2015	1.00	New hire replaces Gortesma	Probationary
Wilson, Jesse	Custodian	NA	1,728.13	Revenue Bond	8/31/2015	1.00	New hire replaces Hirose	Probationary

Attachment: CSC Personnel Report November 2015 (1605 : Reports of Personnel Actions)

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Chadron State College

MEETING DATE: November 13, 2015

NON-UNIONIZED SUPPORT STAFF (FULL-TIME/.75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Mitchell, Kay	Office Assistant II	NA	2,208.33	State	08/07/2015-06/30/2016	NA	Additional duties	NA

Attachment: CSC Personnel Report November 2015 (1605 : Reports of Personnel Actions)

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

RANKED FACULTY (Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Anderson, Ken	School of Arts and Sciences	Professor	\$2,000	State	09/01/15-05/31/16	N/A	Appointment, Art Gallery Director	Special
Anderson, Ken	School of Arts and Sciences	Professor	\$83,470	State	8/27/84 - 8/31/16	N/A	Retirement	N/A
Crook, Sara	School of Arts and Sciences	Professor	\$2,000	State	08/01/15-05/31/16	N/A	Appointment, History Day Director	Special
Gardner, Kelli Anne	School of Professional Studies	Associate Professor	\$2,000	State	09/01/15-05/31/16	N/A	Appointment, Honors Program Director	Special
Griffin, Kenneth Brad	School of Professional Studies	Instructor	\$2,000	State	09/01/15-05/31/16	N/A	Appointment, School of Professional Studies Lab Director	Special
Parriott, Lisa	School of Professional Studies	Instructor	\$2,000	State	09/01/15-05/31/16	N/A	Appointment, Business Contest Director	Special
Ryan, Kyle	School of Education	Associate Professor	\$2,000	State	09/01/15-05/31/16	N/A	Appointment, Human Performance Lab Director	Special
Tiner, John	School of Professional Studies	Assistant Professor	\$2,000	State	09/01/15-05/31/16	N/A	Appointment, Faculty Athletics Representative	Special
Vogt, Spencer	School of Education	Assistant Professor	\$2,000	State	09/01/15-05/31/16	N/A	Appointment, School of Education Technology Project Director	Special
Welsh, Dennis	School of Arts and Sciences	Professor	\$2,000	State	09/01/15-05/31/16	N/A	Appointment, RHOP Director	Special
Young, Josh	School of Arts and Sciences	Instructor	\$2,000	State	09/01/15-05/31/16	N/A	Appointment, Theatre Director	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

NON-RANKED FACULTY								
(Part-time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Albers, Stephanie	School of Professional Studies	N/A	\$2,418	State	08/24/15-10/16/15	N/A	PSYC 121 049X, (3 cr hr)	Special
Albert, Allan	School of Professional Studies	N/A	\$3,642	State	08/24/15-10/16/15	N/A	PSYC 121 49E1, (3 cr hr)	Special
Albert, Allan	School of Professional Studies	N/A	\$3,540	State	08/24/15-10/16/15	N/A	PSYC 121 49EE, (3 cr hr)	Special
Anderson, Josh	School of Arts and Sciences	N/A	\$2,316	State	08/24/15-10/16/15	N/A	ART 206 049X, (3 cr hr)	Special
Bair, Amanda	School of Education	N/A	\$2,350	State	08/24/15-12/18/15	N/A	MUSC 251 000A, (3 cr hr)	Special
Benscoter, Andrew	School of Arts and Sciences	N/A	\$4,662	State	08/24/15-10/16/15	N/A	ENG 201 049X, (3 cr hr)	Special
Betts, Gregory	School of Education	N/A	\$2,622	State	09/05/15-10/02/15	N/A	EDUC 605 0BEX, (3 cr hr)	Special
Beaudion-Colwell, Lisa	School of Education	N/A	\$2,010	State	09/05/15-10/02/15	N/A	EDUC 569 OACX, (3 cr hr)	Special
Bliss, Stacy	School of Professional Studies	N/A	\$4,662	State	08/24/15-10/16/15	N/A	PSYC 345 049X, (3 cr hr)	Special
Brand, Lesa	School of Education	N/A	\$1,908	State	08/24/15-10/16/15	N/A	EDUC 540 049X, (3 cr hr)	Special
Broady, Lori	School of Education	N/A	\$1,050	State	08/24/15-12/18/15	N/A	EDUC 300 000Z, (3 cr hr)	Special
Broady, Lori	School of Education	N/A	\$1,806	State	08/24/15-12/18/15	N/A	EDUC 208 49EE, (3 cr hr)	Special
Campbell, Jacquelyn	Graduate Programs	N/A	\$3,540	State	08/24/15-10/16/15	N/A	EDUC 533 049X, (3 cr hr)	Special
Coyle, Brian	School of Education	N/A	\$3,540	State	08/24/15-12/18/15	N/A	HPER 22 00A, (3 cr hr)	Special
Davis, Clifford	School of Arts and Sciences	N/A	\$2,826	State	08/24/15-12/18/15	N/A	ART 319 049A, (3 cr hr)	Special

Attachment: PSC Personnel Report November 2015 (1605 : Reports of Personnel Actions)

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

NON-RANKED FACULTY								
(Part-time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Dunekacke, Susan	School of Arts and Sciences	N/A	\$2,350	State	08/24/15-12/18/15	N/A	ENG 201 000A, (3 cr hr)	Special
Dunekacke, Susan	School of Arts and Sciences	N/A	\$2,100	State	08/24/15-12/18/15	N/A	SPCH 152 000B, (3 cr hr)	Special
Engel, Linda	School of Education	N/A	\$700	State	08/24/15-12/18/15	N/A	EDUC 302 00A, (1 cr hr)	Special
Feldman, Ann	Graduate Programs	N/A	\$2,112	State	08/24/15-10/16/15	N/A	EDUC 552 049X, (3 cr hr)	Special
Friesen, Brent	School of Arts and Sciences	N/A	\$2,418	State	08/24/15-12/18/15	N/A	MATH 112 049B, (3 cr hr)	Special
Friesen, Brent	School of Arts and Sciences	N/A	\$3,234	State	08/24/15-12/18/15	N/A	MATH 112 049A, (3 cr hr)	Special
Gosch, Robert	School of Arts and Sciences	N/A	\$2,418	State	08/24/15-12/18/15	N/A	HIST 113 49EE, (3 cr hr)	Special
Green, Mary Jane	School of Professional Studies	N/A	\$3,234	State	08/24/15-10/16/15	N/A	BUS 201 049X, (3 cr hr)	Special
Hanika, Sarah	School of Arts and Sciences	N/A	\$2,350	State	08/24/15-12/18/15	N/A	GEOG 101 000A, (3 cr hr)	Special
Hayes, Cristina	School of Arts and Sciences	N/A	\$700	State	08/24/15-12/18/15	N/A	MUSC 112 000A, (1 cr hr)	Special
Hayes, Cristina	School of Arts and Sciences	N/A	\$700	State	08/24/15-12/18/15	N/A	MUSC 112 000B, (1 cr hr)	Special
Hayes, Cristina	School of Arts and Sciences	N/A	\$4,467	State	08/24/15-12/18/15	N/A	MUSC 120, 220, 320, 340, 420, 440 000E, (3 cr hr)	Special
Hays, Jon	School of Arts and Sciences	N/A	\$1,806	State	08/24/15-10/16/15	N/A	HIST 201 049X, (3 cr hr)	Special
Heintzelman, Tyler	School of Education	N/A	\$1,400	State	08/24/15-12/18/15	N/A	HPER 215 00B, (2 cr hr)	Special
Heng, Lynn	School of Professional Studies	N/A	\$1,704	State	08/24/15-10/16/15	N/A	BUS 414 049X, (3 cr hr)	Special

Attachment: PSC Personnel Report November 2015 (1605 : Reports of Personnel Actions)

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

NON-RANKED FACULTY								
(Part-time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Jacobsen, Linda	School of Professional Studies	N/A	\$1,806	State	08/24/15-10/16/15	N/A	BUS 380 049X, (3 cr hr)	Special
Jacobsen, Linda	School of Professional Studies	N/A	\$3,846	State	08/24/15-12/18/15	N/A	BUS 339 049A, (3 cr hr)	Special
Kearney, James	School of Arts and Sciences	N/A	\$2,316	State	08/24/15-10/16/15	N/A	HIST 113 049X, (3 cr hr)	Special
Langstraat, Rick	School of Professional Studies	N/A	\$3,540	State	08/24/15-12/18/15	N/A	BUS 231 049A, (3 cr hr)	Special
Langstraat, Rick	School of Professional Studies	N/A	\$2,826	State	08/24/15-12/18/15	N/A	BUS 232 049A, (3 cr hr)	Special
Levels, Brian	School of Arts and Sciences	N/A	\$2,350	State	08/24/15-12/18/15	N/A	MUSC 352 000A, (3 cr hr)	Special
Levels, Brian	School of Arts and Sciences	N/A	\$933	State	08/24/15-12/18/15	N/A	MUSC 120, 220, 320, 340 420, 440 000B, (3 cr hr)	Special
Lottman, Brent	School of Professional Studies	N/A	\$2,100	State	08/24/15-12/18/15	N/A	CJUS 190 000A, (3 cr hr)	Special
Martinelli, Jason	School of Arts and Sciences	N/A	\$4,458	State	08/24/15-10/16/15	N/A	ESCI 215 049X, (3 cr hr)	Special
Moss, Louise	School of Arts and Sciences	N/A	\$3,438	State	08/24/15-12/18/15	N/A	ENG 101 49EE, (3 cr hr)	Special
Moss, Louise	School of Arts and Sciences	N/A	\$3,030	State	08/24/15-10/16/15	N/A	ENG 101 49E1, (3 cr hr)	Special
Odum, Jay	School of Professional Studies	N/A	\$1,704	State	08/24/15-10/16/15	N/A	BUS 313 049X, (3 cr hr)	Special
Paul, Kimberly	School of Professional Studies	N/A	\$2,928	State	08/24/15-10/16/15	N/A	SOC 201 49EE, (3 cr hr)	Special
Paul, Kimberly	School of Professional Studies	N/A	\$4,254	State	08/24/15-12/18/15	N/A	PSYC 121 49E2, (3 cr hr)	Special
Perryman, Brian	Graduate Programs	N/A	\$2,826	State	08/24/15-10/16/15	N/A	MGMT 660 049Y, (3 cr hr)	Special
Perryman, Brian	Graduate Programs	N/A	\$2,418	State	08/24/15-10/16/15	N/A	MGMT 660 049W, (3 cr hr)	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

NON-RANKED FACULTY								
(Part-time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Radell, Dave	School of Arts and Sciences	N/A	\$4,152	State	08/24/15-12/18/15	N/A	STAT 210 049A, (3 cr hr)	Special
Radell, Dave	School of Arts and Sciences	N/A	\$4,458	State	08/24/15-10/16/15	N/A	STAT 210 049X, (3 cr hr)	Special
Ridge, Ashley	School of Professional Studies	N/A	\$2,112	State	08/24/15-10/16/15	N/A	PSYC 380 049X, (3 cr hr)	Special
Ridge, Ashley	School of Professional Studies	N/A	\$4,152	State	08/24/15-12/18/15	N/A	PSYC 431 049A, (3 cr hr)	Special
Roberts, Laura	School of Professional Studies	N/A	\$2,112	State	08/24/15-10/16/15	N/A	PSYC 250 049X, (3 cr hr)	Special
Sherwood, Andrew	School of Professional Studies	N/A	\$4,560	State	08/24/15-12/18/15	N/A	BUS 335 049A, (3 cr hr)	Special
Shires, Sylvie	School of Arts and Sciences	N/A	\$2,100	State	08/24/15-12/18/15	N/A	ENG 101 000D, (3 cr hr)	Special
Shires, Sylvie	School of Arts and Sciences	N/A	\$2,100	State	08/24/15-12/18/15	N/A	ENG 101 000B, (3 cr hr)	Special
Snyder, Randall	School of Arts and Sciences	N/A	\$2,316	State	08/24/15-10/16/15	N/A	MUSC 211 049X, (3 cr hr)	Special
VanGundy, Terry	School of Arts and Sciences	N/A	\$2,100	State	08/24/15-12/18/15	N/A	ART 300 000A, (3 cr hr)	Special
VanGundy, Terry	School of Arts and Sciences	N/A	\$2,100	State	08/24/15-12/18/15	N/A	ART 308 000A, (3 cr hr)	Special
Weichel, Mark	Graduate Programs	N/A	\$2,112	State	09/05/15-10/02/15	N/A	EDUC 569 0AAX, (3 cr hr)	Special
Weichel, Mark	Graduate Programs	N/A	\$1,908	State	09/05/15-10/02/15	N/A	EDUC 569 0ABX, (3 cr hr)	Special
Weninger, Hope	School of Professional Studies	N/A	\$3,336	State	08/24/15-10/16/15	N/A	BUS 373 049X, (3 cr hr)	Special
Arp, Bob	School of Education	N/A	\$700	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (1 cr hr)	Special
Couldry, Robert	School of Education	N/A	\$700	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (1 cr hr)	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

NON-RANKED FACULTY								
(Part-time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Duval, Jim	School of Education	N/A	\$700	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (1 cr hr)	Special
Green, Mary Jane	School of Education	N/A	\$1,400	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (2 cr hr)	Special
Hahn, Teresa	School of Education	N/A	\$700	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (1 cr hr)	Special
Hall, Susan	School of Education	N/A	\$700	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (1 cr hr)	Special
Hicks, Russ	School of Education	N/A	\$2,100	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (3 cr hr)	Special
Lotspeich, Patricia	School of Education	N/A	\$2,231	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (3.19 cr hr)	Special
Meyer, Della	School of Education	N/A	\$2,100	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (3 cr hr)	Special
Pollard, Sharon	School of Education	N/A	\$2,100	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (3 cr hr)	Special
Thompson, Gary	School of Education	N/A	\$1,750	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (2.5 cr hr)	Special
Voorhees, Roxanne	School of Education	N/A	\$1,400	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (2 cr hr)	Special
Yohe, Susan	School of Education	N/A	\$700	State	08/24/15-12/18/15	N/A	Student Teacher Supervision, (1 cr hr)	Special

UNIONIZED PROFESSIONAL STAFF								
(Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Bensheimer, Keri	Coordinator of Admission Services	N/A	\$33,000 pro-rated \$24,750	State	10/1/15 - 6/30/2016	1.0	Appointment	Special
Bridgmon, Angela	Accountant	N/A	\$35,685 pro-rated \$29,738	State	9/1/15 - 6/30/16	1.0	Appointment	Special
Burton, Cynthia	Project Coordinator	N/A	\$33,000 pro-rated \$24,750	State	10/01/15-06/30/16	1.0	Appointment	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

UNIONIZED PROFESSIONAL STAFF (Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Earnest, Brooke	Academic Advisor	N/A	\$4,000	State	07/20/15-06/30/16	N/A	Appointment, Cheer Advisor	N/A
Eberly, Jamie	Licensed Student Counselor	N/A	\$2,100	State	08/24/15-12/18/15	N/A	SOWK 310 000A, (3 cr hr)	Special
Haveman, Deb	Business Process Specialist	N/A	\$3,000	State	10/1/15-11/30/15	N/A	Temporary Duties - October/November	N/A
Johnson, Rebecca	Graphic Designer	N/A	\$2,000	State	10/1/15-11/30/15	N/A	Temporary Duties - October/November	N/A
Lanahan, Marcel	Licensed Student Counselor	N/A		State	9/1/2015	.84 FTE	Appointment	Special
Melvin, Brent	Athletic Trainer	N/A	\$1,400	State	08/24/15-12/18/15	N/A	HPER 215 00A, (2 cr hr)	Special
Melvin, Vickie	Athletic Trainer	N/A	\$2,100	State	08/24/15-12/18/15	N/A	HPER 325 00A, (3 cr hr)	Special
Moser, Kevin	IT Specialist	N/A	\$47,753	State	11/1/13 - 10/7/15	N/A	Resignation	N/A
Pashinin, Roman	IT Specialist	N/A	\$3,436	State	08/24/15-10/16/15	N/A	CMIS 301 049A, (3 cr hr)	Special
Rippe, Patricia	Director, Field Experience/Teacher Certification Officer	N/A	\$1,400	State	08/24/15-12/18/15	N/A	EDUC 312 00A, (2 cr hr)	N/A
Shaw, Cassie	Retention Specialist	N/A	\$41,200	State	8/1/12 - 1/4/16	N/A	Resignation	N/A
Williams, Krista	Assistant Director, Financial Aid	N/A	\$3,000	State	10/1/15-11/30/15	N/A	Temporary Duties - October/November	N/A
Williams, Krista	Assistant Director, Financial Aid	n/a	\$37,616	State	n/a	N/A	Base salary incorrectly reported on September, 2015 report	N/A

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

NON-UNIONIZED PROFESSIONAL STAFF (Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Christiansen, Heath	Director of Admissions	N/A	\$3,540	State	08/24/15-10/16/15	N/A	CMIS 101 049X, (3 cr hr)	Special
Christiansen, Heath	Director of Admissions	N/A	\$65,690	State	5/15/06 - 10/16/15	N/A	Resignation	N/A
Dunekacke, Jari	Interim Director of Admissions	N/A	\$50,000 pro-rated \$9,376	State	10/19/2015 - 12/23/2015	N/A	Appointment	Special
Fortney, Patrick	Dean, School of Arts & Sciences	N/A	\$10,000	State	08/01/15-06/30/16	N/A	Appointment, Director of Bands	Special
Galardi, Gregory	Dean, School of Professional Studies	N/A	\$3,786	State	08/24/15-10/16/15; 08/24/15-10/16/15	N/A	CJUS 230 049X, (3 cr hr); COLL 201 049X, (3 cr hr)	Special
Hart, Tammie	Comptroller	N/A	\$60,000 pro rated \$45,000	State	10/1/15 - 6/30/16	1.0	Appointment	Special
Kunkel, Margaret Ellen	Interim Dean, School of Education	N/A	\$2,100	State	08/24/15-12/18/15	N/A	HPER 310 00A, (3 cr hr)	Special
Seay, Gregory	Dean, Graduate Programs	N/A	\$5,244	State	09/05/15-10/12/15, 09/05/15-10/12/15	N/A	EDUC 605 0BBX, (3 cr hr); EDUC 605 OBCX, (3 cr hr)	Special

NON-UNIONIZED PROFESSIONAL STAFF (Part-time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Flores, Jillian	Graduate Assistant, Women's Basketball/Residence Life	N/A	\$10,000	1/2 State 1/2 Revenue Bond	07/15/15-05/15/16	0.42	Appointment	Special
Heintzelman, Tyler	Graduate Assistant, Athletic Training	N/A	\$9,000	State	08/01/15-05/31/16	0.30	Appointment	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

NON-UNIONIZED PROFESSIONAL STAFF								
(Part-time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Hutchings, Trista	Graduate Assistant, Softball/Intramurals	N/A	\$10,000	1/2 State 1/2 Revenue Bond	08/01/15-05/31/16	0.42	Appointment	Special
Norton, Jessica	Graduate Assistant, Athletic Training	N/A	\$7,920	State	9/1/15 - 5/31/16	0.42	Appointment	Special
Palmer, Tyreece	Graduate Assistant, Football/AWAC	N/A	\$6,200	1/2 State 1/2 Revenue Bond	08/01/15-05/15/16	0.30	Appointment	Special
Pannell, DeOn'tae	Graduate Assistant, Football/Residence Life	N/A	\$10,000	1/2 State 1/2 Revenue Bond	07/15/15-05/15/16	0.42	Appointment	Special
UNIONIZED SUPPORT STAFF								
(Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Cole, Amanda	OA II	N/A	\$2,050/mo	State	9/8/2015	1.0	New Hire	Probationary
Crawford, Harmon	Custodian	N/A	\$1,728/mo	Revenue Bond	7/1/15 - 10/13/15	1.0	Resignation	N/A
Grable, Cady	Custodian	N/A	\$1,728/mo	Revenue Bond	8/4/2015	1.0	New Hire	Probationary
Gude, Sasha	Library Technician	N/A	\$2055/month	State	10/1/14 - 9/11/15	1.0	Resignation	N/A
Hauptman, Jennifer	Custodian	N/A	\$1,728/mo	State	08/19/15	1.0	New Hire	Probationary
Horn, Elaine	OA II	N/A	\$1,847/mo.	SSS Grant	5/17/04 - 9/30/15	0.75	Resignation	N/A
Martin, Michael	Security Officer II	N/A	\$1,833/mo.	Rev Bond	09/08/15	0.75	New Hire	Probationary
McMann, Cliff	MRW III	N/A	\$2959/mo.	State	5/10/04 - 9/30/15	1.0	Retirement	NA
Oestmann, Amy	Academic Records Technician	N/A	\$2,199/mo.	State	10/1/2015	1.0	Reclassification (from Academic Records Clerk)	N/A
Studebaker, Nancy	Custodian	N/A	\$1,728/mo	State	8/1/2015	1.0	New Hire	Probationary
Troener, Tim	Security Officer II	N/A	\$2,148/mo.	Rev Bond	8/3/2015	1.0	New Hire	Probationary

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: PERU STATE COLLEGE
MEETING DATE: November 13, 2015

NON-UNIONIZED SUPPORT STAFF (Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Moody, Linda	Secretary to the President	N/A	\$4,660/mo.	State	09/27/1977-10/31/2015	1 FY	Retirement	N/A
Robertson, Tim	Security Supervisor	N/A	\$3,333/mo.	Rev Bond	10/1/2005	1 FY	New Hire	Probationary

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Wayne State College
MEETING DATE: November 13, 2015

Ranked Faculty (Full-Time/.75 FTE or More)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Allen, Jeffrey	Technology and Applied Sciences	Associate Professor	\$68,000.00 + \$1,000.00 for moving expenses	State	08/20/15-05/11/16	1.0	Change from September 2015 Board Report	Tenure Track

Non-Ranked Faculty (Full-Time/.75 FTE or More)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Holton, Christopher	Lecturer	N/A	\$500.00	State	07/01/15-07/22/15	N/A	Compensation for duties associated with Summer Art Camp, up to a maximum of 30 hours at a rate of \$15/hr.	Special

Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Adkins-Miller, Angela	Language and Literature	N/A	\$7,155.00	State	08/21/15-12/22/15	N/A	ENG 102-03 (3 cr hr), ENG 102-08 (3 cr hr), ENG 102-09 (3 cr hr)	Special
Anderson, Betty	Educational Foundations and Leadership	N/A	\$1,058.00	State	08/21/15-12/22/15	N/A	EDU 450/452 (1.33 cr hr); assignment for the supervision of two elementary and/or early childhood candidates.	Special
Angeroth, Kathleen	Music	N/A	\$2,107.00	State	08/21/15-12/22/15	N/A	MUS 125/126/127/ Lessons (1.65 cr hr) and MUS 134-01 (1 cr hr)	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Arlt, Darron	Continuing Education	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	EDU 250-W0 (3 cr hr)	Special
Bartling-Ballinger, Kelly	Educational Foundations and Leadership	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	SPD 160-01 (3 cr hr)	Special
Bauer, Lucinda	Business and Economics	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	BUS 222-01 (3 cr hr)	Special
Beach, Gerald	Continuing Education	N/A	\$3,960.00	State	08/24/15-12/22/15	N/A	EDU 786-W0 (3 cr hr) and EDU 790-W0 (3 cr hr); prorated	Special
Becker, Misty	Continuing Education	N/A	\$2,505.00	State	08/24/15-12/22/15	N/A	CSL 675-W0 (3 cr hr)	Special
Begley, Brian	Communication Arts	N/A	\$4,770.00	State	08/21/15-12/22/15	N/A	CNA T220-420 (3 cr hr) and CNA 232-01 (3 cr hr)	Special
Begley, Brian	Communication Arts	N/A	\$2,498.00	State	08/21/15-12/22/15	N/A	Assignment to assist as Theatre Production Technician up to a maximum of 166.5 hours at a rate of \$15/hr.	Special
Bode, Liane	Counseling	N/A	\$3,578.00	State	08/21/15-12/22/15	N/A	CSL 324-01 (1.5 cr hr), CSL 470-01 (3 cr hr)	Special
Boubin, Amber	Educational Foundations and Leadership	N/A	\$1,193.00	State	08/21/15-12/22/15	N/A	EDU 431-02 (1.5 cr hr)	Special
Bowman, Judith	Language and Literature	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	ENG 102-06 (3 cr hr)	Special
Brasch, Stacey	Continuing Education	N/A	\$5,010.00	State	08/24/15-12/22/15	N/A	BUS 620-W1 (3 cr hr) BUS 620-W2 (3 cr hr)	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Bremer, DeLoy	Educational Foundations and Leadership	N/A	\$923.00	State	08/21/15-12/22/15	N/A	EDU 452 (.66 cr hr) and EDU 456 (.50 cr hr); assignment for the supervision of one elementary and one secondary candidate.	Special
Browning, Patricia	Psychology and Sociology	N/A	\$7,155.00	State	08/21/15-12/22/15	N/A	PSY 230-02 (3 cr hr), PSY 230-03 (3 cr hr), SOC 101-03 (3 cr hr)	Special
Calkin, Lauren	Music	N/A	\$600.00	State	08/21/15-12/22/15	N/A	Assignment to assist with Marching Band, up to a maximum of 40 at \$15/hr.	Special
Carnes, Ron	Educational Foundations and Leadership	N/A	\$795.00	State	08/21/15-12/22/15	N/A	EDU 456 (1 cr hr); assignment for the supervision of two K-12 candidates.	Special
Chambers, Amy	Educational Foundations and Leadership	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	EDU 275-04 (3 cr hr)	Special
Curtiss, James	Continuing Education	N/A	\$2,505.00	State	08/24/15-12/22/15	N/A	EDU 626-W0 (3 cr hr)	Special
Delimont, Gayln	Educational Foundations and Leadership	N/A	\$398.00	State	08/21/15-12/22/15	N/A	EDU 454 (.50 cr hr); assignment for the supervision of one middle grade candidate.	Special
Denker, Christine	Counseling	N/A	\$2,088.00	State	08/24/15-12/22/15	N/A	CSL 662 (2.5 cr hr); supervision of five practicum students.	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Dolesh, Dawn	Communication Arts	N/A	\$7,155.00	State	08/21/15-12/22/15	N/A	CNA 100-02 (3 cr hr), CNA 100-08 (3 cr hr), CNA 100-11 (3 cr hr)	Special
Dorcey, Jean	Educational Foundations and Leadership	N/A	\$1,193.00	State	08/21/15-12/22/15	N/A	SPD 354-01 (1.5 cr hr)	Special
Dorcey-McIntosh, Alicia	Counseling	N/A	\$3,638.00	State	08/21/15-12/22/15	N/A	CSL 202-01 (3 cr hr) and CSL 665-01 (1.5 cr hr)	Special
Drees, David	Language and Literature	N/A	\$7,155.00	State	08/21/15-12/22/15	N/A	ENG 102-02 (3 cr hr), ENG 102-11 (3 cr hr), ENG 102-13 (3 cr hr)	Special
Eaton, Sheri	Holland Academic Success Center	N/A	\$4,770.00	State	08/21/15-12/22/15	N/A	GST 104-01 (2 cr hr), GST 104-02 (2 cr hr) and GST 104-03 (2 cr hr)	Special
Eilers, Carol	Continuing Education	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	FCS 207-W0 (3 cr hr)	Special
Emenhiser-Harris, Karen	Continuing Education	N/A	\$7,155.00	State	08/24/15-12/22/15	N/A	ART 102-W0 (3 cr hr), ART 344-W0 (3 cr hr), and ART 344-W1 (3 cr hr)	Special
Endicott, Natalie	Technology and Applied Sciences	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	ITE 363-01 (3 cr hr)	Special
Fehringer, Dan	Educational Foundations and Leadership	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	SPD 160-02 (3 cr hr)	Special
Fleming, Angela	Technology and Applied Sciences	N/A	\$3,180.00	State	08/21/15-12/22/15	N/A	FCS 242-01 (3 cr hr)	Special
Fick, Kathy	Language and Literature	N/A	\$7,155.00	State	08/21/15-12/22/15	N/A	MLC 110-01 (3 cr hr), MLC 110-02 (3 cr hr), MLC 120-01 (3 cr hr)	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Gasaway, Jennifer	Continuing Education	N/A	\$5,010.00; \$1,950.00	State	08/24/15- 12/22/15	N/A	EDU 603- SSLM/SSLN (2 cr hr) EDU 626- SSLM/SSLN (2 cr hr) and EDU 674- SSLM/SSLN (2 cr hr); additional assignment to assist with Community of Learning up to a max of 130 hours at a rate of \$15/hr.	Special
Gray, Tricia	Continuing Education	N/A	\$3,000.00	State	08/15/15- 12/22/15	N/A	Assignment to mentor at the Fremont #8 Community of Learning.	Special
Guenther, Candra	Educational Foundations and Leadership	N/A	\$923.00	State	08/21/15- 12/22/15	N/A	EDU 452 (.66 cr hr) and EDU 456 (.50 cr hr); assignment for the supervision of one elementary and one K-12 candidate.	Special
Haas, Mary	Art and Design	N/A	\$7,155.00	State	08/21/15- 12/22/15	N/A	ART 102-01 (3 cr hr), ART 102-02 (3 cr hr), ART 102-3 (3 cr hr)	Special
Hale, Stan	Educational Foundations and Leadership	N/A	\$398.00	State	08/21/15- 12/22/15	N/A	EDU 450 (.50 cr hr); assignment for the supervision of one secondary candidate.	Special
Heaton, Brett	Educational Foundations and Leadership	N/A	\$3,180.00	State	08/21/15- 12/22/15	N/A	EDU 320-01 (2 cr hr), EDU 320-02 (2 cr hr)	Special

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Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Heaton, Brett	Continuing Education	N/A	\$795.00	State	08/24/15-12/22/15	N/A	EDU 435-SS80 (1 cr hr)	Special
Henning, Mark	Technology and Applied Sciences	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	ITE 407-01 (3 cr hr)	Special
Herling, Lordes	Computer Technology and Information Systems	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	CIS 471-H0 (3 cr hr)	Special
Hilker, Carol	Educational Foundations and Leadership	N/A	\$2,378.00	State	08/21/15-12/22/15	N/A	EDU 450/452 (1.33 cr hr), EDU 456 (.50 cr hr), EDU 454 (.50 cr hr) and SPD 458/460 (.66 cr hr); assignment for the supervision of two elementary and/or early childhood, one secondary, one middle grade and one special education candidate.	Special
Hill, Amy	Continuing Education	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	EDU 302-W0 (3 cr hr)	Special
Hix, Dave	Continuing Education	N/A	\$795.00	State	08/26/15-09/23/15	N/A	HSC 345-80 (1 cr hr)	Special
Holthe, Camilla	Continuing Education	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	EDU 275-SS80 (3 cr hr)	Special
Jeffries, Curt	Music	N/A	\$5,963.00	State	08/21/15-12/22/15	N/A	MUS 110-01 (3 cr hr), MUS 110-02 (3 cr hr), MUS 178-01 (1.5 cr hr)	Special
Jensen, Carrie	Music	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	MUS 110-07 (3 cr hr)	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Johnson, Brian	Continuing Education	N/A	\$5,010.00; \$1,950.00	State	08/24/15- 12/22/15	N/A	EDU 603- SSLM/SSLN (2 cr hr) EDU 626- SSLM/SSLN (2 cr hr) and EDU 674- SSLM/SSLN (2 cr hr); additional assignment to assist with Community of Learning up to a max of 130 hours at a rate of \$15.00/hr.	Special
Johnson, Josh	Educational Foundations and Leadership	N/A	\$2,385.00	State	08/21/15- 12/22/15	N/A	EDU 406-02 (3 cr hr)	Special
Johnson, Kathy	Educational Foundations and Leadership	N/A	\$1,590.00	State	08/21/15- 12/22/15	N/A	EDU 452 (2 cr hr); assignment for the supervision of three elementary candidates.	Special
Kleve, Nicholas	Continuing Education	N/A	\$4,770.00	State	08/24/15- 12/22/15	N/A	EDU 332-SS80 (3 cr hr), EDU 340- SS80 (3 cr hr)	Special
Koch, Quenna	Continuing Education	N/A	\$1,670.00	State	08/24/15- 12/22/15	N/A	CSL 662 (2 cr hr); assignment for the supervision of four practicum students.	Special
Koch, Sue	Educational Foundations and Leadership	N/A	\$1,193.00	State	08/21/15- 12/22/15	N/A	EDU 431-02 (1.5 cr hr)	Special
Kolbo, Beth	Continuing Education	N/A	\$2,385.00	State	08/24/15- 12/22/15	N/A	EDU 431-SS80 (3 cr hr)	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Kolterman, Trisha	Business and Economics	N/A	\$7,155.00	State	08/21/15-12/22/15	N/A	BUS 124-01 (3 cr hr), BUS 124-02 (3 cr hr) and BUS 381-01 (3 cr hr)	Special
Kosak, Jerry	Continuing Education	N/A	\$788.00	State	08/24/15-12/22/15	N/A	MUS 129/329-W0 (.99 cr hr); prorated, private lessons paid at .33 per student.	Special
Kriekemeier, Cheryl	Continuing Education	N/A	\$2,505.00	State	08/24/15-12/22/15	N/A	CSL 665-H0 (3 cr hr)	Special
Kuyper, Julia	Continuing Education	N/A	\$2,505.00	State	08/24/15-12/22/15	N/A	BUS 690-W0 (3 cr hr)	Special
Larmore, Cheryl	Educational Foundations and Leadership	N/A	\$2,115.00	State	08/21/15-12/22/15	N/A	EDU 450/452 (2 cr hr) and SPD 458/460 (.66 cr hr); assignment for the supervision of three early childhood and/or elementary and one special education candidate.	Special
Larson, Connie	Continuing Education	N/A	\$1,590.00	State	08/24/15-12/22/15	N/A	CSL 449/549-W0 (2 cr hr)	Special
Loggins, Melanie	Language and Literature	N/A	\$4,770.00	State	08/21/15-12/22/15	N/A	ENG 260-01 (3 cr hr), ENG 260-02 (3 cr hr)	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Lutt, David	Educational Foundations and Leadership	N/A	\$1,853.00	State	08/21/15-12/22/15	N/A	EDU 454 (.50 cr hr), EDU 456 (.50 cr hr) and SPD 458/460 (1.33 cr hr); assignment for the supervision of one middle grade, one secondary and two special education candidates.	Special
Lutt, Robin	Continuing Education	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	PED 250-W0 (3 cr hr)	Special
Macacek, Darlene	Physical Sciences and Mathematics	N/A	\$4,770.00	State	08/21/15-12/22/15	N/A	MAT 121-01 (3 cr hr), MAT 121-02 (3 cr hr)	Special
Martin, Barry	Educational Foundations and Leadership	N/A	\$1,853.00	State	08/21/15-12/22/15	N/A	EDU 450/452 (1.33 cr hr) and EDU 456 (1 cr hr); assignment for the supervision of two early childhood and/or elementary and two K-12 candidates.	Special
Meier, Cheryl	Language and Literature	N/A	\$4,770.00	State	08/21/15-12/22/15	N/A	ENG 200-01 (3 cr hr), ENG 200-02 (3 cr hr)	Special
Mohl, Mary	Holland Academic Success Center	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	GST 105-02 (3 cr hr)	Special
Mohl, Mary	Physical Sciences and Mathematics	N/A	\$4,770.00	State	08/21/15-12/22/15	N/A	MAT 196-03 (3 cr hr) and MAT 196-04 (3 cr hr)	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Mohl, Mary	Holland Academic Success Center	N/A	\$173.00	State	08/24/15-08/28/15	N/A	Assignment for the preparation of GST 105 up to a maximum of 11.5 hours at a rate of \$15/hr.	Special
Nakayama, Shizuka	Language and Literature	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	MLC 110-03 (3 cr hr)	Special
Nicolas, Canes	Continuing Education	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	MUS 110-W0 (3 cr hr)	Special
Nicolas, Canes	Music	N/A	\$1,320.00	State	08/21/15-12/22/15	N/A	MUS 143/443 (1 cr hr) and MUS 124-02 (.66 cr hr)	Special
Niemann, Jill	Continuing Education	N/A	\$3,000.00	State	08/08/15-12/22/15	N/A	Assignment to mentor at the South Sioux City #12 Community of Learning.	Special
Oehlerking, Mary Anne	Continuing Education	N/A	\$3,758.00; \$3,000.00	State	08/24/15-12/22/15	N/A	EDU 652-LK (1.5 cr hr), EDU 658-LK (1.5 cr hr), SPD 611-LK (1.5 cr hr) and administrative duties assigned with Fremont #8 Community of Learning to a max of 200 hours at a rate of \$15/hr.	Special
Oeth, Anne	Continuing Education	N/A	\$795.00	State	08/24/15-12/22/15	N/A	SPD 450-W0 (1 cr hr)	Special
Parker, Karen	Computer Technology and Information Systems	N/A	\$795.00	State	08/25/15-09/24/15	N/A	CIS 231-01 (1 cr hr)	Special
Parker, Karen	Computer Technology and Information Systems	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	CIS 130-01 (3 cr hr)	Special

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Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Parker, Karen	Computer Technology and Information Systems	N/A	\$690.00	State	08/25/15-09/22/15	N/A	CIS 232-01 (1 cr hr); prorated	Special
Pattee, Jennifer	Educational Foundations and Leadership	N/A	\$1,193.00	State	08/21/15-12/22/15	N/A	SPD 354-01 (1.5 cr hr)	Special
Peters, Pamela	Educational Foundations and Leadership	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	SPD 433/533-01 (3 cr hr)	Special
Peterson, Paula	Continuing Education	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	EDU 409-SS80 (3 cr hr)	Special
Pickinpaugh, Jill	Continuing Education	N/A	\$2,505.00	State	08/24/15-12/22/15	N/A	EDU 698-W0 (3 cr hr)	Special
Pickinpaugh, Jill	Continuing Education	N/A	\$2,160.00	State	08/24/15-12/22/15	N/A	EDU 652-W0 (3 cr hr); prorated	Special
Pickinpaugh, Jill	Educational Foundations and Leadership	N/A	\$1,058.00	State	08/21/15-12/22/15	N/A	EDU 452 (1.33 cr hr); assignment for the supervision of two elementary candidates.	Special
Raab, Klaus	Language and Literature	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	GER 110-01 (3 cr hr)	Special
Rahn, Kelli	Continuing Education	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	EDU 406-SS80 (3 cr hr)	Special
Rittcher, Sonia	Continuing Education	N/A	\$4,770.00	State	08/24/15-12/22/15	N/A	EDU 250-W1 (3 cr hr), EDU 250-W2	Special
Roff, Tom	Continuing Education	N/A	\$3,758.00; \$3,000.00	State	08/24/15-12/22/15	N/A	EDU 652-LK (1.5 cr hr), EDU 658-LK (1.5 cr hr), SPD 611-LK (1.5 cr hr) and administrative duties assigned with Fremont #8 Community of Learning to a max of 200 hours at a rate of \$15 /hr.	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Rudloff, Beata	Educational Foundations and Leadership	N/A	\$525.00	State	08/21/15-12/22/15	N/A	EDU 452 (.66 cr hr); assignment for supervision of one elementary candidate.	Special
Rudloff, Beata	Continuing Education	N/A	\$3,758.00; \$3,000.00	State	08/24/15-12/22/15	N/A	EDU 652-LL (1.5 cr hr), EDU 658-LL (1.5 cr hr), SPD 611-LL (1.5 cr hr) and administrative duties assigned with Norfolk #3 Community of Learning to a max of 200 hours at a rate of \$15/hr.	Special
Saltsgiver, Theresa	Educational Foundations and Leadership	N/A	\$2,115.00	State	08/21/15-12/22/15	N/A	EDU 450/452 (2 cr hr) and SPD 458/460 (.66 cr hr); assignment for supervision of three elementary and one special education candidate.	Special
Schretenthaler, Leah	Art and Design	N/A	\$4,770.00	State	08/21/15-12/22/15	N/A	ART 102-07 (3 cr hr), ART 102-09 (3 cr hr)	Special
Schroeder, Catherine	Communication Arts	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	CNA 451-01 (3 cr hr)	Special
Sok, Paul	Health, Human Performance and Sport	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	PED 314-01 (3 cr hr)	Special
Spieker, Mollie	Communication Arts	N/A	\$4,770.00	State	08/21/15-12/22/15	N/A	CNA 101-02 (3 cr hr), CNA 101-03 (3 cr hr)	Special

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Spieker, Mollie	Communication Arts	N/A	\$1,665.00	State	08/21/15-12/22/15	N/A	Assignment to assist as the Performance Reservation Coordinator, up to a maximum of 111 hours at \$15/hr.	Special
Stortvedt, Colleen	Continuing Education	N/A	\$230.00	State	08/24/15-12/22/15	N/A	CSL 468/568-80 (1 cr hr); prorated	Special
Tillman, Krista	Continuing Education	N/A	\$5,010.00; \$1,950.00	State	08/24/15-12/22/15	N/A	EDU 603-SSLM/SSLN (2 cr hr) EDU 626-SSLM/SSLN (2 cr hr) and EDU 674-SSLM/SSLN (2 cr hr); additional assignment to assist with Community of Learning up to a max of 130 hours at a rate of \$15/hr.	Special
Tramontina, Peggy	Continuing Education	N/A	\$2,385.00	State	08/24/15-12/22/15	N/A	EDU 430-SS80 (3 cr hr)	Special
Tucker, Anne	Continuing Education	N/A	\$1,590.00	State	08/24/15-10/16/15	N/A	EDU 457/557-W0 (1 cr hr), EDU 457/557-W1 (1 cr hr)	Special
Tucker, Anne	Continuing Education	N/A	\$795.00	State	10/21/15-12/22/15	N/A	EDU 457/557-W2 (3 cr hr)	Special

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Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Tusha, Mary	Educational Foundations and Leadership	N/A	\$1,852.00	State	08/21/15-12/22/15	N/A	EDU 452 (1.33 cr hr), EDU 454 (.50 cr hr) and EDU 456 (.50 cr hr); assignment for the supervision of two elementary, one middle grade and one secondary candidate.	Special
Vander Weil, Zoe	Communication Arts	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	CNA 100-01 (3 cr hr)	Special
Varley, Kayla	Educational Foundations and Leadership	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	SPD 302-01 (3 cr hr)	Special
Vitters, Richard	Educational Foundations and Leadership	N/A	\$795.00	State	08/21/15-12/22/15	N/A	EDU 456 (1 cr hr); assignment for the supervision of two secondary candidates.	Special
Von Glan, Leroy	Art and Design	N/A	\$3,180.00; \$4,050.00	State	08/21/15-12/22/15	N/A	ART 351/451 (4 cr hr); assignment to assist as Studio Arts Tech up to a maximum of 270 hours at a rate of \$15/hr.	Special
Webb, Suzanne	Continuing Education	N/A	\$4,134.00	State	08/24/15-12/22/15	N/A	MUS 214-W0 (2.6 cr hr), MUS 214-W1 (2.6 cr hr)	Special
Weber, Bradley	Music	N/A	\$3,951.00	State	08/21/15-12/22/15	N/A	MUS 110-06 (3 cr hr), MUS 128/328 (1.32 cr hr), MUS 136-01 (.65 cr hr)	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Wayne State College
MEETING DATE: November 13, 2015

Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Weber, Bradley	Music	N/A	\$1,530.00	State	08/21/15-12/22/15	N/A	Assignment to assist with Marching Band, up to a maximum of 102 hours at a rate of \$15/hr.	Special
Weinandt, Dawn	Counseling	N/A	\$2,088.00	State	08/24/15-12/22/15	N/A	CSL 662 (2.5 cr hr); supervision of five practicum students.	Special
White, Michael	Communication Arts	N/A	\$7,155.00	State	08/21/15-12/22/15	N/A	CNA 100-07 (3 cr hr), CNA 100-09 (3 cr hr), CNA 100-10 (3 cr hr)	Special
Whitt, Joseph	Communication Arts	N/A	\$4,770.00	State	08/21/15-12/22/15	N/A	CNA 100-HN06 (3 cr hr) and CNA 467-01 (3 cr hr)	Special
Widner, Jennifer	Educational Foundations and Leadership	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	EDU 341-01 (3 cr hr)	Special
Wieser, Janet	Educational Foundations and Leadership	N/A	\$3,173.00	State	08/21/15-12/22/15	N/A	EDU 452 (3.33 cr hr) and SPD 458/456 (.66 cr hr); assignment for the supervision of five elementary and one special education candidate.	Special
Wilke, Kathy	Educational Foundations and Leadership	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	EDU 423-01 (3 cr hr)	Special
Wriedt, Jeannine	Physical Sciences and Mathematics	N/A	\$2,385.00	State	08/21/15-12/22/15	N/A	MAT 105-03 (3 cr hr)	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Wayne State College
MEETING DATE: November 13, 2015

Non-Ranked Faculty (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Wulf, Jerad	Continuing Education	N/A	\$3,758.00; \$3,000.00	State	08/24/15- 12/22/15	N/A	EDU 652-LL (1.5 cr hr), EDU 658-LL (1.5 cr hr), SPD 611-LL (1.5 cr hr) and administrative duties assigned with Norfolk #3 Community of Learning to a max of 200 hours at a rate of \$15/hr.	Special
Zach, Angela	Educational Foundations and Leadership	N/A	\$2,385.00	State	08/21/15- 12/22/15	N/A	SPD 302-03 (3 cr hr)	Special
Zavadil, Dennis	Physical Sciences and Mathematics	N/A	\$4,770.00	State	08/21/15- 12/22/15	N/A	MAT 105-02 (3 cr hr), MAT 110-01 (3 cr hr)	Special
Zediker, Heather	Continuing Education	N/A	\$2,385.00	State	08/24/15- 12/22/15	N/A	EDU 432-SS80 (3 cr hr)	Special

Unionized Professional Staff (Full-Time/.75 FTE or More)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Brandow, Jennifer	Assistant to the Dean	N/A	\$42,000.00; prorated \$36,000.00	State	08/24/15- 06/30/16	1.0	New appointment, replaced Janel Kramer	Special
Cleary, Joseph	Assistant Coach	N/A	\$33,000.00; prorated \$29,465.00	State	08/11/15- 06/30/16	1.0	New Appointment	Special
Davis, Terrance	Assistant Director - Residence Life	N/A	\$500.00	Revenue Bond	06/12/15- 07/25/15	N/A	Compensation for serving as on-site coordinator to work with the Launch staff.	Special

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Wayne State College
MEETING DATE: November 13, 2015

Unionized Professional Staff (Full-Time/.75 FTE or More)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Driskell, Sandra	Director of TRiO	N/A	\$52,992.00	Grant	09/01/15-08/31/16	1.0	Contract Renewal	Specific
Keino, Leah	Counseling	N/A	\$835.00	State	08/24/15-12/22/15	N/A	CSL 662 (2 cr hr); supervision of two practicum students.	Special
Kreikemeier, Kaleb	Admissions Representative	N/A	\$31,000.00; prorated \$23,603.00	State	09/28/15-06/30/16	1.0	New appointment, replaced Erin Polacek	Special
McCawley, Paul	Athletics	N/A	\$1,080.00	State	07/01/15-08/12/15	N/A	Assignment to supervise varsity weight room, up to a maximum of 120 hours at a rate of \$9/hr.	Special
Miles, James	Assistant Coach	N/A	\$35,000; prorated \$31,945.00	State	08/04/15-06/30/16	1.0	New appointment, replaced Scott McLaughlin	Special
Potosnyak, Charles	Learning Skills Specialist	N/A	\$34,419.00	Grant	09/01/15-08/31/16	.80	Contract Renewal	Specific
Utecht, Lori	Learning Skills Specialist	N/A	\$35,020.00	Grant	09/01/15-08/31/16	.75	Contract Renewal	Specific
Vick Sr., Ron	Counseling Center	N/A	\$795.00	State	08/24/15-10/16/15	N/A	CSL 105-01 (1 cr hr)	Special
Vick Sr., Ron	Counseling Center	N/A	\$795.00	State	10/21/15-12/22/15	N/A	CSL 105-02 (1 cr hr)	Special
Woehler, Kara	Learning Skills Specialist	N/A	\$34,512.00	Grant	09/01/15-08/31/16	.80	Contract Renewal; Title Change; Change in FTE from .917 to .80.	Specific

Non-Unionized Professional Staff (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Jozaites, Jason	Graduate Assistant	N/A	\$5,800.00 + 18 hours tuition waiver	State	08/03/15-09/18/15	N/A	Resignation	N/A

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
COLLEGE: Wayne State College
MEETING DATE: November 13, 2015

Non-Unionized Professional Staff (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Sabir, Abdullah	Graduate Assistant	N/A	\$5,800.00 + 18 hours tuition waiver	State	08/10/15-05/11/16	N/A	Appointment	Special

Unionized Support Staff (Full-Time/.75 FTE or More)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Adkins, Kelly	Custodian	N/A	\$1,901.00/mo.	Revenue Bond	04/26/10-09/23/15	1.0	Resignation	N/A
Brandow, Jennifer	Office Assistant II	N/A	\$2,045.25/mo.	State	02/03/11-08/23/15	1.0	Resignation	N/A
Christiansen, Katie	Accounting Clerk III	N/A	\$2,416.67/mo.	State	07/22/15-08/13/15	1.0	Resignation	N/A
DeLano, Kelsey	Accounting Clerk III	N/A	\$2,300.00/mo.	State	09/08/15	1.0	New Hire, replaced Katie Christiansen	
Dolan, Kristen	Office Assistant II	N/A	\$2,185.25/mo.	State	09/16/13-08/20/15	1.0	Resignation	N/A
Jorgensen, Stephanie	Office Assistant II	N/A	\$2,026.17/mo.	Grant	09/01/15	.917	Appointment renewal; Change in FTE from 1.0 to .917.	N/A
Myers, Roger	Custodian	N/A	\$1,789.67/mo.	Revenue Bond	08/03/15	1.0	New Hire replaced, Janet Roeber	Probationary
Tracy, Gunner	Security Officer II	N/A	\$2,147.67/mo.	State /Revenue Bond	08/11/15	1.0	New Hire, replaced Daniel Foote	Probationary

Non-Unionized Support Staff (Full-Time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Kubik, Kelsey	Office Assistant II	N/A	\$1,892.58/mo.	State	09/17/15	1.0	New Appointment	Probationary

REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR
 NEBRASKA STATE COLLEGE SYSTEM OFFICE
 MEETING DATE: November 13, 2015

NON-UNIONIZED PROFESSIONAL STAFF (FULL TIME/.75 FTE OR MORE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Melton, Angela	Director of Systemwide Risk Management and Compliance	NA	\$75,000 Prorated \$58,523	State	9/21/15-6/30/16	1.00	New Appointment	Special
Vogt, Kara	Human Resources Specialist	NA	\$18,025	State	11/1/15-6/30/16	1.00	Increase in FTE	Special

Attachment: SO Personnel Report November 2015 (1605 : Reports of Personnel Actions)

**ITEMS FOR INFORMATION AND DISCUSSION\STUDENT AFFAIRS, MARKETING,
AND ENROLLMENT**

November 13, 2015

INFORMATION ONLY: NSCS Counselor Tour Update

The 2015 NSCS Counselor Tour was held during the week of September 21 with tour stops at Wayne State College, LaVista (Omaha), Lincoln, Kearney and Scottsbluff. Lisa Stein (CSC), Heath Christiansen (PSC), Kevin Halle (WSC) and Vice Chancellor Tande provided College and System updates to over 100 school counselors.

As in the past, the counselors were provided breakfast or lunch, depending on the time of the tour presentation. Display tables for each of the Colleges were set up with materials available for counselors to gather and take back to their schools. Information about the Board of Trustees' Scholarship and the Governor's Opportunity Award was also provided. Numerous counselors indicated that changing the application process for these two scholarships was helpful to their students. The counselors asked a variety of questions about available scholarships, athletics, residence halls, and the NSCS Advantage program.

While the attendance was less than last year, the evaluations completed by the counselors in attendance indicated that they appreciate the face-to-face interaction and being able to ask questions. Next year, it is likely that one or two sessions will be conducted via distance technology in order to reach counselors unable to travel to one of the face-to-face sites.

Admissions personnel will also host a similar "college update" session at the statewide conference held by the Nebraska State Counselors Association in November.

ITEMS FOR INFORMATION AND DISCUSSION\STUDENT AFFAIRS, MARKETING, AND ENROLLMENT

November 13, 2015

INFORMATION ONLY: **Summer Enrollment Reports**

Summer enrollment reports from each of the Colleges are provided to the Board for information.

The enrollment reports for Summer 2015 submitted by the Colleges have been summarized below. Systemwide enrollment increased for the 2015 summer session to 1,367 FTE (4.67%). Listed below is a breakdown of the enrollment changes by College.

	2014 FTE Enrollment	2015 FTE Enrollment	%Change
Chadron	501	504	0.73%
Peru	323	331	2.59%
Wayne	482	532	10.4%
System Total	1,306	1,367	4.67%

Listed below is an analysis of full-time students, undergraduate students, on-campus students, and resident students for Summer 2015.

	% of Full-Time Students (Headcount)	% of Undergraduate Students (Headcount)	% of On-Campus Students (Headcount)	% of In-State Students (Headcount)
Chadron	11%	53%	6%	56%
Peru	67%	57%	7%	72%
Wayne	15%	53%	27%	85%
2015 System Average	26%	54%	14%	71%
2014 System Average	24%	57%	15%	72%

ATTACHMENTS:

- CSC Summer 2015 Enrollment Report (PDF)
- PSC Summer 2015 Enrollment Report (PDF)
- WSC Summer 2015 Enrollment Report (PDF)

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

TERM: Summer 2015

Type of Instruction	Headcount		Percent Change	Full Time	Part Time	FTE	FTE
	2014	2015				2014	2015
Lower Division	257	276	7.39%	11	265	79	82
Upper Division	465	424	-8.82%	40	384	175	165
Graduate Division	606	609	0.50%	91	518	246	257
TOTALS	1,328	1,309	-1.43%	142	1,167	501	504
						Change in FTE	Percent Change
						4	0.73%
Class Location*	Headcount		Percent Change	Full Time	Part Time	FTE	FTE
	2014	2015				2014	2015
On-Campus Students							
Undergrads	23	29	26%	4	25	12	12
Graduates	10	53	430%	9	44	4	24
TOTALS	33	82	148%	13	69	16	36
Off-Campus Students							
Undergrads	699	671	-4%	47	624	242	235
Graduates	596	556	-7%	82	474	242	233
TOTALS	1,295	1,227	-5%	129	1,098	484	468
*Class Location is determined by course format. "On-campus" students are taking at least one face-to-face course. "Off-Campus" students are taking courses through other delivery formats, including online and additional location courses.							
Resident Status	Headcount		Percent Change	Full Time	Part Time	FTE	FTE
	2014	2015				2014	2015
Resident Students							
Undergrads	435	390	-10%	19	416	147	131
Graduates	357	345	-3%	50	307	146	143
TOTALS	792	735	-7%	69	723	293	274
Non-Resident Students							
Undergrads	287	310	8%	22	265	107	117
Graduates	249	264	6%	24	225	100	113
TOTALS	536	574	7%	46	490	207	230

Attachment: CSC Summer 2015 Enrollment Report (1613 : Summer Enrollment Reports)

END OF TERM ENROLLMENT REPORT (UNDUPLICATED HEADCOUNT)
PERU STATE COLLEGE
 TERM: 2015 SUMMER

Type of Instruction	Headcount		Percent Change	Full Time	Part Time	FTE 2014	FTE 2015
	2014	2015					
Lower Division	205	108	-47%	59	49	67	38
Upper Division	310	365	18%	224	141	124	135
Graduate Division	291	353	21%	271	82	132	159
TOTALS	806	826	2%	554	272	323	331
						Change in FTE	Percent Change
						8	2.59%
Class Location	Headcount		Percent Change	Full Time	Part Time	FTE 2014	FTE 2015
	2014	2015					
On-Campus Students							
Undergrads	20	60	200%	31	29	7	21
Graduates	0	0	N/A	0	0	0	0
TOTALS	20	60	200%	31	29	7	21
Off-Campus Students							
Undergrads	497	406	-18%	253	153	183	151
Graduates	289	360	25%	275	85	128	162
TOTALS	786	766	-3%	528	238	311	313
Resident Status	Headcount		Percent Change	Full Time	Part Time	FTE 2014	FTE 2015
	2014	2015					
Resident Students							
Undergrads	372	317	-15%	190	127	136	116
Graduates	212	279	32%	215	64	94	126
TOTALS	584	596	2%	405	191	230	242
Non-Resident Students							
Undergrads	145	149	3%	94	55	54	56
Graduates	77	81	5%	60	21	35	36
TOTALS	222	230	4%	154	76	89	91

*Totaling errors may occur as a result of rounding

END OF TERM ENROLLMENT REPORT
WAYNE STATE COLLEGE
 TERM: 2015 SUMMER (UNDUPLICATED)

Type of Instruction	Headcount		Percent Change	Full Time	Part Time	FTE	FTE
	2014	2015				2014	2015
Lower Division	153	192	25%	7	185	47	60
Upper Division	550	497	-10%	59	438	195	190
Graduate Division	549	612	11%	128	484	240	282
TOTALS	1,252	1,301	4%	194	1,107	482	532
						Change in FTE	Percent Change
						50	10.4%
Class Location	Headcount		Percent Change	Full Time	Part Time	FTE	FTE
	2014	2015				2014	2015
On-Campus Students							
Undergrads	347	309	-11%	47	262	137	129
Graduates	54	42	-22%	15	27	32	26
TOTALS	401	351	-12%	62	289	169	155
Off-Campus Students							
Undergrads	356	380	7%	19	361	105	121
Graduates	495	570	15%	113	457	208	256
TOTALS	851	950	12%	132	818	313	377
Resident Status	Headcount		Percent Change	Full Time	Part Time	FTE	FTE
	2014	2015				2014	2015
Resident Students							
Undergrads	627	598	-5%	59	539	215	219
Graduates	445	513	15%	99	414	189	232
TOTALS	1,072	1,111	4%	158	953	404	451
Non-Resident Students							
Undergrads	76	91	20%	7	84	27	31
Graduates	104	99	-5%	29	70	51	50
TOTALS	180	190	6%	36	154	78	81

**ITEMS FOR INFORMATION AND DISCUSSION\STUDENT AFFAIRS, MARKETING,
AND ENROLLMENT**

November 13, 2015

INFORMATION ONLY: Board of Trustees Scholarship Acceptance Report

The Board of Trustees Scholarships are merit-based scholarships that are awarded annually to graduating seniors who score a 25 or above on the ACT. Recipients must be Nebraska residents. The number of scholarships available to each College is calculated from the full-time equivalent enrollment from the previous fall semester. The Colleges are required to report to the Board the number of scholarships offered and the number actually in effect. The Board of Trustees Scholarship report for Fall 2015 indicates that the total number of scholarships actually in effect has increased from the Fall 2014 report.

The Board of Trustees Scholarship acceptance report is provided to the Board for information.

ATTACHMENTS:

- BOT Scholarship Acceptance Report (PDF)

Board of Trustees Scholarship Acceptance Report for Information Only

Board Policy 3400 requires the Colleges to report the number of Board of Trustees Scholarships offered to entering freshmen, and the actual number in effect for each academic class (freshmen, sophomore, junior and senior). The colleges have reported the following for 2015-16. Also included are the numbers from 2014-15 for comparison purposes.

	Chadron		Peru		Wayne		System Totals	
	(14-15)	15-16	(14-15)	15-16	(14-15)	15-16	(14-15)	15-16
BOT Scholarships offered entering Freshmen	59	61	37	61	46	72	142	194
Dollars being expended on entering Freshmen	\$222,705	\$183,456	\$99,968	\$126,464	\$121,800	\$120,105	\$444,473	\$430,025
BOT scholarships used by:*								
Freshmen	49	39	22	28	29	26	100	93
Sophomores	28	(-15) 34	21	(-1) 21	25	(-1) 28	74	83
Juniors	25	(-13) 15	7	(+1) 22	31	(+2) 27	63	64
Seniors	8	(-9) 16	9	(-1) 6	27	(-2) 29	44	51
Total BOT scholarships used	110	104	59	77	112	110	281	291
Total Dollars being expended on BOT scholarships	\$499,950	\$503,328	\$268,096	\$325,888	\$438,200	\$466,650	\$1,206,246	\$1,295,866
Maximum number of BOT scholarships authorized	100	104	89	88	120	120	309	312

*For Peru State the numbers reported by grade level are based upon the number of academic years the student has used the scholarship, not grade level based upon credit completion standing.

**ITEMS FOR INFORMATION AND DISCUSSION\STUDENT AFFAIRS, MARKETING,
AND ENROLLMENT**

November 13, 2015

INFORMATION ONLY: NSCS Advantage Report

The Nebraska State College System Advantage program serves students, area communities, and Nebraska by guaranteeing that students who receive federal Pell Grants and enroll as first time freshmen will pay no tuition at Chadron, Peru and Wayne State Colleges.

The award is limited to a maximum of 16 credit hours per semester. The award is not available for transfer students.

The Advantage program is an important financial aid program for students enrolled at the Colleges. System office employees distribute an Advantage program brochure to students, parents, and high school counselors at numerous events conducted throughout the year. The brochure is available in English and Spanish.

ITEMS FOR INFORMATION AND DISCUSSION/FISCAL, FACILITIES, AND AUDIT

November 13, 2015

***INFORMATION ONLY:* Remission Fund Award Report by Category**

In accordance with the Board's Tuition Remissions Policy 3400, the Colleges have provided the Chancellor with a summary of the remission funds awarded by category. Remissions are permitted by the state, allowing the NSCS to collect either no tuition or reduced tuition from students meeting specific criteria that are approved by the Board. The categories approved by the Board are spelled out in Board Policy 3400.

ITEMS FOR INFORMATION AND DISCUSSION/FISCAL, FACILITIES, AND AUDIT

November 13, 2015

***INFORMATION ONLY:* Special Tuition Rate Reports**

Annually the Colleges prepare a report for the System Office on student participation in special tuition rate programs. These include the Chadron State Eagle Rate, Peru State One Rate Any State, Wayne State Bridge, Non-Resident Scholars, and the Dual Enrollment programs. Further information will be provided at the meeting.

ITEMS FOR INFORMATION AND DISCUSSION/FISCAL, FACILITIES, AND AUDIT

November 13, 2015

INFORMATION ONLY: Physical Plant Status Reports

The Physical Plant Status Reports from each of the Colleges are provided to the Board for information.

ATTACHMENTS:

- CSC Physical Plant Report (PDF)
- WSC Physical Plant Report (PDF)
- PSC Physical Plant Report (PDF)

PHYSICAL PLANT STATUS REPORT (July-September 2015)		
College: Chadron State College		Meeting Date: 11/13/15
Project Description	Status	Fund Source
LB 309 Projects		
Campus Utility Metering	Substantially Complete	LB 309
Memorial Hall Design Elevator Upgrades	Complete	LB 309
NPAC Design Elevator Upgrades	Complete	LB 309
Memorial Hall Elevator Upgrades	Substantially Complete	LB 309
NPAC Elevator Upgrades	Substantially Complete	LB 309
Contingency Maintenance Projects		
Andrews Hall Sprinkler System	Funded	Contingency Maintenance
Brooks Hall Repairs	Complete	Contingency Maintenance
Campus Energy Monitoring	Substantially Complete	Contingency Maintenance
Crites Hall Repair/Replace Front Steps	In Progress	Contingency Maintenance
Eagle Ridge Housing IT Data Wiring/TV Cable Install	Complete	Contingency Maintenance
High Rise Shower Upgrade/Renovation	In Progress	Contingency Maintenance
High Rise Gold Room Repairs	In Progress	Contingency Maintenance
Kent Hall Sprinkler System	Funded	Contingency Maintenance
Mechanical Room Upgrades	In Progress	Contingency Maintenance
Revenue Bond Buildings Asbestos Abatement	In Progress	Contingency Maintenance
Revenue Bond Buildings Flooring Replacement	In progress	Contingency Maintenance
Revenue Bond Buildings Furnishings Furnishings	In Progress	Contingency Maintenance
West Court Demolition	In Progress	Contingency Maintenance
Other Capital Construction Projects (Include all projects using non-state or state funds that do not "fit" into any of the other categories)		
Rangeland Lab Facility Design/Construction	Substantially Complete	State Building Funds

PHYSICAL PLANT STATUS REPORT

As of September 30, 2015

College: Wayne State College

Meeting Date: November 13, 2015

LB 309 Projects		
Project Description	Status	Fund Source
Gardner Hall Roof Design and Replacement	In Progress	LB309
Stadium Steam Pipe Analysis	In Design	LB309
Revenue Bond Projects		
Project Description	Status	Fund Source
Contingency Maintenance Projects		
Project Description	Status	Fund Source
Morey Windows/Gutters	In Progress	Contingency Maint.
Student Center Fire Alarm Upgrade	In Progress	Contingency Maint.
Student Center – South Roof Replacement	In Progress	Contingency Maint.
Bowen Hall Renovation	Programming	Contingency Maint.
Other Capital Construction Projects		
(Include all projects using non-state or state funds that do not “fit” into any of the other categories)		
Project Description	Status	Fund Source
U.S. Conn Library Renovation	In Progress	Gen./Cash/LB 309/ Cap Impr Fees/ WS Foundation
Lindahl Drive Improvements	In Progress	Cash/Cap Impr Fees
Carhart Renov – Phase III	In Progress (art work)	Cash/LB 309/ WS Foundation
Peterson Fine Arts Humidification	In Progress	Cap Impr Fees
Radio Tower Replacement	In Design	Cap Impr Fees
Stadium Press Box	Programming Complete	Cap Impr Fees/ WS Foundation
Intramural Field Lighting	Complete	Sports Facility Cash
Benthack Hall Renovation	Programming	Cash

PHYSICAL PLANT STATUS REPORT

College: Peru State College

Meeting Date: November 13, 2015

Project Description	Status	Fund Source
LB 309 Projects		
Campus Utility Metering	In Progress	LB 309
TJ Majors Renovations	In Progress	LB309
Intruder Lock Project	Complete	LB309
AWAC Walkway	In Progress	LB309
TJ Majors Restrooms	Pending	LB309
Hoyt Science Hall HVAC Controls	In Progress	LB309
LB 1100 Projects		
LB 605 Projects		
Revenue Bond Projects		
Contingency Maintenance Projects		
Delzell Hall-Window Phase 1	Complete	Contingency Maintenance
Delzell Hall & Student Center Repairs	In Progress	Contingency Maintenance
R&R Equipment Infrastructure*	In Progress	Contingency Maintenance
R&R Furnishings	In Progress	Contingency Maintenance
Food Service Equipment	In Progress	Contingency Maintenance
Other Capital Construction Projects		
(Include all projects using non-state or state funds that do not "fit" into any of the other categories)		
Park Avenue Campus Entrance	In Progress	Foundation Capital Improvement Fees
Oak Bowl Renovations*	In Progress	State Appropriation Foundation Capital Improvement Fees Sport Facilities Cash Funds
TJ Majors Renovations	In Progress	Capital Improvement Fees

*Includes Athletic Field House.

Attachment: PSC Physical Plant Report (1631 : Physical Plant Status Reports)

ITEMS FOR INFORMATION AND DISCUSSION FISCAL, FACILITIES, AND AUDIT

November 13, 2015

INFORMATION ONLY: **Capital Construction Quarterly Reports**

As required by Board Policy 8050, capital construction quarterly reports for construction projects from each of the Colleges are provided to the Board for information.

Chadron

1. Armstrong Gym Phase I - Interim report
2. Eagle Ridge Housing - Final report
3. Rangeland Lab Building - Interim report

Peru

1. Oak Bowl Renovation - Interim report
2. Park Avenue Campus Entrance - Interim report
3. TJ Majors Renovation - Interim report

Wayne

1. Carhart Renovation, Phase III - Interim report
2. Lindahl Drive Improvements - Interim report
3. U.S. Conn Library Renovation - Interim report

ATTACHMENTS:

- CSC Capital Construction Quarterly Report--Armstrong (PDF)
- CSC Capital Construction Quarterly Report-Eagle Ridge (PDF)
- CSC Capital Construction Quarterly Report--Rangeland Lab Building (PDF)
- PSC Capital Construction Quarterly Report-Oak Bowl (PDF)
- PSC Capital Construction Quarterly Report-Park Avenue (PDF)
- PSC Capital Construction Quarterly Report-TJ Majors (PDF)
- WSC Capital Construction Quarterly Report-Carhart (PDF)
- WSC Capital Construction Quarterly Report-Lindahl Drive (PDF)
- WSC Capital Construction Quarterly Report-US Conn Library (PDF)

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT			
As of September 30, 2015			
College: Chadron State College		Meeting Date: November 13, 2015	
Project Information	Project Title:	Armstrong Gymnasium - Phase I	
	Program Number:		
	Professional Consultant:	Leo A. Daly Architects	
	General Contractor:		
	Net Square Footage: 99,782	Gross Square Footage: 114,749	
	Bid Opening Date		
	Notice of Proceed Date		
	Estimated Completion Date		
	Final Acceptance Date		
Project Dates	Professional Consultants:	Leo A. Daly Architects	
	Needs Statement		
	Program Statement	6/23/2006	
	Professional Services Contract	1/27/2012	
	Bonds Sold		
	Preliminary Plans		
	Design Development		
	CM @ Risk Contract	8/13/2012	
	Substantial Completion		
	Final Completion		
Report Information	Status	Initial Report:	9/6/2012
		Interim Report: X	
		Final Report:	
Financial Information			
State Buildings	State Funds	\$6,700,000.00	
	Federal Funds	\$0.00	
	LB 309 Funds	\$1,320,000.00	
	Cash Funds	\$3,000,000.00	
	Capital Imp. Fee Commitment	\$1,400,000.00	
	Other	\$4,722,946.00	
	Total Available	\$17,142,946.00	
Revenue Bond Buildings	Bonds Sold		
	Costs of Issuance/Reserves		
	Balances of Proceeds		
Revenue Sources for Construction	1. Bond Proceeds		
	2. Interest Earnings		
	3. Other		
	Total Available		
Expenditure Information			
	Proposed Budget	Expended to Date	Balance
Program Planning	\$44,000.00	\$44,000.00	\$0.00
Professional Fees & Reimb.	\$1,368,694.00	\$1,368,694.00	\$0.00
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$14,866,039.00	\$14,866,039.00	\$0.00
2. Fixed Equipment			
3. Sitework/Utilities			
Furnishings/Moveable Equip.	\$750,000.00	\$747,526.27	\$2,473.73
Contingency	\$268,406.00	\$114,213.00	\$154,193.00
Artwork			\$0.00
Other Items			
1. Special/Tech. Equipment			\$0.00
2. Asbestos Abatement			\$0.00
3. Signage			\$0.00
4. Venetian Blinds			\$0.00
Change Orders	-\$154,193.00		-\$154,193.00
TOTALS	\$17,142,946.00	\$17,140,472.27	\$2,473.73

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT			
As of September 30, 2015			
College: Chadron State College		Meeting Date: November 13, 2015	
Project Information	Project Title:	Eagle Ridge Housing	
	Program Number:		
	Professional Consultant:	Bahr Vermeer and Haecker	
	General Contractor:		
	Net Square Footage: 21,610	Gross Square Footage: 27,705	
	Bid Opening Date		
	Notice of Proceed Date		
	Estimated Completion Date		
	Final Acceptance Date		
Project Dates	Professional Consultants:	Bahr Vermeer and Haecker	
	Needs Statement		
	Program Statement	5/1/2012	
	Professional Services Contract	2/28/2012	
	Bonds Sold		
	Preliminary Plans		
	Design Development	1/15/2013	
	CM @ Risk Contract	11/9/2012	
	Substantial Completion	8/14/2014	
	Final Completion	6/24/2015	
Report Information	Status	Initial Report:	3/14/2013
		Interim Report:	
		Final Report: X	11/12/2015
Financial Information			
State Buildings	State Funds--LB No:605	\$0.00	
	Federal Funds	\$0.00	
	LB 309 Funds	\$0.00	
	Cash Funds	\$0.00	
	Capital Imp. Fee Commitment	\$0.00	
	Other	\$62,550.00	
	Total Available	\$0.00	
Revenue Bond Buildings	Bonds Sold	\$0.00	
	Costs of Issuance/Reserves	\$0.00	
	Balances of Proceeds	\$0.00	
Revenue Sources for Construction	1. Bond Proceeds	\$6,132,923.00	
	2. Interest Earnings	\$118,248.00	
	3. Other	\$0.00	
	Total Available	\$6,313,721.00	
Expenditure Information			
	Proposed Budget	Expended to Date	Balance
Program Planning	\$51,300.00	\$51,300.00	
Professional Fees & Reimb.	\$439,000.00	\$439,000.00	\$0.00
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$5,299,203.00	\$5,299,203.00	\$0.00
2. Fixed Equipment	\$0.00		\$0.00
3. Sitework/Utilities	\$528,341.00	\$528,341.00	\$0.00
Furnishings/Moveable Equip.			\$0.00
Contingency	\$103,317.00	\$103,317.00	\$0.00
Artwork			\$0.00
Other Items			
1. Special/Tech. Equipment			
2. Asbestos Abatement			\$0.00
3. Signage			\$0.00
4. Venetian Blinds			\$0.00
Change Orders			
TOTALS	\$6,421,161.00	\$6,421,161.00	\$0.00

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT as of September 30, 2015			
College: Chadron State College		Meeting Date: November 13, 2015	
Project Information	Project Title:	Rangeland Lab Building	
	Program Number:		
	Professional Consultant:	Bahr Vermeer and Haecker	
	General Contractor:		
	Net Square Footage: 24,905	Gross Square Footage: 12,240	
	Bid Opening Date		
	Notice of Proceed Date		
	Estimated Completion Date		
Final Acceptance Date			
Project Dates	Professional Consultants:	Bahr Vermeer and Haecker	
	Needs Statement	(enter dates)	
	Program Statement	11/6/2002	
	Professional Services Contract	10/14/2013	
	Bonds Sold		
	Preliminary Plans		
	Design Development	8/26/2011	
	CM @ Risk Contract	5/30/2014	
	Substantial Completion		
Final Completion			
Report Information	Status	Initial Report:	9/6/2012
		Interim Report: X	
		Final Report:	
Financial Information			
State Buildings	State Funds	\$3,696,470.00	
	Federal Funds	\$0.00	
	LB 309 Funds	\$0.00	
	Cash Funds	\$0.00	
	Capital Imp. Fee Commitment	\$0.00	
	Other	\$107,375.00	
	Total Available	\$3,803,845.00	
Revenue Bond Buildings	Bonds Sold		
	Costs of Issuance/Reserves		
	Balances of Proceeds		
Revenue Sources for Construction	1. Bond Proceeds		
	2. Interest Earnings		
	3. Other		
	Total Available	\$3,803,845.00	
Expenditure Information			
	Proposed Budget	Expended to Date	Balance
Program Planning			
Professional Fees & Reimb.	\$170,810.00	\$164,970.00	\$5,840.00
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$3,621,034.00	\$2,862,620.00	\$758,414.00
2. Fixed Equipment	\$0.00		\$0.00
3. Sitework/Utilities	\$0.00	\$0.00	\$0.00
Furnishings/Moveable Equip.			\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Artwork			\$0.00
Other Items			
1. Special/Tech. Equipment			
2. Asbestos Abatement			\$0.00
3. Signage			\$0.00
4. Venetian Blinds			\$0.00
Change Order #1	-\$85,486.00	\$0.00	-\$85,486.00
Change Order #2	\$97,487.00		\$97,487.00
TOTALS	\$3,803,845.00	\$3,027,590.00	\$776,255.00

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
as of September 30, 2015

College: Peru State College		Meeting Date: November 13, 2015		
Project Information	Project Title:	Oak Bowl Renovation		
	Program Number:	997		
	Professional Consultant:	DLR Group		
	General Contractor:	Kiewit Building Group, Inc.		
	Current Net Square Footage:	Current Gross Square Footage:		
	Addition Net:	Addition Gross:		
	Renovation Net:	Renovation Gross:		
	Bid Opening Date			
Notice to Proceed Date				
Estimated Completion Date				
Final Acceptance Date				
Project Dates	Professional Consultants:			
	Needs Statement			
	Program Statement	3/25/2011		
	Professional Services Contract			
	Bonds Sold			
	Preliminary Plans			
	Design Development	5/11/2012		
	Construction Contract	9/19/2012		
Substantial Completion				
Final Completion				
Report Information	Status	Initial Report:		
		Interim Report: X Final Report:		
Financial Information				
State Buildings	State Funds--LB No: 968	\$7,500,000.00		
	Federal Funds			
	LB 691 Funds	\$300,000.00		
	LB 309 Funds			
	Cash Funds			
	Capital Imp. Fee Commitment	\$770,000.00		
	Other-Peru State College Foundation	\$800,000.00		
Total Available	\$9,370,000.00			
Revenue Bond Buildings	Bonds Sold			
	Costs of Issuance/Reserves			
	Balances of Proceeds			
Revenue Sources for Construction	1. Bond Proceeds Series 2011			
	2. Interest Earnings			
	4. Other			
	Total Available			
Expenditure Information				
	Proposed Budget	Expended to Date	Balance	
Program Planning				
Professional Fees	\$1,765,000.00	\$1,645,459.50	\$119,540.50	
Life Cycle Cost Analysis				
Construction				
1. General, Mech., Elec.	\$7,205,738.71	\$6,963,122.85	\$242,615.86	
2. Fixed Equipment	\$20,000.00	\$20,000.08	-\$0.08	
3. Sitework/Utilities	\$71,435.29	\$26,327.29	\$45,108.00	
Furnishings/Moveable Equip.	\$75,000.00	\$73,530.40	\$1,469.60	
Contingency			\$0.00	
Artwork	\$82,826.00	\$81,215.00	\$1,611.00	
Other Items				
1. Construction Administration	\$150,000.00	\$140,084.88	\$9,915.12	
2. Relocation Costs				
Change Orders				
1				
2				
TOTALS	\$9,370,000.00	\$8,949,740.00	\$420,260.00	

Attachment: PSC Capital Construction Quarterly Report-Oak Bowl (1632 : Capital Construction Quarterly Reports)

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
as of September 30, 2015

College: Peru State College		Meeting Date: November 13, 2015		
Project Information	Project Title:	Park Avenue Campus Entrance		
	Program Number:	938		
	Professional Consultant:	Clark Enersen Partners		
	General Contractor:			
	Current Net Square Footage:	Current Gross Square Footage:		
	Addition Net:	Addition Gross:		
	Renovation Net:	Renovation Gross:		
	Bid Opening Date		3/13/2015	
Notice to Proceed Date				
Estimated Completion Date		10/31/2015		
Final Acceptance Date				
Project Dates	Professional Consultants:			
	Needs Statement			
	Program Statement		11/6/2014	
	Professional Services Contract		12/11/2014	
	Bonds Sold			
	Preliminary Plans			
	Design Development			
	Construction Contract			
Substantial Completion				
Final Completion				
Report Information	Status			
		Initial Report:		
		Interim Report: X		
		Final Report:		
Financial Information				
State Buildings	State Funds--LB No: 968			
	Federal Funds		\$250,000.00	
	LB 309 Funds			
	Cash Funds			
	Capital Imp. Fee Commitment		\$250,000.00	
	Other-Peru State College Foundation		\$2,130,000.00	
	Other-City of Peru		\$70,000.00	
	Total Available		\$2,700,000.00	
Revenue Bond Buildings	Bonds Sold			
	Costs of Issuance/Reserves			
	Balances of Proceeds			
Revenue Sources for Construction	1. Bond Proceeds Series 2011			
	2. Interest Earnings			
	4. Other			
	Total Available			
Expenditure Information				
	Proposed Budget	Expended to Date	Balance	
Program Planning				
Professional Fees	\$174,953.00	\$181,938.63	-\$6,985.63	
Life Cycle Cost Analysis				
Construction				
1. General, Mech., Elec.				
2. Fixed Equipment				
3. Sitework/Utilities	\$2,484,487.00	\$544,566.69	\$1,939,920.31	
Furnishings/Moveable Equip.				
Contingency				
Artwork				
Other Items				
1. Construction Administration	\$40,560.00	\$1,621.56	\$38,938.44	
2. Relocation Costs				
Change Orders				
1				
2				
TOTALS	\$2,700,000.00	\$728,126.88	\$1,971,873.12	

CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
as of September 30, 2015

College: Peru State College		Meeting Date: November 13, 2015		
Project Information	Project Title:	TJ Majors Renovation		
	Program Number:	908		
	Professional Consultant:	Advanced Engineering Systems		
	General Contractor:	Cheever Construction Company		
	Current Net Square Footage:	Current Gross Square Footage:		
	Addition Net:	Addition Gross:		
	Renovation Net:	Renovation Gross:		
Bid Opening Date		7/30/2014		
Notice to Proceed Date				
Estimated Completion Date		8/14/2015		
Final Acceptance Date				
Project Dates	Professional Consultants:	Advanced Engineering Systems		
	Needs Statement			
	Program Statement			
	Professional Services Contract	3/21/2014		
	Bonds Sold			
	Preliminary Plans			
	Design Development	5/27/2014		
	Construction Contract	9/8/2014		
Substantial Completion	8/14/2015			
Final Completion				
Report Information	Status	Initial Report:		
		Interim Report: X Final Report:		
Financial Information				
State Buildings	State Funds--LB No: 968			
	Federal Funds			
	LB 309 Funds*	\$2,800,000.00		
	Cash Funds	\$350,000.00		
	Capital Imp. Fee Commitment	\$240,000.00		
	Other			
Total Available	\$3,390,000.00			
Revenue Bond Buildings	Bonds Sold			
	Costs of Issuance/Reserves			
	Balances of Proceeds			
Revenue Sources for Construction	1. Bond Proceeds Series 2011			
	2. Interest Earnings			
	4. Other			
	Total Available			
Expenditure Information				
	Proposed Budget	Expended to Date	Balance	
Program Planning				
Professional Fees	\$278,000.00	\$266,712.20	\$11,287.80	
Life Cycle Cost Analysis				
Construction				
1. General, Mech., Elec.	\$3,032,500.00	\$2,417,680.04	\$614,819.96	
2. Fixed Equipment				
3. Sitework/Utilities				
Furnishings/Moveable Equip.				
Contingency	\$14,000.00	\$0.00	\$14,000.00	
Artwork				
Other Items				
1. Construction Administration	\$65,500.00	\$41,334.56	\$24,165.44	
2. Relocation Costs				
Change Orders				
1				
2				
TOTALS	\$3,390,000.00	\$2,725,726.80	\$664,273.20	

Attachment: PSC Capital Construction Quarterly Report-TJ Majors (1632 : Capital Construction Quarterly Reports)

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
AS OF SEPTEMBER 30, 2015**

College: Wayne State College		Meeting Date: November 13, 2015	
Project Information	Project Title: Carhart Renovation, Ph. III		
	Program Number: 952		
	Professional Consultant: The Clark Enersen Partners		
	General Contractor: CM - Beckenhauer Construction, Inc.		
	Net Square Footage:		Gross Square Footage:
	Bid Opening Date	4/19/2012	
	Notice of Proceed Date		
	Estimated Completion Date	8/1/2013	
Final Acceptance Date			
Project Dates	Professional Consultants:		
	Needs Statement		
	Program Statement		
	Professional Services Contract	1/5/2012	
	Bonds Sold		
	Preliminary Plans		
	Design Development	5/14/2012	
	Construction Contract	4/23/2012	
Substantial Completion			
Final Completion			
Report Information	Status		Initial Report:
			Interim Report: X
			Final Report:
Financial Information			
State Buildings	State Funds--LB No:		
	Federal Funds		
	LB 309 Funds	\$676,000.00	
	Cash Funds	\$3,818,331.85	
	Cash Operating Funds	\$15,320.00	
	Other - Wayne State Foundation	\$258,343.00	
Total Available	\$4,767,994.85		
Revenue Bond Buildings	Bonds Sold		
	Costs of Issuance/Reserves		
	Balances of Proceeds		
Revenue Sources for Construction	1. Bond Proceeds		
	2. Interest Earnings		
	3. Other		
	Total Available	\$0.00	
Expenditure Information			
	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$376,250.00	\$376,250.00	\$0.00
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$3,875,140.00	\$3,570,553.00	\$304,587.00
2. Fixed Equipment			\$0.00
3. Exterior Repairs	\$98,955.00	\$98,955.00	\$0.00
Furnishings/Moveable Equip.	\$158,957.66	\$158,957.66	\$0.00
Contingency			\$0.00
Artwork	\$114,000.00	\$14,000.00	\$100,000.00
Other Items			
1. Legal, ins., moving			\$0.00
2. Special technical/lab eqpmt.	\$145,483.00	\$434,226.39	-\$288,743.39
3. Misc. (advert., abatement)	\$15,320.00	\$15,320.00	\$0.00
Change Orders			
1.			\$0.00
2.			\$0.00
TOTALS	\$4,784,105.66	\$4,668,262.05	\$115,843.61

Attachment: WSC Capital Construction Quarterly Report-Carhart (1632 : Capital Construction Quarterly Reports)

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
AS OF SEPTEMBER 30, 2015**

College: Wayne State College		Meeting Date: November 13, 2015	
Project Information	Project Title:	Lindah Drive Improvements	
	Program Number:	930	
	Professional Consultant:	BVH	
	General Contractor:		
	Net Square Footage:	Gross Square Footage:	
	Bid Opening Date	September 2016	
	Notice of Proceed Date		
Estimated Completion Date			
Final Acceptance Date			
Project Dates	Professional Consultants:		
	Needs Statement		
	Program Statement	4/25/2015	
	Professional Services Contract	2/7/2014	
	Bonds Sold		
	Preliminary Plans		
	Design Development	11/5/2014	
	Construction Contract	4/10/2015	
Substantial Completion			
Final Completion			
Report Information	Status	Initial Report:	
		Interim Report:	X
		Final Report:	
Financial Information			
State Buildings	State Funds--LB No:		
	Federal Funds		
	Cash Operating		
	Cash Capital		
	Capital Imp. Fee Commitment		
	Other-Wayne State Foundation		
Total Available			
Revenue Bond Buildings	Bonds Sold		
	Costs of Issuance/Reserves		
	Balances of Proceeds		
Revenue Sources for Construction	1. Cash Operating	\$103,385.02	
	2. Cash Capital	\$1,500,000.00	
	3. Capital Imp. Fee Commitment	\$700,000.00	
	4. Contingency Maintenance	\$50,000.00	
	Total Available	\$2,353,385.02	
Expenditure Information	Proposed Budget	Expended to Date	Balance
Program Planning	\$70,900.81	\$70,900.81	\$0.00
Professional Fees	\$202,880.00	\$154,299.93	\$48,580.07
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$1,824,145.36	\$1,444,701.00	\$379,444.36
2. Fixed Equipment			\$0.00
3. Sitework/Utilities	\$28,360.00	\$28,650.00	-\$290.00
Furnishings/Moveable Equip.			\$0.00
Contingency			\$0.00
Artwork	\$14,954.00		\$14,954.00
Other Items			
1. Testing/Inspections	\$9,500.00	\$21,811.34	-\$12,311.34
2. Advertising	\$1,000.00	\$2,284.21	-\$1,284.21
Change Orders		(included above)	
1.		\$0.00	\$0.00
2.		\$0.00	\$0.00
3.		\$0.00	\$0.00
4.		\$0.00	\$0.00
5.		\$0.00	\$0.00
TOTALS	\$2,151,740.17	\$1,722,647.29	\$428,092.88

Attachment: WSC Capital Construction Quarterly Report-Lindah Drive (1632 : Capital Construction Quarterly Reports)

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT
AS OF SEPTEMBER 30, 2015**

College: Wayne State College		Meeting Date: November 13, 2015		
Project Information	Project Title:	U.S. Conn Library Renovation		
	Program Number:	912		
	Professional Consultant:	Jackson Jackson & Assoc.		
	Construction Mgr.	Beckenhauer Construction, Inc.		
	Net Square Footage:	Gross Square Footage:		
	Bid Opening Date			
	Notice of Proceed Date			
Estimated Completion Date				
Final Acceptance Date				
Project Dates	Professional Consultants:	Jackson Jackson & Assoc.		
	Needs Statement			
	Program Statement	9/7/12		
	Professional Services Contract	10/1/12		
	Bonds Sold	Febr., 2014		
	Preliminary Plans			
	Design Development	9/6/13		
	Construction Contract	8/19/13 GMP - 2/27/14		
	Substantial Completion			
Final Completion				
Report Information	Status	Initial Report:		
		Interim Report:	x	
		Final Report:		
Financial Information				
State Buildings	State Funds--LB No: 198	\$12,000,000.00		
	Other - Chartwells	\$366,000.00		
	LB 309 Funds	\$2,900,000.00		
	Cash Funds	\$3,275,000.00		
	Capital Imp. Fee Commitment	\$700,000.00		
	Other-Wayne State Foundation	\$2,750,000.00 (est.)		
Total Available	\$21,991,000.00			
Revenue Bond Buildings	Bonds Sold			
	Costs of Issuance/Reserves			
	Balances of Proceeds			
Revenue Sources for Construction	1. Bond Proceeds			
	2. Interest Earnings			
	3. WS Foundation			
	Total Available	\$0.00		
Expenditure Information	Proposed Budget	Expended to Date	Balance	
	Program Planning	\$68,500.00	\$63,087.85	\$5,412.15
	Professional Fees	\$1,403,090.00	\$1,234,760.91	\$168,329.09
	Life Cycle Cost Analysis			
	Construction			
	1. General, Mech., Elec.	\$16,744,820.00	\$11,145,621.91	\$5,599,198.09
	2. Fixed Equipment			
	3. Sitework/Utilities	\$28,500.00	\$17,155.75	\$11,344.25
	Furnishings/Moveable Equip.	\$1,636,976.00	\$606,409.61	\$1,030,566.39
	Contingency	\$854,102.80		\$854,102.80
	Artwork	\$335,011.20	\$21,063.00	\$313,948.20
	Other Items			
	1. Advertising, Printing	\$40,000.00	\$35,549.91	\$4,450.09
	2. Asbestos tests/abatement	\$480,000.00	\$353,385.90	\$126,614.10
	Misc.			
	1. Spec. Technical Costs	\$400,000.00	\$323,673.50	\$76,326.50
	2.			
	TOTALS	\$21,991,000.00	\$13,800,708.34	\$8,190,291.66

Attachment: WSC Capital Construction Quarterly Report-US Conn Library (1632 : Capital Construction Quarterly Reports)

ITEMS FOR INFORMATION AND DISCUSSION FISCAL, FACILITIES, AND AUDIT

November 13, 2015

INFORMATION ONLY: **Year End Revenue Bond Expenditure Reports**

Year end revenue bond expenditure reports from each of the Colleges are provided to the Board for information.

The revenue bond Master Resolution requires the submission of periodic financial reports to the Board of Trustees. In keeping with that requirement, the Colleges have provided expenditure reports for the 2014-2015 fiscal year.

The reports are intended to demonstrate that the Colleges' revenue bond programs are operating at the financial stream needed to retire the debt obligations. Bond documents require debt service coverage of 110% of the annual principal and interest payment to the bond holders for Chadron State and Wayne State and 125% for Peru State. Board policy requires 125% debt service coverage for Wayne State and Chadron State and 135% for Peru State. The reports indicated the following coverage:

Chadron State College	875%
Peru State College	332%
Wayne State College	371%

All the ratios are well above those indicated by the indentures and policy and all three Colleges' debt service coverage ratios are higher than the budgeted ratio.

Historical debt service coverage ratios, based on the annual audit reports have been:

	FY09	FY10	FY11	FY12	FY13	FY14
CSC	221%	221%	224%	429%	442%	331%
PSC	231%	338%	415%	245%	184%	292%
WSC	245%	283%	347%	224%	321%	272%

ATTACHMENTS:

- CSC Revenue Bond Expenditure Report (PDF)
- PSC Revenue Bond Expenditure Report (PDF)
- WSC Revenue Bond Expenditure Report (PDF)

Chadron State College
Revenue Bond Expenditure Report
For the 12 Months Ending June 30, 2015

Report Date: November 13, 2015

Report Period: FY 2015

	Budgeted FY 2015	Year-to-Date FY 2015	Percent of Budget
<u>Revenues:</u>			
Dormitory Rentals	\$2,616,000	\$2,637,333	100.82%
Apartment/House Rentals	\$201,000	220,117	109.51%
Facilities Rentals	\$28,000	28,350	101.25%
Food Service Contracts	\$2,295,000	2,318,569	101.03%
Food Service Commissions	\$401,000	405,118	101.03%
Facilities Fees*	\$1,089,000	1,096,816	100.72%
Bookstore Commissions	\$27,000	27,796	102.95%
Investment/Interest Income**	\$8,000	48,125	601.56%
Other Income**	\$86,000	82,988	96.50%
Total Revenues	\$6,751,000	\$6,865,212	101.69%
<u>Expenditures:</u>			
FTE 33.32			
Salaries and Benefits	\$1,800,000	\$1,731,329	96.18%
Utilities	\$580,000	547,708	94.43%
Insurance	\$35,000	31,020	88.63%
Equipment & Furnishings	\$11,500	0	0.00%
Capital Outlay	\$11,500	0	0.00%
Telephone/Cable T.V & Internet Services	\$170,000	136,915	80.54%
Supplies	\$225,988	213,100	94.30%
Repairs and Maintenance	\$200,000	77,666	38.83%
Other Operating Expenses	\$100,000	138,653	138.65%
Subtotal - Operations and Maintenance	\$3,133,988	\$2,876,391	91.78%
Food Service Payments	\$2,028,000	\$2,036,694	100.43%
Debt Service	\$223,127	223,127	100.00%
Total Expenditures	\$5,385,115	\$5,136,212	95.38%
Available for Distribution			
to Subsidiary Funds	\$1,365,885	\$1,729,000	126.58%

Debt Service Coverage Ratio

7.12

8.75

*All student derived fees

**Includes non DAS account revenues

Attachment: CSC Revenue Bond Expenditure Report (1587 : Year End Revenue Bond Expenditure Reports)

Peru State College
Revenue Bond Expenditure Report
For the Fiscal Year Ending June 30, 2015

Report Date: November 13, 2015

Report Period: FY 2015

	Budgeted 14-15	Year-to-Date 14-15	Percent of Budget
<u>Revenues:</u>			
Residence Hall/Dormitory Rentals	\$1,523,420	\$1,431,833	93.99%
Apartment/House Rentals	78,990	151,967	192.39%
Facilities Rentals	0	22,711	0.00%
Food Service Contracts	1,534,276	1,534,776	100.03%
Food Service Commissions	0	0	0.00%
Facilities Fees*	877,110	876,762	99.96%
Bookstore Commissions/Income	38,093	38,148	100.14%
Parking Fees/Fines	8,340	8,340	100.00%
Trustee Investment/Interest Income	13,710	18,359	133.91%
Other Income	7,874	47,941	608.85%
Total Revenues	\$4,081,813	\$4,130,837	101.20%
<u>Expenditures:</u>			
Total FTE 13.17			
Salaries and Benefits	\$613,896	\$607,037	98.88%
Utilities	302,500	299,198	98.91%
Insurance	35,900	35,879	99.94%
Equipment & Furnishings	0	0	0.00%
Capital Outlay	28,000	28,000	0.00%
Communication	52,200	8,993	17.23%
Supplies	87,000	138,125	158.76%
Repairs and Maintenance	169,430	43,345	25.58%
Contractual Services	0	149,468	NA
Other Operating Expenses	115,148	22,770	19.77%
Subtotal - Operations and Maintenance	\$1,404,074	\$1,332,815	94.92%
Food Service Payments	1,206,118	1,179,703	97.81%
Debt Service	487,305	487,305	100.00%
Total Expenditures	\$3,097,497	\$2,999,823	96.85%
Available for Distribution to Subsidiary Funds	\$984,316	\$1,131,014	114.90%
Debt Service Coverage Ratio	3.02	3.32	

*All student derived fees

Attachment: PSC Revenue Bond Expenditure Report (1587 : Year End Revenue Bond Expenditure Reports)

Wayne State College
Revenue Bond Expenditure Report
For the Fiscal Year Ending June 30, 2015

Report Date: November 13, 2015

Report Period: July 1, 2014-June 30, 2015

	Budgeted 14-15	Year-to-Date 14-15	Percent of Budget
<u>Revenues:</u>			
Residence Hall/Dormitory Rentals	\$3,390,000	\$3,445,995	101.65%
Apartment/House Rentals	0	0	0.00%
Facilities Rentals	4,850	5,660	116.70%
Food Service Contracts	4,318,000	4,699,421	108.83%
Food Service Commissions	64,000	89,667	140.10%
Facilities Fees*	1,145,000	1,205,425	105.28%
Bookstore Commissions/Income	165,000	160,000	96.97%
Parking Fees/Fines	86,000	93,612	108.85%
Trustee Investment/Interest Income	150,000	160,404	106.94%
Other Income	130,000	143,272	110.21%
Total Revenues	\$9,452,850	\$10,003,456	105.82%
<u>Expenditures:</u>			
FTE 57.74			
Salaries and Benefits	\$2,607,782	\$2,254,546	86.45%
Utilities	1,055,000	915,853	86.81%
Insurance	60,000	35,614	59.36%
Equipment & Furnishings	290,000	198,043	68.29%
Capital Outlay	140,000	0	0.00%
Telephone/Cable Television/Internet	270,000	208,474	77.21%
Supplies	300,000	251,148	83.72%
Repairs and Maintenance	350,000	297,800	85.09%
Other Operating Expenses	202,957	164,004	80.81%
Subtotal - Operations and Maintenance**	\$5,275,739	\$4,325,482	81.99%
Food Service Payments	\$2,617,525	\$2,617,517	100.00%
Debt Service	825,260	825,260	100.00%
Total Expenditures	\$8,718,524	\$7,768,259	89.10%
Available for Distribution to Subsidiary Funds	\$734,326	\$2,235,197	304.39%

Debt Service Coverage Ratio**1.89****3.71**

*All student derived fees

**Revolving Funds Budget: Includes new appropriation of \$4,859,803 and carryforward balance of \$415,936

Attachment: WSC Revenue Bond Expenditure Report (1587 : Year End Revenue Bond Expenditure Reports)

ITEMS FOR INFORMATION AND DISCUSSION FISCAL, FACILITIES, AND AUDIT

November 13, 2015

INFORMATION ONLY: **Contracts and Change Orders for Information**

Chadron State Contracts

- Student Center (Bongo Ball Mania during Week of Welcome) -- \$2,250
- President's Home (lawn care) -- \$355/month for 8 months
- Student Center (comedian/hypnotist) -- \$1,600
- Memorial Hall (Galaxy Series performance) -- \$5,500 plus lodging and local transportation
- Student Center (tent rental for student orientation) -- \$2,500
- Miller Hall (implementation, configuration and training - card reader software) -- \$2,260
- Campus (online coursework for Title IX and alcohol awareness program for students) -- \$5,500
- Market Development Office (recruitment of international students) - not to exceed 10% of out-of-state tuition
- Crites Hall (counseling services for students and consultation with CSC staff) -- \$60/hr during normal business hours; \$90/hr after hours; not to exceed \$35,000
- Memorial Hall (performance "All My Sons"; classroom lectures; meetings with faculty/staff) -- \$15,000
- Memorial Hall (artist lecture, classroom visits) -- \$428.25 plus mileage one way, local lodging, one meal
- Memorial Hall (artist lecture, classroom visits) -- \$18,000 plus local lodging
- Student Center (karaoke) -- \$350
- Market Development Office (recruitment of international students) - not to exceed 10% of out-of-state tuition
- Campus (extension of end user support services-after hours help desk service) -- 0-857 incidents \$12,000 annually; 858-2,500 incidents \$14/incident; 2,501-5,000 incidents \$13/incident
- Sandoz Center (America's Park exhibition) -- \$1,800
- Market Development Office (recruitment of international students) - not to exceed 10% of out-of-state tuition
- Rangeland Arena (bull fighter) -- \$650
- Rangeland Arena (announcer for CSC rodeo) -- \$1,200
- Student Center (concert) -- \$11,000 plus local lodging and local ground transportation
- Rangeland Arena (rodeo stock) -- \$5,000
- Rangeland Arena (rodeo stock) -- \$7,500
- Chicoine Event Center (wrestling officiating) -- \$150/day game fee plus mileage @ .53/mile (500 max.) plus local lodging
- Memorial Hall (art show and art class presentation) -- \$250 plus local lodging
- Memorial Hall (art show and art class presentation) -- \$450
- Memorial Hall (art show and art class presentation) -- \$1,000
- Memorial Hall (costume designer for 25th Annual Putnam County Spelling Bee production) -- \$1,600
- Memorial Hall (costume designer for Rosencrantz & Guildenstern Are Dead production) - \$1,600

- Chicoine Event Center (wrestling official) -- \$150/game day; mileage @.53/mile up to 500 miles; \$45/day per diem; local lodging
- Chicoine Event Center (wrestling official) -- \$150/game day; mileage @.53/mile up to 500 miles; \$45/day per diem; local lodging
- Student Center (student workshop on sexual assault) -- \$6,500
- Memorial Hall (art lecture/workshop; art show and reception) -- \$500

Peru State Contracts

- Campus (first aid station at any required events) -- \$40/event
- Campus (rescue squad at any required events) -- \$80/event
- Campus (lawn and landscape service) -- \$2,400
- Delzell Hall (geotechnical exploration - testing soils) -- \$5,500
- Campus (fluid cooler repairs) -- \$15,827
- Student Center (online course for alcohol-wise, consent and respect for students in residence life) -- \$3,925
- Quad (Jake Wesley Rogers - performing artist) -- \$1,500
- Quad (multi-band performance Avian Sunrise, LLC) -- \$1,500
- Oak Bowl and Away Games (radio broadcasting all football games for the 2015-2016 season) -- \$1,750
- Off Campus (Camp Catron Summer Bridge Retreat) -- \$220
- TJ Majors (tile removal and possible waxing) -- \$2,925 plus \$1,500 for waxing
- CATS (perform CAAP test for students) -- \$22 per test per student
- Oak Bowl (1% artwork footings and foundation) -- \$2,900
- Hoyt Building (chilled water pump replacement) -- \$8,376
- Campus (provide electrical maintenance) -- \$58/hour
- Student Center (Brian O'Sullivan - Artist) -- \$1,400
- Student Center (Strive - Artists) -- \$1,550
- President's House (replace concrete walk over gutter trough) -- \$750
- Campus (service water softeners) -- \$90/hour
- Off Campus (RHA challenge course) -- \$420
- Hoyt Building (HVAC controls maintenance and service) -- \$157/hour
- Campus (landscape maintenance and services) -- \$119/hour
- Clayburn/Mathews Building at Centennial Hall (furnish and install 2 - 250 electric water heaters) -- \$73,000
- Campus (environmental consulting, testing and remediation as needed) -- \$75/hour field services, \$.575/mile, and \$20 to \$170 per test
- TJ Majors (class speaker for EDUC 255) -- \$50
- TJ Majors (class speaker for EDUC 255) -- \$166.43
- TJ Majors (class speaker for EDUC 208) -- \$160
- AWAC Bridge, Peru Elementary School and Delzell Hall Addition (topographic survey) -- \$11,600
- Off Campus (stunting and tumbling instructions for PSC cheerleaders) -- \$4,377
- Theatre (building assessment report/program statement) -- \$25,000
- Administration Building (recruitment for Director of Admissions) -- \$15,000
- Administration Building (recruitment for Director of Financial Aid) -- \$15,000
- Al Wheeler Activity Center East Bridge (bridge deterioration/replacement) -- \$18,900

Peru State Change Orders

- Delzell Hall (#1 project #3450) -- \$6,750

- Park Avenue Campus Entrance (#1 sign wall, concrete rubble removal, demolition and restoration of sign) -- \$7,575
- Delzell Hall (#2 remove and replace termite damaged wood on existing window jambs) -- \$300
- TJ Majors (#6 electrical changes, stair lighting, sod repairing, and magnetic door open) - (\$9,204)

Wayne State Contracts

- U.S. Conn Library (remove/dispose of asbestos) -- \$5,000
- Carhart (soft water bypass) -- \$1,195
- Campus (maintenance inspections) -- \$1,560
- Memorial Stadium (install helical piers) -- \$9,360
- U.S. Conn Library (restore stained glass panels) -- \$4,000
- Rice Auditorium (graphics in men's locker room) -- \$18,952
- Neihardt Hall (install packing in elevator) -- \$7,000
- Natatorium (install flooring in 218 entry) -- \$703.71
- Student Center (install carpet on desk fronts) -- \$709.90
- Benthack (asbestos sampling) -- \$2,370
- Student Center Room 201D (install blinds) -- \$126
- Bowen Hall (site survey) -- \$7,100
- U.S. Conn Library (remove caulking on HVAC ductwork) -- \$3,120
- Student Center (install new cleanout) -- \$4,680
- Baseball Field (install new hydrant) -- \$8,232
- Admissions Office (consulting services) -- \$49,995
- Rice Auditorium (consulting and set-up for ticket software) -- \$300

Wayne State Change Orders

- Student Center (#1 south roof replacement) - (\$473)
- Lindahl Drive (#2 construction) -- \$10,233
- Student Center (#1 fire alarm upgrade) -- \$650
- U.S. Conn Library (#8 construction changes) - (\$6,967.56)
- U.S. Conn Library (#11 duct removal) -- \$1,300
- Lindahl Drive (#3 construction) -- \$35,010

Nebraska State College System Contract

- Colleges (surveying, assessment, analysis, benchmarking, and reporting services) -- \$60,205.15 for 3 year contract
- System Office (weekly cleaning services) -- \$220/month

ATTACHMENTS:

- CSC Contracts and Change Orders for Information (PDF)
- PSC Contracts and Change Orders for Information (PDF)
- WSC Contracts & Change Orders for Information (PDF)
- NSCS Contracts and Change Orders for Information (PDF)

CONTRACTS AND CHANGE ORDERS FOR INFORMATION

November 13, 2015

CONTRACTS – 1) construction contracts for less than \$100,000; b) architect/engineer fees of less than \$65,000; c) consultant contracts for less than \$70,000 (between \$35,000 and \$70,000 must have Chancellor’s approval); d) exempt contracts over \$50,000; and e) legal counsel, auditor, lobbyist and search consultant contracts for durations greater than 5 days, requiring Chancellor’s approval.

Chadron State College	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Bongo Ball Mania during Week of Welcome \$2,250 Cash CEP Incorporated
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	President’s Home Lawn Care \$355/month for 8 months Cash WDJB, Inc. dba The New Leaf
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Comedian/Hypnotist \$1,600 Cash The Smith Agency
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Galaxy Series Performance \$5,500 plus lodging and local transportation Cash Kathy Kosins, Music Performer
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Tent rental for student orientation \$2,500 Cash Mike Jancik
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Miller Hall Implementation, configuration and training—card reader software \$2,260 Cash Heartland Campus Solutions
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus On-line coursework for Title IX & alcohol awareness program for students \$5,500 Cash 3 rd Millenium Classroom
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Market Development Office Recruitment of International Students Not to exceed 10% of out-of-state tuition Cash GeeBee Education Pvt. Ltd, India
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Crites Hall Counseling services for students and consultation with CSC staff \$60/hr during normal bus. hours; \$90/hr after hours; not to exceed \$35,000 Cash Robin Bila
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Performance “All My Sons”; classroom lectures; meetings with faculty/staff \$15,000 Cash Montana Repertory Theatre

Attachment: CSC Contracts and Change Orders for Information (1634 : Contracts and Change Orders)

CONTRACTS AND CHANGE ORDERS FOR INFORMATION—CSC

Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Artist lecture, classroom visits \$428.25 plus mileage one way, local lodging, one meal Trust Funds Charles Luna
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Artist lecture, classroom visits \$18,000 plus local lodging Trust Funds Keppler Associates, Inc.—Jean-Michel Cousteau, Speaker
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Karaoke \$350 Cash Joseph O'Donnell
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Market Development Office Recruitment of International Students Not to exceed 10% of out-of-state tuition Cash Chez Alpha Books
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus Extension of End User support services—after hours help desk service \$0-857 incidents \$12,000 annually; 858-2500 incidents \$14/incident; 2501-5000 incidents \$13/incident Cash Pearson Embanet
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Sandoz Center America's Parks Exhibition \$1,800 Cash David J. Wagner, LLC
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Market Development Office Recruitment of International Students Not to exceed 10% of out-of-state tuition Cash Chez Alpha Books
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Rangeland Arena Bull Fighter \$650 Cash Shiloh Witler
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Rangeland Arena Bull Fighter \$650 Cash William Davey
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Rangeland Arena Announcer for CSC Rodeo \$1,200 Cash Ray Quinn
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Concert \$11,000 plus local lodging and local ground transportation Trust Funds Kathy Mattea

CONTRACTS AND CHANGE ORDERS FOR INFORMATION—CSC

Page 3

Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Rangeland Arena Rodeo Stock \$5,000 Cash Brett Gumb
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Rangeland Arena Rodeo Stock \$7,500 Cash Dave Morrison
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Chicoine Event Center Wrestling Officiating \$150/day game fee plus mileage @ .53/mile (500 max.) plus local lodging Cash Dan Toothaker
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Art Show and Art Class Presentation \$250 plus local lodging Trust Funds Sam Cikauskas
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Art Show and Art Class Presentation \$450 Trust Funds Chris Blume
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Art Show and Art Class Presentation \$1,000 Trust Funds Alison Harris
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Costume Designer for 25 th Annual Putnam County Spelling Bee production \$1,600 Cash Patricia Dobry
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Costume Designer for Money Shot production \$1,600 Cash Patricia Dobry
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Costume Designer for Rosencrantz & Guildenstern Are Dead production \$1,600 Cash Patricia Dobry
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Chicoine Event Center Wrestling Official \$150/game day; mileage @ .53/mi up to 500 miles, \$45/day per diem, local lodging Cash Bryce Abbey
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Chicoine Event Center Wrestling Official \$150/game day; mileage @ .53/mi up to 500 miles, \$45/day per diem, local lodging Cash Doug Hoops

Attachment: CSC Contracts and Change Orders for Information (1634 : Contracts and Change Orders)

CONTRACTS AND CHANGE ORDERS FOR INFORMATION—CSC

Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Student Workshop on Sexual Assault \$6,500 Cash NCHERM Group, LLC
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Hall Art Lecture/Workshop; Art Show & Reception \$500 Cash Todd Christensen

Attachment: CSC Contracts and Change Orders for Information (1634 : Contracts and Change Orders)

CONTRACTS AND CHANGE ORDERS FOR INFORMATION

CONTRACTS – 1) construction contracts for less than \$100,000; b) architect/engineer fees of less than \$65,000; c) consultant contracts for less than \$70,000 (between \$35,000 and \$70,000 must have Chancellor's approval); d) exempt contracts over \$50,000; and e) legal counsel, auditor, lobbyist and search consultant contracts for durations greater than 5 days, requiring Chancellor's approval.

Peru State College	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus First Aid Station at any required events \$40.00 per event Cash Funds City of Peru – Rescue
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus Rescue Squad at any required events \$80.00 per event Cash Funds City of Peru – Rescue
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus Lawn and landscape services \$2,400.00 Cash Funds H & H Lawn and Landscape
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Delzell Hall Geotechnical exploration – testing soils \$5,500.00 Contingency Maintenance Thiele Geotech, Inc
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	All of Campus Fluid cooler repairs \$15,827.00 Cash Funds Grunwald Mechanical
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Online Course for Alcohol-Wise, Consent & Respect for Students in Res. Life \$3,925.00 Cash Funds & Revenue Bond 3 rd Millennium Classrooms
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Quad Jake Wesley Rogers – Performing Artist \$1,500.00 Trust Funds Boston Event Works – Jake Rogers
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Quad Multi-band performance Avian Sunrise, LLC \$1,500.00 Trust Funds Degy Booking International
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Oak Bowl and away games Radio broadcasting all football game for the 2015-2016 season \$1,750.00 Cash Funds Flood Broadcasting Inc – B103 Big Apple Radio
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Off Campus Camp Catron Summer Bridge Retreat \$220.00 Trust Funds The Camps of Girl Scouts Spirit of Nebraska Camp Catron

Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	TJ Major Tile removal and possible waxing \$2,925.00 plus \$1,500.00 for waxing Cash Funds KB Building Services
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	CATS Perform CAAP test for students \$22.00 per test per student Cash Funds ACT CAAP
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Oak Bowl 1% Art work footings and foundation \$2,900.00 Trust Funds Pieter's Construction, Inc
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Hoyt Bldg. Chilled Water Pump Replacement \$8,376.00 Cash Funds Grunwald Mechanical
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	All of Campus Provide electrical maintenance \$58.00 per hour Cash Funds or Revenue Bond Haco Electric Co.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Brian O'Sullivan – Artist \$1,400.00 Trust Funds The College Agency Entertainment
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Strive – Artists \$1,550.00 Trust Funds Night Sky Entertainment
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	President's House Replace concrete walk over gutter trough \$750.00 Cash Funds Pieters Construction, Inc
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	All of Campus Service water softeners \$90.00 per hour Cash Funds & Revenue Bond Quality Water Services, Inc
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Off Campus RHA challenge course \$420.00 Revenue Bond Camp Catron Girls Scouts of America
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Hoyt Building HVAC Controls maintenance and service \$157.00 per hour Cash Funds Johnson Controls
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	All of Campus Landscape maintenance and services \$119.00 per hour Cash Funds Mulhalls Nursery
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Clayburn/Mathews Building at Centennial Hall Furnish and install 2 250 electric water heaters \$73,000.00 Contingency Maintenance Thermal Services

Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	All of Campus Environmental consulting, testing and remediation as needed \$75.00 per hr. Field Services, \$.575/mile, & \$20.00 to \$170.00 per test Cash Funds or Revenue Bond depending on buildings AMI Environmental/ ARID Resources
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	TJ Majors Building Class Speaker for EDUC 255 \$50.00 Cash Funds Kylee Greisen
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	TJ Majors Building Class Speaker for EDUC 255 \$166.43 Cash Funds Lacritia Spanel
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	TJ Majors Building Class Speaker for EDUC 208 \$160.00 Cash Funds Brooke O'Neill
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	AWAC Bridge, Peru Elementary School and Delzell Hall Addition Topographic Survey \$11,600.00 Cash Funds, 309 & Contingency Maintenance E & A Consulting Grp.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Off Campus Stunting & tumbling instructions for PSC Cheerleaders \$4,377.00 Cash Funds SNGA, Inc
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Theatre Building Assessment Report/Program Statement \$25,000.00 Cash Funds Architectural Design Associates, P.C.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Administration Building Recruitment for Director of Admissions \$15,000.00 Cash Funds Summit Search Solutions, Inc.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Administration Building Recruitment for Director of Financial Aid \$15,000.00 Cash Funds Summit Search Solutions, Inc.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Al Wheeler Activity Center East Bridge Bridge Deterioration/Replacement \$18,900.00 309 Jackson-Jackson & Associates, Inc

CHANGE ORDERS – (including architect/engineer fees, construction contracts, equipment purchases and all other miscellaneous expenditures) which are equal to \$50,000. If approval of change order is critical to project schedule, \$50,000 to \$100,000 range change orders may be approved by the Chancellor and reported for ratification at the next Board meeting.

Peru State College	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Delzell Hall 001 Project #3450 \$6,750.00 Contingency Maintenance line #4 Mill Valley Construction
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Park Avenue Campus Entrance 001 – sign wall, concrete rubble removal, demolition and restoration of sign \$7,575.00 Trust Funds Nemaha Landscape Construction, Inc.
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Delzell Hall – Window Replacement 002- Remove and replace termite damaged wood on exiting window jambs \$300.00 Contingency Maintenance Mill Valley Construction
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	TJ Majors Building 6 – electrical changes, stair lighting, sod repairing, & magnetic door open (\$9,204.00) Trust Funds & Cash Funds Cheever Construction

Attachment: PSC Contracts and Change Orders for Information (1634 : Contracts and Change Orders)

College: Wayne State College		Meeting Date: November 13, 2015
Contracts for Information – a) construction contracts for less than \$100,000; b) architect/engineer fees of less than \$65,000; c) consultant contracts for less than \$70,000 (between \$35,000 and \$70,000 must have Chancellor's approval); and d) exempt contracts exceeding \$50,000.		
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	US Conn Library Remove/dispose of asbestos \$5,000.00 Cash Environmental Services, Inc., Norfolk, NE	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Carhart Soft water bypass \$1,195.00 Cash Redlinger Brothers, Watertown, SD	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus-Wide Maintenance inspections \$1,560.00 Cash/Revenue Bond M & O Door Products, Columbus, NE	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Stadium Install helical piers \$9,360.00 Cash Thrasher, Inc., Omaha, NE	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	US Conn Library Restore stained glass panels \$4,000.00 Cash Lambrecht Glass Studio, Omaha, NE	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Rice Auditorium Graphics in men's locker room \$18,952.00 Trust Signworks, Inc., Omaha, NE	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Neihardt Hall Install packing in elevator \$7,000.00 Revenue Bond Eletech, Inc., Omaha, NE	

Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Natorium Install flooring in 218 entry \$703.71 Cash/Revenue Bond Phipps Commercial Flooring, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Install carpet on desk fronts \$709.90 Revenue Bond Phipps Commercial Flooring, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Benthack Asbestos sampling \$2,370.00 Cash Environmental Services, Inc., Norfolk, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center room 201D Install blinds \$126.00 Cash The Final touch, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Bowen Hall Site survey \$7,100.00 Revenue Bond Olsson Associates, South Sioux City, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	US Conn Library Remove caulking on HVAC ductwork \$3,120.00 Cash Environmental Services, Inc., Norfolk, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Install new cleanout \$4,680.00 Revenue Bond Merit Mechanical, Inc., Tilden, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Baseball Field Install new hydrant \$8,232.00 Cash Merit Mechanical, Inc., Tilden, NE

Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Admissions Office Consulting services \$49,995.00 Cash Klemcott Communications, Aurora, IL
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Rice Auditorium Consulting & set-up for ticket software \$300.00 Cash Veronica Ponto, Syracuse, NY

Attachment: WSC Contracts & Change Orders for Information (1634 : Contracts and Change Orders)

CHANGE ORDERS -- (including architect/engineer fees, construction contracts, equipment purchases and all other miscellaneous expenditures) which are less than \$40,000.	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center South Roof Replacement (CO #1) -\$473.00 Revenue Bond White Castle Roofing, Lincoln, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Lindahl Drive Construction (CO #2) \$10,233.00 Cash Otte Construction, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Fire Alarm Upgrade (CO #1) \$650.00 Revenue Bond Electronic Systems, Hastings, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	US Conn Library Construction changes (CO #8) -\$6,967.56 Cash Beckenhauer Construction, Norfolk, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	US Conn Library Duct removal (CO #11) \$1,300.00 Cash ABC Abatement, Omaha, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Lindahl Drive Construction (CO #3) \$35,010.00 Cash Otte Construction, Wayne, NE

CONTRACTS – 1) construction contracts for less than \$100,000; b) architect/engineer fees of less than \$65,000; c) consultant contracts for less than \$70,000 (between \$35,000 and \$70,000 must have Chancellor’s approval); and d) exempt contracts over \$50,000; and e) legal counsel, auditor, lobbyist and search consultant contracts for durations greater than 5 days, requiring Chancellor’s approval.

Nebraska State College System	
Location on Campus:	Nebraska State College System Colleges
Contracted Work:	Surveying, assessment, analysis, benchmarking, and reporting services
Contract Amount:	\$60,205.15 for 3 year contract
Fund Source:	Cash Funds
Contractor:	Skyfactor
Location on Campus:	Nebraska State College System Office
Contracted Work:	Weekly cleaning services
Contract Amount:	\$220/month
Fund Source:	Cash Funds
Contractor:	Attention to Detail Cleaning

Attachment: NSCS Contracts and Change Orders for Information (1634 : Contracts and Change Orders)

ITEMS FOR INFORMATION AND DISCUSSION/FISCAL, FACILITIES, AND AUDIT

November 13, 2015

INFORMATION ONLY: Grant Applications and Awards for Information

Chadron State Awards

- INBRE: Nebraska Research Network in Function Genomics (National Institutes of Health) -- \$44,535
- Working with rural students to document Swift Fox on Nebraska Ranches (NET/UNL) -- \$22,800 sub-award through UNL

Wayne State Awards

- Annual National Geographic Alliance Grant 2015-16 (National Geographic Education Foundation) -- \$38,648
- Collaborative Research: Hierarchical Functioning of River Macrosystems in Temperate Steppes-From Continental to Hydrogeomorphic Patch Scales (National Science Foundation) -- \$76,669
- Improving Social Studies Instruction Using the *Student Atlas of Nebraska* (U.S. Department of Education through the Coordinating Commission for Postsecondary Education Improving Teacher Quality: State Grant Program) -- \$2,700 additional award
- Nebraska Research Network in Functional Genomics (National Institutes of Health through the University of Nebraska Medical Center) -- \$34,650

ATTACHMENTS:

- CSC Grant Award-INBRE (PDF)
- CSC Grant Award-Swift Fox (PDF)
- WSC Grant Award-National Geographic (PDF)
- WSC Grant Award-Collaborative Research(PDF)
- WSC Grant Additional Award-Improving Social Studies (PDF)
- WSC Grant Award-National Research Network (PDF)

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Chadron State College		Date: November 13, 2015
Notice of Intent	Application:	Accept Award: X
Name of Program: INBRE: Nebraska Research Network in Function Genomics		
Funding Source: National Institutes of Health		
Amount Requested: Sub-award through UNMC \$44,535	Amount Awarded: Sub-award through UNMC \$44,535	Funding Period: 7/1/2015 to 4/30/2016
Closing Date for Application Submission:		
When reporting Grant Award-- Has Grant Application been approved by the Board? yes		Date Approved: 9/6/2014
Does this grant include Indirect Cost Funds for the College's use?		Yes: No: X
Will this grant require State Matching Funds ?		Yes: No: X
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?		Yes: No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is State Maintenance of Effort or Future Fiscal Responsibility required?		Yes: No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: No: X
How many FTE positions will the grant fund?		FTE: 1
How many of these are new positions?		New FTE: .09
Briefly describe the purpose(s) of this application/award: This sub-award provides funding to allow 2 students to work on research projects for 2 years. The research will occur on Chadron State campus during the academic years and at UNMC, UNL, or Creighton in the summers. The students receive a stipend for both the summers and the school years and we receive a small amount of money to pay for research supplies. Students are typically recruited in their sophomore year and start research in the summer between their sophomore and junior year.		
Is this grant a continuation of a previous/existing grant?		Yes: No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?		Yes: No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Ann Buchmann		
Administrator responsible for approving the application: Dr. Charles Snare		

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Chadron State College		Date: November 13, 2015
Notice of Intent	Application:	Accept Award: X
Name of Program: Working with rural students to document Swift Fox on Nebraska Ranches		
Funding Source: NET / UNL		
Amount Requested:\$29,500 Sub Award through UNL	Amount Awarded: \$22,800 Sub Award through UNL	Funding Period: 6/9/15 - 5/31/16
Closing Date for Application Submission: March 19, 2015		
When reporting Grant Award-- Has Grant Application been approved by the Board? Yes		Date Approved: 6/18/2015
Does this grant include Indirect Cost Funds for the College's use?		Yes: <input type="checkbox"/> No: X
Will this grant require State Matching Funds ?		Yes: <input type="checkbox"/> No: X
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?		Yes: <input type="checkbox"/> No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is State Maintenance of Effort or Future Fiscal Responsibility required?		Yes: <input type="checkbox"/> No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: <input type="checkbox"/> No: X
How many FTE positions will the grant fund?		FTE: 0
How many of these are new positions?		New FTE: 0
Briefly describe the purpose(s) of this application/award Dr. Frink will work with rural students to document swift fox on Nebraska ranches. The funds will be used to cover travel costs to collaborative meetings, public outreach events and field surveys.		
Is this grant a continuation of a previous/existing grant?		Yes: <input type="checkbox"/> No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?		Yes: <input type="checkbox"/> No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Teresa Frink		
Administrator responsible for approving the application: Randy Rhine		

Attachment: CSC Grant Award-Swift Fox (1635 : Grant Applications and Awards)

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Wayne State College		Date: November 13, 2015
Notice of Intent	Application:	Accept Award: X
Name of Program: Annual National Geographic Alliance Grant 2015-16		
Funding Source: National Geographic Education Foundation		
Amount Requested: \$38,648	Amount Awarded: \$38,648	Funding Period: 09/01/15-11/01/16
Closing Date for Application Submission: 05/01/2015		
When reporting Grant Award-- Has Grant Application been approved by the Board? Yes		Date Approved: 6/18/15
Does this grant include Indirect Cost Funds for the College's use?	Yes:	No: X
Will this grant require State Matching Funds ?	Yes:	No: X
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?	Yes:	No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is State Maintenance of Effort or Future Fiscal Responsibility required?	Yes:	No: X
Are there restrictions imposed by regulation on claiming indirect costs?	Yes:	No: X
How many FTE positions will the grant fund?	FTE: 0.00	
How many of these are new positions?	New FTE: 0.00	
Briefly describe the purpose(s) of this application/award: This award provides funding for operations and programming for the 2015-16 year. The funding provides a stipend for the Alliance Coordinator and travel expenses to attend the 2016 Alliance Network annual meeting and the National Conference on Geography Education. It also funds travel expenses for committee meetings and fundraising events as well as materials and supplies for geography education. Finally, it provides funding for several "Bio-Blitz" events during 2016; the national initiative to host twenty-four hour events to find and identify as many species of plants, animals, microbes, etc. as possible in a specific geographic location in celebration of the National Park Service's one hundredth anniversary. The Geographic Educators of Nebraska (GEON) is an organization of K-12 teachers throughout the state dedicated to promoting and enhancing the quality of geography education in Nebraska. Dr. Randy Bertolas is the coordinator for GEON and Wayne State College serves as the fiscal agent for the grant.		
Is this grant a continuation of a previous/existing grant?	Yes:	No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?	Yes:	No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Dr. Randy Bertolas, Professor, History, Politics and Geography Department		
Administrator responsible for approving the application: Ms. Angela Fredrickson, Vice President Administration & Finance		

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Wayne State College		Date: November 13, 2015
Notice of Intent	Application:	Accept Award: X
Name of Program: Collaborative Research: Hierarchical Functioning of River Macrosystems in Temperate Steppes-From Continental to Hydrogeomorphic Patch Scales		
Funding Source: National Science Foundation		
Amount Requested: \$76,669	Amount Awarded: \$76,669	Funding Period: 09/15/2015-08/31/2020
Closing Date for Application Submission: 04/07/2014		
When reporting Grant Award-- Has Grant Application been approved by the Board? Yes		Date Approved: 6/10/14
Does this grant include Indirect Cost Funds for the College's use?	Yes: X	No:
Will this grant require State Matching Funds ?	Yes:	No: X
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?	Yes:	No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is State Maintenance of Effort or Future Fiscal Responsibility required?	Yes:	No: X
Are there restrictions imposed by regulation on claiming indirect costs?	Yes: X	No:
How many FTE positions will the grant fund?	FTE: 0.16	
How many of these are new positions?	New FTE: 0.16	
Briefly describe the purpose(s) of this application/award: This five year collaborative grant involving ten institutions, including Wayne State College, is led by the University of Kansas Center for Research. Dr. Barbara Hayford, from Wayne State College, is serving as a co-principal investigator. This macrosystem project focuses on a comparative and hierarchically scaled study. It emphasizes responses of temperate steppe riverine macrosystems to inherent ecosystem characteristics, zoogeographic differences and terrestrial landscape characteristics. The North American Great Plains is the temperate steppe being evaluated for intercontinental climate change effects and assessing impacts on river macrosystems from altered terrestrial landscapes and river channels by Dr. Hayford. This award provides funding to Wayne State College over five years for summer salary/benefits for a faculty member and wages for undergraduate students as well as travel, supplies, publication expenses and indirect costs.		
Is this grant a continuation of a previous/existing grant?	Yes:	No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?	Yes:	No: X
If yes, please state the reason: The award was withheld until NSF could fund the project.		
Person responsible for the preparation of the application: Dr. Barbara Hayford, Professor, Life Sciences		
Administrator responsible for approving the application: Ms. Angela Fredrickson, Vice President Administration and Finance		

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Wayne State College		Date: November 13, 2015
Notice of Intent	Application:	Accept Award: X Add'l Amount
Name of Program: Improving Social Studies Instruction Using the <i>Student Atlas of Nebraska</i>		
Funding Source: U.S. Department of Education through the Coordinating Commission for Post Secondary Education Improving Teacher Quality: State Grant Program		
Amount Requested: \$12,300	Amount Awarded: \$14,300 Add'l \$2,700. Total award \$17,000	Funding Period: 02/02/15-08/15/16
Closing Date for Application Submission: Nov 14, 2014		
When reporting Grant Award-- Has Grant Application been approved by the Board? Yes		Date Approved: 1/21/15
Does this grant include Indirect Cost Funds for the College's use?		Yes: No: X
Will this grant require State Matching Funds ?		Yes: No: X
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?		Yes: X No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): In-kind support includes the time commitment of several staff members.		
Is State Maintenance of Effort or Future Fiscal Responsibility required?		Yes: No: X
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: No: X
How many FTE positions will the grant fund?		FTE: 0.0
How many of these are new positions?		New FTE: 0.0
Briefly describe the purpose(s) of this application/award: This grant award provides funding for five workshops at five different ESU's during June 2015 to train 4 th grade teachers how to use the <i>Student Atlas of Nebraska</i> for lessons on the history, geography, government and economy of Nebraska. Five more workshops will be presented during June 2016 with different teachers. Each participant will receive free copies of the <i>Student Atlas of Nebraska</i> to use in their classrooms. The \$2,700 increase in the grant award will allow additional teachers to attend these summer workshops in 2015 and 2016.		
Is this grant a continuation of a previous/existing grant?		Yes: No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?		Yes: No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Dr. Randy Bertolas, Professor - History, Politics and Geography Department		
Administrator responsible for approving the application: Ms. Angie Fredrickson, Vice President Administration and Finance		

NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Wayne State College		Date: November 13, 2015
Notice of Intent	Application:	Accept Award: X
Name of Program: Nebraska Research Network in Functional Genomics		
Funding Source: National Institutes of Health through the University of Nebraska Medical Center		
Amount Requested: \$248,250 over the 5 year period	Amount Awarded: \$34,650 Funding for award period 7/15-4/16	Funding Period: 07/01/15-04/30/20
Closing Date for Application Submission:		
When reporting Grant Award-- Has Grant Application been approved by the Board? Yes		Date Approved: 9/6/2014
Does this grant include Indirect Cost Funds for the College's use?		Yes: X No:
Will this grant require State Matching Funds ?		Yes: No: X
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.):		
Will this grant require In-Kind Funds ?		Yes: No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is State Maintenance of Effort or Future Fiscal Responsibility required?		Yes: No: X
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: X No:
How many FTE positions will the grant fund?		FTE: 0.98
How many of these are new positions?		New FTE: 0.98
Briefly describe the purpose(s) of this application/award: This first year subaward of a five-year grant by the University of Nebraska Medical Center for the Nebraska INBRE Project, of which Wayne State College is a participant, is designed to train two undergraduate students each year in research. It provides funding for student wages and a summer housing stipend as well as basic laboratory supplies. The budget also covers mileage for the faculty Steering Committee member to attend meetings in Omaha and for 0.9 academic month a year salary and benefits to coordinate budget, communication and administrative tasks with UNMC and oversee student scholars at WSC. The project goal is to enhance the competitive biomedical research capability throughout the State of Nebraska through collaboration among the state's institutions of higher education.		
Is this grant a continuation of a previous/existing grant?		Yes: No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program: While not technically a continuation, this subaward funds another five year phase of the IDeA Networks of Biomedical Research Excellence (INBRE) grants awarded for the periods 05/09-05/14 and 09/04-04/09 and the Biomedical Research Infrastructure Network (BRIN) grant from 09/01-09/04.		
Has this grant application been previously denied?		Yes: X No:
If yes, please state the reason: This is a revised resubmission of a proposal by UNMC, with Wayne State College as a participant, which was not funded for 2014-2015.		
Person responsible for the preparation of the application: Dr. Shawn Percy, Professor, Life Sciences Department		
Administrator responsible for approving the application: Ms. Angie Fredrickson, Administration and Finance		

Chancellor's Report

In late September, Chadron State College hosted two formal ribbon cutting ceremonies, signaling the culmination of two construction projects that will, in many ways, change how Chadron State will do business now and into the future. The first ceremony recognized the commitment and hard work that saw the planning and construction of the Rangeland Complex come to fruition. More than 200 people were on hand for the ceremony, including members of the community, alumni, donors and college officials.

As you know, construction of the Rangeland Complex took place in two phases with Phase I resulting in the Coffee Agriculture Pavilion and Phase II resulting in the adjoining laboratory and classroom building. Completion of the Complex benefits Chadron State and the entire region by providing state-of-the-art facilities for the rangeland management program and increasing opportunities for recruitment, educational programs and service to the area. A combination of public and private funding went into building the Complex. Private support, primarily from the family of pioneer rancher C. F. Coffee, paid for the Pavilion, while the state of Nebraska supported the construction of the \$4 million lab and classroom building. The Chadron State Foundation also contributed funding for equipment.

The ribbon cutting ceremony for the Chicoine Center took place a little later the same day. The Chicoine Center is named for Chadron businessman and philanthropist Vernon Chicoine, whose \$2.6 million bequest was the largest gift ever made to the Chadron State Foundation. The Chicoine Center consists of an arena, a strength and conditioning center, new locker rooms, offices and training facilities. The Chicoine Center occupies the former Armstrong gym, a building that was built in the 1960's. While the Chicoine Center showcases sports and athletics, it is important to note that the facility was designed to enhance the educational opportunities for all of Chadron's students and to enhance their health, fitness and well-being.

At the dedication ceremony, both President Rhine and I noted that the Chicoine Center and the Rangeland Management Complex will strengthen Chadron's recruiting efforts. We all know that facilities like these tell their own stories to prospective students and their families. These facilities portray a huge step forward made possible by everyone who diligently gave of their time and energy to the projects.

The partnerships between the State Colleges and the Nebraska Legislature, the Chadron State Foundation, and community members provide numerous advantages to the entire region. The facilities, educational programs, outreach efforts and the myriad initiatives designed to strengthen Chadron State don't happen in a vacuum. As they say, "It takes a village." The Rangeland Management Complex and the Chicoine Center projects were successful only through the combined efforts of the entire "Chadron State" village.

On October 1, 2015 several Senators and I traveled to Chadron State for an opportunity to tour the campus and discuss various capital constructions projects. Joining me were Senators Mello, Watermeier, Hilkemann, Stinner, and Schilz. Additionally, Carolyn Murphy, Steve Hotovy, Jon Edwards, President Rhine and a number of other CSC College officials joined the tour as well.

After the tour, President Rhine's presentation focused on the importance of the math and science building and the need for a major renovation to bring the building into the 21st century.

Randy pointed out that every CSC student takes at least one class in the building as it serves students in math, science, education and healthcare.

The planned renovation for the math and science building will be completed in phases and the design will meet contemporary laboratory and teaching standards, replace deficient and outdated laboratory furnishings, mechanical/electrical and plumbing systems, and allow for access, ease of maintenance and energy efficiency.

During the presentation, President Rhine also discussed the importance of the math and science building to the Rural Health Opportunities Program (RHOP). As you may recall, RHOP is a collaborative agreement between CSC and the University of Nebraska Medical Center (UNMC). The original RHOP agreement with Chadron State was signed in December 1989 and was designed to recruit and educate traditional students from rural Nebraska who, upon graduation from UNMC, would return to practice in rural areas of the state. Academic programs in RHOP at Chadron State include medicine, dentistry, dental hygiene, clinical lab science, physical therapy, physician assistant, pharmacy, nursing, and radiology. Nearly 80 percent of Chadron State RHOP graduates from UNMC are practicing in rural Nebraska. Peru State and Wayne State also partner with UNMC for RHOP to increase the number of medical professionals working in rural Nebraska.

Presidents' Reports

Chadron State College November 2015

Chadron State and its faculty are committed to high-impact learning processes. A recent study by the University of Wyoming, shows that learning gains and retention increase for students when they are taught in active learning environments. In fact, according to that same study, students in traditional lecture classes were 1.5 times more likely to fail than students in active learning classes.

The social work program is a tangible example of these learning practices. Using support from various facets from on-campus as well as off-campus, the members of the Social Work 435 class, host an annual one-day conference about an important social issue. The annual workshops are capstone projects required for graduates seeking a bachelor's degree in social work. The logistics, including planning, preparation and event management, as well as advertising and audio and video public service announcements are up to the students. This is a good opportunity for them to develop leadership skills, while engaging in active learning that encompasses community members, as well as folks from around the region.

According to Associate Professor Bruce Hoem, the students in SW 435 begin working in January so the conference will be ready by October and November. Among their several group meetings, the students host two principal player meetings, where the students invite people in the community, including city administrators, school counselors, school superintendents, school principals, health representatives, law enforcement and CSC administrators for suggestions about the conference. Prior to these meetings, the students and Hoem determine the annual topic and develop ways of incorporating state, regional and national experts.

"The conference has to be unique because we want it to mean something to the people in the audience and to the students. Because of that, it really involves a lot of people in the community," Hoem said. "Whenever anyone wants to join, that's great."

The 2015 conference, "Not Asking for It: A Workshop on Sexual Assault" was held on October 14. The students planned the focus of this particular workshop to be about educating the community and students about sexual assault, and what individuals can do when they need to report an assault. Presenters included Brian Van Brunt, who is the past-president of the American College Counseling Association, president-elect of the National Behavioral Intervention Team Association, current president of the School and College Organization for Prevention Educators and the managing editor for Student Affairs eNews.

Other speakers included representatives from the Chadron Community Hospital, the Chadron Police Department, the Dawes County Sheriff's Office and Project Strive TRiO. In addition, the workshop had panel discussions with local educators, health professionals and law enforcement.

The Social Work class began these conferences in 2009. The first one was devoted to veteran's awareness and former Gov. Heineman was the keynote speaker. In addition to workshops and other presenters, the conference displayed a flag that flew over the Twin Towers on Sept. 11, 2001, and I had the distinct honor of holding it.

Other conferences from the professional social work classes have covered disabilities, civility, post-traumatic stress disorder, and cancer awareness. Prior to the annual conferences, Hoem and his students in the SW 435 interviewed and recorded residents at Crest View Care Center,

an assisted living facility in Chadron, about their life stories. According to Hoem, the project was well received by the students and the public.

At past workshops, panel members and other speakers in breakout sessions, have addressed topics pertaining to child welfare and social work including: internet sex crimes against children, sex offenders and child safety, guardianship and conservatorship, poverty, the Indian Child Welfare Act, immigration, probation, juvenile justice, mental health, child advocacy, ways to improve awareness, knowledge and positive actions related to post traumatic stress disorder, bullying in the school system, cancer awareness, and disabilities, which featured a partnership with the Federation of the Blind.

Hoem said the students handle the work well and benefit from high-impact learning.

“One of the greatest things our students learn is how to be confident. Initially, a one day workshop seems overwhelming, but they learn to find within themselves the ability to put something together without relying on others,” he said. “They learn to work in a group and how to mediate because there are a lot of problems to solve. And, they learn the nuts and bolts on how to put something together for the community. They really learn how to think in detail and they work late hours to make sure everything is right. Best of all, though, they learn to believe in themselves.”

**Peru State College
November 2015**

NCATE Accreditation Success

Peru State College recently completed its National Council for Accreditation of Teacher Education (NCATE) Board of Examiners visit. Initial findings for the School of Education were exceptional indicating that all six NCATE Standards were met with no identified areas for improvement. Having no areas identified for improvement is very difficult for any institution making this an excellent review. The NCATE Unit Accrediting Board (UAB) will officially act on the findings and recommendations in the spring of 2016.

NCATE reviews programs every seven years to ensure that teacher education programs are operating at a high level of educational quality and integrity. NCATE accreditation means that a teacher education program is recognized by the profession as meeting national standards. The accreditation process for Peru State College involved extensive preparation and review of its programs involving the entire School of Education resulting in the submission of a report and a site visit by an NCATE Board of Examiners September 27 through 29.

A successful review is only possible through good leadership. We were fortunate that the Nebraska State College System Vice Chancellor for Academic Affairs, Dr. Jodi Kupper, who was formerly Dean of the School of Education at Peru State College, invested significant time over the past 18 months to lead the preparation efforts. This leadership, her experience at Peru State College, and her expertise in accreditation were especially important during transition in the position of Dean of the School of Education. Interim Dean of the School of Education, Dr. Margaret Kunkel, played an instrumental role stepping in this past summer to ensure that all of the documentation to support the review was prepared and that the logistics for the visit were in place. She worked diligently to prepare the education faculty and the campus community for the visit.

A committed and qualified faculty is at the core of a successful education program. There are clear expectations by NCATE that faculty members must model best professional practices in scholarship, service, and teaching and they must continually assess their own effectiveness. This requires faculty members to be exceptional teachers who continually engage in research and professional development. Seven years ago, the School of Education, received full NCATE accreditation, but faculty scholarship was identified as an area where improvement was recommended. The School took this seriously investing time and resources to improve. Faculty scholarship as an identified area of improvement was removed this year. We are fortunate to have a highly professional and committed education faculty.

The accreditation visit expanded beyond the Peru State College campus. Regional partners are imperative for a successful teacher education program. These partners provide our teacher education students with clinical experiences and student teaching opportunities. We are fortunate to have strong support in the region from school districts, classroom teachers, alumni and ESU 4 staff. I was impressed with the number of these partners who attended a Sunday evening dinner hosting the Board of Examiners and the number who met individually over the three-day visit with members of the Board of Examiners to share their commitment and experiences with Peru State College.

The ultimate goal of NCATE and the Peru State College School of Education is to prepare students to be outstanding educators. The accreditation team met with current students on campus, students who are now student teaching and recent graduates. What they found were

students and educators who had a strong foundation of knowledge, professional understanding and skills and the ability to be reflective decision makers.

Peru State College has been committed to teacher education since its founding in 1867. Preparing outstanding educators is central to our mission to make a vital contribution to the region and the state. I am thankful for the strong leadership provided by Dr. Kupper and Dr. Kunkel, our talented and committed faculty and our supportive partners throughout the region. And, I am proud of our teacher education students and their commitment to improving education through their careers.

**Wayne State College
November 2015**

Wayne State Launches Greater Siouxland Study Task Force

The purpose of the task force is to study the current impact and future opportunities for Wayne State College in the greater Siouxland area. This task force will identify strategies that will enhance learning excellence, student success, and regional service for the area. Part of the strategy will include opportunities to enhance current and initiate new external partnerships to support economic development in the region. The task force will forward recommendations via a white paper to me by April 15, 2016. I will, in consultation with the vice presidents and academic deans, implement a strategy based on the recommendations.

There are 18 members on the task force, which includes representatives from the faculty, support staff, professional staff, students, alumni, and Siouxland Community representatives. The task force is chaired by John Dunning, CIO. The major responsibilities of the task force include:

- Collecting and reviewing past and current initiatives that support Wayne State College's mission in the Greater Siouxland area.
- Studying the college's enrollment data with a focus on students served from the target area.
- Conducting an environmental scan of college/university outreach programs.
- Performing a review of current literature on best practices in regional higher education outreach programs.
- Hosting focus groups with internal (faculty, support staff, professional staff, and students) and external (alumni, school district administrators and teachers, and business leaders) stakeholders to assess current impact and future opportunities.
- Identifying clear strategy recommendations for enhancing Wayne State College's impact on the Greater Siouxland area. Recommendations should be based on the information gathered from the historical analysis, enrollment data, environmental scan, literature review, and focus groups. Additional items that may be addressed include: identified student markets and projected enrollments, academic programs delivered to meet the students served, specific ideas for increasing and enhancing the student's educational experience, and strategies for supporting and developing external partnerships.
- Drafting a white paper to include the strategy recommendations and a summary of collected data. A financial model should also be developed in consultation with the vice president for administration and finance.

Service-Learning Project Illustrates City's History

Wayne State history faculty member Dr. Eric Colvard, Josh Piersanti, graphic design professor, and students from World History and Graphic Design II classes unveiled a historical timeline Service-Learning project at the Wayne Public Library on Sept. 25. The timeline, which is a permanent addition to the library's resources, illustrates the history of Wayne and serves as an important source of information to visitors and community members.

The history students honed their research skills accessing archival materials and the design students created digital drafts that were then incorporated into the final timeline. Approximately 34 WSC students spent more than 430 hours creating the timeline. Funds for the panels and installment included a Service-Learning sub grant and contributions from the Wayne Public Library Board and Friends of the Library.

Each semester since 2005, more than 400 Wayne State College students have participated in Service-Learning projects under the direction of WSC faculty members. The WSC Service-Learning program promotes, mobilizes, and supports the efforts of the college, united in strengthening academic and co-curricular programs through projects in our communities, state and nation.