



# Nebraska State College System

CHADRON | PERU | WAYNE

## 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 LifeSize Videoconference, Lincoln, Nebraska on April 23, 2020

Business Meeting                      April 23 –                      9:30 a.m.

Chadron State College, Miller Hall Room 109  
Lincoln – Nebraska State College System Conf. Room, 3<sup>rd</sup> Floor  
Peru State College, Hoyt Building Conference Room #110  
Wayne State College, U.S. Conn Library, Room 16

10<sup>th</sup> & Main  
1327 H Street  
600 Hoyt Street  
1111 Main Street

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

APRIL 23, 2020  
NEBRASKA STATE COLLEGE SYSTEM OFFICE  
1327 H STREET, 3<sup>rd</sup> FLOOR CONFERENCE ROOM  
LIFESIZE VIDEOCONFERENCE  
LINCOLN, NEBRASKA

THURSDAY, APRIL 23, 2020

**9:00**      **Design Development Documents Presentation**  
WSC Benthack Hall Renovation  
Leo A. Daly

**1327 H Street**  
Conference Room, 3<sup>rd</sup> Floor  
Lincoln, Nebraska

Chadron State College  
10<sup>th</sup> & Main  
Miller Hall, Room 109  
Chadron, Nebraska

Peru State College  
600 Hoyt Street  
Hoyt Conference Room #110  
Peru, Nebraska

Wayne State College  
1111 Main Street  
U.S. Conn Library, Room 16  
Wayne, Nebraska

9:30      BOARD OF TRUSTEES BUSINESS MEETING

## Call to Order

Approval of Meeting Agenda

Public Comments

## Minutes Approval

- 1 Board of Trustees of the Nebraska State Colleges - Regular Meeting - Jan 14, 2020 1:15 PM
- 2 Board of Trustees of the Nebraska State Colleges - Special Meeting - Feb 27, 2020 9:30 AM

## 1 Items for Consent Agenda

- 1.1 Final Round Approval of Revisions to Board Policy 7010; Purchases; Bids; Public Lettings; Board Policy 7015; Contracts; Limitations, Exemptions and Board Policy 7016; Contracts; Consulting Services (AP)
- 1.2 Approve Program Review Recommendation (AP)
- 1.3 Approve Distinguished Service Award for Peru State College (AP)
- 1.4 Approve Addendum B Amendment to Archer Education, Inc. Agreement for Peru State College (AP)
- 1.5 Approve S.T.E.P. Partnership Agreements with Grand Island Public Schools, Pathways 2 Tomorrow Rural School Consortium and South Sioux City Community School District for Wayne State College (AP)
- 1.6 Approve Memorandum of Understanding with Grand Island Public Schools for Wayne State College (AP)
- 1.7 Approve Addition of Geography-Mapping and Counseling-Human Services Minors at Wayne State College (AP)
- 1.8 Approve Memoranda of Understanding with Virtual Education Software and Learners Edge for Wayne State College (AP)
- 1.9 Approve Authorization for Chancellor to Bind Insurance Coverages (FFA)
- 1.10 Approve Selection of Auditors and Contracts for Audits for Fiscal Year Ending June 30, 2020 (FFA)
- 1.11 Approve Preliminary Revenue Bond Operating Budgets 2020-2021 (FFA)
- 1.12 Approve LB 309 Allocations and Retrievals (FFA)

## Items for Discussion and Action

### 2. Academic and Personnel

- 2.1 First and Final Round Approval of Deletion of Board Policy 4160, Degree Programs; Chadron State College, Board Policy 4170; Degree Programs; Peru State College and Board Policy 4180; Degree Programs; Wayne State College
- 2.2 Approve Teaching Excellence Award Nomination
- 2.3 Approve Memoranda of Understanding with Kansas City University of Medicine & Biosciences for Doctor of Psychology Partner Program and 3+1 Baccalaureate Degree Program for Doctor of Osteopathic Medicine and 3+2 BA/BS in Applied Human and Sport Physiology from Wayne State College and Master of Science in Athletic Training from Northwestern College
- 2.4 Approve Addition of Human Performance and Wellness Management Focus Area in MSOM for Wayne State College
- 2.5 First and Final Round Approval of Revisions to Board Policy 5010; Categories of Personnel; Employees
- 2.6 First and Final Round Approval of Revisions to Board Policy 5405; Retirement Plan; State College Employees
- 2.7 Approve Salary Policy 2020-2021
- 2.8 Approve Amendments to Crisis Leave Donation Provisions in All Collective Bargaining Agreements
- 2.9 Approve Agreement with Faith Regional Physician Services for Wayne State College

### **3. Student Affairs, Marketing, and Enrollment**

- 3.1 First and Final Round Approval of Revisions to Board Policy 3100; Conduct & Discipline; Students
- 3.2 First and Final Round Approval of Revisions to Board Policy 3675; College Diversity and Multiculturalism

### **4. Fiscal, Facilities and Audit**

- 4.1 Accept and Approve Design Development Documents for Benthack Hall Renovation for Wayne State College
- 4.2 Approve One-Time Cash Fund Appropriation Adjustment for Wayne State College
- 4.3 Approve Revised Revenue Bond Operating Budgets; Revisions to Peru State College Contingency Maintenance Resolution; and Furnishing Utilities for Revenue Bond Facilities
- 4.4 Approve Distribution of Funds for 2020-21
- 4.5 Approve Reallocation of Contingency Maintenance Funds for Wayne State College

### **Items for Information and Discussion**

### **5. Chancellor Informational Items**

- 5.1 Five Year Academic Calendar
- 5.2 NSCS Funding Request for CSC Foundation
- 5.3 Change of Speech Communications Program Name to Communication Studies for Wayne State College
- 5.4 Reports of Personnel Actions
- 5.5 Intercollegiate Athletics Report of Institutional Commitment to NCAA Principles for Conduct to Enhance Integrity in Intercollegiate Athletes
- 5.6 Capital Construction Quarterly Reports
- 5.7 Contingency Maintenance Progress Reports
- 5.8 LB 309 Project Status Reports
- 5.9 Settlement Agreement
- 5.10 Financial Reports
- 5.11 Operating Expenditure Reports
- 5.12 Revenue Bond Expenditure Reports
- 5.13 Fall Occupancy and Income Reports
- 5.14 Potential Occupancy and Income Reports
- 5.15 Grant Applications and Awards for Information
- 5.16 Contracts and Change Orders for Information
- 5.17 Preliminary Review of Biennium Budget Requests
- 5.18 Chancellor's Travel

**6. College Informational Items**

- 6.1 Proposed Board of Trustees Meeting Schedule for 2020-2021

**Student Trustee Reports**

**Adjournment**



# Nebraska State College System

CHADRON | PERU | WAYNE

## Executive Session - January 14, 2020

### Call to Order - Executive Session

The meeting was called to order at 8:32 AM by Chair Bieganski.

Motion was made by Trustee Engles and seconded by Trustee Chaney 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

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

- Litigation
- Personnel matters

Motion was adopted. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

The Board went into executive session at 8:33 AM. The Board reconvened the open meeting at 11:00 AM.

### Adjournment - Executive Session

There being no further business, the meeting was adjourned by Chair Bieganski at 11:00 AM.

## January 14, 2020

### Call to Order

The meeting was called to order at 1:15 PM by Chairman Gary Bieganski

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

Approval of Meeting Agenda

A motion was made by Trustee Chaney and seconded by Trustee Engles to approve the Meeting Agenda. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

Public Comments

No public comment.

Minutes Approval

Board of Trustees of the Nebraska State Colleges - Regular Meeting - Nov 14, 2019 2:15 PM

A motion was made by Trustee Engles and seconded by Vice Chairman Zeiss to approve the minutes of the November 14, 2019 meeting. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

1 Items for Consent Agenda

A motion was made by Vice Chairman Zeiss and seconded by Trustee Engles to approve the following consent agenda item(s). Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

1.1 Approve LB 309 Allocations and Retrievals (FFA)

The following LB 309 allocations and retrievals are presented for Board approval per Board Policy 8065.

**Chadron State**

- Retrieval of \$40,300 for window replacement for King Library

Allocation Date/Amount	3/13/17	\$272,000.00
Retrieval Date/Amount	11/4/19	<u>40,300.00</u>
Estimated Project Cost		\$231,700.00

Minutes Acceptance: Minutes of Jan 14, 2020 1:15 PM (Minutes Approval)

2. Allocation of \$20,000 for HVAC control compressor for Burkhiser Complex		
Allocation Date/Amount	12/3/19	\$20,000.00
College Contribution		<u>00.00</u>
Estimated Project Cost		\$20,000.00

### Peru State

1. Allocation of \$110,000 for campuswide roof replacements		
Allocation Date/Amount	11/26/19	\$110,000.00
College Contribution		<u>00.00</u>
Estimated Project Cost		\$110,000.00

### Wayne State

1. Allocation of \$975,000 for HVAC, building code, ADA and windows in Benthack Hall		
Allocation Date/Amount	11/19/19	\$975,000.00
College Contribution		<u>00.00</u>
Estimated Project Cost		\$975,000.00

### 1.2 Authorization for Chancellor to Sign Contracts for Chadron State, Peru State and Wayne State Colleges (FFA)

**Chadron State** requests authorization for the Chancellor to sign contracts for the following upcoming projects:

Andrews Hall Corridor Improvements (Approximately \$200,000)  
 Andrews Hall Lighting Retrofit (Approximately \$120,000)  
 Design High Rise Mechanical Room Upgrades (Approximately \$20,000)  
 High Rise Mechanical Room Upgrades (Approximately \$130,000)

**Peru State** respectfully requests authorization for the Chancellor to sign a Web Content Management System (CMS) contract. A CMS is a software solution designed to help users create and edit website designs and content. A CMS will also help with marketing to potential students, communicating with traditional media and social media, and coordinating business areas of the college. The eventual contract amount will be approximately \$120,000.

**Wayne State** requests authorization for the Chancellor to sign contracts for the following upcoming projects:

Library Canopy (Approximately \$300,000)  
 Natatorium Roof Replacement (Approximately \$300,000)  
 Student Center HVAC Upgrades-South Mechanical Room (Approximately \$275,000)  
 Parking Lot West of Peterson Fine Arts (Approximately \$550,000)  
 Morey Restroom Upgrades-Phase I (Approximately \$170,000)



1.3 Approve Appointment of Substantial Completion Committee for Field House Phase II for Peru State College (FFA)

The Field House Phase II Project is nearing completion. In accordance with Board Policy 8069, Peru State College recommends appointment of the following committee to perform the Substantial Completion review.

John Chaney, Chair, Fiscal, Facilities and Audit Committee, Board of Trustees

Bob Engles, Board of Trustees

Steve Hotovy, Vice Chancellor for Facilities and Information Technology, NSCS

Dan Hanson, President, PSC

Debbie White, Vice President for Administration and Finance, PSC

Darrin Reeves, Assistant Director of Facility Services, PSC

Wayne Albury, Athletic Director, PSC

Rebecca Jewell, Interim CEO, Peru State College Foundation

Representative(s), Jackson, Jackson and Associates, Inc., Registered Architect

1.4 First and Final Round Approval of Revisions to Board Policy 6005; Establishing and Use of Reserves (FFA)

The revision to Board Policy removes a temporary clause in the policy regarding Chadron State's reserve funds. The College met the requirement at the end of FY 2018-19, therefore the clause is being removed.

## Items for Discussion and Action

### 2. Academic and Personnel

2.1 Final Round Approval of Revisions to Board Policy 2510; Mission Statement; Core Values and Vision Statement

The revisions to Board Policy 2510 expand the policy to include definitions for mission statement, core values, and vision statements; current Nebraska statutory language that establishes authorizations for the colleges and the NSCS; the degrees currently authorized for each college; and the current mission, vision, and value statements for the NSCS as a whole, as well as each individual college.

A motion to approve the Final Round Approval of Revisions to Board Policy 2510; Mission Statement; Core Values and Vision Statement was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

2.2 First and Final Round Approval of Deletion of Board Policy 4100; New Program Approval and Revisions to Board Policy 4200; Existing Program Review

The revision of Board Policy 4200 integrates current policy expectations for both new academic program proposals and existing academic program review into one policy. As such, Board Policy 4100 can be eliminated. The procedures previously included in these two policies have been removed and are now reflected in correlating guidelines for each program-related process.

A motion to approve the First and Final Round Approval of Deletion of Board Policy 4100; New Program Approval and Revisions to Board Policy 4200; Existing Program Review was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

2.3 First and Final Round Approval of Revisions to Board Policy 4140; Academic Program and Degree Requirements

The revisions to Board Policy 4140 include the addition of undergraduate certificate requirements as an academic offering, as well as minor revisions to numeric references throughout the policy.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 4140; Academic Program and Degree Requirements was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

2.4 First and Final Round Approval of Revisions to Board Policy 4620; Accreditation

The revisions to Board Policy 4620 more clearly articulate expectations and processes related to both institutional and program accreditation initiatives.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 4620; Accreditation was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

2.5 First and Final Round Approval of Deletion of Board Policy 2750; Union Solicitation

After reviewing this policy with all three NSCS unions, all parties agreed that these issues are already covered in the respective union Agreements. Accordingly, we recommend that this duplicative policy be deleted.

A motion to approve the First and Final Round Approval of Deletion of Board Policy 2750; Union Solicitation was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

2.6 First and Final Round Approval of Revisions to Board Policy 5015; Adjunct Faculty

The revision to Board Policy 5015 increases the number of credit hours that adjunct faculty can be assigned from twenty-four (24) to twenty-seven (27) per calendar year. This allows the Colleges greater flexibility to hire adjuncts while still staying within Affordable Care Act employment limits.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 5015; Adjunct Faculty was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

2.7 First Round Approval of Revisions to Board Policy 7010; Purchases; Bids; Public Lettings; Board Policy 7015; Contracts; Limitations, Exemptions and Board Policy 7016; Contracts; Consulting Services

The revisions to these policies expand contract signing authority to include the Vice Presidents for Academic Affairs. The Presidents requested this change to increase contracting efficiencies particularly with contracts that are academic in nature.

A motion to approve the First Round Approval of Revisions to Board Policy 7010; Purchases; Bids; Public Lettings; Board Policy 7015; Contracts; Limitations, Exemptions and Board Policy 7016; Contracts; Consulting Services was

recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

- 2.8 Approve Authorization for Chancellor to Negotiate and Sign an Educational Partnership Agreement with the University of Nebraska Board of Regents, for and on Behalf of the University of Nebraska Medical Center, to Continue the Rural Health Opportunity Program (RHOP) for the Nebraska State Colleges

Since April 2019, a series of meetings and collaborative conversations have been held to develop a system level agreement with the University of Nebraska Medical Center (UNMC) for the continuation of the Rural Health Opportunity Program (RHOP) for the Nebraska State Colleges. Over the past several months, several drafts of the agreement have been shared and reviewed by a number of individuals across the system, and their feedback has strongly informed the development process. Attached is the latest draft that is currently being reviewed by all parties. The goal is for a final draft of the agreement to be executed by early Spring 2020.

In accordance with Board Policy 7015, the Board is being asked to grant the Chancellor the authority to conclude negotiations and sign the agreement. The agreement continues the Rural Health Opportunity Program (RHOP) for the Nebraska State Colleges and it describes the program requirements and expectations for the overall collaborative program, as well as specific medical programs included in RHOP.

A motion to approve the Authorization for the Chancellor to Negotiate and Sign an Educational Partnership Agreement with the University of Nebraska Board of Regents, for and on Behalf of the University of Nebraska Medical Center, to Continue the Rural Health Opportunity Program (RHOP) for the Nebraska State Colleges was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

- 2.9 Approve Memorandum of Agreement with Western Nebraska Community College for Chadron State College

Chadron State respectfully requests approval of the Memorandum of Agreement which supports collaborative opportunities and initiatives between Chadron State College and Western Nebraska Community College.

A motion to approve the Memorandum of Agreement with Western Nebraska Community College for Chadron State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

2.10 Approve Addition of Nutrition and Dietetics Undergraduate Degree Program for Chadron State College and Wayne State College

Chadron State and Wayne State jointly request approval to add the following undergraduate major beginning Fall 2020:

Nutrition and Dietetics

This new major for both colleges allows students who are interested in becoming nutrition and dietetics practitioners and earning the credential of Nutrition and Dietetics Technician Registered (NDTR). Previously, the degree required for this credential was an associate degree, but changes in the accreditation standards now require the completion of a baccalaureate program. By jointly offering this program through a collaborative offering of required course work and experiential learning opportunities, both Chadron State and Wayne State can serve the state in relation to the growing need for individuals who hold this credential, especially for rural regions of Nebraska.

A motion to approve the Addition of the Nutrition and Dietetics Undergraduate Degree Program for Chadron State College and Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

2.11 Approve Addition of Master of Arts or Science in Interdisciplinary Studies for Wayne State College

According to Board Policy 4100, Wayne State would like to seek approval to add the following graduate major, beginning Fall 2020:

Interdisciplinary Studies

A motion to approve the Addition of the Master of Arts or Science in Interdisciplinary Studies for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

### 3. Student Affairs, Marketing, and Enrollment

#### 3.1 First and Final Round Approval of Revisions to Board Policy 3300; Student Organizations; Conduct & Discipline and Board Policy 7020; Travel; Motor Pool

The revisions to Board Policies 3300 and 7020 arose out of a series of meetings with employees and students related to student organizations.

The revisions to Board Policy 3300 include the addition of provisions related to volunteers for student organizations including the requirement of background checks for certain volunteers; the co-funding of events, activities and travel by student organizations and the Colleges; and the ability of certain College volunteers to drive a state vehicle to transport students participating in student organization activities.

The revisions to Board Policy 7020 enable the Colleges to authorize volunteers to operate State vehicles for College business and to transport students participating in student organization events and activities.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 3300; Student Organizations; Conduct & Discipline and Board Policy 7020; Travel; Motor Pool was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

#### 3.2 Approve Fall Enrollment Reports

The 2019 Fall enrollment reports provide the Board an overall picture of student enrollments across the Nebraska State Colleges. The report is based upon census data as of October 15th and is consistent with IPEDS submissions and definitions to the extent possible.

A motion to approve the Fall Enrollment Reports was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

#### 4. Fiscal, Facilities and Audit

- 4.1 First and Final Round Approval of Revisions to Board Policy 6008; Collection of Delinquent Debts; Writing Off Bad Debts and Board Policy 6022; Income; Systemwide Fees; Individual College Fees and Deletion of Board Policy 6009; Withholding Registration, Transcripts and Diplomas from Students Owing Debts and Board Policy 6020; Student Tuition/Fee Deferment

Policy 6008 is proposed for revision in line with the new System Student Account Guidelines. In addition, Policy 6009 on withholding registration, transcripts and diplomas due to outstanding debt and Policy 6020 on Student Payment Plans are being blended into Policy 6008 with proposed revisions.

Finally, Policy 6022 on Student Fees has revisions to include a consistent Late Payment Fee at all three Colleges, as well as a consistent Reinstatement Fee. These changes are also in line with the new Student Account Guidelines.

These proposed changes are the result of the Board's and the Chancellor's request to make student account practices more consistent. Such changes will assist students who are taking classes from more than one of our Colleges. Also, the time it takes to write-off charges on student accounts has been decreased significantly, with a goal to continue to look for ways to shorten that timeline.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 6008; Collection of Delinquent Debts; Writing Off Bad Debts and Board Policy 6022; Income; Systemwide Fees; Individual College Fees and Deletion of Board Policy 6009; Withholding Registration, Transcripts and Diplomas from Students Owing Debts and Board Policy 6020; Student Tuition/Fee Deferment was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

- 4.2 First and Final Round Approval of Revisions to Board Policy 8050; Reports to Board of Trustees and Deletion of Board Policy 8018; Space Utilization Reports Related to Capital Projects

Periodic facilities reports specified in Board Policy 8050 will be revised to eliminate the reference to biennial space utilization reports and physical plant status reports. The space utilization reports are no longer required by the Coordinating Commission for Postsecondary Education (CCPE), and will be eliminated. The physical plant status reports are redundant of the semi-annual Contingency Maintenance reports, the LB309 Projects reports, and the Quarterly Capital Construction reports, and therefore can be eliminated.

This Board item also eliminates the annual Optimal Enrollment Reports which were not approved through Board Policy. These reports are related to capacities for housing, food service and parking. The

Optimal Enrollment Reports are difficult to prepare, they are often confused with other enrollment or housing reports, and the information they provide has limited use.

Board Policy 8018 was approved in 1994 in response to a CCPE requirement for biennial space utilization reports. Since the CCPE requirement no longer exists, Board Policy 8018 can be deleted.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 8050; Reports to Board of Trustees and Deletion of Board Policy 8018; Space Utilization Reports Related to Capital Projects was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

4.3 Approve Acceptance of Basic Financial Audit Report for Year Ended June 30, 2019 and 2018

The Auditor of Public Accounts (APA) has completed the Nebraska State College System (NSCS) basic financial audit for the fiscal years ending June 30, 2019 and 2018. No significant or material findings were identified. The audit is attached.

A motion to approve the Approve Acceptance of Basic Financial Audit Report for Year Ended June 30, 2019 and 2018 was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

4.4 Approve Acceptance of Single Audit for Year Ended June 30, 2019

BKD has completed the Nebraska State College System (NSCS) Single (federal) audit for the year ending June 30, 2019. A copy of the audit is attached.

A motion to approve the Acceptance of Single Audit for Year Ended June 30, 2019 was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson



4.5 Approve Continuation of Bookstore Contracts

A motion to approve the Continuation of Bookstore Contracts was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

4.6 Approve Continuation of Food Service Contracts

Board Policy 9015 provides for a food service RFP every five (5) years and provides objectives of the food service program.

Chadron, Peru and Wayne have submitted recommendations for continuation of food service contracts for a term beginning July 1, 2020 and continuing through June 30, 2021.

Chadron State College A'VIANDS

Peru State College FRESH IDEAS MANAGEMENT LLC

Wayne State College CHARTWELLS

A motion to approve the Continuation of Food Service Contracts was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

4.7 Approve Fee Recommendations for 2020-2021

The Colleges have submitted proposed fee changes for FY 2020-21 as required in Board Policy 6022. The proposed fees are shown on the following pages, along with a comparison to the prior year's fees.

**MANDATORY FEES**

Chadron State is proposing an increase to the Facilities Fee and removing the 12-hour cap on the Event Fee.

Wayne State is proposing an increase to the Event Fee and removing the 12-hour cap on this fee.

**OTHER FEES**

Wayne State is proposing an increase to its Degree Fees.

Minutes Acceptance: Minutes of Jan 14, 2020 1:15 PM (Minutes Approval)

All three Colleges reflect consistent late payment fees and reinstatement fees in line with System Student Account Guidelines.

A motion to approve the Fee Recommendations for 2020-2021 was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

#### 4.8 Approve 2020-2021 Room and Board Rates

Board Policy 9010 requires the maintenance of reasonable rates for room and board charges, subject to the approval of the Board, insuring maximum occupancy and/or an adequate flow of revenue to support the operations of the revenue bond facilities. Board Policy 9016 requires that each College establish student board rates to be approved by the Board of Trustees.

The Colleges have submitted proposed Room and Board Rates for FY 2020-2021. The proposed rates are shown on the following pages, along with a comparison to the prior year's rates.

The proposals take into consideration the capital needs of the Colleges' revenue bond programs, ongoing debt service needs, as well as operating cost increases on the programs.

A motion to approve the 2020-2021 Room and Board Rates was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

#### 4.9 Approve Contingency Maintenance Requests

Board Policy 9006 sets forth the procedure for the annual Contingency Maintenance Requests for approval by the Board.

The Colleges have submitted lists of contingency maintenance projects for their revenue bond facilities, along with financial information related to the status of their revenue bond programs. The data has been reviewed by System Office staff, and the requests reflect appropriate use of the funds. Financial projections indicate adequate support for the revenue bond programs and the planned improvements.

A motion to approve the Contingency Maintenance Requests was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

4.10 Approve Budget Request Guidelines and Preliminary Capital Construction Requests

Approval is requested for guidelines for the Colleges' and System Office's request for the 2021-2023 Biennium Budget.

A motion to approve the Budget Request Guidelines and Preliminary Capital Construction Requests was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

4.11 Approve 2021-2023 Biennium NSCS Capital Construction Board Initiatives

Capital construction initiatives for the 2021-2023 biennium will be directed by language considered and approved by the Board.

A motion to approve the 2021-2023 Biennium NSCS Capital Construction Board Initiatives was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

4.12 Approve Use of \$775,000 in Appropriated and Unappropriated Cash Funds on a One-Time Basis for Chadron State College

Board Policy 7001 states: "If needed, revised budgets for the current fiscal year may be submitted to the Board for approval. Revised budget requests must clearly identify the funding source and be accompanied by a full explanation of the proposed program budget adjustments."

Chadron State College is requesting to use \$775,000 from its cash funds toward the Math Science project on a one-time basis. Of this amount, \$300,000 is from currently appropriated cash funds (through internal reallocation) and \$475,000 is from unappropriated cash funds from its required reserves.

Board Policy 6005 notes that approval must be requested from the Chancellor before initiating any action that would cause the required reserve to drop below the eight percent (8%) minimum reserve. In accordance with this requirement, the Chancellor has agreed to this on a short-term basis, providing that the required reserve is replenished by June 30, 2022; and pending Board approval of the use toward the

Math Science project.

A motion to approve the Use of \$775,000 in Appropriated and Unappropriated Cash Funds on a One-Time Basis for Chadron State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

4.13 Approve Use and Return of Capital Improvement Fee Funds for Peru State College and Wayne State College

The following Capital Improvement Fee uses and returns are proposed:

**USE OF FUNDS**

Peru State	Field House Phase II	\$ 75,000.00
Wayne State	Parking Lot W of Peterson Fine Arts	\$670,000.00

**RETURN OF FUNDS**

Wayne State	New Radio Antenna Tower	\$ 4,216.58
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Peru State requests authorization to use \$75,000 of capital improvement fee (CIF) funds for completion of the Field House Phase II project. The Field House project program statement was approved by the Board of Trustees on March 25, 2011. CIF funds for Phase II were approved by the Board during the April 20, 2018 meeting. Project costs and weather delays have resulted in additional change orders necessitating additional expense for project completion. This will allow the College to complete the project and fix drainage and erosion issues unforeseen in the original design. The CIF Fund balance adequately supports this request.

Wayne State requests Board approval for the use of \$670,000 of capital improvement fee funds on a one-time basis for the Parking Lot West of the Peterson Fine Arts Building. Approval of this funding will allow the College to move forward with the project. The capital improvement fee fund balance adequately supports this request.

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

New Radio Antenna Tower	\$4,216.58	Approved by the Board on April 25, 2014
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This project is now complete and the remaining funds will return to the capital improvement fee fund for future use.

Minutes Acceptance: Minutes of Jan 14, 2020 1:15 PM (Minutes Approval)

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

**ABSENT:** Carter Peterson

## Items for Information and Discussion

### 5. Chancellor Informational Items

#### 5.1 Reports of Personnel Actions

The personnel action reports are provided to the Board for information

#### 5.2 Foundation Employee Compensation Report for Peru State College

The Peru State College Foundation employee compensation report is provided to the Board for information.

#### 5.3 Grant Applications and Awards for Information

Board Policy 6024 requires the reporting of grant awards and applications to the Board as information, if they do not have a state maintenance of effort or future fiscal responsibility.

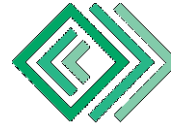
##### Chadron State Application

- Rural Behavioral Health Webinar (Behavioral Health Education Center of Nebraska [BHECN]) -- \$10,000

#### 5.4 Contracts and Change Orders for Information

Pursuant to Board Policies 7015, 7016, and 8065, the following contracts and change orders are provided to the Board for information.

#### 5.5 Chancellor's Travel



Nebraska State  
College System

CHADRON | PERU | WAYNE

## CHANCELLOR'S TRAVEL REPORT

Date	Total Days of Travel	Destination	Description	Expenses Reimbursed
10/09/2019	1	Omaha	Financial Advisory Services Interviews	\$0.00
10/18/2019	1	Peru	Leadership Conference	\$72.80
10/18/2019	1	Omaha	Aksarben Workforce Development Conference	\$0.00
10/24/2019	1	Omaha	Nebraska Chamber Manufacturing Summit	\$46.40
10/29/2019	1	Wayne	Rural PPP & NCTA Signing	\$104.00
10/31/2019	1	Millard	Millard School District	\$48.00
11/5-7/2019	3	Chadron	CSC Social Work Conference and meetings	\$32.94
11/13-15/2019	3	Wayne	Board of Trustees Meeting and other meetings	\$104.00
12/3-4/2019	2	Minneapolis	MHEC Open Education Conference	\$0.00
12/09/2019	1	Omaha	True Potential Scholarship Meeting	TBD
12/13/2019	1	Omaha	UNMC Strategic Planning Meeting	TBD

Anticipated future travel plans by the Chancellor:

Date	Total Days of Travel	Destination	Description
01/17/2020	1	Wayne	RHOP Selection Day
01/22/2020	1	Kearney	UNK Chancellor visit
02/22/2020	1	Peru	Engaging Educators Conference

As of 12/16/2019

*Prepared for the January, 2020 Board of Trustees Meeting*

## 6. College Informational Items

Chair Bieganski noted that either Bob Engles or John Chaney would provide greetings from the Board for the May 9 commencement ceremony at Peru State. He also noted that Cap Peterson would provide greetings from the Board at Wayne State and that he would provide greetings from the Board at Chadron State.

### 6.1 President's Reports

WSC President Rames noted items from the diversity report provided to the Board. A strategic enrollment plan was being developed to have more students with diverse backgrounds enroll at WSC. A Family Spanish Day was held the third year in a row and

Minutes Acceptance: Minutes of Jan 14, 2020 1:15 PM (Minutes Approval)

has been a success—currently 334 Hispanic students are enrolled at Wayne compared to 235 in the Fall of 2015.

A week of activities will be held the week of January 20 to celebrate the life of Martin Luther King, Jr. A panel discussion with a meal and a March to the Majestic Theatre are two of the festivities that will be held.

PSC President Hanson highlighted some items in the diversity report provided to the Board. The Nebraska State College Student Leadership conference was held at Peru with a variety of speakers representing diverse backgrounds providing presentations. Another activity was the First Generation Day where first generation students were recognized.

The City of Peru is still working to repair damage to the water treatment plant, wastewater treatment plant, levees and roads in the area after the flood. A formal group has been developed to look at ways to finance the required repairs. Currently matching funds will be provided by FEMA and NEMA.

CSC President Rhine discussed the diversity report provided to the Board. After discussions with students regarding diversity, the Diversity Committee now has a student as a co-chair. The co-chairs for the Diversity Committee are Kevin Coy, a CSC student and Professor Bruce Hoem. There are monthly activities/events related to diversity scheduled annually at CSC.

## 6.2 Student Trustee's Reports

PSC Student Trustee Myers reported that eight of the athletic teams were on track to earn Scholar Team status. The golf team holds the highest cumulative GPA with 3.8056. The athletic teams also complete more than 2,000 hours of community service in the Fall semester. This is on track to beat the record set last year with 3,800 hours for the entire year.

Four new Student Senators were elected at the end of the Fall semester. The Student Senate had all positions filled at the beginning of the Spring semester.

WSC Student Trustee VanMeeteren reported that 7 students presented honors projects in December. Some of the topics were communications studies, water release rates from Gavins Point dam and mental illness of police officers.

Along with honors projects, students from the fine arts hold multiple recitals and ensembles during the final weeks of school. These students work hard all year and are given a chance to show off their talents to family and friends during this time.

Campus organizations are gearing up for Martin Luther King Day and Black History Month celebrations.

CSC Student Trustee Klammer noted that CSC had an Eagle Exchange Clothing Store on campus that is open 24/7 for students to get clothes they needed or to provide clothing for others. He further noted the CSC Art Guild had a show and sale recently on campus.

Student senate members met with the candidates for the Vice President for Academic Affairs candidates while they were on campus for their interviews.

Chair Bieganski noted the next Board meeting would be held April 23-24, 2020 at Peru State College.

### Adjournment

The meeting was adjourned at 3:01 PM

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Paul Turman, Chancellor





# Nebraska State College System

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February 27, 2020

## Call to Order

The meeting was called to order at 9:30 AM by Chairman Gary Bieganski

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

## Approval of Meeting Agenda

A motion was made by Trustee Engles and seconded by Trustee Blomstedt to approve the Meeting Agenda. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

## Public Comments

John Axtell, noted that he would like to welcome Marjean Terrell to the Board. He noted it was great to have someone on the Board from western Nebraska.

Marjean Terrell also noted that she was excited to be a member of the Board of Trustees and looked forward to helping make the western region and Nebraska as a whole stronger.

## Items for Discussion and Action

### 1. Fiscal, Facilities and Audit

- 1.1 Approve Resolution Authorizing the Sale of Bonds to Provide for Math Science Facility in Accordance with LB 297 (2019) and to Refund 2014 Building Bonds, and Related Matters

The proposed bond issue is the result of LB297 passed during the 2019 legislative session. LB297 extends the provision of LB198 (2013) by indicating the legislative intent to provide the state payments an additional fourteen (14) years, through June 30, 2035, for the purposes of renovation of and construction of an addition to the Math

Science Facility at Chadron State College. At the same time, it may be favorable to refinance the Facilities Corporation's Series 2014 Building Bonds originally issued under LB198 in 2013.

The legislature, in LB198 (2013), appropriated \$2,216,000 for 2013-14 and indicated its intention to appropriate \$2,216,000 per fiscal year through June 30, 2021 for the Rangeland Center at Chadron State College and the U.S. Conn Library project at Wayne State College. LB297 (2019) extends the intention to appropriate \$2,216,000 annually through June 30, 2035.

To authorize the issuance of the bonds, action is necessary by the Board of Trustees, and additional action must be taken by the Nebraska State College Facilities Corporation. The Board of Trustees needs to approve a resolution, which follows. The Resolution would authorize the issuance by the Corporation of not to exceed \$28,000,000 aggregate principal amount of Facilities Bonds to finance the cost of the CSC Math Science Building and an additional amount as may be determined necessary to refinance the Series 2014 Bonds. The Chancellor or Vice Chancellor for Finance and Administration is authorized to approve the final terms of the issuance and sale of the Facilities Bonds.

Mary Jane Darby from Janney (financial advisor) and Coleen Duncan from Gilmore Bell (bond counsel) shared a PowerPoint presentation regarding bond sales.

A motion to Approve the Resolution Authorizing the Sale of Bonds to Provide for Math Science Facility in Accordance with LB 297 (2019) and to Refund 2014 Building Bonds, and Related Matters and to amend the motion to authorize the Facilities Corporation to issue bonds not to exceed \$30,000,000 instead of \$28,000,000 was recommended by the committee to the full Board, which approved the motion as amended. Voting **AYES:** Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

1.2 Approve Reallocation of Contingency Maintenance Funds for Chadron State College

Chadron State requests the following reallocation of contingency maintenance funds:

From Resolution:

4/20/2018	\$12,068.63	#4 Revenue Bond Bldgs Asbestos Abatement
4/20/2018	\$28,609.28	#5 Revenue Bond Bldgs Door/Cabinet Repair
3/22/2019	\$12,600.00	#2 Crites Hall ADA Ramp
3/22/2019	\$69,433.27	#5 High Rise Plumbing Upgrade

Minutes Acceptance: Minutes of Feb 27, 2020 9:30 AM (Minutes Approval)

To Resolution:

4/20/2018 \$122,711.18 #2 Andrews Hall Elevator Upgrade

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**: Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

- 1.3 Approve Use of \$400,000 of Capital Improvement Fee Funds for Chadron State College

Chadron State requests approval to use \$400,000 of Capital Improvement Fee (CIF) funds for the Math Science Building project. This will allow the College to move forward with the project. The CIF fund balance adequately supports this request.

A motion to approve the Use of \$400,000 of Capital Improvement Fee Funds for Chadron State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Blomstedt, and Zeiss.

**ABSENT:** Carter Peterson

## Adjournment

The meeting was adjourned at 10:11 AM

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Paul Turman, Chancellor

**ITEMS FOR CONSENT AGENDA**

April 23, 2020

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***ACTION:***                                   **Final Round Approval of Revisions to Board Policy 7010; Purchases; Bids; Public Lettings; Board Policy 7015; Contracts; Limitations, Exemptions and Board Policy 7016; Contracts; Consulting Services (AP)**

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The revisions to these policies expand contract signing authority to include the Vice Presidents for Academic Affairs. The Presidents requested this change to increase contracting efficiencies particularly with contracts that are academic in nature.

The System Office recommends approval of the Revisions to Board Policies 7010; 7015 and 7016 (AP).

**ATTACHMENTS:**

- Revisions to Board Policy 7010      (PDF)
- Revisions to Board Policy 7015      (PDF)
- Revisions to Board Policy 7016      (PDF)

## BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 7010 Purchases; Bids; Public Lettings**

**Page 1 of 6**

### BOARD POLICY

#### Applicability

Board Policy 7010 applies to bidding and purchases of general items, supplies and ordinary services. Board Policy 7016 applies to contracts for legal counsel, auditor, lobbyists, search consultants, and other consultants and specialized services not associated with facilities or information technology in the 8000 series Board policies. Policy 8064 applies to construction, facilities and Information Technology (IT) related purchases and bidding, and includes facilities related purchases such as carpet/flooring & wall finishes, equipment, fixtures, furnishings, and window coverings even when their purchase is not associated with a capital construction project. The following four sections: **Emergency; Sole Source; Exceptions to Bidding Requirements; and Requests for Proposals (RFP)**, apply to both Board policies 7010 and 8064.

#### Emergency

Emergency shall mean any situation where it is necessary to enter into a contract to (a) avoid the loss of life, health, safety, or property, (b) respond to time limits established by an external authority, (c) ensure the continuation of an essential College service, function, utility, facility or computer/software system, or (d) avoid, correct or repair a situation outside the control of the Colleges including detrimental negligence or acts of an employee, natural or manmade disasters, and security or data compromise.

Proposed emergency purchases shall be documented by the College unit or department, and submitted to the President, Vice President for Administration and Finance or Vice President for Academic Affairs, for approval by the Chancellor. The Chancellor may also approve the suspension of bidding requirements as appropriate for each emergency.

#### Sole Source

A sole source purchase is when there is only a single feasible or sole source for the supplies or services. A single feasible or sole source exists when:

- Supplies are proprietary and only available from the manufacturer or a single distributor.
- Additions to a system must be compatible with the original equipment or software.
- Factory authorized maintenance must be utilized in order to maintain validity of a warranty.
- Only one (1) type of computer software exists for a specific application.
- The software or materials are copyrighted and are only available from the publisher or a single distributor.
- The services of a particular provider are unique, e.g. entertainers, authors, etc.
- Based on current research, it is determined that only a single distributor services the region in which the supplies are needed.

Documentation to purchase based on sole source without competitive bids or proposals shall be documented by the College unit or department, and approved by the President, Vice President for Administration and Finance, or the Vice President for Academic Affairs in consultation with either the Vice Chancellor for Facilities and Information Technology, or the Vice Chancellor for Finance and Administration.

#### Exceptions to the Bidding Process

Exceptions to the bidding process are defined as: emergency and sole source purchases with proper approval, advertising, software licensing renewals and software/hardware maintenance agreements, purchase from a previously competitively bid government or multi-state compact contract, including other state colleges and higher education

**BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM****POLICY: 7010 Purchases; Bids; Public Lettings****Page 2 of 6**

institutions, or when the price has been established by the federal General Services Administration. Exceptions also include repairs of less than fifty thousand dollars (\$50,000) for vehicles, equipment, furnishings, Information Technology hardware/software/systems, and facilities/grounds. Repairs under \$50,000 require negotiation to assure quality work is performed at a reasonable price.

**Requests for Proposals (RFP)**

A Request for Proposal (RFP) process includes a detailed description of the items/supplies/services/systems desired, but important factors other than cost are made part of the process and considered in the award of the contract. For the purpose of Board policies, an RFP can be considered a form of bidding, and may be used when formal or informal bidding is required. The exception to that is when a proposal is received through an RFP process for the purpose of selecting a design/construction consultant or contractor in Board policies 8066 and 8071. In such cases, the proposals are not considered "bids" since the final contract amount is derived through negotiations with the highest ranked firm.

**Public Lettings**

All public lettings made by the Colleges and the System Office shall meet the requirements of state statute for such activities. Policies related to public lettings for capital construction projects and Information Technology (IT) are found in Policy Series 8000. Additional policies and guidance related to contracts are found in Policy 7015.

Advertisements for bids shall fix the day and time upon which bids shall be returned, received and opened. When a public contract is to be awarded to the lowest responsible bidder, a resident bidder shall be allowed a preference over a nonresident bidder from a state which gives or requires a preference to bidders from that state. The preference shall be equal to the preference given or required by the state of the nonresident bidder. This provision shall not apply to any contract for any project upon which federal funds would be withheld because of such provisions.

All contractors bidding on public lettings in the System shall file with the bid form, a statement that he/she is complying with, and will continue to comply with, fair labor standards in the pursuit of his/her business and in the execution of the contract on which he/she is bidding. If it is shown that any contractor submitting a bid has not complied with fair labor standards in the pursuit of his/her business, such lack of compliance shall be the basis for disqualification of the bid.

All contractors and vendors wishing to enter into a contract with a College must establish and provide proof of a drug-free workplace policy or submit a statement that they are in compliance with the State of Nebraska's Drug-Free Workplace requirement. Purchase Orders used to obtain products or services shall contain a statement that, by virtue of accepting the Purchase Order, providing the project or services and receiving payment for the same, the vendor is verifying that his/her business has established a drug-free workplace policy and is in compliance with the policy.

All contractors shall register and use a federal immigration system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

No person who is in charge of any bids prior to the time fixed for opening, shall open them prior to the time or otherwise disclose to any bidder the contents, amount or other details of any rival bid.

**BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM**

### Purchases

The responsibility for the purchasing, receiving, storing and distributing of all materials, supplies, moveable furniture and moveable equipment, as well as securing services, other than consulting services, to support the activities and programs of each College and the System Office, unless otherwise provided, is delegated by the Board to the President of each College or to the Chancellor. The Vice President for Administration and Finance of the College shall serve as the Principal Purchasing Agent for the College and shall be responsible for the development and implementation of College processes and procedures which conform to the requirements of the Board of Trustees. Should such processes and procedures include the appointment of a College purchasing agent and a decentralized purchasing function, responsibility for conformance with Colleges' and Board of Trustees' requirements shall remain with the Principal Purchasing Agent.

While a staff member as a prospective user may informally seek information and confer with a vendor about the characteristics and list price of a product, negotiation for purchase of such product must be done in compliance with the College/Board of Trustee's policies. In instances where the College has a decentralized purchasing function which may involve the prospective user of a product, the Principal Purchasing Agent shall retain responsibility for assuring compliance with procurement procedures. If correspondence is carried on between a prospective user and a vendor, copies of such correspondence shall be included along with other price documentation accompanying a purchase order to the extent determined appropriate by the Principal Purchasing Agent. Employees are to be aware of and follow the requirements stated in Policy #5002, Conflict of Interest; Employment Requirements when working with potential vendors for their College.

Purchasing processes and procedures shall be designed to assure that all materials, supplies, equipment and contractual services, using appropriate standards and specifications, can be purchased at the most advantageous price. Where feasible and appropriate, each College shall attempt to determine its annual supply and equipment needs so that purchasing may be coordinated to realize the potential economies of standardization of materials and large scale purchases. State purchasing assistance or contracts may be utilized where found to be advantageous.

When purchases are made using federal funds, federal purchasing requirements must also be followed. For those purchases meeting the federal definition of a "covered transaction", the purchaser shall verify that the potential vendor has not been suspended or debarred.

Payment will be made on satisfactory evidence that the materials have been received or the services rendered; that the designated specifications have been met; and that the price charged is correct. In that the State of Nebraska prefers that electronic payments be made to contractors and suppliers when possible, the following text shall appear on all State College Requests for Proposals, bid requests, contracts and purchase orders: "The Colleges may request that payments be made electronically instead of by State warrant."

All purchases shall be bid in the following manner, except for specific exceptions defined above, and as follows:

- 1) By a competitive formal sealed bidding process in all cases in which the purchases are of estimated value in the amount of fifty thousand dollars (\$50,000) or more;

*Competitive formal sealed bids are price quotations secured from vendors by means of A Quotation Request form. A minimum of fifteen (15) calendar days shall elapse between the time formal bids are advertised or called for and the time of their opening. Bids are opened publicly at the time and date specified in the Quotation Request. Facsimile quotes or e-mails received by the institution are not allowed during this process.*

### **BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM**

- 2) By an informal bidding process in all cases in which the purchases are of estimated value equal to or exceeding five thousand dollars (\$5,000) but less than fifty thousand dollars (\$50,000) ;  
  
*Informal bids are price quotations for goods or services which are secured by telephone calls or letters to potential vendors or from the vendors' published material. If the bids are obtained by telephone, the College/System Office is required to document such bids in writing.*
- 3) By a non-bidding process in all cases in which the purchases are of estimated value less than five thousand dollars (\$5,000). If it is determined by the College/System Office that solicitation of bids for items costing less than five thousand dollars (\$5,000) would result in a better quality product or lower cost, informal bids may be secured by telephone or in writing.
- 4) All contracts shall be bid as a single whole item. In no case shall contracts be divided or fractionated in order to produce several contracts which are of an estimated value below that required for competitive bidding.
- 5) Purchase Orders or Purchase Requisitions shall be prepared to serve as notification of award and documentation for the purchase of supplies, materials or equipment when the item(s) are being purchased under an existing State of Nebraska or College contract. Purchase orders are not required when purchasing supplies, materials, equipment or services that cost less than five thousand dollars (\$5,000).
- 6) Used vehicles, used equipment, used materials, or used supplies may be purchased by a non-bidding process up to the amount of fifty thousand dollars (\$50,000). Documentation justifying the purchase should be kept on file by the College for future reference.
- 7) Library acquisitions may be purchased by a non-bidding process when comparable pricing is checked through the Library's automation software or other specialized price comparison software available specifically for library acquisitions.

#### **Competitive Formal Bids**

The Department of Administrative Services/Materiel Division has delegated purchasing authority to each College and bidding shall follow the requirements of the Board. State purchasing assistance or State contracts and other procurement procedures may be utilized where found to be advantageous.

If articles are to be purchased by competitive formal bidding, the Colleges and System Office shall prepare standards and specifications for these articles in such a manner it will be possible for three (3) or more manufacturers, vendors, or suppliers to submit competitive bids. If a requisition for articles exceeds fifty thousand dollars (\$50,000) and bids cannot be obtained from three (3) bidders, then bids may be accepted from a fewer number of bidders than three, upon documentation of the bidding process.

All purchases required to be based on competitive formal bids, shall be made to the lowest responsible bidder, taking into consideration the best interest of the College, the quality of the articles proposed to be supplied, their conformity with specifications, the purposes for which required, and the times of delivery. In determining the lowest responsible bidder, in addition to price, the Colleges may develop criteria specific to a purchase or may give the following elements consideration where applicable:

## **BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM**



- 1) The ability, capacity and skill of the bidder to perform the contract required;
- 2) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- 3) Whether the bidder can perform the contract within the time specified;
- 4) The quality of performance of previous contracts;
- 5) The previous and existing compliance by the bidder with laws relating to the contract;
- 6) The life-cycle costs of the personal property in relation to the purchase price and specific use of the item;
- 7) The performance of the personal property, taking into consideration any commonly accepted tests and standards of product usability and user requirements;
- 8) Energy efficiency ratio as stated by the bidder for alternative choices of appliances or equipment;
- 9) The information furnished by each bidder concerning life-cycle costs between alternatives for all classes of equipment, evidence of expected life, repair and maintenance costs, and energy consumption on a per-year basis;
- 10) The results of the United States Environmental Protection Agency tests on fleet performance of motor vehicles. Each bidder shall furnish information relating to such results; and
- 11) Such other information as may be secured having a bearing on the decision to award the contract.

**In accordance with state law, when a state contract is to be awarded to the lowest responsible bidder, a resident disabled veteran or a business located in a designated enterprise zone under the Enterprise Zone Act shall be allowed a preference over any other resident or nonresident bidder if all other factors are equal. Resident disabled veteran means any person (a) who resides in the State of Nebraska, who served in the United States Armed Forces, including any reserve component or the National Guard, who was discharged or otherwise separated with a characterization of honorable or general (under honorable conditions), and who possesses a disability rating letter issued by the United States Department of Veterans Affairs establishing a service-connected disability or a disability determination from the United States Department of Defense and (b)(i) who owns and controls a business or, in the case of a publicly owned business, more than fifty percent (50%) of the stock is owned by one or more persons described in subdivision (a) of this paragraph and (ii) the management and daily business operations of the business are controlled by one or more persons described in subdivision (a) of this paragraph.**

Any or all bids may be rejected by the College or System Office, including the bid of any bidder who has failed to perform a previous contract with the Colleges or the State of Nebraska. In any case, where competitive bids are required and all bids rejected, and the proposed purchase is not abandoned, new bids shall be called for as in the first instance.

**BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 7010**

**Purchases; Bids; Public Lettings**

**Page 6 of 6**

No employee of the Colleges or the System Office shall be financially interested, or have any beneficial personal interest, directly, or indirectly, in the purchase or leasing of any articles or property, nor in any firm, partnership, corporation or association furnishing them. No such person shall receive or accept directly or indirectly from any person, firm or corporation submitting any bid or to whom a contract may be awarded, by rebate, gift or otherwise, any money or other thing of value whatsoever, or any promise, obligation or contract for future reward, or compensation.

<p>Legal Reference: RRS 4-114 RRS 73-101 through 105  RRS 73-107</p>	<p>Public employer and public contractor; register with and use federal immigration verification system; Department of Labor; duties Public Lettings  Resident disabled veteran or business located in designated enterprise zone; preference; contract not in compliance with section; null and void</p>
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Policy Adopted: 1/28/77  
 Policy Revised: 7/22/83  
 Policy Revised: 3/16/90  
 Policy Revised: 3/11/94  
 Policy Revised: 11/11/95  
 Policy Revised: 9/26/97  
 Policy Revised: 9/15/06  
 Policy Revised: 4/13/07  
 Policy Effective: 7/1/10  
 Policy Revised: 6/2/11  
 Policy Revised: 11/4/11  
 Policy Revised: 3/15/13  
 Policy Revised: 9/6/13  
 Policy Revised: 9/6/14  
 Policy Revised: 3/26/15  
 Policy Revised: 6/18/15

Approved: 6/3/10

Policy Revised:

Attachment: Revisions to Board Policy 7010 (2662 : Revisions to Board Policies 7010; 7015 and 7016 (AP))

## BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 7015

Contracts; Limitations, Exemptions

Page 1 of 3

### BOARD POLICY

#### Contracts Guidance

A contract is necessary whenever a legal relationship is established consisting of rights and duties that go beyond the sale transaction details. Thus, a contract is NOT required when there are no terms beyond the documentation of purchase details, such as 1) definition of items/scope, 2) delivery of the items/services, and 3) the timing of billing and payment.

The following purchases do NOT require a contract when the purchase is below fifty-thousand dollars (\$50,000): lodging, airfare, advertising, and repairs for vehicles, equipment, furnishings, facilities/grounds, and Information Technology products and services.

College departments and units are responsible for negotiating contracts prior to submission to the appropriate Vice President ~~for Administration and Finance~~. The Vice President for Administration and Finance is primarily responsible for signing College contracts, however, the Vice President for Academic Affairs may also sign contracts of an academic nature including, but not limited to Academic Collaborations, Partnerships and Affiliations; Academic Transfer or Articulation Agreements; Academic Camps; Community Service and Service Learning; International Travel; Library Collections; NENTA; Academic Events, Speakers or Activities; and, Work-based learning experiences, such as an internship, practicum, clinical placement, student teaching etc.

The NSCS standard contract forms are to be used for the initial review draft. (See “*Contract for Services Guidance and Instructions*” found at [www.nscs.edu](http://www.nscs.edu).) In cases where there are no alternatives to using vendor contract forms, the applicable provisions of the appropriate NSCS form need to be incorporated into the initial review draft. If an online user agreement (sometimes referred to as a “click-through agreement”) is required for a purchase, the terms and conditions are to be reviewed by the College department or unit prior to review and approval by the appropriate Vice President ~~for Administration and Finance~~. Refer to the first two paragraphs above for when online user agreements are considered contracts.

~~The Board is responsible for all contracts.~~ No contract may commit funds for a future fiscal year, unless specific funding has been identified in a Legislative appropriation bill or an appropriate escape clause has been inserted in the contract.

No contract, purchase agreement or lease/purchase agreement, that requires Board approval, shall be signed or finalized in any form until the Board has authorized the College to enter into such an understanding.

Contracts, Memorandums of Understandings, or Agreements establishing collaborative, educational partnerships between the Colleges and external entities must be approved in advance by the Board and signed by the Chancellor. Contracts that are solely for the purpose of exploring the potential for future substantive contracts do not require approval of the Board and shall be signed by the President or the Vice President for Academic Affairs.

All contracts for capital construction projects must follow the criteria stipulated in Policies 8063 through 8068.

All contracts related to revenue bond facilities will be in accordance with the indentures, statutes, and related Board policies.

**BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM****POLICY: 7015****Contracts; Limitations, Exemptions****Page 2 of 3****Exempt Contracts**

Certain contracts do not require review and approval by the Board. An exempt contract shall be defined as any of the following;

1. Any contract with individual students for room and board or deferred payment programs.
2. Any Agreements that establish placements for students to complete work-based learning experiences, such as an internship, practicum, clinical placement, student teaching etc.
3. Any community service and service learning contracts.
4. Any Northeast Nebraska Teacher Academy agreements (NENTA.)
5. Any articulation agreements to determine course equivalencies in accordance with Board Policies.
6. Any bus chartering contracts.
7. Any contract for the purchase of food and consumable food service items used in the regular course of business operations.
8. Any contract for the purchase of a license to use a mailing list, email list, or similar list of contacts.
9. Any contract for the purchase of supplies and commodities used in the regular course of business operations. *"Note: Advertising contracts are not considered an exempt contract. Advertising contracts in excess of \$50,000 require Board approval."*
10. Any contract for the purchase of installation services including repairs or maintenance agreements or movable equipment including information technology products and services, licenses and maintenance agreements where the total cost does not exceed one hundred thousand dollars (\$100,000). In cases of multiple-year contracts, contract amendments, contract extensions, contract renewals, and contracts with optional years, the one hundred thousand dollar (\$100,000) limit only applies to any given one (1) year period as defined in the contract documents.
11. Any contract for the purchase of utilities, gasoline, oil, or diesel fuel used in the regular course of business operations. Utilities shall include trash services, cable television and internet services.
12. Any contract dealing with the sale of College personal property, if Board Policy 7014 is followed.
13. Any granting of a lease or rental agreement to an external party, if the annual proceeds are less than twenty-four thousand dollars (\$24,000) in accordance with Board Policy 8027.
14. Any contract relating to the staging or performance of any cultural, artistic, musical, scholarly, recreational, or intercollegiate athletic event (at home or away).
15. Any contract for the purchase of material to be added to the collection of any College library.

**BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 7015**

**Contracts; Limitations, Exemptions**

**Page 3 of 3**

- 16. Any contract that does not exceed twenty-four thousand dollars (\$24,000), whereby a College will provide services to an external party, including, but not limited to, instruction, consulting, planning, technical assistance or program development courses. (For contracts to receive services, refer to Board Policy 7016.)
- 17. Any sponsorship agreements (refer to Board Policy 7017.)
- 18. Any contract with the state or federal government for the provision of Financial Aid.
- 19. Any contract associated with an emergency approved by the Chancellor.

All exempt contracts shall be signed by the President, ~~or~~ the Vice President for Administration and Finance or the Vice President for Academic Affairs. In the event that the President, ~~and the~~ Vice President for Administration and Finance or the Vice President for Academic Affairs are not able to sign on behalf of their respective institution, the Chancellor is authorized to execute a contract on behalf of the institution. The Chancellor or Vice Chancellor for Finance and Administration or General Counsel are authorized to sign exempt contracts for the System Office.

A list of the exempt contracts over fifty thousand dollars (\$50,000), authorized and signed by the College or System Office, shall be provided to the Board of Trustees for information in the proper format.

All other contracts, once approved by the Board, shall be signed by the President, ~~or the~~ Vice President for Administration and Finance, or the Vice President for Academic Affairs and then by the Chancellor or Vice Chancellor for Finance and Administration, or General Counsel.

Legal Reference: RRS 85-304  
RRS 85-411

Board of Trustees; Powers; Enumerated  
Campus buildings and facilities; Board; Powers

- Policy Adopted: 7/22/83
- Policy Revised: 3/11/94
- Policy Revised: 6/15/95
- Policy Revised: 4/13/07
- Policy Revised: 11/4/11
- Policy Revised: 3/15/13
- Policy Revised: 9/6/13
- Policy Revised: 11/7/14
- Policy Revised: 6/18/15
- Policy Revised: 5/3/16
- Policy Revised: 6/16/17
- Policy Revised: 9/15/18
- Policy Revised: 3/21/19
- Policy Revised: 9/12/19
- Policy Revised:

Attachment: Revisions to Board Policy 7015 (2662 : Revisions to Board Policies 7010; 7015 and 7016 (AP))

## BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 7016 Contracts; Consulting Services**

**Page 1 of 2**

### BOARD POLICY

The Board recognizes the value and financial savings that may accrue from the use of experienced consultants to the Board, staff and faculty on special aspects of College and System Office programs. Since no institution can include in its personnel appointments all the highly qualified and widely experienced people on all phases of College or System Office operations, the Board will therefore contract from time to time, as appropriate, with individuals or groups for special consulting services.

### LEGAL COUNSEL, AUDITOR, LOBBYIST AND SEARCH CONSULTANT

The hiring and retention of personnel not regularly employed by the Colleges and the System Office to act as legal counsel, auditor or independent certified public accountant (other than revenue bond auditor in accordance with Policy 9007), lobbyist, or search consultant for durations greater than five (5) days for any College or the System Office, shall be approved by the Chancellor. The Chancellor is delegated the responsibility for selecting and negotiating these services on behalf of the Board. The Chancellor shall determine if a service contract is necessary. A competitive process is not required. In each instance the Chancellor shall notify the Board.

All legal services shall be coordinated through the System Office as approved by the Chancellor. The Colleges are not authorized to obtain legal services or hire attorneys.

### ALL OTHER CONSULTING SERVICES

“All other consulting contracts” in the following paragraphs applies to contracts other than legal counsel, auditor or independent certified public accountant, lobbyist, and search consultant found in the section above. In addition, it does not apply to architect/engineering and IT consulting services, which can be found in Policy Series 8000.

The Presidents are delegated the responsibility for selecting and negotiating on behalf of the Board, all other consulting contracts for their respective Colleges where the total cost (fees plus related expenses) is expected to be under thirty-five thousand dollars (\$35,000). Such contracts shall be signed by the President, ~~or the~~ Vice President for Administration and Finance, or the Vice President for Academic Affairs. In the event that the President, ~~and the~~ Vice President for Administration and Finance, or the Vice President for Academic Affairs are not able to sign on behalf of their respective institution, the Chancellor is authorized to execute a consulting contract on behalf of the institution.

For all other consulting contracts where the total cost is estimated to be between thirty-five thousand dollars (\$35,000) and seventy thousand dollars (\$70,000), the contracts shall be approved by the Chancellor and signed by the President, ~~or the~~ Vice President for Administration and Finance, or the Vice-President for Academic Affairs and then by the Chancellor or Vice Chancellor for Finance and Administration or General Counsel.

The Chancellor is delegated the responsibility for selecting and negotiating on behalf of the Board, all other consulting contracts for the System Office or Systemwide where the total cost is expected to be under seventy thousand dollars (\$70,000). Such contracts shall be signed by the Chancellor or Vice Chancellor for Finance and Administration or General Counsel.

All other consulting contracts exceeding seventy thousand dollars (\$70,000) that are covered under this policy shall follow a competitive RFP process and be approved by the Board. These contracts, once approved by the Board, shall be signed by the President, ~~or the~~ Vice President for Administration and Finance, or the Vice President for Academic Affairs and then by the Chancellor or Vice Chancellor for Finance and Administration or General Counsel.

All other consulting contracts not requiring Board approval must be reported to the Board.

## BUSINESS MANAGEMENT, NEBRASKA STATE COLLEGE SYSTEM

Legal Reference: RRS 85-304

Board of Trustees; Powers; Enumerated

- Policy Adopted: 3/11/94
- Policy Revised: 9/15/06
- Policy Revised: 4/13/07
- Policy Revised: 6/15/12
- Policy Revised: 3/15/13
- Policy Revised: 8/12/14
- Policy Revised: 9/6/14
- Policy Revised: 11/7/14
- Policy Revised: 3/26/15
- Policy Revised: 1/12/16
- Policy Revised: 9/15/18
- Policy Revised:

Attachment: Revisions to Board Policy 7016 (2662 : Revisions to Board Policies 7010; 7015 and 7016 (AP))

**ITEMS FOR CONSENT AGENDA**

April 23, 2020

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**ACTION:** **Approve Program Review Recommendation (AP)**

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Per Policy 4200, existing academic programs shall be reviewed every 7 years by each College to determine the quality and effectiveness of each program, the efficiency with which each is delivered, and to avoid unnecessary duplication. Each program is evaluated based on the minimum threshold requirements established by the Coordinating Commission for Postsecondary Education (CCPE).

Below is the academic program that has been successfully reviewed for the 2019-2020 academic year and the subsequent recommendation for continued offering of each.

**Wayne State**

- Mass Communication - **continue the program**
  - Agricultural Communication and Leadership
  - Electronic Media
  - Journalism
  - Journalism & Media Supplemental Endorsement

The System Office recommends approval of the Program Review Recommendation (AP).

**ATTACHMENTS:**

- WSC Mass Communication Program Review Report (PDF)



**NSCS Existing Program Review Report  
Mass Communication Program  
Wayne State College**

Review criteria for existing instructional programs shall include the following elements, which are consistent with the review requirements of the Coordinating Commission for Postsecondary Education (CCPE):

1. Program Description

**Program Description Table**

The following table describes the Mass Communication major, including three concentrations, four minors and one supplemental endorsement.

Major	Option, Concentration, Focus Area or Endorsement	Minor	Degrees	Credit Requirement
Mass Communication	Agricultural Communication and Leadership (New in 2018-2019)		BA, BS	36/48
Mass Communication	Electronic Media		BA, BS	36/48
Mass Communication		Electronic Media		12/21
Mass Communication		Online and Social Media		12/21
Mass Communication	Journalism		BA, BS	36/48
Mass Communication		Journalism		12/21
Mass Communication		Editing and Publishing (Cross-listed with Language and Literature)		12/21
Mass Communication	Supplemental Endorsement in Journalism & Media (New 2019-2020)			18

**Accreditation**

There is no program accreditation at this time.

## Program assessment

We assess our Mass Communication program annually. We use two direct measures and one indirect measure for program assessment. The direct measure is a senior portfolio submitted by students in the semester in which they graduate. The indirect method is exit interviews.

Curriculum Map outcome goals are:

1. Employ professional-level media literacy, standards, and ethics
2. Ability to analyze media and cultural impact of media critically
3. Create proficient multiplatform storytelling and content
4. Demonstrate leadership/management/strategic planning
5. Analyze audiences, practically, theoretically, and ethically
6. Plan projects proficiently
7. Apply brand promotion for employers, clients, and self-promotion
8. Adapt to changing circumstances via strong problem-solving
9. Demonstrate technical proficiency with typical current industry technology
10. Create an excellent portfolio

## Programmatic concerns based on assessment of program

The Mass Communication program area has 45 majors, according to the Fall 2019 early snapshot, expected to increase by a few in the final semester count, following a low of 28 in Fall 2017. The strong enrollment is the result of a strong academic curriculum, experienced faculty, and up-to-date media technology. Each of these categories has evolved over the past several years, with two new faculty members, significant upgrades of the media technology used for instruction, and on-going evolution of the curriculum to provide outcomes expected by media employers.

## Program Summary

The Mass Communication program serves a wide variety of academic, cultural, and professional needs for WSC students, for the campus community, and for the region. The student newspaper, *The Wayne Stater*, publishes campus stories not covered by any other media outlet and reading the *Stater* is a staple of Wednesday mornings in the community. KWSC-TV provides live broadcasts of home football games, as well as news, talk, and entertainment programming on its streaming platforms. KWSC Radio operates 24/7 during the academic year, providing commercial-free music and talk programming, as well as fulfilling its mission of providing programming to address community issues, as mandated by the Federal Communications Commission.

The Mass Communication curriculum is structured around the professional outcome expectations of media employers in the region, including advanced hands-on ability in multiple media platforms, as well as an applied perspective resulting from

coursework addressing legal, ethical, and management practices. All majors take a core of 15 hours of coursework applicable to all concentrations. The Journalism, Electronic Media, and Agricultural Communication and Leadership concentrations each have an additional 21 hours of required coursework focused to their specific outcome requirements. A variety of electives allows students to customize their learning experience, in consultation with their advisors.

It is an important feature of the WSC Mass Communication program area that the three student media are part of the curriculum, as opposed to other schools where the student media is often part of Student Activities. Content development and leadership roles in the student media are required for graduation, in the form of media “workshop” courses.

The Mass Communication program area at Wayne State College is unique in the Nebraska State College System. Although sister schools have journalism and other selected media courses, only Wayne State College offers majors in these concentrations, filling a substantial need in Nebraska. The program is also distinct from the offerings of the University of Nebraska system. The media program at Lincoln, for example, has more of a theoretical perspective compared to the applied orientation of the WSC Mass Communication program. Private schools in Nebraska that offer media coursework focus primarily on journalism and do not include the broad range of media experiences offered by Wayne State. Nebraska community colleges offer media programs of study, but do not include the 300 and 400-level legal, ethical, and management perspectives.

The comprehensive video and film production coursework, taught in the Video/Film Workshop classes, is highly sought-after by the current generation of media students, due to the demands of media employers. The explosion of use of video in the marketplace, and the ubiquitous use of video for marketing communication has led to a considerably higher level of proficiency required of graduating seniors. The Mass Communication video coursework begins with commercials, training and instructional videos, remote news production, and studio productions typical of local television content. Intermediate course content stresses production design, including planning, scheduling, evaluation of resources, and execution of the media production plan. The highest level of video production learned by students is applying the intermediate skills to actual production of student narrative films, typically about 20 minutes in length. These films, which have performed well at regional film festivals, integrate learning and serve as capstone projects in film/video production.

*The Wayne Stater* has a long tradition of preparing students to work in Nebraska newspapers. In addition to the important focus on quality newspaper production, the newspaper now has an online edition website and a smartphone app, keeping with industry trends for print journalism. Several individual journalism courses have weekly assignments that feed content into the newspaper, including News Writing

(280), Sports Writing, Advanced News Writing, Editing and Copy Editing, and Photo Journalism.

The campus radio station prepares students to work for Nebraska radio stations. In addition, the audio-based production and performance skills taught in the Audio/Radio Workshop classes and other radio and advanced sound design courses, are vital for production of film/video soundtracks, and other audio production applications.

The Mass Communication program area also offers a Supplemental Endorsement in Journalism and Media (18 hours) to allow Education students to prepare to teach media courses. The courses from the three Mass Communication concentrations are also key elements in the Promotion and Media minor, housed in Speech Communication, and in the Digital Film Production minor, housed in Theatre, all in the Communication Arts Department. Without the Mass Communication coursework, these minors would not be possible.

Mass Communication majors graduate with advanced skills and a professional perspective that makes them ready to work in a range of settings, from small-town Nebraska media employers, to agency work, to major Hollywood-style movie sets.

2. Adequacy of Resources and related concerns, if any – provide narrative and/or data to confirm that resources in the following areas are sufficient for existing program or to describe concerns related to existing resources:

- Faculty and faculty-related resources
- Informational resources (library, technology, data services, etc.)
- Physical facilities and instructional equipment, if applicable
- Fiscal resources

### **Faculty and faculty-related resources**

Our current faculty are tenured or tenure-track. At the time of this report, one tenure-track search is underway. The faculty are:

- Professor Michael Marek (Ed.D, University of South Dakota)
- Assistant Professor Liz Viall (Ph.D., Indiana University)
- Assistant Professor Michael White (Ed.D., University of South Dakota)

All full-time faculty members in the department have their own offices adjacent to the student media they advise.

### **Informational resources**

Wayne State College has excellent information resources available to Mass Communication students, including the EBSCO Communication and Mass Media Complete research database. The primary information resource employed by the

Mass Communication program, however, is the information technology support provided by Wayne State College Network and Technology Services (NATS). Audio and video production, as well as layout and design, are hardware and software intensive, and NATS is invaluable in the planning, acquisition, and trouble-ticket service of hardware and software systems.

In addition, the Broadcast Engineer staff position, housed within Mass Communication, is critical to the success of the program. The engineer performs routine systems maintenance; supports remote broadcasts, such as live sports events, and serves as the federally required Chief Operator of the radio station.

Although these resources are not traditional informational resources” they represent information technology and other technology support that is critical to the success of the Mass Communication program area.

### **Physical facilities and instructional equipment**

The current physical facilities and instructional equipment are satisfactory for the current level of enrollment.

The three student media are adjacent to each other on the 4<sup>th</sup> floor of the WSC Humanities building. This allows easy movement among the media and collaboration. The floor is recently renovated and presents a strong positive impression to prospective students, as well as a professional setting for existing students and faculty.

The Journalism concentration has a functional open-space newsroom with ten Dell/Windows computers used by student editors of the student newspaper, *The Wayne Stater*, for layout and design of the paper, as well as regular reporting. *The Wayne Stater* also has Canon digital cameras for photo-journalism. In addition to the print edition, the newspaper has an online web edition, with smartphone mobile app.

In the Electronic Media concentration:

The Film/Video/Television studio and equipment has undergone a significant renovation and upgrade since 2016, making them comparable to equipment and software used in the professional media. The advanced computer video editing systems available to students exceed resources found at other two and four year post-secondary institutions in the state. The studio is 750 square feet and all video equipment is capable of 4K.

The student radio station, KWSC-FM (known as 91.9 the Cat) has a completely new transmitter site and tower, built in 2016. The control room and audio production room audio boards are relatively new and effective for the needs of students. The station has a Simian radio automation system, similar to such

systems used by commercial radio stations, and subscribed to services, which provide new music for airplay, as well as copyright-cleared production music (which is also available for video production soundtracks).

The Agricultural Communication and Leadership concentration uses the facilities of the radio station and video studio.

3. Evidence of Demand and Efficiency (per established CCPE standards) – submit copy of **CCPE Existing Program Review report** that includes table with the following information:

See attached.

4. Justification and Evidence of Need (if program is below CCPE thresholds) – submit copy of the **CCPE Existing Program Review report** that provides this information if needed.

The Mass Communication program area is above thresholds.

*NOTE: A copy of the CCPE Existing Program Review report needs to be forwarded to the CCPE, so please submit **two documents** to the Vice Chancellor for Academic Planning and Partnership: an NSCS Existing Program Review report that includes all of the information listed above and then the original CCPE Existing Program Review report that addresses the requirements of the CCPE*

### Coordinating Commission for Postsecondary Education Review of Existing Instructional Programs

**Institution:** Wayne State College      **Program:** Mass Communication (BA, BS)

I certify the following:

- the information provided regarding this program is accurate
- the above named institution has in place a procedure for reviewing instructional programs
- such review took place and was presented to the institution's governing board on

\_\_\_\_\_   
- the governing board's action was: \_\_\_\_\_

Signed: \_\_\_\_\_

(Chief Academic Officer or designated representative)

\_\_\_\_\_ 11-26-19 \_\_\_\_\_

(Date)

#### Evidence of Demand and Efficiency

		14-15	15-16	16-17	17-18	18-19	5 yr avg
<b>Student Credit Hours (SCH)</b>		4,104.5	4,273	3,737	3,922.5	4,410	4,089
<b>Faculty Full-time Equivalency (FTE)</b>		10.49	12.13	10.90	10.34	11.63	11.10
<b>SCH/Faculty FTE</b>		391	352	343	379	379	368
<b>Number of Degrees and Awards</b>	<b>BA</b>	1	0	1	0	1	.6
	<b>BS</b>	4	8	11	6	6	7

**Evidence of Need** (provide a detailed explanation below or attach documentation)

**Justification if the program is below either of the CCPE thresholds—complete page 2**

\_\_\_\_\_  
For CCPE use: reviewer/date

Attachment: WSC Mass Communication Program Review Report (2663 : Program Review Recommendation (AP))

**Justification if the program is below CCPE thresholds—check one or more boxes and provide a detailed explanation or attach a document**

- Program is critical to the role and mission of the institution (detailed explanation).
- Program contains courses supporting general education or other programs (detailed explanation).
- Interdisciplinary program (providing the program meets the requirements set in the existing policy for interdisciplinary programs) (explain).
- Student or employer demand, or demand for intellectual property is high and external funding would be jeopardized by discontinuing the program (explain).
- Program provides unique access to an underserved population or geographical area (explain).
- Program meets a unique need in the region, state, or nation (explain).
- Program is newly approved within the last five years (no additional justification needed).
- Other (detailed explanation).





**ITEMS FOR CONSENT AGENDA**

April 23, 2020

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***ACTION:***                                    **Approve Addendum B Amendment to Archer Education, Inc. Agreement for Peru State College (AP)**

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Peru State requests approval of the Addendum B Amendment to the Master Services Agreement for Online Program Management with Archer Education. The Amendment to Addendum B provides clarification of the types of student enrollments that are included and excluded from the terms of the Master Service Agreement.

Board Policy 7015 requires Board action for approval of all contracts related to educational partnerships.

The System Office and Peru State College recommend approval of the Addendum B Amendment to the Archer Education Master Services Agreement for Peru State College (AP).

**ATTACHMENTS:**

- PSC Archer Education Agreement Addendum Amendment            (PDF)

Master Services Agreement  
Addendum B Amendment

The Board of Trustees of the Nebraska State Colleges dba Peru State College (College) and Archer Education, Inc., a California corporation (Archer) hereby agree to amend Addendum B of the Master Services Agreement (PSC #3432) dated September 6, 2019. The amended Addendum B will be effective on April 24, 2020. Addendum B is hereby amended to read as follows:

**Addendum B: Online Programs Subject to the 35% Revenue Sharing**

**Bachelor of Arts and Bachelor of Science**  
 Business Administration  
 Criminal Justice  
 Psychology

**Bachelor of Applied Science**  
 Management

**Master of Science in Education**  
 Curriculum and Instruction

**Masters of Organizational Management**  
 Entrepreneurial and Economic Development

**Undeclared students.** Students taking courses in the online academic programs listed above.

**Non-degree Seeking Students.** Students taking online courses with the exception of in-service courses. In-service courses are professional development courses that are not applicable to degree programs.

BOARD OF TRUSTEES OF THE  
NEBRASKA STATE COLLEGES  
DBA PERU STATE COLLEGES:

Archer Education, Inc.:

By: \_\_\_\_\_  
Debbie A. White  
Vice President for  
Administration and Finance

By: \_\_\_\_\_  
Brian Hartnack  
CEO

BOARD OF TRUSTEES OF THE  
NEBRASKA STATE COLLEGES:

By: \_\_\_\_\_  
Paul Turman  
Chancellor

Attachment: PSC Archer Education Agreement Addendum Amendment (2719 : Addendum B Amendment to the Archer Education Master

**ITEMS FOR CONSENT AGENDA**

April 23, 2020

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***ACTION:***                                **Approve S.T.E.P. Partnership Agreements with Grand Island Public Schools, Pathways 2 Tomorrow Rural School Consortium and South Sioux City Community School District for Wayne State College (AP)**

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Per Board Policy 7015 which requires Board action for approval of all academic Agreements, Wayne State requests approval of the Students to Teachers through Education Pathways (STEP) Partnership Agreements with South Sioux City Community Schools, Grand Island Public Schools, and Pathways 2 Tomorrow. This unique pathways initiative is designed to support high school students interested in becoming teachers, allowing greater accessibility to a variety of teaching endorsement options and opportunities while at Wayne State College, thus increasing their marketability by adding valuable skill sets to their pedagogical repertoire to better serve future students and schools.

The System Office and Wayne State College recommend approval of the S.T.E.P. Partnership Agreements for Wayne State College (AP).

**ATTACHMENTS:**

- WSC S.T.E.P. Partnership Agreement - South Sioux City Community Schools (PDF)
- WSC S.T.E.P. Partnership Agreement - Grand Island Public School (PDF)
- WSC S.T.E.P. Partnership Agreement - Pathways 2 Tomorrow (PDF)

## S.T.E.P. PARTNERSHIP AGREEMENT

Between the  
BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES  
doing business as  
WAYNE STATE COLLEGE  
and  
SOUTH SIOUX CITY COMMUNITY SCHOOL DISTRICT

This Partnership Agreement (herein after “Agreement”) is between the Board of Trustees of the Nebraska State Colleges (NSCS) dba Wayne State College (WSC) and South Sioux City Community School District (SSCCS). Both entities are herein after referred to as “Parties.” This Agreement establishes an educator pathways initiative referred to as Students to Teachers through Educator Pathways (STEP). WSC’s STEP initiative, in partnership with SSCCS, is a unique pathways initiative blending two enduring education reform movements – Career Academies and Guided Pathways – to support high school students interested in becoming teachers. This pathway, by utilizing dual-credit opportunities with high school partners pursuing career academies, is an affordable and equitable approach to degree completion. Eligible and capable students are given access to college-level pre-professional education courses in high school. By completing WSC’s key pre-professional courses as dual-credit courses through SSCCS (see below: EDU 150, 250 and 275), students will have greater accessibility to a variety of teaching endorsement options and opportunities while at WSC, thus increasing their marketability by adding valuable skillsets to their pedagogical repertoire to better serve future students and schools.

WSC and SSCCS agree to the following conditions:

- 1) This Agreement describing the STEP initiative and the nature of the partnership between both named Parties above will be effective beginning July 1, 2020 to be run on the fiscal calendar, ending on June 30, 2025 unless renewed in writing and signed by both Parties.
- 2) SSCCS will work collaboratively with WSC to help build academic calendars and course offerings for the purposes of staffing the STEP courses.
- 3) The STEP program of study is a three-course sequence outlined below.
  - a. Course #1: EDU 150 – Introduction to Education
    - i. Created by WSC
    - ii. Instruction delivered by SSCCS
    - iii. Fee-based, might require students to purchase software/textbook
    - iv. Dual-credit
    - v. Available to Educator Rising or other interested and eligible students
    - vi. Course will be offered during the senior year
  - b. Course #2: EDU 250 – Human Growth and Cognitive Development
    - i. Created by WSC
    - ii. Instruction delivered by SSCCS
    - iii. Fee-based, might require students to purchase software/textbook
    - iv. Dual-credit
    - v. Available to Educator Rising or other interested and eligible students
    - vi. Course will be available during the senior year

- c. Course #3: EDU 275 – Pk-12 Instructional Design
  - i. Created by WSC
  - ii. Instruction delivered by SSCCS
  - iii. Fee-based, might require students to purchase software/textbook
  - iv. Dual-credit
  - v. Available to Educator Rising or other interested and eligible students
  - vi. Course will be offered during the senior year
  
- 4) Should a student be capable and interested in entering WSC at the Level II professional course level, the WSC Benchmarks Chart (Appendix I) indicates the necessary criteria a student would have to satisfy. Consultation with the Dean of the School of Education and Counseling is strongly encouraged early in a student’s progression through STEP.
  
- 5) The Agreement acknowledges that data sharing between institutions will be necessary for continuous improvement of the program and of the partnership, and, to track student progress and readiness through STEP. Data shared will help make decisions on student progress according to the WSC Benchmarks Chart (Appendix I). The data can include, but is not limited to, student demographics, ACT scores, ETS scores, GPA, field experience evaluations, course grades, and course and instructor evaluations. The data gathered will be shared confidentially between the Parties. WSC and SSCCS recognize the need to be compliant with the Family Educational Rights and Privacy Act (FERPA).
  
- 6) This Agreement allows for WSC to work with SSCCS jointly regarding presentations to Educator Rising members, or other interested students or student groups or community groups about STEP.
  
- 7) The designated WSC representatives for the purposes of monitoring and oversight of this Agreement are:

Nicholas J. Shudak, PhD (or)  
 Dean of the School of Education and Counseling  
 (402) 375-7164  
[nishudal@wsc.edu](mailto:nishudal@wsc.edu)

AND

Steven Elliott (or)  
 Vice President for Academic Affairs  
 (402) 375-7208  
[stellio1@wsc.edu](mailto:stellio1@wsc.edu)



## S.T.E.P. PARTNERSHIP AGREEMENT

Between the  
BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES  
doing business as  
WAYNE STATE COLLEGE  
and  
GRAND ISLAND PUBLIC SCHOOLS

This Partnership Agreement (herein after “Agreement”) is between the Board of Trustees of the Nebraska State Colleges (NSCS) dba Wayne State College (WSC) and Grand Island Public Schools (GIPS). Both entities are herein after referred to as “Parties.” This Agreement establishes an educator pathways initiative referred to as Students to Teachers through Educator Pathways (STEP). Wayne State College’s STEP initiative, in partnership with Grand Island Public Schools, is a unique pathways initiative blending two enduring education reform movements – Career Academies and Guided Pathways – to support high school students interested in becoming teachers. This pathway, by utilizing dual-credit opportunities with high school partners pursuing career academies, is an affordable and equitable approach to degree completion. Eligible and capable students are given access to college-level pre-professional education courses in high school. By completing WSC’s key pre-professional courses as dual-credit courses at Grand Island Senior High (see below: EDU 150, 250 and 275), students will have greater accessibility to a variety of teaching endorsement options and opportunities while at Wayne State College, thus increasing their marketability by adding valuable skillsets to their pedagogical repertoire to better serve future students and schools.

WSC and GIPS agree to the following conditions:

- 1) This Agreement describing the STEP initiative and the nature of the partnership between both named Parties above will be effective beginning July 1, 2020 to be run on the fiscal calendar, ending on June 30, 2025 unless renewed in writing and signed by both Parties.
- 2) In order to maintain compliance with the Nebraska Department of Education’s (NDE) Rule 47, WSC and GIPS share in the creation and delivery of the career education program of study that is a part of the Grand Island Public Schools Career Academy.
- 3) GIPS acknowledges that they are solely responsible for the NDE Career Academy components and application, and, that the work with WSC pertains to the career education program of study.
- 4) GIPS will work collaboratively with WSC to help build academic calendars and course offerings for the purposes of staffing the STEP courses.
- 5) The program of study is a five-course sequence agreed upon by WSC and GIPS after consultation with Kristin Vest (Career Field Specialist – Human Sciences and Education, NDE) and Dr. Jodi Kupper (Vice Chancellor, Academic Planning and Partnerships, Nebraska State College System) on October 30, 2018.



- a. Course #1 (title tentative): Exploration of Education and Training
    - i. Created by GIPS
    - ii. Instruction delivered by GIPS
    - iii. No fee
    - iv. Not dual-credit
    - v. Available to Educator Rising or other interested students
    - vi. Course will be offered during the sophomore year
  - b. Course #2: EDU 150 (NDE350001) – Introduction to Education
    - i. Created by WSC
    - ii. Instruction delivered by GIPS
    - iii. Fee-based, may require students to purchase software/textbook
    - iv. Dual-credit
    - v. Available to Educator Rising or other interested and eligible students
    - vi. Course will be offered during the junior or senior year
  - c. Course #3: EDU 250 (NDE090123) Human Growth and Cognitive Development
    - i. Created by WSC
    - ii. Instruction delivered by GIPS
    - iii. Fee-based, may require students to purchase software/textbook
    - iv. Dual-credit
    - v. Available to Educator Rising or other interested and eligible students
    - vi. Course will be available during the junior or senior year
  - d. Course #4: EDU 275 (NDE350002) Pk-12 Instructional Design
    - i. Created by WSC
    - ii. Instruction delivered by GIPS
    - iii. Fee-based, may require students to purchase software/textbook
    - iv. Dual-credit
    - v. Available to Educator Rising or other interested and eligible students
    - vi. Course will be offered during the junior or senior year
  - e. Course #5: NDE Rule 47 Field Experience (NDE350010)
    - i. Created by GIPS (in consultation with WSC and to align with Rule 47)
    - ii. Instruction delivered by GIPS (in consultation with WSC)
    - iii. No fee
    - iv. Not dual-credit
    - v. Available to Educator Rising or other interested students if possible
    - vi. Course will be offered during the senior year
    - vii. Recommended to be taken in conjunction with EDU 275 to help students reflect on instructional design elements of classrooms when out in the field.
- 6) Should a student be capable and interested in entering WSC at the Level II professional course level, the Benchmarks Chart (Appendix I) indicates the necessary criteria a student would have to satisfy. Consultation with the Dean of the School of Education and Counseling is strongly encouraged early in a student’s progression through STEP.
- 7) The Agreement acknowledges that data sharing between institutions will be necessary for continuous improvement of the program and of the partnership, and, to track student progress and readiness through STEP. Data shared will help make decisions on student progress according to the WSC Benchmarks Chart (Appendix I). The data can include, but is not limited to, ACT scores, ETS scores, GPA, field experience evaluations, course

grades, and course and instructor evaluations. The data gathered will be shared confidentially between the Parties. WSC and GIPS recognize the need to be compliant with the Family Educational Rights and Privacy Act (FERPA).

- 8) This Agreement allows for WSC to work with GIPS jointly regarding presentations to Educator Rising members, or other interested students or student groups or community groups about STEP.
- 9) The designated WSC representatives for the purposes of monitoring and oversight of this Agreement are:

Nicholas J. Shudak, PhD (or)  
 Dean of the School of Education and Counseling  
 (402) 375-7164 | [nishuda1@wsc.edu](mailto:nishuda1@wsc.edu)

AND

Steven Elliott (or)  
 Vice President for Academic Affairs  
 (402) 375-7208 | [stellio1@wsc.edu](mailto:stellio1@wsc.edu)

- 10) The designated GIPS representatives for the purposes of monitoring and oversight of this Agreement are:

Daniel Phillips (or)  
 Director of Innovation for College & Career Readiness  
 Grand Island Public Schools  
 308-385-5900 ext. 1179 | [dphillips@gips.org](mailto:dphillips@gips.org)

AND

Dr. Tawana Grover (or)  
 Superintendent  
 Grand Island Public Schools  
 308-385-5900 | [tgrover@gips.org](mailto:tgrover@gips.org)

For the Board of Trustees of the Nebraska State Colleges doing business as Wayne State College:

\_\_\_\_\_  
Dr. Paul Turman, Chancellor, Nebraska State College System

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Marysz P. Rames, President, Wayne State College

\_\_\_\_\_  
Date

For the Grand Island Public Schools:

\_\_\_\_\_  
Dr. Tawana Grover, Superintendent

\_\_\_\_\_  
Date

## S.T.E.P. PARTNERSHIP AGREEMENT

Between the  
BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES  
doing business as  
WAYNE STATE COLLEGE  
and  
PATHWAYS 2 TOMORROW

This Partnership Agreement (herein after “Agreement”) is between the Board of Trustees of the Nebraska State Colleges (NSCS) dba Wayne State College (WSC) and the Pathways 2 Tomorrow rural school consortium (P2T). Both entities are herein after referred to as “Parties.” This Agreement establishes an educator pathways initiative referred to as Students to Teachers through Educator Pathways (STEP). WSC’s STEP initiative, in partnership with P2T, is a unique pathways initiative blending two enduring education reform movements – Career Academies and Guided Pathways – to support high school students interested in becoming teachers. This pathway, by utilizing dual-credit opportunities with high school partners pursuing career academies, is an affordable and equitable approach to degree completion. Eligible and capable students are given access to college-level pre-professional education courses in high school. By completing WSC’s key pre-professional courses as dual-credit courses through P2T (see below: EDU 150, 250 and 275), students will have greater accessibility to a variety of teaching endorsement options and opportunities while at WSC, thus increasing their marketability by adding valuable skillsets to their pedagogical repertoire to better serve future students and schools.

WSC and P2T agree to the following conditions:

- 1) This Agreement describing the STEP initiative and the nature of the partnership between both named Parties above will be effective beginning July 1, 2020 to be run on the fiscal calendar, ending on June 30, 2025 unless renewed in writing and signed by both Parties.
- 2) P2T will work collaboratively with WSC to help build academic calendars and course offerings for the purposes of staffing the STEP courses.
- 3) The STEP program of study is a three-course sequence as follows:
  - a. Course #1: EDU 150 (NDE350001) – Introduction to Education
    - i. Created by WSC
    - ii. Instruction delivered by P2T (or WSC)
    - iii. Fee-based, might require students to purchase software/textbook
    - iv. Dual-credit
    - v. Available to Educator Rising or other qualified and interested students
    - vi. Course will be offered during the senior year
  - b. Course #2: EDU 250 (NDE090123) Human Growth and Cognitive Development
    - i. Created by WSC (might involve purchasing assessment software and a textbook)
    - ii. Instruction delivered by P2T (or WSC)
    - iii. Fee-based, might require students to purchase software/textbook
    - iv. Dual-credit
    - v. Available to Educator Rising or other qualified and interested students
    - vi. Course will be available during the senior year

- c. Course #3: EDU 275 (NDE350002) Pk-12 Instructional Design
  - i. Created by WSC
  - ii. Instruction delivered by P2T (or WSC)
  - iii. Fee-based, might require students to purchase software/textbook
  - iv. Dual-credit
  - v. Available to Educator Rising or other qualified and interested students
  - vi. Course will be offered during the senior year
  
- 4) Should a student be capable and interested in entering WSC at the Level II professional course level, the WSC Benchmarks Chart (Appendix I) indicates the necessary criteria a student would have to satisfy. Consultation with the Dean of the School of Education and Counseling is strongly encouraged early in a student's progression through STEP.
  
- 5) The Agreement acknowledges that data sharing between institutions will be necessary for continuous improvement of the program and of the partnership, and, to track student progress and readiness through STEP. Data shared will help make decisions on student progress according to the WSC Benchmarks Chart (Appendix I). The data can include, but is not limited to, ACT scores, ETS scores, GPA, field experience evaluations, course grades, and course and instructor evaluations. The data gathered will be shared confidentially between the Parties. WSC and P2T recognize the need to be compliant with the Family Educational Rights and Privacy Act (FERPA).
  
- 6) This Agreement allows for WSC to work with P2T jointly regarding presentations to Educator Rising members, or other interested students or student groups or community groups about STEP.
  
- 7) The designated WSC representatives for the purposes of monitoring and oversight of this Agreement are:

Nicholas J. Shudak, PhD (or)  
 Dean of the School of Education and Counseling  
 (402) 375-7164  
[nishudal@wsc.edu](mailto:nishudal@wsc.edu)

AND

Steven Elliott (or)  
 Vice President for Academic Affairs  
 (402) 375-7208  
[stellio1@wsc.edu](mailto:stellio1@wsc.edu)

- 8) The designated P2T representative for the purposes of monitoring and oversight of this Agreement is:

Joe Peitzmeier  
 Director, Pathways 2 Tomorrow  
 2320 N. Colorado Ave, Fremont, NE 68025  
 402-721-7710  
[jpeitz@esu2org.onmicrosoft.com](mailto:jpeitz@esu2org.onmicrosoft.com)

For the Board of Trustees of the Nebraska State Colleges doing business as Wayne State College:

\_\_\_\_\_  
 Dr. Paul Turman, Chancellor, Nebraska State College System \_\_\_\_\_  
Date

\_\_\_\_\_  
 Dr. Marysz P. Rames, President, Wayne State College \_\_\_\_\_  
Date

For the Pathways 2 Tomorrow consortium:

\_\_\_\_\_  
 Mr. Joe Peitzmeier, Director, Pathways 2 Tomorrow \_\_\_\_\_  
Date

**ITEMS FOR CONSENT AGENDA**

April 23, 2020

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***ACTION:***                                    **Approve Memorandum of Understanding with Grand Island Public Schools for Wayne State College (AP)**

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Per Board Policy 7015 which requires Board action for approval of all academic agreements, Wayne State requests approval of the Memorandum of Understanding with Grand Island Public Schools (GIPS) to support career pathways for high school students through the delivery of dual credit course work through Wayne State College.

The System Office and Wayne State College recommend approval of the Memorandum of Understanding with Grand Island Public Schools for Wayne State College (AP).

**ATTACHMENTS:**

- WSC- Grand Island Public Schools Dual Credit Partnership Agreement (PDF)

## DUAL CREDIT PARTNERSHIP AGREEMENT

Between the  
BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES  
doing business as  
WAYNE STATE COLLEGE  
and  
GRAND ISLAND PUBLIC SCHOOLS

This Partnership Agreement (herein after “Agreement”) is between the Board of Trustees of the Nebraska State Colleges (NSCS) dba Wayne State College (WSC) and Grand Island Public Schools (GIPS). Both entities are herein after referred to as “Parties.” This Agreement establishes pathways for WSC to offer college-level dual credit courses to GIPS students. Utilizing dual-credit opportunities with high school partners pursuing career academies is an affordable and equitable approach to degree completion.

WSC and GIPS agree to the following conditions:

- 1) This Agreement describing the dual credit partnership between both named Parties above will be effective beginning July 1, 2020 through June 30, 2022 unless renewed or amended in writing and signed by both Parties prior to the expiration date.
- 2) GIPS students will be charged a tuition rate of \$49 per credit hour, and a one-time \$15 matriculation fee for the first course provided by WSC (including ACE scholarship recipients). WSC will invoice GIPS for all tuition and fees within 45 days of the last day to register for classes each semester.
- 3) WSC will reimburse GIPS for instructional costs at the rate of \$40 per credit hour per student enrolled in each dual credit course. WSC will provide payment to GIPS for instructional costs within 45 days of receipt of final grades. The school will not receive reimbursement if the course is taught exclusively by faculty directly compensated by WSC.
- 4) GIPS will work collaboratively with WSC to help build academic calendars, faculty training sessions, and course offerings for the purposes of staffing dual credit courses.
- 5) High school instructors hired to teach dual credit courses must hold a master’s degree with at least 18 hours of graduate-level coursework in the subject being taught.
- 6) GIPS will utilize a course syllabus that is approved by WSC, and must include a course description, course objectives, textbook requirements, explanation of instruction, supporting materials, units and contents, assessment materials, grading system/standards, and a final exam.
- 7) The GIPS guidance counselor will be asked to submit a request for course approval to include: The proposed teacher’s transcripts, current resume, course syllabus, photo-copy of the textbook cover/table of contents, and a letter of support from the high school administration. When complete, the application packet will be submitted to the appropriate WSC academic dean for final approval.



8) The Agreement acknowledges that data sharing between institutions will be necessary for continuous improvement of the program and of the partnership, and, to track student progress and readiness through dual credit. This data may include, but is not limited to, ACT scores, ETS scores, GPA, field experience evaluations, course grades, and course and instructor evaluations. The data gathered will be shared confidentially between the Parties. WSC and GIPS recognize the need to be compliant with the Family Educational Rights and Privacy Act (FERPA).

9) The designated WSC representatives for the purposes of monitoring and oversight of this Agreement are:

Judith Scherer Connealy (or)  
Director of Continuing Education and Outreach  
(402) 241-6406 | [juscher1@wsc.edu](mailto:juscher1@wsc.edu)

Steven Elliott (or)  
Vice President for Academic Affairs  
(402) 375-7208 | [stellio1@wsc.edu](mailto:stellio1@wsc.edu)

10) The designated GIPS representatives for the purposes of monitoring and oversight of this Agreement are:

Daniel Phillips (or)  
Director of Innovation for College & Career Readiness  
Grand Island Public Schools  
308-385-5900 ext. 1179 | [dphillips@gips.org](mailto:dphillips@gips.org)

Dr. Tawana Grover (or)  
Superintendent  
Grand Island Public Schools  
308-385-5900 | [tgrover@gips.org](mailto:tgrover@gips.org)

For the Board of Trustees of the Nebraska State Colleges doing business as Wayne State College:

\_\_\_\_\_  
Dr. Paul Turman, Chancellor, Nebraska State College System

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Marysz P. Rames, President, Wayne State College

\_\_\_\_\_  
Date

For the Grand Island Public Schools:

\_\_\_\_\_  
Dr. Tawana Grover, Superintendent

\_\_\_\_\_  
Date

**ITEMS FOR CONSENT AGENDA**

April 23, 2020

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***ACTION:***                                **Approve Addition of Geography-Mapping and Counseling-Human Services Minors at Wayne State College (AP)**

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Per Board Policy 4200 which requires all new academic programs to be submitted to the Board for approval, Wayne State seeks approval to add the following undergraduate minors, beginning Fall 2020:

Geography - Mapping minor  
Human Service Counseling - Human Services minor

The System Office and Wayne State College recommend approval of the Addition of Mapping and Human Services Minors at Wayne State College (AP).

**ATTACHMENTS:**

- WSC Geography Minor in Mapping Proposal        (PDF)
- WSC Human Service Counseling Minor in Human Services Proposal        (PDF)

**Wayne State College  
Proposal to Add a New Minor in Mapping (Geography)**

**1. Descriptive information**

- A. Name of institutions  
Wayne State College (WSC)
- B. Name of program  
Geography
- C. Degrees/credentials to be awarded graduates of the program  
Minor in Mapping
- D. Other programs offered in this field by the institution  
None
- E. CIP code  
45.0702
- F. Administrative units for the program  
WSC - Department of History, Politics, and Geography, School of Natural Sciences
- G. Proposed delivery site(s) and type(s) of delivery, if applicable  
On Campus WSC
- H. Proposed date (term/year) the program will be initiated  
Fall, 2020
- I. Description of Program  
This is a 21-hour minor designed to enhance student backgrounds from different majors and prepare graduates for opportunities in growing fields concerning geomatics and geographic information systems (GIS). Geomatics is an umbrella term encompassing all technologies involved with surveying. Students pursuing studies in fields such as geography, earth science, drafting, computer science, and math may enhance their marketability by gaining hands-on experience using the technologies offered in the proposed minor. MAT 130 Pre-calculus has a prerequisite (MAT 110 or MAT 121), unless the student tests into this course. Students in this minor are required to take ITE 497 internship with a certified surveying company for at least 1-credit hour. The WSC Industrial Technology Program places student interns at Peter Kiewit and would assist students in the proposed minor. In addition, the Geography Program will seek out assistance from the Professional Surveyors Association of Nebraska (PSAN) for placing student interns at certified surveying companies.

### Minor in Mapping (21 hours)

A minimum of twelve (12) of the twenty (21) credit hours must be upper level (300-400) courses. A minor must include a minimum of twelve (12) credit hours unduplicated by the student's major(s).

#### Required Courses:

GEO 425 Urban Geographic Information Systems (3)  
 OR  
 GEO 430 Geographic Information Systems (3)  
 GEO 435 Computer Mapping (3)  
 ITE 109 Mechanical Engineering and Drafting (3)  
 ITE 304 Surveying and Print Reading (3)  
 ITE 497 Internship (1)  
 MAT 130 Pre-calculus (5)

#### Plus three (3) hours of electives selected from the following courses:

GEO 320 Urban Geography (3)  
 GEO 425 Urban Geographic Information Systems (3) (if not taken as required course)  
 GEO 430 Geographic Information Systems (3) (if not taken as required course)  
 GEO 440/540 Remote Sensing (3)  
 GEO 497 Internship (3)  
 ENG 200 Expository Writing (3)  
 ITE 214 Residential Drawing (3)  
 ITE 404 Commercial and Structural Design (3)

## 2. Centrality to Role and Mission

The mission statement of Wayne State College indicates it is "...dedicated to freedom of inquiry, excellence in teaching and learning, and regional service and development." In addition, "...the College prepares students for careers, advanced study and civic involvement." Improving educational opportunities for all students is one goal of this minor, another is to meet the needs of state, local, and private companies looking for potential employees with experience using GIS, CAD, and surveying technologies.

## 3. Evidence of Need and Demand

### Need for Program

GIS and CAD technologies have developed independently from each other in both academic and professional sectors ( <https://www.esri.com/en-us/arcgis/products/arcgis-for-autocad> , [https://geospatial.blogs.com/geospatial/2006/06/bringing\\_gis\\_an.html](https://geospatial.blogs.com/geospatial/2006/06/bringing_gis_an.html) , and <https://gisgeography.com/geomatics-gis-difference/> ). The program areas in Geography and Industrial Technology believe there is a need for students to study GIS, surveying/drafting techniques, and pre-calculus, which includes trigonometry.

According to the U.S. Bureau of Labor Statistics, similar occupations for Surveying and Mapping Technicians include: Architects, cartographers and photogrammetrists, civil engineering technicians, construction and building inspectors, drafters, geographers, geological and petroleum technicians, landscape architects, and surveyors (<https://www.bls.gov/ooh/architecture-and-engineering/surveying-and-mapping-technicians.htm#tab-8> ). Most of these occupations have an estimated average growth rate of 5-6% in 2018-2028 (<https://www.bls.gov/ooh/architecture-and-engineering/surveying-and-mapping-technicians.htm> and <https://www.bls.gov/ooh/architecture-and-engineering/surveyors.htm> ). However, it is predicted that Cartography and Photogrammetry occupations will grow 15% in 2018-2028, which is much faster than the national average (<https://www.bls.gov/ooh/architecture-and-engineering/cartographers-and-photogrammetrists.htm> ).

During the past academic year, a number of online job search sites have advertised GIS/CAD Tech jobs desiring candidates with skills using both GIS and drafting software applications. gWorks, headquartered in Omaha, Nebraska does contract work for small cities and rural counties in Nebraska. This company had a job opening for a GIS Technician. Qualifications for this job required experience using Esri GIS software, CAD, AutoCAD, and Microstation. Tri State Ag Corp in Hull, Iowa advertised positions involving CAD Operator, GIS Technician, and Cadastral Mapping and desired employee candidates to have experience using AutoCAD and ArcMap GIS. HDR in Lincoln, Nebraska advertised a position for Senior Civil CAD/GIS Designer and required qualifications included proficiency using AutoCAD, Microstation, and ArcGIS.

Matt Tinkham, senior surveyor at Lamp Rynearson explained to us that there is a growing demand for surveyors. He has promoted WSC's Mapping minor at Professional Surveyors Association of Nebraska (PSAN) board meetings. Geography alumni have also expressed that there is a demand for employees with surveying, print reading, CAD, GPS, and GIS experience.

This new minor will contribute to the economic development in small towns within the region by meeting the needs of state, local, and private agencies looking for employees with experience using GIS, CAD, and surveying technologies.

#### **Demand for the program**

The Geography program plans to attract five (5) students to the Mapping minor per year.

WSC currently offers all courses listed in the new minor. Since Fall 2017, the required courses in the minor have had enrollments in the double digits, so courses are available to students wishing to complete the minor.

Course	Spring 2020 Enrollment	Fall 2019 Enrollment	Spring 2019 Enrollment	Fall 2018 Enrollment	Spring 2018 Enrollment	Fall 2017 Enrollment
GEO 425	15	X	X	X	12	X
GEO 430	X	18	X	X	X	21
GEO 435	X	X	21	X	X	X
ITE 109	24	25	X	21	12	22
ITE 304	X	16	X	21	X	21
MAT 130	X	28	X	16	X	13

#### 4. Adequacy of Resources

##### Faculty and Staff Resources

Since there will be minimal impact on FTE and facility resources, current offerings should be able to accommodate additional student demand generated by this new minor. WSC offers the core course requirements applicable to this new minor on a regular basis. Any further changes would be made only if demand for the minor warranted additional sections of required courses. Advisors for the Mapping minor would be Geography and Industrial Technology faculty. Faculty from both program areas will be responsible for marketing and promoting the minor to other departments.

##### Physical Facilities

No anticipated needs for facilities beyond those already available.

##### Instructional Equipment

No immediate needs anticipated.

##### Budget Projections

No increase in budget is needed, as the minor utilizes existing courses, faculty, and staff.

#### 5. Avoidance of Unnecessary Duplication

##### Other similar programs in the state

Wayne State College offers two minors, Drafting and Geospatial Technology. Drafting focuses on CAD coursework, while Geospatial Technology requires coursework in Geography, GIS, Remote Sensing, and Computer Science. Both minors are 21-hours, with students completing 18 required hours and 1 elective at 3-hours. Faculty in Industrial Technology and Geography Programs express a need for a minor that combines the skills acquired in both minors. Furthermore, faculty in both programs felt adding GIS and CAD elective coursework in their respective minors would not merit sufficient preparation for students pursuing a career utilizing both technologies.

Typically, higher education institutions offer a major, minor, certificate, or associates degree in Drafting or GIS/Geospatial Technology, but rarely do program areas require both technologies.

In Nebraska, most university/college Drafting, Construction Management, and Geographic Information Systems (GIS) programs separate CAD and GIS. For instance, the Drafting Programs at Northeast Community College and Metropolitan Community College require only CAD coursework (<https://northeast.edu/Degrees-and-Programs/Drafting/Certificate/> and <https://mycatalog.mccneb.edu/content.php?catoid=2&navoid=57> ).

The University of Nebraska system offers a Geography major, a Geography major with a concentration in Geographic Information Systems, and a GIS certificate ([https://www.unl.edu/gradstudies/prospective/programs/Cert\\_GeographicInformationScience](https://www.unl.edu/gradstudies/prospective/programs/Cert_GeographicInformationScience) <https://www.unomaha.edu/academics/majors-and-programs/index.php> and <https://www.unomaha.edu/academics/majors-and-programs/index.php> and <http://www.unk.edu/academics/geography/geography-and-geographical-information-science.php> ).

UNK's Construction Management major only requires CAD and not GIS (<https://www.unk.edu/academics/itec/construction-management/index.php>).

Southeast Community College, headquartered in Lincoln, Nebraska, offers an associate degree in Land/GIS/Civil Engineering Tech, which requires several CAD classes and only one GIS course (<https://www.southeast.edu/landsurveyingtech/>).

#### **Similar programs in contiguous states for graduate and professional programs**

Iowa Western Community College in Council Bluffs, Iowa offers a Civil Engineering Technician diploma, requiring both GIS and CAD coursework ([https://www.iwcc.edu/academic\\_programs/](https://www.iwcc.edu/academic_programs/)).

St. Cloud University requires both GIS and CAD coursework in the Land Surveying/Mapping Sciences major and Land Surveying Certificate (<https://www.stcloudstate.edu/programs/land-surveying/default.aspx>).

Ferris State University in Big Rapids, Michigan offers a major and minor in Surveying Engineering (<https://catalog.ferris.edu/program/468>) and a minor in Surveying and Mapping (<https://catalog.ferris.edu/program/451>).

Michigan Tech offers a B.S. in Surveying Engineering and Purdue University offers a B.S. Geomatics Engineering. Both of these programs require both GIS and CAD.

A minor in Mapping offered at WSC would serve the Northeast Nebraska region and would not create necessary duplication.

## **6. Consistency with the Comprehensive Statewide Plan for Postsecondary Education**

This proposal is consistent with “**Meeting the Needs of the Students**” through this program being “student-centered, creating inclusive environments that foster student success, and offering lifelong learning opportunities that are responsive to students’ and workforce needs” and “fostering critical thinking skills and providing graduates with the knowledge and workplace skills needed to be successful employees, innovative entrepreneurs, and responsible citizens on a global stage.”

This proposal is also consistent with “**Meeting the Needs of the State**” through being “responsive to the workforce development and ongoing training needs of employers and industries to build and sustain a knowledgeable trained and skilled workforce in both rural and urban areas of the state.”

This new Mapping minor will be responsive to the needs of employers and industries to build a knowledgeable and skilled workforce in the areas of surveyors, cartographers, photogrammetrists, and mapping technicians. In addition, coursework will prepare students for productive and fulfilling lives by asking them to gather and evaluate information, think critically, and communicate effectively.

This minor requires students to complete a 1-credit hour internship with a certified surveying company, which also meets state educational goals by fostering collaboration and partnerships. Finally, this program would serve as an efficient example of using the state’s resources, as it would make use of existing faculty and infrastructure already in place.

**Wayne State College  
Proposal to Add Minor in Human Services  
(Human Service Counseling Major)**

1. Descriptive information

- A. Name of institution  
Wayne State College (WSC)
- B. Name of program  
Human Services
- C. Degrees/credentials to be awarded graduates of the program  
Minor: Human Services
- D. Other programs offered in this field by the institution  
Major in Human Service Counseling
- E. CIP code  
42.2803
- F. Administrative units for the program  
Department of Counseling, School of Education and Counseling
- G. Proposed delivery site(s) and type(s) of delivery, if applicable  
On Campus WSC, face-to-face, hybrid, and online
- H. Proposed date (term/year) the program will be initiated  
Fall, 2020
- I. Description, including credit hours and other requirements (program of study) and purpose of the proposed program.  
This 21-credit minor is designed to offer students from diverse academic majors with an interest in the behavioral sciences the opportunity to integrate, apply and synthesize interdisciplinary knowledge, skills and aptitudes to human services. The minor will include 12 credits of required core courses and 9 credits of electives, with 50% of the total program occurring through upper-division coursework.



## Minor in Human Services (21 hours)

### Required Core Courses (12 hours):

CSL 202 Introduction to Human Service Counseling (3)

CSL 324 Fundamentals of Counseling (3)

CSL 342 Interviewing Skills (3)

CSL 470 Planning, Administration, and Evaluation of Human Service Programs (3)

### Electives (9 hours): Electives by advisement and must be selected from the following:

CSL 218 Personal Growth (3)

CSL 403 Group Strategies in Counseling (3)

CSL 409 Human Sexuality Counseling (3)

CSL 440 Substance-Related and Addictive Disorder Counseling (3)

CSL 445 Clinical Issues in Substance Related and Addictive Disorders (2)

CSL 449 Alcohol/Drug Assessment, Case Planning & Management (2)

PSY 230 Life Span Development (3)

PSY 316 Social Psychology (3)

PSY 450 Abnormal Psychology (3)

SOC 220 Social Problems (3)

SOC 320 Social Welfare (3)

SOC 415 The Family (3)

## 2. Centrality to Role and Mission

Wayne State College's Mission Statement reads: "dedicated to freedom of inquiry, excellence in teaching and learning and regional service and development." And in this mission, the vision is to "make a notable difference to rural and community life." A Minor in Human Services would gather students from diverse disciplines and skill sets to apply their knowledge and skills toward a better understanding of human service issues and solutions in their communities, the region and the world. The addition of this minor is an effort on behalf of the School of Education and Counseling to recruit and prepare professionals to serve in the variety of human service and behavioral health industries.

## 3. Evidence of Need and Demand

Need: There has been a continued need and request by students from psychology, sociology, criminal justice, and family consumer science who are interested in human service counseling, but who are not interested in a full major. These students often request the development of an interdisciplinary minor (a few have been approved this spring semester already). The addition of this minor program in Human Services would result in alleviating the need for these interdisciplinary minors and offer students the opportunity to build their own human services related program.

According to the U.S. Bureau of Labor Statistics, the Social and Human Service Assistant Occupation has an expected growth rate of 13% from 2018-2028, which is much faster than the average for all occupations (<https://www.bls.gov/ooh/community-and-social-service/social-and-human-service-assistants.htm>).

The new minor will help spark interest in the field and eventually help meet the demand for social service workers in the region.

This minor is in part a response to the Behavioral Health Task Force's recommendations to create an integrated behavioral health major/minor on campus. Though the Human Services minor might not fully represent the aspirations of the task force, it is a good and timely first start at helping to address our region's workforce needs pertaining to the counseling, human service, and/or behavioral health fields.

Demand:

This minor will seek to recruit students from a variety of disciplines, offering opportunities for skill development and application toward human services, counseling, and other behavior health-related issues. Because all courses in the proposed minor are currently offered, there will be no additional courses needed. Therefore, while a minimum enrollment is not predictable until the minor is established, it is believed that the existing courses will be able to accommodate students from this minor as those courses regularly meet/fill.

4. Adequacy of Resources

Faculty and Staff: Because all courses are currently offered, there will be no impact on FTE and facility resources and current offerings should be able to absorb additional students from the Human Services Minor.

Physical Facilities: No anticipated needs beyond what currently exists.

Instructional Equipment and Informational Resources: No anticipated needs beyond what currently exists.

Budget Projections: There are no additional expenses to offer the minor, as all of the courses included within the new minor already exist and are being offered, with available seats for students who wish to enroll. No additional revenue is expected, as students will primarily complete this minor as part of the 120 credit hour degree requirements for their chosen major, replacing elective credit.

5. Avoidance of Unnecessary Duplication

A Human Services minor at WSC would serve the Northeast Nebraska region, therefore we see no unnecessary duplication of programs by this proposal.

6. Consistency with the Comprehensive Statewide Plan for Postsecondary Education

In reviewing the document published by the Nebraska Coordinating Commission for Post-Secondary Education, we are convinced that the minor in Human Services would address especially the goal of “Meeting the Needs of the State” for trained human service professionals with diverse skill sets.

**ITEMS FOR CONSENT AGENDA**

April 23, 2020

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***ACTION:***                                    **Approve Memoranda of Understanding with Virtual Education Software and Learners Edge for Wayne State College (AP)**

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Wayne State requests permission to renew its partnerships with Virtual Education Software, Inc. and Learners Edge to offer graduate education courses through Wayne State College. WSC has worked with both companies for a number of years in offering continuing education courses for teachers.

The System Office and Wayne State College recommend approval of the Memoranda of Understanding with Virtual Education Software and Learners Edge for Wayne State (AP).

**ATTACHMENTS:**

- WSC Memorandum of Understanding - Virtual Education Software Inc (PDF)
- WSC Memorandum of Understanding - Learners Edge (PDF)

## MEMORANDUM OF UNDERSTANDING

Between

The Board of Trustees of the Nebraska State Colleges doing business as Wayne State College & Virtual Education Software Inc.

It is the intent of the Board of Trustees of the Nebraska State Colleges doing business as Wayne State College (WSC) and Virtual Education Software Inc. (VESi), a Nevada Corporation, to partner in a collaborative partnership to offer graduate continuing education courses through WSC. The items contained in this Memorandum of Understanding (MOU) establish the roles and expectations for this partnership.

**EFFECTIVE DATE:** This MOU shall be in effect from August 1, 2020 to July 31, 2023.

**COURSES:** All courses will remain the sole property of VESi. Within applicable governmental or accreditation approvals or regulations, WSC will offer graduate-level continuing education credit for all WSC-approved VESi courses. WSC makes no claim that VESi courses can be applied to any degree program.

**COURSE APPROVAL:** VESi will submit syllabi to WSC for review. Provided the courses meet established WSC standards, approval for graduate continuing education semester credit will be given.

**INSTRUCTORS & EVALUATORS:** All instructors/evaluators will be hired by and be the responsibility of VESi. All instructors/evaluators will hold the minimum of a Master's Degree.

**INDEPENDENT CONTRACTOR:** VESi shall be an independent contractor and not a WSC employee for all purposes, including, but not limited to, the application of the Fair Labor Standards Act, minimum wage and overtime payments, the Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, any Nebraska revenue and taxation law, Nebraska worker's compensation law and Nebraska unemployment insurance law. VESi agrees to maintain at least the prescribed minimum worker's compensation insurance coverage for all employees for the duration of this MOU. Legal determination of employee status versus independent contractor status is at the discretion of VESi and solely their responsibility.

**NEW EMPLOYEE WORK ELIGIBILITY STATUS:**

Employee Work Eligibility Status. VESi is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

VESi understands and agrees that lawful presence in the United States is required and VESi may be disqualified or this MOU terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.

**REGISTRATION:** Students will register for VESi courses directly with WSC and WSC will collect all course fees. WSC will send VESi an electronic spreadsheet of the required student registration information each Friday during the registration period. Registrants have fourteen (14) days to drop class or choose a different course. WSC will be responsible for handling student inquiries regarding registration, tuition payment, refunds, transcripts, etc.

**COURSE DELIVERY:** Upon receipt of the student registration, VESi will process the order within 1-2 business days and will fulfill all orders by providing the student with all necessary course materials.

**CUSTOMER SERVICE:** Upon receipt of the course order from WSC, VESi will provide all customer service related to order fulfillment, instruction and evaluation and extensions and requests for course switching. VESi will notify WSC of students switching courses or requesting additional time to complete a course.

**COURSE CANCELLATIONS:** All course cancellations will be handled by WSC and communicated to VESi. WSC will be responsible for issuing all refunds to students.

**GRADES & TRANSCRIPTS:** Following the established guidelines of WSC, grades for the courses will be transcribed in semester credit at the graduate continuing education level. Upon request, WSC will send transcripts to the student.

**GRADE REPORTING:** Upon receipt of completed course work, VESi will grade the work within a reasonable amount of time (generally one to two weeks) following WSC grading system. VESi will submit a completed grade report to WSC Office of Distance & Continuing Education weekly as needed.

**MARKETING:** VESi will have permission to use the name “Wayne State College”, or the trademark “WSC” and logo which will be included with other “private” academic partners on the VESi website. VESi will make a good-faith attempt to avoid advertising the availability of courses through institutions other than WSC in the WSC service area – namely northeast Nebraska. WSC recognizes that they are solely responsible for marketing these courses, and will include the VESi logo, when appropriate, in course listings/descriptions in appropriate print materials including course catalogs etc. and will also place the same in appropriate places on the WSC website. At their discretion, WSC will also communicate offerings to their customer base via print or electronic communication. VESi acknowledges that, except for the license granted herein, it has no right or interest in any of WSC’s trademarks or copyrights and will not represent that it has such rights. Upon termination of this MOU, regardless of the reasons, the license granted herein will automatically terminate and VESi will no longer be authorized to use the WSC name or logo and WSC recognizes the same applies to VESi trademarks and copyrights.

**PRICING:** WSC will price VESi courses to students at the rates established annually by the Board of Trustees of the Nebraska State Colleges.

**INVOICING AND PAYMENT:** Three weeks (21 days) after registration has been closed for the term, VESi will invoice WSC in the amount of \$145 per registrant per course. In the event any amount due under this MOU remains unpaid for forty-five (45) days after the due date, the unpaid amount shall bear interest from the 31<sup>st</sup> day after the due date at the rate specified in the Prompt Payment Act, Neb. Rev. Stat. §§81-2401 to 81-2408.

**FERPA:** Both parties affirm that they will comply with the Family Educational Rights and Privacy Act for sharing student information.

**AUTHORIZATION AND REPORTING:** It is the sole responsibility of WSC to obtain and maintain any and all approvals needed to offer VESi courses for graduate credit. WSC will handle any applicable IRS Form 1098-T reporting required by law as it relates to this MOU. WSC assumes full responsibility for operating in accordance with existing state and federal laws governing student registrations for credit and reporting.

**TERMINATION OF MOU:** Should either party decide to end the partnership, it will afford the other party a six month advance notice in writing. If this MOU is terminated, current registrants will be allowed to finish their course(s) within normal timelines for WSC credit.

**NOTICES:** All notices, demands, requests, or other communications required to be given or sent by either party will be in writing and will be mailed by first-class mail or transmitted by facsimile or e-mail addressed as follows:

To Virtual Education Software Inc.:  
Virtual Education Software Inc.  
Attention: Mick Jackson  
16201 E. Indiana Ave, Suite 1450  
Spokane, WA 99216  
Fax: (509) 926-7768, Phone: 509-891-7219  
E-mail: [mick@virtualeduc.com](mailto:mick@virtualeduc.com)

To WSC:  
Wayne State College – Distance & Continuing Education  
Attention: Becky Keen  
1001 College Way, PO Box 989  
South Sioux City, NE 68776  
Fax: 402-241-6440, Phone: 402-241-6546  
E-mail: [bekeen1@wsc.edu](mailto:bekeen1@wsc.edu)

Each party may designate a change of address by notice in writing. All notices, demands, requests, or communications that are not hand-delivered will be deemed received three days after deposit in the U.S. Mail, postage prepaid, or upon confirmation of successful facsimile transmission.

**NON-EXCLUSIVITY:** This MOU does not imply exclusivity on the part of either party, meaning that VESi may maintain similar working partnerships with other universities and colleges and WSC may maintain working relationships with other providers of continuing education courses/programs. Signatures, where indicated, shall constitute an agreement to terms and conditions between the parties.

**FORCE MAJEURE:** Neither party to this MOU will be liable to the other party for delays in performing the responsibilities, or for the direct or indirect cost resulting from such delays, that may result from acts of God, acts of government authorities, extraordinary weather conditions or other natural catastrophes, or any other causes beyond the reasonable control of either party.

LIABILITY INSURANCE REQUIREMENTS: VESi shall maintain liability insurance from a reputable insurance company acceptable to WSC as follows: VESi is required to carry liability insurance in the amount of one (1) million dollars per occurrence. VESi's insurance policy shall be primary and non-contributory. WSC shall be named as an additional insured party on the policy and the certificate of insurance shall reflect that the policy waives its right of subrogation against WSC. A copy of the certificate shall be provided to WSC.

ADA & DRUG-FREE WORKPLACE REQUIREMENTS: All provisions of this MOU are subject to the Americans with Disabilities Act (ADA). Further, VESi certifies that VESi operates a drug-free workplace and, during the term of this MOU, will be in compliance with the provisions of the Drug-Free Workplace Act of 1988.

SEVERABILITY AND SURVIVAL: If any one or more of the provisions of this MOU are found to be invalid, illegal, or unenforceable in any way, the validity, legality, and enforceability of the remaining provisions will not be affected.

GOVERNING LAW: This MOU sets forth the entire agreement of the parties and supersedes all prior negotiations, discussions, and proposals. There are no promises, understandings, or agreements of any kind pertaining to this MOU other than those stated herein. This MOU will be construed, interpreted, governed and enforced under the laws of the State of Nebraska. This MOU may be amended at any time in writing upon the agreement and signature of both parties.

DESIGNATED WSC REPRESENTATIVE: The designated WSC representative for purposes of monitoring and oversight of this MOU is:

<u>Becky Keen</u>	<u>(402) 241-6546</u>	<u>bekeen1@wsc.edu</u>
Name	Telephone	Email Address

IN WITNESS WHEREOF, the parties have executed, or caused to be executed this MOU as of the date of the last signature below.

For: Virtual Education Software, Inc.

For: Board of Trustees of the Nebraska State Colleges  
doing business as Wayne State College

\_\_\_\_\_  
Mick Jackson, President & Dean of Faculty (Date)  
Virtual Education Software, Inc.

\_\_\_\_\_  
Angela Fredrickson, Vice President for (Date)  
Administration & Finance, Wayne State College

\_\_\_\_\_  
Paul Turman, Chancellor (Date)

Attachment: WSC Memorandum of Understanding - Virtual Education Software Inc (2721) : Memoranda of Understanding with Virtual Education

## MEMORANDUM OF UNDERSTANDING

Between

The Board of Trustees of the Nebraska State Colleges doing business as Wayne State College & Learners Edge

It is the intent of the Board of Trustees of the Nebraska State Colleges doing business as Wayne State College (WSC) and Learners Edge (LE), a Limited Liability Company, to partner in a collaborative partnership to offer graduate continuing education courses through WSC. The items contained in this Memorandum of Understanding (MOU) establish the roles and expectations for this partnership.

**EFFECTIVE DATE:** This MOU shall be in effect from August 1, 2020 to July 31, 2023.

**COURSES:** All courses will remain the sole property of LE. Within applicable governmental or accreditation approvals or regulations, WSC will offer graduate-level continuing education credit for all WSC-approved LE courses. WSC makes no claim that LE courses can be applied to any degree program.

**COURSE APPROVAL:** LE will submit syllabi to WSC for review. Provided the courses meet established WSC standards, approval for graduate continuing education semester credit will be given.

**INSTRUCTORS & EVALUATORS:** All instructors/evaluators will be hired by and be the responsibility of LE. All instructors/evaluators will hold the minimum of a Master's Degree.

**INDEPENDENT CONTRACTOR:** LE shall be an independent contractor and not a WSC employee for all purposes, including, but not limited to, the application of the Fair Labor Standards Act, minimum wage and overtime payments, the Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, any Nebraska revenue and taxation law, Nebraska worker's compensation law and Nebraska unemployment insurance law.

**NEW EMPLOYEE WORK ELIGIBILITY STATUS:**

Employee Work Eligibility Status. LE is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

LE understands and agrees that lawful presence in the United States is required and LE may be disqualified or this MOU terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.

**REGISTRATION:** Students will register for LE courses directly with WSC and WSC will collect all course fees. WSC will send LE an electronic spreadsheet of the required student registration information. WSC will be responsible for handling student inquiries regarding registration, tuition payment, refunds, transcripts, etc.

**COURSE DELIVERY:** Upon receipt of student registration, LE will process the order within 1-2 business days and will fulfill all orders by providing the student with all necessary course materials. Course materials that cannot be delivered electronically will be sent out via priority mail.

**CUSTOMER SERVICE:** Upon receipt of the course order from WSC, LE will provide all customer service related to order fulfillment, instruction and evaluation and extensions and requests for course switching. LE will notify WSC of students switching courses or requesting additional time to complete a course.

**COURSE CANCELLATIONS:** All course cancellations will be handled by WSC and communicated to LE. LE will be paid a \$40 cancellation fee. WSC will be responsible for issuing all refunds to students.

**GRADES & TRANSCRIPTS:** Following the established guidelines of WSC, grades for the courses will be transcribed in semester credit at the graduate continuing education level. Upon request, WSC will send transcripts to the student.

**GRADE REPORTING:** Upon receipt of completed course work, LE will grade the work within a reasonable amount of time (generally one to two weeks) following WSC grading system. LE will submit a completed grade report to WSC Office of Distance & Continuing Education weekly as needed.



MARKETING: LE will have permission to use the name “Wayne State College”, or the trademark “WSC” and logo which will be included with other “private” academic partners on the LE website. WSC recognizes that they are solely responsible for marketing these courses and will include the LE logo, when appropriate, in course listings/descriptions in appropriate print materials including course catalogs etc. and will also place the same in appropriate places on the WSC website. At their discretion, WSC will also communicate offerings to their customer base via print or electronic communication. LE acknowledges that, except for the license granted herein, it has no right or interest in any of WSC’s trademarks or copyrights and will not represent that it has such rights. Upon termination of this MOU, regardless of the reasons, the license granted herein will automatically terminate and LE will no longer be authorized to use the WSC name or logo and WSC recognizes the same applies to LE trademarks and copyrights.

PRICING: WSC will price LE courses to students at the rates established annually by the Board of Trustees of the Nebraska State Colleges. WSC understands that should the LE advertised regular price exceed the WSC rate charged to students that LE may execute the Termination of MOU section of this MOU.

INVOICING AND PAYMENT: Three weeks (21 days) after registration has been closed for the term, LE will invoice WSC in the amount of \$100 per credit hour, per registrant. Invoices for \$40 per course for any course cancellations would also occur at this time. In the event any amount due under this MOU remains unpaid for forty-five (45) days after the due date, the unpaid amount shall bear interest from the 31<sup>st</sup> day after the due date at the rate specified in the Prompt Payment Act, Neb. Rev. Stat. §§81-2401 to 81-2408.

FERPA: Both parties affirm that they will comply with the Family Educational Rights and Privacy Act for sharing student information.

AUTHORIZATION AND REPORTING: It is the sole responsibility of WSC to obtain and maintain any and all approvals needed to offer LE courses for graduate credit. WSC will handle any applicable IRS Form 1098-T reporting required by law as it relates to this MOU. WSC assumes full responsibility for operating in accordance with existing state and federal laws governing student registrations for credit and reporting.

TERMINATION OF MOU: Should either party decide to end the partnership, it will afford the other party a six month advance notice in writing. If this MOU is terminated, current registrants will be allowed to finish their course(s) within normal timelines for WSC credit.

NOTICES: All notices, demands, requests, or other communications required to be given or sent by either party will be in writing and will be mailed by first-class mail or transmitted by facsimile or e-mail addressed as follows:

To Learners Edge:  
Learners Edge  
Attention: Julie Yaeger  
Grand Oak Business Park  
2805 Dodd Road, Suite 200  
Eagan, MN 55121  
Fax: 952-469-2790, Phone 877-394-4930  
E-mail: [Julie.Yaeger@learnersedge.com](mailto:Julie.Yaeger@learnersedge.com)

To WSC:  
Wayne State College – Distance & Continuing Education  
Attention: Becky Keen  
College Center  
1001 College Way, PO Box 989  
South Sioux City, NE 68776  
Fax: 402-241-6440, Phone: 402-241-6546  
E-mail: [bekeen1@wsc.edu](mailto:bekeen1@wsc.edu)

Each party may designate a change of address by notice in writing. All notices, demands, requests, or communications that are not hand-delivered will be deemed received three days after deposit in the U.S. Mail, postage prepaid, or upon confirmation of successful facsimile transmission.

NON-EXCLUSIVITY: This MOU does not imply exclusivity on the part of either party, meaning that LE may maintain similar working partnerships with other universities and colleges and WSC may maintain working relationships with other providers of continuing education courses/programs. Signatures, where indicated, shall constitute an agreement to terms and conditions between the parties.

FORCE MAJEURE: Neither party to this MOU will be liable to the other party for delays in performing the responsibilities, or for the direct or indirect cost resulting from such delays, that may result from acts of God, acts of government authorities, extraordinary weather conditions or other natural catastrophes, or any other causes beyond the reasonable control of either party.

LIABILITY INSURANCE REQUIREMENTS: LE shall maintain liability insurance from a reputable insurance company acceptable to WSC as follows:

- a. LE agrees to maintain at least the prescribed minimum worker’s compensation insurance coverage for all employees for the duration of this MOU. Legal determination of employee status versus independent contractor status is at the discretion of LE and solely their responsibility.
- b. LE is required to carry liability insurance in the amount of one (1) million dollars per occurrence. LE’s insurance policy shall be primary and non-contributory. WSC shall be named as an additional insured party on the policy and the certificate of insurance shall reflect that the policy waives its right of subrogation against WSC. A copy of the certificate shall be provided to WSC.

ADA & DRUG-FREE WORKPLACE REQUIREMENTS: All provisions of the MOU are subject to the Americans with Disabilities Act (ADA). Further, LE certifies that LE operates a drug-free workplace and, during the term of this MOU, will be in compliance with the provisions of the Drug-Free Workplace Act of 1988.

SEVERABILITY AND SURVIVAL: If any one or more of the provisions of this MOU are found to be invalid, illegal, or unenforceable in any way, the validity, legality, and enforceability of the remaining provisions will not be affected.

GOVERNING LAW: This MOU sets forth the entire agreement of the parties and supersedes all prior negotiations, discussions, and proposals. There are no promises, understandings, or agreements of any kind pertaining to this MOU other than those stated herein. This MOU will be construed, interpreted, governed and enforced under the laws of the State of Nebraska. This MOU may be amended at any time in writing upon the agreement and signature of both parties.

DESIGNATED WSC REPRESENTATIVE: The designated WSC representative for purposes of monitoring and oversight of this MOU is:

<u>Becky Keen</u>	<u>(402) 241-6546</u>	<u>bekeen1@wsc.edu</u>
Name	Telephone	Email Address

IN WITNESS WHEREOF, the parties have executed, or caused to be executed this MOU as of the date of the last signature below.

For: Learners Edge

For: Board of Trustees of the Nebraska State Colleges  
doing business as Wayne State College

\_\_\_\_\_  
Julie Yaeger, Executive Vice President (Date)  
Learners Edge LLC.

\_\_\_\_\_  
Angela Fredrickson, Vice President for (Date)  
Administration & Finance, Wayne State College

\_\_\_\_\_  
Paul Turman, Chancellor (Date)

**ITEMS FOR CONSENT AGENDA**

April 23, 2020

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***ACTION:***                               **Approve Authorization for Chancellor to Bind Insurance Coverages (FFA)**

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In accordance with Board Policy 7008, authorization is requested for the Chancellor to secure insurance for the fiscal year 2020-2021. A summary report will be provided when the renewed and/or new policies are in place. The major policies include comprehensive general liability, excess liability, educators legal liability (D&O), property and casualty, cyber liability, travel, and athletic injury.

The System Office recommends approval of the Authorization for Chancellor to Bind Insurance Coverages (FFA).

## ITEMS FOR CONSENT AGENDA

April 23, 2020

**ACTION:** **Approve Selection of Auditors and Contracts for Audits for Fiscal Year Ending June 30, 2020 (FFA)**

The NSCS conducted a Request for Proposal (RFP) process for the Revenue Bond, Facilities Corporation, and Federal audit work, which includes an option to renew for six additional years beyond this initial contract. The RFP was released in mid-January and the process was completed in late February. The Committee members included the Fiscal, Facilities and Audit Committee Members: Chair John Chaney and Jess Zeiss; Vice Chancellor for Finance and Administration, Carolyn Murphy; Comptrollers Melany Hughes from Chadron State, Randy Willey from Peru State, and Jeremy Rasmussen from Wayne State and Director of Systemwide Accounting Christina Wunderlich. Following a review of the proposals received, the Committee recommends that BKD, LLP be retained as the auditor for these services.

Proposed rates for audit work performed by BKD for FY 2019-20 are as follows:

Revenue Bond	\$ 47,825.00
Facilities Corporation	\$ 10,250.00
Federal Audit	\$ 21,250.00

Board Policy 9007 provides for the appointment of the Revenue Bond auditor. The revenue bond Master Resolution Section 5.6 requires that the appointed individual Certified Public Accountant or firm of independent Certified Public Accountants must be of national reputation, registered or entitled to practice and practicing as such under the laws of the State of Nebraska.

For the Facilities Corporation, bond documents require that the bond insurer is provided audited financials within 180 days after the end of the fiscal year. The bond continuing disclosure agreements require that the audit be filed with the Municipal Securities Rulemaking Board (MSRB), through Electronic Municipal Market Access (EMMA) no later than 9 months following the end of the fiscal year.

The Federal Audit rate shown above includes the basic audit of the student financial assistance cluster as the major program. Every three years, the TRIO Cluster is also required to be audited as a major program. There is an additional cost in those years of \$7,800.00. In addition, Wayne State is working on the closeout of its Perkins Loan program. Once the closeout is finalized, there is a required review of the liquidation that will be an additional \$1,850.00.

The rates provided above and Engagement Letters included with this item are in line with the proposal received from BKD.

The System Office recommends approval of the Selection of Auditors and Contracts for Audits for Fiscal Year Ending June 30, 2020 (FFA).

**ATTACHMENTS:**

- NSCS Revenue Bond Audit Contract (PDF)

Action Item (ID # 2680)

Meeting of April 23, 2020

- NSCS Facilities Corporation Audit Contract (PDF)
- NSCS Federal Audit Contract (PDF)



March 26, 2020

Mr. Paul Turman  
Chancellor  
Nebraska State Colleges  
1327 H Street, Suite 200  
Lincoln, Nebraska 68508

This agreement is between BKD, LLP ("We" or "Us" or "Our") and the Board of Trustees of the Nebraska State Colleges ("You" or "Management"). This agreement will begin when signed by both parties and continue through October 31, 2020.

We are pleased to confirm the arrangements of our engagement and the nature of the services we will provide to Nebraska State Colleges.

#### **ENGAGEMENT OBJECTIVES AND SCOPE**

We will audit the basic financial statements of the Nebraska State Colleges Student Fees and Facilities Revenue and Refunding Bond Programs as of and for the year ended June 30, 2020, and the related notes to the basic financial statements.

Our audit will be conducted with the objective of expressing an opinion on the financial statements.

#### **OUR RESPONSIBILITIES**

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Those standards require that we plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by fraud or error. 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. 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.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

In making our risk assessments, we consider 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. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Also, in the future, procedures could become inadequate because of changes in conditions or deterioration in design or operation. Two or more people may also circumvent controls, or management may override the system.

We are available to perform additional procedures with regard to fraud detection and prevention at your request, subject to completion of our normal engagement acceptance procedures. The actual terms and fees of such an engagement would be documented in a separate letter to be signed by you and BKD.

Amy Shreck is responsible for supervising the engagement and authorizing the signing of the report or reports.

We will issue a written report upon completion of our audit of the Nebraska State Colleges Student Fees and Facilities Revenue and Refunding Bond Program's financial statements. Our report will be addressed to the Board of Trustees of the Nebraska State Colleges Student Fees and Facilities Revenue and Refunding Bond Program. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph(s), or withdraw from the engagement. If we discover conditions that may prohibit us from issuing a standard report, we will notify you as well. In such circumstances, further arrangements may be necessary to continue our engagement.

We will also express an opinion on whether the supplementary schedules listed below ("supplementary information") is fairly stated, in all material respects, in relation to the financial statements as a whole.

- Schedules of Net Position
- Schedules of Revenues, Expenses and Changes in Net Position
- Schedules of Cash Flows
- Schedules of Revenues, Expenses and Changes in Net Position by Fund Type
- Cash Receipts and Disbursements, Trustee's Account
- Rentals
- Operations and Maintenance Fund Expenditures
- Debt Service Coverage
- Bonds Outstanding

### **YOUR RESPONSIBILITIES**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For 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; and
3. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation acknowledging certain responsibilities outlined in this engagement letter and confirming:

- The availability of this information
- Certain representations made during the audit for all periods presented
- The effects of any uncorrected misstatements, if any, resulting from errors or fraud aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole

With regard to supplementary information:

- Management is responsible for its preparation in accordance with applicable criteria
- Management will provide certain written representations regarding the supplementary information at the conclusion of our engagement
- Management will include our report on this supplementary information in any document that contains this supplementary information and indicates we have reported on the supplementary information
- Management will make the supplementary information readily available to intended users if it is not presented with the audited financial statements

### **OTHER SERVICES**

We will provide you with the following nonattest services:

- Assistance with formatting, printing, and binding of the financial statements.



In addition, we may perform other services for you not covered by this engagement letter. You agree to assume full responsibility for the substantive outcomes of the services described above and for any other services that we may provide, including any findings that may result. You also acknowledge that those services are adequate for your purposes and that you will establish and monitor the performance of those services to ensure that they meet management's objectives. Any and all decisions involving management responsibilities related to those services will be made by you, and you accept full responsibility for such decisions. We understand that you will designate a management-level individual to be responsible and accountable for overseeing the performance of those services, and that you will have determined this individual is qualified to conduct such oversight.

### **ENGAGEMENT FEES**

The fee for our services will be \$47,825, which includes an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

Our fees will be based upon the understanding that your personnel will be available to assist us. Assistance from your personnel is expected to include:

- Preparing audit schedules to support all significant statement of net position and certain other accounts
- Responding to auditor inquiries
- Preparing confirmation and other letters
- Pulling selected invoices and other documents from files
- Helping to resolve any differences or exceptions noted

We will provide you with a detailed list of assistance and schedules required and the date such assistance and schedules are to be provided before the audit begins. All schedules should be provided in electronic form unless indicated otherwise.

Our timely completion of the audit depends on your timely and accurate schedule and analyses preparation and on the availability of your personnel to provide other assistance. If there are inaccuracies or delays in preparing this material, or if we experience other assistance difficulties that add a significant amount of time to our work, our fees will increase. If these circumstances occur, we will promptly notify you to discuss alternative solutions and the impact on our fees.

Our pricing for this engagement and our fee structure are based upon the expectation that our invoices will be paid promptly. We will issue progress billings during the course of our engagement, and payment of our invoices is due in accordance with the State of Nebraska Prompt Pay Act.

Our engagement fee does not include any time for post-engagement consultation with your personnel or third parties, consent letters and related procedures for the use of our reports in offering documents, inquiries from regulators or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

Our fees may also increase if our duties or responsibilities are increased by rulemaking of any regulatory body or any additional new accounting or auditing standards. We will consult with you in the event any other regulations or standards are issued that may impact our fees. Any additional charges will be agreed to in writing in advance of any changes to the contract amount.

If our invoices for this or any other engagement you may have with BKD are not paid in accordance with the State of Nebraska Prompt Pay Act, we may suspend or terminate our services for this or any other engagement. In the event our work is suspended or terminated as a result of nonpayment, you agree we will not be responsible for any consequences to you.

### **OTHER ENGAGEMENT MATTERS AND LIMITATIONS**

BKD is not acting as your municipal advisor under Section 15B of the *Securities Exchange Act of 1934*, as amended. As such, BKD is not recommending any action to you and does not owe you a fiduciary duty with respect to any information or communications regarding municipal financial products or the issuance of municipal securities. You should discuss such information or communications with any and all internal or external advisors and experts you deem appropriate before acting on any such information or material provided by BKD.

Our workpapers and documentation retained in any form of media for this engagement are the property of BKD. We can be compelled to provide information under legal process. In addition, we may be requested by regulatory or enforcement bodies to make certain workpapers available to them pursuant to authority granted by law or regulation. You agree that we have no legal responsibility to you in the event we provide such documents or information.

Upon request, the workpapers for this engagement will be made available to the Nebraska Auditor of Public Accounts (APA) pursuant to the authority provided by law or regulation at no additional cost to the Board of Trustees of the Nebraska State Colleges. Access to such workpapers will be provided under the supervision of BKD personnel.

You agree to indemnify and hold harmless BKD and its personnel from any claims, liabilities, costs and expenses relating to our services under this agreement attributable to false or incomplete representations by management, except to the extent determined to have resulted from the intentional or deliberate misconduct of BKD personnel.

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. Such mediation shall take place in Lincoln, Nebraska. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

Either of us may terminate these services at any time. Both of us must agree, in writing, to any future modifications or extensions. If services are terminated, you agree to pay us for time expended to date. In addition, you will be billed travel costs and fees for services from other professionals, if any, as well as an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items. The total of all payments shall not exceed the total amount of this contract. In the event our services are terminated, we will reasonably cooperate with any successor auditor.

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected and all other provisions remain in full force and effect.

We may from time to time utilize third-party service providers, *e.g.*, domestic software processors or legal counsel, or disclose confidential information about you to third-party service providers in serving your account. We remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information. In the event we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider.

You agree to assume full responsibility for maintaining your original data and records and that BKD has no responsibility to maintain this information. You agree you will not rely on BKD to provide hosting, electronic security or backup services, *e.g.*, business continuity or disaster recovery services, to you unless separately engaged to do so. You understand that your access to data, records and information from BKD's servers, *i.e.*, BKDconnect, can be terminated at any time and you will not rely on using this to host your data and records.

We will, at our discretion or upon your request, deliver financial or other confidential information to you electronically via email or other mechanism. If the information is confidential information, that information shall be encrypted or password protected. You recognize and accept the risk involved, particularly in email delivery as the internet is not necessarily a secure medium of communication as messages can be intercepted and read by those determined to do so.

BKD agrees to provide a virtual workspace that is designated as BKDConnect, which may be found at [bkdconnect.bkd.com](http://bkdconnect.bkd.com).

You agree you will not modify these documents for internal use or for distribution to third parties. You also understand that we may on occasion send you documents marked as draft and understand that those are for your review purpose only, should not be distributed in any way and should be destroyed as soon as possible.

This agreement represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors and assigns of you and BKD. This agreement incorporates the terms noted in "Exhibit A".

The entity may wish to include our report on these financial statements in an exempt offering document. The entity agrees that the aforementioned auditor's report, or reference to our firm, will not be included in any such offering document without notifying us. Any agreement to perform work in connection with an exempt offering document, including providing agreement for the use of the auditor's report in the exempt offering document, will be a separate engagement.

Any exempt offering document issued by the entity with which we are not involved will clearly indicate that we are not involved by including a disclosure such as, "BKD, LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. BKD, LLP, also has not performed any procedures relating to this offering document."

You agree to notify us if you desire to place these financial statements or our report thereon along with other information, such as a report by management or those charged with governance on operations, financial summaries or highlights, financial ratios, etc., on an electronic site. You recognize that we have no responsibility as auditors to review information contained in electronic sites.

Any time you intend to reference our firm name in any manner in any published materials, including on an electronic site, you agree to provide us with draft materials for our review and approval before publishing or posting such information.

BKD is a registered limited liability partnership under Missouri law. Under applicable professional standards, partners of BKD, LLP have the same responsibilities as do partners in a general accounting and consulting partnership with respect to conformance by themselves and other professionals in BKD with their professional and ethical obligations. However, unlike the partners in a general partnership, the partners in a registered limited liability partnership do not have individual civil liability, directly or indirectly, including by way of indemnification, contribution, assessment or otherwise, for any debts, obligations or liabilities of or chargeable to the registered limited liability partnership or each other, whether arising in tort, contract or otherwise.

BKD is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the eligibility status of a newly hired employee.

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities. If the signed copy you return to us is in electronic form, you agree that such copy shall be legally treated as a "duplicate original" of this agreement.

Acknowledged and agreed to on behalf of

**BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES  
AND MANAGEMENT**

BY \_\_\_\_\_  
Chris Lindner, Partner

DATE 3/26/2020

BY \_\_\_\_\_  
Paul Turman, Chancellor

DATE \_\_\_\_\_

Attachment: NSCS Revenue Bond Audit Contract (2680 : Selection of Auditors and Contracts for Audits for Fiscal Year Ending June 30, 2020

## Exhibit A

For purposes of the financial audit of the Nebraska State College System (NSCS), covering the fiscal year ended June 30, 2019, the BKD LLP (BKD) will be granted access to records contained in the NSCS Student Information System, as well as to other documentation that may contain personally identifiable student information.

The NSCS is authorized under the provisions of the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 C.F.R. Part 99) to disclose personally identifiable NSCS student information to BKD without prior written consent from the student.

BKD agrees that any and all personally identifiable student information obtained during the present financial audit of the NSCS, having been incorporated into the audit working papers, will be destroyed when no longer needed to support the audit work. Specifically, the personally identifiable student information will be destroyed or deleted in seven (7) calendar years after completion of all work on the present financial audit of the NSCS, except for data that must be retained in accordance with the applicable professional standards, firm policy or legal requirements.

Except as described in the previous paragraph, staff of BKD will destroy any personally identifiable student information obtained during the present financial audit of the NSCS by shredding or deleting such information. Information stored on routine back-up media for the purpose of disaster recovery will be subject to destruction in due course. Latent data such as deleted files and other non-logical data types, such as memory dumps, swap files, temporary files, printer spool files and metadata that can customarily only be retrieved by computer forensics experts and are generally considered inaccessible without the use of specialized tools and techniques will not be within the requirements set forth by this Agreement.

BKD agrees that personally identifiable student information will be maintained in a confidential manner and, except as provided by law or applicable professional standards, will not be disclosed to anyone outside of BKD. NSCS acknowledges that BKD uses third party service providers within and without the United States to provide at Contractor's direction administrative and clerical services to Contractor during the performance of this audit.

March 26, 2020

Mr. Paul Turman  
 Secretary-Treasurer  
 Nebraska State Colleges Facilities Corporation  
 1327 H Street, Suite 200  
 Lincoln, Nebraska 68508

This agreement is between BKD, LLP ("We" or "Us" or "Our") and the Board of Directors of the Nebraska State Colleges Facilities Corporation ("You" or "Management"). This agreement will begin when signed by both parties and continue through September 30, 2020.

We are pleased to confirm the arrangements of our engagement and the nature of the services we will provide to the Nebraska State Colleges Facilities Corporation.

#### ENGAGEMENT OBJECTIVES AND SCOPE

We will audit the basic financial statements of the Nebraska State Colleges Facilities Corporation as of and for the year ended June 30, 2020, and the related notes to the basic financial statements.

Our audit will be conducted with the objective of expressing an opinion on the financial statements.

#### OUR RESPONSIBILITIES

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Those standards require that we plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by fraud or error. 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. 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.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

In making our risk assessments, we consider 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. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Also, in the future, procedures could become inadequate because of changes in conditions or deterioration in design or operation. Two or more people may also circumvent controls, or management may override the system.

We are available to perform additional procedures with regard to fraud detection and prevention at your request, subject to completion of our normal engagement acceptance procedures. The actual terms and fees of such an engagement would be documented in a separate letter to be signed by you and BKD.

Amy Shreck is responsible for supervising the engagement and authorizing the signing of the report or reports.

We will issue a written report upon completion of our audit of the Nebraska State Colleges Facilities Corporation's financial statements. Our report will be addressed to the board of directors of the Nebraska State Colleges Facilities Corporation. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph(s), or withdraw from the engagement. If we discover conditions that may prohibit us from issuing a standard report, we will notify you as well. In such circumstances, further arrangements may be necessary to continue our engagement.

We will also express an opinion on whether the Chadron State College Math Science Project (Series 2020 Bonds), Building Projects (Series 2014 Bonds) and Deferred Maintenance (Series 2016 Refunding Bonds) Statement of Revenues, Expenses and Changes in Net Position by Account and Schedule of Interest and Principal Payments; and Schedule of Project Authorization, Accumulated Costs and Unexpected Authorization ("supplementary information") are fairly stated, in all material respects, in relation to the financial statements as a whole.

### **YOUR RESPONSIBILITIES**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For 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; and



3. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation acknowledging certain responsibilities outlined in this engagement letter and confirming:

- The availability of this information
- Certain representations made during the audit for all periods presented
- The effects of any uncorrected misstatements, if any, resulting from errors or fraud aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole

With regard to supplementary information:

- Management is responsible for its preparation in accordance with applicable criteria
- Management will provide certain written representations regarding the supplementary information at the conclusion of our engagement
- Management will include our report on this supplementary information in any document that contains this supplementary information and indicates we have reported on the supplementary information
- Management will make the supplementary information readily available to intended users if it is not presented with the audited financial statements

### **OTHER SERVICES**

We will provide you with the following nonattest services:

- Assistance with formatting, printing, and binding of the financial statements

In addition, we may perform other services for you not covered by this engagement letter. You agree to assume full responsibility for the substantive outcomes of the services described above and for any other services that we may provide, including any findings that may result. You also acknowledge that those services are adequate for your purposes and that you will establish and monitor the performance of those services to ensure that they meet management's objectives. Any and all decisions involving management responsibilities related to those services will be made by you, and you accept full responsibility for such decisions. We understand that you will designate a management-level individual to be responsible and accountable for overseeing the performance of those services, and that you will have determined this individual is qualified to conduct such oversight.

## ENGAGEMENT FEES

The fee for our services will be \$10,250, which includes an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

Our fees will be based upon the understanding that your personnel will be available to assist us. Assistance from your personnel is expected to include:

- Preparing audit schedules to support all significant statement of net position and certain other accounts
- Responding to auditor inquiries
- Preparing confirmation and other letters
- Pulling selected invoices and other documents from files
- Helping to resolve any differences or exceptions noted

We will provide you with a detailed list of assistance and schedules required and the date such assistance and schedules are to be provided before the audit begins. All schedules should be provided in electronic form unless indicated otherwise.

Our timely completion of the audit depends on your timely and accurate schedule and analyses preparation and on the availability of your personnel to provide other assistance. If there are inaccuracies or delays in preparing this material, or if we experience other assistance difficulties that add a significant amount of time to our work, our fees will increase. If these circumstances occur, we will promptly notify you to discuss alternative solutions and the impact on our fees.

Our pricing for this engagement and our fee structure are based upon the expectation that our invoices will be paid promptly. We will issue progress billings during the course of our engagement, and payment of our invoices is due in accordance with the State of Nebraska Prompt Pay Act.

Our engagement fee does not include any time for post-engagement consultation with your personnel or third parties, consent letters and related procedures for the use of our reports in offering documents, inquiries from regulators or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

Our fees may also increase if our duties or responsibilities are increased by rulemaking of any regulatory body or any additional new accounting or auditing standards. We will consult with you in the event any other regulations or standards are issued that may impact our fees. Any additional charges will be agreed to in writing in advance of any changes to the contract amount.

If our invoices for this or any other engagement you may have with BKD are not paid in accordance with the State of Nebraska Prompt Pay Act, we may suspend or terminate our services for this or any other engagement. In the event our work is suspended or terminated as a result of nonpayment, you agree we will not be responsible for any consequences to you.

### **IMPLEMENTATION OF FIDUCIARY ACTIVITIES STANDARD**

Governmental Accounting Standards Board Statement No. 84, *Fiduciary Activities*, is effective for fiscal years beginning after December 15, 2018, with retrospective application in the year the update is first applied. The Statement is expected to significantly change how entities evaluate and report fiduciary activities.. Assistance and additional time as a result of the adoption are not included within our standard engagement fees. Our fees as a result of the adoption of the Standard will be based on time expended and will vary based on the level of assistance and procedures required. We will need input and assistance from the accounting department throughout the process of implementation. Any additional charges will be agreed to in writing in advance of any changes to the contract amount.

### **IMPLEMENTATION OF NEW LEASES STANDARD**

Governmental Accounting Standards Board Statement No. 87, *Leases*, is effective for reporting periods beginning after December 15, 2019. Early application is encouraged.

Statement No. 87 establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. Assistance and additional time as a result of the adoption of the Statement are not included within our standard engagement fees. Our fees as a result of the adoption of the Statement will be based on time expended and will vary based on the level of assistance and procedures required, which may include but are not limited to:

- Assisting the entity with the evaluation of its current controls and policies for leases and recommended enhancements needed to implement the Statement
- Evaluating and documenting new and revised controls and policies for leases under the Statement
- Assisting the entity with the information gathering necessary to implement the Statement
- Assisting the entity with the evaluation of its current method for calculating and recognizing lease payments
- Assisting the entity with documenting changes from the previous method needed to implement the Statement
- Assistance with drafting of the required disclosures

The time it will take to perform the above assistance and our additional audit procedures relating to the adoption of the Statement, and any time to assist you with the adoption, may be minimized to the extent your personnel will be available to provide timely and accurate documentation and information as requested by BKD. Any additional charges will be agreed to in writing in advance of any changes to the contract amount.

## OTHER ENGAGEMENT MATTERS AND LIMITATIONS

BKD is not acting as your municipal advisor under Section 15B of the *Securities Exchange Act of 1934*, as amended. As such, BKD is not recommending any action to you and does not owe you a fiduciary duty with respect to any information or communications regarding municipal financial products or the issuance of municipal securities. You should discuss such information or communications with any and all internal or external advisors and experts you deem appropriate before acting on any such information or material provided by BKD.

Our workpapers and documentation retained in any form of media for this engagement are the property of BKD. We can be compelled to provide information under legal process. In addition, we may be requested by regulatory or enforcement bodies to make certain workpapers available to them pursuant to authority granted by law or regulation. You agree that we have no legal responsibility to you in the event we provide such documents or information.

Upon request, the workpapers for this engagement will be made available to the Nebraska Auditor of Public Accounts (APA) pursuant to the authority provided by law or regulation at no additional cost to the Board of Trustees of the Nebraska State Colleges. Access to such workpapers will be provided under the supervision of BKD personnel.

You agree to indemnify and hold harmless BKD and its personnel from any claims, liabilities, costs and expenses relating to our services under this agreement attributable to false or incomplete representations by management, except to the extent determined to have resulted from the intentional or deliberate misconduct of BKD personnel.

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. Such mediation shall take place in Lincoln, Nebraska. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

Either of us may terminate these services at any time. Both of us must agree, in writing, to any future modifications or extensions. If services are terminated, you agree to pay us for time expended to date. In addition, you will be billed travel costs and fees for services from other professionals, if any, as well as an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items. The total of all payments shall not exceed the total amount of this contract. In the event our services are terminated, we will reasonably cooperate with any successor auditor.

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected and all other provisions remain in full force and effect.

We may from time to time utilize third-party service providers, *e.g.*, domestic software processors or legal counsel, or disclose confidential information about you to third-party service providers in serving your account. We remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to

protect the confidentiality of your information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information. In the event we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider.

You agree to assume full responsibility for maintaining your original data and records and that BKD has no responsibility to maintain this information. You agree you will not rely on BKD to provide hosting, electronic security or backup services, *e.g.*, business continuity or disaster recovery services, to you unless separately engaged to do so. You understand that your access to data, records and information from BKD's servers, *i.e.*, BKDconnect, can be terminated at any time and you will not rely on using this to host your data and records.

We will, at our discretion or upon your request, deliver financial or other confidential information to you electronically via email or other mechanism. If the information is confidential information, that information shall be encrypted or password protected. You recognize and accept the risk involved, particularly in email delivery as the internet is not necessarily a secure medium of communication as messages can be intercepted and read by those determined to do so.

BKD agrees to provide a virtual workspace that is designated as BKDconnect, which may be found at [bkdconnect.bkd.com](http://bkdconnect.bkd.com).

You agree you will not modify these documents for internal use or for distribution to third parties. You also understand that we may on occasion send you documents marked as draft and understand that those are for your review purpose only, should not be distributed in any way and should be destroyed as soon as possible.

This agreement represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors and assigns of you and BKD.

The entity may wish to include our report on these financial statements in an exempt offering document. The entity agrees that the aforementioned auditor's report, or reference to our firm, will not be included in any such offering document without notifying us. Any agreement to perform work in connection with an exempt offering document, including providing agreement for the use of the auditor's report in the exempt offering document, will be a separate engagement.

Any exempt offering document issued by the entity with which we are not involved will clearly indicate that we are not involved by including a disclosure such as, "BKD, LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. BKD, LLP, also has not performed any procedures relating to this offering document."

You agree to notify us if you desire to place these financial statements or our report thereon along with other information, such as a report by management or those charged with governance on operations, financial summaries or highlights, financial ratios, etc., on an electronic site. You recognize that we have no responsibility as auditors to review information contained in electronic sites.

Any time you intend to reference our firm name in any manner in any published materials, including on an electronic site, you agree to provide us with draft materials for our review and approval before publishing or posting such information.

BKD is a registered limited liability partnership under Missouri law. Under applicable professional standards, partners of **BKD, LLP** have the same responsibilities as do partners in a general accounting and consulting partnership with respect to conformance by themselves and other professionals in BKD with their professional and ethical obligations. However, unlike the partners in a general partnership, the partners in a registered limited liability partnership do not have individual civil liability, directly or indirectly, including by way of indemnification, contribution, assessment or otherwise, for any debts, obligations or liabilities of or chargeable to the registered limited liability partnership or each other, whether arising in tort, contract or otherwise.

BKD is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the eligibility status of a newly hired employee.

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities. If the signed copy you return to us is in electronic form, you agree that such copy shall be legally treated as a "duplicate original" of this agreement.

Acknowledged and agreed to on behalf of

BY \_\_\_\_\_  
Chris Lindner, Partner

DATE 3/26/2020

BY \_\_\_\_\_  
Paul Turman, Secretary- Treasurer/Chancellor

DATE \_\_\_\_\_

Attachment: NSCS Facilities Corporation Audit Contract (2680 : Selection of Auditors and Contracts for Audits for Fiscal Year Ending June 30,



March 26, 2020

Mr. Paul Turman  
Chancellor  
Nebraska State Colleges  
1327 H Street, Suite 200  
Lincoln, Nebraska 68508

This agreement is between BKD, LLP ("We" or "Us" or "Our") and the Board of Trustees of the Nebraska State Colleges ("You" or "Management"). This agreement will begin when signed by both parties and continue through January 15, 2021, except the federal audit clearinghouse data collection form must be certified within 30 days of the report date.

We are pleased to confirm the arrangements of our engagement and the nature of the services we will provide to the Nebraska State Colleges.

### ENGAGEMENT OBJECTIVES AND SCOPE

We will audit the Schedule of Expenditures of Federal Awards ("Schedule") of the Nebraska State Colleges for the year ended June 30, 2020, and the related notes to the schedule.

Our audit will be conducted with the objectives of:

- ✓ Expressing an opinion on your compliance, in all material respects, with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Compliance Supplement* that are applicable to each of your major federal award programs.
- ✓ Issuing a report on your internal control over compliance based on the audit of your compliance with the types of compliance requirements that are applicable to each of your major federal award programs.
- ✓ Issuing a report on your schedule of expenditures of federal awards.

### OUR RESPONSIBILITIES

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS), the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and *Title 2 U.S. Code*

of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards require that we plan and perform:

- ✓ The audit of the schedule of expenditures of federal awards (“schedule”) to obtain reasonable rather than absolute assurance about whether the schedule is free of material misstatement, whether caused by fraud or error.
- ✓ The audit of compliance with the types of compliance requirements described in the *OMB Compliance Supplement* applicable to each major federal award program to obtain reasonable rather than absolute assurance about whether noncompliance having a direct and material effect on a major federal award program occurred.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the schedule. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the schedule, whether due to error or fraud. 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 schedule.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance having a direct and material effect may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

In making our risk assessments, we consider internal control relevant to the entity’s preparation and fair presentation of the schedule 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. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Also, in the future, procedures could become inadequate because of changes in conditions or deterioration in design or operation. Two or more people may also circumvent controls, or management may override the system.

We are available to perform additional procedures with regard to fraud detection and prevention at your request, subject to completion of our normal engagement acceptance procedures. The actual terms and fees of such an engagement would be documented in a separate letter to be signed by you and BKD.

Amy Shreck is responsible for supervising the engagement and authorizing the signing of the report or reports.

We will issue a written report upon completion of our audit of the Nebraska State College’s Schedule of Expenditures of Federal Awards. Our report will be addressed to the Board of Trustees of the Nebraska State Colleges. You are responsible to distribute our reports to other officials who have legal oversight authority or those responsible for acting on audit findings and



recommendations, and to others authorized to receive such reports. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph(s), or withdraw from the engagement. If we discover conditions that may prohibit us from issuing a standard report, we will notify you as well. In such circumstances, further arrangements may be necessary to continue our engagement.

### **YOUR RESPONSIBILITIES**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the schedule in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of a schedule that is free from material misstatement, whether due to fraud or error;
3. For identifying and ensuring compliance with the laws, regulations, contracts and grants applicable to your activities including your federal award programs; and
4. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the schedule such as records, documentation and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation acknowledging certain responsibilities outlined in this engagement letter and confirming:

- The availability of this information
- Certain representations made during the audits for all periods presented
- The effects of any uncorrected misstatements, if any, resulting from errors or fraud aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the schedule taken as a whole

The results of our tests of compliance may not fully meet the reasonable needs of report users. Management is responsible for obtaining audits, examinations, agreed-upon procedures or other engagements that satisfy relevant legal, regulatory or contractual requirements or fully meet other reasonable user needs.

## OTHER SERVICES

We will provide you with the following nonattest services:

- Assisting with formatting, printing, and binding of the schedule

In addition, we may perform other services for you not covered by this engagement letter. You agree to assume full responsibility for the substantive outcomes of the services described above and for any other services that we may provide, including any findings that may result. You also acknowledge that those services are adequate for your purposes and that you will establish and monitor the performance of those services to ensure that they meet management's objectives. Any and all decisions involving management responsibilities related to those services will be made by you, and you accept full responsibility for such decisions. We understand that you will designate a management-level individual to be responsible and accountable for overseeing the performance of those services, and that you will have determined this individual is qualified to conduct such oversight.

## ENGAGEMENT FEES

The fees for our services will be as follows:

Student Financial Assistance Cluster	\$21,250
TRIO Cluster	\$ 7,800
Perkins Loan Liquidation	\$ 1,850

The fees above include travel costs and fees for services from other professionals, if any, as well as an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

Our fees are based upon the understanding that your personnel will be available to assist us. Assistance from your personnel is expected to include:

- Preparing audit schedules to support all significant amounts
- Responding to auditor inquiries
- Preparing confirmation and other letters
- Pulling selected invoices and other documents from files
- Helping to resolve any differences or exceptions noted

We will provide you with a detailed list of assistance and schedules required and the date such assistance and schedules are to be provided before the audit begins. All schedules should be provided in electronic form unless indicated otherwise.

Our timely completion of the audit depends on your timely and accurate schedule and analyses preparation and on the availability of your personnel to provide other assistance. If there are inaccuracies or delays in preparing this material, or if we experience other assistance difficulties

that add significant amount of time to our work, our fees will increase. If these circumstances occur, we will promptly notify you to discuss alternative solutions and the impact on our fees.

Our pricing for this engagement and our fee structure are based upon the expectation that our invoices will be paid promptly. We will issue progress billings during the course of our engagement, and payment of our invoices is due in accordance with the State of Nebraska Prompt Pay Act.

Our engagement fee does not include any time for post-engagement consultation with your personnel or third parties, consent letters and related procedures for the use of our reports in offering documents, inquiries from regulators or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

Our fees may also increase if our duties or responsibilities are increased by rulemaking of any regulatory body or any additional new accounting or auditing standards. We will consult with you in the event any other regulations or standards are issued that may impact our fees. Any additional charges will be agreed to in writing in advance of any changes to the contract amount.

If our invoices for this or any other engagement you may have with BKD are not paid in accordance with the State of Nebraska Prompt Pay Act, we may suspend or terminate our services for this or any other engagement. In the event our work is suspended or terminated as a result of nonpayment, you agree we will not be responsible for any consequences to you.

### **OTHER ENGAGEMENT MATTERS AND LIMITATIONS**

BKD is not acting as your municipal advisor under Section 15B of the *Securities Exchange Act of 1934*, as amended. As such, BKD is not recommending any action to you and does not owe you a fiduciary duty with respect to any information or communications regarding municipal financial products or the issuance of municipal securities. You should discuss such information or communications with any and all internal or external advisors and experts you deem appropriate before acting on any such information or material provided by BKD.

Our workpapers and documentation retained in any form of media for this engagement are the property of BKD. We can be compelled to provide information under legal process. In addition, we may be requested by regulatory or enforcement bodies to make certain workpapers available to them pursuant to authority granted by law or regulation. You agree that we have no legal responsibility to you in the event we provide such documents or information.

Upon request, the workpapers for this engagement will be made available to the Nebraska Auditor of Public Accounts (APA) pursuant to the authority provided by law or regulation at no additional cost to the Board of Trustees of the Nebraska State Colleges. Access to such workpapers will be provided under the supervision of BKD personnel.

You agree to indemnify and hold harmless BKD and its personnel from any claims, liabilities, costs and expenses relating to our services under this agreement attributable to false or incomplete representations by management, except to the extent determined to have resulted from the intentional or deliberate misconduct of BKD personnel.

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. Such mediation shall take place in Lincoln, Nebraska. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

Either of us may terminate these services at any time. Both of us must agree, in writing, to any future modifications or extensions. If services are terminated, you agree to pay us for time expended to date. In addition, you will be billed travel costs and fees for services from other professionals, if any, as well as an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items. The total of all payments shall not exceed the total amount of this contract. In the event our services are terminated, we will reasonable cooperate with any successor auditor.

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected and all other provisions remain in full force and effect.

We may from time to time utilize third-party service providers, *e.g.*, domestic software processors or legal counsel, or disclose confidential information about you to third-party service providers in serving your account. We remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information. In the event we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider.

You agree to assume full responsibility for maintaining your original data and records and that BKD has no responsibility to maintain this information. You agree you will not rely on BKD to provide hosting, electronic security or backup services, *e.g.*, business continuity or disaster recovery services, to you unless separately engaged to do so. You understand that your access to data, records and information from BKD's servers, *i.e.*, BKDconnect, can be terminated at any time and you will not rely on using this to host your data and records.

We will, at our discretion or upon your request, deliver financial or other confidential information to you electronically via email or other mechanism. If the information is confidential information, that information shall be encrypted or password protected. You recognize and accept the risk involved, particularly in email delivery as the internet is not necessarily a secure medium of communication as messages can be intercepted and read by those determined to do so.

BKD agrees to provide a virtual workspace that is designated as BKDconnect, which may be found at [bkdconnect.bkd.com](http://bkdconnect.bkd.com).

You agree you will not modify these documents for internal use or for distribution to third parties. You also understand that we may on occasion send you documents marked as draft and understand that those are for your review purpose only, should not be distributed in any way and should be destroyed as soon as possible.

This agreement represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors and assigns of you and BKD. This agreement incorporates the terms noted in "Exhibit A".

The entity may wish to include our report on this schedule in an exempt offering document. The entity agrees that the aforementioned auditor's report, or reference to our firm, will not be included in any such offering document without notifying us. Any agreement to perform work in connection with an exempt offering document, including providing agreement for the use of the auditor's report in the exempt offering document, will be a separate engagement.

Any exempt offering document issued by the entity with which we are not involved will clearly indicate that we are not involved by including a disclosure such as, "BKD, LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. BKD, LLP, also has not performed any procedures relating to this offering document."

You agree to notify us if you desire to place this schedule or our report thereon along with other information, such as a report by management or those charged with governance on operations, financial summaries or highlights, financial ratios, etc., on an electronic site. You recognize that we have no responsibility as auditors to review information contained in electronic sites.

Any time you intend to reference our firm name in any manner in any published materials, including on an electronic site, you agree to provide us with draft materials for our review and approval before publishing or posting such information.

BKD is a registered limited liability partnership under Missouri law. Under applicable professional standards, partners of BKD, LLP have the same responsibilities as do partners in a general accounting and consulting partnership with respect to conformance by themselves and other professionals in BKD with their professional and ethical obligations. However, unlike the partners in a general partnership, the partners in a registered limited liability partnership do not have individual civil liability, directly or indirectly, including by way of indemnification, contribution, assessment or otherwise, for any debts, obligations or liabilities of or chargeable to the registered limited liability partnership or each other, whether arising in tort, contract or otherwise.

BKD is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the eligibility status of a newly hired employee.



## Exhibit A

For purposes of the financial audit of the Nebraska State College System (NSCS), covering the fiscal year ended June 30, 2019, the BKD LLP (BKD) will be granted access to records contained in the NSCS Student Information System, as well as to other documentation that may contain personally identifiable student information.

The NSCS is authorized under the provisions of the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 C.F.R. Part 99) to disclose personally identifiable NSCS student information to BKD without prior written consent from the student.

BKD agrees that any and all personally identifiable student information obtained during the present financial audit of the NSCS, having been incorporated into the audit working papers, will be destroyed when no longer needed to support the audit work. Specifically, the personally identifiable student information will be destroyed or deleted in seven (7) calendar years after completion of all work on the present financial audit of the NSCS, except for data that must be retained in accordance with the applicable professional standards, firm policy or legal requirements.

Except as described in the previous paragraph, staff of BKD will destroy any personally identifiable student information obtained during the present financial audit of the NSCS by shredding or deleting such information. Information stored on routine back-up media for the purpose of disaster recovery will be subject to destruction in due course. Latent data such as deleted files and other non-logical data types, such as memory dumps, swap files, temporary files, printer spool files and metadata that can customarily only be retrieved by computer forensics experts and are generally considered inaccessible without the use of specialized tools and techniques will not be within the requirements set forth by this Agreement.

BKD agrees that personally identifiable student information will be maintained in a confidential manner and, except as provided by law or applicable professional standards, will not be disclosed to anyone outside of BKD. NSCS acknowledges that BKD uses third party service providers within and without the United States to provide at Contractor's direction administrative and clerical services to Contractor during the performance of this audit.



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Postlethwaite & Netterville and Associates, L.L.C.

## Report on the Firm's System of Quality Control

To the Partners of  
BKD, LLP  
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of BKD, LLP (the firm) applicable to engagements not subject to PCAOB inspection in effect for the year ended May 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under Single Audit Act; audits of employee benefit plans, audits performed under FDICIA, an audit of carrying broker-dealers, and examinations of service organizations [SOC 1 and SOC 2 engagements].

As part of our peer review, we considered reviews by regulatory entities as communicated to the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of BKD, LLP applicable to engagements not subject to PCAOB inspection in effect for the year ended May 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. BKD, LLP has received a peer review rating of *pass*.

Baton Rouge, Louisiana  
October 6, 2017



## ITEMS FOR CONSENT AGENDA

April 23, 2020

**ACTION:** **Approve Preliminary Revenue Bond Operating Budgets 2020-2021 (FFA)**

Board Policy 9008 states that prior to June 10th of each year, each State College shall prepare and submit to the Board its revenue bond operating budget for the next fiscal year.

The Colleges have submitted their preliminary revenue bond operating budgets for the 2020-2021 fiscal year.

As required by the master resolution, these budgets will be submitted to the NSCS bond trustee, BOK Financial, as information. The bond resolution requires at least 110% debt service coverage for each of the Colleges. Board policy requires 125% for Chadron and Wayne and 135% for Peru. The preliminary budgets indicate the Colleges exceed those required coverages as follows:

Chadron	162%
Peru	221%
Wayne	277%

Approval of these preliminary budgets will authorize the Colleges' appropriations to be set at the level noted as the "Operations/Maintenance Total" on each of the budgets.

The Board has the authority to adjust the appropriation level as needed during the year.

The System Office recommends approval of the Preliminary Revenue Bond Operating Budgets (FFA).

**ATTACHMENTS:**

- CSC Preliminary Revenue Bond Operating Budget (PDF)
- PSC Preliminary Revenue Bond Operating Budget (PDF)
- WSC Preliminary Revenue Bond Operating Budget (PDF)

NEBRASKA STATE COLLEGE SYSTEM  
 2020-2021 REVENUE BOND OPERATIONS BUDGET  
 CHADRON STATE COLLEGE

April 23, 2020

\*\*\*PRELIMINARY BUDGET\*\*\*

	<i><b>Budgeted 2021</b></i>
<b><u>Revenues:</u></b>	
Dormitory Rentals	\$2,495,160
Apartment/House Rentals	25,000
Facilities Rentals	10,000
Food Service Contracts	2,610,400
Facilities Fees*	903,925
Bookstore Commissions	31,000
Investment/Interest Income	102,000
Other Income	79,750
<b>Total Revenues</b>	<b><u>\$6,257,235</u></b>
<b><u>Expenditures:</u></b>	
FTE: 29.8	
Salaries and Benefits	\$1,529,550
Utilities	716,625
Insurance	35,000
Equipment & Furnishings	8,500
Capital Outlay	8,500
Telephone/Cable T.V & Internet Services	72,250
Supplies, Materials & Other	182,750
Repairs and Maintenance	184,310
Subtotal - Operations and Maintenance	<b><u>\$2,737,485</u></b>
Food Service Payments	2,088,320
Debt Service	882,578
Total Expenditures	<b><u>\$5,708,383</u></b>
<b><u>Available for Distribution</u></b>	
to Subsidiary Funds	<b><u><u>\$548,852</u></u></b>
<b><u>Debt Service Coverage Ratio</u></b>	<b>162.19%</b>

\*All student derived fees

Attachment: CSC Preliminary Revenue Bond Operating Budget (2715 : Preliminary Revenue Bond Operating Budgets (FFA))

NEBRASKA STATE COLLEGE SYSTEM  
 2020-2021 REVENUE BOND OPERATIONS BUDGET  
**PERU STATE COLLEGE**

April 23, 2020

\*\*\*PRELIMINARY BUDGET\*\*\*

REVENUE SOURCE	<u>PROPOSED BUDGET FY21</u>
Residence Hall/Dormitory Rentals	\$2,021,943
Apartment/House Rentals	202,499
Facilities Rentals	0
Food Service Contracts	2,106,336
Food Service Commissions	0
Facilities Fees*	1,001,507
Bookstore Commissions/Income	36,969
Trustee Investment/Interest Income	129,659
Other	27,677
<b>TOTAL REVENUE</b>	<b><u><u>\$5,526,590</u></u></b>
 <b>EXPENDITURES AND DEBT SERVICE</b>	
FTE: 15.5	
Salaries and Benefits	\$821,356
Utilities	308,550
Insurance	62,000
Equipment & Furnishings	75,000
Capital Outlay	0
Telephone/Cable Television/Internet Services	25,335
Supplies	86,000
Repairs and Maintenance	119,006
Other Operating Expenses	130,000
Subtotal - Operations and Maintenance	<u>\$1,627,247</u>
Food Service Payments	1,825,785
Debt Service	939,111
<b>TOTAL EXPENSES</b>	<b><u><u>4,392,143</u></u></b>
Available for Distribution to Subsidiary Funds	<b>\$1,134,447</b>
<b>DEBT SERVICE COVERAGE RATIO</b>	<b>220.80%</b>

\*All student derived fees

Attachment: PSC Preliminary Revenue Bond Operating Budget (2715 : Preliminary Revenue Bond Operating Budgets (FFA))

April 23, 2020

**NEBRASKA STATE COLLEGE SYSTEM  
2020-21 REVENUE BOND OPERATIONS BUDGET**

**WAYNE STATE COLLEGE**

\*\*\*PRELIMINARY BUDGET\*\*\*

<b>REVENUE SOURCE</b>	<b>PROPOSED BUDGET FY21</b>
Residence Hall/Dormitory Rentals	4,771,000
Apartment/House Rentals	0
Facilities Rentals	0
Food Service Contracts	4,517,000
Food Service Commissions	85,000
Facilities Fees	1,491,000
Bookstore Commissions/Income	106,000
Trustee Investment/Interest Income	191,000
Parking Fees/Fines	45,000
Other	82,000
<b>TOTAL REVENUE</b>	<b>11,288,000</b>

**EXPENDITURES AND DEBT SERVICE**

FTE 61.81	
Salaries and Benefits	2,730,580
Utilities	1,023,750
Insurance	40,000
Equipment & Furnishings	172,000
Capital Outlay	0
Telephone/Cable Television/Internet	165,000
Supplies	220,000
Repairs and Maintenance	350,000
Other Operating Expenses	220,170
Operations/Maintenance Total	4,921,500
Food Service Payments	2,508,500
Debt Service	1,394,476
<b>TOTAL EXPENSES</b>	<b>8,824,476</b>
Available for Distribution to Subsidiary Funds	2,463,524

<b>DEBT SERVICE COVERAGE RATIO</b>	<b>276.66%</b>
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Attachment: WSC Preliminary Revenue Bond Operating Budget (2715 : Preliminary Revenue Bond Operating Budgets (FFA))

## ITEMS FOR CONSENT AGENDA

April 23, 2020

**ACTION:** **Approve LB 309 Allocations and Retrievals (FFA)**

The following LB 309 allocations and retrievals are presented for Board approval per Board Policy 8065.

### Chadron State

- |    |  |                             |
|----|--|-----------------------------|
| 1. | Retrieval of \$76,652 for roof replacement for Armstrong Gymnasium                         |                             |
|    | Allocation Date/Amount   | 8/14/17      \$1,100,000.00 |
|    | Retrieval Date/Amount  | 10/2/19 <u>76,652.00</u>    |
|    | Estimated Project Cost   | \$1,023,348.00              |
| 2. | Allocation of \$35,000 for HVAC RTU compressor replacement for Memorial Hall (NW)          |                             |
|    | Allocation Date/Amount   | 10/4/19      \$35,000.00    |
|    | College Contribution   | <u>00.00</u>                |
|    | Estimated Project Cost   | \$35,000.00                 |
| 3. | Allocation of \$60,000 for controls upgrade in Heat Plant                                  |                             |
|    | Allocation Date/Amount   | 1/13/20      \$60,000.00    |
|    | College Contribution   | <u>00.00</u>                |
|    | Estimated Project Cost   | \$60,000.00                 |
| 4. | Allocation of \$70,000 for faucets, flush valves and aerator upgrades campuswide           |                             |
|    | Allocation Date/Amount   | 1/13/20      \$70,000.00    |
|    | College Contribution   | <u>00.00</u>                |
|    | Estimated Project Cost   | \$70,000.00                 |
| 5. | Retrieval of \$17,895.80 for HVAC RTU compressor replacement for Memorial Hall (NW)        |                             |
|    | Allocation Date/Amount   | 10/21/19      \$35,000.00   |
|    | Retrieval Date/Amount  | 1/29/20 <u>17,895.80</u>    |
|    | Estimated Project Cost   | \$17,104.20                 |
| 6. | Retrieval of \$20,459.41 for ADA modifications to restrooms in Library                     |                             |
|    | Allocation Date/Amount   | 3/13/17      \$210,000.00   |
|    | Retrieval Date/Amount  | 2/12/20 <u>20,459.41</u>    |
|    | Estimated Project Cost   | \$189,540.59                |
| 7. | Retrieval of \$50,462.02 for electrical switchgear replacement in Physical Activity Center |                             |
|    | Allocation Date/Amount   | 3/21/19      \$80,000.00    |
|    | Retrieval Date/Amount  | 3/11/20 <u>50,462.02</u>    |
|    | Estimated Project Cost   | \$29,537.98                 |
| 8. | Allocation of \$7,000 for HVAC controls compressor replacement in Burkhiser                |                             |
|    | Allocation Date/Amount   | 3/26/20      \$7,000.00     |
|    | College Contribution   | <u>00.00</u>                |

Action Item (ID # 2677)

Meeting of April 23, 2020

Estimated Project Cost

\$7,000.00

**Peru State**

1. Allocation of \$50,000 for masonry repairs phase II for Library		
Allocation Date/Amount	2/19/20	\$50,000.00
College Contribution		<u>00.00</u>
Estimated Project Cost		\$50,000.00

The System Office recommends approval of the LB 309 Allocations and Retrievals (FFA).

**ITEMS FOR DISCUSSION AND ACTION\ACADEMIC AND PERSONNEL**

April 23, 2020

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**ACTION:** **First and Final Round Approval of Deletion of Board Policy 4160, Degree Programs; Chadron State College, Board Policy 4170; Degree Programs; Peru State College and Board Policy 4180; Degree Programs; Wayne State College**

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Policies 4160, 4170, and 4180 currently provide a comprehensive list of each college's academic program offerings. Updates to these lists occur as new program proposals and elimination of current programs are approved by the Board; therefore, Board action occurs through each individual program proposal, rather than these policies. In order to remove a redundant action by the Board through annual updates to these policies, the elimination of these policies is proposed. Academic program offerings will instead be provided on the NSCS website and updated each July, based on the actions of the Board the previous academic year, to ensure continued access to these program lists.

The System Office recommends approval of the Deletion of Board Policies 4160, 4170 and 4180; Degree Programs.

**ATTACHMENTS:**

- Deletion of Board Policy 4160 (PDF)
- Deletion of Board Policy 4170 (PDF)
- Deletion of Board Policy 4180 (PDF)

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: ~~4160~~ ~~Degree Programs;~~  
~~Chadron State College~~ ~~Page 1 of 5~~**

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**BOARD POLICY**

The following degree programs are authorized for Chadron State College:

**~~1. General Authorization:~~**

~~Bachelor of Applied Science  
 Bachelor of Arts  
 Bachelor of Science  
 Bachelor of Science in Education  
 Master of Education  
 Master of Business Administration  
 Master of Arts in Education  
 Master of Science in Organizational Management~~

**~~2. Specific Authorization, Non-Teaching Degree Programs~~****Bachelor****Art:**

~~— Art Studio  
 — Gallery/Museum  
 — Graphic Design~~

**Biology:**

~~— Biological Resources  
 — General Biology  
 — Human Biology  
 — Molecular Biology  
 — Organismal Biology~~

**Business Administration:**

~~— Accounting  
 — Agribusiness  
 — Business Information Systems  
 — Finance  
 — Management  
 — Marketing~~

**Communication Arts:**

~~— Interpersonal Communication  
 — Journalism  
 — Public Relations~~

**Family and Consumer Sciences:**

~~— Child and Family Studies  
 — Design and Merchandising  
 — Health and Human Services  
 — Nutrition and Wellness~~

~~General Business~~



**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 4160** **Degree Programs;**  
**Chadron State College** **Page 2 of 5**

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**Health Sciences:**

- General Health Care
- Pre-Chiropractic Medicine
- Pre-Optometry
- Pre-Pharmacy
- Pre-Veterinary Medicine
- Radiologic Technology

**History****Interdisciplinary Studies****Justice Studies:**

- Criminal Justice Corrections
- Criminal Justice Forensic Studies
- Criminal Justice Juvenile Justice
- Criminal Justice Law
- Criminal Justice Law Enforcement
- Legal Studies

**Literature****Mathematics****Music:**

- Applied Music
- Music Industry

**— Music Studies****Physical Sciences:**

- Chemistry
- Environmental Geoscience
- Geoscience

**Psychological Sciences****Rangeland Management:**

- Rangeland Ecology
- Rangeland Equine Management
- Rangeland Fire Management
- Rangeland Livestock Management
- Rangeland Wildlife Management

**Social Work****Sports and Recreation Management:**

- Athletic Training Preparation
- Community and Adventure Recreation
- Exercise Science
- Sport Leadership

**Technical Occupations****Theatre:**

- Performance/Directing
- Technical/Design

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 4160 Degree Programs;**  
**Chadron State College Page 3 of 5**

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**3. Specific Authorization, Teacher Certification Programs****Bachelor**

Art Education Field Endorsement (PK-12)  
 Biology Education Subject Endorsement (7-12)  
 Business, Marketing and Information Technology Education Field Endorsement (6-12)  
 Chemistry Subject Endorsement (7-12)  
 Early Childhood Inclusive Field Endorsement (B-3)  
 Earth and Space Science Subject Endorsement (7-12)  
 Elementary Education Field Endorsement (K-8)  
 English Language Arts Education Field Endorsement (7-12)  
 Family and Consumer Sciences Occupational Education Field Endorsement (6-12)  
 Health and Physical Education Field Endorsement (PK-12)  
 Health Education Subject Endorsement (7-12)  
 History Subject Endorsement (7-12)  
 Mathematics Field Endorsement (6-12)  
 Middle Level Education Subject Endorsement (5-9)  
 Music Field Endorsement (PK-12)  
 Physical Education Subject Endorsement (PK-6)  
 Physical Education Subject Endorsement (7-12)  
 Science Field Endorsement (7-12)  
 Social Science Field Endorsement (7-12)  
 Special Education Generalist Field Endorsement (K-12)  
 Vocal Music Subject Endorsement (PK-12)

**Supplemental Teaching Endorsements:**

Coaching Supplemental Endorsement (7-12)  
 Early Childhood Education Supplemental Endorsement (Age 3-Grade 3)  
 Health Sciences Education Supplemental Endorsement (6-12)  
 Theatre Supplemental Endorsement (7-12)  
 Work-Based Learning Supplemental Endorsement (9-12)

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM****POLICY: 4160****Degree Programs;****Chadron State College****Page 4 of 5****4. Minors**

Agribusiness	Interpersonal Communication
Agricultural Plant Science	Journalism
American Indian Studies	Legal Studies
Animal Science	Marketing
Applied Statistics	Mathematics
Art	Military Science
Biology	Museum Studies
Business	Music
Business Information Systems	Nutrition and Wellness
Chemistry	Organismal Biology
Child and Family	Philosophy
Community and Adventure Recreation	Physics
Creative Writing	Plant Sciences
Criminal Justice	Psychological Science
English	Public Health Promotion and Education
Environmental Geoscience	Public Relations
Equine Management	Rangeland Management
Exercise Science	Social Psychology and Personality Systems
Finance	Sports Leadership
Geoscience	Textiles and Design
Gerontology	Theatre
History	Veterinary Science
Hospitality	Water Resources Management
Human Biology	Wildlife Management
Interdisciplinary Humanities	

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 4160 Degree Programs;**  
**Chadron State College Page 5 of 5**

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**5. Master Degrees**

~~Master of Arts in Education—Clinical Mental Health Counseling~~  
~~Master of Arts in Education—Education Administration:~~  
~~—Elementary/Secondary/PK-12 Principal~~  
~~—Special Education Supervisor (B-12)~~  
~~Master of Arts in Education—History~~  
~~Master of Arts in Education—School Counseling~~  
~~Master of Arts in Education—Science and Mathematics~~  
~~Master of Business Administration (MBA)~~  
~~Master of Education—Curriculum and Instruction~~  
~~—Elementary Field Options~~  
~~—Elementary General Education~~  
~~—K-12 Special Education~~  
~~—K-12 Reading Specialist~~  
~~—Secondary Field Options~~  
~~—Special Education Early Childhood Special Education~~  
~~Master of Science in Organizational Management~~  
~~—Human Services~~  
~~—Natural Resources~~  
~~—Sports Management~~

~~Policy Adopted: 1/28/77~~  
~~Policy Revised: 6/5/93~~  
~~Policy Revised: 11/12/94~~  
~~Policy Revised: 11/11/95~~  
~~Policy Revised: 8/29/97~~  
~~Policy Revised: 4/13/00~~  
~~Policy Revised: 6/13/03~~  
~~Policy Revised: 6/10/04~~  
~~Policy Revised: 6/9/05~~  
~~Policy Revised: 6/2/06~~  
~~Policy Revised: 6/7/07~~  
~~Policy Revised: 6/6/08~~  
~~Policy Revised: 6/19/09~~  
~~Policy Revised: 9/10/10~~  
~~Policy Revised: 9/9/11~~  
~~Policy Revised: 9/6/13~~  
~~Policy Revised: 9/6/14~~  
~~Policy Revised: 9/11/15~~  
~~Policy Revised: 9/9/16~~  
~~Policy Revised: 9/15/17~~  
~~Policy Revised: 9/15/18~~  
~~Policy Revised: 10/22/19~~

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: ~~4170~~ ~~Degree Programs;~~  
~~Peru State College~~**

**Page 1 of 3**

**BOARD POLICY**

The following degree programs are authorized for Peru State College:

**1. ~~General Authorization:~~**

- ~~—Bachelor of Arts~~
- ~~—Bachelor of Science~~
- ~~—Bachelor of Applied Science~~
- ~~—Master of Science in Education~~
- ~~—Master of Science in Organizational Management~~

**2. ~~Specific Authorization, Non-Teaching Degree Programs~~****~~Bachelor~~**

- ~~—Art:~~
  - ~~—Fine Arts~~
  - ~~—Graphic Design~~
- ~~—Business Administration:~~
  - ~~—Accounting~~
  - ~~—Computer and Management Information Systems~~
  - ~~—Human Resources and Risk Management~~
  - ~~—Management~~
  - ~~—Marketing~~
  - ~~—Public Administration~~
- ~~—Criminal Justice:~~
  - ~~—Justice Administration~~
  - ~~—Justice Counseling~~
  - ~~—Law and Society~~
- ~~—Education:~~
  - ~~—Educational Studies~~
- ~~—English:~~
  - ~~—English~~
  - ~~—Language Arts~~
- ~~—Health, Physical Education and Recreation:~~
  - ~~—Kinesiology~~
- ~~—Liberal Arts~~
- ~~—Management Applied Science~~
- ~~—Mathematics~~
- ~~—Music:~~
  - ~~—Community Music and Private Studio~~
  - ~~—Music Marketing~~
  - ~~—Music Performance~~

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: ~~4170~~ ~~Degree Programs;~~  
~~Peru State College~~**

**Page 2 of 3**

- ~~— Natural Science:~~
- ~~— Biochemical Science~~
- ~~— Biological Science~~
- ~~— Disease and Human Health~~
- ~~— Nuclear Technology~~
- ~~— Wildlife Ecology~~
- ~~— Psychology~~
- ~~— Social Science:~~
- ~~— History~~
- ~~— Social Science~~

### **3. ~~Specific Authorization, Teacher Certification Programs~~**

#### **~~Bachelor~~**

- ~~— Art Education Field Endorsement (P-12)~~
- ~~— Biology Education Subject Endorsement (7-12)~~
- ~~— Business Marketing and Information Technology (BMIT) Education Field Endorsement (6-12)~~
- ~~— Chemistry Education Subject Endorsement (7-12)~~
- ~~— Early Childhood Education Inclusive Field Endorsement (B-3)~~
- ~~— Elementary Education Field Endorsement (K-8)~~
- ~~— English Language Arts Education Field Endorsement (7-12)~~
- ~~— Health and Physical Education Field Endorsement (PK-12)~~
- ~~— History Education Subject Endorsement (7-12)~~
- ~~— Mathematics Education Field Endorsement (6-12)~~
- ~~— Middle Level Education Field Endorsement (5-9)~~
- ~~— Music Education Field Endorsement (K-12)~~
- ~~— Science Education Field Endorsement (7-12)~~
- ~~— Secondary English Education Subject Endorsement (7-12)~~
- ~~— Social Science Education Field Endorsement (7-12)~~
- ~~— Special Education Generalist Field Endorsement (K-12)~~
- ~~— Special Education Generalist Subject Endorsement (K-6)~~
- ~~— Special Education Generalist Subject Endorsement (7-12)~~

#### **~~Supplemental Teaching Endorsements:~~**

- ~~Coaching Supplemental Endorsement~~
- ~~Early Childhood Education Supplemental Endorsement (PK-3)~~
- ~~English as a Second Language Supplemental Endorsement (PK-12)~~

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 4170 Degree Programs;  
Peru State College**

**Page 3 of 3**

**4. Minors**

- ~~Accounting~~
- ~~2-D Art~~
- ~~3-D Art~~
- ~~Art Graphic Design~~
- ~~Biology~~
- ~~Business Administration~~
- ~~Chemistry~~
- ~~Computer and Management Information Systems~~
- ~~Criminal Justice~~
- ~~Drug and Alcohol Counseling~~
- ~~English~~
- ~~Kinesiology~~
- ~~History~~
- ~~Human Resources and Risk Management~~
- ~~Journalism~~
- ~~Marketing~~
- ~~Mathematics~~
- ~~Music~~
- ~~Organizational Leadership and Global Issues~~
- ~~Organizational Leadership and Management~~
- ~~Political Science~~
- ~~Psychology~~
- ~~Social Science~~
- ~~Theater~~

**5. Master Degrees**

- ~~—Master of Science in Education Curriculum and Instruction~~
- ~~—Master of Science in Organizational Management Entrepreneurial and Economic Development~~

<del>Policy Adopted: 1/28/77</del>	<del>Policy Revised: 6/7/07</del>
<del>Policy Revised: 6/5/93</del>	<del>Policy Revised: 6/19/09</del>
<del>Policy Revised: 11/12/94</del>	<del>Policy Revised: 9/10/10</del>
<del>Policy Revised: 11/11/95</del>	<del>Policy Revised: 9/9/11</del>
<del>Policy Revised: 8/29/97</del>	<del>Policy Revised: 9/6/13</del>
<del>Policy Revised: 4/13/00</del>	<del>Policy Revised: 9/6/14</del>
<del>Policy Revised: 6/13/03</del>	<del>Policy Revised: 9/11/15</del>
<del>Policy Revised: 6/10/04</del>	<del>Policy Revised: 9/9/16</del>
<del>Policy Revised: 6/5/05</del>	<del>Policy Revised: 9/15/17</del>
<del>Policy Revised: 6/2/06</del>	<del>Policy Revised: 9/15/18</del>

Attachment: Deletion of Board Policy 4170 (2661 : Deletion of Board Policies 4160, 4170 and 4180; Degree Programs)

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: ~~4180~~ ~~Degree Programs;~~  
~~Wayne State College~~ ~~Page 1 of 5~~**

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**BOARD POLICY**

The following degree programs are authorized for Wayne State College:

**~~1. General Authorization:~~**

- ~~—Bachelor of Arts~~
- ~~—Bachelor of Science~~
- ~~—Master of Science in Education~~
- ~~—Master of Business Administration~~
- ~~—Master of Science in Organizational Management~~
- ~~—Specialist in Education~~

**~~2. Specific Authorization Non-Teaching Degree Programs:~~****~~—Bachelor~~**

~~Applied Human and Sport Physiology~~

~~Art:~~

~~—Graphic Design~~

~~—Studio Art~~

~~Business Administration:~~

~~—Accounting~~

~~—Agri Business~~

~~—~~

~~—Economics~~

~~—Finance~~

~~—Human Resource Management~~

~~—International Business Studies~~

~~—Management~~

~~—Marketing~~

~~—Office Administration~~

~~—Professional Studies~~

~~—Public Accounting~~

~~Chemistry:~~

~~—Chemical Sciences~~

~~—Fermentation Science~~

~~—Health Sciences~~

~~Computer Information Systems:~~

~~—Integrated Technology Support~~

~~—Networking~~

~~—Programmer/Analyst~~

~~—Web Analyst~~

~~Computer Science~~

~~Criminal Justice~~

~~Early Childhood~~



**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 4180 Degree Programs;**  
**Wayne State College**

**Page 2 of 5**

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Engineering Technology  
 English:  
 — English Literature  
 — English Writing  
 — English Writing and Literature  
 Exercise Science  
 Family and Consumer Sciences:  
 — Family and Consumer Sciences  
 — Fashion Merchandising  
 — Foods and Nutrition  
 — Interior Design  
 Geography  
 History  
 Human Service Counseling  
 Industrial Technology:  
 — Construction Management  
 — Drafting and Design  
 — Manufacturing Management  
 — Safety Management  
 Interdisciplinary Studies  
 Life Sciences:  
 — Biology  
 — Biology Food Science  
 — Medical Laboratory Science  
 — Health Sciences  
 — Mortuary Science  
 — Respiratory Therapy  
 Mass Communication:  
 — Agricultural Communication & Leadership  
 — Electronic Media  
 — Journalism  
 Mathematics:  
 — Applied Mathematics  
 — Pure Mathematics  
 Music:  
 — General Music  
 — Industry  
 — Performance  
 Political Science  
 Psychology  
 Social Sciences  
 Sociology  
 Spanish  
 Speech Communication:  
 — Communications Studies  
 — Organizational Leadership and Public Relations  
 — Theatre Arts  
 Sport Management

Attachment: Deletion of Board Policy 4180 (2661 : Deletion of Board Policies 4160, 4170 and 4180; Degree Programs)

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 4180 Degree Programs;  
Wayne State College**

**Page 3 of 5**

**Technology:**

- ~~— Agricultural Occupations~~
- ~~— Computer Occupations~~
- ~~— Construction Occupations~~
- ~~— Drafting Occupations~~
- ~~— Industrial Management Occupations~~
- ~~— Industrial Trades Occupations~~
- ~~— Management Services Occupations~~
- ~~— Manufacturing Occupations~~
- ~~— Safety Occupations~~

**3. Specific Authorization Teacher Certification Programs:**

**Bachelor**

- ~~Art Education Field Endorsement (PK-12)~~
- ~~Biology Subject Endorsement (7-12)~~
- ~~Business, Marketing, and Information Technology Education Field Endorsement (6-12)~~
- ~~Chemistry Education Subject Endorsement (7-12)~~
- ~~Early Childhood Education Inclusive Field Endorsement (B-3)~~
- ~~Elementary Education Field Endorsement (K-8)~~
- ~~English Language Arts Field Endorsement (7-12)~~
- ~~Family and Consumer Sciences Occupational Education Field Endorsement (6-12)~~
- ~~Geography Subject Endorsement (7-12)~~
- ~~Health and Physical Education Field Endorsement (PK-12)~~
- ~~History Subject Endorsement (7-12)~~
- ~~Mathematics Field Endorsement (6-12)~~
- ~~Middle Level Education Subject Endorsement (5-9)~~
- ~~Music Field Endorsement (PK-12)~~
- ~~Physical Education Subject Endorsement (PK-6)~~
- ~~Physical Education Subject Endorsement (7-12)~~
- ~~Political Science Subject Endorsement (7-12)~~
- ~~Psychology Subject Endorsement (7-12)~~
- ~~Science Education Field Endorsement (7-12)~~
- ~~Secondary English Subject Endorsement (7-12)~~
- ~~Skilled and Technical Sciences Education Field Endorsement (6-12)~~
- ~~Social Science Field Endorsement (7-12)~~
- ~~Sociology Subject Endorsement (7-12)~~
- ~~Special Education Generalist Field Endorsement (K-12)~~
- ~~Special Education Generalist Subject Endorsement (K-6)~~
- ~~Special Education Generalist Subject Endorsement (7-12)~~
- ~~Vocal Music Subject Endorsement (PK-12)~~
- ~~World Language Spanish Subject Endorsement (7-12)~~

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 4180 Degree Programs;**  
**Wayne State College**

**Page 4 of 5**

**Supplemental Teaching Endorsements:**

Coaching Supplemental Endorsement (7-12)

Early Childhood Education Supplemental Endorsement (PK-3)

(only with Elementary Education Field Endorsement)

English as a Second Language Supplemental Endorsement (PK-12)

Health Sciences Education Supplemental Endorsement (6-12)

Information Technology Supplemental Endorsement (PK-12)

Journalism and Media Education Supplemental Endorsement (7-12)

Reading and Writing Supplemental Endorsement (PK-6 or 7-12)

Skilled and Technical Sciences Education—Skilled Specific Supplemental Endorsement (9-12)

(only with Skilled and Technical Sciences Education Field Endorsement)

Speech Supplemental Endorsement (7-12)

Theatre Supplemental Endorsement (7-12)

Work-Based Learning Supplemental Endorsement (9-12)

**4. Minors:**

Anthropology

Art

Art: Advanced Studio

Art History

Biology

Business Administration

Chemistry

Coaching

Computer Information Systems

Computer Science

Construction

Criminal Justice

Digital Film Production

Drafting

Earth Science

Economics

Editing and Publishing

Electronic Media

Emergency Management

English

Environmental Studies

Exercise Science

Family Life Studies

Foods and Nutrition

Geography

Geospatial Technology

Graphic Design

History

Injury Science

Interdisciplinary Studies

International Studies

Journalism

Management Information Systems

Manufacturing Management

Mathematics

Merchandising and Design

Music

Online Media

Philosophy

Physics

Political Science

Pre-Law

Promotion and Media

Psychology

Public Administration

Public and Global Health

Safety

Social Sciences

Sociology

Spanish

Speech Communication

Sport Management

Theatre

Travel and Tourism

Web and Mobile App Design and Development

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM****POLICY: 4180 Degree Programs;  
Wayne State College****Page 5 of 5****5. Master/Specialist Degrees**

~~Master of Business Administration (MBA)~~  
~~— Public Accounting~~  
~~Master of Science in Education—Counseling~~  
~~Clinical Mental Health Counseling~~  
~~School Counseling (PK-6, 7-12, K-12)~~  
~~Student Affairs and College Counseling~~  
~~Master of Science in Education—Curriculum & Instruction~~  
~~Alternative Education~~  
~~Business and Information Technology Education~~  
~~Cross-Curricular Education~~  
~~Early Childhood Education~~  
~~Elementary Education~~  
~~English Education~~  
~~ESL~~  
~~Exercise Science~~  
~~Family and Consumer Science Education~~  
~~Industrial Technology Education~~  
~~Mathematics Education~~  
~~Music Education~~  
~~Reading Specialist (PK-12)~~  
~~Science Education~~  
~~Social Sciences Education~~  
~~Master of Science in Education—School Administration~~  
~~Educational Leadership: Athletic Administration~~  
~~Educational Leadership (PK-8, 7-12, PK-12)~~  
~~Master of Science in Education—Special Education~~  
~~Master of Science in Education—Special Education Supervisor~~  
~~Master of Science in Organizational Management~~  
~~— Criminal Justice~~  
~~Human Resource Management~~  
~~Information Technology~~  
~~Public Affairs~~  
~~Public Relations~~  
~~Sports and Recreation Management~~  
~~Specialist in Education—School Administration~~

~~Policy Adopted: 1/28/77~~      ~~Policy Revised: 6/7/07~~      ~~Policy Revised: 10/22/19~~  
~~Policy Revised: 6/5/93~~      ~~Policy Revised: 9/10/10~~  
~~Policy Revised: 11/12/94~~      ~~Policy Revised: 9/9/11~~  
~~Policy Revised: 11/11/95~~      ~~Policy Revised: 11/4/11~~  
~~Policy Revised: 8/29/97~~      ~~Policy Revised: 9/6/13~~  
~~Policy Revised: 4/13/00~~      ~~Policy Revised: 9/6/14~~  
~~Policy Revised: 6/13/03~~      ~~Policy Revised: 9/11/15~~  
~~Policy Revised: 6/10/04~~      ~~Policy Revised: 9/9/16~~  
~~Policy Revised: 6/9/05~~      ~~Policy Revised: 9/15/17~~  
~~Policy Revised: 6/2/06~~      ~~Policy Revised: 9/15/18~~



**ITEMS FOR DISCUSSION AND ACTION\ACADEMIC AND PERSONNEL**

April 23, 2020

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**ACTION:** **Approve Memoranda of Understanding with Kansas City University of Medicine & Biosciences for Doctor of Psychology Partner Program and 3+1 Baccalaureate Degree Program for Doctor of Osteopathic Medicine and 3+2 BA/BS in Applied Human and Sport Physiology from Wayne State College and Master of Science in Athletic Training from Northwestern College**

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**Kansas City University**

Per Board Policy 7015 which requires Board action for approval of all academic agreements, Wayne State requests approval of the Kansas City University of Medicine and Biosciences (KCU) Doctor of Psychology (PsyD) Partnership Program and Doctor of Osteopathic Medicine (DO) Program MOUs. These MOUs provide special terms of admission for WSC students and establish pathways of advisement and coordination to allow students to seamlessly transition into either program from WSC to KCU.

**Northwestern College**

Per Board Policy 7015 which requires Board action for approval of all academic agreements, Wayne State requests approval of the Northwestern College (NWC) program agreement which allows WSC students to complete their BA or BS degree in Applied Human and Sport Physiology from WSC and a Master of Science in Athletic Training (MSAT) from NWC.

The System Office and Wayne State College recommend approval of the Memoranda of Understanding with Kansas City Univ of Medicine & Northwestern Coll for Wayne State.

**ATTACHMENTS:**

- WSC KCU PsyD Memorandum of Understanding (PDF)
- WSC KCU DO Partner Program Memorandum of Understanding (PDF)
- WSC MOU - Northwestern College MSAT (PDF)

**Memorandum of Understanding  
between  
the Board of Trustees of the Nebraska State College  
doing business as Wayne State College  
and  
Kansas City University of Medicine and Biosciences**

This Memorandum of Understanding (MOU) is designed to foster a formal relationship for mutual support, shared resources, and cooperation between THE BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES doing business as WAYNE STATE COLLEGE (WSC) and KANSAS CITY UNIVERSITY OF MEDICINE AND BIOSCIENCES (KCU), collectively (Parties), regarding the admission of students into the Doctor of Psychology (PsyD) Program.

This MOU sets forth the entire agreement of the Parties and supersedes all previous agreements, prior negotiations, discussions, and proposals.

WSC and KCU have reached agreement on the following areas of cooperation, pertaining to the application process for, and admission of, students from WSC to KCU's PsyD Program.

Based upon a mutual respect for the integrity of parallel academic programs and in an effort to better serve students intending to pursue a career in Psychology, KCU and WSC hereby enter into an MOU for the Kansas City University of Medicine and Biosciences PsyD Program. This MOU will define course work to be completed by WSC students prior to matriculating into KCU's Doctorate of Psychology (PsyD) Program in accordance with the special terms of admission into the PsyD Program (Program).

**Objectives of the MOU:**

- To attract and recruit qualified students to WSC and KCU.
- To provide qualified students the opportunity to seamlessly transition into the PsyD doctoral program at KCU.
- To encourage academic and administrative coordination between institutions and the exchange of evaluative information on the outcomes of the Program with the goal of continual improvement.
- To provide specific advisement to students from a WSC advisor who intend to pursue professional study at KCU.
- To promote early involvement in undergraduate research at WSC.

KCU and WSC agree to the following:

1. KCU's PsyD Program will prioritize first year seats, beginning in the fall of 2020 for WSC students taking part in the Program. Initial selections for the Program will be made in the fall of the year preceding matriculation.
2. The GRE is not required for the Program.
3. Selection of the students into the Program will be based upon the following:
  - Freshman through Junior year academic performance
  - Research in undergraduate studies
  - Demonstration of clinical experience

- Community service
  - Undergraduate and high school activities
  - Knowledge of and dedication to the field of Psychology
4. The dedicated WSC Psychology advisor shall make initial selection of students. The student will then be required to select an interview day at KCU and participate in a full interview day. The Health Service Psychology Faculty at KCU will conduct all on campus interviews of Program students and make a recommendation to the Admissions Committee.
  5. Students selected for the Program must have taken 18 total credit hours of Psychology and completed the following courses with a grade of “B-” or higher at WSC:
    - Introduction to Psychology
    - Human Growth & Development or Personality Theory
    - Abnormal Psychology
    - Statistics or Tests and Measurements
  6. Additional coursework in relevant topics offered by WSC are strongly encouraged, e.g. Health Psychology, Theories of Personality, Cognitive Psychology, Death & Dying, Human Sexuality, Positive Psychology, Psychopharmacology.
  7. In order to remain in the Program, students must maintain a cumulative GPA of 3.25 on a 4-point scale at WSC. Failure to maintain the required cumulative GPA and psychology coursework GPA may disqualify the student from continuing in the Program. Forfeited positions may be replaced by a joint decision between KCU and WSC.
  8. All students selected for the Program are expected to conduct themselves in a professional manner and are subject to the rules and standards of conduct set forth in both the WSC and KCU Student Handbooks.
  9. Students selected for the Program will matriculate into KCU’s PsyD Program as full-time first-year students following degree conferral at WSC.
  10. Upon graduating with the bachelor’s degree, an official copy of the student’s undergraduate transcript must be provided to the KCU’s Admission’s Office.

### **MUTUAL PROMOTION OF THE PROGRAM**

WSC and KCU both agree to encourage qualified students to participate in the Program through advertisement and dissemination of information. The dedicated advisor at WSC will maintain a list of students actively pursuing the Program with the intent to enroll at KCU and will periodically inform the Office of Admissions at KCU of the current list. Both institutions agree to promote the Program in their recruitment activities and literature and to refer prospective students, when appropriate, to the other’s Office of Admissions.

### **CONTINUATION AND TERMINATION OF COMMITMENT**

This MOU shall be effective beginning July 1, 2020 through June 30, 2023 and may be canceled at any time, by either Party, providing that any student selected for the Program and enrolled in the Program at the time of such cancellation has the right to continue in the Program abiding by all rules mentioned above.

The designated representatives of the Parties for the purpose of monitoring and oversight of this MOU are:

Steven Elliott  
 Vice President for Academic Affairs, WSC  
 (402) 375-7208; [stellio1@wsc.edu](mailto:stellio1@wsc.edu)



Edward O'Connor, Ph.D., MBA, FACHE  
Executive Vice-President of Academic and Research Affairs, Provost, and  
Chief Academic Officer, KCU  
(816) 654-7155;

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals as of the day  
and year first above written.

**WAYNE STATE COLLEGE**

By: \_\_\_\_\_  
Marysz Rames, President

Date: \_\_\_\_\_

**KANSAS CITY UNIVERSITY OF MEDICINE AND BIOSCIENCES**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES**

By: \_\_\_\_\_  
Paul Turman, Chancellor

Date: \_\_\_\_\_

Attachment: WSC KCU PsyD Memorandum of Understanding (2670 : Memoranda of Understanding with Kansas City Univ of Medicine &

**Memorandum of Understanding  
between  
the Board of Trustees of the Nebraska State Colleges  
doing business as Wayne State College  
and  
Kansas City University of Medicine and Biosciences**

This Memorandum of Understanding (MOU) is designed to foster a formal relationship for mutual support, shared resources, and cooperation between THE BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES doing business as WAYNE STATE COLLEGE (WSC) and KANSAS CITY UNIVERSITY OF MEDICINE AND BIOSCIENCES (KCU), collectively (Parties), regarding the transfer and admission of students to the KCU Doctor of Osteopathic Medicine (DO) Program (Program).

The Program enables students to complete their BA/BS Degree by attending WSC for three years, then attending KCU and reverse transferring their first year of credits from KCU to WSC to complete the baccalaureate degree (3+1 degree). This Program also provides criteria for admission to KCU for the Doctor of Osteopathic Medicine (DO) for participants of this Program.

This MOU sets forth the entire agreement of the Parties and supersedes all previous agreements, prior negotiations, discussions, and proposals.

WSC and KCU have reached agreement on the following areas of cooperation, pertaining to the application process for, and transfer of, students from WSC to KCU's DO Program:

Based upon a mutual respect for the integrity of parallel academic programs and in an effort to better serve students intending to pursue a career in osteopathic medicine, KCU and WSC hereby enter into an MOU for the Program. This MOU will define coursework to be completed before matriculating into KCU, special terms of admission into KCU, and special criteria for the awarding of the baccalaureate degree to participating students.

**General Statement**

Both parties wish to establish an MOU to facilitate the process of admission of students from WSC to KCU. It is hoped that this MOU will result in an increased number of qualified students attracted to WSC and KCU. In addition, this Program will provide qualified students the opportunity to complete the baccalaureate degree and the doctor of osteopathic medicine degree in seven years instead of eight.

**Program Description**

Students selected into KCU through the Program will matriculate into KCU as full-time, first-year students following their junior year at WSC after completing specific coursework. Students will receive their bachelor's degree from WSC following the successful completion of their first year at KCU.

### Selection of Participants

1. WSC students interested in the Program will be identified by WSC faculty and staff in the freshmen year of their undergraduate program.
2. Selection of students into the Program will be based upon the following:
  - Composite ACT score (minimum of 28)
  - Freshman year academic performance
  - Community service
  - Undergraduate and high school activities
  - Knowledge of and dedication to the field of osteopathic medicine.
3. Students must complete a minimum of 90 hours of coursework at WSC before matriculation into KCU.
4. In order to remain in the Program and matriculate to KCU, students must maintain an overall GPA of 3.25 and a science coursework GPA of 3.5, both on a 4.0 scale at WSC. Failure to maintain the required overall and science coursework GPA's may disqualify the student from continuing in the Program. Progress measured at the end of each semester.
5. Students selected for KCU through the Program must have taken and completed each of the following courses with a grade of "C" or higher at WSC:
  - Biological Sciences      12 hours
  - Chemistry                      13 hours
  - Biochemistry                3 hours (in addition to the 13 hours of chemistry)
  - Physics                         8 hours
  - English Comp./Lit.        6 hours
6. Additional coursework in relevant topics offered by WSC and agreed to by KCU e.g., Immunology, Anatomy, Physiology, Histology, may also be taken by advisement at WSC.
7. Students in the Program will be considered for admission to KCU under the following terms and conditions after satisfying all academic requirements of the Program:
  - a. Each student in the Program must apply to KCU through the Program application in December/January of the sophomore year.
  - b. Once the application is complete (application, transcripts from college and high school, advisor recommendations), KCU will select eligible WSC students for an interview. Interviews will be conducted with selected KCU Admissions staff, committee members and other faculty prior to selection to KCU. The results of this interview, along with other stated academic requirements, will determine whether or not a student will matriculate into KCU through the Program.
  - c. Decisions will be sent to applicants and advisors following admission committee review. If selected for matriculation to KCU, applicants will be notified and advised of additional requirements.
  - d. Each student selected for conditional admission to KCU through the Program must complete the AACOMAS application no later than September of their junior year.
  - e. All portions of the AACOMAS application must be completed except the following:
    - Letter of support from the WSC pre-med advisor will be the only reference required. No physician reference letters are required.
    - The MCAT will not be required for admission through the Program. However, if a student does take the MCAT, he/she should submit the scores to AACOMAS. The scores will be used for data collection and comparison

- purposes only and will not be considered in the admissions decision.
8. If a WSC student is not selected for matriculation to KCU, he/she is eligible and encouraged to go through the regular application process after degree completion at WSC. However, all regular admission procedures will be in place including the requirement of the MCAT and physician reference letters.
  9. All students selected for the Program are expected to conduct themselves in a professional manner and are subject to the rules and standards of conduct set forth in the WSC and KCU Student Handbooks.
  10. Upon graduating with the bachelor's degree, an official copy of the student's undergraduate transcript must be provided to the KCU Registrar's Office.

### **Mutual Promotion of the Program**

WSC and KCU both agree to encourage qualified students to participate in the Program through advertisement and dissemination of information. The appropriate advisor at WSC will maintain a list of students actively pursuing the Program with the intent to enroll at KCU and will periodically inform the KCU Office of Admissions of the current list. Both institutions agree to promote the Program in their recruitment activities and literature and to refer prospective students, when appropriate, to the other's Office of Admissions.

### **Continuation and Termination of Commitment**

1. This MOU shall be effective beginning July 1, 2020 through June 30, 2023 and shall be reviewed by both Parties at the end of such term and may at that time be updated and signed for an additional period of time to be specified in the updated document. Continuation of the Program will be based on students' successful completion of the Program, Program viability, and other relevant factors determined by WSC and KCU.
2. This MOU may be cancelled at any time, by either Party, providing that any student selected for the Program and enrolled in the Program at the time of such cancellation has the right to continue in the Program, abiding by all rules mentioned above.
3. The terms of this MOU may be modified or amended on written consent of Parties. These changes shall be appended to the original MOU with the effective date.

The designated representatives of the Parties for the purpose of monitoring and oversight of this MOU are:

Steven Elliott  
Vice President for Academic Affairs, WSC  
(402) 375-7208; stellio1@wsc.edu

Edward O'Connor, Ph.D., MBA, FACHE  
Executive Vice-President of Academic and Research Affairs, Provost, and  
Chief Academic Officer  
(816) 654-7155; econnor@kcumb.edu

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals as of the day and year first above written.

**WAYNE STATE COLLEGE**

By: \_\_\_\_\_  
Marysz Rames, President

Date: \_\_\_\_\_

**KANSAS CITY UNIVERSITY OF MEDICINE AND BIOSCIENCES**

By: \_\_\_\_\_  
Edward O'Connor, Executive Vice-President of Academic and Research  
Affairs, Provost, and Chief Academic Officer

Date: \_\_\_\_\_

**BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES**

By: \_\_\_\_\_  
Paul Turman, Chancellor

Date: \_\_\_\_\_

Attachment: WSC KCU DO Partner Program Memorandum of Understanding (2670 : Memoranda of Understanding with Kansas City Univ of

**Memorandum of Understanding**  
**between**  
**the Board of Trustees of the Nebraska State Colleges**  
**doing business as Wayne State College**  
**and**  
**Northwestern College**

This Memorandum of Understanding (MOU) is designed to foster a formal relationship for mutual support, shared resources, and cooperation between THE BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES doing business as WAYNE STATE COLLEGE (WSC) and Northwestern College (NWC), collectively (Parties), regarding the transfer and admission of students to the NWC Master of Science in Athletic Training (MSAT) program.

This MOU is two-fold. The first part creates the MSAT 3+2 joint program (Program) between WSC and NWC. The Program allows WSC students to continue their education at NWC resulting in dual degrees with a Bachelor of Arts (BA) or a Bachelor of Science (BS) from WSC and a Master of Science in Athletic Training (MSAT) from NWC, jointly completed within five years (147 credit hours). A student enrolled in the Program will complete the requirements at WSC as established by the undergraduate program requirements, and by transferring to NWC complete the MSAT. Thirty (30) hours of credits will be reverse transferred from NWC to WSC for baccalaureate degree completion.

The second part of the MOU assures that NWC will reserve two seats in the MSAT program each year for qualified WSC students. These seats would be available to WSC students applying for either the Program or the traditional MSAT programs, until February 15 of each application year.

**PART 1: MSAT 3+2 Joint Degree Program**

WSC and NWC agree to the following conditions:

- 1.1 This MOU describing the Program will be effective beginning July 1, 2020.
- 1.2 The Program is guided by the curriculum standards established by WSC and the NWC MSAT Program (accredited by the Commission on Accreditation of Athletic Training Education). The Program is a 147 credit hour undergraduate/professional option that allows eligible students to work concurrently toward completion of both baccalaureate and master's degree requirements. Thirty (30) credits earned at NWC will count toward the WSC BA/BS degree requirements.
- 1.3 Students declaring the intention to enter the Program will be required to prepare a plan of study in consultation with their WSC advisor. The plan will cover the entire undergraduate and professional program and will be reviewed each semester with the student's advisor. A maximum of 30 MSAT credits (of the required 57 graduate credits for the MSAT degree) will be counted toward the WSC undergraduate degree.

- 1.4 Students are eligible to apply to the Program if:
  - a. They have completed at least 70 undergraduate credit hours and have a plan to have completed at least 90 undergraduate credits prior to the MSAT program start;
  - b. They have a 3.00 Cumulative GPA in all WSC undergraduate work. Undergraduate transfer courses will not be calculated into the undergraduate GPA; and
  - c. They have completed the prerequisite courses required for the MSAT program.
- 1.5 Students will have two GPA's computed, one for undergraduate coursework completed at WSC and one for graduate coursework completed at NWC. Students are subject to academic standards at both institutions.
- 1.6 Students must apply to the MSAT graduate program after completing 70 credits at WSC, by following the normal NWC graduate admission process. Once a student is admitted to the MSAT program at NWC, he/she is eligible to enroll in the Program.
- 1.7 Students will pay WSC tuition rates for courses taken at WSC. Students will pay NWC MSAT tuition rates for all courses taken at NWC, including those taken prior to graduating with the undergraduate degree. Students may need to take WSC courses online to complete the requirements of the undergraduate degree, which have a different tuition rate from on-campus classes. *Please note: there are no online courses offered by WSC that will transfer over to the NWC MSAT graduate curriculum.*
- 1.8 Students enrolled in the Program are eligible to receive scholarships from WSC to apply toward undergraduate tuition while attending WSC.
- 1.9 Students will take courses at NWC in the 4<sup>th</sup> year of their undergraduate studies. Graduate level courses (30 credit hours) taken at NWC will be accepted by WSC as elective credits to satisfy the BA/BS degree requirements at WSC.
- 1.10 NWC Admission Requirements will be provided to WSC annually prior to July 1.
- 1.11 Description of the Program will be printed in the WSC Catalog and on the NWC website.

## **PART 2: Reserved Seats**

- 2.1 The NWC Athletic Training Program (ATP) will annually consider applications from admitted WSC students for the NWC MSAT Program (both the Program and traditional routes).
- 2.2 In consultation with WSC, the NWC ATP will establish requirements for application and admission, performance standards for maintaining good standing while at WSC, criteria for progressing from provisional acceptance to matriculation to the NWC ATP, and a maximum number of applicants to be accepted for the next admissions cycle. No later than June 30<sup>th</sup> of each year, these current, program-specific requirements, including the application and acceptance notification timeline, will be provided to WSC for students who are seniors and wish to apply for admission to NWC for matriculation in the summer of the following year.

- 2.3 WSC students accepted into the NWC ATP by NWC during their senior year of college at WSC will be given provisional admittance to the NWC ATP.
- 2.4 Admission to the MSAT is at the discretion of the Northwestern College Athletic Training Program Graduate Selection Committee in conformity with Graduate Studies standards.
- 2.5 The NWC ATP agrees to hold a minimum of two (2) class seats per year in the MSAT program for WSC students who meet the application criteria set forth in this MOU, and as amended in the future. These seats will be held until February 15 of each year. Seats not filled by this date will be added to the general application pool. Should there be more than two (2) WSC students each year who apply for admission and fully meet all requirements for admission to the MSAT, the top two (2) students, based on NWC's admission criteria including but not limited to the student's GPA, letters of recommendation, written statements, and interviews, will be awarded the reserved seats, and the remaining students will automatically be added to the general application pool.
- 2.6 The NWC ATP is not required to admit any WSC student who does not meet the application criteria associated with this MOU, or any future amended versions. Students who apply for the Program and are not accepted are eligible to apply the next year for the traditional admission, and can still be considered for the reserved seats.

**The following items apply to both Part 1 and Part 2 of this MOU:**

1. Amendments to this MOU shall be documented in writing and signed by both Parties.
2. This MOU shall be effective beginning July 1, 2020 through June 30, 2023 and may be terminated by either Party upon ninety (90) calendar days' written notice to the other Party. Part 1 can be terminated without terminating Part 2, and vice versa, or both Part 1 and Part 2 can be terminated together as long as it is clearly stated in writing what Part(s) is/are being terminated.
3. The designated WSC representative for purposes of monitoring and oversight of this MOU is:
 

Dean of the School of Natural and Social Sciences  
 Tammy Evetovich  
 (402) 375-7030  
[taeveto1@wsc.edu](mailto:taeveto1@wsc.edu)
4. The designated NC representative for purposes of monitoring and oversight of this MOU is:
 

Athletic Training Program Director  
 Rick Loutsch  
 (712)-707-7319  
[rloutsch@nwcsiowa.edu](mailto:rloutsch@nwcsiowa.edu)



5. Both Parties affirm that they will comply with the Family Educational Rights and Privacy Act (FERPA) for sharing student information.

IN WITNESS THEREOF, the authorized representative(s) of both Parties have duly executed this MOU hereto, and each Party acknowledges the receipt of a duly executed copy of this MOU.

For the Board of Trustees of the Nebraska State Colleges doing business as Wayne State College:

\_\_\_\_\_  
Dr. Marysz P. Rames, President Wayne State College Date

\_\_\_\_\_  
Dr. Paul Turman, Chancellor of the Nebraska State Colleges Date

For Northwestern College:

**Northwestern College:** Athletic Training Program

\_\_\_\_\_  
Rick Loutsch, Athletic Training Program Director Date

**Northwestern College Rep:**

\_\_\_\_\_  
Dr. D. Nathan Phinney, Vice President for Academic Affairs Date

**ADDENDUM: MSAT Program Admission Requirements**

NWC Admission Requirements include:

- a. Completion of ATCAS application including the following:
  1. Official college transcripts
  2. Personal narrative
  3. Professional recommendations
  4. Athletic training observational experiences
- b. Completion of Northwestern ATP ATCAS questions and payment of application fee
  1. Short-answer questions regarding the applicant's experience.
  2. \$40 non-refundable application fee, applications will not be reviewed until the fee is submitted.
- c. Two letters of recommendation (One from the athletic trainer who oversaw the majority of exploration hours and one from a professor in a major or science course.)
- d. Minimum of 50 hours of athletic training exploration with a certified athletic trainer
- e. Baccalaureate degree from a regionally accredited institution, or internationally recognized equivalent; except for those students applying for the MSAT 3+2.  
Accepted students will be required to submit official transcripts prior to matriculation
- f. Meet the ATP Technical Standards
- g. Overall and prerequisite course GPA of 3.0 or higher on a 4.0 scale; Conditional admission may be considered for students with a cumulative GPA of 2.7-3.0.
- h. Completion of prerequisite courses with a grade of C or better in each course. These courses must be completed at a regionally accredited institution. Six of the nine required courses must be completed by the time of application. No prerequisite course may be taken more than twice.
  1. Biology (3-4 credits or 1 term)
  2. Anatomy & Physiology (8 credits or 2 terms with labs)
  3. Chemistry (3-4 credits or 1 term with lab)
  4. Physics (3-4 credits or 1 term)
  5. Exercise Physiology
  6. Kinesiology/Biomechanics (3-4 credits or 1 term)
  7. Psychology (3-4 credits or 1 term)
  8. Statistics



**Wayne State College**  
**Proposal to Add a New Focus Area in Human Performance and Wellness Management**  
**to the Masters of Science in Organizational Management**

1. **Descriptive information**

A. Name of institutions

Wayne State College (WSC)

B. Name of program

Human Performance and Wellness Management

C. Degrees/credentials to be awarded graduates of the program

Master of Science in Organizational Management: Focus in Human Performance and Wellness Management

D. Other programs offered in this field by the institution

None

E. CIP code

52.1003

F. Administrative units for the program

WSC - Department of Health Human Performance and Sport; School of Natural and Social Sciences

G. Proposed delivery site(s) and type(s) of delivery, if applicable

On-line

H. Proposed date (term/year) the program will be initiated

Fall, 2020

I. Description of Program

**Program Objectives for Human Performance & Wellness Management:**

The Focus Area in Human Performance and Wellness Management is designed to allow working professionals and academics to develop management skills in their discipline as well as advance their knowledge across topics related to human performance and wellness. The curriculum

includes advanced theory in exercise physiology, nutrition, strength training techniques and program design, working with special populations, and management skills that accompany program implementation. Along with gaining valuable management skills and advanced knowledge, students will be prepared for the National Strength & Conditioning Association's Certified Strength & Conditioning Specialist (CSCS) exam. They will learn how to apply strength and conditioning principles, fine tune their programming skills, and prepare for advanced certifications and management positions. This program will eventually replace the MSE in Exercise Science.

#### **Existing MSOM Program Requirements:**

##### **MSOM core courses: 18 hours**

##### **3 hours from one of the following:**

- EDU 603 Introduction to Educational Research Design (3)
- PED 650 Research Design (3)

##### **3 hours from one of the following:**

- PED 622 Stats Applications/Data Analysis (3)

##### **One course from each of the following four areas (12 hours):**

##### **Leadership**

- BUS 627 Ethics in Leadership (3)
- BUS 665 Leadership Seminar (3)

##### **Communication**

- BUS 620 Managerial Communication (3)
- CNA 548 Organizational Communication II (3)

##### **Organizational behavior**

- BUS 690 Seminar in Organizational Behavior (3)

##### **Conflict management and organizational psychology**

- BUS 628 Dispute Resolution Management (3)
- PSY 535 Industrial Organizational Psychology (3)

##### **Thesis, scholarly project, or internship: 6 hours**

##### **NEW Human Performance & Wellness Management Focus Area: 12 Hours**

Required:

PED 617 Management in Human Performance and Wellness	3
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Choose three courses:

PED 607 Exercise & Nutrition	3
PED 627 Training Special Populations	3
PED 657 Advanced Strength & Conditioning	3
PED 670 Evidence Based Practice in Human Performance & Wellness	3
PED 674 Environmental Exercise Physiology	3
PED 682 Optimizing Athletic Performance	3

##### **New Courses:**

PED 607 Exercise & Nutrition (3 credits)

This course will address nutritional training plans and foundational nutritional principles associated with sport and exercise.

**PED 617 Management in Human Performance and Wellness (3 credits)**

Students will gain knowledge regarding a variety of management theories, techniques, issues and trends applicable to human performance professionals. Topics such as marketing, ethics, public relations, legal issues, curriculum, budgets and facilities, time management, and technology are addressed.

**PED 627 Training Special Populations (3 credits)**

This course provides information on exercise for special populations, which are groups of individuals who exhibit medical conditions (such as obesity, cardiovascular or respiratory disease) or are in life stages (such as children, pregnant women, and the elderly) where health and functional ability is altered or impaired. This course will examine anatomical and physiological changes, precautions during exercise, benefits of exercise, recommendations for exercise, and nutritional considerations for special populations that a clinician, practitioner, or personal trainer would commonly encounter. The course content includes knowledge, skills and abilities related to the NSCA's Certified Special Populations Specialist certification.

**PED 657 Advanced Strength & Conditioning (3 credits)**

The course is a comprehensive study of strength training and conditioning for athletic or elite physical performance. Emphasis is given to the following areas of strength training and conditioning: (1) scientific principles, (2) testing and evaluation, (3) practical demonstration and instruction of exercise techniques and prescription (4) program design, (5) facility organization and administration. The course content includes knowledge, skills and abilities related to the NSCA's Certified Strength and Conditioning Specialist certification and other leading certifications of strength training and conditioning.

**PED 670 Evidence Based Practice in Human Performance & Wellness (3 credits)**

This course is designed for students to examine evidence-based research in the field of human performance and wellness. Students will learn how to critically and systematically analyze, synthesize, and communicate, both written and verbally, evidenced based research to deepen their level of understanding of their field.

**PED 674 Environmental Exercise Physiology (3 credits)**

This course explores how the human body responds to extreme environmental challenges, including heat and cold stress, altitude, hyperbaric and hypobaric conditions, microgravity, and air pollution. A specific emphasis will be placed on physiological responses and adaptations of the cardiovascular and respiratory systems during acute and chronic exposure to these conditions.

**PED 682 Optimizing Athletic Performance (3 credits)**

The course is a study of theoretical concepts and applications of activities for sport performance enhancement from various areas of sport science. Performance testing, evaluation and training, and psychology will be explored for the purpose of development of the athlete/individual/ and or team to optimum performance potential.

## 2. Centrality to Role and Mission

The Nebraska State College's Mission Statement priority is to "serve our students, communities and state by providing high quality, accessible educational opportunities." As part of this mission, one aspect of the vision focuses on "serving as a model of collaborative educational excellence, focused on developing individuals and communities to meet workforce challenges and improve economic impact. Wayne State College's Mission Statement also reads: "dedicated to freedom of inquiry, excellence in teaching and learning and regional service and development." As part of this mission, the vision is to improve educational opportunities for all students and provide service to individuals, schools, communities, and local government. In our interactions with communities, we have gained an understanding of their needs, and we are hoping our students can gather skill sets to apply their knowledge and help in many sectors of the human performance and wellness field.

## 3. Evidence of Need and Demand

### Need for Program

The job outlook for strength and conditioning coaches, athletic trainers, and fitness trainers is expected to increase by approximately 11%, 19%, and 13 %, respectively, between now and 2026. As health and fitness becomes more popular, the need for fitness trainers is surging. A growing number of businesses are creating on-site fitness centers that are in need of fitness coaches. Similarly, health conscious adults are increasingly seeking the advice of strength and conditioning coaches to become more fit. Further, the NCAA has indicated that for the safety of athletes, strength and conditioning coaches must be certified to work with athletes. This safety emphasis has begun to trickle down to other levels as well, as many high schools and youth programs are hiring certified strength coaches. In addition, many athletic trainers are required to manage and lead programs to ensure the safety of athletes. For those individuals who want to move into leadership positions, where management skills are a necessity, a master's in human performance and wellness management will be very beneficial as they progress through their careers.

The undergraduate exercise science program at WSC is a strong program with over 56 majors. With the addition of this online graduate program, WSC expects many undergraduate students who graduate from WSC will pursue a graduate degree. Many of these undergraduate students will be seeking graduate degrees that allow them to continue working while they pursue the graduate degree online.

### Demand for the program

Based on feedback from current undergraduate students who have expressed interest in the program, WSC believes it will have a steady stream of students apply for the program, with six (6) new students applying the first year and a minimum of six (6) new students applying each year thereafter. Six (6) students moving through the program as a cohort would be the minimum number to sustain the program.

The online availability of the program provides flexibility and access for potential students across the region. Beyond word of mouth from WSC students, initial marketing of the program will be focused on local and regional wellness programs, colleges, K-12 school districts, and other human performance organizations, as they are promising organizations from which to recruit students.

#### 4. Adequacy of Resources

##### Faculty and Staff Resources

The Exercise Science graduate program currently listed under the Curriculum and Instruction Leadership program will no longer be offered. Thus, faculty that were previously dedicated to that program will be used in this new focus area. The new courses will be taught using a combination of existing FTE, summer offerings, overload, and adjunct when necessary. Adjunct/Overload would be no more than three credits per semester if at all.

Course Rotation for new courses:

- PED 617 Management in Human Performance and Wellness (Summer)
- PED 670 Evidence Based Practice in Human Performance & Wellness (3) (Summer)
- PED 627 Training Special Populations (3) (Spring Even)
- PED 607 Exercise & Nutrition (3) (Summer)
- PED 657 Advanced Strength & Conditioning (3) (Fall Even)
- PED 674 Environmental Exercise Physiology (3) (Spring Odd)
- PED 682 Optimizing Athletic Performance (3) (Fall Odd)

With the above rotation, there will be minimal impact on FTE and facility resources. The collaborative relationships that WSC has developed with individuals in the field provide us with access to adjunct faculty who would be eligible to teach some of these courses if needed.

While additional faculty lines may be needed in the long term to address potential growth in the program, no significant changes in faculty and staff resources are expected for the short term. Some new courses will be scheduled to be offered during the summer and throughout the year, which could bring an added instructional cost to the program's budget. However, faculty load is based upon demand and need, so it may be that a new course will be offered in place of an existing course, rotated in a manner that is cost-effective, and/or in the summer. If additional instruction is needed beyond current loads, the college expects to be able to cover these through the hiring of adjunct faculty.

The following table lists the current faculty who will be teaching in the program:

Faculty Name and Credentials	Faculty Appointment (FT/PT/Adjunct)	Course(s) Name and Number
<b>Wayne State College</b>		
Donovan Conley, EdD	FT	PED 674
Barb Engebretsen, Ph. D.	FT	PED 674, 627
Kris Fox, PhD, ATC, CSCS	FT	PED 657, 670, 627, 682
Chad Maas, PhD	FT	PED 617
Kevin Hill, EdD	FT	PED 607



### Physical Facilities

No anticipated needs for facilities beyond those already available.

### Instructional Equipment

The departments purchase computers for all faculty. Faculty and staff offices are in close proximity to their respective instructional facilities, which is appropriate for the administrative functions of the program. Conn Library (at WSC) houses reference materials, periodicals, and digital media services.

The campus-wide Network and Technology Services installs all computer and computer-related equipment and software and oversees maintenance of same. Updates and maintenance typically are requested by faculty through one of two channels: 1) emergencies are handled through a help desk; and 2) non-emergencies are requested through the use of a service ticket submitted by the faculty member or via the office assistant. If additional technical assistance is required, the Network and Technology Services staff is available to provide support.

Network and Technology Services is responsible for maintaining the campus network and technology requests. Annual replacement of equipment and technology is typically handled through year-end requests by the department. These requests are communicated to the Dean, and are reported to the Vice President for Academic Affairs.

### Budget Projections:

#### Revenue:

Potential revenue is solely the tuition and fees that would be generated by student enrollments. A modest estimate of six (6) new students per year has been set, each taking eighteen (18) credits per year for two (2) years. While some students may attrit from the program, others may switch into it, balancing out attrition. Therefore, total enrollment in this program of six (6) students have been estimated for year one, with a total of twelve (12) students enrolled each year, beginning in year two.

Based upon current online graduation tuition for FY19-20, revenue generated includes \$6,673.50 in tuition per full-time student per academic year, at a current cost of \$370.75 per graduate credit. This equates to \$6,673.50 per student, per year, which generates revenue of \$40,041.00 for year one and \$80,082.00 for years two through five. Therefore, total revenue for the first five years is **\$360,369.00**.

#### Expenses:

Offering the MSOM master's degree program will require some new expenditures. All of the required Core courses for the program are already being offered and have the capacity for additional students either at WSC or the other state colleges; therefore, instructional costs primarily result from the offering of the new courses that have been developed for this program. There are seven (7) new courses that will be offered; however, not all will be offered every semester. Some will be offered in the summer, and overall they will be rotated efficiently. In addition, two (2) of the courses that were previously being taught for the MSE in Exercise Science will no longer need to be offered as we anticipate deleting that program from the MSE program. Full-time faculty who were teaching those courses will now be teaching two (2) of the new courses (PED 670 and PED 674).

Further, the instruction of some of the new courses and/or sections of existing courses can be assigned to adjuncts in the future who meet the credential requirements for the curriculum. Initially a full-time faculty member will be assigned to teach a new course during the summer or the regular academic, with adjuncts being used at the undergraduate level to free up full-time faculty to prevent overload costs. In order to estimate instructional costs, the initial instructional costs and rotations have been included:

#### Rotations of the Courses in the Focus Area

PED 617 Management in Human Performance and Wellness

**NEW-summer – full-time faculty**

PED 670 Evidence Based Practice in Human Performance & Wellness

**New- summer (will replace a course that was previously taught for the MSE)**

PED 627 Training Special Populations

**New-even spring – full-time faculty**

PED 607 Exercise & Nutrition

**New-summer – full-time faculty**

PED 657 Advanced Strength & Conditioning

**New-even fall – full-time faculty**

PED 674 Environmental Exercise Physiology

**New-odd spring (will replace a course that was previously taught for the MSE)**

PED 682 Optimizing Athletic Performance

**New-odd fall – full-time faculty**

#### Instructional Costs

- Year One: 6 credits of adjunct instruction at the undergraduate level to free up full-time faculty @ \$850 per credit = \$5100; PED657 fall, PED674 spring, PED617 summer, PED607 summer
- Year Two: 6 credits of adjunct instruction at the undergraduate level to free up full-time faculty @ \$850 per credit = \$5100; PED682 fall, PED627 spring, PED670 summer, PED617 summer
- Year Three: 6 credits of adjunct instruction at the undergraduate level to free up full-time faculty @ \$850 per credit = \$5100; PED657 fall, PED674 spring, PED617 summer, PED607 summer
- Year Four: 6 credits of adjunct instruction at the undergraduate level to free up full-time faculty @ \$850 per credit = \$5100; PED682 fall, PED627 spring, PED670 summer, PED617 summer
- Year Five: 6 credits of adjunct instruction at the undergraduate level to free up full-time faculty @ \$850 per credit = \$5100; PED657 fall, PED674 spring, PED617 summer, PED607 summer

An estimated expense for six (6) hours of additional adjunct pay per year has been included in the table below to address the instructional costs. With no immediate need to add full-time faculty positions during this initial five-year period of program implementation, the primary costs for the first five (5) years of the program are estimated at \$25,500. Operating costs of \$2500 for initial marketing of the program have been included for the first two (2) years of the program. Therefore, total expenses for the first five (5) years of the program are **\$30,500**.

Overall, net revenue for this new program is estimated at **\$329,869.00**.

**BUDGET PROJECTIONS**

REVENUE	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	Overall
Tuition (18 credits x \$6,673.50)	\$40,041.00	\$80,082.00	\$80,082.00	\$80,082.00	\$80,082.00	\$360,369.00
EXPENSES	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	Overall
Faculty Instruction	(\$5,100.00)	(\$5,100.00)	(\$5,100.00)	(\$5,100.00)	(\$5,100.00)	(\$25,500.00)
Operating	(\$2,500.00)	(\$2,500.00)	\$0.00	\$0.00	\$0.00	(\$10,000.00)
Expenses Subtotal	(\$7,600.00)	(\$7,600.00)	(\$5,100.00)	(\$5,100.00)	(\$5,100.00)	(\$30,500.00)
<b>NET</b>	<b>\$32,441.00</b>	<b>\$72,482.00</b>	<b>\$74,982.00</b>	<b>\$74,982.00</b>	<b>\$74,982.00</b>	<b>\$329,869.00</b>

**5. Avoidance of Unnecessary Duplication****Other similar programs in the state**

Similar programs currently exist within the Midwestern Higher Education Compact. In order to provide consistent comparison, programs were evaluated based on whether they had received the NSCA's ERP recognition and were 100% online.

Illinois	Concordia University Chicago – MS Applied Exercise Science: Strength and Conditioning (online)
Indiana	None
Iowa	None
Kansas	None
Michigan	Western Michigan University – MA Coaching Sport Performance (online)
Minnesota	None
Missouri	Logan University – MS Sports Science & Rehabilitation (online)
Nebraska	None
N Dakota	None
S Dakota	None
Wisconsin	None

**Similar programs in contiguous states for graduate and professional programs**

Colorado	None
Wyoming	None

**6. Consistency with the Comprehensive Statewide Plan for Postsecondary Education**

Consistency with the Comprehensive Statewide Plan for Postsecondary Education: In reviewing the document published by the Nebraska Coordinating Commission for Post-Secondary Education, we are convinced that the focus area in Human Performance Administration and Management would address especially the goal of "Meeting the Needs of the State" for trained professionals in this area and "Meeting Educational Needs Through Partnerships and Collaborations" through partnerships with school districts, coaches, wellness programs, etc. that provide internship experiences for students in the program.

**ITEMS FOR DISCUSSION AND ACTION\ACADEMIC AND PERSONNEL**

April 23, 2020

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***ACTION:***                                    **First and Final Round Approval of Revisions to Board Policy 5010; Categories of Personnel; Employees**

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Board Policy 5010 is being revised to note the College reporting requirements for personnel actions and appointments and annual salaries. These reporting requirements are currently listed in Policy 2101. Corresponding deletions will be made in Policy 2101.

The System Office recommends approval of the Revisions to Board Policy 5010; Categories of Personnel; Employees.

**ATTACHMENTS:**

- Revisions to Board Policy 5010      (PDF)
- Revisions to Board Policy 2101      (PDF)

## PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

Page 1 of 12

### 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 category 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 may work up to twenty (20) hours per week when school is in session and up to forty 40 hours per week when school is not in session including summer and semester breaks.
  - 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.

A report apprising the Board of ongoing personnel actions and appointments are due to the System Office on the date Board materials are due prior to each Board meeting.

A report of the annual salary for each employee shall be provided to the Board at the June Board meeting. The report shall include for each position, the individual occupying that position, position FTE, as well as the recommended salary, and a notation as to the term of the appointment.

**PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM**

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

**Page 2 of 2**

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: 11/13/15  
Policy Revised: 3/18/16  
Policy Revised:

Attachment: Revisions to Board Policy 5010 (2713 : Revisions to Board Policy 5010; Categories of Personnel; Employees)

## GOVERNANCE AND ADMINISTRATION, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 2101 Reports from Colleges**

**Page 1 of 2**

### BOARD POLICY

To assist the Board with its oversight responsibilities, each College shall submit reports in accordance with the procedures below.

### PROCEDURE

Reports of the Presidents are due in the System Office, and at Board meetings, in accordance with the following schedule:

1. Enrollment Report
  - a. The first Board meeting after completion of the fall, spring, and summer session respectively. These will be final figures.
  - b. Copies of any enrollment reports submitted to state or national groups will be due in the System Office immediately upon completion or submission.
2. Dormitory Occupancy/Income Potential Report
  - a. Estimated reports for fall, spring, and summer sessions respectively for the next fiscal year will be submitted at the first Board meeting after February 1.
  - b. Final reports at the first Board meeting after completion of the fall, spring, and summer sessions respectively.
3. Instructional Load Report
  - a. The first meeting after completion of the fall, spring, and summer sessions respectively. These will be final figures.
  - b. Copies of interim instructional load reports submitted to state or national groups will be due in the System Office immediately upon completion or submission.
4. Reports submitted to accreditation agencies and final reports resulting from accrediting agency review.
5. Reports on salaries and salary changes
  - ~~a. Report of personnel actions are due to the System Office on the date board materials are due prior to each board meeting.~~
  - ~~b. Report of annual salary for each employee is due to the System Office on the date board materials are due prior to the June board meeting. The report shall include for each position, the individual occupying that position, position FTE, the previous year's salary, as well as the recommended salary, and a notation as to the term of the appointment.~~
  - e.a. Report of annual salary for each employee from College Foundations is due to the System Office on the date board materials are due for the board meeting prior to the beginning of the Foundations' fiscal year.

GOVERNANCE AND ADMINISTRATION, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 2101

Reports from Colleges

Page 2 of 2

- 6. Copies of all IPEDS report(s) are due to the System Office immediately upon completion or submission.
- 7. Copies of reports of an institutional nature submitted to local, state, or national organizations should be submitted to the System Office, and reported to appropriate subcommittees of the Board immediately upon completion or submission.
- 8. The Board, through the System Office, may require other recurring or special reports from the Presidents.

<p>Legal Reference: RRS 85-301  RRS 85-304  RRS 85-306</p>	<p>State Colleges; official names; board of trustees; appointment; traveling expenses  Board of Trustees; powers, enumerated  State Colleges; presidents; duties</p>
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<p>Policy Adopted: 6/5/93  Policy Effective: 7/1/10</p>	<p>Approved: 6/3/10</p>
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Attachment: Revisions to Board Policy 2101 (2713 : Revisions to Board Policy 5010; Categories of Personnel; Employees)





## PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

**Page 1 of 6**

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### BOARD POLICY

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

#### Participation, Annuity

The Board shall provide participating plans for retirement annuities for all eligible employees of the Nebraska State College System. All plan assets shall be held in an annuity, or a trust or custodial account, for the exclusive benefit of plan participants. The Board shall provide such retirement benefits through the Teachers Insurance and Annuity Association of America ~~and the College Retirement Equities Fund (TIAA/CREF)~~. Old Age and Survivors Insurance of the Social Security Administration shall be a part of the plan of retirement benefits.

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

#### Primary and Secondary Plans

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

Secondary retirement plans intended to constitute eligible deferred compensation plans within the meaning of Sections 403(b) and 457 of the Code, as amended, shall be offered to all eligible employees of the Nebraska State College System. Participation in the secondary 403(b) and 457(b) Plans is voluntary as set forth in the section below that outlines Eligibility for Participation in the Secondary Retirement Plans. The secondary 403(b) Tax Deferred Annuity Plan and 457(b) Voluntary Deferred Compensation Plan shall be secondary to and a supplement for the primary 403(b) Defined Contribution Retirement Plan.

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

1. Employees eligible for participation are any active employee of the State College System whose employment status is full-time. Full-time for faculty employees shall mean carrying a "full-time load," as defined by the College, for the regular academic year. Full-time for all other employees will consist of working full-time, as defined by the College, for the regular academic year or at least three-fourths time over a twelve (12) month period.

## PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

**Page 2 of 6**

2. All eligible employees will begin participation in this retirement plan on the first day of the month coinciding with or next following the attainment of age thirty (30). During required participation, employees are not permitted to switch from salary reduction (pre-tax) to salary deduction (after-tax) at any time. Therefore, salary reduction is to be used exclusively. As a result, the mandatory employee contribution will be treated as an employer contribution for calculation purposes and will not be subject to the employee elective deferral limit. Furthermore, during voluntary employee participation, those voluntary employee contributions will be subject to the limits under 402(g), the employee elective deferral limit, in addition to the 403(b) and the 415 limits.
3. All eligible employees may begin participation in this retirement plan on the first day of the month coinciding with or next following the second anniversary of their employment and the attainment of age twenty-five (25). Eligible employees under age thirty (30) may count prior full-time service (at least three-fourths time over a twelve [12] month period) with an educational institution toward the required service period. Educational institutions include, but are not limited to, public and private elementary or secondary schools (K-12) in addition to postsecondary institutions.

### **Contributions for Primary Retirement Plan 403(b)**

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

1. The cost of such retirement benefits shall be funded in accordance with sound actuarial principles with the necessary contributions for both past service and future service being treated in the budgets in the same way as any other operating expense.
2. The maximum State College contribution under such retirement plan shall not exceed the sum of:
  - a. the percentage approved by the Board of each employee's salary or wage earnings for any calendar year before any agreement for reduction of salary or wage earnings; and,
  - b. pursuant to an agreement for reduction of salary or wage earnings, the amount of the reduction of salary or wage earnings.
3. Each employee's contribution shall equal six percent (6%) of each employee's qualifying salary or wage earnings for any calendar year and shall be calculated before any agreement for any reduction of salary or wage earnings, provided that in lieu of making such contribution, each such employee shall enter into an agreement for reduction of salary or wages in an amount equal to such employee's contribution for the purchase by the Board of an annuity contract for such employee, under the provisions of the Technical Amendments Act of 1958 to the Internal Revenue Code, as amended.
4. The retirement benefits of any employee for service prior to the effective date of any retirement plan established under the provisions of this section shall be those provided under the retirement plan now in force which benefits shall not be abridged.
5. Each participant in this primary retirement plan and each College shall make contributions under the retirement plan on a monthly basis during the years of participation, except for months in which no salary is paid, in accordance with the following schedule:

**PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM**

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

**Page 3 of 6**

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

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

- Under no circumstances or conditions will any contribution of the Colleges revert to, be paid to, or insure to the benefit of, directly or indirectly, the Colleges. However, if contributions made by the Colleges were based on mistake of fact, such contributions may be returned to the Colleges within one (1) year of the date on which the contribution was made.

**Eligibility for Participation in the Secondary Retirement Plans 403(b) and 457(b)**

- Full-time employees (at least three-fourths time over 12 months) are eligible to participate on a voluntary basis in the secondary 403(b) and 457(b) retirement plans.
- Non-student employees who normally work twenty (20) hours or more per week are eligible to participate on a voluntary basis in the secondary 403(b) retirement plan.
- To participate in the secondary plans, each eligible employee shall complete and return the applicable forms, including a Salary Reduction Agreement, to the College Human Resources Office. Enrollment shall be effective on or after the first day of the pay cycle following the date the enrollment forms are properly completed by the employee, including the Salary Reduction Agreement, and approved by the employer or its designee.

**Contributions for Secondary Retirement Plans 403(b) and 457(b)**

- The employer will not make any non-elective or matching contributions to the Nebraska State College 403(b) Tax Deferred Annuity Plan or 457(b) Voluntary Deferred Compensation Plan. These plans will accept only elective deferrals made to the plan by the eligible employee.
- Starting the effective date of this plan, and in accordance with the Economic Growth and Tax Relief Reconciliation Act of 2001, the Board will permit eligible State College employees to participate simultaneously in both the primary 403(b) and secondary 403(b) and 457(b) retirement plans.
- The secondary 403(b) Tax Deferred Annuity Plan includes elective deferrals which can be made on a pre-tax and/or after-tax (Roth) basis.
- The 457(b) Voluntary Deferred Compensation Plan is an elective salary reduction plan that permits employees who participate to supplement their primary 403(b) plan and Social Security benefits by setting aside an additional portion of their salary on a pre-tax basis. Any such elective deferral of salary may be made up to the maximum amount permitted by law provided the employee agrees to voluntarily defer a minimum of twenty-five dollars (\$25) per pay period.

## PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

**Page 4 of 6**

5. Participants who elect to make contributions on a pre-tax basis, do not pay any federal or state income taxes on the amounts they contribute, or on any earnings on the amount they contribute, until the funds are withdrawn. Contributions made on an after-tax (Roth) basis are included as taxable income.
6. A participant shall be fully vested at all times in his or her accrued benefits under these plans. Such accrued benefits shall be non-forfeitable at all times.
7. Employees may elect to change their Elective Deferral Rate with respect to future contributions by submitting a new properly executed Salary Reduction Agreement to the employer. Such change shall take effect as soon as administratively practicable but not earlier than the first pay period commencing with or during the first month following receipt by the employer of such Salary Reduction Agreement.
8. Employees may terminate their election to have compensation deferred in this plan by so notifying the employer or its designee in writing. Such termination shall take effect as soon as administratively practicable, but not earlier than the first pay period commencing with or during the first month following receipt by the employer of satisfactory written notice of such revocation.
9. To the extent permitted by law, rollovers may be made to the secondary 403(b) and 457(b) Plans from any other eligible deferred compensation plan maintained by a State, political subdivision of a State or any agency or instrumentality of a State or political subdivision of a State. Such funds shall be accepted and fully vested and nonforfeitable at all times.
10. To the extent permitted by the plan, rollovers to the plan are permitted.

### Cashability Option for Primary and Secondary Retirement Plans

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

### Distribution Options for Primary and Secondary Retirement Plans

Employees who sever their employment within the State College System may make an immediate and binding election with respect to how they will take their distribution when they retire, or they may defer their decision until they are ready to retire, as permitted by law. Participants in both the primary and secondary retirement plans must begin taking a distribution by the April 1<sup>st</sup> of the year following the year in which he or she attains age ~~72~~ 70 1/2 or ~~retires~~ terminates employment, whichever is later.

## PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM

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

**Page 5 of 6**

A variety of payment options are available under the TIAA/~~CREF~~ Primary 403(b) and Secondary 457(b) plans, including, but not limited to:

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

### **Investment Options for Primary and Secondary Retirement Plans**

The Nebraska State Colleges TIAA/~~CREF~~ Retirement Plans offer employees a variety of investment options. An employee may request that amounts contributed to either plan on his or her behalf be allocated among the available Investment Options established under the plans. Following the initial allocation request at the time of enrollment, the investment allocation request shall remain in effect for all subsequent contributions until changed by the employee. An employee may change his or her investment allocation by submitting a written request to TIAA/~~CREF~~ either in writing, by phone, or online. Such change shall become effective as soon as administratively feasible.

### **Transfer Policy**

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

### **Questions**

Details of participation, current rates of withholding, retirement age, etc., are available in the current retirement plan agreement, copies of which are available in the Chancellor's office and each Colleges' Human Resources Director's office.

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

### **Social Security**

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

### **Retirement Age**

Retirement is permitted when employment ceases on or after attainment of age fifty-five (55). Age based mandatory retirement is prohibited.

**PERSONNEL, NEBRASKA STATE COLLEGE SYSTEM**

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

**Page 6 of 6**

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Legal Reference: RRS85-606.01 University of Nebraska; State Colleges; Community Colleges; retirement annuity contracts; purchases  
RRS 85-320 State colleges; retirement plan, establishment; terms; investment of funds

- Policy Adopted: 1/28/77
- Policy Revised: 8/4/79
- Policy Revised: 2/7/83
- Policy Revised: 9/18/87
- Policy Revised: 12/8/89
- Policy Revised: 6/5/93
- Policy Revised: 5/8/96
- Policy Revised: 8/29/97
- Policy Revised: 4/1/99
- Policy Revised: 4/9/02
- Policy Revised: 2/10/05
- Policy Revised: 9/15/06
- Policy Revised: 6/6/08
- Policy Revised: 6/15/12
- Policy Revised: 11/7/14
- Policy Revised: 1/16/18
- Policy Revised: 3/21/19
- Policy Revised:

Attachment: Revisions to Board Policy 5405 (2718 : Revisions to Board Policy 5405; Retirement Plan; State College Employees)





## ITEMS FOR DISCUSSION AND ACTION\ACADEMIC AND PERSONNEL

April 23, 2020

**ACTION:** **Approve Amendments to Crisis Leave Donation Provisions in All Collective Bargaining Agreements**

The proposed changes to these crisis leave sharing programs would allow more employees to donate leave to help other employees with low leave balances deal with COVID-19 issues. All three unions have preliminarily approved these changes.

### NAPE

**Section 19.8** Crisis Leave Sharing Program. Employees may contribute accrued vacation leave, accrued sick leave or compensatory hours to benefit another employee at the same College who is suffering from a catastrophic illness or who is unable to report to work due to pandemic quarantine measures. Vacation leave, sick 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 which shall include at least one (1) support staff bargaining unit employee.

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.

Details of this program are available at the Human Resources Office.

### NSCPA

#### **Section 14.5** Crisis Leave Sharing Program

Unit members may contribute accrued vacation, compensatory time, 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 or who is unable to report to work due to pandemic quarantine measures. To be eligible to receive leave, employees must have exhausted their own leave options, ~~have been employed for at least twelve (12) consecutive months and have been absent for at least thirty (30) days during the prior six (6) months.~~

~~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 and including a unit member. The Committee will determine the amount of donated leave an employee may receive and may only authorize and employee to use up to a maximum of ninety (90) days in a twelve (12) month period. The crisis leave sharing program will permit salary and insurance continuation for those employees receiving shared leave.

Details of this program are available at the Human Resource Office and on the HR Website.

### **SCEA**

#### **Section 11.13 Crisis Leave Donations**

Faculty members may contribute ~~three (3) days of~~ accrued sick leave ~~per leave per calendar year~~ to benefit another employee at the same College who is suffering from a catastrophic illness or who is unable to report to work due to pandemic quarantine measures. 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 which shall include at least one (1) faculty member from the SCEA bargaining unit.

The Committee will determine the amount of donated leave an employee may receive and may only authorize and 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 one (1) academic year, had absences of at least thirty (30) days during the prior six (6) months and~~ have exhausted all paid leave. The crisis leave-sharing program will permit salary and health insurance continuation for those employees receiving shared leave.

Details of the Crisis Leave Sharing Program are available at the College Human Resources Office.

The System Office recommends approval of the Amendments To Crisis Leave Donation Provisions in All Collective Bargaining Agreements.

**ITEMS FOR DISCUSSION AND ACTION\ACADEMIC AND PERSONNEL**

April 23, 2020

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***ACTION:***                                    **Approve Agreement with Faith Regional Physician Services  
for Wayne State College**

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Wayne State requests approval to enter into a health services agreement with Faith Regional Physician Services. While the College has had previous agreements with Faith Regional Physician Services, this agreement will replace the current agreement and will significantly expand the scope of services.

The System Office and Wayne State College recommend approval of the Agreement with Faith Regional Physician Services for Wayne State College.

**ATTACHMENTS:**

- WSC FRPS Agreement      (PDF)

## **HEALTH SERVICES AGREEMENT**

THIS HEALTH SERVICES AGREEMENT is between the Board of Trustees of the Nebraska State Colleges doing business as Wayne State College, hereinafter "WSC" and Faith Regional Physician Services, L.L.C., hereinafter "FRPS" a Nebraska limited liability company and wholly-owned subsidiary of Faith Regional Health Services, a Nebraska non-profit corporation regarding health services to be provided to students enrolled at WSC.

**This Health Services Agreement (Agreement) replaces the previous Professional Services Agreement, which was effective May 1, 2014.**

### **TERM AND TERMINATION OF THIS AGREEMENT**

1. The term of this Agreement shall be for one (1) year beginning August 1, 2020, unless a written Notice of Termination is provided by one party to the other party.
2. Either party may terminate this Agreement, without cause, at any time, upon one hundred twenty (120) days advanced written Notice of Termination is provided to the other party. In the event of termination, WSC shall be liable to FRPS only for the prorated payments required by this Agreement to the date of termination and invoiced upon the termination effective date.

### **FRPS RIGHTS AND RESPONSIBILITIES**

In performing the services outlined in this Agreement, FRPS agrees to:

1. For students who are determined by the WSC or FRPS Nurse to need additional care, such students will be referred to a Provider at FRPS. Provider is defined as an individual who is qualified by education, training and licensure/regulation and has privileges to perform the services outlined in this Agreement. Provider certification will include: D.O., M.D., PA-C, APRN, and/or NP. Evidence of such licensure/certification for each Provider shall be provided to WSC upon request. The services of FRPS shall include the following:

Services of the Provider will be provided at the WSC Student Health Clinic at Providence Medical Center located at 1200 Providence Road, Wayne, Nebraska. FRPS shall provide for the examination and testing (if needed) of WSC students referred to FRPS, generally during the hours of 11:00 a.m. to 1:00 p.m., but no more than 2 hours per day Monday-Friday during the WSC academic school year. The services of FRPS shall include:

- Tests for Strep Throat, Mono and Influenza
- Urinalysis (UA's) for Urinary Tract Infections
- No cost appointments with provider on agreed upon clinic dates and times

SERVICES OFFERED TO STUDENTS AT THE STUDENT’S EXPENSE/BILLED TO STUDENT INSURANCE INCLUDE, BUT ARE NOT LIMITED TO:

- Prescription medication
  - X-ray and related radiology diagnostic services
  - Immunizations such as flu shots
  - Laboratory testing: blood tests, serologies, etc.
  - Any provider care received other than that scheduled as Student Health
2. Provide a Registered Nurse (RN) or Licensed Practical Nurse (LPN) (together “Nurse”) or qualified staff member for intake during the hours of 11:00 AM and 1:00 PM Monday through Friday during the WSC academic school year to assist the Provider.
  3. Provide a Provider, two (2) times per week for one (1) hour at the WSC athletic training room for general medical needs (illness, concussion checks, etc.) This also includes sideline coverage during home football games. This also is available for post-season events as mutually agreed upon between both parties. Provider is defined as an individual who is qualified by education, training and licensure/regulation and has privileges to perform the services outlined in this Agreement. Provider certification will include but is not limited to: D.O., M.D., PA-C, APRN, and/or NP.
  4. FRPS will provide a dietitian to provide general education on a variety of topics on current health issues, including education regarding meal planning, food journaling, healthy recipe ideas and heart-healthy eating. Services include hosting student support group/educational classes at least once per semester and the hours onsite may be used to prepare for these sessions. Medical nutrition therapy can be provided with provider orders. This includes any 1:1 services which may include but are not limited to nutrition plans and weight loss. The dietitian will be available onsite once a month during the months of September, October, November, December, January, February, March and April (a total of eight (8) times) for up to four (4) hours per session during the school year.
  5. FRPS shall be solely responsible for hiring, supervision, compensation, and termination of staff or personnel required of FRPS pursuant to this Agreement. Consideration will be given during the hiring process for personnel with experience in student health.
  6. When the regularly scheduled FRPS employee is unable to work due to vacation, illness, or other reasons, FRPS will provide a substitute employee.
  7. FRPS shall submit to WSC a written summary of health services provided to WSC students through the WSC Student Health Clinic located at Providence Medical Center, and shall maintain all medical records belonging to WSC students for services provided by FRPS, and FRPS shall be responsible for protecting the confidentiality of all records regarding services provided under this Agreement in conformity with applicable laws and ethical standards of the medical profession including but not limited to the Health Insurance Portability and Accountability Act (HIPPA).

8. FRPS shall provide, at its cost, insurance from a reputable insurance company acceptable to WSC and deliver to WSC, upon request, satisfactory evidence of such coverage, as follows:

A. Worker's compensation insurance in compliance with the laws of the State of Nebraska and employer's liability insurance covering all of its employees with a minimum liability limit in compliance with state statutory requirements.

B. Comprehensive general liability insurance, including contractual liability and medical malpractice insurance, with a minimum liability limit of not less than One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) in umbrella coverage. FRPS may satisfy this requirement through a policy or policies of insurance written through private companies or through a combination of private insurance and qualification under and participation in the Nebraska Hospital-Medical Liability Act, Neb. Rev. Stat. § 44-2801 *et seq.* WSC shall be named as an additional insured on such policies and the policies shall reflect that any right of subrogation against WSC is waived.

9. FRPS is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, also known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

10. FRPS agrees to fully comply with Title VI of the Civil Rights Act of 1964, as amended, the Nebraska Fair Employment Practice Act, Neb. Rev. Stat §§48-1101 to 48-1125, as amended, and Board Policy 5000 in that there shall be no discrimination against any employee who is employed in the performance of this Agreement, or against any applicant for such employment, because of age, color, national origin, race, religion, disability, sex, sexual orientation or gender identity. This provision shall include, but not be limited to employment, promotion, demotion, transfer, recruitment, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. FRPS further agrees to insert a similar provision in all subcontracts for services allowed under this Agreement, if any.

11. All provisions of this Agreement are subject to the Americans with Disabilities Act (ADA). Further, FRPS certifies that it operates a drug-free workplace and, during the term of this Agreement, will be in compliance with the provisions of the Drug Free Workplace Act of 1988.

## **WSC RIGHTS AND RESPONSIBILITIES**

Pursuant to the services to be rendered by FRPS under this Agreement, WSC shall:

1. Provide staff to provide clerical support services, including telephone service and appointment scheduling.
2. Provide physical space at the WSC Student Health Clinic located at Providence Medical Center, which space shall have sufficient room(s) so as to maintain the privacy and confidentiality of students seeking health services.
3. Provide I.T. services including: computer, monitor, printer, printer supplies, internet, phone, phone service and basic office furniture at the WSC Student Health Clinic located at Providence Medical Center.
4. Maintain medical records of students receiving health services at WSC Student Health Clinic located on the WSC campus and WSC shall be responsible for protecting the confidentiality of all records regarding services provided under this Agreement in conformity with applicable laws and ethical standards of the medical profession including but not limited to the Health Insurance Portability and Accountability Act (HIPPA). WSC will maintain immunization records and student health forms.
5. WSC shall pay all such financial consideration as provided and identified below.

## **FINANCIAL CONSIDERATIONS**

1. In consideration of FRPS's performance under this Agreement, WSC shall pay FRPS as follows: \$51,470.00 for the 2020-21 school year.

The annual amount shall be invoiced in two installments, on December 1, 2020 and June 1, 2021. Each installment will be \$25,735.00.

2. FRPS will provide ad-hoc Nurse (RN or LPN) services to WSC mutually agreed upon at an hourly rate of \$60.00 per hour for additional nursing services, as requested. The request for additional hours must be provided in writing at least 14 business days in advance of the requested start date. Ad-hoc services include orientation dates, additional TB testing, and extended hours during flu shot clinics. FRPS will include the ad-hoc service fee on the two installment invoices as outlined above. Ad-hoc services will not exceed \$10,080.00. FRPS has the right to decline the ad-hoc service request within 4 business days from the original request.
3. WSC will be responsible for maintaining needed supplies for the WSC Student Health Clinic located on the WSC campus.
4. In the event that any amount due under this Agreement remains unpaid for forty-five (45)

days after the due date, the unpaid amount shall bear interest from the 31<sup>st</sup> day after the due date at the rate specified in the Prompt Payment Act, Neb. Rev. Stat. §§81-2401 to 81-2408.

5. The maximum amount to be paid by WSC is \$61,550.00 for services rendered under this Agreement.

## **GENERAL TERMS AND CONDITIONS**

1. **Relationship of Parties.** FRPS is an independent contractor. No agent, employee, servant, or subcontractor of FRPS shall be deemed to be an agent, employee, servant, or subcontractor of WSC. FRPS shall be solely responsible at all times for its acts and the acts of its agents, employees, servants and subcontractors.

2. **Notice.** Any notice required to be given by this Agreement shall be sufficient if in writing and personally delivered to the addressee; or, if mailed, by United States mail, first class postage, prepaid to:

In the case of WSC:  
Vice President for Administration and Finance  
Angela Fredrickson  
1111 Main Street  
Wayne, NE 68787

In the case of FRPS:  
Attn: Brian Blecher, Chief Operating Officer Faith Regional Physician Services  
2700 West Norfolk Avenue  
Norfolk, NE 68701

3. **Applicable Taxes.** FRPS shall be solely responsible for any taxes or payroll withholdings applicable to the compensation of its employees, agents or representatives that they may receive as a result of FRPS's performance under this Agreement.

4. **Hold Harmless.** FRPS shall protect, defend, indemnify and hold harmless WSC, its employees, agents and representatives from any and all actions, causes of actions, claims demand, judgments, expenses, liabilities, damages, costs and attorney's fees in any way connected with, arising out of, or occurring as a result of the acts or omissions of FRPS, its agents, employees or subcontractors hereunder.

WSC shall protect, defend, indemnify and hold harmless the FRPS, its employees, agents and representatives from and against any and all actions, causes of actions, claims, demands, judgments, expenses, liabilities, damages, costs and attorney's fees in any way connected with, arising out of or occurring as a result of the acts or omissions of WSC, its agents, employees or subcontractors hereunder.

5. **Modifications of Agreement.** Any extension or amendment of this Agreement is subject



to the signed, written consent of both parties hereto.

6. **Enforceability.** If any one or more of the provisions of this Agreement shall be found to be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions shall not be affected or impaired in any way.

7. **Applicable Laws.** This Agreement shall be governed, in all respects, whether as to validity, constructions, capacity, performance or otherwise by the laws of the State of Nebraska.

8. **Public Records Disclosure.** Agreements for services are public records which are generally subject to statutory disclosure and public website posting requirements.

9. **Designated WSC Representative.** The designated WSC representative for purposes of monitoring and oversight of this Agreement is:

Name: Alicia K. Dorcey McIntosh  
 Telephone: 402-375-7321  
 Email: aldorcel@wsc.edu

10. **Confidentiality of Patient Information.** FRPS and WSC agree they are Covered Entities and are entering this Agreement as an organized healthcare arrangement. Both parties agree to comply with the applicable portions of 42 CFR Part 164 and not to use or further disclose any Protected Health Information, as defined in 42 CFR Part 164, or individual health information as defined in 42 CFR Part 142 (collectively, the “Protected Health Information”), concerning a student/patient other than as permitted by the Agreement and the requirements of the federal privacy regulations as contained in 42 CFR Part 164 (the “Federal Privacy Regulations”) and the federal security standards as contained in 42 CFR Part 142 (the “Federal Security Regulations”). Both parties have/will implement appropriate safeguards to prevent the use or disclosure of a patient’s Protected Health Information other than as provided for by the Agreement and will make any amendments to a Patient’s Protected Health Information as directed by the other party pursuant to 45 CFR §164.526. Both parties will promptly report to the other any use or disclosure of a patient’s Protected Health Information not provided for by the Agreement of which it becomes aware. Notwithstanding the foregoing, no attorney-client, accountant-client, or other legal privilege shall be deemed waived by FRPS or WSC by virtue of this section. This section and the confidentiality requirements established herein shall survive termination of this Agreement.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by the following authorized officials:

<p>FOR FRPS: Signature: _____ By: Blecher, Brian Title: Chief Operating Officer  Dated: _____</p>	<p>FOR WSC: Signature: _____ By: Marysz Rames Title: President  Dated: _____  Signature: _____ By: Paul Turman Title: Chancellor  Dated: _____</p>
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Attachment: WSC FRPS Agreement (2668 : Agreement with Faith Regional Physician Services for Wayne State College)



## STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 3100 Conduct & Discipline; Students**

**Page 1 of 4**

### BOARD POLICY

The Board and the Colleges are committed to creating and maintaining a productive educational community that fosters the personal, ethical and intellectual development of its students. Adherence to standards of conduct is essential to the educational process and to the safety and well-being of the College community.

The Board grants authority to the Presidents to designate appropriate officers, establish representative college committees, render initial decisions and provide appeal procedures in regard to allegations of academic dishonesty; grade appeals; failure to pay a financial obligation; or academic performance, achievement, probation and suspension. All disciplinary sanctions imposed for misconduct identified in this policy are to be governed by terms of this policy and the due process requirements set forth in Board Policy #3200. Acceptance of this policy by the student is implied as a condition of his or her enrollment.

### PROCEDURE

Students are responsible to obey the laws of the state and nation, the regulations and policies of the Board and of the Colleges; and to refrain from any conduct injurious to themselves, to others, or to the reputation or interests of the College.

A student shall not ignore a summons from the President or other officer of administration of the College, or from a member of the faculty.

Student misconduct as identified under this policy or a violation of College regulations or policy, whether occurring on or off College property, may result in disciplinary action being taken against the student.

Students may be ordered to leave the College under a temporary suspension pending disciplinary action due process per Board Policy 3200 in the event the student's continued presence is believed to threaten the safety or health of another person or for other reasons at the discretion of the Vice President responsible for Student Affairs or designee. Such order shall be given in writing by the Vice President responsible for Student Affairs or designee.

Students suspended or expelled from one of the State Colleges may be admitted to another Nebraska State College only under the same conditions that they would be readmitted to the College from which they were suspended.

#### Misconduct

The following acts shall be considered to constitute misconduct for which an offending student or student organization may be subject to disciplinary sanctions.

1. Participation in a demonstration on College property which materially and substantially disrupts or obstructs the normal operations, activities or functions of the College, including unauthorized occupation of College premises;
2. Failure to evacuate College facilities or willfully ignoring any emergency or alarm signal or request to evacuate by appropriate emergency personnel;
3. Falsification or willful suppression of any information for or on an application for admission, or falsification or misuse of College identification and other documents;

## STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 3100 Conduct & Discipline; Students**

**Page 2 of 4**

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4. Misuse of computers or computing resources, including, but not limited to, violating the following federal regulations: the Copyright Act of 1976 and the Fair Use Guidelines, the Digital Millennium Copyright Act of 1998, and the Technology, Education and Copyright Harmonization Act of 2002;
  5. Unlawful or unauthorized possession, use, distribution, dispensing, delivery, sale or consumption, manufacture, or being in the presence of any alcoholic beverage, including empty bottles/cans or any alcohol container on any part of College property including outdoor areas and parking lots;
  6. Alcohol consumption that endangers the health, safety, or property of oneself or another, or requires medical treatment or College staff intervention;
  7. Unlawful or unauthorized possession, use, distribution, delivery, dispensing, manufacture or sale, or being in the presence of any drug; being in possession of paraphernalia for drug use, except as expressly permitted by law, or being unlawfully under the influence of any drug unless directed by a licensed physician;
  8. Inflicting unwanted physical contact on another person; conduct that intimidates, harasses, or threatens the safety, health, property, or life of others or oneself; participating or contributing to an incident of abuse or assault; causing, provoking or engaging in any fight, brawl or riotous behavior; or inflicting willful and repeated harm through the use of computers, cell phones, and other electronic devices;
  9. Any act occurring on College property or on the premises of a student housing unit which intentionally disturbs the peace and quiet of any person or group of persons;
  10. Sex harassment or sexual violence, as Board Policy #3020 defines those terms;
  11. Conduct which is unreasonably dangerous to the health or safety of other persons or oneself;
  12. Theft or attempted theft of any property or receipt of stolen property;
  13. Damaging or attempting to damage property of the College or of another individual;
  14. Using or possessing bombs, explosives, incendiary devices, or fireworks;
  15. Setting or attempting to set any fire on the campus or on the premises of any student housing unit, except in fireplaces or other facilities designated for fires;
  16. Failing to report a fire or any other extremely dangerous condition when known or recognized on College property or on the premises of any student housing unit;
  17. Possessing or selling firearms, ammunition, weapons, explosives, or dangerous chemicals on College property or on the premises of any student housing unit;
  18. Obstructing or failing to comply with the directions of a law enforcement officer, firefighter, or College official in the performance of his or her duty on College property, on the premises of any student housing unit or at any activity or event sponsored by the College or an organization;

## STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 3100 Conduct &amp; Discipline; Students

Page 3 of 4

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19. Hazing any person. Consent of the victim of the hazing will not constitute a defense to an allegation of misconduct for hazing. Hazing shall mean any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any organization;
  20. Committing any unlawful act of indecent exposure or public indecency;
  21. Participating in any gambling activity in violation of the laws of the State of Nebraska or of the United States;
  22. Unauthorized use of any College property, facilities, equipment or materials;
  23. Possessing, producing, manufacturing, or having manufactured without proper authorization, any key or unlocking device for use on any College facility or lock;
  24. Serious traffic violations on the campus, including, but not limited to, operating any vehicle while intoxicated, speeding, reckless endangerment, or reckless driving;
  25. Violation of any student housing unit policy, rule or regulation;
  26. Failure to redeem or make arrangements to redeem, within one week after receipt of written notice, an insufficient funds or no account check submitted to the College for cash or for payment of College goods or services;
  27. Abuse of College investigations or disciplinary proceedings which includes, but is not limited to, failure to obey a request to appear before a disciplinary officer or committee, falsification of testimony, disruption or interference with the orderly conduct of any hearing, attempting to discourage any person from using College disciplinary procedures or participating in such procedures, attempting to influence the impartiality of a member of a disciplinary committee prior to any proceeding, filing a malicious, false or frivolous complaint, verbal or physical harassment or intimidation of a member of a disciplinary committee prior to, during, or after a proceeding, failure to comply with any sanction imposed, influencing or attempting to influence another person to commit an abuse of disciplinary proceedings, and a violation of the privacy rights of any student or College employee in regard to a disciplinary proceeding;
  28. Any act by a student which occurs on the campus, while studying abroad, on the premises of any student housing unit or at any activity or event sponsored by the College or an organization which is in violation of any ordinance of the municipality in which the College resides, shall constitute misconduct;
  29. Falsely setting off or otherwise tampering with any emergency safety equipment, fire alarm, or other device established for the safety of individuals and/or college facilities;
  30. Harassing or discriminating against any student, faculty or staff member, as defined in Board Policy 3021, on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, religion or age; and
  31. Any other activity or conduct prohibited by the College in published policies.

STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 3100 Conduct & Discipline; Students

Page 4 of 4

Unreasonably Dangerous or Threatening Conduct Toward Self

Student behaviors and actions that are unreasonably dangerous to self or which threaten the student’s own safety or health may constitute misconduct under this Policy and may be addressed by the College administration through the disciplinary process. When practicable and appropriate, efforts will be made to advise students regarding voluntary withdrawal options in lieu of initiating disciplinary due process as set forth in Board Policy #3200.

At the discretion of the Vice President responsible for Student Affairs or designee, a student may be allowed to voluntarily withdraw when continued enrollment no longer appears to be in the best interests of the student and/or College in conjunction with mutually agreed upon conditions that will be required for the student to reapply for admission.

Temporary Suspension

Students may be ordered to leave the College under a temporary suspension pending disciplinary action due process per Board Policy 3200 in the event the student’s continued presence is believed to threaten the safety or health of another person or for other reasons at the discretion of the Vice President responsible for Student Affairs or designee.

Other Interim Measures

Pending disciplinary action under Board Policy 3200, students may be subject to the interim measures, including but not limited to no contact orders, temporary restrictions from specific areas of the campus, changes in class schedules and/or delivery; changes in residence hall assignments and/or changes in campus employment.

Legal Reference:	RRS 85-312	State colleges; morals of the pupils; faculty; religious test forbidden
	RRS 85-601	Interference with operation; faculty, administrative staff, student; dismissal or expulsion
	RRS 85-301	State college; official names; Board of Education; appointment; no compensation; travel expenses
	RRS 53-186	Consumption of liquor on public property, public roads, streets, alleys; prohibition; exceptions

- Policy Adopted: 1/28/77
- Policy Revised: 4/3/81
- Policy Revised: 6/5/93
- Policy Revised: 3/11/94
- Policy Revised: 8/29/97
- Policy Revised: 3/28/08
- Policy Revised: 3/25/11
- Policy Revised: 1/18/12
- Policy Revised: 4/25/14
- Policy Revised: 6/10/16
- Policy Revised: 6/19/18
- Policy Revised: 9/12/19

Policy Revised:

Attachment: Revisions to Board Policy 3100 (2705 : Revisions to Board Policy 3100; Conduct & Discipline; Students)

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

April 23, 2020

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***ACTION:***                                   **First and Final Round Approval of Revisions to Board Policy 3675; College Diversity and Multiculturalism**

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Revisions to Board Policy 3675 require an overview of activities promoting awareness and appreciation of a diverse culture, intellectual and social environment at the Colleges be provided to the Board annually instead of being a part of the Presidents' reports.

The System Office recommends approval of the Revisions to Board Policy 3675; College Diversity and Multiculturalism.

**ATTACHMENTS:**

- Revisions to Board Policy 3675     (PDF)



**STUDENT AFFAIRS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 3675**

**College Diversity and Multiculturalism**

**Page 1 of 1**

**BOARD POLICY**

The Board recognizes and encourages the Colleges to advance multiculturalism and an awareness and appreciation of a pluralistic society to their students.

**PROCEDURE**

Annually, the Colleges, ~~as part of the Presidents' report,~~ shall provide to the Board ~~a summary of an overview of~~ activities that promote awareness and appreciation of a diverse cultural, intellectual and social environment at the College.

Policy Adopted: 6/5/93  
 Policy Revised: 4/17/09  
 Policy Revised: 1/12/10  
 Policy Revised: 3/25/11  
 Policy Revised: 4/20/12  
Policy Revised:

Attachment: Revisions to Board Policy 3675 (2674 : Revisions to Board Policy 3675; College Diversity and Multiculturalism)





## ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT

April 23, 2020

**ACTION:** **Approve Revised Revenue Bond Operating Budgets; Revisions to Peru State College Contingency Maintenance Resolution; and Furnishing Utilities for Revenue Bond Facilities**

This action item includes several proposed adjustments to the Colleges' revenue bond programs for Fiscal Year 2019-20. While the revisions proposed do not resolve the negative fiscal impact to the College's revenue bond programs due to COVID-19, they provide the flexibility for the College's to assure they end the fiscal year in line with board policies and bond covenants related to the program. These proposed actions are intended to assure that the revenue bond programs remain fiscally stable in light of the challenges caused by the pandemic.

An update on revenue bond program planning will be provided at the meeting.

### **Revised Revenue Bond Operating Budgets**

Board Policy 9008 includes language that "Any college may submit, if needed, revisions to its revenue bond operating budget. Any revision shall not become effective until the Board has approved the revision and the same has been delivered to the Bond Trustee." The revisions are necessary to accommodate the estimated amount of room and board refunds provided to students on a pro-rated basis for those who chose to move out of their residence halls due to the coronavirus pandemic. Food service expenditures are also adjusted as the costs for those services will be lower due to lower participation in the food service programs. Wayne State's budget is also adjusted for increased revenue and expenditures due to enrollment increases.

### **Revisions to Contingency Maintenance Resolutions**

Peru State College respectfully requests the release of Item #2 in its Contingency Maintenance Resolution dated January 14, 2020 for the Clayburn HVAC Upgrade in the amount of \$425,000.

At its January 14, 2020 meeting, the Board approved a Contingency Maintenance Resolution for Peru State College that included an HVAC Upgrade in Clayburn Hall in the amount of \$425,000. As a result of the COVID-19 pandemic and the related refunds provided to students who chose to leave campus, PSC is requesting that the Board approve the release of this contingency maintenance item from the resolution to assure adequate surplus funds at the end of the fiscal year to meet bond covenant requirements.

The College intends to include this project again in a future contingency maintenance request, as funds are available.

### **Furnishing Utilities for Revenue Bond Facilities**

In accordance with Nebraska Revised Statute 85-409 and Board Policy 9005, this board action provides the Colleges with flexibility to cover some or all utilities for their revenue bond buildings from general operating budgets this fiscal year and not charge them against the revenue bond program. This action provides the option for the Colleges, should they need it, in order to

maintain the revenue bond programs in good financial condition given the fiscal impact in response to the pandemic.

Nebraska Revised Statute 85-409 applies to the Board of Trustees and states: "The respective boards, referred to in section [85-403](#), in their discretion may furnish heat, light, power, and other similar utilities to any building or structure, or for any activities covered by the provisions of sections [85-403](#) to [85-411](#) without charging the same against the revenue derived therefrom.

Board Policy 9005 states: "The Board may, at its discretion, furnish heat, light, power and other similar utilities for the revenue bond facilities without charging the same against the revenues thereof.

The System Office recommends approval of the Response to COVID-19 Pandemic Regarding Impact of Providing Room and Board Refunds.

**ATTACHMENTS:**

- CSC Revised Revenue Bond Operating Budget 2019-20 (PDF)
- PSC Revised Revenue Bond Operating Budget 2019-20 (PDF)
- WSC Revised Revenue Bond Operating Budget 2019-20 (PDF)

NEBRASKA STATE COLLEGE SYSTEM  
 2019-2020 REVENUE BOND OPERATIONS BUDGET  
 CHADRON STATE COLLEGE

April 23, 2020

\*\*\*REVISED BUDGET\*\*\*

	<i>Revised Budget FY 2020</i>
<b><u>Revenues:</u></b>	
Dormitory Rentals	\$2,025,000
Apartment/House Rentals	\$0
Facilities Rentals	\$41,000
Food Service Contracts	\$2,175,000
Facilities Fees*	\$850,000
Bookstore Commissions	\$25,000
Investment/Interest Income	\$75,000
Other Income	\$73,750
<b>Total Revenues</b>	<b><u>\$5,264,750</u></b>
<b><u>Expenditures:</u></b>	
FTE 27.8	
Salaries and Benefits	\$1,300,000
Utilities	\$584,500
Insurance	\$30,000
Equipment & Furnishings	\$0
Capital Outlay	\$0
Telephone/Cable T.V & Internet Services	\$72,250
Supplies, Materials & Other	\$173,250
Repairs and Maintenance	\$188,000
Subtotal - Operations and Maintenance	<b><u>\$2,348,000</u></b>
Food Service Payments	1,800,000
Debt Service	893,108
Total Expenditures	<b><u>\$5,041,108</u></b>
<b>Available for Distribution</b>	
to Subsidiary Funds	<b><u><u>\$223,642</u></u></b>
<b>Debt Service Coverage Ratio</b>	<b>125.04%</b>

\*All student derived fees

\*Revolving Funds: Includes appropriation of \$2,536,500 adjusted down to \$2,348,000 as anticipated revenue for 2019-20 will not reach approved expenditure level for FY20.

Attachment: CSC Revised Revenue Bond Operating Budget 2019-20 (2682 : Response to COVID-19 Pandemic Regarding Impact of Providing

NEBRASKA STATE COLLEGE SYSTEM  
2019-2020 REVENUE BOND OPERATIONS BUDGET

April 23, 2020

PERU STATE COLLEGE

\*\*\*REVISED BUDGET\*\*\*

REVENUE SOURCE	PROPOSED BUDGET FY 2020
Residence Hall/Dormitory Rentals	1,700,594
Apartments/House Rentals	199,506
Facilities Rentals	0
Food Service Contracts	1,835,971
Food Service Commissions	0
Facilities Fees	1,001,507
Bookstore Commissions/Income	36,969
Trustee Investment/Interest Income	129,014
Parking Fees/Fines	0
Other	27,677
	<hr/>
TOTAL REVENUE	<u><u>4,931,238</u></u>
EXPENDITURES AND DEBT SERVICE	
FTE 14.68	
Salaries and Benefits	770,912
Utilities	302,500
Insurance	51,705
Equipment & Furnishings	75,000
Capital Outlay	0
Telephone/Cable Television/Internet	36,565
Supplies	85,000
Repairs and Maintenance	119,470
Other Operating Expenses	146,631
Operating/Maintenance Total	<hr/> 1,587,783
Food Service Payments	1,586,295
Debt Service	947,430
TOTAL EXPENSES	<hr/> <u><u>4,121,508</u></u>
Available for Distribution to Subsidiary Funds	809,730
DEBT SERVICE COVERAGE RATIO	185.47%

Attachment: PSC Revised Revenue Bond Operating Budget 2019-20 (2682 : Response to COVID-19 Pandemic Regarding Impact of Providing

**NEBRASKA STATE COLLEGE SYSTEM  
2019-20 REVENUE BOND OPERATIONS BUDGET**

**WAYNE STATE COLLEGE**

\*\*\*REVISED BUDGET\*\*\*

REVENUE SOURCE	PROPOSED BUDGET FY20
Residence Hall/Dormitory Rentals	3,996,000
Apartment/House Rentals	0
Facilities Rentals	5,800
Food Service Contracts	3,838,000
Food Service Commissions	96,000
Facilities Fees	1,491,000
Bookstore Commissions/Income	106,000
Trustee Investment/Interest Income	191,000
Parking Fees/Fines	40,000
Other	65,000
<b>TOTAL REVENUE</b>	<b>9,828,800</b>

**EXPENDITURES AND DEBT SERVICE**

FTE 61.81	
Salaries and Benefits	2,662,122
Utilities	1,100,000
Insurance	40,000
Equipment & Furnishings	180,000
Capital Outlay	5,000
Telephone/Cable Television/Internet	180,000
Supplies	320,000
Repairs and Maintenance	370,000
Other Operating Expenses	347,481
Operations/Maintenance Total*	5,204,603
Food Service Payments	2,187,337
Debt Service	1,401,024
<b>TOTAL EXPENSES</b>	<b>8,792,964</b>
Available for Distribution to Subsidiary Funds	1,035,836

<b>DEBT SERVICE COVERAGE RATIO</b>	<b>173.93%</b>
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\*Revolving Funds: Includes new appropriation of \$4,775,000 and carryforward balance of \$429,603.

Attachment: WSC Revised Revenue Bond Operating Budget 2019-20 (2682 : Response to COVID-19 Pandemic Regarding Impact of Providing



**ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT**

April 23, 2020

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**ACTION: Approve Distribution of Funds for 2020-21**

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Board Policy 7001 provides for the allocation of operational funds to the State Colleges and the System Office. The proposed Distribution of Funds is included with this item.

The General Fund appropriation for FY 2020-21 is \$55,527,357, which is contained in LB 294(2019). This is an increase of \$1,978,411 (or 3.7%) from the FY2019-20 general fund base.

The Cash Fund (est.) appropriation is adjusted for tuition and fee rate increases, as well as for any enrollment changes at the Colleges. The budget for NeSIS Operations, which flows through the System Office Cash Fund, is decreased by \$7,262 for FY 2020-21.

The final adjustment line shown to the Cash Fund (est.) appropriation was added last year to build an amount into each College's base budget for scholarship awards received during the year from state agencies such as the Coordinating Commission for Postsecondary Education (CCPE) and the Nebraska Department of Education. Each College has previously requested increases to its cash funds each time awards for students are received. Building an estimated amount into the base appropriation reduces the administrative burden of requesting smaller changes throughout the year not only for the Colleges, but also for the Department of Administrative Services budget office. This also provides a more appropriate base amount in the Cash Fund base budget established by the Board. The base amount built into each College's Cash Fund budget is included in NOTE 2 on the Distribution of Funds.

The Total of the General Fund appropriation increase and the Cash Fund tuition increase are just enough to cover the core needs requests of each College and the System Office for FY 2020-21.

The Revolving Fund (Revenue Bond) Operations and Maintenance amounts are based on the FY 2020-21 preliminary revenue bond operating budgets, which are on the agenda for Board approval.

The Federal Fund appropriation reflects preliminary projections from the Colleges. Additional adjustments may be made to the Federal Funds appropriation as needed by the Colleges during the fiscal year.

The System Office recommends approval of the Distribution of Funds for 2020-21.

**ATTACHMENTS:**

- Distribution of Funds 2020-21 Proposed (PDF)

**Distribution of Funds**  
**FY 2020-21**  
 April 23, 2020

	CSC	PSC	WSC	SO	TOTAL
<b>DISTRIBUTION OF FUNDS FY 2019-20</b>					
General Fund	18,185,612	10,189,610	22,770,336	2,403,388	53,548,946
Cash Funds (est.)	13,178,304	8,658,410	17,938,178	624,455	40,399,347
<b>Subtotal General and Cash</b>	<b>31,363,916</b>	<b>18,848,020</b>	<b>40,708,514</b>	<b>3,027,843</b>	<b>93,948,293</b>
Federal Funds (est.)	15,000,000	12,820,000	20,229,900	0	48,049,900
Revolving Funds (est.)	2,536,500	1,587,783	4,611,118	0	8,735,401
Adj. for Revised Budgets April 23, 2020 Agenda	(188,500)	0	163,882	0	(24,618)
Revolving Funds (est.) Revised	2,348,000	1,587,783	4,775,000	0	8,710,783
<b>2019-20 All Funds Total</b>	<b>48,711,916</b>	<b>33,255,803</b>	<b>65,713,414</b>	<b>3,027,843</b>	<b>150,708,976</b>

**FY 2020-21 Adjustments to General and Cash Funds**

Gen. Fund - LB 294 (2019) Adjustments (NOTE 1)	707,763	370,010	838,341	62,297	1,978,411
Cash Fund - Net Impact of Tuition Rate Increase (2.5%)	224,924	182,815	343,533	0	751,272
Cash Fund - Impact of Fee Rate Changes	65,000	0	96,502	0	161,502
Cash Fund - Impact of Enrollment Changes	0	0	1,467,437	0	1,467,437
Cash Fund - NeSIS Operations	0	0	0	(7,262)	(7,262)
Cash Fund - Scholarship/Grant Awards (NOTE 2)	0	0	235,000	0	235,000
Total Cash Fund Adjustments	289,924	182,815	2,142,472	(7,262)	2,607,949
<b>Total 2020-21 General and Cash Fund Adjustments</b>	<b>997,687</b>	<b>552,825</b>	<b>2,980,813</b>	<b>55,035</b>	<b>4,586,360</b>

**DISTRIBUTION FY 2020-21**

General Fund	18,893,375	10,559,620	23,608,677	2,465,685	55,527,357
Cash Funds (est.)	13,468,228	8,841,225	20,080,650	617,193	43,007,296
<b>Subtotal General and Cash</b>	<b>32,361,603</b>	<b>19,400,845</b>	<b>43,689,327</b>	<b>3,082,878</b>	<b>98,534,653</b>
Federal Funds (est.) (NOTE 3)	15,000,000	12,820,000	20,229,900	0	48,049,900
Revolving Funds (est.) (NOTE 4)	2,737,485	1,627,247	4,921,500	0	9,286,232
<b>2020-21 All Funds Total</b>	<b>50,099,088</b>	<b>33,848,092</b>	<b>68,840,727</b>	<b>3,082,878</b>	<b>155,870,785</b>

NOTE 1

The General Fund adjustment reflects a 3.7% increase from the FY20 General Funds appropriation as reflected in LB294 (2019).

NOTE 2

Includes Awards from state agencies such as Nebraska Opportunities Grant (NOG), Access College Early (ACE), Attracting Excellence in Teaching (AET) previously added by the Colleges throughout the year as awards are determined. With adjustment shown, base amount for FY21 are: CSC \$401,000; PSC \$454,583; WSC \$1,040,000

NOTE 3

Federal Funds (est.) are estimates based on initial projections by the Colleges. Adjustments are made as needed by the Colleges.

NOTE 4

Revolving Funds (est.) are based on College preliminary revenue bond operating budgets. Adjustments are made when approved by the Board.

## ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT

April 23, 2020

**ACTION:** **Approve Reallocation of Contingency Maintenance Funds for Wayne State College**

Wayne State requests the following reallocation of contingency maintenance funds:

From Resolution:

1/14/20	\$15,000	#5 Campuswide Technology Replacement
1/14/20	\$43,000	#13 Residence Halls Equipment/Repairs/ Furniture/Flooring
3/21/19	\$10,800	#11 Residence Halls Equipment/Repairs/ Furniture/Flooring

To Resolution:

1/14/20	\$68,800	#7 Morey Hall Restroom Upgrades
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The College requests reallocation of these contingency maintenance funds to allow for additional funds toward the Morey Hall restroom upgrades. Bids for the first phase of this project came in higher than expected and this is a priority project for the College. Funds are requested to be transferred from the Campuswide Technology Replacement line, which were planned to be used for an ID card printer replacement. One of the printers stopped functioning before these funds were available, so operating funds were instead used for this purchase. Some of the projects planned for the Residence Hall Equipment/Repairs/Furniture/Flooring line are less of a priority than the restroom upgrades, and are being put on hold until other funds can be committed to these projects.

The System Office and Wayne State College recommend approval of the Reallocation of Contingency Maintenance Funds for Wayne State College.

## CHANCELLOR INFORMATIONAL ITEMS

April 23, 2020

### *INFORMATION ONLY:*      **Five Year Academic Calendar**

The five-year academic calendar is provided to the Board for information.

	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Faculty Orientation	8/21	8/20	8/19	8/18	8/16
Classes Begin	8/24	8/23	8/22	8/21	8/19
Labor Day Holiday	9/7	9/6	9/5	9/4	9/2
Fall Mid-Term Break	10/19-10/20	10/18-10/19	10/17-10/18	10/16-10/17	10/14-10/15
Fall Break	11/25-11/27	11/24-11/26	11/23-11/25	11/22-11/24	11/27-11/29
Last Day of Classes	12/11	12/10	12/9	12/8	12/6
Exam Week	12/14-12/18	12/13-12/17	12/12-12/16	12/11-12/15	12/9-12/13
Fall Commencement	12/18	12/17	12/16	12/15	12/13

	Spring 2021	Spring 2022	Spring 2023	Spring 2024	Spring 2025
Classes Begin	1/11	1/10	1/9	1/8	1/13
Spring Mid-Term Break	3/8-3/12	3/7-3/11	3/6-3/10	3/4-3/8	3/10-3/14
Spring Break	4/5	4/18	4/10	4/1	4/21
Last Day of Classes	4/30	4/29	4/28	4/26	5/2
Exam Week	5/3-5/7	5/2-5/6	5/1-5/5	4/29-5/3	5/5-5/9
Spring Commencement	5/8	5/7	5/6	5/4	5/10

Board Policy 4001 states that all units of the Nebraska State College System will utilize the same semester calendar. Above is the academic calendar schedule to be observed by each College for the upcoming five-year period.

**CHANCELLOR INFORMATIONAL ITEMS**

April 23, 2020

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**INFORMATION ONLY: NSCS Funding Request for CSC Foundation**

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According to the Board's Agreement with the Chadron State Foundation, a formal request for funding must be submitted, no later than June 15 each year. Following is the request that will be submitted for 2020-2021.

- Unrestricted funds to a discretionary account for the CSC President in the amount of \$4,500
- Unrestricted funds to a discretionary account for the NSCS Chancellor in the amount of \$500
- Annual contribution of funds not to exceed \$1,600 for the NSCS Senator's Reception
- Provide \$3,000 for the NSCS Teaching Excellence Award when the recipient is a Chadron State College faculty member

## CHANCELLOR INFORMATIONAL ITEMS

April 23, 2020

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*INFORMATION ONLY:*      **Change of Speech Communications Program Name to  
Communication Studies for Wayne State College**

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Wayne State's "Speech Communications" degree program has been changed to "Communication Studies" to reflect the national trends in referencing academic programming for this field of study.

**CHANCELLOR INFORMATIONAL ITEMS**

April 23, 2020

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**INFORMATION ONLY: Reports of Personnel Actions**

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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 to the System Office staffing to the Board on a regular basis.

**ATTACHMENTS:**

- CSC Personnel Report April 2020 (PDF)
- PSC Personnel Report April 2020 (PDF)
- WSC Personnel Report April 2020 (PDF)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**

**COLLEGE:** Chadron State College

**MEETING DATE:** 4/23/2020

**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
Blundell, E	ECPSSW	Professor	\$81,625	State	07/19/2006-05/13/2020	1.000	Retirement	NA
Kenney, Richard	ECPSSW	Associate Professor	\$67,227	State	09/01/2012-05/13/2020	1.000	Resignation	NA
Khalid, Zunaira	Business	Assistant Professor	\$58,000	State	08/15/2019-12/13/2019	1.000	Resignation	NA
Koza, Richard	Business	Professor	\$3,000	State	01/01/2020-06/30/2020	1.000	Additional Duties Faculty Athletic Representative	Special
McCallum, Henry	ECPSSW	Associate Professor	\$67,660	State	08/20/2009-05/13/2020	1.000	Retirement	NA

**NON-RANKED FACULTY**  
(FULL-TIME/MORE THAN .75 FTE)

Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Kerry, Lucyann	Lecturer	NA	\$59,500 prorated \$29,750	State	01/13/2020-05/13/2020	1.000	New Appointment	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
Badura, Victoria	Adjunct	NA	\$2,550	State	01/13/2020-03/06/2020	NA	ACTG 438 (3 cr hr)	Special
Boynton, Pheobe	Adjunct	NA	\$2,550	State	01/13/2020-03/06/2020	NA	TH 435 (3 cr hr)	Special
Brown, Linda	Adjunct	NA	\$7,650	State	01/13/2020-05/08/2020	NA	EDAD 637, EDAD 639, EDAD 633 (9 cr hr)	Special
Coffey, Lauren	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	COUN 629 (3 cr hr)	Special
Colgate, Stephanie	Adjunct	NA	\$3,400	State	01/13/2020-05/08/2020	NA	MATH 142 (4 cr hr)	Special
Covello, Christin	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	COUN 545 (3 cr hr)	Special
Durfee, Michael	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	Supervision (3 cr hr)	Special
Ellis, Dawn	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	FCS 434/534 (3 cr hr)	Special

Attachment: CSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)



**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**

**COLLEGE:** Chadron State College

**MEETING DATE:** 4/23/2020

**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
Gallegos, Nathaniel	Adjunct	NA	\$2,550	State	01/13/2020-03/06/2020	NA	BA 432 (3 cr hr)	Special
Harting, Courtney	Adjunct	NA	\$2,550	State	01/13/2020-03/06/2020	NA	EDUC 433 (3 cr hr)	Special
Haun, Mary	Adjunct	NA	\$2,125	State	01/13/2020-05/08/2020	NA	Supervision (2.5 cr hr)	Special
Heath, Carly	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	ART 343 (3 cr hr)	Special
Jamison, Todd	Adjunct	NA	\$5,100	State	01/13/2020-03/06/2020	NA	BIS 200, BIS 632 (6 cr hr)	Special
Johnson-Struempler, Kersten	Adjunct	NA	\$5,100	State	01/13/2020-05/08/2020	NA	EDAD 639, EDCI 633 (6 cr hr)	Special
Kant, Jack	Adjunct	NA	\$5,100	State	01/13/2020-05/08/2020	NA	ART 120, ECON 232 (6 cr hr)	Special
Knight, Robert	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	PS 425/525 (3 cr hr)	Special
Leland, Dana	Adjunct	NA	\$2,550	State	01/13/2020-03/06/2020	NA	ACTG 342 (3 cr hr)	Special
Margetts, Colleen	Adjunct	NA	\$7,650	State	01/13/2020-05/08/2020	NA	EDUC 495, EDU 495, MUS 233 (9 cr hr)	Special
McDermott, David	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	GEOS 231 (3 cr hr)	Special
Morris, Candice	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	SOC 230 (3 cr hr)	Special
Nealeigh, Norma	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	CTE 632 (3 cr hr)	Special
Nielsen, Scott	Adjunct	NA	\$2,550	State	01/13/2020-03/06/2020	NA	ECON 130 (3 cr hr)	Special
Ocken, David	Adjunct	NA	\$4,250	State	01/13/2020-05/08/2020	NA	Supervision (5 cr hr)	Special
Petersen, Grace	Adjunct	NA	\$7,650	State	01/13/2020-05/08/2020	NA	EDCI 637, READ 535, READ 636 (9 cr hr)	Special
Plas, Aaron	Adjunct	NA	\$5,100	State	01/13/2020-05/08/2020	NA	EDAD 629, EDAD 638 (6 cr hr)	Special
Pollard, Tracie	Adjunct	NA	\$1,700	State	01/13/2020-05/08/2020	NA	Supervision (2 cr hr)	Special
Rodriguez-Fletcher, Lori	Adjunct	NA	\$3,400	State	01/13/2020-05/08/2020	NA	SW 330 (4 cr hr)	Special
Shatto, Maci	Adjunct	NA	\$7,650	State	01/13/2020-03/06/2020	NA	SPED 230, SPED 433, SPED 433 (9 cr hr)	Special

Attachment: CSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**

**COLLEGE:** Chadron State College

**MEETING DATE:** 4/23/2020

**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
Stephens, Lauren	Adjunct	NA	\$570	State	01/13/2020-05/08/2020	NA	MUS 115F (.67 cr hr)	Special
Tibbits, Matthew	Adjunct	NA	\$4,250	State	01/13/2020-05/08/2020	NA	PHYS 152, PHYS 152L (5 cr hr)	Special
Townsend, David	Adjunct	NA	\$850	State	01/13/2020-05/08/2020	NA	Supervision (1 cr hr)	Special
Whitney, Talma	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	Supervision, EDUC 271 (3 cr hr)	Special
Wilson, Sarah	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	PSYC 538 (3 cr hr)	Special
Winchester, Caroline	Adjunct	NA	\$2,550	State	01/13/2020-05/08/2020	NA	EDUC 639 (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
Boardman, Kris	Assistant Director Residence Life	NA	\$35,568 prorated \$17,784	Rev Bond	1/1/2020	1.000	Increased base salary	NA
Gimeson, Merle	Publication Specialist	NA	\$2,550	State	01/13/2020-05/08/2020	1.000	ART 323 (3 cr hr)	Special
Jons, Channing	Assistant Director Residence Life	NA	\$35,568 prorated \$17,784	Rev Bond	1/1/2020	1.000	Increased base salary	NA
Lewin, Amanda	Retention Specialist	NA	\$35,875 prorated \$23,916	Grant	1/1/2020	0.930	FTE Increase	NA
Mack, Gatlin	Admissions Representative	NA	\$38,000	State	08/19/2019-12/22/2019	1.000	Resignation	NA
Mack, Gatlin	Admissions Representative	NA	\$38,000 prorated \$20,007	State	12/23/2019 - 06/30/2020	1.000	New Appointment	Special
Masters, Logan	Football Coordinator-Offensive	NA	\$50,000	State	07/01/2019-01/02/2020	1.000	Resignation	NA
Nelson, Mariah	Assistant Director Residence Life	NA	\$35,568 prorated \$17,784	Rev Bond	1/1/2020	1.000	Increased base salary	NA
Northrup, Megan	Student Activities Coordinator	NA	\$2,550	State	01/13/2020-05/08/2020	1.000	FCS 236 FCS 236L (3 cr hr)	Special

Attachment: CSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**

**COLLEGE:** Chadron State College

**MEETING DATE:** 4/23/2020

**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
Pace, Robert	Accompanist	NA	\$2,550	State	01/13/2020-05/08/2020	1.000	MUS 100S (3 cr hr)	Special
Ruff, Keri	Teacher	NA	\$29,710 prorated \$14,747	State	01/2/2020 - 06/30/2020	1.000	New Appointment	Special
Smith, Micah	Football Coordinator-Offensive	NA	\$50,000 prorated \$21,195	State	01/30/2020 - 06/30/2020	1.000	New Appointment	Special
Sughroue, Naomi	Coordinator of Admissions Services	NA	\$35,000 prorated \$16,485	State	01/13/2020 - 06/30/2020	1.000	New Appointment	Special
Welsch, Lisa	Athletic Trainer	NA	\$850	State	01/13/2020-05/08/2020	1.000	HPER 134 (1 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
Crouse, Margaret	Interim Dean	NA	\$105,000 prorated \$49,456	State	01/13/2020 - 06/30/2020	1.000	New Appointment	Special
Hansen, Jon	VP Enrollment Management, Marketing, & Student	NA	\$2,550	State	01/13/2020-05/08/2020	1.000	HPER 424 (2 cr hr)	Special
Ness, Kaley	Head Softball Coach	NA	\$464	State	8/1/2019	1.000	Camp additional duties	NA
Northrup, Riley	Head Track & Field Coach	NA	\$1,700	State	01/13/2020-05/08/2020	1.000	HPER 424 (2 cr hr)	Special
Poarch, Jennifer	Interim Director Theater	NA	\$65,509 prorated \$22,017	State	01/13/2020 - 05/13/2020	1.000	New Appointment	Special
Smith-Bruehlman, Martha	Director Upward Bound	NA	\$850	State	01/13/2020-05/08/2020	1.000	HPER 105 (1 cr hr)	Special
Stadler, Jennifer	Head Volleyball Coach	NA	\$309	State	07/11/2019 07/15/2019-07/17/2019	1.000	Camp additional duties	NA
Zeller, LaWayne	Director Field	NA	\$1,700	State	01/13/2020-	1.000	EDUC 300, EDUC 320 (2 cr hr)	Special

Attachment: CSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**

**COLLEGE:** Chadron State College

**MEETING DATE:** 4/23/2020

**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
Marshall, Conrad	Information Services Officer	NA	\$29,229	State	06/21/2016-12/20/2019	0.33	Resignation	NA

**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
Vargas, Matt	Graduate Assistant	NA	\$3,200	State	01/13/2020 - 05/08/2020	NA	Appointment	Special
Barthwell, Deandre	Graduate Assistant	NA	\$2,800	State	01/27/2020 - 05/08/2020	NA	Appointment	Special
Moon, Rowdy	Graduate Assistant	NA	\$2,800	State	01/27/2020 - 05/08/2020	NA	Appointment	Special
Murphy, John	Graduate Assistant	NA	\$3,200	State	01/13/2020 - 05/08/2020	NA	Appointment	Special
Watt, Jordan	Graduate Assistant	NA	\$3,200	State	01/13/2020 - 05/08/2020	NA	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
Frahm, Jason	Electrician	NA	\$2,959	State 75% Rev Bond 25%	1/6/2020	1.000	New hire	Probationary
Krotz, Greg	Maintenance Repair Worker II	NA	\$2,266	State	3/11/2020	1.000	New hire	Probationary
Munguia, Florine	Custodian	NA	\$1,917	State	07/01/2019-02/27/2020	1.000	Resignation	NA
Price, Craig	Maintenance Repair Worker II	NA	\$2,502	State	07/07/2017-01/02/2020	1.000	Resignation	NA
Turman, Bridget	Custodian	NA	\$2,882	State	04/01/1999-07/31/2020	1.000	Retirement	NA

Attachment: CSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: PERU STATE COLLEGE**  
**MEETING DATE: April 23, 2020**

<b>RANKED FACULTY</b> (Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Gregory Galardi	Associate Professor	N/A	\$74,220	State	8/16/2019 - 6/30/2020	1.0	New Hire	Special

<b>UNIONIZED PROFESSIONAL STAFF</b> (Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Laura Burgess	Financial Aid Counselor	N/A	\$33,718 (pro-rated \$4637.94)	State	10/16/2019 - 12/03/2019	1.0	Resignation	N/A
Maureen Koso	Coordinator of Admissions Services	N/A	\$33,718	State	12/09/2019 - 6/30/2020	1.0	New Appointment	Special
Madison Peters	Assistant Coach	N/A	\$35,314	State	1/13/2020 - 6/30/2020	1.0	New Appointment	Special
Susanne Williams	Retention Specialist	N/A	\$44,586	State	1/15/2020 - 6/30/2020	1.0	New Appointment	Special

<b>NON-UNIONIZED PROFESSIONAL STAFF</b> (Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Casey Creehan	Head Coach - Football	N/A	\$67,624	State	3/02/2020 - 6/30/2020	1.0	New Hire	Special
Jill McCormick	Director - Facility Services	N/A	\$86,845. (pro-rated \$43,722.48)	State	5/01/2014 - 1/02/2020	1.0	Resignation	NA
Darrin Reeves	Director - Facility Services	N/A	\$75,000	State	2/01/2020 - 6/30/2020	1.0	New Hire	Special

<b>UNIONIZED SUPPORT STAFF</b> (Full-time/.75 FTE or more)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Jack Allen	MRW III	N/A	\$3,539	State	2/01/2020 - 2/29/2000	1.0	Retirement	N/A
John Coonce	MRW II	N/A	\$2,096	State	11/19/2018 - 12/13/2019	1.0	Resignation	N/A

Attachment: PSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: PERU STATE COLLEGE**  
**MEETING DATE: April 23, 2020**

<b>UNIONIZED SUPPORT STAFF</b>									
<i>(Full-time/.75 FTE or more)</i>									
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment	
Katrina Delezene	OA II	N/A	\$1,945	State	9/10/2018 - 2/14/2020	1.0	Resignation	N/A	
Sheena Hagen	OA III	N/A	\$2,248	State	11/01/2017 - 1/02/2020	1.0	Resignation	N/A	
Theresa Horstmann	OA II	N/A	\$1,945	State	1/14/2020 - 6/30/2020	1.0	New Hire	Probationary	
Monica Kohlleppl	OA II	N/A	\$1,945	State	3/02/2020 - 6/30/2020	1.0	New Hire	Probationary	
Thomas Scott	Custodian	N/A	\$1,827	Revenue Bond	11/11/2019 - 1/10/2020	1.0	Resignation	N/A	
Tammy Sommerhalder	Financial Aid Technician	N/A	\$2,638	State	5/01/2020 - 1/17/2020	1.0	Resignation	N/A	

<b>NON-UNIONIZED SUPPORT STAFF</b>									
<i>(Part-time/less than .75 FTE)</i>									
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment	
Jessica Nerison	Custodian	N/A	\$904	State	10/01/2019 - 1/17/2020	0.50	Resignation	N/A	

Attachment: PSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Ranked Faculty</b> (Full-Time/.75 FTE or More)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Barnes, Johanna	Educational Foundations and Leadership	Associate Professor	\$2,000.00	State	01/13/20-05/13/20	N/A	Community of Learning	Special
Bohnert, David	Music	Professor	\$2,251.00	State	01/13/20-05/08/20	N/A	Marching Band	Special
Boughn, Alison	Counseling	Assistant Professor	\$1,500.00	State	01/13/20-05/13/20	N/A	Collaborative grant work	Special
Boughn, Alison	Counseling	Assistant Professor	\$1,540.00	State	02/10/20-05/15/20	N/A	CACREP compliance and implementation of TEVERA system	Special
Burroughs, Andrew	Counseling	Assistant Professor	\$48,882.00	State	08/19/19-12/17/19	N/A	Resignation	N/A
Fox, Francine	Art and Design	Associate Professor	\$62,000.00	State	08/21/20-05/12/21	N/A	New Appointment, replaced Francine Fox	Tenure Track
Fox, Kristi	Health, Human Performance, and Sport	Professor	\$73,201.00	State	01/11/21-05/13/21	N/A	Sabbatical for Spring 2021	N/A
Garden, Randa	Communication Arts	Professor	\$73,201.00	State	01/11/21-05/13/21	N/A	Sabbatical for Spring 2021	N/A
Irlmeier, Joni	Educational Foundations and Leadership	Associate Professor	\$1,500.00	State	11/11/19-12/17/19	N/A	Additional duties related to SPD 452-0001	Special
Knezevic, Branislava	Counseling	Associate Professor	\$1,500.00	State	01/13/20-05/13/20	N/A	South Sioux City Counseling Cohort & Fremont Counseling Cohort program	Special
Knezevic, Branislava	Counseling	Associate Professor	\$1,500.00	State	01/13/20-05/13/20	N/A	Help Clinic Coordination duties	Special
Legler, Christian	Educational Foundations and Leadership	Assistant Professor	\$3,000.00	State	01/13/20-05/13/20	N/A	Faculty liaison with EDU 150 dual credit courses, STEP partners, and local Educators Rising groups	Special
Miller-Niles, Angela	Music	Assistant Professor	\$280.00	State	01/20/20-05/01/20	N/A	WSC Music Academy	Special

## REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Wayne State College

MEETING DATE: April 23, 2020

<b>Ranked Faculty</b> (Full-Time/.75 FTE or More)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Miller-Niles, Angela	Music	Assistant Professor	\$150.00	State	01/03/20	N/A	Accompanying the women's choir	Special
Mitchell, Alexander	Physical Sciences and Mathematics	Assistant Professor	\$500.00	State	01/13/20-05/13/20	N/A	Designing and implementing a new online honors course	Special
Murphy, Katherine	Counseling	Assistant Professor	\$55,376.00	State	08/20/15-12/31/19	N/A	Resignation	N/A
Scruggs, Leigh	Educational Foundations and Leadership	Assistant Professor	\$1,500.00	State	11/11/19-12/17/19	N/A	Additional duties related to SPD 436-00H0	Special
Sieh, Michael	Educational Foundations and Leadership	Assistant Professor	\$62,500.00	State	08/20/20-05/12/21	N/A	New Appointment, replaced Stephanie Applewhite	Tenure Track
Simmons, Midge	Educational Foundations and Leadership	Assistant Professor	\$3,000.00	State	11/11/19-12/17/19	N/A	Additional duties related to SPD 200-00H0 and SPD 300-00H0	Special
Simmons, Midge	Educational Foundations and Leadership	Assistant Professor	\$58,000.00	State	08/21/20-05/12/21	N/A	New Appointment, replaced Midge Simmons	Tenure Track
Viall, Elizabeth	Communication Arts	Assistant Professor	\$56,500.00	State	08/21/20-05/12/21	N/A	New Appointment, replaced Elizabeth Viall	Tenure Track
Wanek, Lisa	Criminal Justice	Associate Professor	\$300.00	State	12/04/20	N/A	Conference	Special

<b>Non-Ranked Faculty</b> (Full-Time/.75 FTE or More)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Balkanlioglu, Mehmet	Psychology and Sociology	Lecturer	\$300.00	State	03/25/20	N/A	Preparing and presenting a public forum	Special
Listerfelt, Nicole	Physical Sciences and Mathematics	Lecturer	\$44,075.00	N/A	08/16/18-05/13/20	N/A	Non-Renewal	N/A



**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Ranked Faculty</b> (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	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	ENG 102-0008 (3 cr hrs)	Special
Afrank, Ciera	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	CSL 490-0002 (3 cr hrs)	Special
Afrank, Ciera	Adjunct	N/A	\$6,660.00	State	01/13/20-05/08/20	N/A	Counseling Center, up to a maximum of 333 hours at an hourly rate of \$20.00	Special
Arlt, Darron	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	EDU 658-00W0 (3 cr hrs) and EDU 658-00W1 (3 cr hrs)	Special
Barnes, Darrell	Adjunct	N/A	\$2,669.00	State	01/13/20-05/13/20	N/A	EDU 452/456 (0.50 cr hr), EDU 452/454/SPD 458 (1.32 cr hrs), and SPD 458/460 (1.32 cr hrs)	Special
Beach, Gerald	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 786-00W0 (3 cr hrs)	Special
Bender-Brummels, Jennifer	Adjunct	N/A	\$3,400.00	State	01/13/20-05/13/20	N/A	EDU 217-00H0 (2 cr hrs) and EDU 217-00H1 (2 cr hrs)	Special
Black, Barbara	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 674-00W0 (3 cr hrs)	Special
Bliss, Gina	Adjunct	N/A	\$4,000.00	State	01/13/20-05/13/20	N/A	BUS 352-MC80 (3 cr hrs)	Special
Bohn, Soshia	Adjunct	N/A	\$6,800.00	State	01/13/20-05/13/20	N/A	CSL 218-00W0 (3 cr hrs), CSL 218-00W1 (3 cr hrs), and CSL 445/545-00W0 (2 cr hrs)	Special
Bohn, Soshia	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	CSL 440/540-00H0 (3 cr hrs)	Special
Brasch, Stacy	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	BUS 620-00W0 (3 cr hrs) and BUS 620-00W1 (3 cr hrs)	Special

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Ranked Faculty</b> (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Browning, Patricia	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	SOC 101-0003 (3 cr hrs) and PSY 316-0001 (3 cr hrs)	Special
Buck, Nina	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	CNA 101-00W0 (3 cr hrs)	Special
Buck, Nina	Adjunct	N/A	\$2,550.00	State	01/13/20-05/08/20	N/A	Children's Theatre Touring production duties, up to a maximum 127.50 hours at an hourly rate of \$20.00	Special
Buresh, Debra	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	SPD 160-01 (3 cr hrs) and SPD 160-02 (3 cr hrs)	Special
Buresh, Debra	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 275-81 (3 cr hrs)	Special
Burroughs, Andrew	Adjunct	N/A	\$2,664.00	State	01/13/20-05/13/20	N/A	Advise current load of advisees up to a maximum of 166.50 hours at an hourly rate of \$16.00	Special
Burroughs, Andrew	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	CSL 490-SS80 (3 cr hrs) and CSL 665-SCH0 (3 cr hrs)	Special
Carnes, Ron	Adjunct	N/A	\$2,125.00	State	01/13/20-05/13/20	N/A	EDU 452/456 (1 cr hr) and EDU 456 (1.50 cr hrs)	Special
Carr, Sharon	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	ENG 221/321/421-0001 (3 cr hrs)	Special

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

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
Coffin, Lori	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 510-00LU (1.50 cr hrs), EDU 693-00LU (1.50 cr hrs), and administrative duties with Norfolk #5 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Curry, Julie	Adjunct	N/A	\$2,244.00	State	01/13/20-05/13/20	N/A	EDU 452 (1.32 cr hrs) and EDU 452/SPD 458 (1.32 cr hrs)	Special
Dickson, Cody	Adjunct	N/A	\$7,650.00	State	01/13/20-05/13/20	N/A	CSL 575-00W0 (3 cr hrs), CSL 580-SCWO (3 cr hrs), and CSL 645-00W0 (3 cr hrs)	Special
Dolesh, Dawn	Adjunct	N/A	\$7,650.00	State	01/13/20-05/13/20	N/A	CNA 100-0005 (3 cr hrs), CNA 100-0007 (3 cr hrs), and CNA 100-0008 (3 cr hrs)	Special
Dorcey, Jean	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	SPD 352-0001 (3 cr hrs)	Special
Drees, David	Adjunct	N/A	\$7,650.00	State	01/13/20-05/13/20	N/A	ENG 102-0006 (3 cr hrs), ENG 200-0001 (3 cr hrs), and ENG 102-00DC (3 cr hrs)	Special

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Ranked Faculty</b> (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Dugan, Kristie	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 627-00LX (1.50 cr hrs), EDU 651-00LX (1.50 cr hrs), and administrative duties with Grand Island #4 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Dvorak, Claudia	Adjunct	N/A	\$6,732.00	State	01/13/20-05/08/20	N/A	MUS 111-0003 (2.31 cr hrs), MUS 111-0004 (4.62 cr hrs), MUS 112-0004 (0.66 cr hr), and MUS 311-0003 (0.33 cr hr)	Special
Eilers, Carol	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	FCS 207-00W0 (3 cr hrs)	Special
Elliott, Leland	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	BUS 367-SS80 (3 cr hrs)	Special
Endicott, Natalie	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	ART 363-0001 (3 cr hrs)	Special
Fick, Kathleen	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	MLC 110-0001 (3 cr hrs) and MLC 120-0001 (3 cr hrs)	Special
Filleman, Tonya	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	FCS 308-00H0 (3 cr hrs)	Special
Fleming, Angela	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	FCS 408-0001 (4 cr hrs) and ITE 211-0001 (2 cr hrs)	Special
Fleming, Angela	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	FCS 420-0001 (3 cr hrs)	Special
Freeman, Colleen	Adjunct	N/A	\$7,650.00	State	01/13/20-05/13/20	N/A	PSY 316-00W0 (3 cr hrs), PSY 316-00W1 (3 cr hrs), and PSY 230-00W0 (3 cr hrs)	Special

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Ranked Faculty</b> (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Galvin, Susan	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 627-00LW (1.50 cr hrs), EDU 651-00LW (1.50 cr hrs), and administrative duties with Fremont #11 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Graff, Donald	Adjunct	N/A	\$4,913.00	State	01/13/20-05/13/20	N/A	EDU 452 (3.96 cr hrs), EDU 456 (0.50 cr hr), and EDU 452/SPD 458 (1.32 cr hrs)	Special
Guenther, Candra	Adjunct	N/A	\$2,397.00	State	01/13/20-05/13/20	N/A	SPD 458/460 (1.32 cr hrs), EDU 452/456 (1 cr hr), and EDU 456 (0.50 cr hr)	Special
Gustafson, Cheryl	Adjunct	N/A	\$850.00	State	01/13/20-05/13/20	N/A	EDU 456 (1 cr hr)	Special
Haas, Mary	Adjunct	N/A	\$7,650.00	State	01/13/20-05/13/20	N/A	ART 102-0002 (3 cr hrs), ART 102-0003 (3 cr hrs), and ART 102-0004 (3 cr hrs)	Special
Hallberg, Ashley	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 627-00LW (1.50 cr hrs), EDU 651-00LW (1.50 cr hrs), and administrative duties with Fremont #11 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Harrison, Kurt	Adjunct	N/A	\$850.00	State	01/13/20-05/13/20	N/A	EDU 452/456 (1 cr hr)	Special

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Ranked Faculty</b> (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Heikes, Tanya	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 303-0001 (3 cr hrs)	Special
Henning, Mark	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	ITE 408-0001 (3 cr hrs)	Special
Henning, Samantha	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 510-00LS (1.50 cr hrs), EDU 693-00LS (1.50 cr hrs), and administrative duties with Fremont #10 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Hilker, Carol	Adjunct	N/A	\$2,397.00	State	01/13/20-05/13/20	N/A	EDU 452/SPD 458 (0.66 cr hr), EDU 452/456 (1.5 cr hrs) and SPD 458/460 (0.66 cr hr)	Special
Hill, Melody	Adjunct	N/A	\$1,488.00	State	01/13/20-05/13/20	N/A	CSL 697-CSH4/H5 (1.75 cr hrs)	Special
Irlmeier, Jordyn	Adjunct	N/A	\$7,200.00	State	01/13/20-05/13/20	N/A	MUS 124-0001 (0.99 cr hr), MUS 125-0001 (0.66 cr hr), MUS 126-0001 (0.33 cr hr), MUS 126-0002 (0.66 cr hr), MUS 127-0001 (0.33 cr hr), MUS 148-0001 (1 cr hr), MUS 158-0001 (3 cr hrs), and MUS 172-00H0 (1.50 cr hrs)	Special
Jeffries, Curtis	Adjunct	N/A	\$7,650.00	State	01/13/20-05/13/20	N/A	MUS 164-0001 (3 cr hrs), MUS 164-0002 (3 cr hrs), and MUS 164-0003 (3 cr hrs)	Special

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Ranked Faculty</b> (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Jindra, Rhonda	Adjunct	N/A	\$750.00	State	01/13/20-05/13/20	N/A	Mentorship work performed with the Community Learning mentor, facilitators, and EDC Dean up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Johnke, Jennifer	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 510-00LU (1.50 cr hrs), EDU 693-00LU (1.50 cr hrs), and administrative duties with Norfolk #5 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Johnson, Kathy	Adjunct	N/A	\$1,683.00	State	01/13/20-05/13/20	N/A	EDU 452 (1.98 cr hrs)	Special
King, Melissa	Adjunct	N/A	\$3,094.00	State	01/13/20-05/13/20	N/A	MUS 118-0002 (2.64 cr hrs) and MUS 146-0001 (1 cr hr)	Special
Kleve, Nicholas	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 423-SS80 (3 cr hrs)	Special
Koch, Kiley	Adjunct	N/A	\$5,100.00	State	01/13/20-12/17/19	N/A	BUS 122-00W0 (3 cr hrs) and BUS 122-00W1 (3 cr hrs)	Special
Kriekemeier, Cheryl	Adjunct	N/A	\$2,550.00	State	11/07/19-12/17/19	N/A	CSL 568-00H0 (3 cr hrs)	Special
Kriekemeier, Cheryl	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	CSL 670-CSW0 (3 cr hrs) and CSL 697-CSH4/H5 (3 cr hrs)	Special

## REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Wayne State College

MEETING DATE: April 23, 2020

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
Lafleur, Ross	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 510-SSLV (1.50 cr hrs), EDU 693-SSLV (1.50 cr hrs), and administrative duties with South Sioux City #14 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Larmore, Cheryl	Adjunct	N/A	\$3,366.00	State	01/13/20-05/13/20	N/A	EDU 452/SPD 458 (2.64 cr hrs), EDU 450/SPD 458 (0.66 cr hr), and EDU 452 (0.66 cr hr)	Special
Larson, Donielle	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	CSL 665-0001 (3 cr hrs)	Special
Lenhard, Roger	Adjunct	N/A	\$1,122.00	State	01/13/20-05/13/20	N/A	EDU 452 (0.66 cr hr) and EDU 452/SPD 458 (0.66 cr hr)	Special
Machacek, Darlene	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	MAT 121-0002 (3 cr hrs) and MAT 121-0003 (3 cr hrs)	Special
Martin, Barry	Adjunct	N/A	\$3,400.00	State	01/13/20-05/13/20	N/A	EDU 452/456 (2 cr hrs), EDU 456 (1.50 cr hrs), and EDU 454 (0.50 cr hr)	Special
Meyer, Blaine	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	PED 103-00H0/DCH2 (3 cr hrs) and PED 103-00H1 (3 cr hrs)	Special



## REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Wayne State College

MEETING DATE: April 23, 2020

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
Micek, Ashley	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 627-00LX (1.50 cr hrs), EDU 651-00LX (1.50 cr hrs), and administrative duties with Grand Island #4 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Miller, Audra	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 275-0004 (3 cr hrs)	Special
Miller, Steven	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	BUS 408-00W0 (3 cr hrs)	Special
Miller, Steven	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	BUS 408-00W1 (3 cr hrs)	Special
Mogensen, Carey	Adjunct	N/A	\$850.00	State	01/13/20-05/13/20	N/A	EDU 335-SS80 (1 cr hr)	Special
Moore, Susan	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	SOC 110-00W0 (3 cr hrs) and SOC 110-00W1 (3 cr hrs)	Special
Nelsen, Chantelle	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	SPD 435-00H1 (3 cr hrs)	Special
Nelsen, Kristina	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 250-0004 (3 cr hrs)	Special
Neuhalfen, Kristen	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	CSL 409/509-00W0 (3 cr hrs)	Special
Nuss, Angela	Graduate Assistant	N/A	\$850.00	State	01/13/20-05/13/20	N/A	HSC 345-0080 (1 cr hr)	Special
Nuss, Angela	Graduate Assistant	N/A	\$1,463.00	Revenue Bond	01/13/20-05/07/20	N/A	Fitness Class Leader, up to a maximum of 65 hours at an hourly rate of \$22.50	Special

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Ranked Faculty</b> (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Oehlerking, Mary Anne	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 510-SSLV (1.50 cr hrs), EDU 693-SSLV (1.50 cr hrs), and administrative duties with South Sioux City #14 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Oeth, Anne	Adjunct	N/A	\$1,700.00	State	01/13/20-05/13/20	N/A	SPD 260-00W0 (1 cr hr) and SPD 260-00W1 (1 cr hr)	Special
O'Grady, Ryan	Adjunct	N/A	\$3,300.00	State	01/13/20-05/13/20	N/A	EDU 510-00LT (1.50 cr hrs), EDU 693-00LT (1.50 cr hrs), and administrative duties with Grand Island #3 Community of Learning up to a maximum of 30 hours at an hourly rate of \$25.00	Special
Ossian, James	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	EDU 689-00W0 (3 cr hrs) and EDU 690-00W0 (3 cr hrs)	Special
Palkovic, Mark	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 696-00H0 (3 cr hrs)	Special
Parker, Karen	Adjunct	N/A	\$850.00	State	01/14/20-02/13/20	N/A	CIS 232-0001 (1 cr hr)	Special
Parker, Karen	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	CIS 231-0003 (3 cr hrs)	Special
Parker, Karen	Adjunct	N/A	\$850.00	State	01/13/20-02/14/20	N/A	CIS 231-0001 (1 cr hr)	Special

## REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Wayne State College

MEETING DATE: April 23, 2020

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
Pepin, Suzanne	Adjunct	N/A	\$4,420.00	State	01/13/20-05/13/20	N/A	MUS 214-00W0 (2.60 cr hrs) and MUS 214-00W1 (2.60 cr hrs)	Special
Plager, Tiffany	Adjunct	N/A	\$1,700.00	State	01/13/20-05/13/20	N/A	EDU 375-00H0 (1 cr hr) and EDU 375-00H1 (1 cr hr)	Special
Plager, Tiffany	Adjunct	N/A	\$2,775.00	State	01/06/20-06/01/20	N/A	Coordinate the NENTA program, up to a maximum of 111 hours at an hourly rate of \$25.00	Special
Pofahl, Levi	Adjunct	N/A	\$7,650.00	State	01/13/20-05/13/20	N/A	PED 103-0001 (3 cr hrs), PED 103-0002 (3 cr hrs), and PED 207-0001 (3 cr hrs)	Special
Polito, Jill	Adjunct	N/A	\$2,244.00	State	01/13/20-05/13/20	N/A	EDU 452 (1.98 cr hrs) and EDU 452/SPD 458 (0.66 cr hr)	Special
Rahn, Kelli	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 318-SS80 (3 cr hrs)	Special
Redden, Molly	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	PED 453/553-01 (3 cr hrs)	Special
Rodriguez-Kufner, Mytzy	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	ENG 426/526-00W0 (3 cr hrs)	Special
Rotter-Hansen, Cyndi	Adjunct	N/A	\$850.00	State	01/13/20-05/13/20	N/A	EDU 456 (1 cr hr)	Special
Ruhl, Sylvia	Adjunct	N/A	\$3,400.00	State	01/13/20-05/13/20	N/A	EDU 310-00H0 (2 cr hrs) and EDU 310-00H1 (2 cr hrs)	Special
Ruhl, Sylvia	Adjunct	N/A	\$104.00	State	03/30/20-04/03/20	N/A	Organize and administer the CPCE, up to a maximum of 6.5 hours at an hourly rate of \$16.00	Special

Attachment: WSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Ranked Faculty</b> (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Saltsgiver, Theresa	Adjunct	N/A	\$5,049.00	State	01/13/20-05/13/20	N/A	EDU 452 (3.96 cr hrs), SPD 458/460 (1.32 cr hrs), and SPD 458 (0.66 cr hr)	Special
Schmitz, Janet	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	FRE 110-0001 (3 cr hrs)	Special
Schroeder, Catherine	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	CNA 451-0001 (3 cr hrs)	Special
Settje, Cindy	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 275-0082 (3 cr hrs)	Special
Short, Donald	Adjunct	N/A	\$6,800.00	State	01/13/20-05/13/20	N/A	EDU 275-SS80 (3 cr hrs), EDU 341-SS80 (3 cr hrs), and EDU 320-SSH1 (2 cr hrs)	Special
Sieh, Michael	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	EDU 655-00W0 (3 cr hrs) and EDU 655-00W1 (3 cr hrs)	Special
Smith, Robbie	Adjunct	N/A	\$6,800.00	State	01/13/20-05/13/20	N/A	ITE 330-0001 (4 cr hrs) and ITE 330-0002 (4 cr hrs)	Special
Stogdill, Christopher	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 611-00W0 (3 cr hrs)	Special
Stroessner, Aaron	Adjunct	N/A	\$1,122.00	State	01/13/20-05/08/20	N/A	MUS 129-00W0 (0.66 cr hr) and MUS 129-00W1 (0.66 cr hr)	Special
Strohmyer, Brinton	Adjunct	N/A	\$4,000.00	State	01/13/20-05/13/20	N/A	ECO 396-MC80 (3 cr hrs)	Special
Timm, Cheryl	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	FCS 314-0001 (3 cr hrs)	Special
Tusha, Mary	Adjunct	N/A	\$561.00	State	01/13/20-05/13/20	N/A	EDU 452 (0.66 cr hr)	Special
Uhing, Marlene	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	EDU 610-00W1 (3 cr hrs)	Special

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Ranked Faculty</b> (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Uhl, Steven	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	BUS 322-SS80 (3 cr hrs) and BUS 343-00W0 (3 cr hrs)	Special
Ulrich, Michelle	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	EDU 423-00H0 (3 cr hrs) and EDU 423-00H1 (3 cr hrs)	Special
Vander Weil, Zoe	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	CNA 100-0003 (3 cr hrs)	Special
Varley, Kayla	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	SPD 254-H0 (3 cr hrs)	Special
Von Glan, Leroy	Adjunct	N/A	\$3,400.00	State	01/13/20-05/13/20	N/A	ART 251/451-0001 (4 cr hrs)	Special
Von Glan, Leroy	Adjunct	N/A	\$4,440.00	State	01/13/20-05/13/20	N/A	Studio Arts Technician up to a maximum of 277.50 hours at an hourly rate of \$16.00	Special
Weber, Brad	Adjunct	N/A	\$4,930.00	State	01/13/20-05/13/20	N/A	MUS 128-0001 (1.32 cr hrs), MUS 128-0002 (1.32 cr hrs), MUS 136-0001 (1 cr hr), MUS 177-0001 (1.50 cr hrs), and MUS 328-0002 (0.66 cr hr)	Special
Wheeler, Pamela	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	CSL 625-CSW0 (3 cr hrs)	Special
Whitley, Megan	Adjunct	N/A	\$7,650.00	State	01/13/20-05/13/20	N/A	SPD 565-00W0 (3 cr hrs), SPD 636-00W0 (3 cr hrs), and SPD 636-00W1 (3 cr hrs)	Special
Whitt, Joseph	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	CNA 100-00W0 (3 cr hrs) and CNA 210-00W0 (3 cr hrs)	Special

## REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Wayne State College

MEETING DATE: April 23, 2020

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
Wieser, Janet	Adjunct	N/A	\$1,683.00	State	01/13/20-05/13/20	N/A	EDU 452 (1.32 cr hrs) and EDU 452/SPD 458 (0.66 cr hr)	Special
Williams, Angelica	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	BUS 262-00W1 (3 cr hrs)	Special
Williams, Angelica	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	BUS 262-00W0 (3 cr hrs) and BUS 651-00W0 (3 cr hrs)	Special
Williams, Brian	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	BUS 432-00H0 (3 cr hrs)	Special
Willis, Keith	Adjunct	N/A	\$1,700.00	State	01/13/20-05/13/20	N/A	CSL 688-00W0 (2 cr hrs)	Special
Winters, Johanna	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	ART 102-00W0 (3 cr hrs)	Special
Wriedt, Jeannine	Adjunct	N/A	\$2,550.00	State	01/13/20-05/13/20	N/A	MAT 105-0001 (3 cr hrs)	Special
Young, Mollie	Adjunct	N/A	\$7,650.00	State	01/13/20-05/13/20	N/A	CNA 101-0002 (3 cr hrs), CNA 101-0003 (3 cr hrs), and CNA 322-0001 (3 cr hrs)	Special
Zavadil, Dennis	Adjunct	N/A	\$5,100.00	State	01/13/20-05/13/20	N/A	MAT 105-0003 (3 cr hrs) and MAT 110-0003 (3 cr hrs)	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
Bacon, Tyler	Assistant Director-Residence Life	N/A	\$35,568.00, Prorated \$17,784.00	Revenue Bond	01/01/20-06/30/20	1.000	Increased base salary	N/A
Baron, Mark	Assistant to the Dean	N/A	\$2,550.00	State	01/13/20-05/13/20	1.000	EDU 603-00W0 (3 cr hrs)	Special
Carstens, Mary	Learning Skills Specialist	N/A	\$49,566.00	State	08/15/99-06/30/20	0.875	Retirement	N/A

Attachment: WSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)

## REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Wayne State College

MEETING DATE: April 23, 2020

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
Darnell, Kenneth Grant	Head Strength and Conditioning Coach	N/A	\$50,371.00, Prorated \$30,983.00	State	11/20/19-06/30/20	1.000	Increased job responsibilities	N/A
Darnell, Kenneth Grant	Head Strength and Conditioning Coach	N/A	\$2,550.00	State	01/13/20-05/13/20	1.000	PED 103-0003 (3 cr hrs)	N/A
DePew, Kimberly	Assistant Coach-Volleyball	N/A	\$12,876.93	State	06/26/19-07/09/19	1.000	2019 Camp pay	N/A
Filkins, Benjamin	Assistant Director-Residence Life	N/A	\$35,568.00, Prorated \$17,784.00	Revenue Bond	01/01/20-06/30/20	1.000	Increased base salary	N/A
Flyger, Austin	Assistant Coach-Football	N/A	\$44,142.00, Prorated \$23,242.00	State	12/23/19-06/30/20	1.000	New Appointment, replaced Denny Honnold	Special
Flyger, Austin	Assistant Coach-Football	N/A	\$44,142.00	State	12/23/19-02/07/20	1.000	Resignation	N/A
Frana, Brian	Football Coordinator Offensive	N/A	\$3,203.12	State	05/31/19-07/02/19	1.000	2019 Camp pay	N/A
Frana, Brian	Football Coordinator Offensive	N/A	\$52,019.00	State	03/27/18-02/29/20	1.000	Non-Renewal	N/A
Gunion, Sarah	Student Activities Coordinator	N/A	\$35,728.00, Prorated \$17,864.00	State and Revenue Bond	01/01/20-06/30/20	0.900	FTE increased from 0.875 to 0.900	N/A
Gunion, Sarah	Student Activities Coordinator	N/A	\$35,728.00	State and Revenue Bond	06/01/15-03/31/20	0.900	Resignation	N/A
Halsey, Jayne	Licensed Student Counselor	N/A	\$2,550.00	State	01/13/20-05/13/20	0.900	CSL 470-00W0 (3 cr hrs)	Special
Honnold, Denny	Assistant Coach-Football	N/A	\$3,191.73	State	05/31/19-07/02/19	1.000	2019 Camp pay	N/A
Honnold, Denny	Assistant Coach-Football	N/A	\$44,141.00	State	02/01/17-02/29/20	1.000	Non-Renewal	N/A
Jurasek, Cassandra	Assistant Director-Residence Life	N/A	\$35,568.00, Prorated \$17,784.00	Revenue Bond	01/01/20-06/30/20	1.000	Increased base salary	N/A
Masters, Logan	Football Coordinator Offensive	N/A	\$54,781.00, Prorated \$26,994.00	State	01/03/20-06/30/20	1.000	New Appointment, replaced Brian Frana	Special
McLaughlin, Scott	Football Coordinator Defensive	N/A	\$4,263.95	State	05/31/19-07/02/19	1.000	2019 Camp pay	N/A

Attachment: WSC Personnel Report April 2020 (2717 : Reports of Personnel Actions)

## REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Wayne State College

MEETING DATE: April 23, 2020

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
McLaughlin, Scott	Football Coordinator Defensive	N/A	\$47,611.00	State	07/26/10-02/29/20	1.000	Non-Renewal	N/A
McLaughlin, Scott	Football Coordinator Defensive	N/A	\$54,781.00, Prorated \$28,844.00	State	12/23/19-06/30/20	1.000	New Appointment, replaced Scott McLaughlin	Special
McNaughton, Chris	Assistant Coach-Women's Soccer	N/A	\$1,937.90	State	08/11/19	1.000	2019 Camp pay	N/A
McNaughton, Chris	Assistant Coach-Women's Soccer	N/A	\$920.95	State	11/10/19	1.000	2019 Camp pay	N/A
Stover, Nathan	Assistant Coach-Men's Basketball	N/A	\$696.15	State	05/29/19-08/08/19	1.000	2019 Camp pay	N/A
Sydow, Suzanne	Director-Assessment	N/A	\$91,861.00	State	07/09/07-01/03/20	1.000	Retirement	N/A
Waggoner, Tabetha	Licensed Student Counselor	N/A	\$850.00	State	01/13/20-03/06/20	0.900	CSL 105-00W0 (1 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
Carstens, Jeff	Director TRIO Student Support Services	N/A	\$66,625.00	Grant	03/14/94-07/06/20	1.000	Retirement	N/A
Dorcey McIntosh, Alicia	Director of Counseling	N/A	\$2,550.00	State	01/13/20-05/13/20	1.000	CSL 403-00H0 (3 cr hrs)	Special
Eckmann, Brandon	Director of Infrastructure & Enterprise Services	N/A	\$87,000.00, Prorated \$36,250.00	State	02/01/20-06/30/20	1.000	Title change	N/A
Kaminsky, Jeffrey	Head Men's Basketball Coach	N/A	\$692.99	State	05/29/18-08/08/19	0.960	2019 Camp pay	N/A
Kneifl, Scott	Head Volleyball and Beach Volleyball Coach	N/A	\$6,919.65	State	06/26/19-07/09/19	1.000	2019 Camp pay	N/A
Korth, Regina	Nurse	N/A	\$51,071.00	State	06/23/09-07/31/20	0.875	Non-Renewal	N/A
McLaughlin, Daniel	Head Football Coach	N/A	\$93,969.00	State	12/13/04-06/30/20	1.000	Retirement	N/A



## REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Wayne State College

MEETING DATE: April 23, 2020

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
McMahan, David	Dean of Students	N/A	\$2,550.00	State	01/13/20-05/13/20	1.000	CSL 636-00W0 (3 cr hrs)	Special
McMenamin, John	Head Football Coach	N/A	\$117,500.00, Prorated \$66,317.00	State	12/09/19-06/30/20	1.000	New Appointment, replacing Daniel McLaughlin	Special
Muir, Nicholas	Associate Chief Information Officer	N/A	\$92,000.00, Prorated \$38,334.00	State	02/01/20-06/30/20	1.000	Additional duties	N/A
Nelson, Jeremy	Director of Information Systems & Application Services	N/A	\$87,000.00, Prorated \$36,250.00	State	02/01/20-06/30/20	1.000	Title change	N/A
Spethman, Phyllis	Director of Professional Education Services	N/A	\$74,564.00	State	07/16/97-06/30/20	1.000	Retirement	N/A

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
Aguirre, Alana	Graduate Assistant	N/A	\$36.00	State	01/01/20	N/A	Junior Cats Basketball Clinic duties, maximum of 4 hours at an hourly rate of \$9.00	Special
Boyer, Alexander	Graduate Assistant	N/A	\$800.00	State	01/06/20-03/12/20	N/A	Assisting with Football recruiting and coaching, maximum of 80 hours at an hourly rate of \$10.00	Special
Herrington, Elijah	Graduate Assistant	N/A	\$4,000.00	State	01/13/20-05/08/20	N/A	Appointment	Special
Herrington, Elijah	Graduate Assistant	N/A	\$700.00	State	01/20/20-05/01/20	N/A	Navigator duties for Admissions, maximum of 70 hours at an hourly rate of \$10.00	Special

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: April 23, 2020**

<b>Non-Unionized Professional Staff</b> (Part-Time/less than .75 FTE)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
McCall, Russell	Graduate Assistant	N/A	\$800.00	State	01/06/20-03/12/20	N/A	Assisting with Football recruiting and coaching, maximum of 80 hours at an hourly rate of \$10.00	Special

<b>Unionized Support Staff</b> (Full-Time/.75 FTE or More)								
Name	Title/Assignment	Rank	Salary	Funding Source	Period of Employment	FTE	Reason for Action	Type of Appointment
Ahmann, Nancy	Office Assistant II	N/A	\$2,536.92/mo.	State	10/02/00-06/30/20	1.000	Retirement	N/A
Brown, Dale	Custodian	N/A	\$1,911.75/mo.	Revenue Bond	02/04/19-02/11/20	1.000	Resignation	N/A
Gathje, Rick	Custodian	N/A	\$2,919.67/mo.	State	07/21/86-07/09/20	1.000	Retirement	N/A
Loberg, Jeff	Maintenance Repair Worker II	N/A	\$2,677.50/mo.	Revenue Bond	09/02/08-06/30/20	1.000	Retirement	N/A
Mrsny, Franklin	Custodian	N/A	\$1,808.67/mo.	Revenue Bond	11/26/19-06/30/20	1.000	New Hire, replaced Doug Carlson	Probationary
Mrsny, Franklin	Custodian	N/A	\$1,808.67/mo.	Revenue Bond	11/26/19-12/31/19	1.000	Resignation	N/A
Roland, Charlie	Maintenance Repair Worker II	N/A	\$3,537.08/mo.	State	08/01/89-06/30/20	1.000	Retirement	N/A
Schmitz, Cynthia	Custodial Leader	N/A	\$3,270.83/mo.	State	09/23/96-06/30/20	1.000	Retirement	N/A
Smolek, Justin	Maintenance Repair Worker III	N/A	\$2,437.50/mo.	Revenue Bond	01/29/20-06/30/20	1.000	New Hire, replaced Nathan Litchfield	Probationary
Stalling, Mary	Custodian	N/A	\$3,007.25/mo.	State	02/22/93-06/30/20	1.000	Retirement	N/A
Weber, Deborah	Office Assistant II	N/A	\$3,293.42/mo.	State	09/06/77-06/30/20	1.000	Retirement	N/A

**CHANCELLOR INFORMATIONAL ITEMS**

April 23, 2020

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**INFORMATION ONLY:      Intercollegiate Athletics Report of Institutional Commitment to NCAA Principles for Conduct to Enhance Integrity in Intercollegiate Athletes**

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The intercollegiate athletics report of institutional commitment to NCAA principles for conduct to enhance integrity in intercollegiate athletes is provided to the Board for information.

The National Collegiate Athletic Association (NCAA) Constitution 6.3.1 requires Division II member institutions to complete the NCAA Institutional Self-Study Guide (ISSG) to enhance integrity in intercollegiate athletics. The purposes of the ISSG are to:

1. Sensitize top administrators and key campus constituencies of NCAA Division II member institutions to major types of problems that commonly occur in intercollegiate athletics programs.
2. Identify specific areas in their own athletic programs that may represent potential problems and develop written plans for improvement for those areas, and
3. Guide institutions toward review of documentations to support selected areas of study and, as necessary, actions that might prevent or minimize the severity of identified problems.

In compliance with their respective institutional self-studies, Chadron State and Wayne State declare their commitment to the attached Principles for Conduct of Intercollegiate Athletics as specified for Division II member institutions in the NCAA Constitution, Article Two.

**ATTACHMENTS:**

- NCAA Institutional Commitment to Principles of Conduct (PDF)

CONSTITUTION, ARTICLE 2

# Principles for Conduct of Intercollegiate Athletics

2.01	General Principle.....	3	2.9	The Principle of Amateurism .....	4
2.1	The Principle of Institutional Control and Responsibility .....	3	2.10	The Principle of Competitive Equity.....	5
2.2	The Principle of Student-Athlete Well-Being.....	3	2.11	The Principle Governing Recruiting .....	5
2.3	The Principle of Gender Equity.....	4	2.12	The Principle Governing Eligibility.....	5
2.4	The Principle of Sportsmanship and Ethical Conduct.....	4	2.13	The Principle Governing Financial Aid .....	5
2.5	The Principle of Sound Academic Standards.....	4	2.14	The Principle Governing Playing and Practice Seasons.....	5
2.6	The Principle of Nondiscrimination.....	4	2.15	The Principle Governing Postseason Competition and Contests Sponsored by Noncollegiate Organizations .....	5
2.7	The Principle of Diversity Within Governance Structures .....	4	2.16	The Principle Governing the Economy of Athletics Program Operation.....	5
2.8	The Principle of Rules Compliance .....	4			

## 2.01 General Principle. [\*]

Legislation enacted by the Association governing the conduct of intercollegiate athletics shall be designed to advance one or more basic principles, including the following, to which the members are committed. In some instances, a delicate balance of these principles is necessary to help achieve the objectives of the Association.

## 2.1 The Principle of Institutional Control and Responsibility. [\*]

**2.1.1 Responsibility for Control. [\*]** It is the responsibility of each member institution to control its intercollegiate athletics program in compliance with the rules and regulations of the Association. The institution's president or chancellor is responsible for the administration of all aspects of the athletics program, including approval of the budget and audit of all expenditures. *(Revised: 10/3/05)*

**2.1.2 Scope of Responsibility. [\*]** The institution's responsibility for the conduct of its intercollegiate athletics program includes responsibility for the actions of its staff members and for the actions of any other individual or organization engaged in activities promoting the athletics interests of the institution.

## 2.2 The Principle of Student-Athlete Well-Being. [\*]

Intercollegiate athletics programs shall be conducted in a manner designed to protect and enhance the physical and educational well-being of student-athletes.

**2.2.1 Overall Educational Experience. [\*]** It is the responsibility of each member institution to establish and maintain an environment in which a student-athlete's activities are conducted as an integral part of the student-athlete's educational experience. *(Adopted: 1/10/95)*

**2.2.2 Cultural Diversity and Gender Equity. [\*]** It is the responsibility of each member institution to establish and maintain an environment that values cultural diversity and gender equity among its student-athletes and intercollegiate athletics department staff. *(Adopted: 1/10/95)*

**2.2.3 Health and Safety. [\*]** It is the responsibility of each member institution to protect the health of and provide a safe environment for each of its participating student-athletes. *(Adopted: 1/10/95)*

**2.2.4 Student-Athlete/Coach Relationship. [\*]** It is the responsibility of each member institution to establish and maintain an environment that fosters a positive relationship between the student-athlete and coach. *(Adopted: 1/10/95)*

**2.2.5 Fairness, Openness and Honesty. [\*]** It is the responsibility of each member institution to ensure that coaches and administrators exhibit fairness, openness and honesty in their relationships with student-athletes. *(Adopted: 1/10/95)*

**2.2.6 Student-Athlete Involvement. [\*]** It is the responsibility of each member institution to involve student-athletes in matters that affect their lives. *(Adopted: 1/10/95)*

## **2.3 The Principle of Gender Equity. [\*]**

**2.3.1 Compliance With Federal and State Legislation. [\*]** It is the responsibility of each member institution to comply with federal and state laws regarding gender equity. *(Adopted: 1/11/94)*

**2.3.2 NCAA Legislation. [\*]** The Association should not adopt legislation that would prevent member institutions from complying with applicable gender-equity laws, and should adopt legislation to enhance member institutions' compliance with applicable gender-equity laws. *(Adopted: 1/11/94)*

**2.3.3 Gender Bias. [\*]** The activities of the Association should be conducted in a manner free of gender bias. *(Adopted: 1/11/94)*

## **2.4 The Principle of Sportsmanship and Ethical Conduct. [\*]**

For intercollegiate athletics to promote the character development of participants, to enhance the integrity of higher education and to promote civility in society, student-athletes, coaches, and all others associated with these athletics programs and events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletics participation but also in the broad spectrum of activities affecting the athletics program. It is the responsibility of each institution to: *(Revised: 1/9/96)*

- (a) Establish policies for sportsmanship and ethical conduct in intercollegiate athletics consistent with the educational mission and goals of the institution; and *(Adopted: 1/9/96)*
- (b) Educate, on a continuing basis, all constituencies about the policies in Constitution 2.4-(a). *(Adopted: 1/9/96)*

## **2.5 The Principle of Sound Academic Standards. [\*]**

Intercollegiate athletics programs shall be maintained as a vital component of the educational program, and student-athletes shall be an integral part of the student body. The admission, academic standing and academic progress of student-athletes shall be consistent with the policies and standards adopted by the institution for the student body in general.

## **2.6 The Principle of Nondiscrimination. [\*]**

The Association shall promote an atmosphere of respect for and sensitivity to the dignity of every person. It is the policy of the Association to refrain from discrimination with respect to its governance policies, educational programs, activities and employment policies, including on the basis of age, color, disability, gender, national origin, race, religion, creed or sexual orientation. It is the responsibility of each member institution to determine independently its own policy regarding nondiscrimination. *(Adopted: 1/16/93, Revised: 1/11/00)*

## **2.7 The Principle of Diversity Within Governance Structures. [\*]**

The Association shall promote diversity of representation within its various divisional governance structures and substructures. Each divisional governing body must assure gender and ethnic diversity among the membership of the bodies in the division's administrative structure. *(Adopted: 1/9/96 effective 8/1/97)*

## **2.8 The Principle of Rules Compliance.**

**2.8.1 Responsibility of Institution. [\*]** Each institution shall comply with all applicable rules and regulations of the Association in the conduct of its intercollegiate athletics programs. It shall monitor its programs to assure compliance and to identify and report to the Association instances in which compliance has not been achieved. In any such instance, the institution shall cooperate fully with the Association and shall take appropriate corrective actions. Members of an institution's staff, student-athletes, and other individuals and groups representing the institution's athletics interests shall comply with the applicable Association rules, and the member institution shall be responsible for such compliance.

**2.8.2 Responsibility of Association. [\*]** The Association shall assist the institution in its efforts to achieve full compliance with all rules and regulations and shall afford the institution, its staff and student-athletes fair procedures in the consideration of an identified or alleged failure in compliance.

**2.8.3 Penalty for Noncompliance. [\*]** An institution found to have violated the Association's rules shall be subject to such disciplinary and corrective actions as may be determined by the Association.

## **2.9 The Principle of Amateurism. [\*]**

Student-athletes shall be amateurs in an intercollegiate sport, and their participation should be motivated primarily by education and by the physical, mental and social benefits to be derived. Student participation in intercollegiate athletics is an avocation, and student-athletes should be protected from exploitation by professional and commercial enterprises.

## **2.10 The Principle of Competitive Equity. [\*]**

The structure and programs of the Association and the activities of its members shall promote opportunity for equity in competition to assure that individual student-athletes and institutions will not be prevented unfairly from achieving the benefits inherent in participation in intercollegiate athletics.

## **2.11 The Principle Governing Recruiting. [\*]**

The recruiting process involves a balancing of the interests of prospective student-athletes, their educational institutions and the Association's member institutions. Recruiting regulations shall be designed to promote equity among member institutions in their recruiting of prospective student-athletes and to shield them from undue pressures that may interfere with the scholastic or athletics interests of the prospective student-athletes or their educational institutions.

## **2.12 The Principle Governing Eligibility. [\*]**

Eligibility requirements shall be designed to assure proper emphasis on educational objectives, to promote competitive equity among institutions and to prevent exploitation of student-athletes.

## **2.13 The Principle Governing Financial Aid. [\*]**

A student-athlete may receive athletically related financial aid administered by the institution without violating the principle of amateurism, provided the amount does not exceed the cost of education authorized by the Association; however, such aid as defined by the Association shall not exceed the cost of attendance as published by each institution. Any other financial assistance, except that received from one upon whom the student-athlete is naturally or legally dependent, shall be prohibited unless specifically authorized by the Association. *(Revised: 1/9/96)*

## **2.14 The Principle Governing Playing and Practice Seasons. [\*]**

The time required of student-athletes for participation in intercollegiate athletics shall be regulated to minimize interference with their opportunities for acquiring a quality education in a manner consistent with that afforded the general student body.

## **2.15 The Principle Governing Postseason Competition and Contests Sponsored by Noncollegiate Organizations. [\*]**

The conditions under which postseason competition occurs shall be controlled to assure that the benefits inherent in such competition flow fairly to all participants, to prevent unjustified intrusion on the time student-athletes devote to their academic programs, and to protect student-athletes from exploitation by professional and commercial enterprises.

## **2.16 The Principle Governing the Economy of Athletics Program Operation. [\*]**

Intercollegiate athletics programs shall be administered in keeping with prudent management and fiscal practices to assure the financial stability necessary for providing student-athletes with adequate opportunities for athletics competition as an integral part of a quality educational experience.

**CHANCELLOR INFORMATIONAL ITEMS**

April 23, 2020

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**INFORMATION ONLY: Capital Construction Quarterly Reports**

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Pursuant to Board Policy 8050, Capital Construction Progress Reports from each of the Colleges are provided to the Board for information on a quarterly basis.

**Chadron**

1. Math Science Addition & Renovation - Initial report
2. Stadium Facility - Interim report

**Peru**

1. Delzell Renovation - Interim report
2. Field House Phase II - Interim report
3. Theater Renovation - Interim report

**Wayne**

1. Center for Applied Technology - Interim report
2. Press Box Replacement - Interim report

**ATTACHMENTS:**

- CSC Capital Construction Quarterly Report - Math Science (PDF)
- CSC Capital Construction Quarterly Report - Stadium Track (PDF)
- PSC Capital Construction Quarterly Report - Delzell (PDF)
- PSC Capital Construction Quarterly Report - Athletic Field House(PDF)
- PSC Capital Construction Quarterly Report - Theatre (PDF)
- WSC Capital Construction Quarterly Report - CAT(PDF)
- WSC Capital Construction Quarterly Report - Press Box (PDF)

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT  
AS OF 12/31/2019**

College: Chadron State College		Meeting Date: April 23, 2020	
<b>Project Information</b>	Project Title:	Math Science Addition & Renovation	
	Program Number:	931	
	Professional Consultant:	BVH Architecture	
	General Contractor:	AP Midwest d.b.a. Adolfsen & Peterson Construction	
	Net Square Footage: 44,617	Gross Square Footage: 70,136 (per Design Development)	
	Bid Opening Date	8/7/19	
	Notice of Proceed Date		
	Estimated Completion Date	12/1/21	
Final Acceptance Date			
<b>Project Dates</b>	Professional Consultants:		
	Needs Statement	N/A	
	Program Statement	1/3/14	
	Professional Services Contract	7/1/19	
	Bonds Sold		
	Preliminary Plans		
	Design Development		
	Construction Contract	9/18/19	
	Substantial Completion		
Final Completion			
<b>Report Information</b>	Status	Initial Report: X	
		Interim Report:	
		Final Report:	
<b>Financial Information</b>			
State Buildings	State Funds--LB No:		
	Federal Funds		
	LB 309 Funds	\$475,000.00	
	Cash Funds	\$1,000,000.00	
	Capital Imp. Fee Commitment	\$400,000.00	
	Other	\$1,260,000.00 (private funds)	
	<b>Total Available</b>	<b>\$3,135,000.00</b>	
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	
<b>Expenditure Information</b>	<b>Proposed Budget</b>	<b>Expended to Date</b>	<b>Balance</b>
Program Planning			\$0.00
Professional Fees	\$1,868,441.00	\$322,000.60	\$1,546,440.40
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.			\$0.00
2. Fixed Equipment			\$0.00
3. Sitework/Utilities			\$0.00
Furnishings/Moveable Equip.			\$0.00
Contingency			\$0.00
Artwork			\$0.00
Other Items			
1.			\$0.00
2.			\$0.00
Change Orders			
1. BVH Professional Fees	\$20,750.00		\$20,750.00
2.			\$0.00
<b>TOTALS</b>	<b>\$1,889,191.00</b>	<b>\$322,000.60</b>	<b>\$1,567,190.40</b>

This report is prepared on a cash basis.



**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT**  
as of December 31, 2019

Chadron State College		Meeting Date: April 23, 2020	
<b>Project Information</b>	Project Title:	Stadium Facility	
	Program Number:		
	Professional Consultant:	Bahr Vermeer and Haecker (BVH)	
	General Contractor:	Adolfson & Peterson Construction	
	Net Square Footage: 13,014	Gross Square Footage: 20,021 per Program Statement	
	Bid Opening Date	(enter dates)	
	Notice of Proceed Date Estimated Completion Date Final Acceptance Date		
<b>Project Dates</b>	Professional Consultants:	Bahr Vermeer and Haecker (BVH)	
	Needs Statement	5/20/14	
	Program Statement	8/13/15	
	Professional Services Contract	12/1/14	
	Bonds Sold	8/17/16	
	Preliminary Plans		
	Design Development	3/24/17	
	Construction Contract	10/17/16	
	Substantial Completion Phase I Final Completion	8/23/18	
<b>Report Information</b>	Status	Initial Report:	3/24/2017
		Interim Report:	
		Final Report:	
<b>Financial Information</b>			
State Buildings	State Funds--LB No: 957	\$6,436,911.00	
	Federal Funds	\$0.00	
	LB 309 Funds	\$0.00	
	Sports Facility Cash Funds	\$900,000.00	
	Cash Funds	\$900,000.00	
	Capital Imp. Fee Commitment	\$850,000.00	
	Other	\$1,407,219.00	
Total Available	\$10,494,130.00		
Revenue Bond Buildings	Bonds Sold		
	Costs of Issuance/Reserves		
	Balances of Proceeds		
Revenue Sources for Construction	1. Bond Proceeds		
	2. Interest Earnings		
	3. Other		
	Total Available	\$0.00	
<b>Expenditure Information</b>	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$944,299.00	\$922,416.72	\$21,882.28
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$9,442,986.00	\$8,971,507.55	\$471,478.45
2. Fixed Equipment			\$0.00
3. Sitework/Utilities	\$33,000.00	\$33,878.05	-\$878.05
Furnishings/Moveable Equip.			\$0.00
Contingency	\$48,919.00		\$48,919.00
Artwork	\$24,926.00		\$24,926.00
Other Items			
1.			\$0.00
2.			\$0.00
Change Orders			
1.			\$0.00
2.			\$0.00
<b>TOTALS</b>	\$10,494,130.00	\$9,927,802.32	\$566,327.68

This report is prepared on a cash basis.

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT**  
as of December 31, 2020

College: Peru State College		Meeting Date: April 23, 2020		
<b>Project Information</b>	Project Title:	Delzell Renovation		
	Program Number:	829		
	Professional Consultant:	Jackson & Jackson		
	General Contractor:	F&B Contractors, Inc.		
	Current Net Square Footage:	Current Gross Square Footage:		
	Addition Net:	Addition Gross:		
	Renovation Net:	Renovation Gross:		
	Bid Opening Date		3/18/2016	
Notice to Proceed Date				
Estimated Completion Date				
Final Acceptance Date				
<b>Project Dates</b>	Professional Consultants:			
	Needs Statement			
	Program Statement	7/29/2015		
	Professional Services Contract	12/29/2015		
	Bonds Sold	2/4/2016		
	Preliminary Plans			
	Design Development	8/27/2015		
	Construction Contract	7/20/2016		
Substantial Completion	8/4/2017			
Final Completion				
<b>Report Information</b>	Status	Initial Report:		
		Interim Report: X		
		Final Report:		
<b>Financial Information</b>				
State Buildings	State Funds--LB No: 968			
	Federal Funds			
	LB 691 Funds			
	LB 309 Funds			
	Cash Funds			
	Capital Imp. Fee Commitment			
Other				
Total Available		\$0.00		
Revenue Bond Buildings	Bonds Sold		\$8,935,000.00	
	Costs of Issuance/Reserves		\$735,000.00	
	Balances of Proceeds		\$8,200,000.00	
Revenue Sources for Construction	1. Bond Proceeds Series 2015		\$8,220,407.30	
	2. Interest Earnings		\$0.00	
	3. Other		\$710,000.00	
	Total Available		\$8,930,407.30	
<b>Expenditure Information</b>	Proposed Budget	Expended to Date	Balance	
<b>Program Planning</b>				
Professional Fees	\$782,766	\$766,583	\$16,183	
<b>Life Cycle Cost Analysis</b>				
Construction	\$6,839,168	\$6,839,968	(\$800)	
1. General, Mech., Elec.				
2. Fixed Equipment				
3. Sitework/Utilities	\$607,321	\$607,321	\$0	
Furnishings/Moveable Equip.	\$200,000	\$200,000	\$0	
Contingency	\$153,846	\$86,042	\$67,804	
<b>Artwork</b>				
<b>Other Items</b>				
1. Construction Administration	\$226,150	\$216,334	\$9,816	
2. Relocation Costs				
<b>Change Orders</b>				
1 F& B	\$36,659	\$36,659	\$0	
2 F& B	\$21,979	\$21,979	\$0	
3 F& B	\$32,751	\$32,751	\$0	
4 F& B	(\$15)	(\$15)	\$0	
5 F& B	(\$45,880)	(\$45,880)	\$0	
6 F& B	\$16,790	\$16,790	\$0	
7 F& B	(\$4,806)	(\$4,806)	\$0	
8 F& B	\$3,176	\$3,176	\$0	
9 F& B	\$7,320	\$7,320	\$0	
10 F& B	\$6,682	\$6,682	\$0	
11 F& B	(\$3,500)	(\$3,500)	\$0	
1 Grace Plastering	\$50,000	\$50,000	\$0	
<b>TOTALS</b>	<b>\$8,930,407</b>	<b>\$8,837,404</b>	<b>\$93,004</b>	

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT**  
as of December 31, 2020

College: Peru State College		Meeting Date: April 23, 2020		
<b>Project Information</b>	Project Title:	Athletic Field House - Phase II		
	Program Number:	997		
	Professional Consultant:	Jackson & Jackson		
	General Contractor:			
	Current Net Square Footage:	Current Gross Square Footage:		
	Addition Net:	Addition Gross:		
	Renovation Net:	Renovation Gross:		
Bid Opening Date		1/31/2019		
Notice to Proceed Date				
Estimated Completion Date		7/19/2019		
Final Acceptance Date				
<b>Project Dates</b>	Professional Consultants:	Jackson & Jackson		
	Needs Statement			
	Program Statement	3/25/2011		
	Professional Services Contract	2/25/2016		
	Bonds Sold	NA		
	Preliminary Plans			
	Design Development	8/21/2015		
	Construction Contract	3/25/2019		
Substantial Completion				
Final Completion				
<b>Report Information</b>	Status	Initial Report: Interim Report: X Final Report:		
<b>Financial Information</b>				
State Buildings	State Funds--LB No: 968			
	Federal Funds			
	LB 691 Funds			
	LB 309 Funds			
	Cash Funds	\$0.00		
	Capital Imp. Fee Commitment	\$528,000.00		
	Other-Peru State College Foundation	\$100,000.00		
Total Available	\$628,000.00			
Revenue Bond Buildings	Bonds Sold			
	Costs of Issuance/Reserves Balances of Proceeds			
Revenue Sources for Construction	1. Bond Proceeds Series 2011			
	2. Interest Earnings			
	3. Other			
	Total Available			
<b>Expenditure Information</b>				
	Proposed Budget	Expended to Date	Balance	
Program Planning				
Professional Fees	57,335	52,160	5,175	
<b>Life Cycle Cost Analysis</b>				
Construction				
1. General, Mech., Elec.	250,379	250,379	0	
2. Fixed Equipment				
3. Sitework/Utilities	288,911	271,186	17,725	
Furnishings/Moveable Equip.				
Contingency				
Artwork				
Other Items				
1. Construction Administration	16,793	3,945	12,848	
2. Relocation Costs				
Change Orders				
1	2,074	2,074	0	
2	6,508	6,508	0	
3	6,000	6,000	0	
<b>TOTALS</b>	<b>\$628,000</b>	<b>\$592,252</b>	<b>\$35,748</b>	

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT**  
as of December 31, 2020

College: Peru State College		Meeting Date: April 23, 2020		
<b>Project Information</b>	Project Title:	Theater Project		
	Program Number:	904		
	Professional Consultant:	Architectural Design Associates, Inc.		
	General Contractor:			
	Current Net Square Footage:	Current Gross Square Footage:		
	Addition Net:	Addition Gross:		
	Renovation Net:	Renovation Gross:		
Bid Opening Date		2/8/2017		
Notice to Proceed Date				
Estimated Completion Date				
Final Acceptance Date				
<b>Project Dates</b>	Professional Consultants:			
	Needs Statement			
	Program Statement		11/13/2015	
	Professional Services Contract		6/28/2016	
	Bonds Sold			
	Preliminary Plans			
	Design Development		9/9/2016	
	Construction Contract		3/1/2017	
Substantial Completion		11/12/2018		
Final Completion				
<b>Report Information</b>	Status	Initial Report:		
		Interim Report: X		
		Final Report:		
<b>Financial Information</b>				
State Buildings	State Funds--LB No: 957		\$6,138,234.00	
	Federal Funds			
	LB 691 Funds			
	LB 309 Funds		\$559,603.00	
	Cash Funds		\$200,000.00	
	Capital Imp. Fee Commitment		\$100,000.00	
	Other		\$600,000.00	
	Total Available		\$7,597,837.00	
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			
<b>Expenditure Information</b>				
	Proposed Budget	Expended to Date	Balance	
Program Planning				
Professional Fees	\$ 659,497	629,191	\$30,306	
Life Cycle Cost Analysis				
Construction	\$ 5,542,000	\$5,542,000	\$0	
1. General, Mech., Elec.				
2. Fixed Equipment				
3. Sitework/Utilities	\$ 144,319	144,319	\$0	
Furnishings/Moveable Equip.	\$ 340,079	308,300	\$31,779	
Contingency	\$ 624,815	155,989	\$468,826	
1% Artwork	\$ 25,122	6,550	\$18,572	
Other Items				
1. Construction Administration	\$ 37,594	34,692	\$2,902	
2. Relocation Costs				
Change Orders				
1	\$ 15,211	15,211	\$0	
2	\$ 37,897	37,897	\$0	
3	\$ 57,452	57,452	\$0	
4	\$ 35,911	35,911	\$0	
5	\$ 47,114	47,114	\$0	
6	\$ 32,236	32,236	\$0	
<b>TOTALS</b>	<b>\$7,599,247</b>	<b>7,046,861</b>	<b>\$552,386</b>	

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT  
AS OF DECEMBER 31, 2019**

College: Wayne State College		Meeting Date: April 23, 2020	
<b>Project Information</b>	Project Title:	Center for Applied Technology	
	Program Number:	905	
	Professional Consultant:	BVH Architecture	
	General Contractor:	Hausmann Construction	
	Net Square Footage: 41,535	Gross Square Footage: 53,165 per Design Development	
	Bid Opening Date		
	Notice of Proceed Date	6/21/17	
Estimated Completion Date	November 2018		
Final Acceptance Date			
<b>Project Dates</b>	Professional Consultants:	BVH Architecture	
	Needs Statement		
	Program Statement	11/13/15; Revised September 2016	
	Professional Services Contract	10/4/16	
	Bonds Sold	8/17/16	
	Preliminary Plans		
	Design Development	3/24/17	
	Construction Contract	11/28/16 GMP-9/25/17	
	Substantial Completion	11/15/18	
	Final Completion		
<b>Report Information</b>	Status	Initial Report:	
		Interim Report:	X
		Final Report:	
<b>Financial Information</b>			
State Buildings	State/Bond Funds--LB No: 957	\$8,931,000.00	
	Federal Funds		
	LB 309 Funds		
	Cash Funds	\$4,431,743.72	
	Other-Foundation	\$1,469,217.38	
	Other-Trust	\$1,000,000.00	
	Total Available	\$15,831,961.10	
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	
<b>Expenditure Information</b>			
	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$1,037,833.94	\$1,037,833.94	\$0.00
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$12,345,513.00	\$12,345,513.00	\$0.00
2. Fixed Equipment		\$0.00	\$0.00
3. Sitework/Utilities	\$163,146.82	\$163,146.82	\$0.00
Furnishings/Moveable Equip.	\$702,719.46	\$679,190.95	\$23,528.51
Contingency	\$0.00	\$0.00	\$0.00
Artwork	\$35,189.50	\$35,189.50	\$0.00
Other Items			
1. Special technical/lab equip.	\$992,813.06	\$992,813.06	\$0.00
2. Misc.(adver., test., signage)	\$63,550.29	\$63,550.29	\$0.00
Change Orders			
1.	\$14,676.97	\$14,676.97	\$0.00
2.	\$6,842.25	\$6,842.25	\$0.00
3.	\$17,015.13	\$17,015.13	\$0.00
4.	\$40,703.30	\$40,703.30	\$0.00
5.	\$29,051.90	\$29,051.90	\$0.00
6.	\$92,471.68	\$92,471.68	\$0.00
7.	\$60,656.88	\$60,656.88	\$0.00
8.	\$44,571.32	\$44,571.32	\$0.00
9.	\$49,395.85	\$49,395.85	\$0.00
10.	\$32,507.31	\$32,507.31	\$0.00
11.	\$37,947.37	\$37,947.37	\$0.00
12.	\$28,098.93	\$28,098.93	\$0.00
13.	\$8,765.40	\$8,765.40	\$0.00
14.	\$37,812.74	\$37,812.74	\$0.00
15.	-\$9,965.00	-\$9,965.00	\$0.00
16.	\$643.00	\$643.00	\$0.00
<b>TOTALS</b>	\$15,831,961.10	\$15,808,432.59	\$23,528.51

This report is prepared on a cash basis.

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT  
AS OF DECEMBER 31, 2019**

College: Wayne State College		Meeting Date: April 23, 2020		
<b>Project Information</b>	Project Title:	Press Box Replacement		
	Program Number:	955		
	Professional Consultant:	Jackson Jackson & Assoc.		
	General Contractor:	Rogge General Contractors		
	Net Square Footage: 5,672	Gross Square Footage: 6,354 per Design Development		
	Bid Opening Date	7/25/17		
	Notice of Proceed Date	8/24/18		
Estimated Completion Date	8/24/18			
Final Acceptance Date				
<b>Project Dates</b>	Professional Consultants:	Jackson Jackson & Assoc.		
	Needs Statement			
	Program Statement	3/26/15		
	Professional Services Contract	2/6/17		
	Bonds Sold	n/a		
	Preliminary Plans			
	Design Development	3/24/17		
	Construction Contract	9/25/17		
	Substantial Completion	9/11/18		
Final Completion				
<b>Report Information</b>	Status	Initial Report:		
		Interim Report:	X	
		Final Report:		
<b>Financial Information</b>				
State Buildings	State Funds--LB No:	\$0.00		
	Federal Funds	\$0.00		
	LB 309 Funds	\$360,000.00		
	Cash Funds	\$1,606,026.40		
	Capital Imp. Fee Commitment	\$612,915.38		
	Other-Sports Facilities Cash Fund	\$300,000.00		
	Other-Foundation	\$1,053,042.59		
	Total Available	\$3,931,984.37		
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		
<b>Expenditure Information</b>	Proposed Budget	Expended to Date	Balance	
	Program Planning	\$12,987.73	\$12,987.73	\$0.00
	Professional Fees	\$228,150.49	\$224,910.49	\$3,240.00
	Life Cycle Cost Analysis			\$0.00
	Construction			
	1. General, Mech., Elec.	\$3,879,288.75	\$3,832,173.75	\$47,115.00
	2. Fixed Equipment			\$0.00
	3. Sitework/Utilities	\$4,542.69	\$4,542.69	\$0.00
	Furnishings/Moveable Equip.	\$150,798.05	\$78,823.07	\$71,974.98
	Contingency	\$0.00		\$0.00
	Artwork	\$0.00	\$0.00	\$0.00
	Other Items			
	1. Advertising/Printing	\$8,933.17	\$8,933.17	\$0.00
	2. Testing/Spec Inspections	\$16,847.00	\$16,847.00	\$0.00
	3. Data/Tele. Cabling	\$34,184.16	\$31,084.16	\$3,100.00
	Change Orders			
	1.	-\$404,542.00	-\$404,542.00	\$0.00
	2.	\$576.00	\$576.00	\$0.00
	3.	\$218.33	\$218.33	\$0.00
	<b>TOTALS</b>	\$3,931,984.37	\$3,806,554.39	\$125,429.98

This report is prepared on a cash basis.

**CHANCELLOR INFORMATIONAL ITEMS**

April 23, 2020

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***INFORMATION ONLY:* Contingency Maintenance Progress Reports**

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Contingency Maintenance Progress Reports from each of the Colleges are provided to the Board for information according to Board Policy 8050.

**ATTACHMENTS:**

- CSC Contingency Maintenance Progress Report (PDF)
- PSC Contingency Maintenance Progress Report (PDF)
- WSC Contingency Maintenance Progress Report (PDF)

CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT					
Chadron State College					
Revenue Bond Facilities					
Report Period: As of December 31, 2019			Date Prepared: April 23, 2020		
Resolution Date and Project Description	Approved Amount	Current Expenditures	Reallocations	Balance	Status
Resolution Date: 3/18/2016					
Projects:					
Andrews Hall Elevator Upgrade	\$100,000.00	\$0.00	-\$100,000.00	\$0.00	Deferred
Andrews Hall Fire Alarm Upgrade	\$45,000.00	\$45,000.00	\$0.00	\$0.00	Complete
Andrews Hall Fire Sprinkler System	\$259,905.00	\$215,185.63	-\$44,719.37	\$0.00	Complete
Crites Hall Windows	\$15,000.00	\$15,000.00	\$0.00	\$0.00	Complete
Edna Work Hall Windows	\$15,000.00	\$15,000.00	\$0.00	\$0.00	Complete
High Rise Showers & Mechanical Upgrades	\$150,000.00	\$140,979.00	-\$9,021.00	\$0.00	Complete
Mechanical Room Upgrades	\$50,000.00	\$68,676.00	\$18,676.00	\$0.00	Complete
Residence Hall Security Cameras	\$144,500.00	\$134,483.12	-\$10,016.88	\$0.00	Complete
Residence Hall Campus Wireless Upgrades	\$495,595.00	\$463,582.12	-\$32,012.88	\$0.00	Complete
Revenue Bond Buildings Asbestos Abatement	\$25,000.00	\$25,000.00	\$0.00	\$0.00	Complete
Revenue Bond Buildings Campus Furnishings	\$50,000.00	\$50,000.00	\$0.00	\$0.00	Complete
Revenue Bond Buildings Replacement Flooring	\$50,000.00	\$40,494.32	-\$9,505.68	\$0.00	Complete
Student Center Specialty Equipment	\$25,000.00	\$54,280.17	\$29,280.17	\$0.00	Complete
West Court Demolition	\$25,000.00	\$25,000.00	\$0.00	\$0.00	Complete
<b>Resolution Total</b>	<b>\$1,450,000.00</b>	<b>\$1,292,680.36</b>	<b>-\$157,319.64</b>	<b>\$0.00</b>	<b>Close Resolution</b>
Resolution Date: 3/24/2017					
Projects:					
Andrews Hall Elevator Upgrade	\$35,000.00	\$14,439.93	-\$20,560.07	\$0.00	Deferred
Andrews Hall Fire Alarm Upgrade	\$105,000.00	\$174,060.25	\$69,060.25	\$0.00	Complete
Edna Work & Crites Hall Windows	\$400,000.00	\$421,650.00	\$21,650.00	\$0.00	Complete
High Rise Shower/Mechanical Renovation	\$94,000.00	\$111,426.00	\$17,426.00	\$0.00	Complete
Mechanical Room Infrastructure Upgrades	\$50,000.00	\$62,092.98	\$12,092.98	\$0.00	Complete
Revenue Bond Buildings Asbestos Abatement	\$20,000.00	\$46,698.63	\$26,698.63	\$0.00	Complete
Revenue Bond Buildings Campus Furnishings	\$50,000.00	\$50,000.00	\$0.00	\$0.00	Complete
Revenue Bond Buildings Lighting Retrofit	\$125,000.00	\$125,000.00	\$0.00	\$0.00	Complete
Revenue Bond Buildings Replacement Flooring	\$51,000.00	\$13,752.54	\$89,857.71	\$127,105.17	Open
Student Center Specialty Equipment	\$25,000.00	\$25,000.00	\$0.00	\$0.00	Complete
West Court Demolition	\$45,000.00	\$29,109.05	-\$15,890.95	\$0.00	Complete
<b>Resolution Total</b>	<b>\$1,000,000.00</b>	<b>\$1,073,229.38</b>	<b>\$200,334.55</b>	<b>\$127,105.17</b>	
Resolution Date: 4/20/2018					
Projects:					
Andrews Hall Elevator Upgrade	\$130,000.00	\$69,111.07	\$0.00	\$60,888.93	Open
Crites Hall ADA Ramp	\$80,000.00	\$80,000.00	\$0.00	\$0.00	Complete
Mechanical Room Infrastructure Upgrades	\$50,000.00	\$91,865.02	\$41,865.02	\$0.00	Complete
Revenue Bond Bldgs Asbestos Abatement	\$35,000.00	\$2,931.37	\$0.00	\$32,068.63	Open
Revenue Bond Bldgs Door/Cabinet Repair/Replacement	\$45,000.00	\$227.72	\$0.00	\$44,772.28	Open
Revenue Bond Bldgs Building Envelope Repair	\$45,000.00	\$91.08	-\$44,908.92	\$0.00	Complete
Revenue Bond Bldgs Furnishings	\$60,000.00	\$60,000.00	\$0.00	\$0.00	Complete
Revenue Bond Bldgs Replacement Flooring	\$50,000.00	\$0.00	\$0.00	\$50,000.00	Open
Student Center Lighting Upgrade	\$125,000.00	\$120,020.18	-\$4,979.82	\$0.00	Complete
Student Center Specialty Equipment	\$30,000.00	\$30,000.00	\$0.00	\$0.00	Complete
<b>Resolution Total</b>	<b>\$650,000.00</b>	<b>\$454,246.44</b>	<b>-\$8,023.72</b>	<b>\$187,729.84</b>	
Resolution Date: 3/21/2019					
Projects:					
Andrews Hall Lighting Retrofit	\$10,000.00	\$2,812.00	\$0.00	\$7,188.00	Open
Crites Hall ADA Ramp	\$40,000.00	\$35,785.00	\$22,500.00	\$26,715.00	Open
Eagle Ridge Drainage System	\$10,000.00	\$3,650.00	\$0.00	\$6,350.00	Open
High Rise Mechanical Room/Infrastructure Upgrade	\$150,000.00	\$9,294.10	\$0.00	\$140,705.90	Open
High Rise Plumbing Upgrade	\$300,000.00	\$184,066.73	-\$46,500.00	\$69,433.27	Open
Revenue Bond Bldgs Asbestos Abatement	\$25,000.00	\$0.00	\$0.00	\$25,000.00	Open
Revenue Bond Bldgs Entrance Upgrades	\$40,000.00	\$16,273.69	\$0.00	\$23,726.31	Open
Revenue Bond Bldgs Envelope Repair	\$20,000.00	\$0.00	\$0.00	\$20,000.00	Open
Revenue Bond Bldgs Furnishings	\$50,000.00	\$50,101.69	\$4,908.92	\$4,807.23	Open
Revenue Bond Bldgs Mechanical Room/Infrastructure Upgrade	\$50,000.00	\$9,956.21	\$0.00	\$40,043.79	Open
Student Center Flooring	\$20,000.00	\$0.00	\$0.00	\$20,000.00	Open
Student Center Lighting Retrofit	\$15,000.00	\$0.00	\$4,979.82	\$19,979.82	Open
Student Center Specialty Equipment	\$20,000.00	\$43,630.56	\$44,016.88	\$20,386.32	Open
<b>Resolution Total</b>	<b>\$750,000.00</b>	<b>\$355,569.98</b>	<b>\$29,905.62</b>	<b>\$424,335.64</b>	
<b>Grand Total</b>	<b>\$3,850,000.00</b>	<b>\$3,175,726.16</b>	<b>\$64,896.81</b>	<b>\$739,170.65</b>	

Descriptions to be used in Status column of Contingency Maintenance Projects Progress Report

Open - to be used when project is still in progress; Deferred - to be used when project will not be completed because funds have been used elsewhere; Complete - to be used when project has been completed.

Attachment: CSC Contingency Maintenance Progress Report (2685 : Contingency Maintenance Progress Reports)



**CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT**

**Peru State College  
Revenue Bond Facilities**

**Report Period: As of December 31, 2019**

**Date Prepared: February 26, 2020**

<b>Resolution Date and Project Description</b>	<b>Approved Amount</b>	<b>Current Expenditures</b>	<b>Reallocations</b>	<b>Balance</b>	<b>Status</b>
Resolution Date: 03/26/2015 Projects:					
1. Delzell Hall; Planning	\$710,000.00	\$710,000.00	\$0.00	\$0.00	Complete
2. Residence Hall, Apartment & Student Center; R&R Equipment & Infrastructure	\$100,000.00	\$100,000.00	\$0.00	\$0.00	Complete
3. Residence Hall, Apartment & Student Center; R&R Furnishings	\$60,000.00	\$60,000.00	\$0.00	\$0.00	Complete
4. Student Center; Food Service Equipment	\$5,000.00	\$5,000.00	\$0.00	\$0.00	Complete
<b>Resolution Total</b>	<b>\$875,000.00</b>	<b>\$875,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Close Resolution</b>
Resolution Date: 03/18/2016 Projects:					
1. Neal Hall; Demolition	\$45,000.00	\$48,800.00	\$3,800.00	\$0.00	Complete
2. Residence Hall, Apartment & Student Center; R&R Equipment & Infrastructure	\$60,000.00	\$125,000.00	\$65,000.00	\$0.00	Complete
3. Residence Hall, Apartment & Student Center; R&R Furnishings	\$90,000.00	\$0.00	-\$90,000.00	\$0.00	Deferred
4. Student Center; Food Service Equipment	\$5,000.00	\$5,000.00	\$0.00	\$0.00	Complete
5. Student Center, Roof Replacement	\$405,000.00	\$327,351.95	-\$77,648.05	\$0.00	Complete
6. Centennial Complex, Electrical	\$0.00	\$13,207.50	\$13,207.50	\$0.00	Complete
<b>Resolution Total</b>	<b>\$605,000.00</b>	<b>\$519,359.45</b>	<b>-\$85,640.55</b>	<b>\$0.00</b>	<b>Close Resolution</b>
Resolution Date: 03/24/2017 Projects:					
1. Apartments	\$30,000.00	\$30,000.00	\$0.00	\$0.00	Complete
2. Campuswide; R&R Infrastructure	\$10,000.00	\$10,436.79	\$7,648.05	\$7,211.26	Open
3. Centennial Complex, Morgan Hall & Student Center; Install, R&R Fire Sprinklers and Fire A	\$310,000.00	\$536,946.25	\$232,492.50	\$5,546.25	Open
4. Residence Hall, Apartment & Student Center; R&R Mechanical Systems, HVAC, Heat Sys	\$250,000.00	\$148,163.95	-\$101,836.05	\$0.00	Complete
5. Centennial Complex; Replace of Electrical Panels & Wiring	\$130,000.00	\$0.00	-\$130,000.00	\$0.00	Deferred
6. Student Center; Food Service Equipment	\$35,000.00	\$14,879.87	\$0.00	\$20,120.13	Open
<b>Resolution Total</b>	<b>\$765,000.00</b>	<b>\$740,426.86</b>	<b>\$8,304.50</b>	<b>\$32,877.64</b>	

Attachment: PSC Contingency Maintenance Progress Report (2685 : Contingency Maintenance Progress

<b>CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT</b>					
<b>Peru State College</b>					
<b>Revenue Bond Facilities</b>					
<b>Report Period: As of December 31, 2019</b>			<b>Date Prepared: February 26, 2020</b>		
Resolution Date: 04/20/2018					
Projects:					
1. Apartments	\$104,000.00	\$100,816.79	\$0.00	\$3,183.21	Open
2. Campuswide Furnishing	\$200,000.00	\$151,876.27	-\$48,123.73	\$0.00	Closed
3. Campuswide Repair & Maintenance	\$50,000.00	\$0.00	\$0.00	\$50,000.00	Open
4. Centennial Complex Switchboard	\$85,000.00	\$81,535.00	\$0.00	\$3,465.00	Open
5. Residence Halls, Student Center and Apartments Repair and Infrastructure	\$241,000.00	\$238,979.41	\$57,459.78	\$59,480.37	Open
6. Student Center; Food Service Equipment	\$70,000.00	\$0.00	\$0.00	\$70,000.00	Open
	<b>\$750,000.00</b>	<b>\$573,207.47</b>	<b>\$9,336.05</b>	<b>\$186,128.58</b>	
Resolution Date: 03/21/2019					
Projects:					
1. Electrical Upgrades; Clayburn Matthews	\$172,920.00	\$177,390.00	\$18,000.00	\$13,530.00	Open
2. Electrical Upgrades; Davidson Palmer	\$172,920.00	\$148,010.00	\$0.00	\$24,910.00	Open
3. Electrical Upgrades; Nicholas Pate	\$151,160.00	\$172,530.00	\$50,000.00	\$28,630.00	Open
	<b>\$497,000.00</b>	<b>\$497,930.00</b>	<b>\$68,000.00</b>	<b>\$67,070.00</b>	
<b>Grand Total</b>	<b>\$3,492,000.00</b>	<b>\$3,205,923.78</b>	<b>\$0.00</b>	<b>\$286,076.22</b>	

Descriptions to be used in Status column of Contingency Maintenance Projects Progress Report

Open - to be used when project is still in progress

Deferred - to be used when project will not be completed because funds have been used elsewhere

Complete - to be used when project has been completed

This report is prepared on an accrual basis.

**CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT**

**Wayne State College  
Revenue Bond Facilities**

**Report Period: As of December 31, 2019**

**Date Prepared: February 28, 2020**

<b>Resolution Date and Project Description</b>	<b>Approved Amount</b>	<b>Current Expenditures</b>	<b>Reallocations</b>	<b>Balance</b>	<b>Status</b>
Resolution Date: (03/24/17) Projects:					
1. Anderson Hall - Common Area Ceiling Replacement	\$50,000.00	\$25,777.03	-\$24,222.97	\$0.00	Complete
2. Anderson Hall - Fire Sprinklers	\$91,000.00	\$91,000.00	\$0.00	\$0.00	Complete
3. Campuswide - Roof Repairs	\$13,000.00	\$7,144.21	\$0.00	\$5,855.79	Open
4. Campuswide - Grounds Improvements/Equipment	\$32,000.00	\$32,000.00	\$0.00	\$0.00	Complete
5. Campuswide - Fiber Improvements	\$100,000.00	\$100,000.00	\$0.00	\$0.00	Complete
6. Food Service - Repairs, Equipment	\$14,000.00	\$14,000.00	\$0.00	\$0.00	Complete
7. Natatorium - Pool Liner	\$50,000.00	\$50,000.00	\$0.00	\$0.00	Complete
8. Neihardt Hall - Voice Over Fire Alarm/Panel Upgrade	\$130,000.00	\$108,450.00	-\$21,550.00	\$0.00	Complete
9. Rec Center - Equipment/Repairs/Furniture/Carpet	\$30,000.00	\$30,000.00	\$0.00	\$0.00	Complete
10. Residence Halls - Equipment/Repairs/Furniture/Carpet	\$250,000.00	\$274,222.97	\$24,222.97	\$0.00	Complete
11. Student Center - Equipment/Repairs/Furniture/Carpet	\$65,000.00	\$65,000.00	\$0.00	\$0.00	Complete
12. Student Center - HVAC upgrade	\$375,000.00	\$375,000.00	\$0.00	\$0.00	Complete
<b>Resolution Total</b>	<b>\$1,200,000.00</b>	<b>\$1,172,594.21</b>	<b>-\$21,550.00</b>	<b>\$5,855.79</b>	
Resolution Date: (04/20/18) Projects:					
1. Anderson Hall - Air Conditioning & Associated Electrical Upgrades	\$175,000.00	\$120,574.72	-\$54,425.28	\$0.00	Complete
2. Anderson Hall - Restroom Upgrades	\$130,000.00	\$130,000.00	\$0.00	\$0.00	Complete
3. Berry Hall - Fire Sprinklers	\$210,000.00	\$290,042.99	\$80,042.99	\$0.00	Complete
4. Bowen Hall - Ext Sealant/Elevator Door Roller Replacement	\$165,000.00	\$165,000.00	\$0.00	\$0.00	Complete
5. Campuswide - Roof Repairs	\$15,000.00	\$0.00	\$0.00	\$15,000.00	Open
6. Campuswide - Grounds/Improvements/Equipment	\$32,000.00	\$32,000.00	\$0.00	\$0.00	Complete
7. Morey Hall - Fire Sprinklers	\$210,000.00	\$210,000.00	\$0.00	\$0.00	Complete
8. Neihardt Hall - Hot Water Heater Replacement	\$95,000.00	\$72,832.00	-\$22,168.00	\$0.00	Complete
9. Rec Center - Equipment/Repairs/Furniture/Flooring	\$30,000.00	\$30,000.00	\$0.00	\$0.00	Complete
10. Residence Halls - Wireless Access Point Replacement	\$120,000.00	\$119,998.59	-\$1.41	\$0.00	Complete
11. Residence Halls - Lobby Upgrades	\$97,500.00	\$90,717.31	\$0.00	\$6,782.69	Open
12. Residence Halls - Equipment/Repairs/Furniture/Flooring	\$42,500.00	\$26,412.11	\$0.00	\$16,087.89	Open
13. Food Service - Repairs, Equipment	\$21,000.00	\$18,007.65	\$0.00	\$2,992.35	Open
14. Student Center - Equipment/Repairs/Furniture/Flooring	\$57,000.00	\$57,000.00	\$0.00	\$0.00	Complete
<b>Resolution Total</b>	<b>\$1,400,000.00</b>	<b>\$1,362,585.37</b>	<b>\$3,448.30</b>	<b>\$40,862.93</b>	

Attachment: WSC Contingency Maintenance Progress Report (2685 : Contingency Maintenance Progress

<b>CONTINGENCY MAINTENANCE PROJECTS PROGRESS REPORT</b>					
<b>Wayne State College</b>					
<b>Revenue Bond Facilities</b>					
<b>Report Period: As of December 31, 2019</b>			<b>Date Prepared: February 28, 2020</b>		
<b>Resolution Date and Project Description</b>	<b>Approved Amount</b>	<b>Current Expenditures</b>	<b>Reallocations</b>	<b>Balance</b>	<b>Status</b>
Resolution Date: (03/21/19)					
Projects:					
1. Anderson Hall - Door & Hardware Replacement	\$91,000.00	\$84,958.35	-\$6,041.65	\$0.00	Complete
2. Anderson Hall - Restroom Upgrades	\$118,000.00	\$73,548.27	\$0.00	\$44,451.73	Open
3. Berry Hall - Hot Water Heater Replacement	\$105,000.00	\$86,084.00	-\$18,916.00	\$0.00	Complete
4. Campuswide - Grounds/Improvements/Equipment	\$32,000.00	\$17,867.07	\$0.00	\$14,132.93	Open
5. Food Service - Repairs, Equipment	\$21,000.00	\$154.00	\$0.00	\$20,846.00	Open
6. Morey Hall - Fire Sprinklers	\$160,000.00	\$151,165.00	-\$8,835.00	\$0.00	Complete
7. Morey Hall - Restroom Upgrades	\$35,000.00	\$244.00	\$79,159.35	\$113,915.35	Open
8. Natatorium - Tuckpointing	\$40,000.00	\$0.00	\$0.00	\$40,000.00	Open
9. Natatorium - Roof Replacement	\$350,000.00	\$5,040.20	\$0.00	\$344,959.80	Open
10. Rec Center - Equipment/Repairs/Furniture/Flooring	\$79,000.00	\$39,282.56	\$0.00	\$39,717.44	Open
11. Residence Halls - Equipment/Repairs/Furniture/Flooring	\$95,000.00	\$0.00	\$0.00	\$95,000.00	Open
12. Student Center - Atrium Window Glazing	\$50,000.00	\$0.00	\$0.00	\$50,000.00	Open
13. Student Center - Equipment/Repairs/Furniture/Flooring	\$262,000.00	\$172,060.82	\$0.00	\$89,939.18	Open
14. Student Center - HVAC Upgrade - South Mechanical Room	\$25,000.00	\$0.00	\$0.00	\$25,000.00	Open
15. Student Center - HVAC Upgrade - West Penthouse	\$207,000.00	\$140,709.65	-\$27,265.00	\$39,025.35	Open
16. Terrace Hall - Air Conditioning & Assoc Electrical Upgrades	\$430,000.00	\$379,560.23	\$0.00	\$50,439.77	Open
<b>Resolution Total</b>	<b>\$2,100,000.00</b>	<b>\$1,150,674.15</b>	<b>\$18,101.70</b>	<b>\$967,427.55</b>	
Resolution Date: (11/20/19)					
Projects:					
1. Natatorium - Pool Infill	\$210,000.00	\$0.00	\$0.00	\$210,000.00	Open
2. Natatorium - Restroom/Office	\$210,000.00	\$0.00	\$0.00	\$210,000.00	Open
<b>Resolution Total</b>	<b>\$420,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$420,000.00</b>	
<b>Grand Total</b>	<b>\$4,700,000.00</b>	<b>\$3,685,853.73</b>	<b>\$0.00</b>	<b>\$1,014,146.27</b>	

Descriptions to be used in Status column of Contingency Maintenance Projects Progress Report  
 Open - to be used when project is still in progress  
 Deferred - to be used when project will not be completed because funds have been used elsewhere  
 Complete - to be used when project has been completed

This report is prepared on an accrual basis.

Attachment: WSC Contingency Maintenance Progress Report (2685) : Contingency Maintenance Progress

**CHANCELLOR INFORMATIONAL ITEMS**

April 23, 2020

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**INFORMATION ONLY: LB 309 Project Status Reports**

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LB 309 Project Status Reports from each of the Colleges are provided to the Board for information according to Board Policy 8050.

**ATTACHMENTS:**

- CSC LB 309 Project Status Report (PDF)
- PSC LB 309 Project Status Report (PDF)
- WSC LB 309 Project Status Report (PDF)

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT							
Chadron State College							
Report Period: As of December 31, 2019				Meeting Date April 23, 2020			
Project	Approval Date 1) LB 309 2) Board	Original LB 309 Allocation	Sum of Allocation Changes (+/-)	Total Allocation	Expended	Allocation Balance	Status
# 6512T056 King Library ADA Restroom Remodel	1) 2/28/2017 2) 6/16/2017 3) 6/18/2019	\$25,000.00	\$185,000.00 -\$20,459.41	\$210,000.00	\$189,540.59	\$0.00	Complete
6512T061 King Library Window Replacement	1) 2/28/2017 2) 6/17/2017 3) 10/31/2018	\$22,000.00	\$250,000.00 -\$40,300.00	\$272,000.00	\$231,700.00	\$0.00	Closed
#6512T063 Armstrong Building Roof Replacement	1) 7/28/2017 2) 9/15/2017 3) 8/14/2018	\$90,000.00	\$1,010,000.00 -\$76,652.00	\$1,100,000.00	\$1,023,348.00	\$0.00	Closed
#6512T067 NPAC Electrical Switchgear Replacement	1) 3/15/2019 2) 6/18/2019 3)	\$80,000.00		\$80,000.00	\$21,434.00	\$58,566.00	Complete
#6512T069 Memorial Hall HVAC Compressor Replacement RTU #4	1) 10/4/2019 2) 3)	\$35,000.00		\$35,000.00	\$21,434.00	\$13,566.00	Complete
#6512T070 Burkhiser Building HVAC Controls Compressor Replacement MOR	1) 12/3/2019 2) 3)	\$20,000.00		\$20,000.00		\$20,000.00	Funded
#6512T068 Math Science Building HVAC Replacement (Design)	1) 9/17/2019 2) 11/14/2019 3)	\$475,000.00		\$475,000.00	\$322,000.60	\$152,999.40	In Progress

This is a semi-annual report for the Board of Trustees:  
As of December 31 report is for March/April Board meeting.  
As of June 30 report is for September Board meeting.

Descriptions to be used in Status column of LB 309 Deferred Maintenance Progress Report:  
Funded - to be used when project has been funded but not yet under construction.  
In Progress - to be used when project is under construction.  
Complete - to be used when project construction has been completed.  
Closed - to be used when all payments made and LB309 has closed the allocation. Remove project from next report.

This report is prepared on a cash basis.

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT							
Peru State College							
Report Period: As of December 31, 2019				Meeting Date: April 23, 2020			
Project	Approval Date 1) LB 309 2) Board	Original LB 309 Allocation	Sum of Allocation Changes (+/-)	Total Allocation	Expended	Allocation Balance	Status
BU# 6512J118 CATS, Library, Hoyt & Campus Services Campus Fire Alarm Replacement	1) 07/28/2017 2) 09/15/2017	\$35,000.00	\$235,000.00	\$270,000.00	\$217,278.32	\$52,721.68	In Progress
BU# 6512J122 Campus Wide ADA Improvements	1) 01/10/2019 2) 03/21/2019	\$90,000.00	\$0.00	\$90,000.00	\$39,755.80	\$50,244.20	In Progress
BU# 6512J123 Campus Services Buildings HVAC Controls Upgrade	1) 05/28/2019 2) 09/12/2019	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$60,000.00	In Progress
BU# 6512J124 Campus Wide Roof Replacement	1) 11/26/2019 2) 01/14/2020	\$110,000.00	\$0.00	\$110,000.00	\$0.00	\$110,000.00	In Progress

This is a semi-annual report for the Board of Trustees:  
 As of December 31 report is for March/April Board meeting.  
 As of June 30 report is for September Board meeting.

Descriptions to be used in Status column of LB 309 Deferred Maintenance Progress Report:  
 Funded - to be used when project has been funded but not yet under construction.  
 In Progress - to be used when project is under construction.  
 Complete - to be used when project construction has been completed.  
 Closed - to be used when all payments made and LB309 has closed the allocation. Remove project from next report.

This report is prepared on a cash basis.

LB 309 DEFERRED MAINTENANCE PROGRESS REPORT							
Wayne State College							
Report Period: As of December 31, 2019				Meeting Date: April 2020			
Project	Approval Date 1) LB 309 2) Board	Original LB 309 Allocation	Sum of Allocation Changes (+/-)	Total Allocation	Expended	Allocation Balance	Status
6512N138 Energy Plant Efficiency Improvements	1) 07/28/17 2) 11/17/17	\$10,000.00	\$725,000.00	\$735,000.00	\$456,182.90	\$278,817.10	In Progress
6512N140 Brandenburg Education Foundation Wall Waterproofing	1) 03/15/19 2) 06/18/19	\$140,000.00	\$0.00	\$140,000.00	\$6,204.96	\$133,795.04	In Progress
6512N141 Benthack Hall HVAC, ADA, and Windows	1) 11/19/19 2) 01/14/20	\$975,000.00	\$0.00	\$975,000.00	\$0.00	\$975,000.00	In Progress

As of December 31 report is for April Board meeting.

- Descriptions to be used in Status column of LB 309 Deferred Maintenance Progress Report:
- Funded - to be used when project has been funded but not yet under construction.
  - In Progress - to be used when project is under construction.
  - Complete - to be used when project construction has been completed.
  - Closed - to be used when all payments made and LB309 has closed the allocation. Remove project from next report.

This report is prepared on a cash basis.

Attachment: WSC LB 309 Project Status Report (2686 : LB 309 Project Status Reports)



## CHANCELLOR INFORMATIONAL ITEMS

April 23, 2020

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*INFORMATION ONLY:*     **Settlement Agreement**

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A settlement agreement was executed to resolve two lawsuits filed by the parents of Fatima Larios. The lawsuits were filed in the US District Court for the District of Nebraska and in the District Court of Dawes County, Nebraska following the death of Ms. Larios in January 2015.

**CHANCELLOR INFORMATIONAL ITEMS**

April 23, 2020

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**INFORMATION ONLY: Financial Reports**

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Board Policy 6011 provides for the submission of six-month and annual financial reports.

The Financial Reports from each of the Colleges are provided to the Board for information.

**ATTACHMENTS:**

- CSC Financial Report (PDF)
- PSC Financial Report (PDF)
- WSC Financial Report (PDF)

**Chadron State College**  
**Financial Report -- Fiscal Year 2019-20**  
**For the Six Months Ending December 31, 2019**

	DAS ACCOUNTS					LOCAL ACCOUNTS		TOTALS
	GENERAL OPERATIONS	GRANTS AND CONTRACTS	AUXILIARY ENTERPRISES	OTHER CONSTRUCTION FUNDS	TRUST FUNDS	1st National Chadron		
<b>STATEMENT OF POSITION</b>								
<b>ASSETS:</b>								
Cash and Investments Held - DAS	\$ 5,092,008	\$ 192,221	\$ 218,586	\$ 842,956	\$ 1,980,708	\$ -	\$ 8,326,479	
Cash Held - Local Bank	-	-	-	-	-	34,402	34,402	
Investments - Local Bank	-	-	-	-	-	-	-	
Undisbursed Appropriations	8,663,682	-	-	-	-	-	8,663,682	
Undisbursed Federal Funds	-	7,793,189	-	-	-	-	7,793,189	
<b>TOTAL ASSETS</b>	<b>\$ 13,755,690</b>	<b>\$ 7,985,410</b>	<b>\$ 218,586</b>	<b>\$ 842,956</b>	<b>\$ 1,980,708</b>	<b>\$ 34,402</b>	<b>\$ 24,817,752</b>	
<b>LIABILITIES &amp; FUND BALANCES:</b>								
Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Deferred Revenue	-	-	-	-	-	-	-	
Unencumbered Fund Balance	13,755,690	7,985,410	218,586	842,956	1,980,708	34,402	24,817,752	
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 13,755,690</b>	<b>\$ 7,985,410</b>	<b>\$ 218,586</b>	<b>\$ 842,956</b>	<b>\$ 1,980,708</b>	<b>\$ 34,402</b>	<b>\$ 24,817,752</b>	
<b>STATEMENT OF REVENUE AND EXPENDITURES</b>								
<b>REVENUE:</b>								
Tuition & Fees	\$ 5,288,717	\$ -	\$ -	\$ -	\$ 1,816,322	\$ -	\$ 7,105,039	
Deferred Revenue	-	-	-	-	-	-	-	
State Appropriation	18,185,612	-	-	-	-	-	18,185,612	
Grants & Contracts	-	7,266,221	-	-	-	-	7,266,221	
Trustee Transfers	-	-	1,300,000	-	-	-	1,300,000	
Other Transfers	-	-	-	301,985	-	-	301,985	
Local Accounts	-	-	5,635	-	-	921,760	927,395	
<b>TOTAL REVENUE</b>	<b>\$ 23,474,329</b>	<b>\$ 7,266,221</b>	<b>\$ 1,305,635</b>	<b>\$ 301,985</b>	<b>\$ 1,816,322</b>	<b>\$ 921,760</b>	<b>\$ 35,086,252</b>	
<b>EXPENDITURES:</b>								
State Treasurer Accounts	\$ 15,734,547	\$ 6,186,477	\$ 1,638,150	\$ 280,424	\$ 577,557	\$ -	\$ 24,417,155	
Local Banks	-	-	-	-	-	925,585	925,585	
<b>TOTAL EXPENDITURES</b>	<b>\$ 15,734,547</b>	<b>\$ 6,186,477</b>	<b>\$ 1,638,150</b>	<b>\$ 280,424</b>	<b>\$ 577,557</b>	<b>\$ 925,585</b>	<b>\$ 25,342,740</b>	
<b>NET INCREASE (DECREASE) IN FUND BALANCES:</b>	<b>\$ 7,739,782</b>	<b>\$ 1,079,744</b>	<b>\$ (332,515)</b>	<b>\$ 21,561</b>	<b>\$ 1,238,765</b>	<b>\$ (3,825)</b>	<b>\$ 9,743,512</b>	
<b>FUND BALANCE June 30, 2019</b>	<b>\$ 6,015,908</b>	<b>\$ 6,905,666</b>	<b>\$ 551,101</b>	<b>\$ 821,395</b>	<b>\$ 741,943</b>	<b>\$ 38,227</b>	<b>\$ 15,074,240</b>	
<b>FUND BALANCE Dec 31, 2019</b>	<b>\$ 13,755,690</b>	<b>\$ 7,985,410</b>	<b>\$ 218,586</b>	<b>\$ 842,956</b>	<b>\$ 1,980,708</b>	<b>\$ 34,402</b>	<b>\$ 24,817,752</b>	

Attachment: CSC Financial Report (2687 : Financial Reports)

Peru State College  
Financial Report - Fiscal Year 2019  
For the Six Months Ending December 31, 2019

	DAS ACCOUNTS					LOCAL ACCOUNTS	
	GENERAL OPERATIONS	GRANTS AND CONTRACTS	AUXILIARY ENTERPRISES	OTHER CONSTRUCTION FUNDS	TRUST FUNDS	BANK OF PERU	TOTALS
<b>STATEMENT OF POSITION</b>							
<b>ASSETS:</b>							
Cash and Investments Held - DAS	\$ 5,683,791	\$ 61,708	\$ 1,186,472	\$ 16,467	\$ 422,346	\$ -	\$ 7,370,784
Cash Held - Local Bank	-	-	-	-	-	35,356	35,356
Investments - Local Bank	-	-	-	-	-	-	-
Undisbursed Appropriations	4,786,831	-	-	-	-	-	4,786,831
Undisbursed Federal Funds	-	7,425,020	-	-	-	-	7,425,020
<b>TOTAL ASSETS</b>	<b>\$ 10,470,622</b>	<b>\$ 7,486,728</b>	<b>\$ 1,186,472</b>	<b>\$ 16,467</b>	<b>\$ 422,346</b>	<b>\$ 35,356</b>	<b>\$ 19,617,991</b>
<b>LIABILITIES &amp; FUND BALANCES:</b>							
Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deferred Revenue	-	-	-	-	-	-	-
Unencumbered Fund Balance	10,470,622	7,486,728	1,186,472	16,467	422,346	35,356	19,617,991
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 10,470,622</b>	<b>\$ 7,486,728</b>	<b>\$ 1,186,472</b>	<b>\$ 16,467</b>	<b>\$ 422,346</b>	<b>\$ 35,356</b>	<b>\$ 19,617,991</b>
<b>STATEMENT OF REVENUE AND EXPENDITURES</b>							
<b>REVENUE:</b>							
Tuition & Fees	\$ 4,075,154	\$ -	\$ -	\$ -	\$ 1,383,136	\$ -	\$ 5,458,290
Deferred Revenue	-	-	-	-	-	-	-
State Appropriation	10,189,610	-	-	-	-	-	10,189,610
Grants & Contracts	-	9,964,729	-	-	-	-	9,964,729
Trustee Transfers	-	-	959,096	-	-	-	959,096
Other Transfers	-	-	-	195	-	-	195
Local Accounts	-	-	-	-	-	52,339	52,339
<b>TOTAL REVENUE</b>	<b>\$ 14,264,764</b>	<b>\$ 9,964,729</b>	<b>\$ 959,096</b>	<b>\$ 195</b>	<b>\$ 1,383,136</b>	<b>\$ 52,339</b>	<b>\$ 26,624,259</b>
<b>EXPENDITURES:</b>							
State Treasurer Accounts	\$ 9,547,108	\$ 4,320,495	\$ 901,764	\$ -	\$ 1,356,406	\$ -	\$ 16,125,773
Local Banks	-	-	-	-	-	51,983	51,983
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,547,108</b>	<b>\$ 4,320,495</b>	<b>\$ 901,764</b>	<b>\$ -</b>	<b>\$ 1,356,406</b>	<b>\$ 51,983</b>	<b>\$ 16,177,756</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES:</b>	<b>\$ 4,717,656</b>	<b>\$ 5,644,234</b>	<b>\$ 57,332</b>	<b>\$ 195</b>	<b>\$ 26,730</b>	<b>\$ 356</b>	<b>\$ 10,446,503</b>
<b>FUND BALANCE June 30, 2019</b>	<b>\$ 5,752,966</b>	<b>\$ 1,842,494</b>	<b>\$ 1,129,140</b>	<b>\$ 16,272</b>	<b>\$ 395,616</b>	<b>\$ 35,000</b>	<b>\$ 9,171,488</b>
<b>FUND BALANCE December 31, 2019</b>	<b>\$ 10,470,622</b>	<b>\$ 7,486,728</b>	<b>\$ 1,186,472</b>	<b>\$ 16,467</b>	<b>\$ 422,346</b>	<b>\$ 35,356</b>	<b>\$ 19,617,991</b>

Attachment: PSC Financial Report (2687 : Financial Reports)

**Wayne State College**  
**Financial Report - Fiscal Year 2020**  
**For the Six Months Ending December 31, 2019**

	DAS ACCOUNTS					LOCAL ACCOUNTS		TOTALS
	GENERAL OPERATIONS	GRANTS AND CONTRACTS	AUXILIARY ENTERPRISES	OTHER CONSTRUCTION FUNDS	TRUST FUNDS	ELKHORN VALLEY BANK & TRUST		
<b>STATEMENT OF POSITION</b>								
<b>ASSETS:</b>								
Cash and Investments Held - DAS	\$ 17,953,982	\$ 5,473	\$ 320,217	\$ 2,066,967	\$ 676,214	\$ -	\$ 21,022,853	
Cash Held - Local Bank	-	-	-	-	-	38	38	
Investments - Local Bank	-	-	-	-	-	43,763	43,763	
Undisbursed Appropriations	10,955,493	-	-	-	-	-	10,955,493	
Undisbursed Federal Funds	-	10,523,680	-	-	-	-	10,523,680	
<b>TOTAL ASSETS</b>	<b>\$ 28,909,475</b>	<b>\$ 10,529,153</b>	<b>\$ 320,217</b>	<b>\$ 2,066,967</b>	<b>\$ 676,214</b>	<b>\$ 43,801</b>	<b>\$ 42,545,827</b>	
<b>LIABILITIES &amp; FUND BALANCES:</b>								
Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Deferred Revenue	-	-	-	-	-	-	-	
Unencumbered Fund Balance	28,909,475	10,529,153	320,217	2,066,967	676,214	43,801	42,545,827	
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 28,909,475</b>	<b>\$ 10,529,153</b>	<b>\$ 320,217</b>	<b>\$ 2,066,967</b>	<b>\$ 676,214</b>	<b>\$ 43,801</b>	<b>\$ 42,545,827</b>	
<b>STATEMENT OF REVENUE AND EXPENDITURES</b>								
<b>REVENUE:</b>								
Tuition & Fees	\$ 9,224,554	\$ -	\$ -	\$ -	\$ 3,208,458	\$ -	\$ 12,433,012	
Deferred Revenue	-	-	-	-	-	-	-	
State Appropriation	22,770,336	-	-	-	-	-	22,770,336	
Grants & Contracts	-	16,515,202	-	-	-	-	16,515,202	
Trustee Transfers	-	-	2,131,374	-	-	-	2,131,374	
Other Transfers	-	-	-	-	-	-	-	
Local Accounts	-	-	-	-	-	51,811	51,811	
<b>TOTAL REVENUE</b>	<b>\$ 31,994,890</b>	<b>\$ 16,515,202</b>	<b>\$ 2,131,374</b>	<b>\$ -</b>	<b>\$ 3,208,458</b>	<b>\$ 51,811</b>	<b>\$ 53,901,735</b>	
<b>EXPENDITURES:</b>								
State Treasurer Accounts	\$ 19,837,608	\$ 9,782,993	\$ 2,377,813	\$ 363,302	\$ 3,012,494	\$ -	\$ 35,374,210	
Local Banks	-	-	-	-	-	55,062	55,062	
<b>TOTAL EXPENDITURES</b>	<b>\$ 19,837,608</b>	<b>\$ 9,782,993</b>	<b>\$ 2,377,813</b>	<b>\$ 363,302</b>	<b>\$ 3,012,494</b>	<b>\$ 55,062</b>	<b>\$ 35,429,272</b>	
<b>NET INCREASE (DECREASE) IN FUND BALANCES:</b>	<b>\$ 12,157,282</b>	<b>\$ 6,732,209</b>	<b>\$ (246,439)</b>	<b>\$ (363,302)</b>	<b>\$ 195,964</b>	<b>\$ (3,251)</b>	<b>\$ 18,472,463</b>	
<b>FUND BALANCE June 30, 2019</b>	<b>\$ 16,752,193</b>	<b>\$ 3,796,944</b>	<b>\$ 566,656</b>	<b>\$ 2,430,269</b>	<b>\$ 480,250</b>	<b>\$ 47,052</b>	<b>\$ 24,073,364</b>	
<b>FUND BALANCE Dec 31, 2019</b>	<b>\$ 28,909,475</b>	<b>\$ 10,529,153</b>	<b>\$ 320,217</b>	<b>\$ 2,066,967</b>	<b>\$ 676,214</b>	<b>\$ 43,801</b>	<b>\$ 42,545,827</b>	

Attachment: WSC Financial Report (2687 : Financial Reports)

## CHANCELLOR INFORMATIONAL ITEMS

April 23, 2020

### **INFORMATION ONLY:     Operating Expenditure Reports**

The Operating Expenditure Reports from each of the Colleges and the System Office are provided to the Board for information.

Board Policy 6011 requires that expenditure reports be submitted every six (6) months of the fiscal year.

The format followed by the Colleges provides expenditure information on each of the eight programs included in higher education institutional budgets. Those identifiers can be found in the heading of each column. Other data provided includes dollars expended for personal services, operations, travel and capital outlay (equipment). There is one line item that identifies the amount of federal funds spent for that program through the institution's grants.

The bottom line on the display below supplies information on percentage of expenditures versus budgeted amounts. The budgeted amount and the expenditures may include carry-over funds from the 2018-19 fiscal year.

One-time payments that have occurred during the first six-month period may affect the ratio of expenditures to budgeted amounts. The budget amount impacted by the amount of carryforward each College had from the 2018-19 fiscal year. Therefore, the percentages should be viewed as benchmark information. All Colleges and the System Office are below the 50% mark on expenditures as compared to budget as of December 31, 2019.

General/Cash Funds	Chadron	Peru	Wayne	System Office
Budget	\$34,661,641	\$21,410,772	\$44,753,562	\$2,403,388
Expenditures	\$21,921,024	\$13,867,603	\$29,620,601	\$1,076,048
% of Budget Expended	45.39%	44.59%	44.33%	44.77%

#### **ATTACHMENTS:**

- CSC Expenditure Report (PDF)
- PSC Expenditure Report (PDF)
- WSC Expenditures Report (PDF)
- System Office Expenditures Report(PDF)

**Chadron State College**  
**Expenditure Report -- Fiscal Year 2019-20**  
**For the 6 Months Ending December 31, 2019**

<u>EXPENDITURE TYPE</u>	<u>PCS 1.0 INSTRUCTION</u>	<u>PCS 2.0 RESEARCH</u>	<u>PCS 3.0 PUBLIC SERVICE</u>	<u>PCS 4.0 ACAD SUPPORT</u>	<u>PCS 5.0 STUDENT SRVS</u>	<u>PCS 6.0 ADMIN</u>	<u>PCS 7.0 PHYSICAL PLANT</u>	<u>PCS 8.0 STUDENT AID</u>	<u>TOTAL</u>
<b>PERSONAL SERVICES</b>									
<u>Permanent Staff</u>									
Salaries	3,431,455	-	52,306	1,044,150	1,095,761	1,345,238	593,982	-	7,562,892
Benefits	1,021,156	-	64,617	380,718	335,177	594,704	260,602	-	2,656,974
<b>TOTAL PERMANENT SALARIES &amp; BENEFITS</b>	<b>4,452,611</b>	<b>-</b>	<b>116,923</b>	<b>1,424,868</b>	<b>1,430,938</b>	<b>1,939,942</b>	<b>854,584</b>	<b>-</b>	<b>10,219,866</b>
<u>Students, Part-time Faculty, Graduate Assistants</u>									
Salaries	330,267	450	35,829	26,555	305,674	86,394	41,141	-	826,310
Benefits	25,265	-	2,741	2,031	23,384	6,609	3,147	-	63,177
<b>TOTAL TEMPORARY SALARIES &amp; BENEFITS</b>	<b>355,532</b>	<b>450</b>	<b>38,570</b>	<b>28,586</b>	<b>329,058</b>	<b>93,003</b>	<b>44,288</b>	<b>-</b>	<b>889,487</b>
<b>TOTAL PERSONAL SERVICES</b>	<b>4,808,143</b>	<b>450</b>	<b>155,493</b>	<b>1,453,454</b>	<b>1,759,996</b>	<b>2,032,945</b>	<b>898,872</b>	<b>-</b>	<b>11,109,353</b>
TOTAL OPERATING EXPENDITURES	287,601	-	24,609	630,205	620,309	1,243,546	1,004,658	-	3,810,928
TOTAL TRAVEL	45,195	(271)	623	8,366	200,458	45,738	654	-	300,763
TOTAL CAPITAL OUTLAY	15,880	-	-	355,506	13,223	45,129	-	-	429,738
REMISSIONS AND EXEMPTIONS	10,130	-	-	-	(89,628)	4,366	-	158,897	83,765
<b>TOTAL GENERAL/CASH EXPENDITURES</b>	<b>5,166,949</b>	<b>179</b>	<b>180,725</b>	<b>2,447,531</b>	<b>2,504,358</b>	<b>3,371,724</b>	<b>1,904,184</b>	<b>158,897</b>	<b>15,734,547</b>
TOTAL GENERAL/CASH BUDGET*	12,317,537	33,700	459,746	4,639,046	5,909,430	6,744,446	4,156,736	401,000	34,661,641
% OF GENERAL/CASH BUDGET EXPENDED	41.95%	0.53%	39.31%	52.76%	42.38%	49.99%	45.81%	39.63%	45.39%
TOTAL FEDERAL FUNDS	-	29,464	16,507	-	305,978	-	-	5,834,528	6,186,477
<b>TOTAL EXPENDITURES</b>	<b>5,166,949</b>	<b>29,643</b>	<b>197,232</b>	<b>2,447,531</b>	<b>2,810,336</b>	<b>3,371,724</b>	<b>1,904,184</b>	<b>5,993,425</b>	<b>21,921,024</b>
<u>Fund Sources</u>									
General Funds	4,265,847	-	-	1,401,258	1,311,808	1,673,986	869,030	-	9,521,929
Cash Funds	901,102	179	180,725	1,046,273	1,192,550	1,697,738	1,035,154	158,897	6,212,618
Federal Funds	-	29,464	16,507	-	305,978	-	-	5,834,528	6,186,477
<b>TOTAL FUNDS</b>	<b>5,166,949</b>	<b>29,643</b>	<b>197,232</b>	<b>2,447,531</b>	<b>2,810,336</b>	<b>3,371,724</b>	<b>1,904,184</b>	<b>5,993,425</b>	<b>21,921,024</b>

General Funds: Includes new appropriation of 18,185,612

Cash Funds: Includes new appropriation of 13,534,167, tuition and fees adjustment (756,863), adjustment for NOG funding 401,000, and carryforward encumbrances of 3,297,726 but does not include program 906 expenditures of 280,423.99

Attachment: CSC Expenditure Report (2688 : Operating Expenditure Reports)

**PERU STATE COLLEGE**  
**Expenditure Report - Fiscal Year 2020**  
**For Six Months Ending December 31, 2019**

<u>Expenditure Type</u>	<u>PCS 1.0</u> <u>Instruction</u>	<u>PCS 2.0</u> <u>Research</u>	<u>PCS 3.0</u> <u>Public Svc</u>	<u>PCS 4.0</u> <u>Acad Supp</u>	<u>PCS 5.0</u> <u>Student Svc</u>	<u>PCS 6.0</u> <u>Gen Admin</u>	<u>PCS 7.0</u> <u>Plant O&amp;M</u>	<u>PCS 8.0</u> <u>Student Aid</u>	<u>Total</u>
<b><u>Personal Services</u></b>									
<b><u>Permanent Staff:</u></b>									
Salaries	2,081,489	0	0	572,197	567,642	965,783	346,866	0	4,533,977
Benefits	667,343	0	0	189,581	200,828	432,849	136,572	0	1,627,173
<b>Total Permanent Salaries &amp; Benefits</b>	<b>2,748,832</b>	<b>0</b>	<b>0</b>	<b>761,778</b>	<b>768,470</b>	<b>1,398,632</b>	<b>483,438</b>	<b>0</b>	<b>6,161,150</b>
<b><u>Students, Part-time Faculty, Graduate Assistants</u></b>									
Salaries	294,144	0	3,087	47,096	85,420	23,972	5,242	0	458,961
Benefits	22,259	0	122	3,603	6,535	1,834	401	0	34,754
<b>Total Temporary Salaries &amp; Benefits</b>	<b>316,403</b>	<b>0</b>	<b>3,209</b>	<b>50,699</b>	<b>91,955</b>	<b>25,806</b>	<b>5,643</b>	<b>0</b>	<b>493,715</b>
<b>Total Personal Services</b>	<b>3,065,235</b>	<b>0</b>	<b>3,209</b>	<b>812,477</b>	<b>860,425</b>	<b>1,424,438</b>	<b>489,081</b>	<b>0</b>	<b>6,654,865</b>
Total Operating Expenses	111,824	0	0	669,454	418,868	700,578	491,233	0	2,391,957
Total Travel	24,400	0	0	15,793	82,047	45,584	36	0	167,860
Total Capital Outlay	45,160	0	0	0	0	(6,549)	600	0	39,211
Tuition Remissions and Exemptions	4,825	0	0	750	119,401	(1)	0	168,240	293,215
<b>Total General/Cash Expenditures</b>	<b>3,251,444</b>	<b>0</b>	<b>3,209</b>	<b>1,498,474</b>	<b>1,480,741</b>	<b>2,164,050</b>	<b>980,950</b>	<b>168,240</b>	<b>9,547,108</b>
<b>Total General/Cash Budget</b>	<b>7,720,858</b>	<b>0</b>	<b>20,694</b>	<b>3,273,877</b>	<b>3,041,714</b>	<b>4,753,934</b>	<b>2,130,152</b>	<b>469,543</b>	<b>21,410,772</b>
% of General/Cash Budget Expended	42.11%	0.00%	15.51%	45.77%	48.68%	45.52%	46.05%	35.83%	44.59%
<b>Total Federal Funds</b>	<b>0</b>	<b>5,318</b>	<b>0</b>	<b>0</b>	<b>167,473</b>	<b>0</b>	<b>0</b>	<b>4,147,704</b>	<b>4,320,495</b>
<b>Total Expenditures</b>	<b>3,251,444</b>	<b>5,318</b>	<b>3,209</b>	<b>1,498,474</b>	<b>1,648,214</b>	<b>2,164,050</b>	<b>980,950</b>	<b>4,315,944</b>	<b>13,867,603</b>
<b><u>Fund Sources</u></b>									
General Funds (1)	3,035,400	0	0	426,214	661,227	950,738	329,200	0	5,402,779
Cash Funds (2)	216,044	0	3,209	1,072,260	819,514	1,213,312	651,750	168,240	4,144,329
Federal Funds (3)	0	5,318	0	0	167,473	0	0	4,147,704	4,320,495
<b>Total Funds</b>	<b>3,251,444</b>	<b>5,318</b>	<b>3,209</b>	<b>1,498,474</b>	<b>1,648,214</b>	<b>2,164,050</b>	<b>980,950</b>	<b>4,315,944</b>	<b>13,867,603</b>

(1) General Funds Appropriation \$10,189,610.

(2) Cash Funds \$7,928,827, BAA \$275,000 & NOG, ACE & AET \$454,583, Carry Forward \$2,562,752, Total \$11,221,162.

(3) Federal Funds \$12,820,000, Carry Forward \$55,763.

Attachment: PSC Expenditure Report (2688 : Operating Expenditure Reports)



**Wayne State College**  
**Expenditure Report -- Fiscal Year 19-20**  
**For the Six Month Period Ending December 31, 2019**

EXPENDITURE TYPE	PCS 1.0 INSTRUCTION	PCS 2.0 RESEARCH	PCS 3.0 PUBLIC SERVICE	PCS 4.0 ACAD SUPPORT	PCS 5.0 STUDENT SRVS	PCS 6.0 ADMIN	PCS 7.0 PHYSICAL PLANT	PCS 8.0 STUDENT AID	TOTAL
<b>PERSONAL SERVICES</b>									
<u>Permanent Staff</u>									
Salaries	5,258,108	0	42,832	1,028,140	1,383,178	1,628,618	699,206	0	10,040,082
Benefits	1,610,090	0	6,378	309,653	482,174	798,252	308,690	0	3,515,237
<b>TOTAL PERMANENT SALARIES &amp; BENEFITS</b>	<b>6,868,198</b>	<b>0</b>	<b>49,210</b>	<b>1,337,793</b>	<b>1,865,352</b>	<b>2,426,870</b>	<b>1,007,896</b>	<b>0</b>	<b>13,555,319</b>
<u>Students, Part-time Faculty, Graduate Assistants</u>									
Salaries	582,604	0	16,219	85,643	173,320	88,710	34,015	0	980,511
Benefits	38,146	0	816	1,456	4,638	2,864	1,303	0	49,223
<b>TOTAL TEMPORARY SALARIES &amp; BENEFITS</b>	<b>620,750</b>	<b>0</b>	<b>17,035</b>	<b>87,099</b>	<b>177,958</b>	<b>91,574</b>	<b>35,318</b>	<b>0</b>	<b>1,029,734</b>
<b>TOTAL PERSONAL SERVICES</b>	<b>7,488,948</b>	<b>0</b>	<b>66,245</b>	<b>1,424,892</b>	<b>2,043,310</b>	<b>2,518,444</b>	<b>1,043,214</b>	<b>0</b>	<b>14,585,053</b>
TOTAL OPERATING EXPENDITURES	379,104	0	44,499	595,490	400,051	1,812,532	1,077,408	0	4,309,084
TOTAL TRAVEL	58,460	0	99	31,387	235,746	64,858	3,757	0	394,307
TOTAL CAPITAL OUTLAY	13,093	0	0	59,934	0	0	130,783	0	203,810
REMISSIONS AND EXEMPTIONS	366	0	0	0	10,842	0	0	334,146	345,354
<b>TOTAL GENERAL/CASH EXPENDITURES</b>	<b>7,939,971</b>	<b>0</b>	<b>110,843</b>	<b>2,111,703</b>	<b>2,689,949</b>	<b>4,395,834</b>	<b>2,255,162</b>	<b>334,146</b>	<b>19,837,608</b>
TOTAL GENERAL/CASH BUDGET*	17,838,338	0	459,398	4,617,643	5,869,404	9,667,050	5,476,618	825,111	44,753,562
% OF GENERAL/CASH BUDGET EXPENDED	44.51%	#DIV/0!	24.13%	45.73%	45.83%	45.47%	41.18%	40.50%	44.33%
TOTAL FEDERAL FUNDS	53,317	0	0	0	184,523	0	0	9,545,153	9,782,993
<b>TOTAL EXPENDITURES</b>	<b>7,993,288</b>	<b>0</b>	<b>110,843</b>	<b>2,111,703</b>	<b>2,874,472</b>	<b>4,395,834</b>	<b>2,255,162</b>	<b>9,879,299</b>	<b>29,620,601</b>
<u>Fund Sources</u>									
General Funds	4,876,014	0	0	1,405,473	1,951,625	2,546,481	1,035,250	0	11,814,843
Cash Funds	3,063,957	0	110,843	706,230	738,324	1,849,353	1,219,912	334,146	8,022,765
Federal Funds	53,317	0	0	0	184,523	0	0	9,545,153	9,782,993
<b>TOTAL FUNDS</b>	<b>7,993,288</b>	<b>0</b>	<b>110,843</b>	<b>2,111,703</b>	<b>2,874,472</b>	<b>4,395,834</b>	<b>2,255,162</b>	<b>9,879,299</b>	<b>29,620,601</b>

\*General Funds: Includes new appropriation of \$22,770,336.

\*Cash Funds: Includes new appropriation of \$16,215,787, adjustment for tuition/fee increases of \$502,005, base adjustment of \$415,386, carryforward balance of \$4,045,048 and \$805,000 for NOG/AET/ACE.

Attachment: WSC Expenditures Report (2688 : Operating Expenditure Reports)

**SYSTEM OFFICE - EXPENDITURE REPORT**  
December 31, 2019

**FUND 1000 - GENERAL FUNDS**

		YEAR			% OF
		APPROP + TO-DATE	ENCUMB-	REMAINING	BUDGET
		CARRYOVER EXPEND.	RANCES	BALANCE	EXPEND.
100	PERSONAL SERVICES	2,014,550	947,383	0	47.03%
200	OPERATING EXPENSES	317,838	93,373	0	29.38%
700	TRAVEL EXPENSES	71,000	35,292	0	49.71%
800	CAPITAL OUTLAY	0	0	0	0.00%
	<b>TOTALS</b>	<b>2,403,388</b>	<b>1,076,048</b>	<b>0</b>	<b>44.77%</b>

**FUND 6501 - STATE COLLEGE ENDOWMENT FUNDS**  
December 31, 2019

	<b>BEGINNING CASH/INVESTMENTS</b>	<b>759,980</b>
Income:		
	Interest	8,652
	Reimbursements	0
	Transfer In	4,158
	Buffet Grant	
	<b>Total Income</b>	<b>12,810</b>
Expenditures:		
	Personal Services (Buffet Grant)	0
	Dues & Subscriptions	0
	Conference Registration	0
	Insurance	-1,400
	Travel	0
	Other Operating	0
	<b>Total Expenditures</b>	<b>-1,400</b>
	<b>ENDING CASH/INVESTMENT BALANCE</b>	<b>774,189</b>

## CHANCELLOR INFORMATIONAL ITEMS

April 23, 2020

### *INFORMATION ONLY:*      **Revenue Bond Expenditure Reports**

The Revenue Bond Expenditure Reports from each of the Colleges are provided to the Board for information. The Revenue Bond indentures require the submission of periodic financial reports to the Board.

The reports are intended to demonstrate that the Colleges' revenue bond programs are operating at the financial level necessary to provide services to students while maintaining the revenue stream needed to retire the debt obligations. This is reflected in the Colleges' 6-month revenue and expenditures as compared to budgeted amounts.

	<b>Chadron</b>	<b>Peru</b>	<b>Wayne</b>
Revenue	\$3,116,234	\$2,586,174	\$5,483,080
% of Budget	51.83%	54.25%	50.49%
O & M Expenditures	\$1,124,883	\$ 836,561	\$1,976,888
% of Budget	44.35%	53.65%	42.87%

All three Colleges' revenue bond activity is generally in line with budgeted amounts. Peru State's revenues and expenditures are both running above budget for the first half of the year. The bottom line "Debt Service Coverage Ratios" through the first 6-months of the year are not included because they are impacted by the debt service schedules for each College and do not provide a good reflection of the anticipated debt service coverage for June 30.

These financials do not reflect the recent refunds provided to students due to the COVID-19 pandemic, which happened after the December 31, 2019 reporting period for the first half of the fiscal year.

#### **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 6 Months Ending December 31, 2019**

Report Period: FY 2020

	<b>Budgeted FY 2020</b>	<b>Year-to-Date FY 2020</b>	<b>Percent of Budget</b>
<b><u>Revenues:</u></b>			
Dormitory Rentals	\$2,252,250	\$1,213,946	53.90%
Apartment/House Rentals	\$55,000	\$744	1.35%
Facilities Rentals	\$40,000	\$0	0.00%
Food Service Contracts	2,186,625	1,112,410	50.87%
Food Service Commissions	385,875	196,308	50.87%
Facilities Fees*	895,000	506,047	56.54%
Bookstore Commissions	31,000	15,395	49.66%
Investment/Interest Income	87,000	32,321	37.15%
Other Income	80,000	39,063	48.83%
<b>Total Revenues</b>	<b>\$6,012,750</b>	<b>\$3,116,234</b>	<b>51.83%</b>
<b><u>Expenditures:</u></b>			
FTE 22.8			
Salaries and Benefits	\$1,390,500	\$610,420	43.90%
Utilities	682,500	281,899	41.30%
Insurance	30,000	29,462	98.21%
Equipment & Furnishings	8,500	0	0.00%
Capital Outlay	8,500	0	0.00%
Telephone/Cable T.V & Internet Services	72,250	32,989	45.66%
Supplies & Other Expenses	182,750	112,927	61.79%
Repairs and Maintenance	161,500	57,186	35.41%
Subtotal - Operations and Maintenance	<b>\$2,536,500</b>	<b>\$1,124,883</b>	<b>44.35%</b>
Food Service Payments	2,058,000	1,203,543	58.48%
Debt Service	893,108	774,054	86.67%
<b>Total Expenditures</b>	<b>\$5,487,608</b>	<b>\$3,102,480</b>	<b>56.54%</b>
<b>Available for Distribution</b> to Subsidiary Funds	<b>\$525,142</b>	<b>\$13,754</b>	<b>2.62%</b>
<b>Debt Service Coverage Ratio</b>	<b>158.80%</b>		

\*All student derived fees

Attachment: CSC Revenue Bond Expenditure Report (2689 : Revenue Bond Expenditure Reports)

**Peru State College**  
**Revenue Bond Expenditure Report**  
**For the 6 Months Ending December 31, 2019**

Report Period: July 1, 2019-Dec. 31, 2019

	<b>Budgeted FY20</b>	<b>Year-to-Date FY20</b>	<b>Percent of Budget</b>
<b><u>Revenues:</u></b>			
Residence Hall/Dormitory Rentals	\$1,642,764	\$823,310	50.12%
Apartment/House Rentals	176,392	85,165	48.28%
Facilities Rentals	-	-	0.00%
Food Service Contracts	1,749,758	1,085,247	62.02%
Food Service Commissions	-	-	0.00%
Facilities Fees*	1,105,470	522,599	47.27%
Bookstore Commissions/Income	39,693	10,357	26.09%
Parking Fees/Fines	-	-	0.00%
Trustee Investment/Interest Income	25,000	53,972	215.89%
Other Income	27,908	5,524	19.79%
<b>Total Revenues</b>	<b>\$4,766,985</b>	<b>\$2,586,174</b>	<b>54.25%</b>
<b><u>Expenditures:</u></b>			
<b>Total FTE 14.58</b>			
Salaries and Benefits	\$737,997	\$382,543	51.84%
Utilities	314,600	123,392	39.22%
Insurance	50,200	49,621	98.85%
Equipment & Furnishings	-	-	0.00%
Capital Outlay	-	-	0.00%
Communication	52,015	11,638	22.37%
Supplies	104,869	46,317	44.17%
Repairs and Maintenance	161,147	45,897	28.48%
Other Operating Expenses	138,523	177,153	127.89%
Subtotal - Operations and Maintenance	<b>\$1,559,351</b>	<b>\$836,561</b>	<b>53.65%</b>
Food Service Payments	1,452,257	837,143	57.64%
Debt Service	944,565	760,655	80.53%
<b>Total Expenditures</b>	<b>\$3,956,173</b>	<b>\$2,434,359</b>	<b>61.53%</b>
<b>Available for Distribution</b> to Subsidiary Funds	<b>\$810,812</b>	<b>\$151,815</b>	<b>18.72%</b>

**Debt Service Coverage Ratio** **1.86**

\*All student derived fees

Attachment: PSC Revenue Bond Expenditure Report (2689 : Revenue Bond Expenditure Reports)

**Wayne State College**  
**Revenue Bond Expenditure Report**  
**For the Six Month Period Ending December 31, 2019**

Report Date: April 23, 2020

Report Period: July 1, 2019-Dec. 31, 2019

	<b>Budgeted</b>	<b>Year-to-Date</b>	<b>Percent of</b>
	<b>19-20</b>	<b>19-20</b>	<b>Budget</b>
<b><u>Revenues:</u></b>			
Residence Hall/Dormitory Rentals	\$4,495,035	\$2,302,822	51.23%
Apartment/House Rentals	-	-	0.00%
Facilities Rentals	-	5,118	100.00%
Food Service Contracts	4,538,603	2,104,945	46.38%
Food Service Commissions	72,215	80,028	110.82%
Facilities Fees*	1,304,760	688,198	52.75%
Bookstore Commissions/Income	110,058	60,807	55.25%
Parking Fees/Fines	40,084	26,222	65.42%
Trustee Investment/Interest Income	187,093	84,514	45.17%
Other Income	111,237	130,426	117.25%
<b>Total Revenues</b>	<b>\$10,859,085</b>	<b>\$5,483,080</b>	<b>50.49%</b>
<b><u>Expenditures:</u></b>			
Total FTE 61.81			
Salaries and Benefits	\$2,659,598	\$1,069,601	40.22%
Utilities**	894,146	293,581	32.83%
Insurance	40,000	34,052	85.13%
Equipment & Furnishings	172,000	87,994	51.16%
Capital Outlay	-	-	0.00%
Telephone/Cable Television/Internet	165,000	58,537	35.48%
Supplies	220,000	77,812	35.37%
Repairs and Maintenance	350,000	204,647	58.47%
Other Operating Expenses	110,374	150,664	136.50%
<b>Subtotal - Operations and Maintenance</b>	<b>\$4,611,118</b>	<b>\$1,976,888</b>	<b>42.87%</b>
Food Service Payments	\$2,374,931	\$1,354,749	57.04%
Debt Service	1,401,024	1,144,443	81.69%
<b>Total Expenditures</b>	<b>\$8,387,073</b>	<b>\$4,476,080</b>	<b>53.37%</b>
<b>Available for Distribution</b>			
<b>to Subsidiary Funds</b>	<b>\$2,472,012</b>	<b>\$1,007,000</b>	<b>40.74%</b>

**Debt Service Coverage Ratio****2.76**

\*All student derived fees

\*\*All Energy Plant chargebacks not yet completed for July-December 2019

Attachment: WSC Revenue Bond Expenditure Report (2689 : Revenue Bond Expenditure Reports)

## CHANCELLOR INFORMATIONAL ITEMS

April 23, 2020

### **INFORMATION ONLY: Fall Occupancy and Income Reports**

The Fall Occupancy and Income Reports from each of the Colleges are provided to the Board for information. Board Policy 2101 establishes the timeline for Occupancy and Income Reports.

As required by the bond indentures, the Colleges have provided information on occupancy and the income earned by their revenue bond facilities during fall 2019.

In summary, the following ratios are noted:

	% Residence Hall Bed Occupancy Fall 2019	% Residence Hall Room Occupancy Fall 2019	% Actual Residence Hall Income Fall 2019
Chadron State	54%	72%	55%
Peru State	84%	83%	88%
Wayne State	80%	90%	76%

	Bed Occupancy			Room Occupancy		
	Chadron	Peru	Wayne	Chadron	Peru	Wayne
Fall 10	888	455	1,376	641	247	742
Fall 11	943	415 <sup>(1)</sup>	1,380 <sup>(2)</sup>	636	224 <sup>(1)</sup>	711 <sup>(2)</sup>
Fall 12	871	435	1,386	611	255	743
Fall 13	913	483	1,333	625	273	715
Fall 14	970	478	1,335	681	255	712
Fall 15	941	454	1,282	666	245	699
Fall 16	858	450 <sup>(3)</sup>	1,014 <sup>(3)</sup>	615	217 <sup>(3)</sup>	550 <sup>(3)</sup>
Fall 17	804	428 <sup>(4)</sup>	1,056 <sup>(5)</sup>	580	222 <sup>(4)</sup>	611 <sup>(5)</sup>
Fall 18	678	426	1,206	499	227	703 <sup>(3)</sup>
Fall 19	712	498	1,249	516	257	705

<sup>(1)</sup>36 rooms in Morgan Hall were off-line during fall 2011

<sup>(2)</sup>Pile Hall rooms were not available due to renovation during fall 2011

<sup>(3)</sup>Due to renovation, the residence hall rooms and beds in PSC Delzell and WSC Bowen were not available for occupancy fall 2016

<sup>(4)</sup>Due to renovation, the residence hall rooms and beds in Clayburn/Mathews were not available for occupancy fall 2017

<sup>(5)</sup>Bowen Hall bed and room capacity updated for fall 2017 to reflect changes due to renovation

### **ATTACHMENTS:**

- CSC Fall 2019 Occupancy and Income Report (PDF)
- PSC Fall 2019 Occupancy and Income Report (PDF)
- WSC Fall 2019 Occupancy and Income Report (PDF)

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: CHADRON STATE COLLEGE  
TERM: FALL 2019

REPORT DATE: March 3, 2020  
FINAL REPORT

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Fall 2018	Beds Occupied Fall 2019	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Fall 2018	Rooms Occupied Fall 2019	Percent Room Occupancy
Residence Hall										
ANDREWS	304	284	149	147	-1.34%	51.76%	148	115	111	75.00%
BROOKS	110	84	0	0	0.00%	0.00%	40	0	0	0.00%
EDNA WING	94	94	60	48	-20.00%	51.06%	49	42	32	65.31%
EDNA WORK	92	92	52	50	-3.85%	54.35%	46	44	41	89.13%
HIGH RISE	400	422	272	246	-9.56%	58.29%	218	193	179	82.11%
KENT HALL	304	275	105	174	65.71%	63.27%	151	64	106	70.20%
EAGLE RIDGE	69	69	40	47	17.50%	68.12%	69	41	47	68.12%
<b>SUBTOTALS</b>	<b>1,373</b>	<b>1,320</b>	<b>678</b>	<b>712</b>	<b>5.01%</b>	<b>53.94%</b>	<b>721</b>	<b>499</b>	<b>516</b>	<b>71.57%</b>

	Apartment Available	Apartment Occupied Fall 2017	Apartment Occupied Fall 2018	Percent of Change	Percent Occupancy
Family Housing					
EDNA WORK WING	0	0	0	0.00%	0.00%
WEST COURT	0	0	0	0.00%	0.00%
<b>SUBTOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>
<b>TOTALS</b>	<b>1,373</b>	<b>1,320</b>	<b>678</b>	<b>5.01%</b>	<b>53.94%</b>

**ACTUAL INCOME**

	Original Design	Present Use	Current Rates	Total Potential Income	Actual Income	Percent of Potential Income
Residence Halls *	1,373	1,320	1853-2756	2,240,359	1,221,738	54.53%
Student Apartments						
Family Housing	16	0		0	0	
Faculty Apartments						
Summer, Guest Housing & Rentals				20,000	744	3.72%
Other						
<b>TOTALS</b>				<b>\$2,260,359</b>	<b>\$1,222,482</b>	<b>54.08%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables. Amounts shown represent actual income collected.



**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: PERU STATE COLLEGE  
TERM: Fall 2019

REPORT DATE: April 23, 2020  
Final Report

**OCCUPANCY**

Residence Hall	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Fall 2018	Beds Occupied Fall 2019	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Fall 2018	Rooms Occupied Fall 2019	Percent Room Occupancy
ELIZA MORGAN	148	144	122	131	7.38%	84.72%	88	67	71	76.14%
DELZELL	146	151	111	134	20.72%	73.51%	73	58	68	79.45%
CLAYBURN/MATHEWS	120	119	64	93	45.31%	53.78%	60	34	47	56.67%
DAVIDSON/PALMER	116	116	77	87	12.99%	66.38%	58	41	44	70.69%
NICHOLAS/PATE	24	60	52	53	1.92%	86.67%	30	27	27	90.00%
<b>SUBTOTALS</b>	<b>554</b>	<b>590</b>	<b>426</b>	<b>498</b>	<b>16.90%</b>	<b>84.41%</b>	<b>309</b>	<b>227</b>	<b>257</b>	<b>83.17%</b>

Student Apartments	Actual Apartments Available	Beds Occupied Fall 2018	Beds Occupied Fall 2019	Percent of Change	Percent Occupancy
Oak Hill	10	36	26	30	13%

Family Housing	Actual Apartments Available	Percent of Change	Percent Occupancy
FACULTY	9	8	88.89%
<b>TOTALS</b>	<b>554</b>	<b>609</b>	<b>87.36%</b>

**ACTUAL INCOME**

	Original Design	Present Use	Current Rates	Total Potential Income	Actual Income	Percent of Potential Income
Residence Halls *	554	498	2337-4080	\$1,191,636	\$1,050,333	88.14%
Student Apartments	10	10	1991-3490	\$71,676	\$54,753	76.39%
Faculty Apartments	9	9	3648-4776	\$37,956	\$20,445	53.86%
Summer, Guest Housing & Rentals					\$47,477	
Other					\$5,060	
<b>TOTALS</b>				<b>\$1,301,268</b>	<b>\$1,178,067</b>	<b>90.53%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables.

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: WAYNE STATE COLLEGE  
TERM: FALL 2019

REPORT DATE: APRIL 23, 2020  
FINAL REPORT

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Fall 2018	Beds Occupied Fall 2019	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Fall 2018	Rooms Occupied Fall 2019	Percent Room Occupancy
Residence Hall	165	159	134	119	-11.19%	74.84%	66	63	59	89.39%
Anderson Hall	328	306	180	233	29.44%	76.14%	159	123	141	88.68%
Berry Hall	432	420	379	364	-3.96%	86.67%	200	194	188	94.00%
Morey Hall	240	231	147	153	4.08%	66.23%	119	93	94	78.99%
Neihardt Hall	185	161	144	141	-2.08%	87.58%	91	86	83	91.21%
Pile Hall	142	139	125	126	0.80%	90.65%	75	73	70	93.33%
Terrace Hall	147	140	97	113	16.49%	80.71%	74	71	70	94.59%
<b>SUBTOTALS</b>	<b>1,639</b>	<b>1,556</b>	<b>1,206</b>	<b>1,249</b>	<b>3.57%</b>	<b>80.27%</b>	<b>784</b>	<b>703</b>	<b>705</b>	<b>89.92%</b>

	Apartments Available	Apartments Occupied Fall 2018	Apartments Occupied Fall 2019	Percent of Change	Percent Occupancy
Family Housing					

<b>SUBTOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTALS</b>	<b>1,639</b>	<b>1,556</b>	<b>1,206</b>	<b>1,249</b>	<b>3.57%</b>	<b>80.27%</b>

**ACTUAL INCOME**

	Original Design	Present Use	Current Rates	Total Potential Income	Actual Income	Percent of Potential Income
Residence Halls *	1,639	1,556	\$1995-\$2910	\$ 3,012,420	\$ 2,302,822	76.44%
Student Apartments						
Family Housing						
Faculty Apartments						
Summer, Guest Housing & Rentals				\$ -	\$ -	NA
Other				\$ 76,162	\$ 76,162	100.00%
<b>TOTALS</b>				<b>\$ 3,088,582</b>	<b>\$ 2,378,984</b>	<b>77.03%</b>

\*Residence Hall rental revenue is less waivers, refunds and receivables. Amounts shown represent actual income collected.



**CHANCELLOR INFORMATIONAL ITEMS**

April 23, 2020

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**INFORMATION ONLY: Potential Occupancy and Income Reports**

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Board Policy 8050 requires occupancy/income estimated reports annually. The Fall 2020 and Spring 2021 Potential Occupancy and Income Reports from each of the Colleges are provided to the Board for information.

The attached reports provide the estimated occupancy and related income expected at each College, given certain assumptions. The Colleges are projecting relatively stable occupancies.

Bed occupancy rates are projected for fall 2020 at 54% by CSC, 83% by PSC and 80% by WSC. Room occupancy rates, based on the market demand for private rooms at the Colleges, are projected at 72% for CSC, 82% for PSC and 90% for WSC for the fall 2020 semester.

**ATTACHMENTS:**

- CSC Potential Fall 2020 Occupancy and Income Report (PDF)
- CSC Potential Spring 2021 Occupancy and Income Report (PDF)
- PSC Potential Fall 2020 Occupancy and Income Report (PDF)
- PSC Potential Spring 2021 Occupancy and Income Report (PDF)
- WSC Potential Fall 2020 Occupancy and Income Report (PDF)
- WSC Potential Spring 2021 Occupancy and Income Report (PDF)

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: CHADRON STATE COLLEGE  
TERM: FALL 2020

REPORT DATE: March 3, 2020  
POTENTIAL REPORT

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Fall 2019	Beds Occupied Fall 2020	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Fall 2019	Rooms Occupied Fall 2020	Percent Room Occupancy
Residence Hall										
ANDREWS	304	284	147	147	0.00%	51.76%	148	111	111	75.00%
BROOKS	110	84	0	0	0.00%	0.00%	40	0	0	0.00%
EDNA WING	94	94	48	48	0.00%	51.06%	49	32	32	65.31%
EDNA WORK	92	92	50	50	0.00%	54.35%	46	41	41	89.13%
HIGH RISE	400	422	246	246	0.00%	58.29%	218	179	179	82.11%
KENT HALL	304	275	174	174	0.00%	63.27%	151	106	106	70.20%
EAGLE RIDGE	69	69	47	47	0.00%	68.12%	69	47	47	68.12%
<b>SUBTOTALS</b>	<b>1,373</b>	<b>1,320</b>	<b>712</b>	<b>712</b>	<b>0.00%</b>	<b>53.94%</b>	<b>721</b>	<b>516</b>	<b>516</b>	<b>71.57%</b>

	Apartment Available	Apartment Occupied Fall 2018	Apartment Occupied Fall 2019	Percent of Change	Percent Occupancy
Family Housing					
EDNA WORK WING	0	0	0	0.00%	0.00%
WEST COURT	0	0	0	0.00%	0.00%
<b>SUBTOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>
<b>TOTALS</b>	<b>1,373</b>	<b>1,320</b>	<b>712</b>	<b>0.00%</b>	<b>53.94%</b>

**POTENTIAL INCOME**

	Original Design	Present Use	Potential Rates	Total Potential Income	Potential Actual Income	Percent of Potential Income
Residence Halls *	1,373	1,320	1995-2825	2,415,922	1,282,825	53.10%
Student Apartments						
Family Housing						
Faculty Apartments						
Summer, Guest Housing & Rentals				20,000	781	3.91%
Other						
<b>TOTALS</b>				<b>\$2,435,922</b>	<b>\$1,283,606</b>	<b>52.69%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables. Amounts shown represent actual income collected.

Attachment: CSC Potential Fall 2020 Occupancy and Income Report (2691 : Potential Occupancy and

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: CHADRON STATE COLLEGE  
TERM: SPRING 2021

REPORT DATE: March 3, 2020  
POTENTIAL REPORT

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Spring 2020	Beds Occupied Spring 2021	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Spring 2020	Rooms Occupied Spring 2021	Percent Room Occupancy
Residence Hall										
ANDREWS	304	284	135	135	0.00%	47.54%	148	104	104	70.27%
BROOKS	110	84	0	0	0.00%	0.00%	40	0	0	0.00%
EDNA WING	94	94	45	45	0.00%	47.87%	49	32	32	65.31%
EDNA WORK	92	92	40	40	0.00%	43.48%	46	33	33	71.74%
HIGH RISE	400	422	227	227	0.00%	53.79%	218	162	162	74.31%
KENT HALL	304	275	130	130	0.00%	47.27%	151	84	84	55.63%
EAGLE RIDGE	69	69	40	40	0.00%	57.97%	69	40	40	57.97%
<b>SUBTOTALS</b>	<b>1,373</b>	<b>1,320</b>	<b>617</b>	<b>617</b>	<b>0.00%</b>	<b>46.74%</b>	<b>721</b>	<b>455</b>	<b>455</b>	<b>63.11%</b>

	Apartments Available	Apartments Occupied Spring 2018	Apartments Occupied Spring 2019	Percent of Change	Percent Occupancy
Family Housing					
EDNA WORK WING	0	0	0	0	0.00%
WEST COURT	0	0	0	0%	0.00%
<b>SUBTOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0.00%</b>
<b>TOTALS</b>	<b>1,373</b>	<b>1,320</b>	<b>617</b>	<b>0%</b>	<b>46.74%</b>

**POTENTIAL INCOME**

	Original Design	Present Use	Potential Rates	Total Potential Income	Potential Actual Income	Percent of Potential Income
Residence Halls *	1,373	1,320	1853-2756	2,440,784	1,185,975	48.59%
Student Apartments N/A						
Family Housing						
Faculty Apartments N/A						
Summer, Guest Housing & Rentals				20,000	12,075	60.38%
Other						
<b>TOTALS</b>				<b>\$2,460,784</b>	<b>\$1,198,050</b>	<b>48.69%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables. Amounts shown represent actual income collected.

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: PERU STATE COLLEGE  
TERM: Fall 2020

REPORT DATE: April 23, 2020  
Potential Report

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Fall 2019	Beds Occupied Fall 2020	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Fall 2019	Rooms Occupied Fall 2020	Percent Room Occupancy
Residence Hall										
ELIZA MORGAN	148	144	131	129	-1.53%	89.58%	88	71	70	79.55%
DELZELL	146	151	134	132	-1.49%	87.42%	73	68	67	91.78%
CLAYBURN/MATHEWS	120	119	93	91	-2.15%	76.47%	60	47	46	76.67%
DAVIDSON/PALMER	116	116	87	85	-2.30%	73.28%	58	44	43	74.14%
NICHOLAS/PATE	24	60	53	51	-3.77%	85.00%	30	27	26	86.67%
<b>SUBTOTALS</b>	<b>554</b>	<b>590</b>	<b>498</b>	<b>488</b>	<b>-2.01%</b>	<b>82.71%</b>	<b>309</b>	<b>257</b>	<b>252</b>	<b>81.55%</b>

	Actual Bed Capacity	Beds Occupied Fall 2019	Beds Occupied Fall 2020	Percent of Change	Percent Occupancy	
Student Apartments						
Oak Hill	10	36	30	26	-15%	72.22%

	Actual Bed Capacity	Beds Occupied Fall 2019	Beds Occupied Fall 2020	Percent of Change	Percent Occupancy	
Family Housing						
FACULTY	9	8	8	0	88.89%	
<b>TOTALS</b>	<b>554</b>	<b>609</b>	<b>542</b>	<b>526</b>	<b>1</b>	<b>86.37%</b>

**ACTUAL INCOME**

	Original Design	Present Use	Current Rates	Total Potential Income	Actual Income	Percent of Potential Income
Residence Halls *	554	488	2372-4142	\$1,209,504	\$1,066,088	88.14%
Student Apartments	10	10	2021-3543	\$72,756	\$55,574	76.38%
Faculty Apartments	9	9	3702-4848	\$38,532	\$20,752	53.86%
Summer, Guest Housing & Rentals					\$48,189	
Other					\$5,136	
<b>TOTALS</b>				<b>\$1,320,792</b>	<b>\$1,195,739</b>	<b>90.53%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables.

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: PERU STATE COLLEGE  
TERM: Spring 2021

REPORT DATE: April 23, 2020  
Potential Report

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Spring 2020	Beds Occupied Spring 2021	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Spring 2020	Rooms Occupied Spring 2021	Percent Room Occupancy
Residence Hall										
ELIZA MORGAN	148	144	131	128	-2.29%	88.89%	88	71	69	78.41%
DELZELL	146	151	134	131	-2.24%	86.75%	73	68	66	90.41%
CLAYBURN/MATHEWS **	120	119	93	90	-3.23%	75.63%	60	47	45	75.00%
DAVIDSON/PALMER	116	116	87	84	-3.45%	72.41%	58	44	42	72.41%
NICHOLAS/PATE	24	60	53	50	-5.66%	83.33%	30	27	25	83.33%
<b>SUBTOTALS</b>	<b>554</b>	<b>590</b>	<b>498</b>	<b>483</b>	<b>-3.01%</b>	<b>81.86%</b>	<b>309</b>	<b>257</b>	<b>247</b>	<b>79.94%</b>

	Apartment Available	Actual Bed Capacity	Beds Occupied Spring 2020	Beds Occupied Spring 2021	Percent of Change	Percent Occupancy
Student Apartments						
Oak Hill	10	36	24	26	8%	72.22%
Family Housing						
FACULTY	9	8	8	0	88.89%	
<b>TOTALS</b>	<b>554</b>	<b>609</b>	<b>542</b>	<b>515</b>	<b>1</b>	<b>84.56%</b>

**ACTUAL INCOME**

	Original Design	Present Use	Current Rates	Total Potential Income	Actual Income	Percent of Potential Income
Residence Halls *	554	483	2372-4142	\$1,209,504	1,055,427	87.26%
Student Apartments	10	10	2021-3543	\$72,756	\$55,018	75.62%
Faculty Apartments	9	9	3702-4848	\$38,532	\$20,544	53.32%
Summer, Guest Housing & Rentals					\$47,707	
Other					\$5,085	
<b>TOTALS</b>				<b>\$1,320,792</b>	<b>\$1,183,782</b>	<b>89.63%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables.

\*\*Clayburn/Mathews Halls closed for sprinkler system upgrade, reopen Fall 2018



**REVENUE BOND FACILITIES  
POTENTIAL OCCUPANCY AND INCOME REPORT**

COLLEGE: WAYNE STATE COLLEGE  
TERM: FALL 2020

REPORT DATE: APRIL 23, 2020  
POTENTIAL REPORT

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Actual Beds Occupied Fall 2019	Projected Beds Occupied Fall 2020	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Actual Rooms Occupied Fall 2019	Projected Rooms Occupied Fall 2020	Percent Room Occupancy
Residence Hall	165	159	119	119	0.00%	74.84%	66	59	59	89.39%
Anderson Hall	328	306	233	233	0.00%	76.14%	159	141	141	88.68%
Berry Hall	432	420	364	364	0.00%	86.67%	200	188	188	94.00%
Bowen Hall	240	231	153	153	0.00%	66.23%	119	94	94	78.99%
Morey Hall	185	161	141	141	0.00%	87.58%	91	83	83	91.21%
Neihardt Hall	142	139	126	126	0.00%	90.65%	75	70	70	93.33%
Pile Hall	147	140	113	113	0.00%	80.71%	74	70	70	94.59%
Terrace Hall										
<b>SUBTOTALS</b>	<b>1,639</b>	<b>1,556</b>	<b>1,249</b>	<b>1,249</b>	<b>0.00%</b>	<b>80.27%</b>	<b>784</b>	<b>705</b>	<b>705</b>	<b>89.92%</b>

	Projected Apartments Occupied Fall 2019	Projected Apartments Occupied Fall 2020	Percent of Change	Percent Occupancy
Family Housing				

SUBTOTALS	0	0	0	0	0	0
<b>TOTALS</b>	<b>1,639</b>	<b>1,556</b>	<b>1,249</b>	<b>1,249</b>	<b>0.00%</b>	<b>80.27%</b>

**POTENTIAL INCOME**

	Original Design	Present Use	Current Rates	Total Potential Income	Actual Income	Percent of Potential Income
Residence Halls *	1,639	1,556	\$2065-\$3015	\$3,131,980	\$2,300,000	73.44%
Student Apartments						
Family Housing						
Faculty Apartments						
Summer, Guest Housing & Rentals				\$0	0	NA
Other				\$35,000	35,000	100.00%
<b>TOTALS</b>				<b>\$3,166,980</b>	<b>\$2,335,000</b>	<b>73.73%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables. Amounts shown represent actual income collected.

Attachment: WSC Potential Fall 2020 Occupancy and Income Report (2691 : Potential Occupancy and

**REVENUE BOND FACILITIES  
POTENTIAL OCCUPANCY AND INCOME REPORT**

COLLEGE: WAYNE STATE COLLEGE  
TERM: SPRING 2021

REPORT DATE: APRIL 23, 2020  
POTENTIAL REPORT

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Actual Beds Occupied Spring 2020	Projected Beds Occupied Spring 2021	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Actual Rooms Occupied Spring 2020	Projected Rooms Occupied Spring 2021	Percent Room Occupancy
Residence Hall	165	159	107	107	0.00%	67.30%	66	56	56	84.85%
Anderson Hall	328	306	220	220	0.00%	71.90%	159	147	147	92.45%
Berry Hall	432	420	327	327	0.00%	77.86%	200	183	183	91.50%
Bowen Hall	240	231	163	163	0.00%	70.56%	119	102	102	85.71%
Morey Hall	185	161	134	134	0.00%	83.23%	91	82	82	90.11%
Neihardt Hall	142	139	117	117	0.00%	84.17%	75	71	71	94.67%
Pile Hall	147	140	89	89	0.00%	63.57%	74	64	64	86.49%
Terrace Hall										
<b>SUBTOTALS</b>	<b>1,639</b>	<b>1,556</b>	<b>1,157</b>	<b>1,157</b>	<b>0.00%</b>	<b>74.36%</b>	<b>784</b>	<b>705</b>	<b>705</b>	<b>89.92%</b>

	Projected Apartments Occupied Spring 2020	Projected Apartments Occupied Spring 2021	Percent of Change	Percent Occupancy
Family Housing				

SUBTOTALS	0	0	0	0	0	0
<b>TOTALS</b>	<b>1,639</b>	<b>1,556</b>	<b>1,157</b>	<b>1,157</b>	<b>0.00%</b>	<b>74.36%</b>

**POTENTIAL INCOME**

	Original Design	Present Use	Current Rates	Total Potential Income	Actual Income	Percent of Potential Income
Residence Halls *	1,639	1,556	\$2065-\$3015	\$3,154,523	\$2,095,258	66.42%
Student Apartments						
Family Housing						
Faculty Apartments						
Summer, Guest Housing & Rentals				\$0	0	NA
Other				\$23,500	23,500	100.00%
<b>TOTALS</b>				<b>\$3,178,023</b>	<b>\$2,118,758</b>	<b>66.67%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables. Amounts shown represent actual income collected.

Attachment: WSC Potential Spring 2021 Occupancy and Income Report (2691 : Potential Occupancy and

## CHANCELLOR INFORMATIONAL ITEMS

April 23, 2020

### **INFORMATION ONLY: Grant Applications and Awards for Information**

Board Policy 6024 requires the reporting of grant awards and applications to the Board as information, if they do not have a state maintenance of effort or future fiscal responsibility.

#### Chadron State Application

- The Big Event (Darold A. Newblom Foundation) -- \$1,500

#### Chadron State Award

- Behavioral Health Education Center of Nebraska (BHECN) Panhandle (Behavioral Health Education Center of Nebraska [BHECN]) -- \$18,701.35
- Crumb Rubber Grant (Nebraska Department of Environmental Quality Waste Reduction and Recycling) -- \$101,546
- Mountain Lion Scat Analysis (Nebraska Game and Parks) -- \$33,000
- NASA Nebraska Space Grant Consortium Fellowship 2019-2020 (Brittany Lovett & Kinsley Mason) (National Aeronautics & Space Administration [NASA]) -- \$8,000
- Nebraska Behavioral Health Jobs (Behavioral Health Education Center of Nebraska [BHECN]) -- \$5,000
- Rural Behavioral Health Webinar (Behavioral Health Education Center of Nebraska [BHECN]) -- \$10,000

#### Peru State Application

- TRiO Student Support Services (U.S. Department of Education) -- \$319,773

#### Wayne State Applications

- Nebraska EPSCoR Undergraduate Research Experience (National Science Foundation Infrastructure Grant) -- \$4,605
- John G. Neihardt Conference - *Youth Remembered, 1881-1901* (Humanities Nebraska) -- \$1,900
- Wayne State College SSS Students with Disabilities (U.S. Department of Education) -- \$253,032 for Year 1 2020-2021
- TRiO Student Support Services (U.S. Department of Education) -- \$354,325 for Year 1 2020-2021

#### **ATTACHMENTS:**

- CSC Grant Application - The Big Event (PDF)
- CSC Grant Award - BHECN Panhandle (PDF)
- CSC Grant Award - Crumb Rubber Grant (PDF)
- CSC Grant Award - G&P Lion Scat (PDF)

- CSC Grant Award - NASA NE Space Grant (PDF)
- CSC Grant Award - Nebraska Behavioral Health Jobs (PDF)
- CSC Grant Award - Rural Behavioral Webinar (PDF)
- PSC Grant Application - TRIO (PDF)
- WSC Grant Application - EPSCoR (PDF)
- WSC Grant Application - Humanities Nebraska (PDF)
- WSC Grant Application - SSS Students With Disabilities (PDF)
- WSC Grant Application - TRIO (PDF)

## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Chadron State College		Date: April 23, 2020
Notice of Intent	Application: X	Accept Award:
Name of Program: The Big Event		
Funding Source: Darold A. Newblom Foundation Also indicate if the source is federal, state or private: Private		
Is this grant a <b>Sub-Award</b> ?		Yes:      No: X
If a sub-award, indicate the agency the sub-award is through:		
Amount Requested: \$1,500.00	Amount Awarded:	Funding Period: 5/1/2020 to 4/30/2021 Please indicate specific dates for the grant.
Closing Date for Application Submission: March 31, 2020		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board? No		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes:      No: X
If yes, indicate dollar amount and/or percentage rate allowed:		
Will this grant require <b>State Matching Funds</b> ?		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 <b>In-Kind Support</b> ?		Yes:      No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?		Yes:      No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes:      No:
How many FTE positions will the grant fund?		FTE: 0
How many of these are new positions?		New FTE:
Briefly describe the purpose(s) of this application/award: This grant, if awarded, will help fund CSC's The Big Event. The Big Event is a student-led, community service day designed to say thank you to the community of Chadron. Since 2013, CSC's The Big Event has completed over 300 jobsites in the Chadron and surrounding areas and has had over 3000 student, faculty and staff volunteers participate in this annual service learning experience.		
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. Shaunda French-Collins		
Administrator responsible for approving the application: Dr. Randy Rhine		

**NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS**

College: Chadron State College		Date: April 23, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: Behavioral Health Education Center of Nebraska (BHECN) Panhandle		
Funding Source: Behavioral Health Education Center of Nebraska (BHECN) Also indicate if the source is federal, state or private: State		
Is this grant a <b>Sub-Award</b> ?		Yes: X    No:
If a sub-award, indicate the agency the sub-award is through: University of Nebraska Medical Center		
Amount Requested: \$18,701.35	Amount Awarded: \$18,701.35	Funding Period: 7/1/2019 to 06/30/2020 Please indicate specific dates for the grant.
Closing Date for Application Submission: June 2019		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board? No		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes:    No: X
If yes, indicate dollar amount and/or percentage rate allowed:		
Will this grant require <b>State Matching Funds</b> ?		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 <b>In-Kind Support</b> ?		Yes:    No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?		Yes:    No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes:    No:
How many FTE positions will the grant fund?		FTE: 0.20 FTE
How many of these are new positions?		New FTE: 0
Briefly describe the purpose(s) of this application/award: Dr. Tara Wilson has been named the co-director of the new BHECN Panhandle. This part-time work will aid in the state's efforts to recruit and retain rural behavioral health professionals.		
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. Tara Wilson		
Administrator responsible for approving the application: Dr. Randy Rhine		

Attachment: CSC Grant Award - BHECN Panhandle (2692 : Grant Applications and Awards for Information)

**NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS**

College: Chadron State College		Date: April 23, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: Crumb Rubber Grant		
Funding Source: Nebraska Department of Environmental Quality Waste Reduction and Recycling Also indicate if the source is federal, state or private: State		
Is this grant a <b>Sub-Award</b> ?	Yes:	No: X
If a sub-award, indicate the agency the sub-award is through:		
Amount Requested: \$103,910.00	Amount Awarded: \$101,546.00	Funding Period: 2019 Please indicate specific dates for the grant.
Closing Date for Application Submission:		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board? Yes		Date Approved/Reviewed: March 22, 2019
Does this grant include <b>Indirect Cost Funds</b> for the College's use?	Yes:	No: X
If yes, indicate dollar amount and/or percentage rate allowed:		
Will this grant require <b>State Matching Funds</b> ?	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 <b>In-Kind Support</b> ?	Yes: X	No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): Stadium construction already paid for in the amount of \$311,730.00		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> 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: -0-	
How many of these are new positions?	New FTE:	
Briefly describe the purpose(s) of this application/award: The CSC football stadium and field project replaced a crumbling cement stadium and press box with a newly constructed stadium and press box. The natural turf field was replaced with a synthetic turf field as part of the project using recycled tires, as well. This grant program aids in the payment of waste reduction and recycling initiatives.		
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: Kari Gaswick, VPAF		
Administrator responsible for approving the application: Dr. Randy Rhine, President		

Attachment: CSC Grant Award - Crumb Rubber Grant (2692 : Grant Applications and Awards for Information)

## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Chadron State College		Date: April 23, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: Mountain Lion Scat Analysis		
Funding Source: Nebraska Game and Parks Also indicate if the source is federal, state or private: State		
Is this grant a <b>Sub-Award</b> ?		Yes:      No: X
If a sub-award, indicate the agency the sub-award is through:		
Amount Requested: \$33,000.00	Amount Awarded: \$33,000.00	Funding Period: 8/12/2019 to 5/15/2022 Please indicate specific dates for the grant.
Closing Date for Application Submission: July 2019		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board? No		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes:      No: X
If yes, indicate dollar amount and/or percentage rate allowed:		
Will this grant require <b>State Matching Funds</b> ?		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 <b>In-Kind Support</b> ?		Yes:      No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?		Yes:      No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes:      No:
How many FTE positions will the grant fund?		FTE: 0
How many of these are new positions?		New FTE:
Briefly describe the purpose(s) of this application/award: This funding by Nebraska Game and Parks covers tuition and fees for one graduate student. The graduate student will complete analytical research of scat to determine mountain lion diet in the Pine Ridge of western Nebraska. Mileage and other supplies are also provided to complete the project.		
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. Teresa Frink		
Administrator responsible for approving the application: Dr. Randy Rhine		



**NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS**

College: Chadron State College		Date: April 23, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: Nasa Nebraska Space Grant Consortium Fellowship 2019-2020 (Brittany Lovett & Kinsley Mason)		
Funding Source: National Aeronautics & Space Administration (NASA) Also indicate if the source is federal, state or private: Federal		
Is this grant a <b>Sub-Award</b> ?		Yes: X      No:
If a sub-award, indicate the agency the sub-award is through: University of Nebraska at Omaha		
Amount Requested: \$8,000.00	Amount Awarded: \$8,000.00	Funding Period: 8/1/2019 to 3/31/2020 Please indicate specific dates for the grant.
Closing Date for Application Submission: August 2019		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board? No		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes:      No: X
If yes, indicate dollar amount and/or percentage rate allowed:		
Will this grant require <b>State Matching Funds</b> ?		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 <b>In-Kind Support</b> ?		Yes:      No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?		Yes:      No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes:      No:
How many FTE positions will the grant fund?		FTE: 0
How many of these are new positions?		New FTE:
Briefly describe the purpose(s) of this application/award: Requested funding will be fellowship for two students to conduct research. The research pertains to NASA's MARS 2020 and future missions by identifying sediments with the greatest possibility of containing fossils, as well as, the formation of iron oxide concretions.		
Is this grant a continuation of a previous/existing grant?		Yes: X      No:
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program: This program has often provided fellowships for students' research at CSC. Research topics vary per award. Funding for the past and current years are \$4,000.00 per student		
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. Mike Leite		
Administrator responsible for approving the application: Dr. Randy Rhine		

## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Chadron State College		Date: April 23, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: Nebraska Behavioral Health Jobs		
Funding Source: Behavioral Health Education Center of Nebraska (BHECN) Also indicate if the source is federal, state or private: Private		
Is this grant a <b>Sub-Award</b> ?		Yes: X    No:
If a sub-award, indicate the agency the sub-award is through: University of Nebraska Medical Center		
Amount Requested: \$5,000.00	Amount Awarded: \$5,000.00	Funding Period: 7/1/2019 to 6/30/2020 Please indicate specific dates for the grant.
Closing Date for Application Submission: June 2019		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board? No		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes:    No: X
If yes, indicate dollar amount and/or percentage rate allowed:		
Will this grant require <b>State Matching Funds</b> ?		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 <b>In-Kind Support</b> ?		Yes:    No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> 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: 0
How many of these are new positions?		New FTE:
Briefly describe the purpose(s) of this application/award: The aim of BHECN is to increase behavioral health opportunities and awareness in rural Nebraska. The grant gives trainings, mentorships and an annual conference to encourage their endeavors.		
Is this grant a continuation of a previous/existing grant?		Yes: X    No:
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program: The mission of the grant is the same as previous years. The funding was the same as the prior year at \$5,000.00.		
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. Susan Schaeffer		
Administrator responsible for approving the application: Dr. Randy Rhine		

**NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS**

College: Chadron State College		Date: April 23, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: Rural Behavioral Health Webinar		
Funding Source: Behavioral Health Education Center of Nebraska (BHECN) Also indicate if the source is federal, state or private: Private		
Is this grant a <b>Sub-Award</b> ?		Yes: X    No:
If a sub-award, indicate the agency the sub-award is through: University of Nebraska Medical Center		
Amount Requested: \$10,000.00	Amount Awarded: \$10,000.00	Funding Period: 10/1/2019 to 8/31/2020 Please indicate specific dates for the grant.
Closing Date for Application Submission:		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board? Yes		Date Approved/Reviewed: January 14, 2020
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes:    No: X
If yes, indicate dollar amount and/or percentage rate allowed:		
Will this grant require <b>State Matching Funds</b> ?		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 <b>In-Kind Support</b> ?		Yes:    No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?		Yes:    No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes:    No:
How many FTE positions will the grant fund?		FTE: 0
How many of these are new positions?		New FTE:
Briefly describe the purpose(s) of this application/award: This project proposes completing three webinars based on rural behavioral health practice. Once completed, the webinar will be housed on the BHECN website and behavioral health providers will be able to view them for continuing education credit.		
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. Tara Wilson		
Administrator responsible for approving the application: Dr. Randy Rhine		

Attachment: CSC Grant Award - Rural Behavioral Webinar (2692 : Grant Applications and Awards for Information)

**NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS**

College: Peru State College		Date: 1/20/2020
Notice of Intent	Application: X	Accept Award:
Name of Program: TRIO Student Support Services		
Funding Source: U.S. Department of Education Also indicate if the source is federal, state or private Federal		
Is this grant a <b>Sub-Award</b> ?		Yes:      No: X
If a sub-award, indicate the agency the sub-award is through:		
Amount Requested: \$319,773	Amount Awarded:	Funding Period: 9/1/2020 – 8/31/2025 Please indicate specific dates for the grant.
Closing Date for Application Submission: January 27, 2020		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board?		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes: X      No:
If yes, indicate dollar amount and/or percentage rate allowed: 8% MTDC		
Will this grant require <b>State Matching Funds</b> ?		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.): Matching funds are not required; PSC voluntarily committed \$5,000 each year for supplies.		
Will this grant require <b>In-Kind Support</b>		Yes X:      No:
Institutional cooperation, office and facility space, telephones, computers, networked copiers, custodial and maintenance services, internet services, and use of College transportation (at programs' expense).		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?		Yes:      No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: X      No:
How many FTE positions will the grant fund?		FTE: 3.62
How many of these are new positions?		New FTE: 0.000
Briefly describe the purpose(s) of this application/award: The grant award is a continuation of the TRIO-Student Success Services program at Peru State College. The project will serve 230 low-income, first generation and/or disabled students at Peru State College. The objective of services is to increase the academic success, retention, and graduation rates of students.		
Is this grant a continuation of a previous/existing grant?		Yes: X      No:
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program: This is technically a new proposal for the first year of five years of funding beginning September 1, 2020 through August 31, 2025. It would continue a successful TRIO Student Success Services program at Peru State College which has been in place since 1990.		
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. Vicky Jones, Director of Student Success Services		
Administrator responsible for approving the application: Dr. Jesse Dorman, Vice President for Enrollment Management & Student Affairs		

## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Wayne State College		Date: April 23, 2020
Notice of Intent	Application: X	Accept Award:
Name of Program: Nebraska EPSCoR Undergraduate Research Experience		
Funding Source: National Science Foundation Infrastructure Grant Also indicate if the source is federal, state or private: Federal		
Is this grant a <b>Sub-Award</b> ?		Yes: X    No:
If a sub-award, indicate the agency the sub-award is through: Nebraska EPSCoR		
Amount Requested:\$4,605	Amount Awarded:	Funding Period: 4/1/20-3/31/21 Please indicate specific dates for the grant.
Closing Date for Application Submission: February 10, 2020		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board?		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes:    No: X
If yes, indicate dollar amount and/or percentage rate allowed:		
Will this grant require <b>State Matching Funds</b> ?		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 <b>In-Kind Support</b> ?		Yes:    No: X
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.):		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?		Yes:    No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: X    No:
How many FTE positions will the grant fund?		FTE: 0.00
How many of these are new positions?		New FTE: 0.00
Briefly describe the purpose(s) of this application/award: This proposal requests funding for costs associated with carbon -14 dating of lake sediment and chemical analyses of bedrock apatite grains of two lake sediment cores collected from the bottom of the deepest portion of the Loch Vale Watershed in Rocky Mountain National Park. Age-depth modeling software and identification of distinct chemical populations of the apatite will be performed using statistical cluster analysis by an undergraduate Wayne State College student. The mid-YDS (Younger Dryas Stadial - the most abrupt climate change in Earth's recent history) observed in this lake sediment is important to investigate because it is analogous to climate change related trends being observed there today.		
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. Jason Price, Associate Professor, Physical Sciences and Mathematics 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: April 23, 2020
Notice of Intent	Application: X	Accept Award:
Name of Program: John G. Neihardt Conference – <i>Youth Remembered, 1881-1901</i>		
Funding Source: Humanities Nebraska Also indicate if the source is federal, state or private State		
Is this grant a <b>Sub-Award</b> ?		Yes: No: X
If a sub-award, indicate the agency the sub-award is through:		
Amount Requested: \$1,900	Amount Awarded:	Funding Period: 9/21/20-9/22/2020 Please indicate specific dates for the grant.
Closing Date for Application Submission: March 1, 2020		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board?		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes: No: X
If yes, indicate dollar amount and/or percentage rate allowed:		
Will this grant require <b>State Matching Funds</b> ?		Yes: X No:
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.): Wayne State College must provide at least half of the total project costs, either through cash or in-kind contributions. State matching funds of \$550 include publicity expenses and refreshments for the panel discussions.		
Will this grant require <b>In-Kind Support</b> ?		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 use of college facilities and the time commitment of several staff members.		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?		Yes: No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: X No:
How many FTE positions will the grant fund?		FTE: 0.00
How many of these are new positions?		New FTE: 0.00
Briefly describe the purpose(s) of this application/award: This proposal will help fund a conference to explore the history of Wayne, the Normal College (now Wayne State College) and the Midwest as detailed by John G. Neihardt, the Nebraska Poet Laureate in Perpetuity, in his last book. There will be panel discussions and lectures by various scholars from Nebraska that will bring a broader perspective of Neihardt's life and work. If funded, the grant will provide an honorarium for four speakers and newspaper advertising of the event.		
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. Meenakshi Dalal, Professor Emeritus		
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: April 23, 2020
Notice of Intent	Application: X	Accept Award:
Name of Program: Wayne State College SSS Students With Disabilities		
Funding Source: U.S. Department of Education Also indicate if the source is federal, state or private: Federal		
Is this grant a <b>Sub-Award</b> ?	Yes:	No: X
If a sub-award, indicate the agency the sub-award is through:		
Amount Requested: \$253,032 for Year 1 (2020-2021)	Amount Awarded	Funding Period: 09/01/2020-08/31/2025 Please indicate specific dates for the grant.
Closing Date for Application Submission: January 27, 2020		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board?		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?	Yes: X	No:
If yes, indicate dollar amount and/or percentage rate allowed: 8% of modified total direct costs		
Will this grant require <b>State Matching Funds</b> ?	Yes: X	No:
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.): State matching funds of \$2,335 for staff professional development expenses will be provided.		
Will this grant require <b>In-Kind Support</b> ?	Yes: X	No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): Wayne State College will provide facilities, support through many other offices on campus, and a small amount of operating support.		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?	Yes:	No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?	Yes: X	No:
How many FTE positions will the grant fund?	FTE: 3.54	
How many of these are new positions?	New FTE: 3.54	
Briefly describe the purpose(s) of this application/award: This proposal requests funding to serve 100 Student Support Services-eligible students with disabilities who have the greatest need for comprehensive services. It is for a five year period from 09/01/2020 to 08/31/2025. The requested amount of \$253,032 for the first year includes funding for salaries and benefits, travel, supplies and communication expenses. The goal of the program is to reduce the number of disadvantaged students dropping out of college, in particular those with disabilities, because of academic problems and/or related difficulties.		
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: However, Wayne State College has had a TRiO Student Support Services program since 1990-91.		
Has this grant application been previously denied?	Yes:	No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Dr. Jeffrey Carstens, Director of TRiO Student Support Services		
Administrator responsible for approving the application: Ms. Angie 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: April 23, 2020
Notice of Intent	Application: X	Accept Award:
Name of Program: TRiO Student Support Services		
Funding Source: U.S. Department of Education Also indicate if the source is federal, state or private: Federal		
Is this grant a <b>Sub-Award</b> ?		Yes:      No: X
If a sub-award, indicate the agency the sub-award is through:		
Amount Requested: \$354,325 for Year 1 (2020-2021)	Amount Awarded	Funding Period: 09/01/2020-08/31/2025 Please indicate specific dates for the grant.
Closing Date for Application Submission: January 27, 2020		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board?		Date Approved/Reviewed:
Does this grant include <b>Indirect Cost Funds</b> for the College's use?		Yes: X      No:
If yes, indicate dollar amount and/or percentage rate allowed: 8% of modified total direct costs		
Will this grant require <b>State Matching Funds</b> ?		Yes: X      No:
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.): State matching funds of \$6,600 for staff professional development expenses will be provided.		
Will this grant require <b>In-Kind Support</b> ?		Yes: X      No:
If yes, describe briefly (i.e., faculty release time, support personnel, use of office space, telephone, office supplies, etc.): Wayne State College will provide facilities, support through many other offices on campus, and a small amount of operating support.		
Is <b>State Maintenance of Effort</b> or <b>Future Fiscal Responsibility</b> required?		Yes:      No: X
If yes, describe briefly		
Are there restrictions imposed by regulation on claiming indirect costs?		Yes: X      No:
How many FTE positions will the grant fund?		FTE: 4.95
How many of these are new positions?		New FTE: 0.14
Briefly describe the purpose(s) of this application/award: This proposal requests funding to continue the TRiO Student Support Services Office at Wayne State College. It is for a five year period from 09/01/2020 to 08/31/2025. The requested amount of \$354,325 for the first year includes funding for salaries and benefits, travel, supplies and communication expenses. The program will serve 225 underprepared students who are low income, first generation and/or students with disabilities. The goal of the TRiO Student Support Services program is to reduce the number of disadvantaged students dropping out of college because of academic problems and/or related difficulties.		
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 this is technically a new proposal for the first year of five years of funding beginning September 1, 2020 through August 31, 2025, it would continue a very successful TRiO Student Support Services program, which has been funded since 1990-91.		
Has this grant application been previously denied?		Yes:      No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Dr. Jeffrey Carstens, Director of TRiO Student Support Services		
Administrator responsible for approving the application: Ms. Angie Fredrickson, Vice President Administration & Finance		



## CHANCELLOR INFORMATIONAL ITEMS

April 23, 2020

### *INFORMATION ONLY:*      **Contracts and Change Orders for Information**

Pursuant to Board Policies 7015, 7016, and 8065, the following contracts and change orders are provided to the Board for information.

#### Chadron State Contracts

- Math Science Addition and Renovation (Construction Manager) - Guaranteed Maximum Price (GMP) To Be Determined
- Athletics (procedures audit) -- \$12,900
- Crites Halls (remove and replace carpet) -- \$32,625
- Mari Sandoz High Plains Heritage Center (sponsorship-2 large foam board posters) - up to \$100

#### Chadron State Change Order

- Campus (#1-switchgear replacement-replacement and repair exceeded estimations) --\$1,809.98

#### Peru State Contracts

- Campuswide (interpreting services) - not to exceed \$16,000
- Professional Studies (dean search) -- \$14,000
- Campuswide (interpreting services) -- \$16,000
- Athletics (head football reference checks) - not to exceed \$3,000
- Campuswide (over sampling and survey report) -- \$2,088
- Student Center (inspection and collection of building material samples suspected of containing asbestos) -- \$2,450

#### Peru State Change Orders

- Campus Services Building (#1-contract dates changed to begin 11/15/19 and end 12/31/19) -- \$0
- Field House (#3-changes at Washington Street curb/gutter [new] and asphalt paving [existing] to create positive drainage) -- \$6,507.83
- Student Center (#2-original exhibit A has been deleted and replaced with amended exhibit A) -- \$0
- Centennial Complex Clayburn Mathews (#1-delete AFCI breakers, remove water piping, remove ladder in 3<sup>rd</sup> floor electrical room, install Ct cabinet and extend conduits and wires through cabinet, relocate condensate lines per electrical inspector, relocate fire alarm equipment in electrical rooms per inspector, and repair of electrical damaged due to core drilling) -- \$5,569.42
- Centennial Complex Nicolas Pate (#1-delete AFCI breakers, remove water piping, remove ladder in 3<sup>rd</sup> floor electrical room, infill floor slab when existing gear is removed, refeed stove panel that was missed on drawings, relocate fire alarm equipment in electrical rooms per inspector, and repair of electrical damaged due to

core drilling) -- \$3,958.90

- Centennial Complex Davidson Palmer (#1-delete AFCI breakers, remove water piping, remove ladder in 3<sup>rd</sup> floor electrical room, install Ct cabinet and extend conduits and wires through cabinet, relocate sprinkler lines per electrical inspector, relocate fire alarm equipment in electrical rooms per inspector, and repair electrical damaged due to core drilling) -- \$5,717.77

#### Wayne State Contracts

- Student Center (design services for re-glazing of west existing skylight framing system) - not to exceed \$12,780
- Benthack Hall (professional services for renovation) -- \$533,800 plus reimbursable expenses no to exceed \$9,000
- Benthack Hall (renovation pre-construction services) -- \$10,000
- Student Center (create wall opening between offices SCAT 103 and SCAT 104 and replace doors of SCAT 104 with a window wall) -- \$4,590
- Pile Hall (relocate washer and dryer in apartment PI 132) -- \$3,980
- President's Office - Hahn Administration Building (install additional receptacle and TV box in Room HA217A) -- \$2,673
- School of Business and Technology (search consultative services) -- \$25,000
- Residence Life (professional consulting services for student housing and Student Center facilities master plan) -- \$51,300
- Criminal Justice Crime Scene Investigation Facility (install a new fire panel to tie in sprinkler systems) -- \$7,040
- Campuswide (award management software subscription and implementation - 3 year Agreement) -- \$58,950
- Campuswide (assist with strategic planning preparation) -- \$34,800
- Energy Plant (steam distribution system study) -- \$34,000
- Admissions Office (yield training and consulting) - not to exceed \$7,100
- Indoor Athletic Complex - Natatorium (renovation including pool infill, HVAC, restrooms and offices) -- \$1,224,030
- Memorial Stadium - 4<sup>th</sup> Floor (make modifications to work counters in rooms along east wall) -- \$10,620
- Benthack Hall (conduct topographic survey for renovation project) -- \$2,500
- Benthack Hall (conduct geotechnical survey for renovation project) -- \$4,200
- Memorial Stadium (install wall display on south wall, Room 3-03) -- \$1,979.54
- Student Center (install Hunter Douglas vertical blinds in Health Services area) -- \$552
- Academic Affairs Office (management of the "Growing Together" effort in Norfolk and Northeast Nebraska region) -- \$102,000 (\$34,000 per year)
- Natatorium (re-roofing project) -- \$290,000
- School of Arts and Humanities (fundraising consulting workshop) - not to exceed \$9,400
- Morey Hall (complete abatement of two pipe chases on 3<sup>rd</sup> floor in preparation for restroom remodel project) -- \$4,550
- Campuswide (IT consulting services) -- \$11,596.60
- Student Center (convert four existing rooms in the lower level of Student Center into

- new spaces to house an ESport venue and student mail rooms) -- \$75,305
- Anderson Hall (convert 6 remaining tub rooms into shower rooms) -- \$23,800

#### Wayne State Change Orders

- Energy Plant (#2-remove and replace damaged motor rotor on chiller #1) -- \$35,662.11
- Benthack Hall (#1-additional work to measure settlement of slabs and/or walls within the building) -- \$8,000
- Benthack Hall (#1-amendment and add supplemental services “settlement investigation and contract documents for settlement repairs” to professional services Agreement) -- \$12,700
- Benthack Hall (#2-amendment and add supplemental services “movable furniture selection” to professional services Agreement) -- \$11,210

#### NSCS Contracts

- Nebraska State College System Office and Colleges (electronic document signing licenses and training) -- \$25,868
- Nebraska State College System Office and Colleges (consulting services and training) -- \$52,500
- Nebraska State College System Office (Federal consulting services) -- \$12,000 annually
- Nebraska State College System Office and Wayne State College (enterprise risk management software licenses) -- \$20,017.94
- Nebraska State College System Office and Colleges (collection services) -- \$0.00
- Nebraska State College System Office and Wayne State College (education legal and regulatory advising) -- \$375/hour

#### NSCS Change Order

- Nebraska State College System Office (revision to term 4 of original contract with Hand County Research Company, LLC) -- \$0.00

#### **ATTACHMENTS:**

- CSC Contracts and Change Orders for Information (PDF)
- PSC Contracts and Change Orders for Information (PDF)
- WSC Contracts and Change Orders for Information (PDF)
- NSCS Contracts and Change Orders for Information (PDF)

**CONTRACTS AND CHANGE ORDERS FOR INFORMATION**

**CONTRACTS** – a) construction contracts for less than \$100,000; b) architect/engineer fees of less than \$70,000; 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; e) legal counsel, auditor, lobbyist and search consultant contracts for durations greater than 5 days, requiring Chancellor’s approval; and f) contracts that the Board has authorized the Chancellor to approve.

<b>Chadron State College</b>	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Math Science Addition & Renovation Construction Manager Guaranteed Maximum Price TBD State Funds, 309 Task Force, Private Funds, Cash Adolfson & Peterson Construction
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Athletics Agreed Upon Procedures Audit \$12,900.00 Cash Gardner, Loutzenhiser & Ryan
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Crites Hall Remove & Replace carpet \$32,625.00 Contingency Maintenance Morford’s Decorating Center
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Mari Sandoz High Plains Heritage Center Sponsorship Up to \$100.00 for printing of two large foam board posters Cash Bean Broker Coffee House & Pub

**CHANGE ORDERS** – (including architect/engineer fees, construction contracts, equipment purchases and all other miscellaneous expenditures) which are less than \$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 at the next Board meeting.

<b>Chadron State College</b>	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Campus Change Order #1 Switchgear Replacement – Replacement & Repair exceeded estimations \$1,809.98 309 Task Force NPPD

Attachment: CSC Contracts and Change Orders for Information (2693 : Contracts and Change Orders for Information)

**CONTRACTS AND CHANGE ORDERS FOR INFORMATION**

**CONTRACTS** – a) construction contracts for less than \$100,000; b) architect/engineer fees of less than \$70,000; 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; e) legal counsel, auditor, lobbyist and search consultant contracts for durations greater than 5 days, requiring Chancellor’s approval; and f) contracts that the Board has authorized the Chancellor to approve.

<b>Peru State College</b>	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus Wide Interpreting Services NTE \$16,000.00 Cash Funds Linguabee, LLC
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Professional Studies Dean Search \$14,000.00 Cash Funds EFL Associates
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus Wide Interpreting Services \$16,000.00 Cash Funds Sorenson Community Interpreting Services
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Athletics Head Football Reference Checks NTE \$3,000.00 Cash Funds EFL Associates
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus Wide Over Sampling and Survey Report \$2,088.00 Cash Funds Modern Think
Location on Campus: Contracted Work:  Contract Amount: Fund Source: Contractor:	Student Center Inspection and collection of building material samples suspected of containing asbestos.  \$2,450.00 Contingency Maintenance Revenue AMI Environmental

Attachment: PSC Contracts and Change Orders for Information (2693 : Contracts and Change Orders for Information)

**CHANGE ORDERS** – (including architect/engineer fees, construction contracts, equipment purchases and all other miscellaneous expenditures) which are less than \$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 at the next Board meeting.

Peru State College	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Campus Services Building 1 – Contract dates changed to begin 11/15/19 and end 12/31/19 \$0 N/A Control Management, Inc.
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Field House 3 – Changes at Washington St. curb/gutter (new) and asphalt paving (existing) to create positive drainage. \$6,507.83 Foundation AHR Construction, Inc.
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Student Center Amendment 2 – original exhibit A has been deleted and replaced with Amended Exhibit A \$0 N/A Fresh Ideas Management, LLC
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Centennial Complex Clayburn Mathews 1 – Delete AFCI breakers, remove water piping, remove ladder in 3 <sup>rd</sup> floor electrical room, install Ct cabinet and extend conduits and wires through cabinet. Relocate condensate lines per electrical Inspector. Relocate fire alarm equipment in electrical rooms per inspector. Repair of electrical damaged due to core drilling. \$5,569.42 Contingency Maintenance Funds Haco Electric
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Centennial Complex Nicolas Pate 1 - Delete AFCI breakers, remove water piping, remove ladder in 3 <sup>rd</sup> floor electrical room. Infill floor slab when existing gear is removed. Refeed stove panel that was missed on drawings. Relocate fire alarm equipment in electrical rooms per inspector. Repair of electrical damaged due to core drilling. \$3,958.90 Contingency Maintenance Funds Haco Electric
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Centennial Complex Davidson Palmer 1- Delete AFCI breakers, remove water piping, remove ladder in 3 <sup>rd</sup> floor electrical room, install Ct cabinet and extend conduits and wires through cabinet. Relocate sprinkler lines per electrical inspector. Relocate fire alarm equipment in electrical rooms per inspector. Repair of electrical damaged due to core drilling. \$5,717.77 Contingency Maintenance Funds Haco Electric

Attachment: PSC Contracts and Change Orders for Information (2693 : Contracts and Change Orders for Information)

## CONTRACTS AND CHANGE ORDERS FOR INFORMATION

**CONTRACTS** – a) construction contracts for less than \$100,000; b) architect/engineer fees of less than \$70,000; 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; e) legal counsel, auditor, lobbyist and search consultant contracts for durations greater than 5 days, requiring Chancellor’s approval; and f) contracts that the Board has authorized the Chancellor to approve.

<b>Wayne State College</b>	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Design services for re-glazing of the west existing skylight framing system Not to Exceed \$12,780.00 Contingency Maintenance Jackson-Jackson & Associates, Inc., Omaha, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Benthack Hall Professional Services for the Benthack Hall Renovation \$533,800.00 plus reimbursable expenses not-to-exceed \$9,000.00 Cash, LB309, Wayne State Foundation LEO A DALY, Omaha, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Benthack Hall Benthack Hall Renovation Pre-Construction Services \$10,000.00 Cash, LB309, Wayne State Foundation Hausmann Construction Inc, Lincoln, NE
Location on Campus: Contracted Work:  Contract Amount: Fund Source: Contractor:	Student Center Create wall opening between offices SCAT 103 & SCAT 104 in Student Center & replace doors of SCAT 104 with a window wall \$4,590.00 Contingency Maintenance Korth Construction, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Pile Hall Relocate washer & dryer in Pile Hall Apartment (PI132) \$3,980.00 Contingency Maintenance Korth Construction, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	President’s Office (Hahn Administration Building) Install additional receptacle & a TV box in Room HA217A \$2,673.00 Cash Model Electric, Inc., Norfolk, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	School of Business & Technology Search consultative services \$25,000.00 Cash Summit Search Solutions, Inc.
Location on Campus: Contracted Work:  Contract Amount: Fund Source: Contractor:	Residence Life Professional consulting services for student housing & student center facilities master plan \$51,300.00 Revenue Bond Wachalski Advisory, Inc.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Criminal Justice Crime Scene Investigation Facility Install a new fire panel to tie in sprinkler systems \$7,040.00 Capital Improvement Fee & Cash Electronic Systems, Inc., Hastings, NE
Location on Campus: Contracted Work:  Contract Amount: Fund Source: Contractor:	Campuswide Award management software subscription & implementation – 3 year agreement \$58,950.00 Cash Blackbaud, Charleston, SC

Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campuswide Assist with strategic planning preparation \$34,800.00 Cash Plante & Moran, PLLC
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Energy Plant Steam distribution system study \$34,000.00 Cash Morrissey Engineering, Inc., Omaha, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Admissions Office Yield training & consulting Not to exceed \$7,100.00 Cash Paskill Stapleton & Lord, Glenside, PA
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Indoor Athletic Complex (aka: Natatorium) Renovation including pool infill, HVAC, restrooms & offices \$1,224,030.00 Contingency Maintenance/Wayne State Foundation/Sports Facility Cash Funds OCC Builders, LLC, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Stadium – 4 <sup>th</sup> Floor Make modifications to work counters in rooms along east wall \$10,620.00 Cash Korth Construction Company, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Benthack Hall Conduct topographic survey for the Benthack Hall renovation project \$2,500.00 Cash McLaury Engineering, Inc., Elk Point, SD
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Benthack Hall Conduct geotechnical survey for Benthack Hall Renovation Project \$4,200.00 Cash Certified Testing Services, Inc., Sioux City, IA
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Memorial Stadium Install wall display on south wall, Room 3-03 \$1,979.54 Cash Love Signs, Norfolk, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Install Hunter Douglas vertical blinds in Health Services area \$552.00 Revenue Bond Carhart Lumber Designs, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Academic Affairs Office Management of the “Growing Together” effort in Norfolk & Northeast Nebraska region \$102,000.00 (\$34,000.00 per year) Cash Knights of Ak-sar-ben Foundation
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Natorium Re-roofing project \$290,000.00 Contingency Maintenance 10 Men Roofing, Omaha, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	School of Arts & Humanities Fundraising Consulting Workshop Not to exceed \$9,400.00 Cash Gonser Gerber, LLP



Location on Campus: Contracted Work:	Morey Hall Complete abatement of two pipe chases on 3 <sup>rd</sup> floor in preparation for restroom remodel project
Contract Amount: Fund Source: Contractor:	\$4,550.00 Contingency Maintenance Environmental Services, Inc., Norfolk, NE
Location on Campus: Contracted Work:	Campuswide IT consulting services
Contract Amount: Fund Source: Contractor:	\$11,596.60 Cash & Revenue Bond DataVizion, LLC
Location on Campus: Contracted Work:	Student Center Convert four existing rooms in the lower level of Student Center into new spaces to house an ESport venue & student mail rooms
Contract Amount: Fund Source: Contractor:	\$75,305.00 Contingency Maintenance Korth Construction Company, Wayne, NE
Location on Campus: Contracted Work:	Anderson Hall Convert 6 remaining tub rooms into shower rooms
Contract Amount: Fund Source: Contractor:	\$23,800.00 Contingency Maintenance Korth Construction Company, Wayne, NE

**CHANGE ORDERS** – (including architect/engineer fees, construction contracts, equipment purchases and all other miscellaneous expenditures) which are less than \$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 at the next Board meeting.

Wayne State College	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Energy Plant #2 – Remove & replace damaged motor rotor on Chiller #1 \$35,662.11 LB309 Trane U.S. Inc., Ralston, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Benthack Hall #1 – Additional work to measure settlement of slabs and/or walls within the building \$8,000.00 Cash McLaury Engineering, Inc., Elk Point, SD
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Benthack Hall #1 – Amendment & Add Supplemental Services, “Settlement Investigation and Contract Documents for Settlement Repairs” to Professional Services Agreement \$12,700.00 Cash, LB309, Wayne State Foundation LEO A DALY, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Benthack Hall #2 – Amendment & Add Supplemental Services, “Movable Furniture Selection” to Professional Services Agreement \$11,210.00 Cash, LB309, Wayne State Foundation LEO A DALY, Omaha, NE

Attachment: WSC Contracts and Change Orders for Information (2693 : Contracts and Change Orders for Information)

**CONTRACTS AND CHANGE ORDERS FOR INFORMATION**

**CONTRACTS** – a) construction contracts for less than \$100,000; b) architect/engineer fees of less than \$70,000; 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; e) legal counsel, auditor, lobbyist and search consultant contracts for durations greater than 5 days, requiring Chancellor’s approval; and f) contracts that the Board has authorized the Chancellor to approve.

<b>Nebraska State College System</b>	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Nebraska State College System Office and Colleges Electronic document signing licenses and training \$25,868 Cash DocuSign Government at Carahsoft
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Nebraska State College System Office and Colleges Consulting services and training \$52,500 Cash The NCHERM Group LLC
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Nebraska State College System Office Federal Consulting Services \$12,000 annually Cash Federal Management Strategies
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Nebraska State College System Office and Wayne State College Enterprise risk management software licenses \$20,017.94 Cash LogicManager, Inc.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Nebraska State College System Office and Colleges Collection services \$0.00 Cash Williams & Fudge, Inc.
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Nebraska State College System Office and Wayne State College Education legal and regulatory advising \$375/hour Cash Husch Blackwell LLP

**CHANGE ORDERS** – (including architect/engineer fees, construction contracts, equipment purchases and all other miscellaneous expenditures) which are less than \$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 at the next Board meeting.

<b>Nebraska State College System Office</b>	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Nebraska State College System Office Revision to Term 4 of original contract \$0.00 Cash Hand County Research Company, LLC

Attachment: NSCS Contracts and Change Orders for Information (2693 : Contracts and Change Orders for Information)

**CHANCELLOR INFORMATIONAL ITEMS**

April 23, 2020

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***INFORMATION ONLY:* Preliminary Review of Biennium Budget Requests**

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The Board of Trustees approved guidelines in January, 2020 for the biennium budget request package for the fiscal years 2021-2023. In response to the coronavirus pandemic, the Legislature has been temporarily suspended until further notice. As a result, action on pending items for the NSCS will not be known until the legislature resumes activity and takes action on the budget. These pending items include the career scholarships and the partnership initiative between Peru State College and the Department of Corrections. Once more is known about the budget for FY2020-21, updates can be provided on the biennium budget request for 2021-23.

## CHANCELLOR INFORMATIONAL ITEMS

April 23, 2020

**INFORMATION ONLY: Chancellor's Travel**

In accordance with NSCS policy, the Chancellor traveled on:

Date	Total Days of Travel	Destination	Description	Expenses Reimbursed
12/09/2019	1	Omaha	True Potential Scholarship Meeting	\$40.00
12/13/2019	1	Omaha	UNMC Strategic Planning Meeting	\$49.60
1/19/2020	1	Omaha	Meeting with Financial Committee Members	\$48.00
1/27/2020	1	Omaha	UNMC Rural Health Advisory	\$48.00
1/31/2020	1	Norfolk	Aksarben Growing Nebraska Press Conference	\$102.40
2/4/2020	1	Kearney	Meeting regarding RHOP and KHOP Programs	\$106.00
2/14/2020	1	Peru/Nebraska City	Present at Engaging Educators Conference and Governor's Town Hall in Nebraska City	\$48.00
2/19/2020	1	Peru	Planning Committee Meeting	\$48.00

Anticipated future travel plans by the Chancellor:

The Chancellor does not have any travel planned at this time due to the COVID-19 pandemic.

As of 03/23/2020

*Prepared for the April, 2020 Board of Trustees Meeting*

## COLLEGE INFORMATIONAL ITEMS

April 23, 2020

*INFORMATION ONLY:*     **Proposed Board of Trustees Meeting Schedule for 2020-2021**

### 2020-2021 Proposed Board Meeting Schedule (Five Meetings Per Year)

<b>SEPTEMBER BOARD OF TRUSTEES MEETING-CHADRON</b>	<b>September 10, 2020</b> Thursday
<b>NOVEMBER BOARD OF TRUSTEES MEETING-WAYNE</b>	<b>November 12, 2020</b> Thursday
<b>JANUARY BOARD OF TRUSTEES MEETING-LINCOLN</b>	<b>January 13, 2021</b> Wednesday
<b>MARCH BOARD OF TRUSTEES MEETING-PERU</b>	<b>March 16-17, 2021</b> Tuesday-Wednesday
<b>JUNE BOARD OF TRUSTEES MEETING-LINCOLN</b>	<b>June 17, 2021</b> Thursday

### 2020-2021 Proposed Board Meeting Schedule (Five Meetings Per Year Plus a Retreat)

<b>SEPTEMBER BOARD OF TRUSTEES MEETING-CHADRON</b>	<b>September 10, 2020</b> Thursday
<b>NOVEMBER BOARD OF TRUSTEES MEETING-WAYNE</b>	<b>November 12, 2020</b> Thursday
<b>JANUARY BOARD OF TRUSTEES MEETING-LINCOLN</b>	<b>January 13, 2021</b> Wednesday
<b>MARCH BOARD OF TRUSTEES MEETING-PERU</b>	<b>March 16-17, 2021</b> Wednesday-Thursday
<b>JUNE BOARD OF TRUSTEES MEETING-LINCOLN</b>	<b>June 17, 2021</b> Thursday
<b>JULY BOARD OF TRUSTEES RETREAT-NEBRASKA CITY</b>	<b>July 29-30, 2021</b> Thursday-Friday